

The Corporation of the  
CITY OF WHITE ROCK

Regular Council Meeting  
AGENDA



Monday, September 23, 2024, 4:00 p.m.

City Hall Council Chambers

15322 Buena Vista Avenue, White Rock, BC, V4B 1Y6

**\*Live Streaming/Telecast:** Please note that all Committees, Task Forces, Council Meetings, and Public Hearings held in the Council Chamber are being recorded and broadcasted as well included on the City's website at: [www.whiterockcity.ca](http://www.whiterockcity.ca)

T. Arthur, Director of Corporate Administration

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	Pages
1. CALL MEETING TO ORDER	
1.1 FIRST NATIONS LAND ACKNOWLEDGEMENT	
<i>We would like to recognize that we are gathered on the traditional unceded territory of the Semiahmoo First Nation, within the broader territory of the Coast Salish Peoples.</i>	
2. ADOPTION OF AGENDA	
<b>RECOMMENDATION</b> <b>THAT the Corporation of the City of White Rock Council adopt the agenda for its regular meeting scheduled for September 23, 2024 as circulated.</b>	
3. ADOPTION OF MINUTES	16
<b>RECOMMENDATION</b> <b>THAT the Corporation of the City of White Rock adopt the September 9, 2024 meeting minutes as circulated.</b>	

### 3.1 MEETING POSTPONED (ADJOURNED)

The Regular Meeting will now be postponed/ adjourned in order to consider the proposed applications:

- Development Variance Permit No. 459 (14591 Gordon Avenue)
- Temporary Use Permit 24-025 (1589 Maple Street)

The regular meeting will reconvene following the adjournments or conclusions of the Public Meeting.

### **RECOMMENDATION** **THAT Council:**

1. **Postpone the September 23, 2024 regular Council meeting at this time until the adjournment or conclusion of the Public Meetings for the following applications:**
  - **Development Variance Permit No. 459 (14591 Gordon Avenue)**
  - **Temporary Use Permit 24-025 (1589 Maple Street)**
2. **Directly following the Public Meeting the Regular Council meeting will be reconvened in the City's Council Chambers.**

### 4. QUESTION AND ANSWER PERIOD (15 MINUTES / 2 MINUTES PER SPEAKER)

Question and Answer Period will be taking place in person at the meeting.

**Note:** there are to be no questions or comments on a matter that will be the subject of a public hearing (time between the public hearing and final consideration of the bylaw).

### 4.1 CHAIRPERSON CALLS FOR SPEAKERS TO QUESTION AND ANSWER PERIOD

### 5. DELEGATIONS AND PETITIONS

#### 5.1 DELEGATIONS (5 MINUTES)

None

#### 5.2 PETITIONS

None

### 6. PRESENTATIONS AND CORPORATE REPORTS



6.1	<b>PRESENTATIONS (10 MINUTES)</b>	
	None	
6.2	<b>CORPORATE REPORTS</b>	
6.2.a	<b>CONSIDERATION OF DEVELOPMENT VARIANCE PERMIT NO. 459 - 14591 GORDON AVENUE (DVP0035)</b>	32
	Corporate report dated September 23, 2024 from the Director of Planning and Development Services titled "Consideration of Development Variance Permit No. 459 - 14591 Gordon Avenue (DVP00035)".	
	<b>Note:</b> Development Variance Permit No. 459 was the subject of a Public Meeting held earlier in the evening and the permit itself is on the agenda for Council consideration under Item 9.2.a	
	<b><u>RECOMMENDATION</u></b>	
	<b>THAT Council receive the corporate report dated September 23, 2024, from the Director of Planning and Development Services, titled "Consideration of Development Variance Permit No. 459 - 14591 Gordon Avenue (DVP0035)" and consider issuance of Development Variance Permit No. 459.</b>	
6.2.b	<b>TEMPORARY USE PERMIT FOR DAYTIME WARMING CENTRE - 1589 MAPLE STREET</b>	52
	Corporate report dated September 23, 2024 from the Director of Planning and Development Services titled "Temporary Use Permit for Daytime Warming Centre - 1589 Maple Street".	
	<b>Note:</b> Temporary Use Permit 24-025 was the subject of a Public Meeting held earlier in the evening and the permit itself is on the agenda for Council consideration under Item 9.2.b	
	<b><u>RECOMMENDATION</u></b>	
	<b>THAT Council receive the September 23, 2024 Corporate report from the Director of Planning and Development Services titled "Temporary Use Permit for Daytime Warming Center - 1589 Maple Street" and consider issuance of Temporary Use Permit 24-025 (1589 Maple Street).</b>	
6.2.c	<b>EMERGENCY DAYTIME WARMING CENTRE - RESPONSE TO REQUEST FOR PROPOSALS (WR24-PDS01)</b>	77
	Corporate report dated September 23, 2024 from the Director of Planning and Development Services titled "Emergency Daytime Warming Centre - Response to Request for Proposals (WR24-PDS01)".	

## **RECOMMENDATION**

**THAT Council:**

1. Award the contract for the 2024/2025 Emergency Daytime Warming Centre to Lookout Housing and Health Society & Engaged Communities Canada Society for the cost of \$409,970.41, and authorize the Chief Administrative Officer to sign the contract for services; and
2. Increase the budget to \$409,970.41 to enable daily operations of the daytime warming centre from November 1 to March 15, 2025; and
3. Allocate an additional \$49,970.41 from operating contingency (for 2024 costs) and prior year surplus (for 2025 costs) to the daytime warming centre budget.

6.2.d

### **CONSIDERATION OF FIRST AND SECOND READING FOR OCP BYLAW UPDATE - DPA GUIDELINES RELATED TO SSMUH (BYLAW 2519)**

106

Corporate report dated September 23, 2024 from the Director of Planning and Development Services titled "Consideration of First and Second reading for OCP Bylaw Update - DPA Guidelines related to SSMUH (Bylaw 2519)".

**Note:** Bylaw 2519 is on the agenda for staff recommended first and second reading and additional requirements under Item 9.1.a

## **RECOMMENDATION**

**THAT Council:**

1. Receive the September 23, 2024, Corporate report from the Director of Planning and Development Services, titled "Consideration of First and Second Reading for OCP Bylaw Update – DPA Guidelines Update Related to SSMUH (Bylaw 2519)";
2. Has, pursuant to Section 475(2) of the *Local Government Act*, considered whether opportunities for consultation should be early and ongoing, and specifically whether consultation is required with:
  - a. The board of the regional district in which the area covered by the plan is located, in the case of a municipal official community plan;
  - b. The board of any regional district that is adjacent to the area covered by the plan;
  - c. The council of any municipality that is adjacent to the area covered by the plan;
  - d. First Nations;
  - e. Boards of education, greater boards and improvement district boards, and the Provincial and Federal governments and their agencies; and
  - f. and in that regard, considers it unnecessary to provide further

consultation opportunities, except by way of holding a public hearing on the Bylaw.

3. Consider the consultation outlined in the corporate report titled “Consideration of first and second reading for OCP Bylaw update – DPA guidelines update related to SSMUH (Bylaw 2519);” and dated September 23, 2024, as appropriate for consultation with persons, organizations and authorities that will be affected by “*Official Community Plan Bylaw, 2017, No. 2220, Amendment No. 4 (Development Permit Area Guidelines), 2024, No. 2519,*” pursuant to section 475 of the *Local Government Act*;
4. Has, pursuant to Section 477(3) of the *Local Government Act*, considered “*Official Community Plan Bylaw, 2017, No. 2220, Amendment No. 4 (Development Permit Area Guidelines), 2024, No. 2519*” in conjunction with the City’s financial plan and waste management plans, as outlined in the “Consideration of first and second reading for OCP Bylaw update – DPA guidelines update related to SSMUH (Bylaw 2519)” report presented at the September 23, 2024 Council meeting, and in that regard, considers that no further consideration of the financial plan and waste management plans is required at this time; and,
5. Has, pursuant to Section 473(4) of the *Local Government Act*, considered the Provincial Policy Manual and Site Standards for Small-Scale Multi-Unit Housing and the Provincial Policy Manual: Transit-Oriented Areas, as outlined in the “Consideration of first and second reading for OCP Bylaw update – DPA guidelines update related to SSMUH (Bylaw2519)” report presented at the September 23, 2024 Council meeting and, in that regard, consider that no further consideration of the Provincial Policy Manual is required at this time.

6.2.e

**CONSIDERATION OF FIRST THREE READINGS OF ZONE AMENDING BYLAW NO. 2520 (CD-71) - 1363 JOHNSTON ROAD (ZON 20-020)**

142

Corporate report dated September 23, 2024 from the Director of Planning and Development Services titled "Consideration of first three readings of Zone Amendment Bylaw No. 2520 (CD-71) - 1363 Johnston Road (ZON 20-020)".

**Note:** Bylaw 2520 is on the agenda for staff recommended first, second and third reading under Item 9.1.b

**RECOMMENDATION**

**THAT Council receive for information the corporate report dated September 23, 2024, from the Director of Planning and Development Services, titled "Consideration of first three readings of Zone Amending Bylaw No. 2520 (CD-71) – 1363 Johnston Road (ZON 20-020)."**

6.2.f OVERNIGHT PARKING ENFORCEMENT IN MARINE DRIVE LOTS 237

Corporate report dated September 23, 2024 from the Director of Planning and Development Services titled "Overnight Parking Enforcement in Marine Drive Lots".

**RECOMMENDATION**

**THAT Council receive for information the September 23, 2024, corporate report from the Director of Planning and Development Services, titled "Overnight Parking Enforcement in Marine Drive Lots;" and direct staff to:**

1. **Bring forward amendments to the Parks Regulation Bylaw and Ticketing for Bylaw Offences Bylaw Amendments to prohibit loitering and parking in the waterfront parking lots between 2am and 5 am; and**
2. **Post appropriate signage to restrict the parking of vehicles in designated waterfront lots between the hours of 2:00 a.m. and 5:00 a.m.; and**
3. **Retain the services of a Towing Contractor to remove any vehicles in violation of this restriction.**

OR

4. **Retain the services of a Security Company to patrol the waterfront lots and request Towing services as needed.**

6.2.g 2024 FEES AND CHARGES BYLAW, 2023, NO. 2480, AMENDMENT NO. 2, 2024 NO. 2513 242

Corporate report dated September 23, 2024 from the Director of Financial Services titled "2024 Fees and Charges Bylaw, 2023, No. 2480, Amendment No, 2, 2024 No. 2513".

**Note:** Bylaw 2513 is on the agenda for staff-recommended first, second and third reading under Item 9.1.c

**RECOMMENDATION**

**THAT Council receive for information the September 23, 2024, corporate report from the Director of Financial Services, titled "2024 Fees and Charges Bylaw, 2023, No. 2480, Amendment No. 2, 2024, No. 2513.**

6.2.h 2025 PERMISSIVE TAX EXEMPTIONS 246

Corporate report dated September 23, 2024, from the Director of Financial Services titled "2025 Permissive Tax Exemptions".

**Note:** Bylaw 2515 and 2516 are on the agenda for staff recommended first, second and third reading under Item 9.1.d and 9.1.e

**RECOMMENDATION**

**THAT Council receive the September 23, 2024, corporate report from the Director, Financial Services, titled “2025 Permissive Tax Exemptions” for approval, consideration to give three readings, and once public notice requirements have been met, for adoption by Council.**

**6.2.i BUSINESS APPLICATION ANALYST - CAPITAL FUNDING 259**

Corporate report dated September 23, 2024 from the Director of Financial Services titled "Business Application Analyst - Capital Funding".

**RECOMMENDATION**

**THAT Council:**

- 1. Receive the corporate report dated September 23, 2024, from the Director of Financial Services and the Chief Information Officer, titled “Business Application Analyst – Capital Funding” for consideration' and**
- 2. Endorse the hiring of a full-time Business Analyst on a 2 (two) year contract funded by Capital budgets to manage IT projects approved in the Financial Plan.**

**6.2.j CONTRACT AWARD - ELECTRICAL WORK REQUIRED FOR BC HYDRO TRANSFORMER REPLACEMENT AT 1444 OXFORD STREET 263**

Corporate report dated September 23, 2024, from the Director of Engineering and Municipal Operations titled "Contract Award - Electrical Work required for BC Hydro Transformer Replacement at 1444 Oxford Street".

## **RECOMMENDATION**

**THAT Council receive the corporate report dated September 23, 2024, from the Manager of Engineering, titled “Contract Award – Electrical Work required for the BC Hydro Transformer Replacement at 1444 Oxford Street;” and**

- 1. Approve a \$160,000 transfer from water capital contingency to support the Electrical Work required for BC Hydro Transformer Replacement at 1444 Oxford Street project;**
- 2. Approve the award of the Electrical Work required for the BC Hydro Transformer Replacement at 1444 Oxford Street to Sasco Contractors Ltd. in the amount of \$507,650 (excluding GST);**
- 3. Approve the award of engineering inspection and construction support for the work to MCW Consultants Ltd. in the amount of \$8,500 (excluding GST);**
- 4. Authorize the pre-approved contingency in the amount of \$102,850 (approximately 20%) to support the project; and**
- 5. Authorize the Director of Engineering and Municipal Operations to execute all contract documentation required for the project.**

**6.2.k**

### **WATERMAIN UPGRADE - CYPRESS STREET FROM PACIFIC LANE TO ROYAL AVENUE**

269

Corporate report dated September 23, 2024 from the Director of Engineering and Municipal Operations titled "Watermain Upgrade - Cypress Street from Pacific Lane to Royal Avenue".

## **RECOMMENDATION**

**THAT Council receive the corporate report dated September 23, 2024, from the Manager of Engineering, titled "Watermain Upgrade - Cypress Street from Pacific Lane to Royal Avenue"; and**

- 1. Approve a \$190,000 transfer from water capital contingency to support the Watermain Upgrade – Cypress Street from Pacific Lane to Royal Avenue project;**
- 2. Approve the award of to Blackline Site Works Ltd. in the amount of \$452,902 (excluding GST);**
- 3. Approve the award of engineering inspection and construction support for the work to GHD Limited in the amount of \$41,021 (excluding GST);**
- 4. Authorize the pre-approved contingency in the amount of \$100,000 (approximately 20%) to support the project; and**
- 5. Authorize the Director of Engineering and Municipal Operations to execute all contract documentation required for the project.**

**7.**

## **MINUTES AND RECOMMENDATIONS OF COMMITTEES**

7.1 SELECT COMMITTEE MINUTES 274

**RECOMMENDATION**

THAT Council receive for information the following committee meeting minutes as circulated:

- Public Art and Culture Advisory Committee - September 11, 2024.

7.2 SELECT COMMITTEE RECOMMENDATIONS

7.2.a PUBLIC ART AND CULTURE ADVISORY COMMITTEE (COUNCILLOR KLASSEN, CHAIRPERSON)

7.2.a.a WELCOME TO WHITE ROCK SIGN 282

**Note:** Concept design for sign, as presented during the September 11, 2024 Public Art and Culture Advisory Committee meeting, attached for reference.

**RECOMMENDATION**

THAT Council approve the concept design for the "Welcome to White Rock" sign to be located at Johnston Road and North Bluff Road, as discussed during the September 11, 2024 Public Art and Culture Advisory Committee meeting.

8. POLICIES

None

9. BYLAWS AND PERMITS

9.1 BYLAWS

9.1.a BYLAW 2519 - OFFICIAL COMMUNITY PLAN BYLAW, 2017, NO. 2220, AMENDMENT NO. 4 (DEVELOPMENT PERMIT AREA GUIDELINES), 2024, NO. 2519 283

Bylaw 2519 - A bylaw to amend the City of White Rock Official Community Plan Bylaw in relation to Development Permit Areas.

**Note:** Bylaw 2519 was the subject of a corporate report under Item 6.2.d

**RECOMMENDATION #1**

THAT Council give first and second reading to "*Official Community Plan Bylaw, 2017, No. 2220, Amendment No. 4 (Development Permit Area Guidelines), 2024, No. 2519*".

**RECOMMENDATION #2**

THAT Council direct staff to schedule a Public Hearing for "*Official Community Plan Bylaw, 2017, No. 2220, Amendment No. 4 (Development Permit Area Guidelines), 2024, No. 2519*".

**BYLAW 2520 - WHITE ROCK ZONING BYLAW, 2024, NO. 2506,  
AMENDMENT NO. 5, 2024, NO. 2520 (1363 JOHNSTON ROAD  
[REZONING FROM THE CR-2 LOWER TOWN CENTRE AREA  
COMMERCIAL/RESIDENTIAL ZONE TO THE CD-71 ZONE])**

Bylaw 2520 - A bylaw to amend the White Rock Zoning bylaw to rezone the subject property from the 'CR-2 Lower Town Centre Area Commercial/ Residential Zone' to the 'Comprehensive Development Zone (CD- 71)' to enable a four-storey mixed-use (commercial/residential) building comprising of a commercial space at the ground level and ten (10) dwelling units above, ranging from two (2) to three (3)-bedroom units, over one (1) level of below-grade parking.

**Note:** In accordance with legislation, Notice of Consideration of Bylaw 2520 was published in the September 12 and 19 editions of the Peace Arch News and 715 notices were mailed to inform owners and occupants within 100 meters of the subject property.

**Note:** Bylaw 2520 was the subject of a corporate report under Item 6.2.e



### **RECOMMENDATION #1**

**THAT Council give first, second and third reading to "White Rock Zoning Bylaw, 2024, No. 2506, Amendment No. 5, 2024, No. 2520 (1363 Johnston Road [Rezoning from the CR-2 Lower Town Centre Area Commercial/Residential Zone to the CD-71 Zone])."**

### **RECOMMENDATION #2**

**THAT Council direct staff to further negotiate the Transportation Demand Management measure proposed by the Applicant within the Parking study (prepared by CTS Traffic Engineering Specialists dated September 10, 2024) attached as Appendix D or alternate methods for contribution, and report back to Council with an update before entering into an agreement to secure the accepted TDM measure prior final adoption.**

### **RECOMMENDATION #3**

**THAT Council direct staff to resolve the following issues before bringing "White Rock Zoning Bylaw, 2024, No. 2506, Amendment No. 5, 2024, No. 2520 (1363 Johnston Road [Rezoning from the CR-2 Lower Town Centre Area Commercial/Residential Zone to the CD-71 Zone])" back for consideration of final adoption:**

- a. **Ensure that all engineering requirements and issues, including the registration of a 2.8 metre statutory right of way along the Johnston Road frontage, and the execution of a Works and Servicing Agreement are addressed to the satisfaction of the Director of Engineering and Municipal Operations;**
- b. **Submit a Traffic Impact Study to the satisfaction of the Director of Engineering and Municipal Operations;**
- c. **Confirm that the final Arborist Report, approved by the Director of Planning and Development Services and, more specifically, the City's Arboricultural Technician, are implemented and maintained through future demolition and construction activities;**
- d. **Complete the demolition of the existing buildings to the satisfaction of the Director of Planning and Development Services;**
- e. **Enter into an agreement with the City that secures the Transportation Demand Management measure once negotiated;**
- f. **Registration of Section 219 restrictive covenants for shared parking restrictions;**
- g. **Registration of Section 219 restrictive covenants for Community Amenities;**
- h. **Develop a Construction Management Plan for staff approval; and,**
- i. **Develop a Comprehensive Addressing Plan for staff approval.**

- 9.1.c **BYLAW 2513 - 2024 FEES AND CHARGES BYLAW, 2023, NO. 2480, AMENDMENT NO. 2, 2024, NO. 2513** 303
- Bylaw 2513 - A bylaw to amend Schedule "N" of the 2024 Fees and Charges Bylaw in regard to parking services.
- Note:** This bylaw was the subject of a corporate report under Item 6.2.g
- RECOMMENDATION**  
**THAT Council give first, second and third reading to "2024 Fees and Charges Bylaw, 2023, No. 2480, Amendment No. 2, 2024, No. 2513".**
- 9.1.d **BYLAW 2516 - 2025-2029 PERMISSIVE TAX EXEMPTION MANN PARK LAWN BOWLING CLUB BYLAW, 2024, NO. 2516** 304
- Bylaw 2516 - A bylaw to provide an exemption from municipal property taxes under section 224 of the *Community Charter*.
- Note:** Bylaw 2516 was the subject of a corporate report under Item 6.2.h
- RECOMMENDATION**  
**That Council give first, second and third reading to "2025-2029 Permissive Tax Exemption Mann Park Lawn Bowling Club Bylaw 2024, No. 2516".**
- 9.1.e **BYLAW 2515 - 2025 PERMISSIVE TAX EXEMPTION WHITE ROCK BIA BYLAW 2024, NO. 2515** 307
- Bylaw 2515 - A bylaw to provide an exemption from municipal property taxes under section 224 of the *Community Charter*.
- Note:** Bylaw 2515 was the subject of a corporate report under Item 6.2.h
- Note:** This Bylaw is for 2025 (one year), as Council is still determining the term length for the 2025 White Rock BIA Bylaw.
- RECOMMENDATION**  
**THAT Council give first, second and third reading to "2025 Permissive Tax Exemption Bylaw White Rock BIA Bylaw 2024, No. 2515."**
- 9.1.f **BYLAW 2484 - WHITE ROCK PUBLIC NOTICE BYLAW, 2024 NO. 2484** 310
- Bylaw 2484 - A Bylaw to provide for alternative means of publishing a notice. Bylaw 2484 received three (3) readings on September 9, 2024.
- Note:** As long as the Peace Arch News publishes hard copy newspapers it is staff's intent to continue to place the legislated advertising in the newspaper unless otherwise directed.
- RECOMMENDATION**  
**THAT Council give final reading to "White Rock Public Notice Bylaw, 2024, No. 2484".**

9.1.g

**BYLAW 2512 - WHITE ROCK ZONING BYLAW, 2024, NO. 2506,  
AMENDMENT NO. 2, 2024, NO. 2512**

311

Bylaw 2512 - A bylaw to amend the White Rock Zoning Bylaw to remove the potential to issue a temporary use permit for a cannabis retail store at 15053 Marine Drive. Council gave three (3) readings to this bylaw on September 9, 2024.

In accordance with sections 464(2) and 467 of the Local Government Act, Notice of Waiver of a Public Hearing was advertised in the August 29 and September 5 editions of the Peace Arch News. 176 notices were mailed out to owners and occupants within 100 meters of the subject property. Council waived the public hearing on September 9, 2024.

**RECOMMENDATION**

**THAT Council give final reading to “White Rock Zoning Bylaw, 2024, No. 2506, Amendment No. 2, 2024, No. 2512”.**

9.2

**PERMITS**

9.2.a

**DEVELOPMENT VARIANCE PERMIT NO. 459 - 14591 GORDON  
AVENUE**

312

Application to vary zoning bylaw regulations for front and side yard setbacks in order to permit the construction of balconies on an existing legal non-conforming building. The balconies are proposed to project into the front and side yard setbacks.

**Note:** Development Variance Permit No. 459 was the subject of a Public Meeting held earlier in the evening, and a Corporate report (Item 6.2.a) and is on the agenda for Council consideration at this time.

**RECOMMENDATION**

**THAT Council issue Development Variance Permit No. 459 (14591 Gordon Avenue).**

9.2.b

**TEMPORARY USE PERMIT NO. 24-025 - 1589 MAPLE STREET**

316

The Temporary Use Permit application is for a temporary emergency daytime warming centre, a construction site office, associated off-street parking for both uses to be located at the subject site. The temporary uses are for the winter 2024/2025 period operating approximately October 2024 to March 2025. If the Temporary Use Permit is issued, this land use permit will be valid for six (6) months, unless Council directs otherwise.

**Note:** Temporary Use Permit No. 24-025 was the subject of a Public Meeting and a Corporate report (Item 6.2.b) and is on the agenda for Council consideration at this time.

**RECOMMENDATION**

**THAT Council issue Temporary Use Permit 24-025 (1589 Maple Street).**

10. CORRESPONDENCE

10.1 CORRESPONDENCE - RECEIVED FOR INFORMATION

Note: Further action on the following correspondence items may be considered. Council may request that any item be brought forward for discussion, and may propose a motion of action on the matter.

RECOMMENDATION

**THAT Council receive correspondence Item(s) 10.1a as circulated.**

10.1.a METRO VANCOUVER - WHAT WORKS: LOCAL GOVERNMENT MEASURES FOR SUSTAINING AND EXPANDING THE SUPPLY OF PURPOSE-BUILT RENTAL HOUSING

321

Correspondence dated September 10, 2024 from Metro Vancouver Board Chair Mike Hurley providing information on the latest resource guide on purpose-built rental housing.

Note: If Council are interested in receiving a presentation or have questions on this matter staff can be directed to contact Metro

11. MAYOR AND COUNCILLOR REPORTS

11.1 MAYOR'S REPORT

11.2 COUNCILLORS REPORTS

12. MOTIONS AND NOTICES OF MOTION

12.1 MOTIONS

12.1.a ANTIQUE FIRE TRUCK

Mayor Knight has provided the following recommendation for consideration at this time:

*THAT Council direct staff to proceed with the detailed design of the Antique Fire Truck viewing structure and prepare a corporate report for Council's approval, which includes an updated budget and authorization to issue a Request for Proposals via BC Bid.*

12.2 NOTICES OF MOTION

13. RELEASE OF ITEMS FROM CLOSED COUNCIL MEETINGS

14. OTHER BUSINESS

**15. CONCLUSION OF THE SEPTEMBER 23, 2024 REGULAR COUNCIL MEETING**

## Regular Council Meeting of White Rock City Council

### Minutes



September 9, 2024, 4:00 p.m.

City Hall Council Chambers

15322 Buena Vista Avenue, White Rock, BC, V4B 1Y6

**PRESENT:** Mayor Knight  
Councillor Chesney (arrived at the meeting at 4:11 p.m. and  
departed the meeting at 4:55 p.m.)  
Councillor Cheung  
Councillor Klassen  
Councillor Lawrence  
Councillor Partridge  
Councillor Trevelyan

**STAFF:** Guillermo Ferrero, Chief Administrative Officer  
Tracey Arthur, Director of Corporate Administration  
Anne Berry, Director of Planning and Development Services  
Candice Garty, Director of Financial Services  
Jim Gordon, Director of Engineering and Municipal Operations  
Ed Wolfe, Fire Chief  
Robyn Barra, Manager of Communications and Government  
Relations  
Debbie Johnstone, Deputy Corporate Officer

**PUBLIC:** 6

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#### 1. **CALL MEETING TO ORDER**

The meeting was called to order at 4:00 p.m.

## 1.1 FIRST NATIONS LAND ACKNOWLEDGEMENT

*We would like to recognize that we are gathered on the traditional unceded territory of the Semiahmoo First Nation, within the broader territory of the Coast Salish Peoples.*

## 2. ADOPTION OF AGENDA

**Motion Number: 2024-283 It was MOVED and SECONDED**

**THAT the Corporation of the City of White Rock Council adopt the agenda for its regular meeting scheduled for September 9, 2024 as circulated.**

Absent (1): Councillor Chesney

**Motion CARRIED (6 to 0)**

## 3. ADOPTION OF MINUTES

**Motion Number: 2024-284 It was MOVED and SECONDED**

**THAT the Corporation of the City of White Rock adopt the July 29, 2024 Regular Council meeting minutes as circulated.**

Absent (1): Councillor Chesney

**Motion CARRIED (6 to 0)**

## 4. QUESTION AND ANSWER PERIOD (15 MINUTES / 2 MINUTES PER SPEAKER)

Question and Answer Period was held in person at the meeting.

Councillor Chesney arrived at the meeting at 4:11 p.m.

### 4.1 CHAIRPERSON CALLS FOR SPEAKERS TO QUESTION AND ANSWER PERIOD

- L. Horcoff, White Rock, supports the city upgrading the sidewalk on Vidal Street however has concerns in regard to the planned removal of the street trees, would like them to remain and be included in the upgrade or would like them to be saved/moved elsewhere in the City. The trees provide shade, noise control and privacy for their home, and it was noticed that they have birds nesting within them.

Staff noted it is a tough decision regarding the removal of trees however safety and accessibility must be considered first and

following a review of the trees it was determined they needed to be removed to make space. Staff are looking at other options for offering greenery in the space. Staff do try and move trees in good health, but upon review, these trees are not in good condition for relocating.

- J. Horcoff, White Rock, noted concern with the trees being removed on Vidal Street as part of the sidewalk upgrade stating they are a feature as you come down the hill. If they must be removed would like to see they are replaced by something of equal stature, suggesting palm trees in planters as they can be placed close to the building.

This item is scheduled to be discussed at an upcoming Public Art Advisory Committee meeting (where placemaking ideas will be considered)

- L Christie, White Rock, in support of the sidewalk upgrades for Vidal Street however noted concern that the trees and the greenery they offer in front of her home was a highlight feature and is saddened to know they will be removed. Would like to have known about the removal prior to any work being started.
- E. Cividino, White Rock, stated he has reached out to this Council and the previous Council and has not been contacted. Further noted that there was a lawsuit whereby he was required to remove vegetation from City property. What are you going to do about being more communicative with the voters?

It was noted that there are many ways to communicate with the City, including email, phone, website, delegations to Council at a regular Council meeting and Question and Answer Period offered during each meeting

At 4:18 p.m. the permitted time for Question and Answer Period was concluded, it was noted there was one (1) additional speaker who had signed up and the Mayor noted they would consider a vote at the end of the meeting to extend the time.



**5. DELEGATIONS AND PETITIONS**

**5.1 DELEGATIONS (5 MINUTES)**

None

**5.2 PETITIONS**

None

**6. PRESENTATIONS AND CORPORATE REPORTS**

**6.1 PRESENTATIONS (10 MINUTES)**

None

**6.2 CORPORATE REPORTS**

**6.2.a WHITE ROCK PUBLIC NOTICE BYLAW, 2024, NO. 2484**

Corporate report dated September 9, 2024 from the Director of Corporate Administration titled "White Rock Public Notice Bylaw, 2024, No. 2484".

**Note:** Bylaw 2484 is on the agenda for consideration of staff recommended first, second and third reading under Item 9.1.a.

**Motion Number: 2024-385** It was MOVED and SECONDED

**THAT Council receive the corporate report dated September 9, 2024, from the Director of Corporate Administration, titled "White Rock Public Notice Bylaw, 2024, No. 2848".**

**Motion CARRIED (7 to 0)**

**6.2.b BUSINESS IMPROVEMENT AREA (BIA) SURVEY RESULTS AND DIRECTION FOR A NEW BIA BYLAW**

Corporate report dated September 9, 2024 from the Director of Corporate Administration titled "Business Improvement Area (BIA) Survey Results and Direction for a New BIA Bylaw".

**Motion Number: 2024-386** It was MOVED and SECONDED

**THAT Council receive the September 9, 2024, corporate report from the Director of Corporate Administration, titled "Business**

**Improvement Area (BIA) Survey Results and Direction for a New BIA Bylaw".**

**Motion CARRIED (7 to 0)**

**Motion Number: 2024-387 It was MOVED and SECONDED**

**THAT Council direct staff to bring forward a new Business Improvement Area (BIA) bylaw utilizing:**

- **the *Community Charter* Section 213 (Local Area Service on Council Initiative – counter petition) noting that all previous BIA bylaws have utilized Section 213 / counter petition.**

Voted in the negative (1): Councillor Chesney

**Motion CARRIED (6 to 1)**

**Motion Number: 2024-388 It was MOVED and SECONDED**

**THAT Council direct staff to meet with the Business Improvement Association representatives to discuss their mandate and utilize feedback in regard to the survey.**

**Motion CARRIED (7 to 0)**

**Note:** Staff to invite Mr. Nixon to a future Council meeting, once the meeting with staff has been held.

**Motion Number: 2024-389 It was MOVED and SECONDED**

**THAT Council defer consideration in regard to directing staff to bring forward a new Business Improvement Association (BIA) bylaw in regard to the following:**

- **The term (5 years);**
- **Confirm the annual amounts to be collected in accordance with the bylaw with suggested BIA levies for each year of the five-year term (2% or 4% increase from the previous bylaw); and**
- **Confirm the mandate.**

**Motion CARRIED (7 to 0)**

Councillor Chesney departed the meeting at 4:55 p.m.

**6.2.c RESULTS - BUDGET SURVEY 2025**

Corporate report dated September 9, 2024, from the Director of Financial Services titled "Results - Budget Survey 2025".

**Motion Number: 2024-390 It was MOVED and SECONDED**

**THAT Council receive the corporate report dated September 9, 2024, from the Director of Financial Services, titled "Results – Budget Survey 2025" for information.**

Absent (1): Councillor Chesney

**Motion CARRIED (6 to 0)**

**6.2.d GUARDRAIL AND RETAINING WALL REPAIRS - BEACHVIEW AVENUE AT VIDAL STREET**

Corporate report dated September 9, 2024, from the Director of Engineering and Municipal Operations titled "Guardrail and Retaining Wall Repairs - Beachview Avenue at Vidal Street".

**Motion Number: 2024-391 It was MOVED and SECONDED**

**THAT Council:**

- 1. Approve funding of \$317,000 be allocated from Capital Contingency for the repairs of the guardrail and retaining wall on Beachview Avenue at Vidal Street."**
- 2. Approve the award of the Beachview Guardrail and Retaining Wall Replacement Project to GDM Construction Ltd. in the amount of \$222,361 (excluding GST);**
- 3. Approve the award of engineering inspection and engineering support for the Beachview Guardrail and Retaining Wall Replacement Project to GeoWest Engineering Ltd. in the amount of \$30,000 (excluding GST);**

4. **Authorize the pre-approved contingency in the amount of \$44,000.00 (approximately 20%) to support the project; and**
5. **Authorize the Director of Engineering and Municipal Operations to execute all contract documentation required for the project.**

Absent (1): Councillor Chesney

**Motion CARRIED (6 to 0)**

**6.2.e ZONING AMENDMENT BYLAW TO DELETE 15053 MARINE DRIVE TO PERMIT TEMPORARY USE PERMIT FOR CANNABIS RETAIL SALES**

Corporate report dated September 9, 2024, from the Director of Planning and Development Services titled "Zoning Amendment Bylaw to Delete 15053 Marine Drive to Permit Temporary Use Permit for Cannabis Retail Sales".

**Note:** Bylaw 2512 is on the agenda for consideration of staff recommended first, second and third reading under Item 9.1.b

**Motion Number: 2024-392 It was MOVED and SECONDED**

**THAT Council receive the report dated September 9, 2024, from the Director of Planning and Development Services, titled "Zoning Amendment Bylaw to delete 15053 Marine Drive to permit Temporary Use Permit for Cannabis Retail Sales."**

Absent (1): Councillor Chesney

**Motion CARRIED (6 to 0)**

**6.2.f CONSIDERATION OF FIRST, SECOND AND THIRD READINGS OF WHITE ROCK ZONING BYLAW, 2024, NO. 2506, AMENDMENT NO. 4, 2024, NO. 2518 (15156 AND 15158 ROPER AVENUE)**

Corporate report dated September 9, 2024, from the Director of Planning and Development Services titled "Consideration of First, Second and Third Readings of White Rock Zoning Bylaw, 2024,

No. 2506, Amendment No. 4, 2024, No. 2518 (15156 and 15158 Roper Avenue)”.

**Note:** Bylaw 2518 is on the agenda for consideration of staff recommended first, second and third reading under Item 9.1.c

**Motion Number: 2024-393 It was MOVED and SECONDED**

**THAT Council receive for information this corporate report dated September 9, 2024, from the Director of Planning and Development Services, titled “Consideration of first, second and third readings of *White Rock Zoning Bylaw, 2024, No. 2506, Amendment No. 4, 2024, No. 2518 (15156 and 15158 Roper Avenue).*”**

Absent (1): Councillor Chesney

**Motion CARRIED (6 to 0)**

**7. MINUTES AND RECOMMENDATIONS OF COMMITTEES**

**7.1 SELECT COMMITTEE MINUTES**

None

**7.2 SELECT COMMITTEE RECOMMENDATIONS**

None

**8. POLICIES**

None

**9. BYLAWS AND PERMITS**

**9.1 BYLAWS**

**9.1.a BYLAW 2484 - WHITE ROCK PUBLIC NOTICE BYLAW, 2024 NO. 2484**

Bylaw 2484 - A Bylaw to provide for alternative means of publishing a notice.

**Note:** Bylaw 2484 was the subject of a corporate report under Item 6.2.a, for as long as the Peace Arch News publishes hard copy newspapers it is staff’s intent to continue to place the legislated advertising in the newspaper unless instructed otherwise.

**Motion Number: 2024-394 It was MOVED and SECONDED**

***THAT Council give first, second and third reading to “White Rock Public Notice Bylaw, 2024, No. 2484”.***

Voted in the negative (1): Councillor Trevelyan

Absent (1): Councillor Chesney

**Motion CARRIED (5 to 1)**

**9.1.b BYLAW 2512 - WHITE ROCK ZONING BYLAW, 2024, NO. 2506, AMENDMENT NO. 2, 2024, NO. 2512**

Bylaw 2512 - A bylaw to amend the White Rock Zoning Bylaw to remove the potential to issue a temporary use permit for a cannabis retail store at 15053 Marine Drive.

In accordance with sections 464(2) and 467 of the Local Government Act, Notice of Waiver of a Public Hearing was advertised in the August 29 and September 5 editions of the Peace Arch News. 176 notices were mailed out to owners and occupants within 100 meters of the subject property.

**Note:** This Bylaw was the subject of corporate report, Item 6.2.e

**Motion Number: 2024-395 It was MOVED and SECONDED**

***THAT Council waive the Public Hearing requirement in accordance with Section 464(2) and 467 of the Local Government Act for “White Rock Zoning Bylaw, 2024, No. 2506, Amendment No. 2, 2024, No. 2512”.***

Voted in the negative (1): Councillor Trevelyan

Absent (1): Councillor Chesney

**Motion CARRIED (5 to 1)**

**Motion Number: 2024-396 It was MOVED and SECONDED THAT Council give first, second and third reading to “White Rock Zoning Bylaw, 2024, No. 2506, Amendment No. 2, 2024, No. 2512”.**

Voted in the negative (1): Councillor Trevelyan

Absent (1): Councillor Chesney

**Motion CARRIED (5 to 1)**

**9.1.c BYLAW 2518 - WHITE ROCK ZONING BYLAW, 2024, NO. 2506, AMENDMENT NO. 4, 2024, NO. 2518 (15156 AND 15158 ROPER AVENUE)**

Bylaw 2518 - A bylaw to amend the White Rock Zoning Bylaw to amend the CD-4 (Comprehensive Development) zone to remove the requirement within the CD-4 zone that limits retail service groups 1 use, to be contained within a single strata unit which includes a residential use, so that the commercial units can be operated and owned independently from the residential units at 15156 and 15158 Roper Avenue.

In accordance with sections 464(2) and 467 of the Local Government Act, Notice of Waiver of a Public Hearing was advertised in the August 29 and September 5 editions of the Peace Arch News. 228 notices were mailed out to owners and occupants within 100 meters of the subject property.

**Note:** Bylaw 2518 was the subject of a corporate report under Item 6.2.f

**Motion Number: 2024-397 It was MOVED and SECONDED**

**THAT Council waive the Public Hearing requirement in accordance with Section 464(2) and 467 of the *Local Government Act* for “*White Rock Zoning Bylaw, 2024, No. 2506, Amendment No. 4, 2024, No. 2518 [15156 and 15158 Roper Avenue]*”.**

Absent (1): Councillor Chesney

**Motion CARRIED (6 to 0)**

**Motion Number: 2024-398 It was MOVED and SECONDED**

**THAT Council give first second and third readings “ *White Rock Zoning Bylaw, 2024, No. 2506, Amendment No. 4, 2024, No. 2518 (15156 and 15158 Roper Avenue)*.”**

Absent (1): Councillor Chesney

**Motion CARRIED (6 to 0)**

**Motion Number: 2024-399 It was MOVED and SECONDED**

**THAT Council authorize staff to instruct the Applicant’s lawyer to prepare the required discharge documents to discharge Restrictive Covenant (BM18352) and authorize the discharge of the covenant after Bylaw 2518 is adopted**

Absent (1): Councillor Chesney

**Motion CARRIED (6 to 0)**

**Motion Number: 2024-400 It was MOVED and SECONDED**

**THAT Council direct staff to resolve the following issues prior to final adoption of Bylaw 2518;**

- a. **That the Applicant must submit a complete building permit application for all work that has been undertaken on the subject properties to date and obtain final approval of the work; and**
- b. **The Applicant will provide a written analysis, prepared by a Code consultant or Architect, identifying the integrity of all fire separations between residents and commercial units to the satisfaction of the Chief Building Official.**

Absent (1): Councillor Chesney

**Motion CARRIED (6 to 0)**



**9.1.d BYLAW 2510 - TICKETING FOR BYLAW OFFENCES BYLAW, 2011, NO. 1929, AMENDMENT NO. 15, 2024, NO. 2510**

Bylaw 2510 - A bylaw to amend the ticketing for Bylaw Offences Bylaw with respect to schedule B13 to address small scale multi-unit housing regulations. Bylaw 2510 received three (3) readings on July 29, 2024 and is on the agenda for consideration of final reading.

**Motion Number: 2024-401 It was MOVED and SECONDED**

**THAT Council give final reading to " *Ticketing for Bylaw Offences Bylaw, 2011, No. 1929, Amendment No. 15, 2024, No. 2510*".**

Absent (1): Councillor Chesney

**Motion CARRIED (6 to 0)**

**9.1.e BYLAW 2509 - WHITE ROCK HOUSING AGREEMENT (14937 THRIFT AVENUE AND 1441, 1443-45, 1465 VIDAL STREET) BYLAW, 2024, NO. 2509**

Bylaw 2509 - A bylaw to enter into a Housing Agreement under Section 483 of the Local Government Act. Bylaw 2509 received three (3) readings on July 29, 2024, and is on the agenda for consideration of final reading.

**Note:** This bylaw is only in regard to the Housing Agreement element of the overall application.

**Motion Number: 2024-402 It was MOVED and SECONDED**

**THAT Council give final reading to " *White Rock Housing Agreement (14937 Thrift Avenue and 1441, 1443-45, 1465 Vidal Street) Bylaw, 2024, No. 2509*".**

Voted in the negative (1): Councillor Trevelyan

Absent (1): Councillor Chesney

**Motion CARRIED (5 to 1)**

## 9.2 PERMITS

None

## 10. CORRESPONDENCE

### 10.1 CORRESPONDENCE - RECEIVED FOR INFORMATION

#### 10.1.a METRO VANCOUVER BOARD - METRO 2050 TYPE 3 PROPOSED AMENDMENT - CITY OF SURREY (7880 128 STREET)

Letter dated August 20, 2024 from Metro Vancouver Board Chair, Mike Hurley, regarding a Metro 2050 Type 3 Proposed Amendment requested by the City of Surrey for one property located at 7880 128 Street.

Report from Metro can be found here: [MVRD Board Agenda Package - July 26, 2024 \(metrovancover.org\)](#)

**Note:** The Director of Planning and Development Services has noted no concern with the Type 3 proposed amendment to the Metro 2050 Plan requested by the City of Surrey at 7880 - 128 Street.

**Motion Number: 2024-403 It was MOVED and SECONDED**

**THAT Council supports the proposed Type 3 amendment to the Metro 2050 plan as proposed by the City of Surrey in regard to 7880 - 128 Street.**

Absent (1): Councillor Chesney

**Motion CARRIED (6 to 0)**

## 11. MAYOR AND COUNCILLOR REPORTS

### 11.1 MAYOR'S REPORT

Mayor Knight noted the following:

- Acknowledged all the outstanding, well organized and well attended events that took place in White Rock this summer and thanked the staff, Semiahmoo First Nation, White Rock Business Improvement Association and Community Organizers

- Thank you to the Community Partners, Advocates and staff participating in the completion of the new accessibility mat at the pier (Ribbon Cutting Ceremony was held Friday, August 30<sup>th</sup>)

## 11.2 COUNCILLORS REPORTS

None

## 12. MOTIONS AND NOTICES OF MOTION

### 12.1 MOTIONS

#### 12.1.a CONSIDERATION OF BUSINESS HOURS

Mayor Knight provided the following Motion for consideration by Council at this time:

**Motion Number: 2024-404 It was MOVED and SECONDED**

**THAT Council direct staff to bring forward options in regard to the regulation of business hours of operation within the City of White Rock, in order to consider the regulation of closing times.**

Absent (1): Councillor Chesney

**Motion CARRIED (6 to 0)**

#### 12.1.b BYLAW PROHIBITING DOGS ON CENTENNIAL TRACK

Councillor Cheung provided the following Motion for consideration by Council at this time:

**Motion Number: 2024-405 It was MOVED and SECONDED**

**THAT Council direct staff to draft a bylaw prohibiting dogs on the Centennial Track, with appropriate signage to be installed in order to inform the public of this restriction.**

Absent (1): Councillor Chesney

**Motion CARRIED (6 to 0)**

### **12.1.c OVERNIGHT PARKING LOT CLOSURES ON MARINE DRIVE**

Councillor Trevelyan put forward the following Motion for consideration by Council at this time:

**Motion Number: 2024-406 It was MOVED and SECONDED**

**That council direct staff to ensure there is consistent closing signage for all parking lots on Marine Drive in the early morning (2am-5am) to support the efforts of our RCMP detachment; and bring forward information / options as to how this may be enforced.**

Absent (1): Councillor Chesney

**Motion CARRIED (6 to 0)**

**Motion Number: 2024-407 It was MOVED and SECONDED**

**THAT Council direct staff to review a contract with a towing company as an option to have vehicles removed after the closure of the parking lot time.**

Absent (1): Councillor Chesney

**Motion CARRIED (6 to 0)**

### **12.1.d ADDITIONAL GARBAGE PICK-UP AND CLEANING ON THE WATERFRONT**

Councillor Trevelyan provided the following Motion for consideration by Council at this time:

**Motion Number: 2024-408 It was MOVED and SECONDED**

**THAT Council direct staff to bring forward a report with options to increase garbage pick-up and cleaning on the waterfront, in particular during the high season including garbage can standardization options that may help alleviate increased need of pick up.**

Absent (1): Councillor Chesney

**Motion CARRIED (6 to 0)**

**12.2 NOTICES OF MOTION**

None

**13. RELEASE OF ITEMS FROM CLOSED COUNCIL MEETINGS**

None

**14. OTHER BUSINESS**

None

**15. CONCLUSION OF THE SEPTEMBER 9, 2024 REGULAR COUNCIL MEETING**

The meeting was concluded at 5:22 p.m.

---

Mayor Knight

---

Tracey Arthur, Director of Corporate  
Administration

Unapproved

THE CORPORATION OF THE  
**CITY OF WHITE ROCK**  
CORPORATE REPORT



**DATE:** September 23, 2024

**TO:** Mayor and Council

**FROM:** Anne Berry, Director, Planning and Development Services

**SUBJECT:** Consideration of Development Variance Permit No. 459 - 14591 Gordon Avenue (DVP0035)

---

**RECOMMENDATION**

THAT Council:

1. Receive the corporate report dated September 23, 2024, from the Director of Planning and Development Services, titled "Consideration of Development Variance Permit No. 459 - 14591 Gordon Avenue (DVP0035);" and
  2. Following the Public Meeting, consider the issuance of Development Variance Permit No. 459.
- 

**EXECUTIVE SUMMARY**

The City has received an application for a Development Variance Permit (DVP) for the subject property at 14591 Gordon Avenue. The application is to vary Zoning Bylaw regulations for side yard setbacks to permit the construction of balconies on an existing legal-nonconforming building. Specifically, the Applicant is requesting a variance to reduce the interior side yard setbacks from the required 1.2 meters to 0.0 meters on the West side, and to 0.55 meters on the East side.

Staff have considered the DVP approval process in conjunction with the nature of this application and recommend the issuance of the proposed DVP No. 459 to permit the requested setback variances.

A draft of Development Variance Permit No. 459 is attached as Appendix A. Appendix B includes location and ortho maps of the property. Appendix C provides a drawing package which includes elevations and renderings. Appendix D contains the Applicant's rationale letter.

**INTRODUCTION/BACKGROUND**

The existing building on the subject property is a legal non-conforming home. The property is designated as 'Mature Neighbourhood' in the Official Community Plan (OCP) and is zoned 'RS-3 (Small Lot, Hillside) SSMUH Residential Zone' under the City of White Rock Zoning Bylaw No. 2506 (2024). The subject property is also located in the Ravine Lands and Significant Trees Development Permit Area (DPA) in the OCP.

The property fronts onto Gordon Avenue to the south and is surrounded predominantly by single-family homes (see Figure 1 below). Ruth Johnston Park is located immediately north of the subject property.

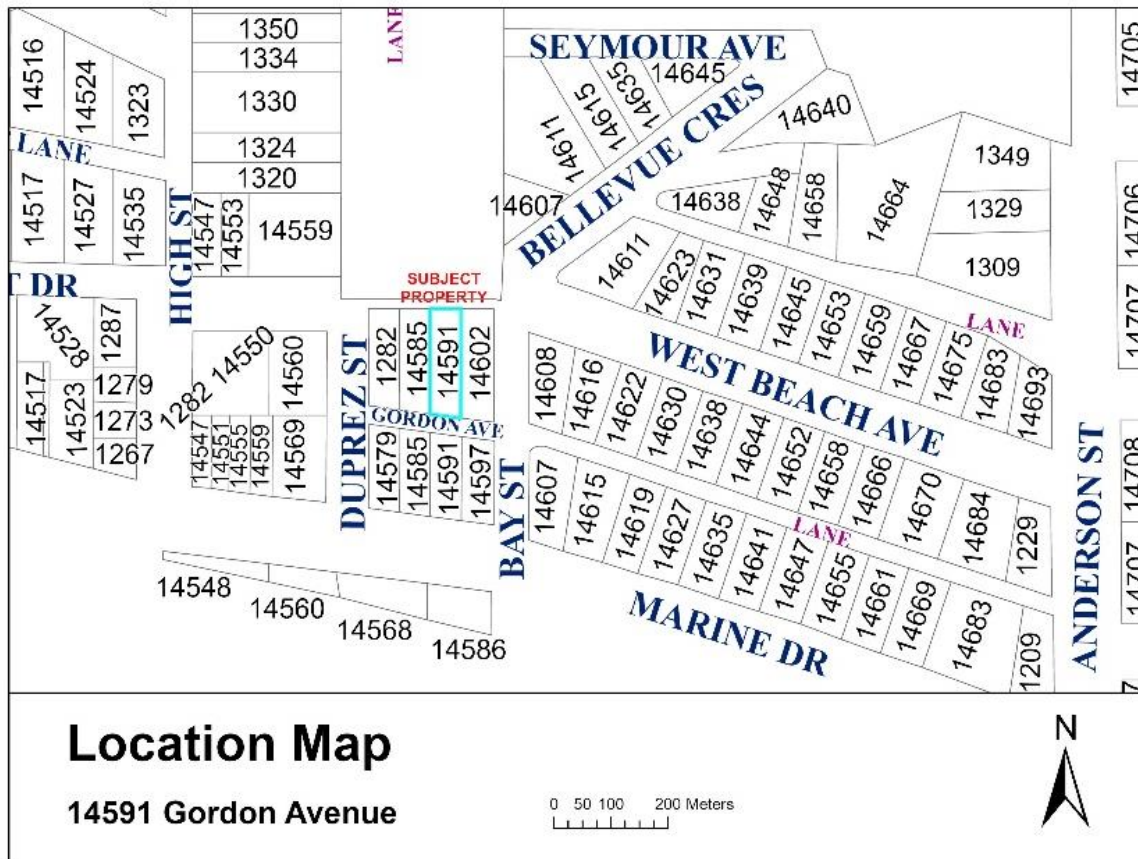


Figure 1: Site Context

**ANALYSIS**

**Zoning Bylaw Requirement and Proposed Variance**

According to Section 6.3.9(1) of the Zoning Bylaw, a minimum interior side yard setback of 1.2 meters is required from the property line to a principal building or structure in the RS-3 SSMUH zone (see Table 1.0 below). The Applicant is requesting a variance to modify this requirement to allow for the construction of stairs and balconies (see Figures 2 and 3 below). Specifically, the proposal seeks to reduce the interior side yard setbacks as follows:

- On the West side, from the required 1.2 meters to 0.0 meters.
- On the East side, from the required 1.2 meters to 0.55 meters.

This request results in variances of 1.2 meters on the West side and 0.65 meters on the East side. The architectural layout drawing attached as Appendix C provides a visual representation of these proposed changes.

Table 1: Minimum setback requirements in the RS-3 SSMUH zone

Setback	Principal Building	Ancillary Buildings and Structures Accessory Dwelling Units
Front Lot Line	3.0m (9.48ft)	Not Permitted
Rear lot line	3.0m (9.48ft)	1.5m (4.92ft)

Interior side lot line	1.2m (3.94ft)	1.2m (3.94ft)
Interior side lot line (abutting a lane)	1.8m (5.91ft)	1.8m (5.91ft)
Exterior side lot line (rear lot line abutting a lane or rear lot line of adjacent lot) i.e. for a distance of 7.5m (24.61ft)	1.8m (5.91ft) & 1.5m (4.92ft)	1.8m (5.91ft) & 1.5m (4.92ft)

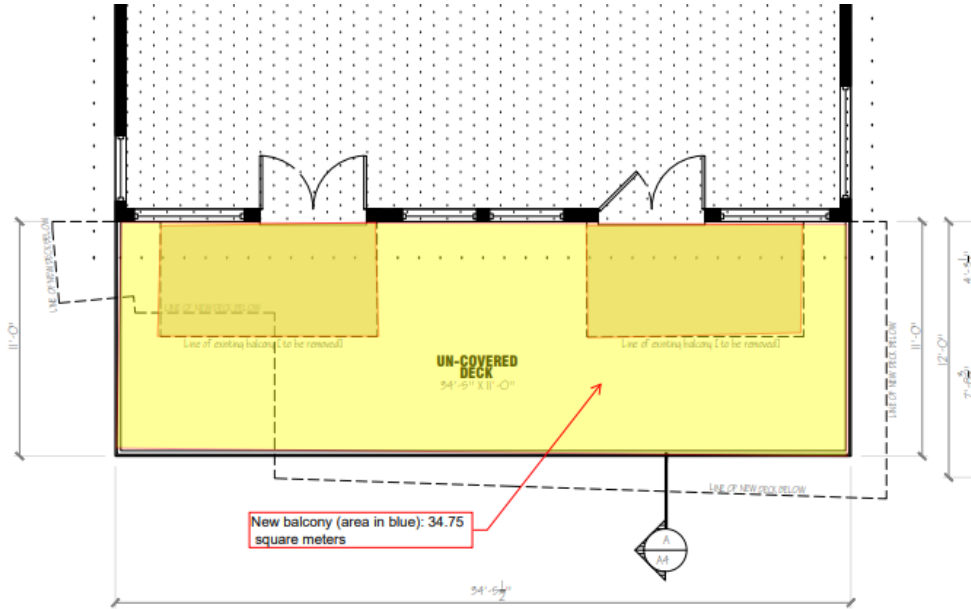


Figure 2: Image of Proposed Upper Balcony in relation to existing balconies.

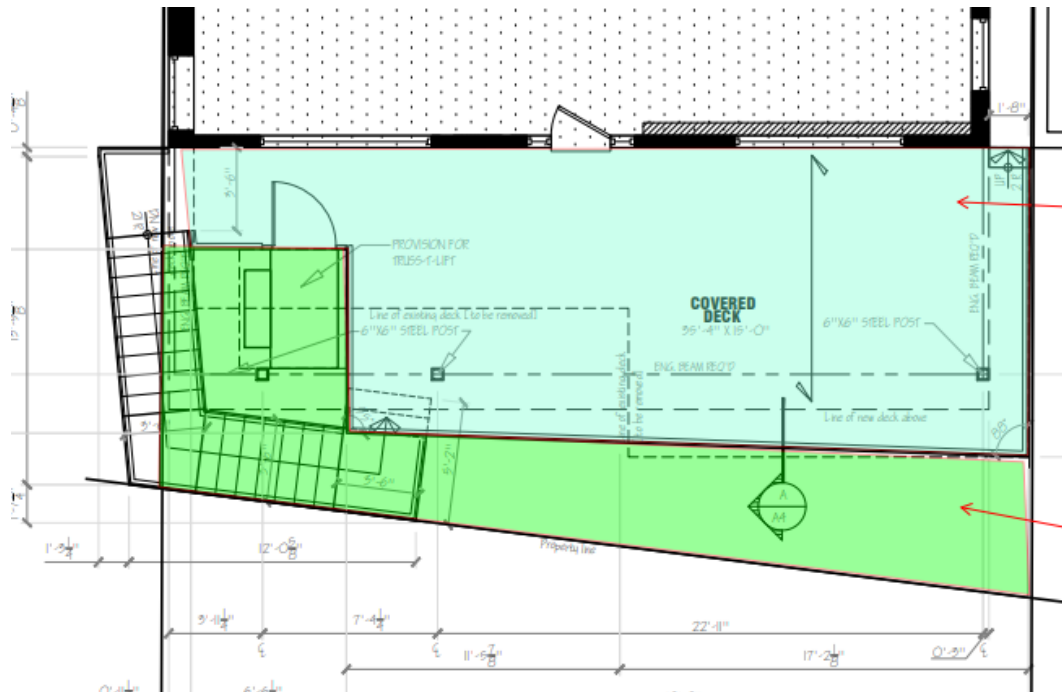


Figure 3: Proposed lower balcony and staircase in relation to existing balcony.

**Background**

In December 2022, the Applicant submitted a minor (environmental) development permit application to remove existing landscaping and retaining walls in the front yard of the subject property to create a parking area with direct access to Gordon Avenue due to the absence of a



garage for the existing home. To facilitate this work, the Minor DP application also included the removal of existing balconies on the home. The dimensions of the proposed new balconies were detailed in the application and are on file with the city, however no variance was sought by the Applicant at the time.

In February 2024, the Minor (environmental) Development Permit was approved by staff (delegated authority). However, during the building permit application process, on April 10, 2024, the city advised that compliance with Section 6.3.9 of the Zoning Bylaw was required, or a variance would need to be applied for.

On May 1, 2024, the Applicant applied for a Board of Variance (BOV) application, however due to the nature of the application, at the time, staff advised that this request was outside of their purview. Based on this guidance, the Applicant submitted a Development Variance Permit (DVP) application on June 6, 2024. Staff later determined that the application could proceed to the BOV and advised the Applicant of this option. The Applicant chose to continue with the DVP approach.

### **Impact on City Property**

The survey indicates that the existing stairs currently encroach on city property. The proposed design effectively addresses this issue, ensuring that the new stairs to be constructed will be fully situated within the subject property, thereby eliminating any encroachment.

### **Impact on Neighbouring Property**

The proposed setback reductions to permit the construction of new balconies would result in encroachments that affect the neighbouring property at 14585 Gordon Avenue. The property owners have signed a letter acknowledging their awareness of the encroachment and its potential impact and have provided written authorization for the Applicant to act on their behalf.

The balconies are proposed to be reconstructed in a way that does not significantly alter their impact on the surrounding neighbors. Since the existing balconies are proposed to be removed and reconstructed with no substantial change to their location on the face of the home, the impact on the surrounding properties will remain generally the same. Additionally, the front yard will gain on-site parking space; this work was approved as part of the Minor (Environmental) DP application as noted earlier in the report. Given these factors, staff believe that the variance will not adversely affect the neighborhood. The neighboring property to the West has provided written authorization and is informed of the legal conditions recommended by the City.

If the variance request is denied, the Applicant will need to either revise the proposal to comply with the minimum interior side yard setback requirements of 1.2 meters as specified in Section 6.3.9 of the Zoning Bylaw **or** present a case of hardship to the Board of Variance.

### **LEGAL IMPLICATIONS**

Given the minor nature of this variance request, this application is being reviewed under a modified process from the typical requirements of the Planning Procedure Bylaw No. 2334. The statutory requirements of the *Local Government Act* (LGA) will be met.

The Planning Procedure Bylaw sets out that a report will come forward to a Regular Council before notification is issued to the surrounding area that Council will hold a public meeting to hear from the community prior to consideration of the issuance of the permit.

Additionally, the Planning Procedure Bylaw requires that the Applicant install a Development Proposal Notification Sign and host a Public Information Meeting (PIM). Refer to Appendix E, for an excerpt of the DVP process in the Planning Procedure Bylaw. In this instance, staff did not require the Applicant to host the PIM due to the minor nature of the variance sought. Further, the

LUPC has been dissolved, and staff have prepared this report directly for Regular Council. The notices have already been issued, advertising the Public Meeting of September 23, 2024, and that Council will consider issuance the same evening

The City recommends the following terms and conditions within the permit should Council choose to approve the Development Variance Permit application:

- a) This Development Variance Permit (DVP) is for the construction of stairs and balconies for an existing single-family home.
- b) The siting and works of these structures shall conform to the drawings prepared by DAG Design & Company (revision date June 4, 2024) attached hereto as Schedule B.
- c) The Applicant must obtain an easement from the property legally described as LOT 6, PLAN NWP4170, PART NW1/4, SECTION 10, TOWNSHIP 1, NEW WESTMINSTER LAND DISTRICT in order to facilitate the stairs that are subject to this development variance permit as the stairs will be located on the property legally described LOT 6, PLAN NWP4170, PART NW1/4, SECTION 10, TOWNSHIP 1, NEW WESTMINSTER LAND DISTRICT. This easement must be in priority to any other charges and will be in perpetuity.
- d) Registration of a Section 219 Restrictive Covenant between the City and both property owners to prohibit the alteration of the stairs and balconies.
- e) The Development Variance Permit (DVP) approval is valid under the condition that if the stairs or house are demolished or damaged beyond 75% as per the *Local Government Act* the variance permit will terminate.

### **COMMUNICATION AND COMMUNITY ENGAGEMENT IMPLICATIONS**

Notification in accordance with the Planning Procedure Bylaw and the *Local Government Act* will be provided if Council directs staff to host a public meeting.

### **INTERDEPARTMENTAL INVOLVEMENT/IMPLICATIONS**

The application was referred for review and comments to other City departments. There are no outstanding issues to be resolved as they relate to this DVP.

### **ALIGNMENT WITH STRATEGIC PRIORITIES**

This proposal aligns with Council Strategic Priority to improve development permit processes and to streamline the overall planning approval process.

### **OPTIONS / ALTERNATIVES**

The following alternative options are available for Council's consideration:

1. Deny Development Variance Permit No. 459; or
2. Defer consideration of Development Variance Permit No. 459 pending further information to be identified.

### **CONCLUSION**

The Applicant proposes a variance from the minimum side yard setback requirements specified in the Zoning Bylaw to facilitate the construction of stairs and balconies on the existing legal non-conforming building. The variance is minor and does not increase the impact on the surrounding

neighborhood. The balconies will have the same level of impact as the existing structures. Considering these factors, staff believe that the variance will not adversely affect the neighborhood. Therefore, staff recommend that Council consider approval of Development Variance Permit No. 459.

Respectfully submitted,

Reviewed by,



Julian Loutsik  
Planner



Neethu Syam  
Planning Division Lead

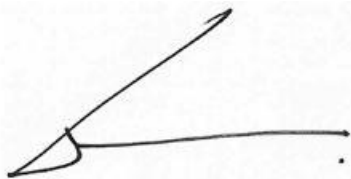
Approved by,



Anne Berry, MCIP, RPP  
Director, Planning and Development Services

**Comments from the Chief Administrative Officer**

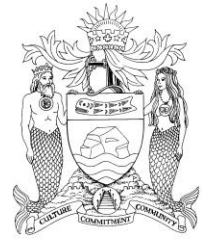
I concur with the recommendation of this corporate report.



Guillermo Ferrero  
Chief Administrative Officer

- Appendix A: Draft Development Variance Permit No. 459
- Appendix B: Location and Ortho Maps
- Appendix C: Applicant's Drawing Package
- Appendix D: Applicant Rationale
- Appendix E: DVP excerpt from Planning Procedure Bylaw

**THE CORPORATION OF THE  
CITY OF WHITE ROCK**



**DEVELOPMENT VARIANCE PERMIT NO. 459**

1. Development Variance Permit No. 459 is issued to **PARVIZ DEHGHAN MANSHADI** as the owner and shall apply only to ALL AND SINGULAR that certain parcel or tract of land and premises situate, lying and being in the City of White Rock, in the Province of British Columbia, and more particularly known and described as:

Legal Description:     LOT 7 SECTION 10 TOWNSHIP 1 NEW  
                                  WESTMINSTER DISTRICT PLAN 4170  
PID:                         011-080-493

Hereinafter called "Lands"  
As indicated on Schedule A.

2. Development Variance Permit No. 459 is issued pursuant to the authority of Section 498 of the *Local Government Act*, R.S.B.C. 2015, Chapter 1 as amended, and in conformity with the procedures prescribed by 'White Rock Planning Procedures Bylaw, 2017, No. 2234' as amended.
3. The provisions of 'White Rock Zoning Bylaw, 2024, No. 2506' as amended, is varied as follows:
  - (a) Section 6.3.9 (2) is varied to reduce the minimum setback requirements for a structure from the side yard setback from 1.2m to 0.55m on the Eastern lot line.
  - (b) Section 6.3.9 (3) is varied to reduce the minimum setback requirements for a structure from the side yard setback from 1.2m to 0.0m on the Western lot line.
4. Said lands shall be developed strictly in accordance with the terms and conditions and provisions of this Development Variance Permit and any plans and specifications attached to this Development Variance Permit which shall form a part hereof.

Terms and conditions:

- (a) This Development Variance Permit (DVP) is for the construction of stairs and balconies for an existing single-family home.
- (b) The siting and works of these structures shall conform to the drawings prepared by DAG Design & Company (revision date June 4, 2024) attached hereto as Schedule B.
- (c) The applicant must obtain an easement from the property legally described as LOT 6, PLAN NWP4170, PART NW1/4, SECTION 10, TOWNSHIP 1, NEW WESTMINSTER LAND DISTRICT in order to facilitate the stairs that are subject to this development variance permit as the stairs will be located on the property legally

described LOT 6, PLAN NWP4170, PART NW1/4, SECTION 10, TOWNSHIP 1, NEW WESTMINSTER LAND DISTRICT. This easement must be in priority to any other charges and will be in perpetuity.

- (d) Registration of a Section 219 Restrictive Covenant between the City and both properties owners to prohibit the alteration of the stairs and balconies.
  - (e) The Development Variance Permit (DVP) approval is valid under the condition that if the stairs or house are demolished or damaged beyond 75% as per the Local Government Act the variance permit will terminate.
5. Where the holder of this Development Variance Permit does not receive final approval of a Building Permit for the proposed development within two (2) years after the date this Permit was issued, the Permit shall lapse, unless the Council, prior to the date the Permit is scheduled to lapse, has authorized the extension of the Permit.
6. This Development Variance Permit does not constitute a Building Permit.

Authorizing Resolution passed by the City Council on the \_\_\_\_\_ day of \_\_\_\_\_, 2024.

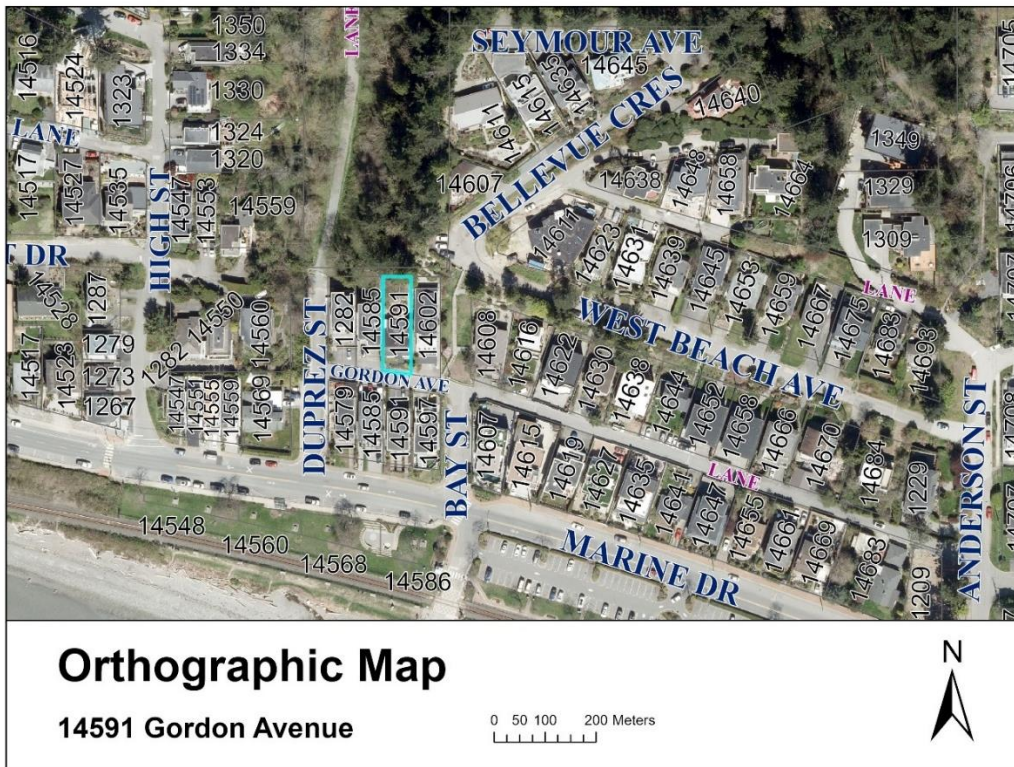
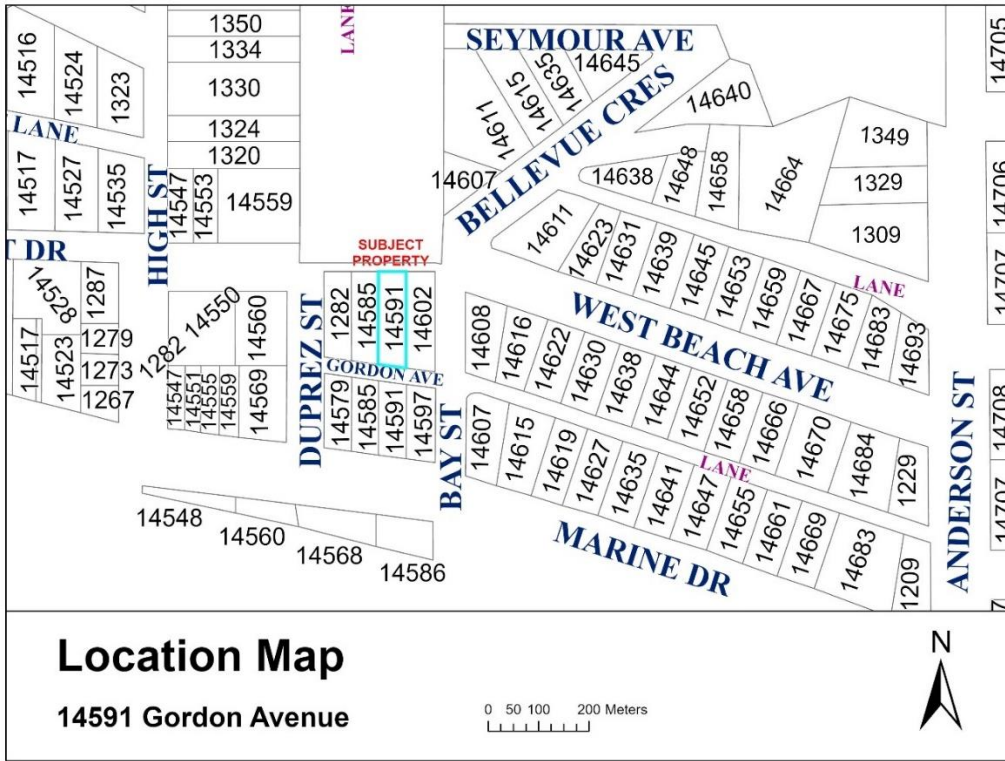
This Development Variance Permit has been executed at the City of White Rock, British Columbia, the \_\_\_\_\_ day of \_\_\_\_\_, 2024.

The Corporate Seal of THE CORPORATION  
OF THE CITY OF WHITE ROCK was hereunto  
affixed in the presence of:

\_\_\_\_\_  
Mayor – Megan Knight

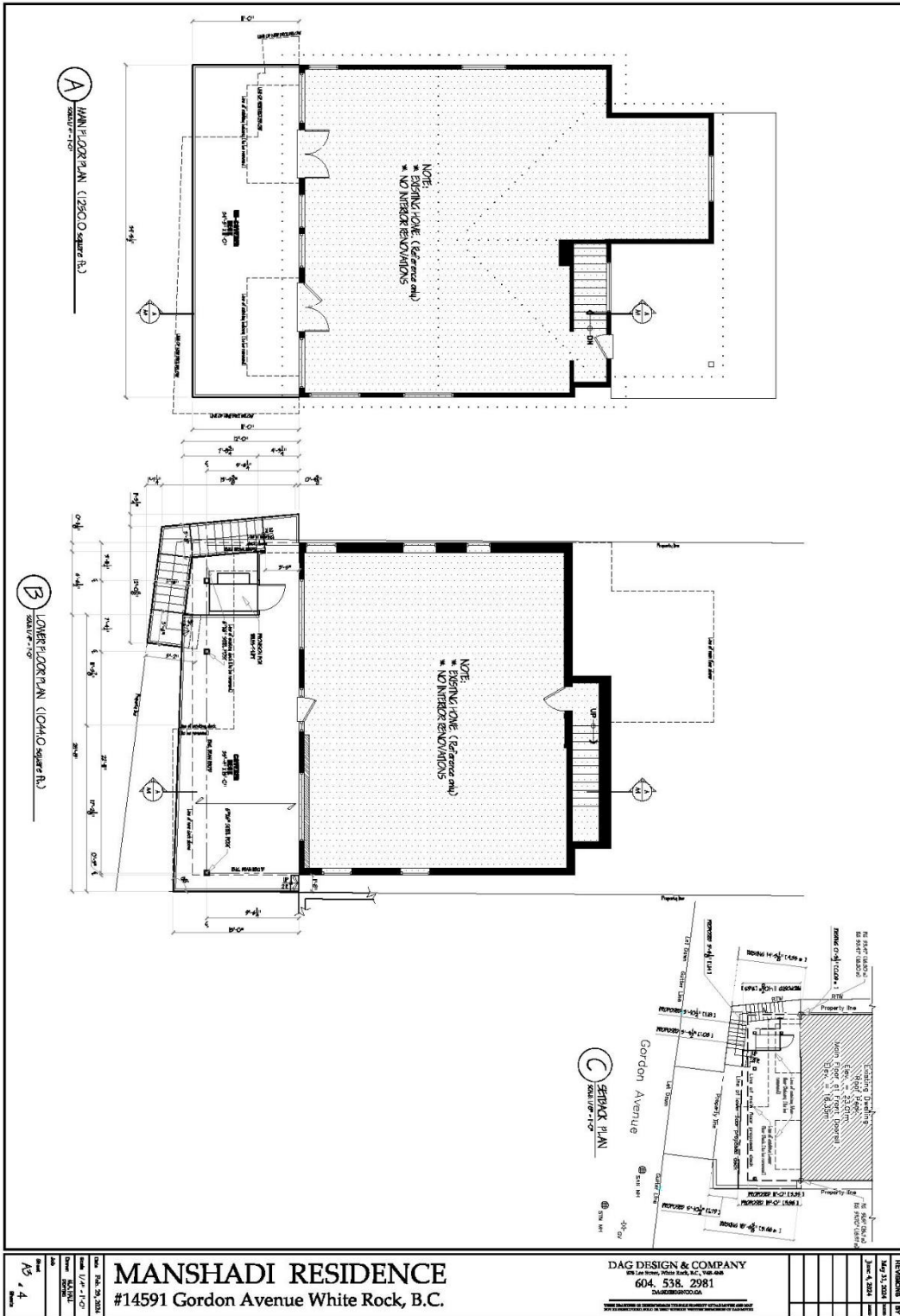
\_\_\_\_\_  
Director of Corporate Administration – Tracey Arthur

**Schedule A  
Location and Orthographic Maps**





# Schedule B Drawings











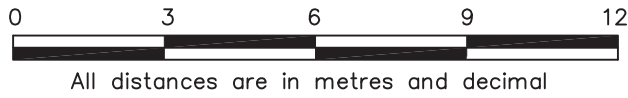
# TOPOGRAPHIC SURVEY PLAN OF LOT 7 SECTION 10 TOWNSHIP 1 NWD PLAN 4170

PID: 011-080-493

**Civic Address:**

#14591 Gordon Avenue  
White Rock, B.C.

**SCALE 1:150**



**Elevation Derivation**

Elevations are geodetic derived from the City of White Rock Control Monument No. 88H3853 Datum CVD28GVRD 2018 Elevation=8.394m

**LEGEND :**

- WM Denotes water meter
- PP Denotes power pole
- GV Denotes gas valve
- SAN MH Denotes sanitary manhole
- STM MH Denotes storm manhole
- x 0.00 Denotes spot elevation
- RTW Denotes retaining wall
- IC Denotes inspection chamber
- STP Denotes stump of tree
- DT Denotes deciduous tree
- CT Denotes coniferous tree
- — Denotes current contours (based on field survey)

**6**  
Plan 4170  
Existing Dwelling  
Main Floor at Entrance  
Elev. = 15.69m  
Roof Peak  
Elev. = 21.67m

Main Floor at Rear Entrance  
Elev. = 17.95m

AVERAGE NATURAL GRADE Elev.=16.91m

Existing Dwelling  
Roof Peak  
Elev. = 23.01m  
Main Floor at Front Doorsill  
Elev. = 16.35m

**8**  
Plan 4170  
Existing Dwelling  
Main Floor at Entrance  
Elev. = 17.70m  
Roof Peak  
Elev. = 26.96m

Colored lines shows proposed balconies, blue the upper, and red the lower.

Green shows the setback area with 1.79m on the east to 2.9 m on the west.

Lot dimensions according to field survey and Land Title and Survey Authority records.

This plan does not show non-plan charges, liens or interests.

This plan was prepared for inspection purposes and is for the exclusive use of our client. This documents shows the relative location of the surveyed structures and features with respect to the boundaries of the parcel described above. This document shall not be used to define property lines or property corners.

All rights reserved.

© Copyright

**COMPASS LAND SURVEYING LTD.**  
Professional Land Surveyors

#202-8381 128th Street  
Surrey, B.C. V3W 4G1  
Tel: 604-503-6898

Email: Office@CompassSurveys.com

File No.: 2201016 T9

This topographic survey re-certified correct this 29th day of May, 2024.

This topographic survey completed and certified correct this 28th day of February 2022.

**Shou Peng Liu -- BCLS -- ABCLS**

Digitally signed by Shou Peng Liu  
- BCLS - ABCLS  
DN: c=CA, o=CertifIO Pro, ou=Association of British Columbia Land Surveyors,  
0.9.2342.19200300.100.1.1=933,  
cn=Shou Peng Liu - BCLS - ABCLS  
Date: 2024.05.31 10:19:45 -0700'



**Gordon Avenue**





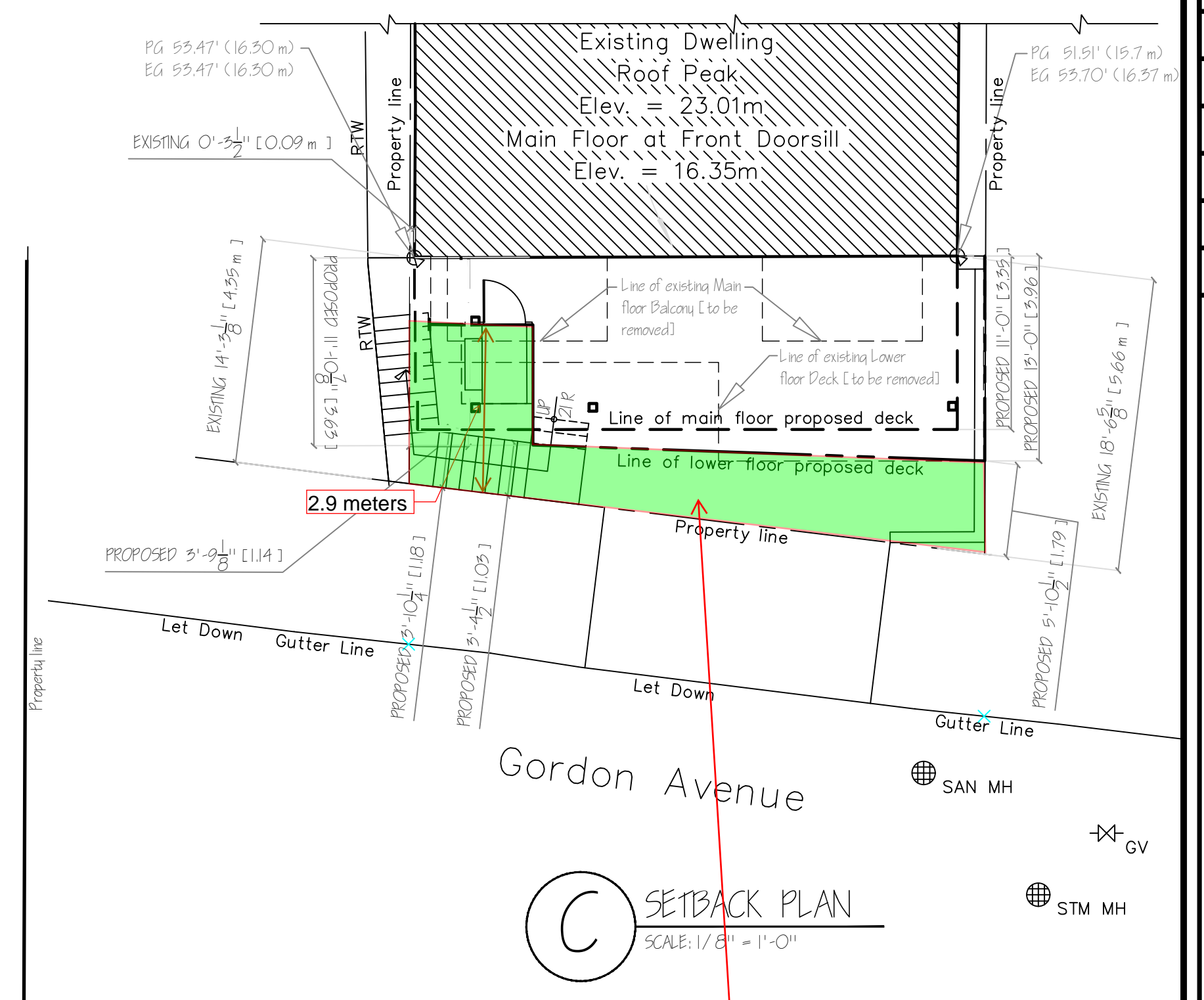
REVISIONS	BY
May 31, 2024	MSD
June 4, 2024	MSD

DAG DESIGN & COMPANY  
 976 Lee Street, White Rock, B.C., V4B 4N8  
 604. 538. 2981  
 DAGDESIGN.CO.CA

# MANSHADI RESIDENCE

## #14591 Gordon Avenue White Rock, B.C.

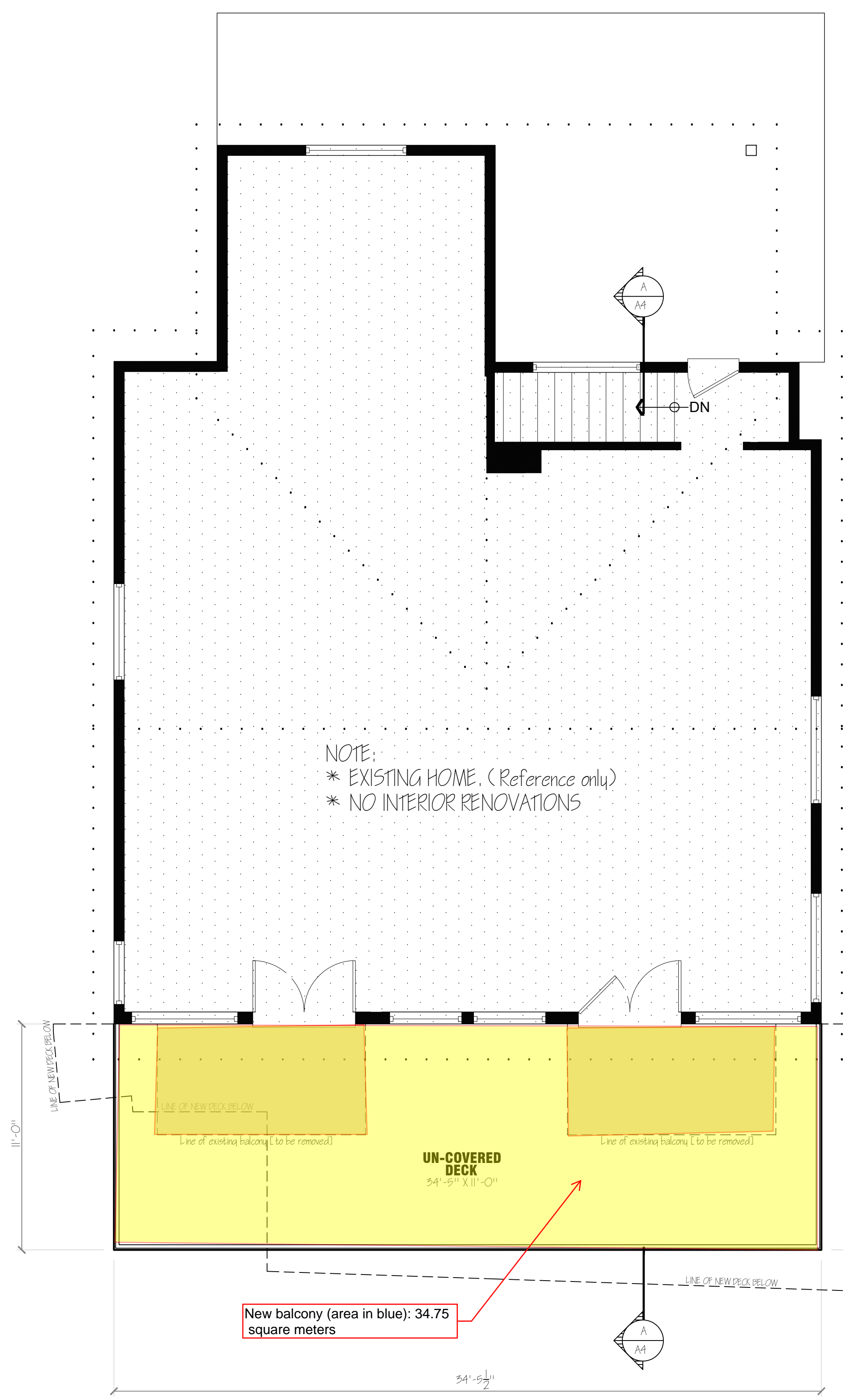
Date	Feb. 29, 2024
Scale	1/4" = 1'-0"
Drawn	M.A. HALL DRAWING
Job	
Sheet	A3 of 4 Sheets



Green shows the setback area with 1.79 on the east to 2.9 meters on the west. Please note no setbacks on east or west, matching existing set up.

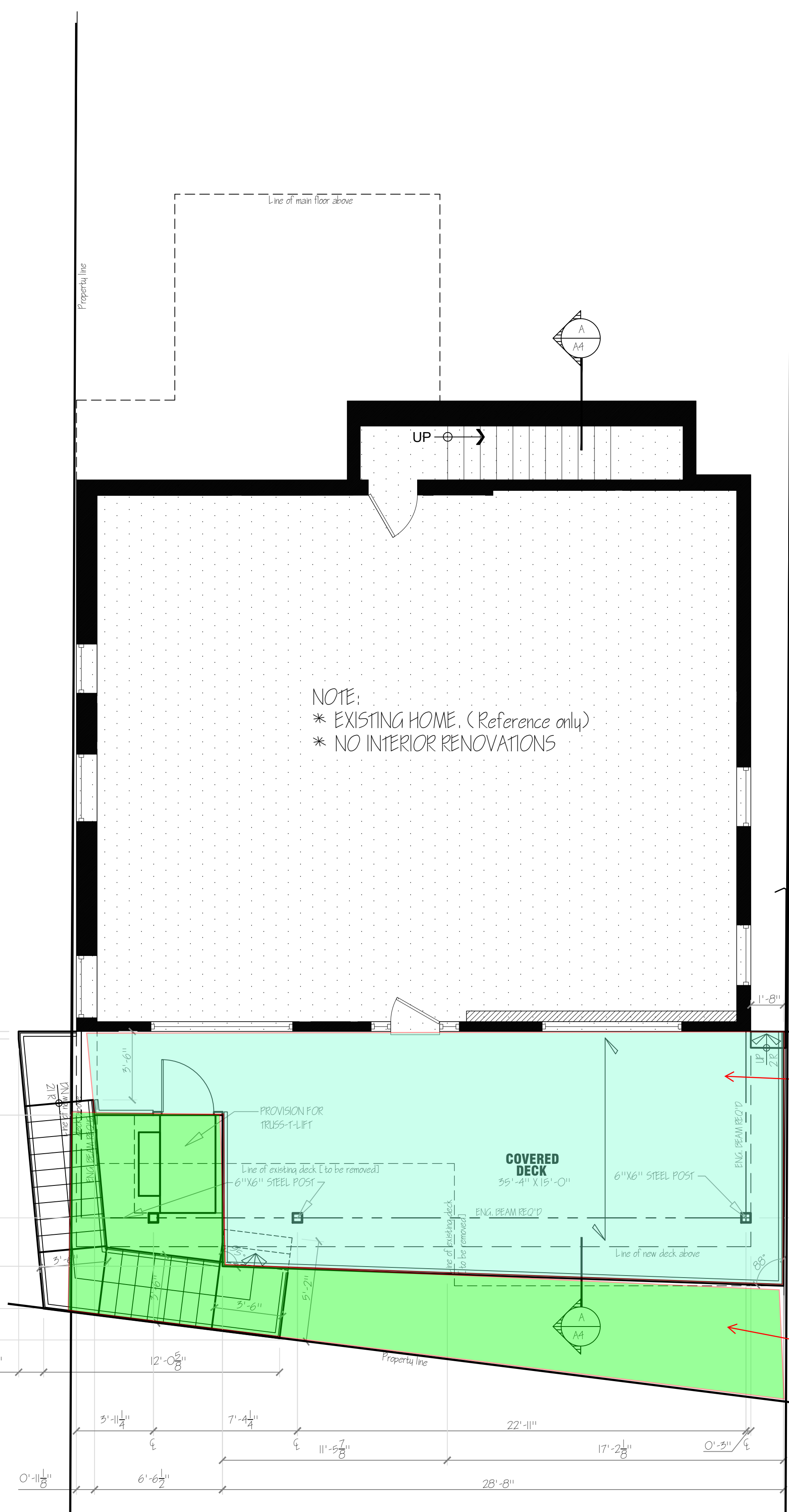
New balcony (area in blue): 37.35 square meters

Green shows the setback area with 1.79 on the east to 2.9 meters on the west. Please note no setbacks on east or west, matching existing set up.



New balcony (area in blue): 34.75 square meters

**A** MAIN FLOOR PLAN (1250.0 square Ft.)  
 SCALE: 1/4" = 1'-0"



NOTE:  
 \* EXISTING HOME. (Reference only)  
 \* NO INTERIOR RENOVATIONS

New balcony (area in blue): 37.35 square meters

**B** LOWER FLOOR PLAN (1044.0 square Ft.)  
 SCALE: 1/4" = 1'-0"

REVISIONS	BY
May 31, 2024	MEUD
June 4, 2024	MEUD

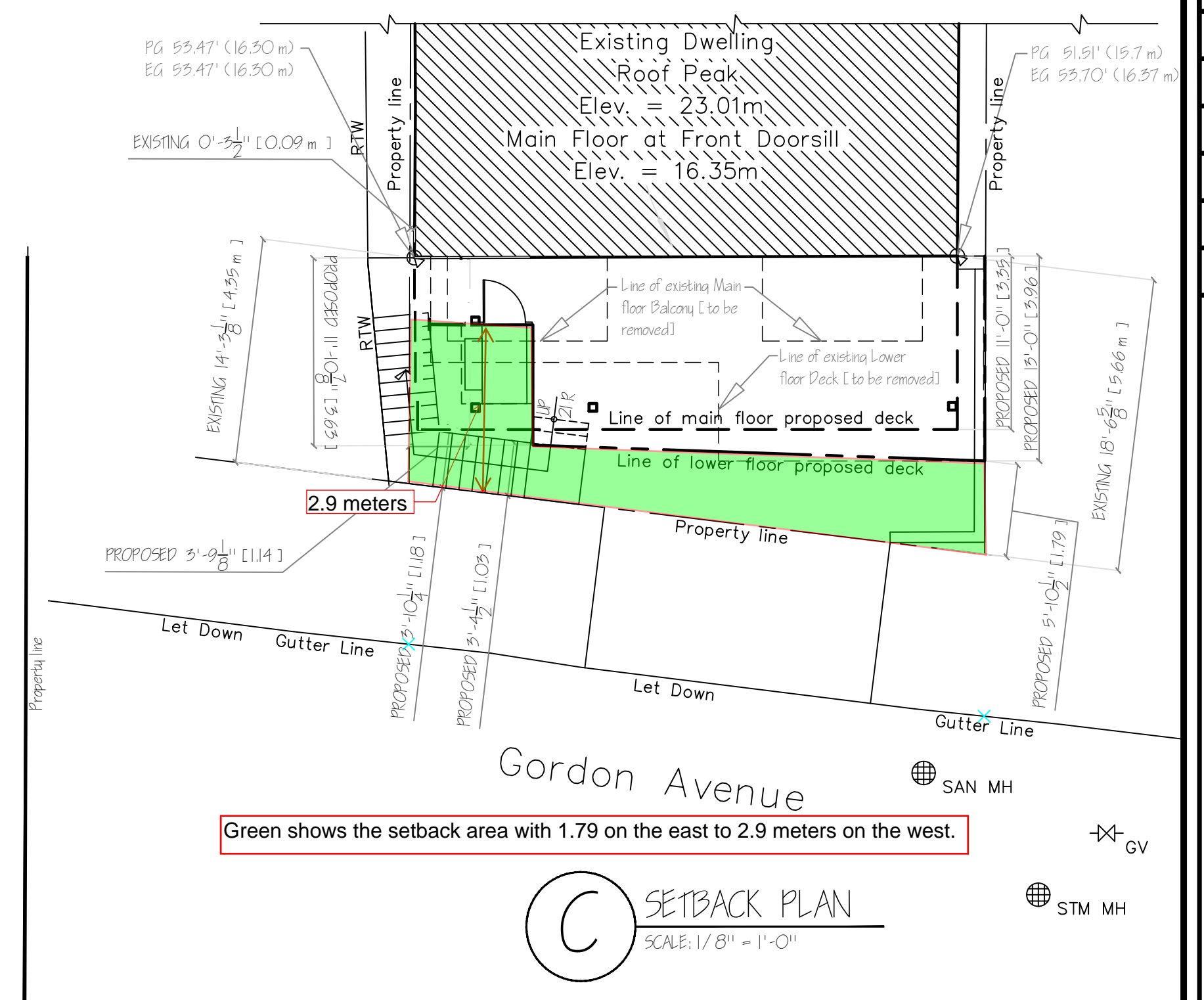
DAG DESIGN & COMPANY  
 976 Lee Street, White Rock, B.C., V4B 4N8  
 604.538.2981  
 DAGDESIGN.CO.CA

THESE DRAWINGS OR DESIGN REMAIN THE SOLE PROPERTY OF DAG MOTTE AND MAY NOT BE REPRODUCED, COPIED OR USED WITHOUT THE WRITTEN PERMISSION OF DAG MOTTE

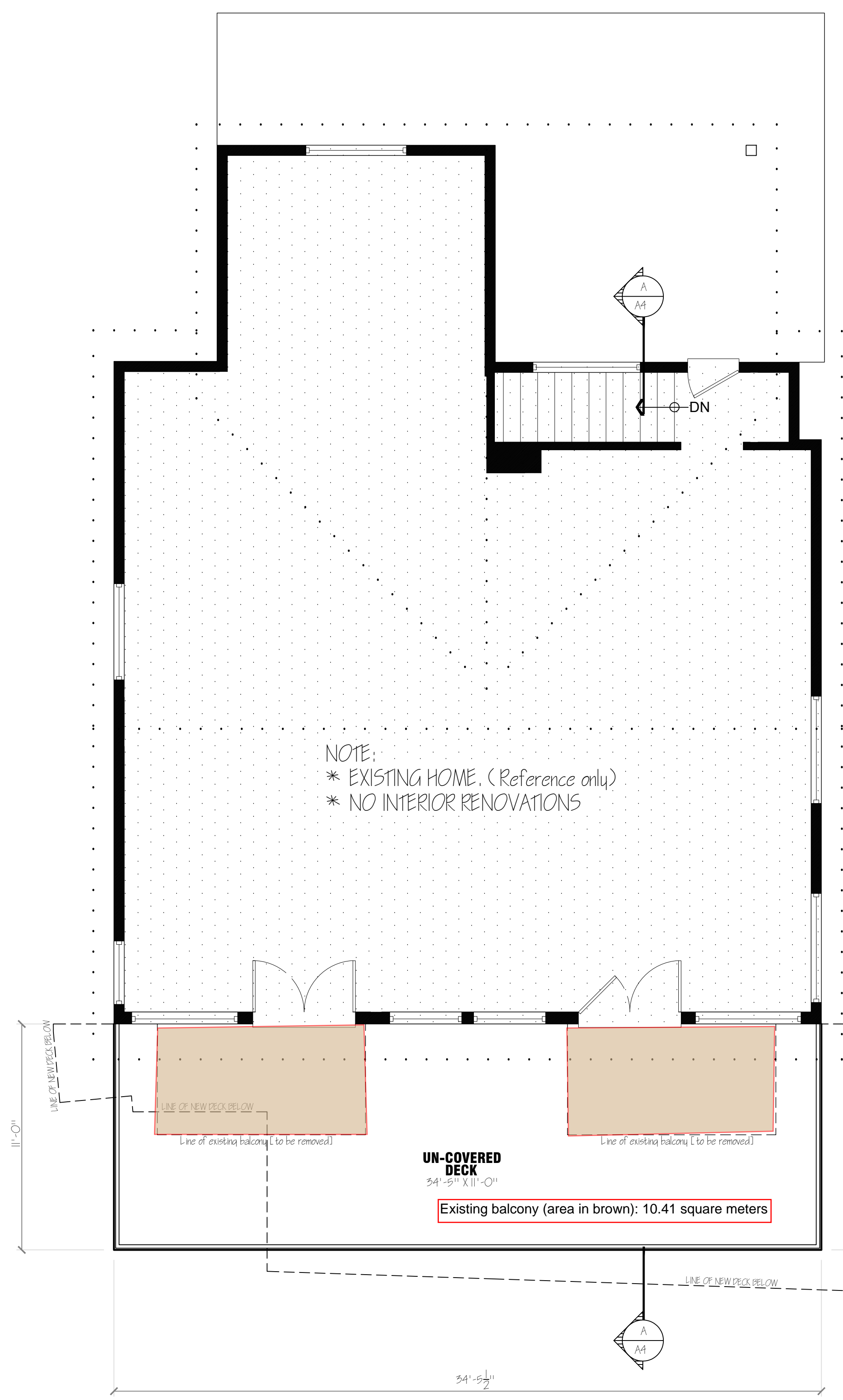
# MANSHADI RESIDENCE

## #14591 Gordon Avenue White Rock, B.C.

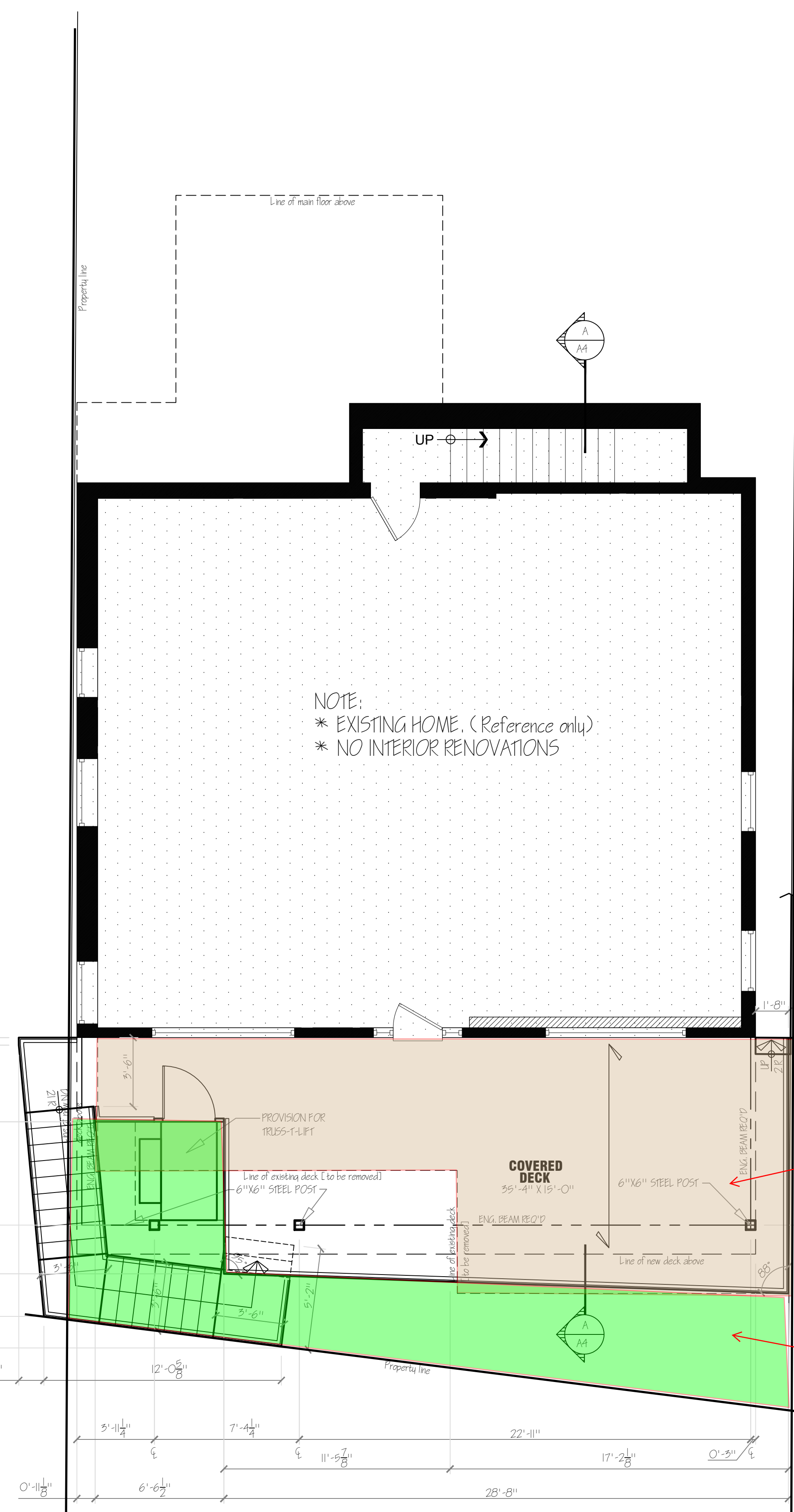
Date	Feb. 29, 2024
Scale	1/4" = 1'-0"
Drawn	M.A. HALL DRAWING
Job	
Sheet	A3 of 4 Sheets



**C SETBACK PLAN**  
 SCALE: 1/8" = 1'-0"



**A MAIN FLOOR PLAN** (1250.0 square Ft.)  
 SCALE: 1/4" = 1'-0"



**B LOWER FLOOR PLAN** (1044.0 square Ft.)  
 SCALE: 1/4" = 1'-0"

Existing balcony (area in brown): 37.48 square meters

Green shows the setback area with 1.79 on the east to 2.9 meters on the west. Please note no setbacks on east or west, matching existing set up.





## Section 2 – Site Description and Proposed Works

Please input an answer to the best of your ability in each applicable entry box below. If you require assistance, please do not hesitate to contact the Planning & Development Services Department.

Site Address(es)	14591 Gordon Ave. White Rock BC
PID(s)	011-080-493

Land Use Summary	Existing	Proposed
OCP Land Use Designation		
Development Permit Area(s)		
Zone	As is	As is
Number of Lots	1	1
Number of Dwelling Units	1	1
Gross Floor Area Total (m <sup>2</sup> or ft <sup>2</sup> )	2400 ft <sup>2</sup>	2400 ft <sup>2</sup>
Residential, Institutional and/or Commercial Floor Area (m <sup>2</sup> or ft <sup>2</sup> )		

Please provide a general description of your proposal below:

**Background:** A development permit has already been granted for the construction of an underpinning shotcrete wall the purpose of which is to allow having some parking space in front of the house. To build the wall, the existing balconies and stairs must be removed, and then replaced after the wall is constructed to ensure continued access to the house. However, there are specific challenges related to replacing the balconies and stairs that need to be addressed.

**Existing Balconies and Stairs:** The current balconies and stairs extend beyond the property line in the southern direction, encroaching onto the road curb. This situation is rectified in the proposed design.

**Proposed Design:**

**Safety Measures:** The proposed design ensures safe entry and exit points.

**Wheelchair Access:** During emergencies, provisions for wheelchair access will be in place.

**User-Friendly:** The design caters to the needs of elderly and physically challenged individuals.

A recommended 3-meter setback from the front property line:

1. does not allow enough space to have wheelchair access in case of emergency as well as for any physically challenged individuals and elderly; and
2. results in balconies that are too small, unsafe and accessing the house becomes nearly impossible.

A recommended 1.2-meter setback from the east and west property line does not:

Ensure egress access to the house back entry door during emergencies (such as fire, medical situations, or general safety concerns) which is very crucial. The current house design and layout already account for this requirement which must be maintained.

**Recommended Setback:** Due to space limitations, unfortunately, the setback requirements currently in place by the city do not allow sufficient space to fully achieve the vital objectives outlined above plus some other.

**Development Variance Request:** The purpose of this request is to seek the city's approval for the construction of stairs and balconies as per attached architectural layout drawing. Despite the setback challenges, the engineer and architect have explored all technically feasible options to create a safe, workable, and practical solution within the limited available space.

By presenting this information clearly and emphasizing safety and practicality, we hope to gain the city's support for the proposed plans. The attached drawings provide visual context for our request which covers much smaller overall area in front of the house compared to its current layout for stairs and balconies.

**Schedule K J Development Variance Permit Application Procedures**

- a. Applicant may request a pre-application meeting with staff to review the proposal and gather early input on issues to inform application preparation.
- b. Complete application materials as indicated in the minimum submission requirements table below submitted by the owner/Applicant.
- c. Staff review application and advise Applicant of any outstanding or incomplete submission requirements.
- d. Staff prepare information package and distribute for circulation.
- e. Owner/Applicant is required to install a Public Notification Sign on the property, as outlined in Section 36 of the Planning Procedures Bylaw.
- f. Applicant conducts Public Information Meeting according to requirements of Schedule "E" of the Planning Procedures Bylaw.
- g. An application for a Development Variance Permit that consists solely of variances to the City's Sign Bylaw may be exempted from installing a Public Notification Sign and conducting a Public Information Meeting, at the discretion of the Director.
- h. At any time during the preceding, staff may, depending on the application, prepare written correspondence to the Applicant based on initial comments from the referral and public feedback, advising the Applicant of revisions required to gain the support of the Director for recommendation of approval.
- i. Staff prepare report and report package with recommendations and draft permit, and presents to the Land Use and Planning Committee (LUPC).
- j. Permit proceeds with LUPC recommendations for Council consideration and authorization to schedule Public Meeting.
- k. Staff prepare and submit notification to adjacent property owners within 100 metres of subject property plus advertisement in City section of local newspaper for scheduling of Public Meeting.
- l. Public Meeting held in Council Chambers or an appropriate public venue.
- m. Permit returns to Council for consideration with results of Public Meeting.
- n. Staff notify owner/Applicant, Building Inspection and Municipal Operations of Council decision. If approved, Notice of Development Variance Permit is registered with Land Title Office and permit copied to property file.



## Minimum Submission Requirements – Development Variance Permit Application

### Complete Application

- Completed Application Form
- Application Fees
- Title Search
- Letter of Authorization (if applicable)
- Survey (with topography and tree locations, sizes, and elevations)
- Site Profile
- Tree Assessment Report\*
- Site Plan\*, including the following statistics:
  - Floor Area Ratio (Gross and Residential)
  - Setbacks (buildings and encroachments)
  - Height
  - Lot Coverage
  - Unit Count
  - Gross Site Area
  - Floor Areas (by use/common/amenity)
  - Parking
  - Details on any requested variances
- Architectural Plans
- Parking Plan
- Landscape Plan, including the following:
  - Existing tree locations
  - Proposed plant list using graphic keys
  - Proposed grades
  - Proposed garbage/recycling enclosures
  - Details on proposed outdoor amenity
  - Proposed paving and lighting details
- Colour renderings with adjacent buildings\*
- Photographs of Site and Surrounding Area
- Street Profile\*
- View Analysis\*
- Shadow Study\*
- Colour and Materials Board\*
- Design Rationale\*
- Development Permit Guidelines Response\*
- Precedent Photos\*
- Digital or physical 3D massing model\*
- Environmental Impact Assessment\*
- Traffic Study\*
- Parking Study\*
- Geotechnical Report\*

*Additional studies/information may be required based on specifics of an application  
\*if applicable*

THE CORPORATION OF THE  
**CITY OF WHITE ROCK**  
CORPORATE REPORT



**DATE:** September 23, 2024

**TO:** Mayor and Council

**FROM:** Anne Berry, Director, Planning & Development Services

**SUBJECT:** Temporary Use Permit for Daytime Warming Centre – 1589 Maple Street

---

**RECOMMENDATION**

THAT Council issue Temporary Use Permit 24-025 (1589 Maple Street).

---

**EXECUTIVE SUMMARY**

For the previous three winter seasons the City of White Rock has operated a Daytime Warming Centre at Centennial Park. This year, the property owners for 1589 Maple Street have offered their site as an alternative location for the 2024/2025 Daytime Warming Centre. To authorize its use at this location, a Temporary Use Permit (TUP) is required.

**INTRODUCTION/BACKGROUND**

Since February 2022 the City has operated a daytime warming centre at Centennial Park. In its first winter the centre operated for approximately six weeks in February and March 2022. In 2022/2023 the centre operated between November 9, 2022, and March 31, 2023, and in 2023/2024 the centre operated from November 27, 2023, to March 15, 2024.

In previous years, the White Rock South Surrey Baseball Association have shared their concerns regarding the location of the site at Centennial Park, particularly with the anticipated construction of a new year-round indoor batting cage facility at the same location. This year while the location did not impact baseball activities, staff did hear concerns expressed from representatives of the Semiahmoo Minor Lacrosse Association regarding the interface of Centre guests with the lacrosse box at the park.

Recognizing that community concerns indicated that the Centennial Park location was not ideally suited to the operation of a daytime warming center on an on-going basis, staff advised Council in June 2024 report to Council that they would continue to investigate other location opportunities for the 2024/2025 season.

The owners of the property at 1589 Maple Street (where the Altus sales centre has been located) came forward this summer to offer their site as an alternative location for the 2024/2025 winter season, while they continue to work on the multi-family rezoning application that is currently in process for the subject property.

### Site Context

The subject property is located on the southwest corner of the intersection of Maple Street and North Bluff Road. The site is zoned **RS-1 SSMUH Residential Zone** and designated as **East Side Large Lot Infill** area lands. Immediately surrounding property uses are as follows:

**North:** City of Surrey, vacant lands under development for multi-family residential

**South:** Multifamily development under construction at 1539 Maple Street

**East:** Single family residential

**West:** BC Hydro Sub-station

**Southwest:** Altus mixed use development

Peace Arch Hospital is located west of Finlay Street, and the area is serviced by transit, with a bus stop located adjacent to the north property line of the subject property, serviced by the #321 and #375 routes. The site is within walking distance from services located in the Town Centre.

Please refer to the subject location map in Figure 1 below.

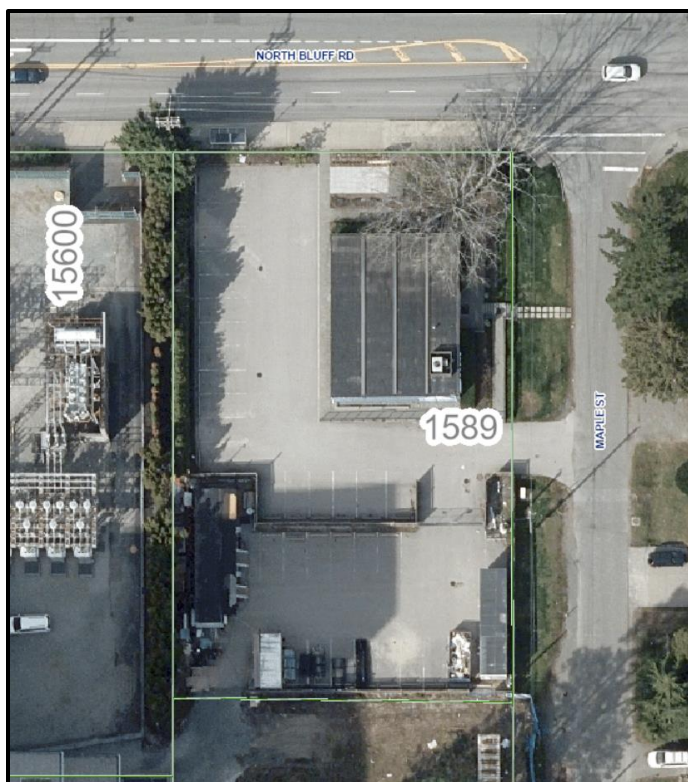


Figure 1 – 1589 Maple Street Location map

The property owners have been clear that this offer is for the Winter 2024/2025 season only as they will need access to the site for future development, so this would not be a permanent location for the daytime centre. A new location will need to be assessed for the 2025/2026 winter season if Council determines that the City wishes to continue to provide this service to the community through the 2025 Financial Planning process.

### Proposed Uses

Currently, the site houses a temporary sales centre, associated parking and landscaping on the northern portion of the property, and a gated area for a temporary construction office trailer and associated parking on the southern portion of the property. These uses have been permitted through previously issued (and now expired) TUPs 18-001 and 21-019. The temporary sales centre is scheduled to be removed from the site at the end of September. The property owner has requested that they be able to continue to utilize the temporary construction office and associated parking, so the City would have access to the northern portion of the site where the temporary sales centre parking area is located. Through TUPs 18-001 and 21-019 the City holds securities to ensure that the site is either remediated if development does not proceed, or the securities would be returned once development approvals are granted for the property. Please refer to Figure 2 below:



**Figures 2: Current uses at 1589 Maple Street**

Draft TUP 24-025 includes the following proposed uses:

- (i) A temporary emergency daytime warming centre;
- (ii) Associated portable washroom facilities, parking, and storage; and
- (iii) A temporary construction site office for nearby developments under construction and associated off-street parking.

The property owner will be responsible for site remediation as per the previously issued TUP 2018-001 and 2021-019, with the exception that the City is responsible for the placement and removal of the temporary daytime warming centre structures. The permit is also drafted to allow the temporary construction offices and parking to remain for the duration of TUP 24-025 and should the property owner wish to extend those uses further a separate application will be required. TUP 24-025 is valid from date of issuance to April 30th, 2025, with the emergency

daytime warming centre operating no later than March 31<sup>st</sup>, 2025 to align with the winter 2024/2025 season, and to provide time for structure removal should extra time be required. This timeline also aligns with the property owner’s offer of use.

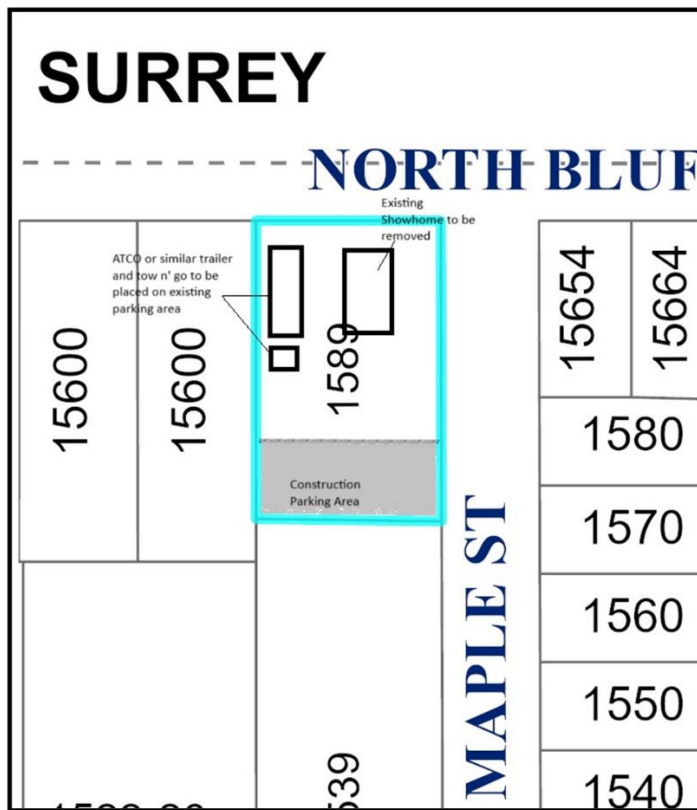


Figure 3: Proposed use locations (not to scale)

Structures for the daytime warming centre would be consistent with those used for the daytime warming centre at Centennial Park, using temporary trailer and washroom facilities. The City is reviewing responses to a Request for Proposals for an operator for the 2024/2025 season, so the size of the structures will ultimately be based on that approval, but will be temporary in nature as outlined in the attached draft permit, appended to this report as Attachment A. Copies of previously issued TUPs 18-001 and 21-019 are Appended as attachment B.

**FINANCIAL IMPLICATIONS**

There are no financial implications identified with the temporary use permit for the use of 1589 Maple Street as a daytime warming centre site for the 2024/2025 winter season. The City has absorbed nominal costs for the installation of the Development Application signs, mailout, and newspaper notification. A separate corporate report has been prepared for Council regarding the retention of an operator for the daytime warming centre and the related budgetary implications for the operation of the centre itself.

Although unsuccessful for 2024/2025, staff will continue to request support from the City of Surrey to recoup the costs for the operation of the warming centre, as centre guests come from both communities to seek relief from the cold.



## **COMMUNICATION AND COMMUNITY ENGAGEMENT IMPLICATIONS**

Generally speaking, the Centre has been operated with limited impact to the surrounding area, due to careful and timely responses from the centre operators. In previous years, as noted earlier in this report, with the Centre operating at Centennial Park, Council has received concerns from both the White Rock South Surrey Baseball Association and the Semiahmoo Minor Lacrosse Association regarding impacts to their user groups and the baseball and lacrosse facilities.

A public information meeting has not been held for this application, due to time constraints and the experience the three previous seasons has provided. A mail-out notifying surrounding properties of the application and the September 23, 2024 Public Meeting was sent to White Rock and Surrey properties/property owners within 100 metres of the subject property. Newspaper advertisements were published in the September 12, 2024, and September 19, 2024, editions of the Peace Arch News. Development Application Signs were installed on each frontage of the site on September 11, 2024, notifying passers-by of the TUP application.

The Public Meeting provides the community with the opportunity to submit comments regarding the proposed TUP to Council and meets the legislative requirements of the *Local Government Act*.

## **INTERDEPARTMENTAL INVOLVEMENT/IMPLICATIONS**

The application was referred to the City's Building Division, the Engineering and Municipal Operations Department and to the Fire Department.

A Temporary Building Permit will be required for the structures associated with the use. Inspections by both Building and Fire departments will be required to ensure compliance with the BC Building and Fire Codes.

## **CLIMATE CHANGE IMPLICATIONS**

As winter weather extremes become more frequent there is greater need for the provision of emergency response services for the vulnerable populations living in the White Rock and South Surrey area. The provision of the daytime warming centre helps fill this need.

## **IMPLICATIONS FOR TREE PRESERVATION AND TREE CANOPY ENHANCEMENT**

There are no changes proposed to the current site conditions with regard to trees. Trees have been identified within the draft permit for protection, in accordance with previously issued TUPs 18-001 & 21-019.

## **ALIGNMENT WITH STRATEGIC PRIORITIES**

The issuance of TUP 24-025 is consistent with the following Council Strategic Priority:

- *Plan for adverse weather impacts to protect community safety.*  
*Assess future location, annually seek to secure grant funding, and continue to partner with the City of Surrey to operate the Warming Centre each winter from November – March*

### **OPTIONS / RISKS / ALTERNATIVES**

The following alternative options are available for Council's consideration:

1. Deny issuance of Temporary Use Permit 24-025

Should Council choose not to issue TUP 24-025, the City will need to consider an alternative location for the 2024/2025 emergency daytime warming centre.

Staff notes that a daytime warming centre operation on the subject property may draw concern from nearby residents, as concerns have previously been raised at Centennial Park. Finding an ideally suited location in the City of White Rock is challenging and any location will have merits and deficiencies in the eyes of the surrounding community.

### **CONCLUSION**

The property at 1589 Maple Street is proposed to be used as a temporary site for the winter 2024/2025 daytime warming centre. Its proximity to nearby services and transit make it a suitable location for the proposed use, which comes at no additional land costs for the operation of the centre. The proposed location will help to alleviate the concerns raised by local sports associations in previous years at Centennial Park. Staff recommends that Council consider the issuance of TUP 24-025 for the winter 2024/2025 season.

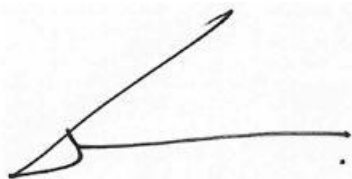
Respectfully submitted,



Anne Berry  
Director, Planning & Development Services

### **Comments from the Chief Administrative Officer**

I concur with the recommendations of this corporate report for Council's consideration and direction to staff.



Guillermo Ferrero  
Chief Administrative Officer

Appendix A: Draft Temporary Use Permit No. 24-025

Appendix B: Temporary Use Permit Nos. 18-001 & 21-019

# THE CORPORATION OF THE CITY OF WHITE ROCK



## TEMPORARY USE PERMIT NO. 24-025

1. This Temporary Use Permit No. 24-025 is issued to Oviedo Properties Ltd. and 1097882 B.C. Ltd. as the owner (hereinafter called the "Permittee") and shall apply only to ALL AND SINGULAR those certain parcels or tracts of land and premises situate, lying and being in the City of White Rock, in the Province of British Columbia, and more particularly known and described as:

Legal Description:

LOT 1 SECTION 11 TOWNSHIP 1 NEW WESTMINSTER DISTRICT PLAN EPP80367  
PID: 030-401-861  
(Civic: 1589 Maple Street)

As indicated on Schedule A

(hereinafter referred to as "the Lands").

2. This Temporary Use Permit No. 24-025 is issued pursuant to the authority of Sections 492 and 493 of the *Local Government Act, R.S.B.C. 2015, Chapter 1* as amended, the "White Rock Zoning Bylaw, 2024, No. 2506" as amended; and in conformity with the procedure prescribed by the "City of White Rock Planning Procedures Bylaw, 2017, No. 2234" as amended.
3. Except as otherwise authorized by this permit, the terms, conditions and guidelines as set out in the "White Rock Zoning Bylaw, 2024, No. 2506" as amended shall apply to the Lands covered by this Temporary Use Permit:

a) Permitted Temporary Uses

- (i) A temporary emergency daytime warming centre
- (ii) Associated portable washroom facilities, parking, and storage; and
- (iii) A temporary construction site office for nearby developments under construction, and associated off-street parking,

shall be permitted as a temporary uses.

b) Dimensions and Siting of Buildings



- (i) The temporary emergency daytime warming centre and associated portable washroom and storage facilities must be sited generally in accordance with Schedule B;
- (ii) The construction site office must be sited a minimum of 2.0 metres from the south property boundary and 2.0 metres from the west property boundary.

4. Terms and Conditions:

- a) Except as otherwise specified in this permit, all siting, construction, and uses shall be in accordance with the provisions of the “White Rock Zoning Bylaw, 2024, No. 2506” as amended;
  - b) The permittee must obtain a building permit and comply with the requirements of the BC Building Code for the construction of the temporary daytime warming centre;
  - c) No trees are to be removed or impacted by the proposed uses, as the proposed uses utilize existing paved areas, however, if tree impacts are proposed, a Tree Management Permit with the City must be obtained as required by the “White Rock Tree Protection Bylaw, 2021, No. 2407” and amendments thereto;
  - d) Tree removal or impacts to the critical root zone of Tree 3304 (“Quercus rubra”) located in the northeast corner of the Lands, to facilitate the construction/siting of the temporary emergency daytime warming centre or temporary construction site office is not permitted;
  - e) The temporary emergency daytime warming centre and associated portable facilities must be placed in a manner that will minimize any potential impacts to trees;
  - f) The temporary construction site office must be constructed and sited in a manner that will minimize any potential impacts to protected trees;
  - g) The driveway access and parking must be located to minimize any potential impacts to protected trees;
  - h) No alteration to the natural drainage shall be undertaken which may cause or contribute to hazardous conditions on the Lands or adjacent properties;
  - i) The permittee must provide fencing to prevent access to the construction site office from the temporary emergency daytime warming centre;
  - j) The permittee must provide a minimum of 8 on-site parking spaces for the temporary construction site office; and
  - k) The temporary uses shall not produce noise, light or traffic that is disruptive to surrounding residents quiet enjoyment of their property.
5. All definitions of words and phrases contained in Sections 493 to 497 of the *Local Government Act, R.S.B.C. 2015, Chapter 1* as amended, and the “White Rock Zoning Bylaw, 2024, No. 2506” as amended, shall apply to this Temporary Use Permit and the attachments herein.
6. The permittee must provide an undertaking, to remove the temporary construction site office and restore the Lands to the satisfaction of the City on or prior to the expiration of this permit.

7. The City will assume responsibility to facilitate the removal of any temporary structures and materials associated with the emergency daytime warming centre.
8. The permittee must remove or demolish the temporary sales centre, advertising structures, construction site office and restore the Lands to the acceptance of the City prior to the expiration of this permit, at which time the remaining securities from TUP 2018-001 and TUP 2021-019 will be returned. If the Lands have an approved Building Permit for the construction of a multi-unit residential building, the securities will be returned to the permittee.
9. This Permit is valid from date of issuance to April 30th, 2025, with the emergency daytime warming centre operating no later than March 31<sup>st</sup>, 2025 unless otherwise approved for further time extension by Council in accordance with the provisions of Section 497 of the *Local Government Act*.
10. Any terms and conditions associated with TUP 2018-001 and 2021-019 as they relate to the site will remain in place until remedied in accordance with that permit and this permit.
11. This permit does not constitute a subdivision approval, a Tree Management Permit, a Demolition Permit, or a Building Permit.

Authorizing Resolution passed by the Council for the City of White Rock on the \_\_\_\_\_ day of \_\_\_\_\_, 2024.

This Temporary Use Permit has been executed at White Rock, British Columbia on the \_\_\_\_\_ day of \_\_\_\_\_ 2024.

The Corporate Seal of THE CORPORATION OF THE CITY OF WHITE ROCK was hereunto affixed in the presence of:

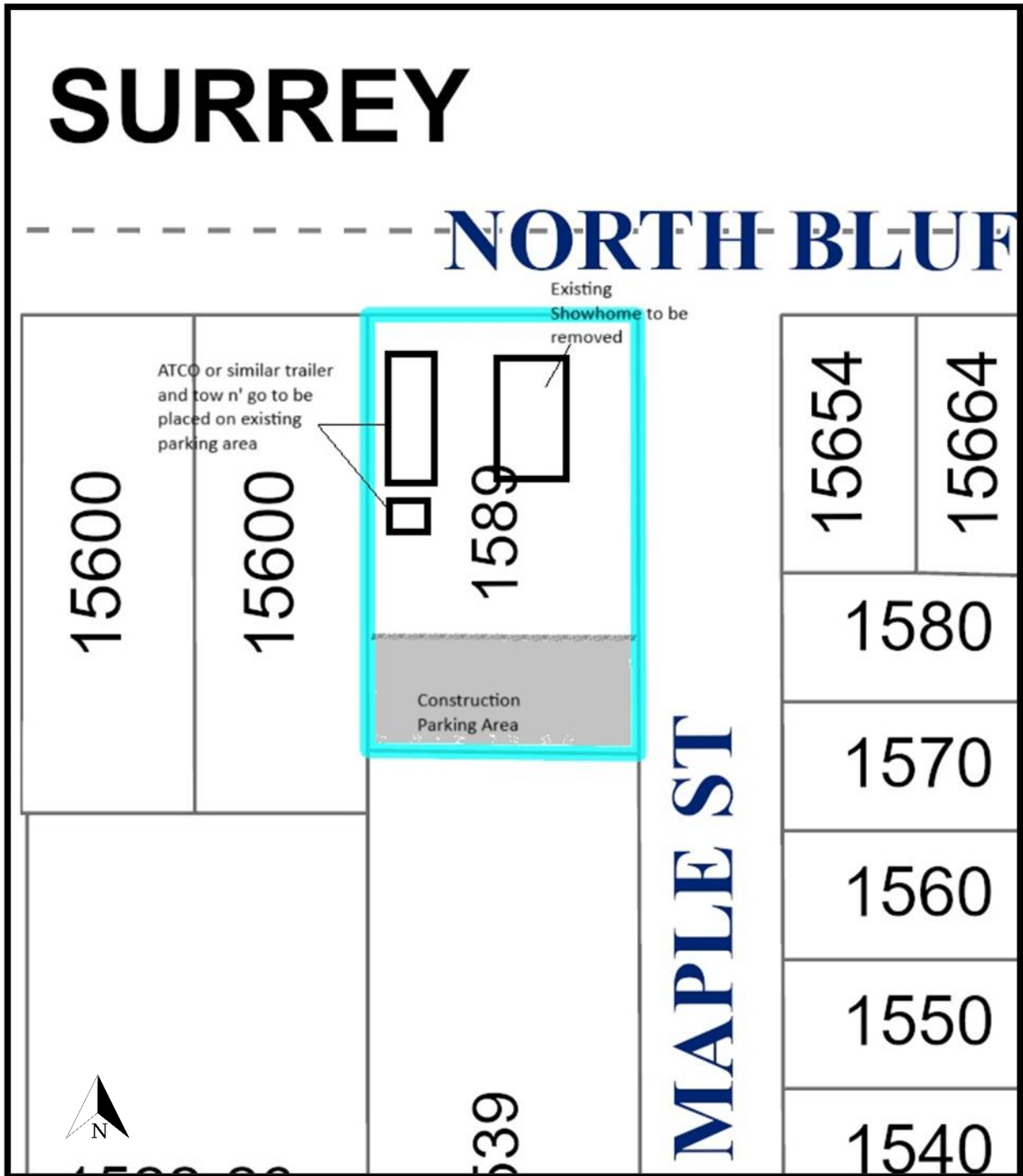
\_\_\_\_\_  
Mayor - Authorized Signatory

\_\_\_\_\_  
Director of Corporate Administration - Authorized Signatory



Schedule B – Site Plan

Buildings not to scale – for reference purposes only



THE CORPORATION OF THE  
**CITY OF WHITE ROCK**



**TEMPORARY USE PERMIT NO. 18-001**

1. This Temporary Use Permit No. 18-025 is issued to Oviedo Properties Ltd. as the owner (hereinafter called the "Permittee") and shall apply only to ALL AND SINGULAR those certain parcels or tracts of land and premises situate, lying and being in the City of White Rock, in the Province of British Columbia, and more particularly known and described as:

Legal Description:

Lot 2, Section 11, Township 1, New Westminster District Plan 16655  
PID: 010-236-511  
(Civic: 1569 Maple Street)

Lot 1 Except: Parcel "M" (Bylaw Plan 30172), Section 11 Township 1 New Westminster District Plan 16655  
PID: 010-236-473  
(Civic: 1589 Maple Street)

Parcel "A" (Explanatory Plan 14134) North Half Block 34B Section 11, Township 1, New Westminster District Plan 1334  
PID: 011-761-148  
(Civic: 15630 North Bluff Road)

As indicated on Schedule A  
(hereinafter referred to as "the Lands").

2. This Temporary Use Permit No. 18-001 is issued pursuant to the authority of Sections 492 and 493 of the *Local Government Act, R.S.B.C. 2015, Chapter 1* as amended, the "White Rock Zoning Bylaw, 2012, No. 2000" as amended; and in conformity with the procedure prescribed by the "City of White Rock Planning Procedures Bylaw, 2017, No. 2234" as amended.
3. Except as otherwise authorized by this permit, the terms, conditions and guidelines as set out in the "White Rock Zoning Bylaw, 2012, No. 2000" as amended shall apply to the Lands covered by this Temporary Commercial Use Permit:

a) Permitted Temporary Uses

- (i) A temporary sales centre to market real estate units, and associated off-street parking
- (ii) Advertising structures associated with the marketing of real estate units; and
- (iii) A temporary construction site office for the related real estate developments, and associated off-street parking, shall be permitted as a temporary uses.

b) Dimensions and Siting of Buildings

- (i) The building that houses the temporary sales centre must generally comply with the following plans:

Schedule B	Site Plan
Schedule C	Building Elevations
- (ii) The temporary sales centre must be sited a minimum of 9.0 metres from North Bluff Road line and 5.0 metres from Maple Street.
- (iii) The construction site office must be a site a minimum of 2.0 metres from the south property boundary and 2.0 metres from the west property boundary.
- (iv) The temporary buildings and structures may encroach on lot lines internal to the Lands.
- (v) Advertising structures may be sited on any portion of the subject properties but shall not interfere with the safe use of the street by vehicles or pedestrians, impede traffic or interfere with the use or visibility of any traffic control device or other equipment installed by the City or by a utility company, to the satisfaction of the Director of Planning and Development Services.

4. Terms and Conditions:


- a) Except as otherwise specified in this permit, all siting, construction, and use shall be in accordance with the provisions of the “White Rock Zoning Bylaw, 2012, No. 2000” as amended;
- b) The permittee must obtain a building permit and comply with the requirements of the BC Building Code for the construction of the temporary sales centre and the construction site office;
- c) The permittee must obtain a Tree Management Permit with the City as required by the “White Rock Tree Management Bylaw, 2008, No. 1831” and amendments thereto;
- d) Tree removal or impacts to the critical root zone of Tree 3304 (“Quercus rubra”) located in the northeast corner of the Lands, to facilitate the construction/siting of the temporary sales centre or temporary construction site office is not permitted;
- e) The temporary sales centre and temporary construction site office must be constructed and sited in a manner that will minimize any potential impacts to protected trees;
- f) The driveway access and parking must be located to minimize any potential impacts to protected trees;
- g) No alteration to the natural drainage shall be undertaken which may cause or contribute to hazardous conditions on the Lands or adjacent properties;
- h) The permittee must provide fencing to prevent access to the construction site office from the temporary sales centre; and
- i) The permittee must provide a minimum of twelve on-site parking spaces for the temporary sales centre.

- j) The permittee must provide a minimum of 8 on-site parking spaces for the temporary construction site office.
  - k) Nothing in this temporary use permit shall be construed as authorization for the carrying out of any activity which is a nuisance due to noise, light, odour, emission, vibration or other cause.
5. All definitions of words and phrases contained in Sections 921 of the *Local Government Act, R.S.B.C. 2015, Chapter 1* as amended, and the "White Rock Zoning Bylaw, 2012, No. 2000" as amended, shall apply to this Temporary Use Permit and the attachments herein.
  6. The permittee must provide an undertaking, prior to the issuance of a building permit, to remove the temporary sales centre and temporary construction site office and restore the Lands to the satisfaction of the City on or prior to the expiration of this permit.
  7. The permittee must also submit an estimate for the cost of the removal of the temporary sales centre and restoration of the Lands, along with securities in the amount of \$30,440, (125% of the cost of removal and restoration) to the City prior to the issuance of a building permit.
  8. The permittee must remove or demolish the temporary sales centre, advertising structures, construction site office and restore the Lands to the acceptance of the City prior to the expiration of this permit, at which time the securities mentioned above will be returned. If the Lands have an approved Building Permit for the construction of a multi-unit residential building, the securities will be returned to the permittee.
  9. This Permit is valid for a period of three years less a day from the date the building permit for the temporary sales centre receives occupancy/final approval, unless otherwise approved for further time extension by Council in accordance with the provisions of Section 497 of the *Local Government Act*.
  10. Where the holder of this Permit does not obtain required building permits and commence construction of the development as outlined in this Temporary Use Permit within two years after the date this Permit was authorized by Council, the Permit shall lapse, unless the Council, prior to the date the Permit is scheduled to lapse, has authorized further time extension of the Permit.
  11. This permit does not constitute a subdivision approval, a Tree Management Permit, a Demolition Permit, or a Building Permit.


Authorizing Resolution passed by the Council for the City of White Rock on the 5<sup>th</sup> day of March, 2018.

This Temporary Use Permit has been executed at White Rock, British Columbia on the 7<sup>th</sup> day of March 2018.

The Corporate Seal of THE CORPORATION  
OF THE CITY OF WHITE ROCK was hereunto  
affixed in the presence of:



\_\_\_\_\_  
Mayor - Authorized Signatory



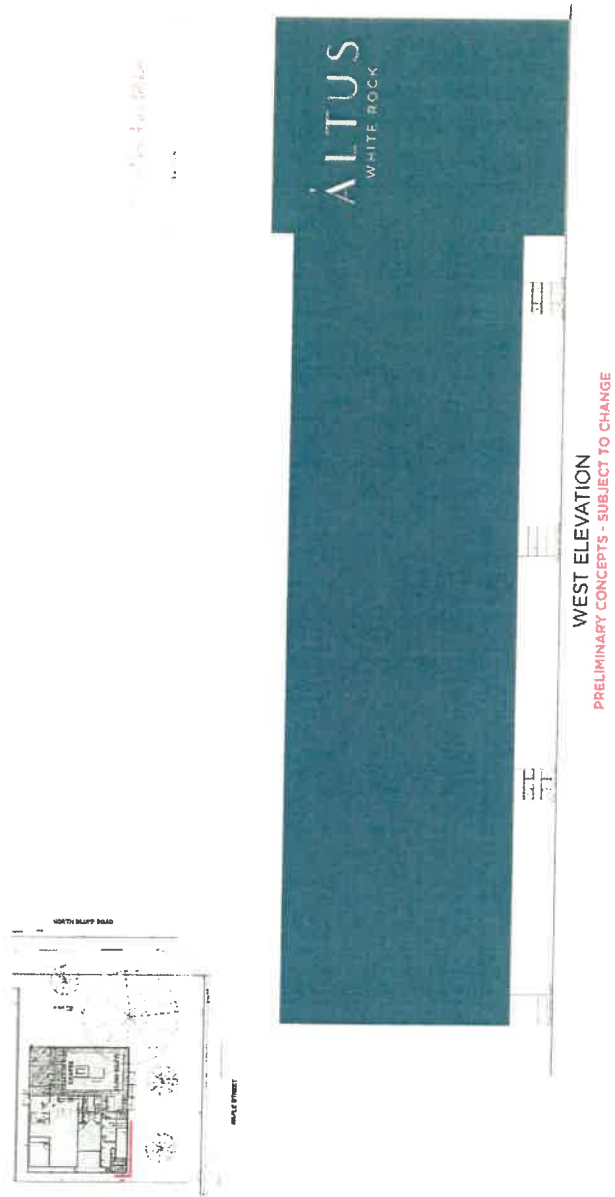
\_\_\_\_\_  
Director of Corporate Administration - Authorized Signatory







# Schedule C – Building Elevations



ALTUS PRESENTATION CENTRE EXTERIOR  
DATE: 11/11/18  
PROJECT NO. 18-001



1. 100' x 100' x 100' x 100'  
 2. 100' x 100' x 100' x 100'  
 3. 100' x 100' x 100' x 100'  
 4. 100' x 100' x 100' x 100'



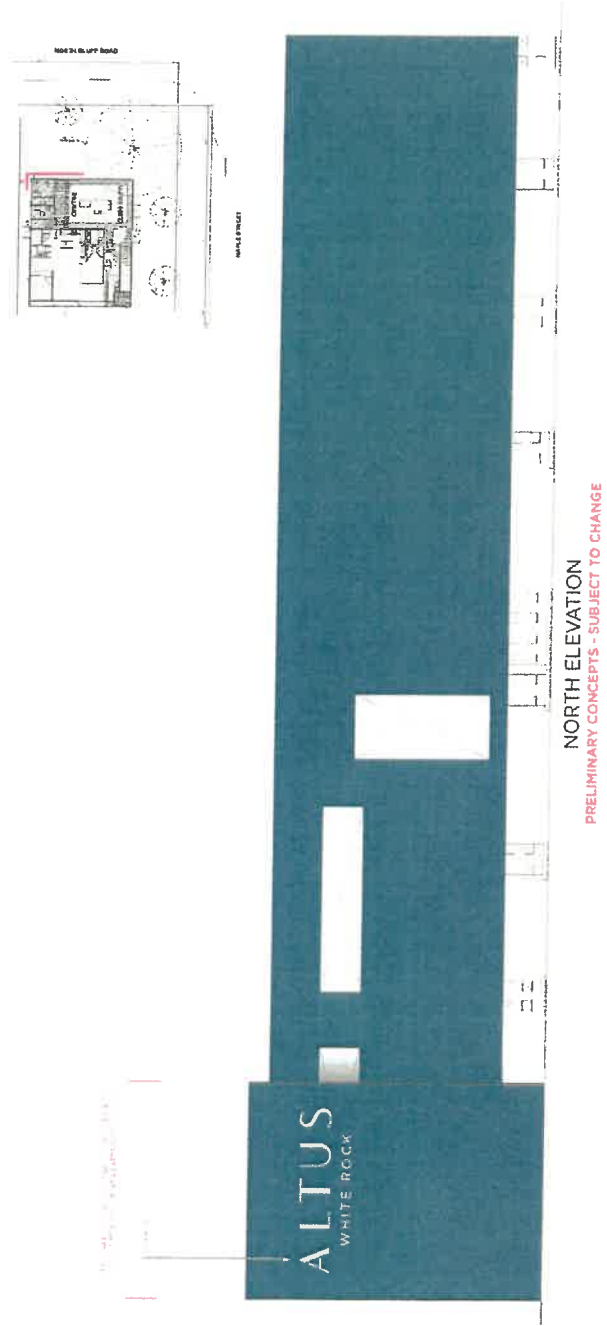
**SOUTH ELEVATION**  
 PRELIMINARY CONCEPTS - SUBJECT TO CHANGE

ALTUS PRESENTATION CENTRE **EXTERIOR**



EAST ELEVATION  
PRELIMINARY CONCEPTS - SUBJECT TO CHANGE

ALTUS PRESENTATION CENTRE EXTERIOR



ALTUS PRESENTATION CENTRE EXTERIOR

THE CORPORATION OF THE  
**CITY OF WHITE ROCK**



**TEMPORARY USE PERMIT NO. 21-019**

1. This Temporary Use Permit No. 21-019 is issued to Oviedo Properties Ltd. as the owner (hereinafter called the "Permittee") and shall apply only to ALL AND SINGULAR those certain parcels or tracts of land and premises situate, lying and being in the City of White Rock, in the Province of British Columbia, and more particularly known and described as:

Legal Description:

Lot 1, Except: Parcel "M" (Bylaw Plan 30172), Section 11 Township 1 New Westminster District  
Plan 16655  
PID: 010-236-473  
(Civic: 1589 Maple Street)

As indicated on Schedule A

(hereinafter referred to as "the Lands").

2. This Temporary Use Permit No. 21-019 is issued pursuant to the authority of Sections 492 and 493 of the *Local Government Act, R.S.B.C. 2015, Chapter 1* as amended, the "White Rock Zoning Bylaw, 2012, No. 2000" as amended; and in conformity with the procedure prescribed by the "City of White Rock Planning Procedures Bylaw, 2017, No. 2234" as amended.
3. Except as otherwise authorized by this permit, the terms, conditions and guidelines as set out in the "White Rock Zoning Bylaw, 2012, No. 2000" as amended shall apply to the Lands covered by this Temporary Use Permit:

a) Permitted Temporary Uses

- (i) A temporary sales centre to market real estate units, and associated off-street parking;
- (ii) Advertising structures associated with the marketing of real estate units; and
- (iii) A temporary construction site office for the related real estate developments, and associated off-street parking, shall be permitted as a temporary use.

b) Dimensions and Siting of Buildings

- (i) The building that houses the temporary sales centre must generally comply with the plans as outlined in the previous TUP 18-001.
- (ii) The construction site office must be a site a minimum of 2.0 metres from the south property boundary and 2.0 metres from the west property boundary, as outlined in the previous TUP 18-001.

- (iii) The temporary buildings and structures may encroach on lot lines internal to the Lands.
- (iv) Advertising structures may be sited on any portion of the subject properties but shall not interfere with the safe use of the street by vehicles or pedestrians, impede traffic or interfere with the use or visibility of any traffic control device or other equipment installed by the City or by a utility company, to the satisfaction of the Director of Planning and Development Services.

4. Terms and Conditions:

- a) Except as otherwise specified in this permit, all siting, construction, and use shall be in accordance with the provisions of the “White Rock Zoning Bylaw, 2012, No. 2000” as amended;
  - b) The driveway access and parking must be located to minimize any potential impacts to protected trees.
  - c) No alteration to the natural drainage shall be undertaken which may cause or contribute to hazardous conditions on the Lands or adjacent properties;
  - d) The permittee must provide fencing to prevent access to the construction site office from the temporary sales centre.
  - e) The permittee must provide a minimum of twelve on-site parking spaces for the temporary sales centre.
  - f) The permittee must provide a minimum of eight on-site parking spaces for the temporary construction site office.
  - g) Nothing in this temporary use permit shall be construed as authorization for the carrying out of any activity which is a nuisance due to noise, light, odour, emission, vibration or other cause.
5. All definitions of words and phrases contained in Sections 921 of the *Local Government Act, R.S.B.C. 2015, Chapter 1* as amended, and the “White Rock Zoning Bylaw, 2012, No. 2000” as amended, shall apply to this Temporary Use Permit and the attachments herein.
6. The permittee must provide an updated undertaking to remove the temporary sales centre and temporary construction site office and restore the Lands to the satisfaction of the City on or prior to the expiration of this permit.
7. The permittee must remove or demolish the temporary sales centre, advertising structures, construction site office and restore the Lands to the acceptance of the City prior to the expiration of this permit, at which time the securities in the amount of \$30,400 (125% of the cost of removal and restoration) taken as part of the initial Temporary Use Permit (TUP 18-001) will be returned. If the Lands have an approved Building Permit for the construction of a multi-unit residential building, the securities will be returned to the permittee.
8. This Permit is valid for a period of one (1) year from the date of execution, being a period limited in accordance with the provisions of Section 497 of the *Local Government Act*.



9. This permit does not constitute a subdivision approval, a Tree Management Permit, a Demolition Permit, or a Building Permit.

Authorizing Resolution passed by the Council for the City of White Rock on the \_\_\_\_\_ day of \_\_\_\_\_, 2021.

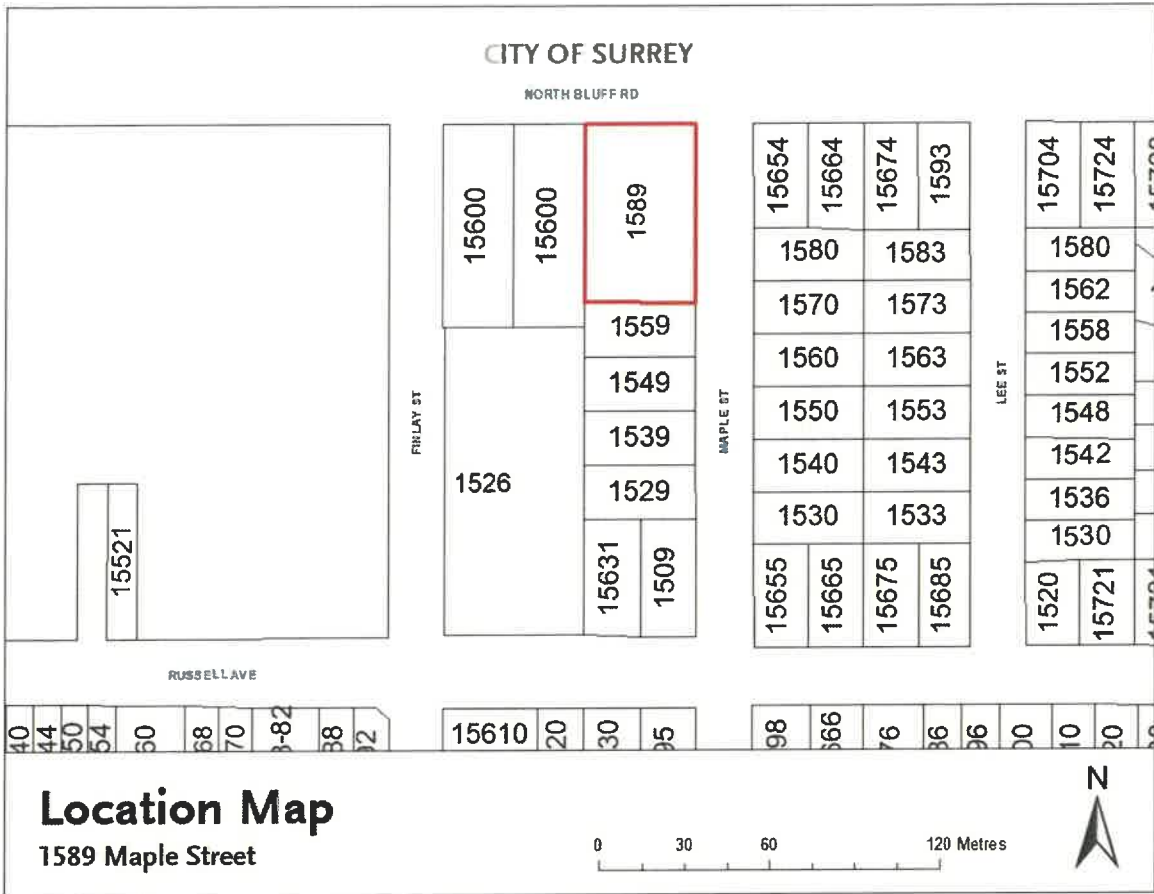
This Temporary Use Permit has been executed at White Rock, British Columbia on the \_\_\_\_\_ day of \_\_\_\_\_ 2021.

The Corporate Seal of THE CORPORATION  
OF THE CITY OF WHITE ROCK was hereunto  
affixed in the presence of:

\_\_\_\_\_  
Mayor - Authorized Signatory

\_\_\_\_\_  
Director of Corporate Administration - Authorized Signatory

Schedule A – Location Map



THE CORPORATION OF THE  
**CITY OF WHITE ROCK**  
**CORPORATE REPORT**



**DATE:** September 23, 2024

**TO:** Mayor and Council

**FROM:** Anne Berry, Director, Planning & Development Services

**SUBJECT:** Emergency Daytime Warming Centre – Response to request for Proposals  
 WR24-PDS01

**RECOMMENDATIONS**

THAT Council:

1. Award the contract for the 2024/2025 Emergency Daytime Warming Centre to Lookout Housing and Health Society & Engaged Communities Canada Society for the cost of \$409,970.41, and authorize the Chief Administrative Officer to sign the contract for services; and
2. Increase the budget to \$409,970.41 to enable daily operations of the daytime warming centre from November 1 to March 15, 2025; and
3. Allocate an additional \$49,970.41 from operating contingency (for 2024 costs) and prior year surplus (for 2025 costs) to the daytime warming centre budget.

**EXECUTIVE SUMMARY**

This corporate report provides an overview of the response received to the City’s Request for Proposals (RFP) for the provision of emergency daytime warming centre services for the winter 2024/2025 season and provides Council with a recommendation to award the contract to Lookout Housing and Health Society & Engaged Communities Canada Society (in a joint submission).

**PREVIOUS COUNCIL DIRECTION**

<b>Motion # &amp; Meeting Date</b>	<b>Motion Details</b>
2024-250 July 15, 2024	THAT Council direct staff to issue the Request for Proposals for the operation of an Emergency Daytime Warming Centre for the winter 2024-25 season, as outlined in the attached draft RFP No: WR24-PDS01

## **INTRODUCTION/BACKGROUND**

Since February 2022, the City has opened an Emergency Daytime Warming Centre during the winter months, operated at Centennial Park. In 2022, the Centre operated in February and March, and opened again in November 2022, closing in March 2023. In 2023 the Centre operated from November to March 2024.

Timing has not allowed for the consideration of an RFP previously. This year there was adequate time to issue an RFP prior to coordination of the 2024/2025 winter season. On July 15, 2024, Council directed staff to issue the RFP. The RFP requested proposals for two scenarios – the Centre operating daily from October to March, and the Center operating only on days that are or feel like zero degrees Celsius.

The RFP was posted on BC Bid on July 19, 2024, and closed on August 19, 2024. One submission was received as a joint submission from Lookout Housing and Health Society & Engaged Communities Canada Society (Lookout) during that period. Subsequently a request for an extension was granted to another party to September 4, with the knowledge and agreement of the first respondent, but ultimately only the one submission was received.

The RFP is attached as Appendix A, for reference.

### **Lookout & ECCS Proposal Summary**

The City's RFP sought proposals for a warming centre operating in a trailer and tow n' go format for a budget of \$360K that would include both the following two options:

- Daily operation between October 2024 to the end of March 2025.
- Operation only during periods when the weather is or feels like zero (0) degrees Celsius, between October 2024 to the end of March 2025.

And requested the following services including, but not limited to:

1. Extreme Weather response services.
2. Project Management.
3. Background Review.
4. Data Collection, with daily stats collected, supplied to the City on a weekly basis.
5. Security services.
6. Site fencing (if required based on location).
7. Cleaning services.
8. Value added services including, but not limited to, food/hot meals & beverages, medical care (emergency first aid & physician/nurse directed medical services), personal hygiene supplies, connections to community health and social services.
9. Final Report with Presentation to Council.

The submission from Lookout & ECCS has captured all of the requested services and provides a per diem rate that can be applied to either operation options requested. Further, the combination of the joint proponents provides a high level of experience in the provision of the services, experience with the local vulnerable population and a strong understanding of the local community and City expectations and concerns. Staff is confident that Lookout & ECCS are appropriately qualified to run the operations of the daytime warming centre, noting that Lookout will be the primary operator and contact, with support from ECCS.

Staff confirmed with Lookout that the per diem rate would be applied for both scenarios (daily operations and where operations would only be during periods when the weather is or feels like zero (0) degrees Celsius). Staff also confirmed with Lookout that a reduced operating window, to keep the project closer to the allocated budget, was possible. In turn they submitted an updated budget to reflect a November 1 to March 15 operating window.

*Staff note: the proponent also included an option for overnight services, to run the centre on a 24 hour basis, including the provision of showers, mats and blankets. This increases the service level beyond the scope of the direction from Council and would also exceed the City's budget. Further, if Council chooses to issue the TUP for the warming centre to operate at 1589 Maple Street the TUP would need to be modified prior to issuance to authorize the overnight operation. As such, staff have not recommended this approach.*

### **FINANCIAL IMPLICATIONS**

The initial proposal included a per diem rate of \$2,671.66, plus startup costs & overhead items. As initially proposed, per the RFP, the rate for October to March (inclusive) would be \$533,253.75. This amount exceeds the budget allocated by Council for this season. Staff asked the proponent to submit a revised proposal for only the period of time between November 1, 2024 and March 15, 2025. The revised proposal included a per diem rate of \$2,249.10, plus startup/overhead costs for a total cost of \$409,970.41. This is the revised quote less the blankets and mats listed in the startup costs as Lookout confirmed for staff that these would not be required if the tables and chairs were being utilized.

The City has budgeted for the operation of a Centre in the 2024 Financial Plan, in the amount of \$360,000. The City has been successful in securing grant funding (when available) in the past and in seeking reimbursement from the Ministry of Emergency Management and Climate Readiness for periods of time when Environment Canada declared an extreme cold weather alert. Staff will continue to pursue these avenues where possible, to reduce overall costs.

Following discussions with the proponent, staff have determined that if the centre were to operate from November 1 to March 15, at the per diem rate, plus start up costs the budget required would be \$409,970.41, which is more in keeping with the allocated budget. There may be opportunity for further cost reductions once the site selection has occurred as it will determine the size of the trailer and whether in trailer washrooms or tow n' go facilities are feasible.

As the winter 2024/2025 season straddles two budget years, increases in funding for 2024 would be allocated from operating contingency, and increases for 2025 would come out of prior year surplus – both as a one-time item, should they be required.

### **LEGAL IMPLICATIONS**

Utilizing the RFP process for the operation of the Centre ensures that the City is following best practices for the procurement of services, in accordance with Council Finance Policy No. 301 – Procurement.

Awarding of the contract requires approval from Council as the value of the contract exceeds the maximum approval authority delegated to staff.

## **COMMUNICATION AND COMMUNITY ENGAGEMENT IMPLICATIONS**

The RFP was posted on BC Bid.

Recognizing that there may be concerns from the surrounding community the proponents have noted their experience navigating neighborhood sensitivities with respect to vulnerable populations and have highlighted opportunities to improve relationships to help with community building.

## **INTERDEPARTMENTAL INVOLVEMENT/IMPLICATIONS**

Staff support is expected to be required prior to activation of the Centre, and on an as needed basis during the operation, but not to the extent previously required for coordination of the temporary facilities.

## **CLIMATE CHANGE IMPLICATIONS**

Extreme cold weather due to climate change can significantly impact the health of individuals experiencing homelessness and those without adequate shelter.

## **ALIGNMENT WITH STRATEGIC PRIORITIES**

The issuance of an RFP to deliver temporary emergency daytime warming centre services is in line with the following Strategic Priority of Council:

Plan for adverse weather impacts to protect community safety

- Assess future location, annually seek to secure grant funding, and continue to partner with the City of Surrey to operate the Warming Centre each winter from November – March.

## **OPTIONS / RISKS / ALTERNATIVES**

The following alternative options are available for Council's consideration:

1. Award the contract to Lookout Housing and Health Society & Engaged Communities Canada Society that authorizes the warming centre operation only for days when the weather is or feels like zero, at a per diem of \$2,249.10, plus startup costs, not to exceed the allocated budget of \$360,000 for the period from November 1 to March 15, 2025; or
2. Increase the budget to \$409,970.41 and award the contract to Lookout Housing and Health Society & Engaged Communities Canada Society to enable daily operations of the daytime warming centre from November 1 to March 15, 2025; and
3. Allocate an additional \$49,970.41 from operating contingency (for 2024 costs) and prior year surplus (for 2025 costs) to the daytime warming centre budget; or
4. Direct staff to continue to negotiate with Lookout to reduce the daytime warming centre operating window so that daily operations and startup/overhead costs do not exceed the allocated \$360,000 budget and authorize awarding of the contract by the CAO once the operating window has been determined.

## **CONCLUSION**

This corporate report provides an overview of the response received to the City's Request for Proposals for the provision of emergency daytime warming centre services for the winter 2024/2025 season. The joint proposal from Lookout Housing and Health & Engaged Communities Canada Society responds to all the points in the City's RFP and is in keeping with the budget allocated by Council for 2024/2025. Staff therefore recommends that Council award the contract to Lookout Housing and Health Society & Engaged Communities Canada Society.

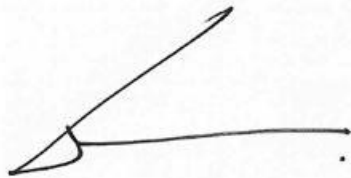
Respectfully submitted,



Anne Berry  
Director, Planning & Development Services

## **Comments from the Chief Administrative Officer**

I concur with the recommendations of this corporate report.



Guillermo Ferrero  
Chief Administrative Officer

Appendix A: WR24-PDS01 Emergency Daytime Warming Centre RFP

Appendix B: For information – Daytime Warming Centre 2023/2024 Summary Report from Engaged Communities



**REQUEST FOR PROPOSAL (RFP)**

**Emergency Daytime Warming Centre  
Operator Services**

**RFP Reference No.: WR24-PDS01**

**Important dates and information to note:**

Estimated Contract Period: November 1, 2024, through March 31, 2025  
Submit Proposal to: Attn: Anne Berry  
City of White Rock  
15322 Buena Vista Avenue  
White Rock BC, V4B 1Y6

Or email applications to [aberry@whiterockcity.ca](mailto:aberry@whiterockcity.ca)

Estimated Available Funding: \$360,000.00 – including the provision of ATCO trailer and Tow n’ go style washroom facilities, and servicing hook ups

Designated Contact Person: Anne Berry, Director Planning & Development Services  
[aberry@whiterockcity.ca](mailto:aberry@whiterockcity.ca)

The City of White Rock is pleased to invite you to respond to this Request for Proposals (RFP) for the management and operation of an Emergency Daytime Warming Centre.

Release Date: July 19, 2024

Responses Due: August 19, 2024



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## Part A - INFORMATION AND INSTRUCTIONS

### 1.0 Introduction

The City of White Rock intends to retain a qualified Operator to provide an emergency daytime warming centre and associated support services for the winter 2024/2025 period. For more detailed information regarding the Scope of Work, refer to Part C-Terms of Reference.

### 2.0 Definitions

**"Addendum/ Addenda"** means a change, or addition, or correction significant enough to be formally made to this RFP. Addenda are posted on BC Bid.

**"Agreement"** means the written agreement entered into by the City and the Operator for the provision of the Services, substantially in the form attached hereto as Sample Operator Agreement in Part C.

**"BC Bid"** is a web-based service providing access to public sector business opportunities.

**"Business Day"** means any day from Monday to Friday inclusive, excluding statutory or civic holidays observed in British Columbia.

**"The City"** means the City of White Rock.

**"Closing Date and Time"** means the established date and time for the closing of this RFP as identified herein on the cover page or as amended through issuance of a Closing Date and Time publication.

**"Contract"** means a formal written Agreement formed between the Preferred Proponent and the City by way of the City issuing a purchase order, or by execution of a Contract Document(s).

**"Designated Contact Person"** has the meaning given on the cover page.

**"Evaluation Team"** means the team appointed by the City to evaluate the proposals submitted by proponents in response to this RFP.

**"GST"** means the Goods and Services Tax in effect in the Province of British Columbia at the time a Contract is executed.

**"Must"** or **"mandatory"** means, with respect to a requirement stated in this RFP, a requirement that needs to be met by the Proponent in order for a Proposal to be considered valid and be eligible for consideration.

**"Should"** or **"may"** or **"desirable"** or **"requested"** means, with respect to a requirement stated in this RFP, a requirement having a significant degree of importance to the RFP but one which the Proponent may, at its discretion, need not meet for a Proposal to be considered valid and be eligible for consideration.

**"Operator (Team)"** means the Preferred Proponent of this RFP who enters into an Agreement with the City.

**"Preferred Proponent"** means the Proponent selected by the Evaluation Team to enter into negotiations with the City for the intended purpose of concluding an Agreement.

**"Proposal"** means a Submission submitted in response to this RFP.

**"Requirements"** means all of the specifications, Requirements and Services set out in the RFP that describe the Requirements that the Services, goods, materials and equipment must meet, and the Operator must provide.

**"RFP"** means this Request for Proposal, including all schedules and addendum attached hereto.

**"ROW"** means Right of Way.

**"Services"** means the Services as outlined in Part C-Terms of Reference of this RFP document, or as otherwise agreed to.

**“Sub-Consultant”** means all sub-consultants, suppliers, and agents of the Proposal.

**“Submission”** means the Proponent’s offer made for this RFP with all appendices or addenda submitted by the Proponent in response to the RFP.

**“Work”** means all the labour, materials, equipment, supplies, Services, and other items necessary for the execution, completion and fulfilment of the Requirements.

### **3.0 Enquiries**

All enquiries and other communications including any request for information and clarification are to be directed in writing only to the **Designated Contact Person** as noted on the cover page of this RFP document and submitted prior to the enquiries deadline as noted on the cover page of this RFP. Enquiries and responses will be recorded and may be distributed at the discretion of the City.

The City shall have no responsibility for, and the Proponent agrees not to rely upon communications, representation or statements from any other person regarding this RFP, its subject matter or any subsequent contract.

### **4.0 Addenda**

All subsequent information regarding this RFP including changes made to this document will be posted on BC Bid for Proponents to access. It is solely the responsibility of the Proponents to check BC Bid from time to time to ensure that they have all amendments to this RFP in the form of addenda and to ensure that they have obtained, read, and understood the entire RFP including all addenda that may have been issued prior to the Closing Date and Time.

### **5.0 Submission Instructions**

The Closing Date and Time as noted on the cover page of this RFP document.

Completed proposals shall be submitted to the City by email:

It is preferred that one (1) complete PDF copy emailed to the email address as noted on the cover page. Emailed proposals shall include in the subject line of the email, the RFP Number, RFP Title and Proponent's name. Proponents are advised that the City’s file size limit is 10 MB. If the proposal and supporting documentation exceed the maximum size limit, please submit the proposal via multiple e-mails clearly marked in the subject line as stated before with number serial of 1 of 2, and 2 of 2, etc.

### **6.0 Proposal Format and Contents**

To aid in the evaluation of proposals, the following format and content is desirable (Please note that proposal font should be no smaller than 11pt):

#### **6.1 Cover Page (1 Page)**

A cover page should include RFP title and number, closing date, legal name of the proponent, address, contact name and phone number.

#### **6.2 Proposal Signatory Form (1 Page)**

A proposal signatory Form (as noted as Appendix B in Part C) shall be signed, completed, and included in the proposal after the cover page.

#### **6.3 Table of Contents (1 page)**

A table of contents that references the applicable section, sub-section and page numbers in the proposal.

#### **6.4 Team and Experience (maximum 3 pages)**

The Proposal should include an overview of the Proponent's company, briefing purpose, certifications, awards and history of successes; and a project organization chart of the key personnel, outlining responsibility and lines of communication. A short biographical information of key personnel including sub-consultants should be included in the Proposal to highlight the relevant experience, project title, professional accreditation(s) and clearly identify their roles and responsibility on this project. A 2-page CVs of individuals proposed on the project are attached to the Appendix section of the proposal. Any change of key personnel requires the written approval by the City.

#### **6.5 Project Understanding and Work Plan (maximum 6 pages)**

A well organized and comprehensive narrative to elaborate:

- 1) Project understanding including objectives and requirements, site constraints and challenges, opportunities and innovations for better project outcomes;
- 2) A detailed work plan to achieve the project objectives and deliverables, including:
  - Approaches to project requirements, schedule, budget, quality control, conflict resolution, and Covid-19 management;
  - A Schedule in Gantt or Bar format detailing the critical path and key milestones/deliverables;
  - Integration of any sub-consultants or specialist services;
  - Clear identification of included and excluded services, and optional services.

#### **6.6 Relevant Experience and Past References (maximum 3 pages)**

Project references for work done in the past five years that is similar in nature to this project including references, project description, scope of work, year completed, project team and sub-consultants, key challenges, opportunities and successes and size of the project.

#### **6.7 Fee Submission**

The proposal shall include a detailed fee schedule (in PDF) for the services requested and clearly outline any assumptions, exclusion and provisional/value-added items. Services are to be broken down into tasks identified in Section 3.0 Scope of Work in Part C Terms of Reference (TOR), and hours identified per task and per team member.

Estimate efforts by type of work, and class of employee using a form similar to the "Schedule of Prices" template in Excel, which is attached to this RFP as Appendix A. The City will pay all applicable Goods and Services and/or Sales taxes. These taxes are not to be included in charge out rates, disbursement, etc., but shown as a separate charge.

Remuneration will be on a monthly basis, or as alternatively agreed upon in writing by both the City and the Operator, subject to the receipt of an invoice from the operator, up to the maximum fee limit based on the estimated effort to complete tasks outlined in the "Schedule of Prices". No additional payment will be permitted without prior written consent of the City. The Operator is required to notify the City in advance, if any additional costs will be incurred, as a result of changes to the project scope.

## **6.8 Appendix and References (no page limit)**

This section is for any references to the proposal, such as resumes, sub-consultants fee proposals, graphic visuals identifying project issues or articulating an idea, etc.

## **Part B - GENERAL TERMS AND CONDITIONS**

The following terms and conditions will apply to this RFP. The submission of a Proposal in response to this RFP indicates acceptance of all the terms and conditions contained herein and included in any addenda issued by the City for this RFP. Proposals that contain provisos which contradict or alter any of the terms and conditions of this RFP may be disregarded and deemed to have not been written in the Proposal.

### **1.0 City's Rights and Reservations**

This RFP is not a tender and does not commit the City in any way to select the lowest priced offer, or to proceed to negotiations for a Contract with any Proponent, or to award any Contract. This RFP does not constitute an offer and should not be construed as an agreement to purchase any services.

The City may postpone or cancel this RFP at any time prior to or after the Closing Date and Time. In the event the City cancels this RFP, the City shall have the right to seek to procure the same services or similar services at any time through any means the City deems appropriate. No Proponent shall acquire any rights or interests in any subsequent procurement process undertaken by the City.

The City reserves the right at any time in its sole discretion:

- 1) to modify the terms of the RFP. (Should be modifications significant, the City may provide the opportunity for Proponents to adjust their Proposals or re-submit altogether, as determined).
- 2) to require clarification and rectification of the information set out by one or more of the Proponents in respect of the Proposals submitted.
- 3) to waive any material non-compliance with this RFP and may elect to retain for consideration Proposals which do not contain the content or form requested by this RFP or which have not strictly complied with the process for submission set out herein.
- 4) to reject any or all Proposals, any Proposal that incomplete, that contains erasures or correction that is not signed by an authorized signatory of the Proponent or that fails to comply with the mandatory requirements of this RFP. (In the event that only one Proposal is submitted, the City reserves the right to return the Proposal unopened).
- 5) to communicate with, meet with or negotiate with the preferred Proponent, or any Proponent, on any details, including changes to specifications and price.

### **2.0 Proponents' Cost and Compensation**

Each Proponent is solely responsible for its own costs and expenses associated with its participation in this RFP, including but not limited to, conducting investigations, attending briefings, preparing and delivering its Proposal, communicating with the City prior to the Closing Date and during Proposal evaluation, and for any subsequent processes or negotiations with the City that may occur. Each Proponent shall be deemed to have agreed that it has no claim.

By submitting a Proposal, the Proponent agrees that should it be identified as the Preferred Proponent, it will enter into negotiations, if required, for the purpose of concluding an Agreement

### **3.0 Conflict of Interest**

Proponents shall disclose any actual or potential conflict of interest and existing business

relationship they may have with the City, its elected or appointed officials or employees in the form of Conflict of Interest attached in Part C.

#### **4.0 No Lobbying**

Proponents and their agents are not permitted to contact any member of the City Council or staff with respect to this RFP, except as expressly provided for herein. Proponents will not offer entertainment, gifts, gratuities, discounts, or special services, regardless of value, to any employee or elected official of the City. The City reserves the right to disqualify any Proponent from participation in this RFP that acts in contravention of this requirement.

#### **5.0 Amendment to or Withdrawal of Proposals**

Proponents will be deemed to have carefully examined the RFP documents, including all attachments, schedules, and the site (as applicable) prior to preparing and submitting a Proposal with respect to any and all facts which may influence the Proposal.

Proponents may amend or withdraw their Proposal in writing any time prior to the Closing Date and Time. Upon such Closing Date and Time, all Proposals become irrevocable. The City will be under no obligation to receive further information after such Closing Date and Time, whether written or verbal, from any Proponent.

Proposals will be open for acceptance by City for at least sixty (60) days after the Closing Date.

#### **6.0 Evaluation and Selection**

##### **6.1 Submission Eligibility**

To be eligible, proposals must be submitted with a complete Proposal Signatory Form in the submission on or before the stipulated Established Closing Date and Time at the correct Closing Location or via email.

If a Proposal submitted on time fails to meet any procedural compliance associated with provisions of a compliant Submission, the City will permit the Proponent a 48- hour to clarify or to rectify. The Submission must be substantially complete and compliant and received before the Established Closing Date and Time for the City to initiate this process. The City will not waive the mandatory Established Closing Date and Time.

##### **6.2 Evaluation Criteria**

The evaluation of this RFP may be conducted by an Evaluation Team formed by the City and may include, at the City's sole discretion, employees, consultants and contractors. The City reserves the right to select the Proponent that is best suited for the Services based on the Proponent's financial offering (60%) consisting of pricing and payment terms and technical submission (40%) consisting of project understanding and work plan, team qualifications and past performance.

##### **6.3 Agreement for Services**

The City shall not be under any obligations to enter into an agreement with any Proponent in connection with this RFP and the Proposals received, unless the City delivers a copy of the Agreement, in writing, duly approved and executed, which Agreement shall be substantially in the form attached hereto as Sample Consultant Agreement in Part C. If a written Agreement cannot be negotiated and executed by both the City and the Preferred Proponent within 30 days of notification of the Preferred Proponent, or such longer period as the parties may mutually agree, the City may,



at its sole discretion any time thereafter, terminate negotiations with the Preferred Proponent, enter into negotiations with any other Proponents or terminate the RFP process and not enter into an Agreement with any of the Proponents. At its sole discretion, the City may divide any Agreement for the Services between two or more proponents.

### **7.0 Confidentiality**

All Proposal Submissions submitted under this RFP become the property of the City and will not be returned to Proponents. All Proposals will be held in confidence by the City, subject to the City's obligations for disclosure pursuant to the Province of British Columbia's Freedom of Information and Protection of Privacy Act and the Community Charter.

### **8.0 Dispute Resolution**

All claims, disputes, or issues in dispute between the City and the Consultant shall be decided by mediation or arbitration, if the parties agree, or failing Agreement, in a Court of competent jurisdiction within the Province of British Columbia and be governed by the laws of British Columbia.

### **9.0 Errors and Omissions**

While the City has used considerable efforts to ensure information in this RFP and otherwise provided directly in association with this RFP is accurate, the information is supplied solely as a guideline for Proponents. The information is not guaranteed or warranted to be accurate by the City, nor is it necessarily comprehensive or exhaustive. Nothing in this RFP is intended to relieve Proponents from the responsibility for conducting their own investigation and forming their own opinions with respect to the subject matter of this RFP.

### **10.0 Limitation of Liability**

By submitting a proposal, each Proponent irrevocably agrees that the City shall not be liable to any Proponent or any person whatsoever, for any claims of any nature (in contract, in tort, or otherwise), for any costs, expenses, compensation, damages, or anything whatsoever, including without limitation, costs and expenses associated with the Proponent's preparation and submission of their Proposal, their participation in this RFP, for loss of revenue, opportunity or anticipated profit, arising in connection with its Proposal, this RFP, any subsequent processes or opportunity, any contract, or any matter whatsoever.

### **11.0 Mandatory Requirements**

The successful Proponent should submit the following documentation within seven (7) calendar days of being notified of the acceptance of their Submission. A Contract is not formed, and no Work should commence until this Requirement is satisfied and a purchase order is issued. This Requirement applies to all successful Proponents and any and / or all sub-consultants engaged by the successful Proponent.

#### **11.1 City of White Rock Business License**

The Preferred Proponent will be required to obtain and provide proof of a City of White Rock Business License for the term of any Contract resulting from this RFP process. The cost of obtaining this license is to be borne by the Preferred Proponent.

#### **11.2 Liability Insurance**

The Preferred Proponent will be required to provide proof of Comprehensive General Liability

Insurance in the amount of not less than \$5,000,000 inclusive per occurrence, insuring against bodily injury, personal injury, and property damage and including liability assumed under Contract.

In all policies of insurance providing coverage called for in this clause (except for motor vehicle insurance), the City shall be named as an additional insured, and all such insurance shall contain a provision that the insurance shall apply as though a separate policy had been issued to each named insured. The insurance policy(ies) referred to herein shall not be cancelled or materially changed without the insurer giving not less than thirty (30) days written notice to the City of White Rock.

### **11.3 Automobile Liability Insurance**

The Operator must provide proof of Automobile Liability Insurance, with respect to owned and leased vehicles used directly or indirectly in the performance of the Work, covering liability for bodily injury, death and damage to property with a limit of not less than two million dollars (\$2,000,000) per occurrence.

### **11.4 WorkSafe BC**

The preferred Proponent must submit to the City recent Clearance Letter and all persons performing the Work who are not covered by the Workers Compensation Act are covered under personal optional protection coverage available through the Workers' Compensation Board.

### **11.5 Professional Liability Insurance**

The Operator shall obtain and maintain for the duration of the Services and for a minimum of 2 years thereafter, at its own cost, Professional Liability Insurance on terms and from an insurer satisfactory to the City. The Professional Liability Insurance policy shall insure the Operator's legal liability for errors, omissions and negligent acts, to the extent of no less than \$2,000,000 per claim.

## **PART C – TERMS OF REFERENCE**

### **1.0 Purpose of This RFP**

The City is seeking to retain qualified providers (Operators) for the safe operation of an emergency daytime warming centre for the winter 2024/25 period, specifically between October 2024 and the end of March 2025, when winter conditions reach levels that would endanger the lives of those who do not have adequate shelter otherwise available. The City is currently working to establish a temporary location for the centre and expects more details to be available by September, however the scope and scale of the proposal should be consistent with the City's previous daytime warming centre operations in 2022/23 and 2023/24. The City is seeking proposals that would include both the following two options:

- Daily operation between October 2024 to the end of March 2025
- Operation only during periods when the weather is or feels like zero (0) degrees Celsius, between October 2024 to the end of March 2025.

The Operator will provide services in accordance with the information provided within this Terms of Reference document including, but not limited to, the following:

- 1) Extreme Weather response services;
- 2) Project Management;
- 3) Background Review;
- 4) Data Collection, with daily stats collected, supplied to the City on a weekly basis;
- 5) Security services
- 6) Site fencing (if required based on location)
- 7) Cleaning services
- 8) Value added services including, but not limited to, food/hot meals & beverages, medical care (emergency first aid & physician/nurse directed medical services), personal hygiene supplies, connections to community health and social services;
- 9) Final Report with Presentation to Council.

### **2.0 Background**

The City of White Rock is a unique and vibrant seaside community on Semiahmoo Bay in the southwest corner of Metro Vancouver. With a total land area of approximately 5 square kilometres, the City of White Rock is one of the most compact Cities in Metro Vancouver, with a population of 21,939 according to Statistics Canada (2021).

In light of the housing crisis in British Columbia and recognizing that those individuals experiencing homelessness need to find safe, clean opportunities to stay warm during the day following the closure of area nighttime shelters, the City of White Rock has facilitated an emergency daytime warming centre each winter since February 2022.

### **3.0 Scope of Work**

The City requires a service provider (the operator) to operate a daytime warming centre to operate

open to the public from approximately 7am to 10pm. Two different proposal options are requested:

- Daily operation between October 2024 to the end of March 2025
- Operation only during periods when the weather is or feels like zero (0) degrees Celsius, between October 2024 to the end of March 2025.

In addition to the provision of the services listed in Section 1.0 (Purpose of the RFP) this will include hourly sweeps of the site and surrounding area for garbage and drug paraphernalia, prohibition of onsite drug and alcohol consumption, liaising with RCMP, Bylaw Enforcement & City Management on issues as they arise, and responding to staff and public concerns, and the provision of transportation to and from nighttime shelters where possible. Issues relating to the facilities provided by the City must be reported immediately.

#### 4.0 Project Timeline

The successful Operator team shall be fully committed to the team members and to the project schedule. The anticipated timing for the award of this assignment is shown below.

1. RFP Closure	As noted on the cover page
2. Appointment of Operator	September 2024
3. Kick-off Meeting	September 2024
4. Centre Opening	October/November 2024
5. Centre Closure	March 2024
6. Site Vacancy	April 2024
7. Final Report	May/June 2024

The Operator is to provide a detailed schedule in the proposal for the above milestones, and all other milestones that the Operator deems appropriate.

#### 5.0 Available Information

- 1) City GIS (available at [WROMS \(surrey.ca\)](http://WROMS.surrey.ca))
- 2) Council reports summarizing past year's operations:
  - 2023/24 Summary Report to Council [2023-2024 DAYTIME WARMING CENTER SUMMARY REPORT - Regular Council Meeting - June 10, 2024 \(escribemeetings.com\)](#)
  - 2022/2023 Summary Report to Council [2022 – 2023 Daytime Warming Centre Summary Report \(escribemeetings.com\)](#)
  - 2022 February/March Summary Report to Council [Regular Council Meeting - May 09, 2022 \(escribemeetings.com\)](#) (item 6.2.e)

**Appendix A - Proposal Signatory Form**

**Proposal Signatory Form**

RFP Project Title: \_\_\_\_\_

RFP Reference No. \_\_\_\_\_

Legal Name of Proponent: \_\_\_\_\_

Contact Person and Title: \_\_\_\_\_

Business Address: \_\_\_\_\_

Telephone: \_\_\_\_\_

Fax: \_\_\_\_\_

Email Address: \_\_\_\_\_

I/We, the undersigned duly authorized representative of the Proponent, having received and carefully reviewed all of the Proposal documents; including the RFP and any issued addenda and submit this Proposal in response to the RFP.

This Proposal is submitted this \_\_\_\_\_ day of \_\_\_\_\_, 202\_.

\_\_\_\_\_

(Name of Proponent)

\_\_\_\_\_

(Name of Proponent)

\_\_\_\_\_

(Signature of Authorized Signatory)

\_\_\_\_\_

(Signature of Authorized Signatory)

\_\_\_\_\_

(Print Name and Position of Authorized Signatory)

\_\_\_\_\_

(Print Name and Position of Authorized Signatory)

## Appendix B – Conflict of Interest

**DISCLOSURE OF INTEREST**

In accordance with the approved policy of the City of White Rock (City), all proponents shall, as a condition of supplying services to the City as a result of this proposal make full disclosure of any business relationships within the last FIVE (5) years including any donations/gifts in excess of ONE HUNDRED Dollars (\$100), with any members of the City and Council, or immediate relatives of any members of the City and Council.

If the proponent fails to disclose an interest and/or the interest is falsely or insufficiently reported, the City reserves the right to terminate or cancel any Agreement of any kind which may have been entered into with a proponent.

As part of the proposal process, completion and return of the Disclosure of Interest form is mandatory. Sign and return the form even if there is nothing to disclose.

If additional space is required, please add an attachment to this form.

Disclosure

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Company Name \_\_\_\_\_

Authorized Signature \_\_\_\_\_ Date \_\_\_\_\_

Print Name \_\_\_\_\_ Print Title \_\_\_\_\_



## Appendix C - Sample Consultant Agreement



# Daytime Warming Centre

2023-24 Project Summary Report

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**PREPARED FOR:  
CITY OF WHITE ROCK**

**SUBMITTED:  
MAY 27, 2024**

# Introduction

Engaged Communities Canada Society (ECCS) is a registered non-profit organization whose initiatives work to address the systemic gaps that exist for underserved communities across British Columbia's Lower Mainland region in accessing equitable solutions to complex health, social, and economic challenges.



Our primary activities include the delivery of food, personal hygiene services and supplies, health education and resources (including overdose prevention, mobile health unit, and COVID-19 response), youth programming (academic assistance, mentorship, athletics, and outdoor adventures), and extreme weather response supports (cooling stations and warming centres) to communities in greatest need.

This report provides a summary of 2023-24 Centennial Park Daytime Warming Centre operations by ECCS in partnership with the City of White Rock. As the operator of this initiative since 2021, we remain dedicated to supporting winter extreme weather response efforts for White Rock/South Surrey communities.

For inquiries about this report, please contact [info@eccsociety.org](mailto:info@eccsociety.org) or visit [www.eccsociety.org](http://www.eccsociety.org).

# Operations Summary

Located in the City of White Rock's Centennial Park, the Daytime Warming Centre operates as a temporary Extreme Weather Response shelter supporting individuals experiencing homelessness in South Surrey/White Rock during the winter season. It is operated by Engaged Communities Canada Society.

The warming centre consists of a heated trailer with a maximum capacity of 30 individuals and two mobile washrooms. It was operated by a team of staff, care providers, and security personnel from November 27th, 2023 to March 8th, 2024. It was open 7 days per week during the hours of 7am-10pm, often opening earlier and closing later to accommodate the needs of shelter guests.

The warming centre provides low barrier access to a number of health and social services including; basic needs supports (such as hot meals and beverages, personal hygiene and first aid supplies, personal care services, clothing, hygiene facilities), emergency first aid and drug poisoning response, physician and nurse-directed medical services, counselling, transportation, government assistance programs, system navigation, referrals and program registration, activities, and emotional / conversational support to its guests.

It supported ~3845 visits over 103 days during the 2023-24 season. On some days over 50 individuals were assisted, particularly during extreme weather conditions.





# Impact

A number of positive impacts were observed throughout the 2023-24 operations of the Daytime Warming Centre. Some examples are summarized below:

- Offered protection from extreme winter weather and reduced the risk of cold-related injuries (such as hypothermia and frostbite) and death
- Supported individuals at risk of and those experiencing homelessness to meet their basic needs. This included culturally appropriate foods and prayer spaces.
- Increased access to longitudinal medical care by providing services on site including assessment, treatment, prescriptions, lab requisitions, and referrals to community health services as per individual health-related needs
- Addressed urgent medical concerns through life-saving emergency first aid, drug poisoning response, and connection to emergency medical services
- Connected shelter guests to external services (including securing housing and income assistance programs) which helped to reduce new inflows into homelessness, returns to homelessness, and chronic homelessness.
- Roundtrip transportation supported smooth operations of nighttime shelter operator
- Contributed to public safety through de-escalation and crisis intervention, security services, regular foot patrols, responding to concerns from the City and public, and provided a regular physical presence which was especially important during periods of closure of City services.
- Ongoing in-kind electricity and plumbing services to ensure smooth operations



*Pictured here is shelter guest Lisa Kwiatkowski, a 56-year old woman experiencing homelessness in White Rock, BC who sought refuge at the Daytime Warming Centre. Lisa courageously shared her story with Peace Arch News ([linked here](#)).*

# Moving Ahead

2023-24 Daytime Warming Centre operations saw notable shifts from previous years. For example, we saw a significant increase in the magnitude and complexity of services required to meet the needs of shelter guests. Additionally, we saw a change in client demographics including higher numbers of women, women fleeing violence, seniors, gender diverse individuals, youth, immigrants,



international students, and individuals whom were employed and/or had shelter and faced challenges with meeting their basic needs. This required our team to secure additional resources and utilize diverse skillsets to ensure the needs of shelter guests were responded to appropriately, and is an important consideration for future operations.

As in previous years, extreme weather patterns were unpredictable and continue to have life-threatening consequences for unsheltered individuals. This year, we also saw changes in legislation and policies, requiring our team to pivot accordingly and respond effectively to emerging challenges.

We acknowledge the many collaborators who contributed to the delivery of the Daytime Warming Centre and express our gratitude to the public who provided donations and warm sentiments of support.

We remain committed to supporting the health and social needs of individuals at risk of and experiencing homelessness in White Rock/South Surrey, and along with the wider community, advocate for such efforts to continue as needed.

**Engaged  
Communities**



INFO@ECCSOCIETY.ORG

WWW.ECCSOCIETY.ORG

@ENGAGEDCOMMUNITIES

@ENGAGEDCOMMUNI2



THE CORPORATION OF THE  
**CITY OF WHITE ROCK**  
CORPORATE REPORT



**DATE:** September 23, 2024

**TO:** Mayor and Council

**FROM:** Anne Berry, Director, Planning and Development Services

**SUBJECT:** Consideration of First and Second Reading for OCP Bylaw Update – DPA Guidelines Update Related to SSMUH (Bylaw 2519)

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**RECOMMENDATIONS**

THAT Council:

1. Receive the September 23, 2024, Corporate report from the Director of Planning and Development Services, titled “Consideration of First and Second Reading for OCP Bylaw Update – DPA Guidelines Update Related to SSMUH (Bylaw 2519);”
2. Has, pursuant to Section 475(2) of the *Local Government Act*, considered whether opportunities for consultation should be early and ongoing, and specifically whether consultation is required with:
  - a) The board of the regional district in which the area covered by the plan is located, in the case of a municipal official community plan;
  - b) The board of any regional district that is adjacent to the area covered by the plan;
  - c) The council of any municipality that is adjacent to the area covered by the plan;
  - d) First Nations;
  - e) Boards of education, greater boards and improvement district boards, and the Provincial and Federal governments and their agencies; and
  - f) and in that regard, considers it unnecessary to provide further consultation opportunities, except by way of holding a public hearing on the Bylaw.
3. Consider the consultation outlined in the corporate report titled “Consideration of first and second reading for OCP Bylaw update – DPA guidelines update related to SSMUH (Bylaw 2519);” and dated September 23, 2024, as appropriate for consultation with persons, organizations and authorities that will be affected by “*Official Community Plan Bylaw, 2017, No. 2220, Amendment No. 4 (Development Permit Area Guidelines), 2024, No. 2519,*” pursuant to section 475 of the *Local Government Act*;
4. Has, pursuant to Section 477(3) of the *Local Government Act*, considered “*Official Community Plan Bylaw, 2017, No. 2220, Amendment No. 4 (Development Permit Area Guidelines), 2024, No. 2519*” in conjunction with the City’s financial plan and waste management plans, as outlined in the “Consideration of first and second reading for OCP Bylaw update – DPA guidelines update related to SSMUH (Bylaw 2519)” report presented at the September 23, 2024 Council meeting, and in that regard, considers that no further consideration of the financial plan and waste management plans is required at this time;



5. Has, pursuant to Section 473(4) of the *Local Government Act*, considered the Provincial Policy Manual and Site Standards for Small-Scale Multi-Unit Housing and the Provincial Policy Manual: Transit-Oriented Areas, as outlined in the “Consideration of first and second reading for OCP Bylaw update – DPA guidelines update related to SSMUH (Bylaw2519)” report presented at the September 23, 2024 Council meeting and, in that regard, consider that no further consideration of the Provincial Policy Manual is required at this time;
  6. Give first and second readings to “*Official Community Plan Bylaw, 2017, No. 2220, Amendment No. 4 (Development Permit Area Guidelines), 2024, No. 2519;*” and,
  7. Direct staff to schedule the public hearing for “*Official Community Plan Bylaw, 2017, No. 2220, Amendment No. 4 (Development Permit Area Guidelines), 2024, No. 2519*”.
- 

### **EXECUTIVE SUMMARY**

The purpose of this report is to bring forward to Council proposed amendments to Development Permit Areas within the Official Community Plan (OCP) that apply to Small Scale Multi-Unit Housing (SSMUH) forms that the City of White Rock was mandated to facilitate under the *Local Government Act (LGA)* through *Bill 44-2023 Housing Statues (Residential Development) Amendment Act, 2023*. In addition, there is a proposed amendment to remove the East Side Large Lot Development Permit Area (Form & Character DPA) and replace it with Multi-Family DPA. In conjunction with this Development Permit Area change, staff is recommending that those properties that are currently subject to the East Side Large Lot Infill development permit area land use designation be changed from **East Side Large Lot Infill Area** to **Town Centre Transition**.

Appendix A includes a copy of draft Bylaw No.2519 which includes the proposed amendments to the OCP for Council’s consideration for first and second reading. Appendix B includes a comprehensive report detailing the review and analysis undertaken and recommendations proposed by the consultant to support staff in this review.

### **BACKGROUND**

The Province passed legislation in December of 2023 to facilitate an increase to the supply, diversity, attainability, as well as, affordability of housing for local governments with populations over 5,000 as part of the Province’s Homes for People Action Plan.

SSMUH legislation mandates Local Governments in BC to permit more housing density, as well as a variety of housing forms in neighbourhoods that have been predominantly single family or duplex lots and in the case of the City of White Rock also along frequent transit stops. SSMUH housing forms include the following forms in the City of White Rock:

- One-unit residential.
- Registered secondary suites.
- Housplex – up to six units.
- Accessory Dwelling Unit (ADU).

As part of Phase Two for work related the Bill 44 Implementation that is scheduled for 2024-2025, the proposed amendments to the Development Permit Areas (DPA) and associated guidelines contained in the OCP will provide Development Permit guidelines to support SSMUH development within the City of White Rock. These amendments will also streamline the processing of development permits for SSMUH, making implementation easier.

The OCP currently contains seven (7) DPAs for Form and Character. With the proposed changes to support SSMUH, there will be one change in the total number of Form and Character Development Permit Areas which is explained further in this staff report. There are currently three (3) Development Permit Areas that are intended to protect the natural environment, ecosystems, and biological diversity in White Rock. There is no recommendation to remove these DPAs, however minor revisions are proposed to support SSMUH development.

**DISCUSSION**

**Legislative Framework for Development Permits**

The *Local Government Act* under Division 7 – Development Permits Section 488 (1) states that “an official community plan may designate development permit areas for ...” several reasons. The City’s OCP has the following DP areas:

- (a) *protection of the natural environment, its ecosystem and biological diversity;*
- (b) *protection of development from hazardous conditions;*
- (e) *establishment of objective for the form and character of intensive residential development; and*
- (f) *establishment of objectives for the form and character of commercial, industrial or multi-family residential development.*

The City engaged MODUS Planning, Design & Engagement Inc. (“Consultant”) to undertake a review of the existing DP areas and the associated guidelines for each of those DP areas. The review and recommendations had to fulfill *Section 457.1 of the Local Government Act (LGA)* which states:

*“The following powers must not be exercised in a manner that unreasonably prohibits or restricts the use or density of use required to be permitted under section 481.3 [zoning bylaws and small-scale multi-family housing]:”*

*Section 457.1* of the LGA was implemented to support SSMUH legislation so local governments could not unreasonably restrict the density and use of land prescribed within the SSMUH legislation.

The proposed updates are contained within the memo from the consultant which is attached as Appendix B to this report. Table 1.0 below provides an overview of the review and related analysis and recommendations.

**Table 1: Overview of DPA sections in OCP with recommended amendments**

REVIEW	RECOMMENDATION
<b>Form and Character DPAs</b>	
<b>Development Permit Exemptions</b> <i>(Section 22.2)</i>	<ul style="list-style-type: none"> <li>• Exempt one-unit residential and Houseplexes up to four (4) units from Form &amp; Character DPAs.</li> </ul>
<b>East Side Large Lot Infill</b> <i>(Section 22.8)</i>	<ul style="list-style-type: none"> <li>• This DPA be removed from the OCP, and its subject properties be designated under the Multi-Family DPA category.</li> </ul>
<b>Mature Neighbourhood Infill Development Permit Area</b> <i>(Section 22.9)</i>	<ul style="list-style-type: none"> <li>• Rename to “Mature Neighbourhood House-Plex” DPA</li> </ul>

REVIEW	RECOMMENDATION
	<ul style="list-style-type: none"> <li>• Update structure to follow a progression in scale:                             <ul style="list-style-type: none"> <li>○ Site Context</li> <li>○ Site Layout &amp; Landscape</li> <li>○ Building Design</li> </ul> </li> <li>• Provide a title and reference number for each guideline</li> <li>• Use an action-oriented, imperative sentence for each guideline</li> <li>• Remove references of “duplex/triplex” and updating language to reference “House-plex”</li> <li>• Stronger guidelines to reflect new house-plex typologies, notably:                             <ul style="list-style-type: none"> <li>○ Shared access for vehicles and pedestrians</li> <li>○ Outdoor stairs</li> <li>○ Parking</li> <li>○ Access to common green space</li> <li>○ Permeable space</li> <li>○ Balconies, patios, and rooftops.</li> </ul> </li> </ul>
<b>Environmental Development Permit Areas (EDPA)</b>	
<p><b>Overview and Authority</b> (Section 23.1)</p>	<ul style="list-style-type: none"> <li>• Consider making more explicit the trigger for requiring an EDPA by adding “subdivision and rezoning”</li> <li>• Consider allowing Council to vary property line setbacks or building heights, where necessary, to protect environmental features.</li> </ul>
<p><b>Floodplain</b> (Section 23.3)</p>	<ul style="list-style-type: none"> <li>• Consider requiring a more detailed site plan that coordinates all aspects of the application.</li> </ul>
<p><b>Ravine Lands &amp; Significant Trees</b> (Section 23.4)</p>	<ul style="list-style-type: none"> <li>• Consider adding a new condition that notes securities may be required.</li> <li>• Consider requiring a more detailed site plan that coordinates all aspects of the application.</li> <li>• Consider removing 23.5.5 “Council may, as part of a development permit, vary the property line setback or building height requirements of the Zoning Bylaw where it can be demonstrated that such variance is needed to facilitate the development proposal while attempting to satisfy the objective of preserving mature, healthy trees on the site. Innovative site designs which are in harmony with existing healthy, mature trees and other natural features are</li> </ul>

REVIEW	RECOMMENDATION
	<p>encouraged...” in favour of a higher-level statement under 23.1 “Overview and Authority”.</p>
<p><b>Watercourse</b> (Section 23.5)</p>	<ul style="list-style-type: none"> <li>• Consider broadening condition #5 to include securities for a wider range of landscaping activities, beyond just trees and vegetation.</li> <li>• Consider requiring a more detailed site plan that coordinates all aspects of the application.</li> </ul>

In addition to the review to support SSMUH legislation, the consultant reviewed the properties located east of Finlay Street, south of North Bluff Road, west of Kent Street and north of Russell Avenue that are currently within the East Side Large Lot Infill development permit area (see Figure 1.0 below).



**Figure 1: OCP amendment proposed for Properties highlighted in yellow from East Side large Lot DPA to Multi-family DPA**

The review was to determine if these properties (highlighted in yellow in Figure 1.0 above) should be included in the Multi-Family development permit area. The consultant and staff are recommending that these properties be included within the Multi-Family development permit area as “...many of these properties have already redeveloped from single detached homes into multi-family residential buildings, and the remainder could simply be captured by existing Multi-Family DPAs<sup>1</sup>. Table 1.0 above includes this recommendation. Additionally, staff notes in addition to properties developed within this DP area (i.e. ALTUS), one townhouse development

<sup>1</sup> Small Scale Muti-Unit Housing Development Permit Area Updates City of White Rock prepared by MODUS Planning, Desing & Engagement Inc. September 2024.

is currently under construction, and three proposals for multi-family developments are in different stages in the planning process and will fit within the Multi-Family Form and Character DPA.

Staff is also recommending that those properties currently within the East Side Large Lot Infill land use designation be changed from **East Side Large Lot Infill Area** to **Town Centre Transition** as shown in Figure 2.0 below.

The rationale for this land use designation change is as follows:

- Reflects the current land uses on some of the lands;
- Reflects development applications that have been approved but have not been built or currently under construction; and
- Supports development applications that are instream.



**Figure 2: OCP amendment proposed for Properties highlighted in yellow from East Side large Lot Infill to the Town Centre Transition land use designation.**

As an additional measures, to ensure that the heights and densities for the East Side Large Lot Infill designated properties are maintained if redesignated, staff recommend including a specific section under the “Density and Height” policy within the Town Centre Transition designation for these properties east of the Peace Arch Hospital. This amendment will ensure that future growth in this area meets the original intent of the East Side Large Lot Infill area when redeveloped. Table 2.0 below includes this action and is included within the attached draft Bylaw in Appendix A. Staff notes that Council has directed a land use study for the North Bluff Corridor. These proposed changes do not preclude this area from being included within this study, but simply align the bylaw with the status quo and SSMUH. No actual increase or change in density is proposed beyond what has been mandated by the Province.

Staff have reviewed the OCP to determine if there are additional changes required as a result of the proposed changes outlined in this report. The following changes have been identified and are included in draft “*Official Community Plan Bylaw, 2017, No. 2220, Amendment No. 4 (Development Permit Area Guidelines), 2024, No. 2519*” attached as Appendix A to this report:

**Table 2.0**

Current OCP	Action	Rationale
<p><b>Policy 7.4.2</b> Duplexes and Triplexes – Encourage duplexes and triplexes to be spread out throughout the City</p>	<p>Delete <b>Policy 7.4.2</b> from the OCP.</p>	<p>The update to the Zoning Bylaw for SSMUH no longer includes duplexes and triplexes as these</p>

Current OCP	Action	Rationale
<p>rather than focused in specific areas, by:</p> <ul style="list-style-type: none"> <li>a. Limiting the number of duplexes and triplexes along a single block frontage to 20% of the total number of properties;</li> <li>b. Discouraging duplexes and/or triplexes adjacent to one another (i.e. sharing interior side lot lines);</li> <li>c. Encouraging duplexes on corner lots and lots with lane access; and,</li> <li>d. Limiting triplexes to lots with lane access.</li> </ul>		<p>housing forms have been replaced by houseplex.</p>
<p>All references to “Duplex and Triplex”</p>	<p>Delete from the OCP.</p>	<p>The update to the Zoning Bylaw for SSMUH no longer includes duplexes and triplexes as these housing forms have been replaced by houseplex.</p>
<p><b>Policy 8.2.2 Density and Height</b> – Concentrate the highest heights and densities adjacent to the Town Centre along North Bluff Road. Maximum allowable densities (FAR) are outlined in Figure 9 and policy 8.2.3, and maximum heights (in storeys) are illustrated in Figure 10.</p>	<p>Amend Policy 8.2.2. to include the following:</p> <p>“Density and Height – Allow mixed-use buildings on Finlay Street with a maximum density of 2.5 FAR in buildings of up to six storeys in height. Allow ground-oriented townhouses on Maple Street with a maximum density of 1.5 FAR in buildings of up to three storeys. On North Bluff Road, allow townhouses and low-rise buildings up to 1.5 FAR, in buildings up to four storeys east of Lee Street, and up to three storeys west of Lee Street, with six storeys and 2.5 FAR west of Lee Street if Affordable Rental Housing is included as outlined in policy 11.2.1.c. Density and height maximums for single family homes shall be as required in the City’s Zoning Bylaw.”</p>	

**North Bluff Corridor Study and OCP review (to align with interim Housing Needs Report)**

One of Council’s Strategic Priorities is to assess the long-term land use and density in Uptown (town centre) along North Bluff Road, from Oxford Street to Finlay Street, in consultation with Surrey’s approved Semiahmoo Town Centre Plan. On June 12, 2023, Council directed staff to develop a scope of work and cost estimate for the Land Use Plan for the North Bluff Corridor Study.

With the introduction of Bill 44 in December 2023, the Province introduced additional requirements for local government to identify housing needs and to plan for what is then needed. The following two action items need to be completed in 2024 and 2025, and they interrelate with the North Bluff Corridor Study:



**December 31, 2024**

Interim Housing Needs Report to be adopted.

**December 31, 2025**

Municipalities to have completed their first comprehensive review and update of the City's Official Community Plan and Zoning Bylaw to align with the interim Housing Needs Report.

On June 29, 2024, Council directed staff to combine the North Bluff corridor study with the required OCP update scheduled to begin in early 2025 in the interest of proactive long-term planning. This enables staff to conduct a comprehensive analysis of all existing land uses within the City, which includes the North Bluff corridor area, in consultation with Surrey’s approved Semiahmoo Town Centre Plan. This work will also include incorporating the findings from the interim housing needs report that will provide the local housing needs over the next 20-year period, as the OCP and Corridor Study are interrelated projects.

Staff anticipate presenting a combined scoping report and request for proposal for this work in the fall of 2024. The combined OCP review and North Bluff Corridor Study project is intended to commence in the fall of 2024 with a completion date before December 31, 2025.

**COMMUNICATION AND COMMUNITY ENGAGEMENT IMPLICATIONS**

**OCP Amendment Consultation**

Staff has reviewed the proposed OCP amendment bylaw (Bylaw 2519) with respect to the Local Government Act and the following tables provide details on the recommendations on referrals.

**Table 3: OCP Consultation Summary**

<b>Stakeholder</b>	<b>Referral Comment</b>
The Board of the Greater Vancouver Regional District (GVRD)	No referral necessary, as they are not affected.
The Councils of Adjacent Municipalities	No referral necessary, as they are not affected.
First Nations – Semiahmoo First Nations	No referral necessary, as they are not affected.
TransLink	No referral necessary, as they are not affected.
Fraser Valley Health Authority	No referral necessary, as they are not affected.
Surrey School Board	No referral necessary, as they are not affected.
All relevant Federal and Provincial Government Agencies	No referral necessary, as they are not affected.
Community Organizations and Neighbours	They will have the opportunity to comment regarding the proposed OCP amendment before and including the Public Hearing.

**ALIGNMENT WITH STRATEGIC PRIORITIES**

The proposed amendments do not support a specific strategic priority but support the Housing and Land Use priority by reducing requirements to provide some forms of housing.

**ALTERNATIVES**

1. Give first and second readings to “Official Community Plan Bylaw, 2017, No. 2220, Amendment No. 4 (Development Permit Area Guidelines), 2024, No. 2519;”
2. Defer consideration of the proposed Official Community Plan Bylaw, and instruct staff to provide further information or revisions; or

3. Decline to give first and second readings of the proposed Official Community Plan Bylaw.

**CONCLUSION**

Staff recommend that Council give “Official Community Plan Bylaw, 2017, No. 2220, Amendment No. 4 (Development Permit Area Guidelines), 2024, No. 2519” first and second reading and authorize staff to schedule the public hearing. In addition, there are recommended resolutions to fulfill the requirements of the *Local Government Act* with respect to consultation and consistency with the City’s financial plan and waste management plans.

Respectfully submitted,



Wendy Cooper, M.Sc., MCIP, RPP  
Planner



Neethu Syam  
Planning Division Lead

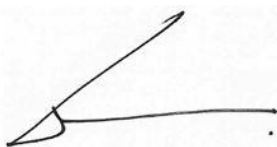
Reviewed and Approved by,



Anne Berry, MCIP, RPP  
Director, Planning and Development Services

**Comments from the Chief Administrative Officer**

I concur with the recommendations of this corporate report.



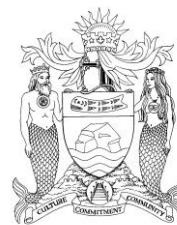
Guillermo Ferrero  
Chief Administrative Officer

Appendix A: Draft Bylaw “*Official Community Plan Bylaw, 2017, No. 2220, Amendment No. 4 (Development Permit Area Guidelines), 2024, No. 2519*”

Appendix B: Consultant’s Report - Small Scale Multi-Unit Housing Development Permit Area Updates



**The Corporation of the  
CITY OF WHITE ROCK  
BYLAW 2519**



A Bylaw to amend the  
"City of White Rock Official Community Plan Bylaw, 2017, No. 2220"

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**WHEREAS** pursuant to Part 14, Division 4 of the *Local Government Act* in relation to Official Community Plans, the Council of the City of White Rock is empowered to establish objectives and policies to guide decisions on planning and land use management;

**AND WHEREAS** a Public hearing was held in accordance with the *Local Government Act*, and notice of such Hearing has been given as required;

**NOW THEREFORE** the Council of the City of White Rock, in open meeting assembled, enacts as follows:

1. Section 7.0 Growth Management, Policy 7.4.2 is deleted in its entirety.
2. Section 8.0 Land Use, **Town Centre Transition** land use designation is amended as follows:
  1. Policy 8.2.2 is amended to include the following new policy immediately after the current policy:

**“Density and Height For East of Peace Arch Hospital–** Allow mixed-use buildings on Finaly Street with a maximum density of 2.5 FAR in buildings of up to six storeys in height. Allow ground-oriented townhouse on Maple Street with a maximum density of 1.5 FAR in buildings of up to three storeys. On North Bluff Road, allow townhouses and low-rise buildings up to 1.5 FAR, in buildings of up to four storeys east of Lee Street, and up to three storeys west of Lee Street, with size storeys and 2.5 FAR west of Lee Street if Affordable Rental Housing is included as outlines in Policy 11.2.1.c Density and height maximum for single family homes shall be as required in the City’s Zoning Bylaw.”
3. Section 8.0 Land Use, **East Side Large Lot Infill Area** land use designation is deleted in its entirety and then renumber Section 8.0 in sequential order.
4. Section 8.0 Land Use, **Mature Neighbourhood**, Policies are amended by deleting them in their entirety:
5. Section 8.0 Land Use, **Mature Neighbourhood**, Policies are amended by adding the following:

1. Policy 8.7.1 **Uses and Building Types** – Allow single-family homes and Houseplexes. Allow secondary suites in single-detached homes;
  2. Policy 8.7.2 **Density and Height** – Allow density and height maximums for Houseplexes and single family homes as outlined in the City’s Zoning Bylaw; and
  3. Policy 8.7.3 **Urban Design** – Enhance the public and built realms, and maintain the existing residential character of established neighbourhoods with gentle infill (Houseplexes), as per the Mature Neighbourhood Houseplex Development Permit Area guidelines in Part D.
6. Schedule A (Land Use Plan) is amended in accordance with Schedule I attached herein and forming part of this bylaw.
  7. Part D **Development Permit Area Guidelines** are amended as follows:
    1. Section 22.1 Overview/Authority is amended by deleting “*East Side Large Lot Infill [Section 488(1)(e),(h),(i), and (j)]*”.
    2. Section 22.1 Overview/Authority is amended by deleting “*East Side Large Lot Infill - mixed-use, apartment, townhouse, and intensive single-family infill (varying scales)*”
    3. Section 22.1 Overview/Authority is amended by deleting “*Mature Neighbourhood Infill [Section 488(1)(e), (h),(i), and (j)]*” and inserting “*Mature Neighbourhood Houseplex Development Permit Area ) [Section 488(1)(e),(h),(i), and (j)]*”.
    4. Section 22.1 Overview/Authority is amended by deleting “*Mature Neighbourhood Infill - duplexes, triplexes, and intensive single-family infill*” and inserting “*Mature Neighbourhood Houseplex – houseplex*”.
    5. Section 22.2 **Development Permit Exemptions** is amended by inserting the following
      - “One-unit residential and houseplex up to four (4) dwelling units are exempt from **Form and Character Development Permits.**”
    6. Section 22.8 **East Side Large Lare Infill Development Permit Area** is deleted in its entirety and the document is renumbered in sequential order.
    7. Section 22.8 **Mature Neighbourhood Infill Development Permit Areas** is deleted in its entirety.
    8. Add Section 22.8 **Mature Neighborhood House-Plex Development Permit Area** in accordance with Schedule II attached herein forming part of this bylaw.
    9. Schedule B (Form and Character Development Permit Areas) is amended in accordance with Schedule III attached herein and forming part of this bylaw.

10. Section 23.1 **Overview and Authority** is amended by deleting the following in its entirety:

“The properties subject to the above Environmental Development Permit Area are identified on Schedule C. The following Sections outline the information that is required to be submitted by a property owner or applicant prior to any development on a property, including demolition, excavation, tree removal, and construction. Conditions of development and exceptions are also outlined. All definitions in the Province’s *Riparian Areas Regulations* are applicable for the Environmental (Watercourses) Development Permit Area.”

11. Section 23.1 **Overview and Authority** is amended by inserting the following:

“The properties subject to the above Environmental Development Permit Area are identified on Schedule C. The following Sections outline the information that is required to be submitted by a property owner or applicant prior to any development on a property, including rezoning, subdivision, demolition, excavation, tree removal, and construction. Conditions of development and exceptions are also outlined. All definitions in the Province’s *Riparian Areas Regulations* are applicable for the Environmental (Watercourses) Development Permit Area.”

“**Variiances** -Council may, as part of a development permit, vary the property line setback or building height requirements of the Zoning Bylaw where it can be demonstrated that such variances is needed to facilitate the development proposal while attempting to satisfy the objective of preserving steep slopes, significant trees or environmentally sensitive features. Innovative site designs which are in harmony with existing healthy, mature trees and other natural features are encouraged.”

12. Section 23.3 **Environmental (Floodplain) Development Permit Area** is amended by adding the following after clause 4.:

“5. The applicant must submit a plan showing the Environmental (Floodplain) Development Permit Area in accordance with OCP Schedule C, along with any protected trees or environmental features on site, and detailing satisfactory building envelopes, with consideration of setback requirements, access, parking and circulation, and existing/ proposed rights-of-way, easements, and restrictive covenants, The plan must be reviewed and signed by the applicant; all consultants; and qualified professionals completing components of the applications.”

13. Section 23.4 **Environmental (Ravine Lands and Significant Trees) Development Permit Area** clause 4 is amended by deleting the following in its entirety:

“4. The applicants may be required to submit a plan detailing satisfactory building envelopes, with consideration of setback requirements and existing /proposed rights-of-ways, easements, and restrictive covenants. Registration of a restrictive covenant pursuant to Section 219 of the *Land Title Act* may be required.”

14. Section 23.4 **Environmental (Ravine Lands and Significant Trees) Development Permit Area** clause 4 is amended by inserting the following:

“The applicants must submit a plan showing the Environmental Development Permit Area (Ravine Lands and Significant Trees) in accordance with OCP Schedule C, along with any steep slopes, protected trees, tree protection measures, replacement trees and any other environmental features protected on site, and detailing satisfactory building envelopes, with consideration of setback requirements, access, parking and circulation, existing/proposed rights-of way, easements, and restrictive covenants. The plan must be reviewed and signed by the applicant, all consultants, and qualified professionals completing components of the application.”

15. Section 23.4 **Environmental (Ravine Lands and Significant Trees) Development Permit** clause 5 clause is amended by deleting the following in its entirety:

“Council may, as part of a development permit, vary the property line setback or building envelopes, with consideration of setback requirements of the Zoning Bylaw where it can be demonstrated that that such variance is needed to facilitate the development proposal while attempting to satisfy the objectives of preserving mature, healthy trees on the site. Innovative site designs which are in harmony with existing healthy, mature trees and other natural features are encouraged.”

16. Section 23.4 **Environmental (Ravine Lands and Significant Trees) Development Permit Area** is amended by adding the following after clause 6.:

“7. The applicants may be required to provide securities to prevent an unsatisfactory landscaping condition, an unsafe condition and/or damage to the natural environment as a result of a contravention to a condition in the Development Permit. The amount of securities will be equal to the estimated cost of rehabilitating and /or restoring the environmental area. The securities may be withheld by the city in the event that the Riparian Assessment Area is damaged due to a contravention of a Development Permit. The applicant(s) may be required to submit a cost estimate of required landscaping from a

qualified professional to assist in the determination of the amount of securities required.”

17. Section 23.5 **Environmental (Watercourse) Development Permit Area** clause 5 is amended by deleting the following in its entirety.

“The applicants may be required to provide securities to ensure that the trees and vegetation are planted as required in a Development Permit, with the amount of securities equal to the estimated cost of planting the required trees and vegetation. The securities may be withheld by the City in the event that the Riparian Assessment Area is damaged due to a contravention of a Development Permit. The applicant(s) may be required to submit a cost estimate of required landscaping from a qualified professional to assist in the determination of the amount of securities required.”

18. Section 23.5 **Environmental (Watercourse) Development Permit Area** is amended by inserting the following wording in clause 5.

“The applicants may be required to provide securities to prevent an unsatisfactory landscaping condition, an unsafe condition and/or damage to the natural environment as a result of a contravention to a condition in the Development Permit. The amount of securities will be equal to the estimated cost of rehabilitating and/or restoring the environmental area. The securities may be withheld by the City in the event that the Riparian Assessment Area is damaged due to a contravention of a Development Permit. The applicant(s) may be required to submit a cost estimate of required landscaping from a qualified professional to assist in the determination of the amount of securities required.”

19. Section 23.5 **Environmental (Watercourse) Development Permit Area** clause 7 is amended by deleting the following in its entirety.

“The applicants may be required to submit a plan detailing satisfactory building envelopes, with consideration of setback requirements and existing/proposed rights-of-way, easements and restrictive covenants. Registration of a restrictive covenant pursuant to Section 219 of the Land Title Act may be required.”

20. Section 23.5 **Environmental (Watercourse) Development Permit Area** is amended by inserting the following wording in clause 7.

“The applicants must submit a plan showing Environmental (Watercourse) Development Permit Area in accordance with OCP Schedule C, along with the protected watercourse, SPEA as determined by a qualified environmental professional, steep slopes, and any other environmental features protected on site, erosion and

sediment control measures, and detailing satisfactory building envelopes, with consideration of setback requirements, access, parking and circulation, existing/proposed rights-of-way, easements, and restrictive covenants. The plan must be reviewed and signed by the applicant and all consultants or qualified professionals completing components of the application.”

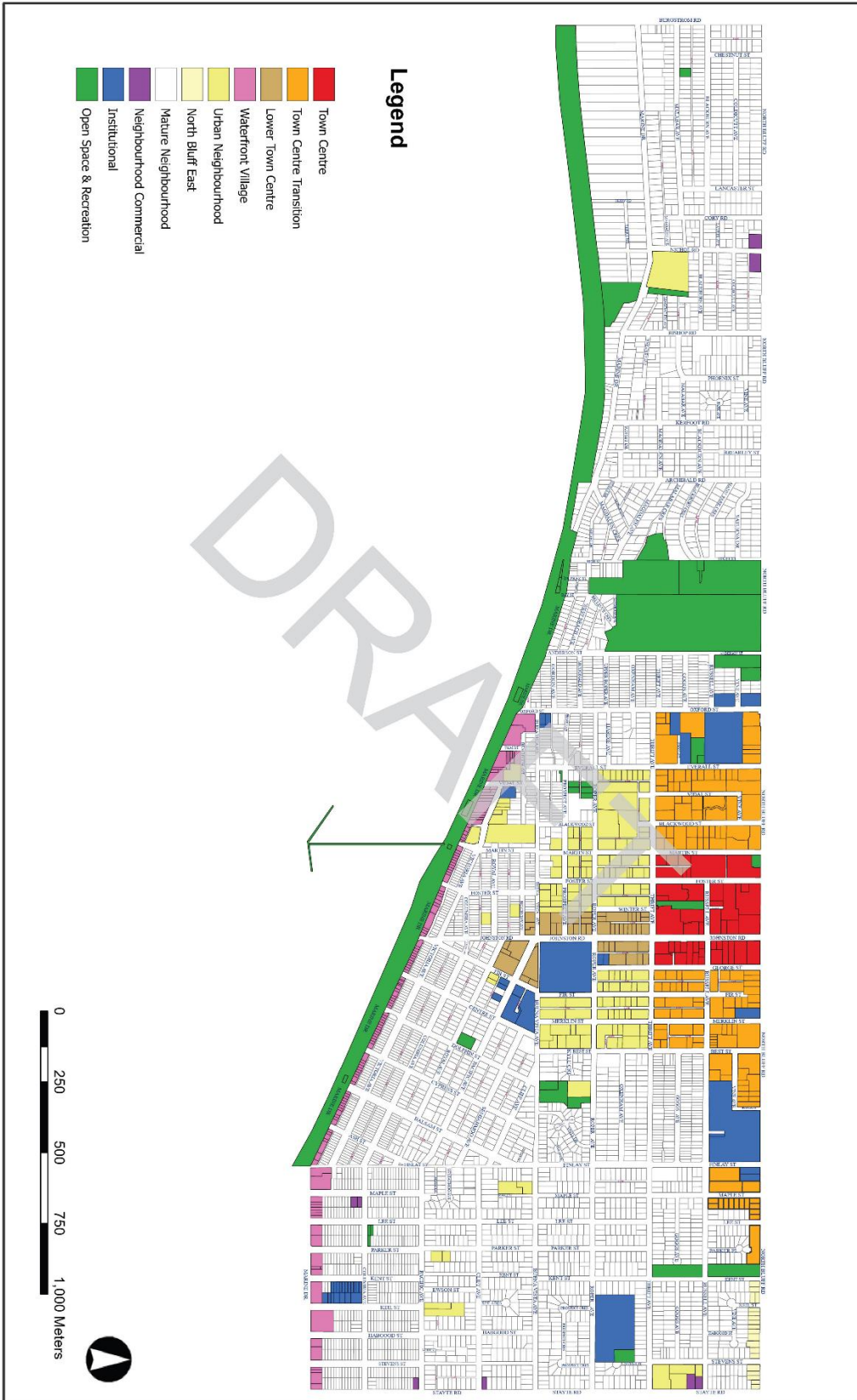
- 8. Delete duplex and triplex from the whole document and replace it with houseplex.
- 9. This Bylaw may be cited for all purposes as the “Official Community Plan Bylaw, 2017, No. 2220, Amendment No. 4 (Development Permit Area Guidelines), 2024, No. 2519”

RECEIVED FIRST READING on the	day of	2024
RECEIVED SECOND READING on the	day of	2024
PUBLIC HEARING held on the	day of	2024
RECEIVED THIRD READING as amended on the	day of	2024
RECONSIDERED AND FINALLY ADOPTED on the	day of	2024

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Director of Corporate Administration

# Schedule "I"



Schedule A Land Use Plan

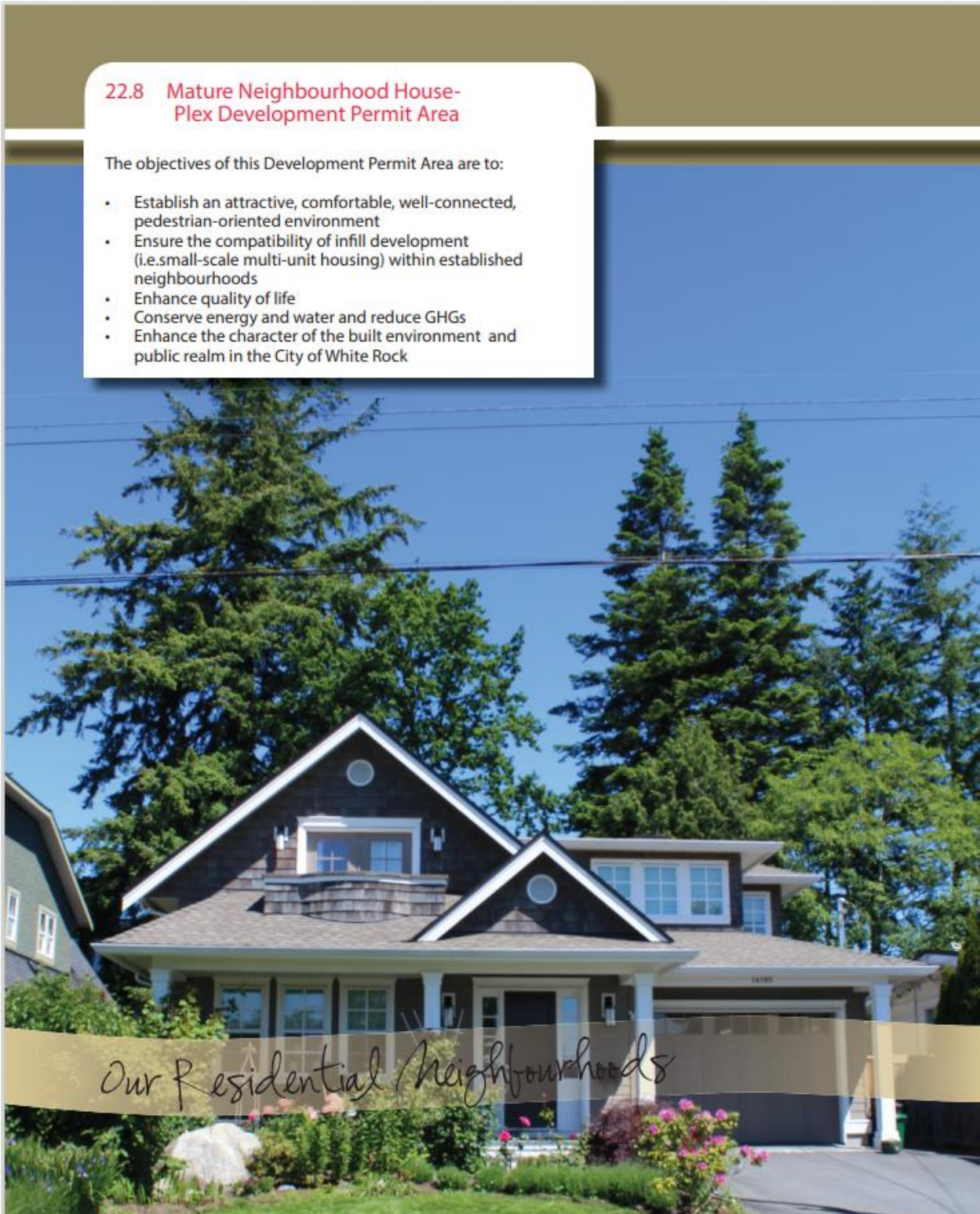


## Schedule “II”

### 22.8 Mature Neighbourhood House-Plex Development Permit Area

The objectives of this Development Permit Area are to:

- Establish an attractive, comfortable, well-connected, pedestrian-oriented environment
- Ensure the compatibility of infill development (i.e. small-scale multi-unit housing) within established neighbourhoods
- Enhance quality of life
- Conserve energy and water and reduce GHGs
- Enhance the character of the built environment and public realm in the City of White Rock





## Schedule “II”

### 22.8.1 Site Context

#### a. Neighbourhood Connectivity

Design the site to enhance the pedestrian connections in the area. Site buildings to create through-block walking connections where appropriate. Incorporate shared pedestrian accesses where possible to minimize impervious areas.

#### b. Streetwall Continuity

Avoid visually impermeable fencing or other monolithic features along publicly visible edges of the site.

#### c. Natural Features

Integrate the development with existing natural features topography and vegetation.

#### d. Habitat Connection & Preservation

Connect new landscaped areas and fragmented habitat to networks of open space and larger habitat corridors wherever possible.

#### e. Climate & Comfort

Maximize the benefits of sun exposure to public open spaces, nearby buildings, and dwelling units, while providing some shade for respite from heat. Limit building element projections into setback areas, streets, and amenity areas to protect solar access.



Guideline 22.8.1 (a), Neighbourhood Connectivity.

### 22.8.2 Site Layout & Landscape

#### a. Relationship to Grade

Limit the height and use of retaining walls, particularly along street frontages, parks, open spaces, ravines and other areas of the public realm. Site and orient buildings in a way that respects and works with topographical features.

#### b. Hierarchy of Spaces

Define the spaces that are public from those that are private with elements such as: grade changes, fencing, landscaping, and other features.

#### c. Private Common Spaces

Integrate usable private outdoor common spaces into the site layout for gardens and other activities that promote sociability and neighbourliness between residents. Provide generous and well-designed open spaces that balance screening for privacy, while maintaining sightlines to the street and attractive interfaces with the surrounding spaces.



Guideline 22.8.1 (b), Streetwall Continuity.



Guideline 22.8.2 (b), Hierarchy of Spaces.

## Schedule “II”

### d. Walking Connections

Connect main entrances to house-plex units to public sidewalks, trails, and parking areas.

### e. Separate Access

Consider separate accesses for house-plexes that are located on corner lots or that have street and lane accesses.

### f. Rear Access

For rear-facing units, clearly identify the location of the rear entrance with a walkway that incorporates a landscape border, distinct surface treatments, and/or an entry trellis or gate.

### g. Vehicle Access

Minimize paved areas with narrow, shared vehicular accesses. Separate accesses are considered for house-plexes that are located on corner lots or that have street and lane accesses.

### h. Safe Vehicle Movement

Consider the design and layout of driveways to ensure safe and efficient vehicle maneuvering.

### i. On-Site Parking

Promote the use of on-site parking and garages over street parking by providing adequately sized parking spaces for residents' vehicles at or above minimum Zoning Bylaw requirements, ensuring they are well-designed and easily accessible.

### j. Siting Parking

Provide access to parking from a secondary street or lane, wherever possible. Incorporate parking into the natural landscape where feasible to reduce the need for lot grading.

### k. Parking & Pervious Area

Minimize paved areas with narrow, shared vehicular accesses.

### l. Stormwater Management

Site design should incorporate stormwater runoff mitigation features. This may include elements like raingardens, landscape strips for parking areas and permeable surface treatment, that are consistent with approved city policies and practices.



Guideline 22.8.2 (c), Private Common Spaces.



Guideline 22.8.2 (e), Separate Access.



Guideline 22.8.2 (i), On-site parking using pervious materials.



## Schedule “II”

### m. Low Impact Development

Use Low Impact Development Techniques for stormwater management, where appropriate, in accordance with the City’s Integrated Storm Water Management Plan (ISWMP). This includes but is not limited to bio-swales, cisterns, and permeable paving. Design for narrower lanes, access roads, and driveways.



Guideline 22.8.2 (l & o), Stormwater management and Tree selection.

### n. Tree Health & Preservation

Preserve existing trees especially those that are large, mature, and healthy wherever possible and incorporate them into the landscape design. Ensure all new trees are planted with sufficient soil volume, using soil cells where appropriate, and incorporate diverse native shrub layers below trees to intercept stormwater.

### o. Tree Selection

Select tree species that will maximize passive solar gain, natural ventilation, and natural cooling. Prioritize the selection of native tree species such as Western Red Cedar, Common Douglas Fir, and Bigleaf Maple.

### p. Plant Selection (Smart Landscaping)

Maximize the use of drought tolerant species that can withstand the seaside setting and require minimal irrigation. Avoid planting invasive species.



Guideline 22.8.2 (q) , Shrubs and Hedges.

### q. Shrubs and Hedges

Use only small shrubs, ornamental and turf grasses, herbaceous perennials, and groundcovers on city property and in areas within 2.0 m from the sidewalk, street curb, or road edge to maintain clear sightlines. Avoid the use of tall hedges, especially in areas adjacent to public property.

### r. Passive Solar Design

Follow passive solar design principles for the orientation and siting of buildings. Maximize passive ventilation and passive cooling through building orientation.



Guideline 22.8.2. (s), Cool Materials.

### s. Cool Materials

Where impermeable materials are used, select light coloured reflective paving materials such as white asphalt or concrete for paths and driveways to reduce heat absorption and urban heat island effect.

## Schedule “II”

### t. Signage Clarity

Provide visible and legible signage identifying building addresses at all entrances in a colour contrasting with the building, and either illuminated in periods of darkness or reflective for easy visibility at night. When building addresses are not visible from the street frontage, use directional address signs.

### u. Mailbox Siting

Consider the siting of mailboxes during site design so that a front-loading lockbox is easily accessible for mail delivery and complies with Canada Post standards.

### v. Space for Waste

Provide sufficient on-site space for garbage, recycling, and composting where appropriate. These areas are to be located so that they are convenient for users and accessible for waste / recycling / compost collection and removal.



Guideline 22.8.4 (b), Visual Interest.

## 22.8.4 Buildings

### a. Varied Configurations

Consider alternatives to the traditional side-by-side and mirror-image house-plexes, such as front/rear and top/bottom layouts. Avoid repetition of plex-house designs and incorporate variations in massing from one building to the next and throughout a neighbourhood.

### b. Visual Interest

Create visual interest with a variety of cladding colours, materials and architectural details that break up the mass of the building and give each dwelling unit in a plex-house development its own visual identity. Open verandas and peaked roofs are encouraged.

### c. Roof Design

Ensure that roof elements do not dominate the building, particularly on larger buildings. Where possible, minimize the visual impact of rooftop railings, screens, and accesses.

### d. Roof Orientation & Rooflines

Orient the slope of the roof in the same direction as the natural slope of the lot. Avoid roof and dormer pitches steeper than 4/12 for a gentle slope that helps protect views.



Guideline 22.8.4 (c), Roof Design.



Guideline 22.8.4 (d), Roof Orientation & Rooflines.



## Schedule “II”

### e. Decks, Balconies & Patios

Create meaningful, private outdoor environments that respect the privacy of surrounding neighbours and are sensitive to the local context through features like decks, balconies, and groundfloor/rooftop patios

### f. Weather Protection

Incorporate weather-protection to all main entrances. This may take the form of overhangs, recesses, or awnings. A covered entry is not required to have posts or a traditional porch appearance and should fit with the architectural style of the development.

### g. Garage Design and Placement

Ensure that garages do not dominate the front face of a building. If a garage faces a street, design it to be subordinate to the pedestrian entrance in terms of size, prominence on the streetscape, location, and architectural emphasis. Use landscaping to screen and soften the appearance of a garage.

### h. Stairs

Design outdoor stairs with similar materials as the main building and integrate them with the building’s architecture so they do not dominate the face of a building. Encourage stairs with offset runs and wider landings to break up the run’s length. Use plantings and furnishings on the landings to create visual interest.

### i. Efficient Homes

Design roofs to maximize opportunities for solar collection in winter and control solar gain on south-facing facades by blocking high-angle sun in summer.

### j. Building Material

Incorporate west coast design elements with the use of natural materials, including brick, stone, concrete, exposed heavy timber, and/or steel. Avoid vinyl siding and stucco for cladding. Use rich natural tones which reflect the natural landscape and seascape as the dominant colours, with brighter colours used only as accent

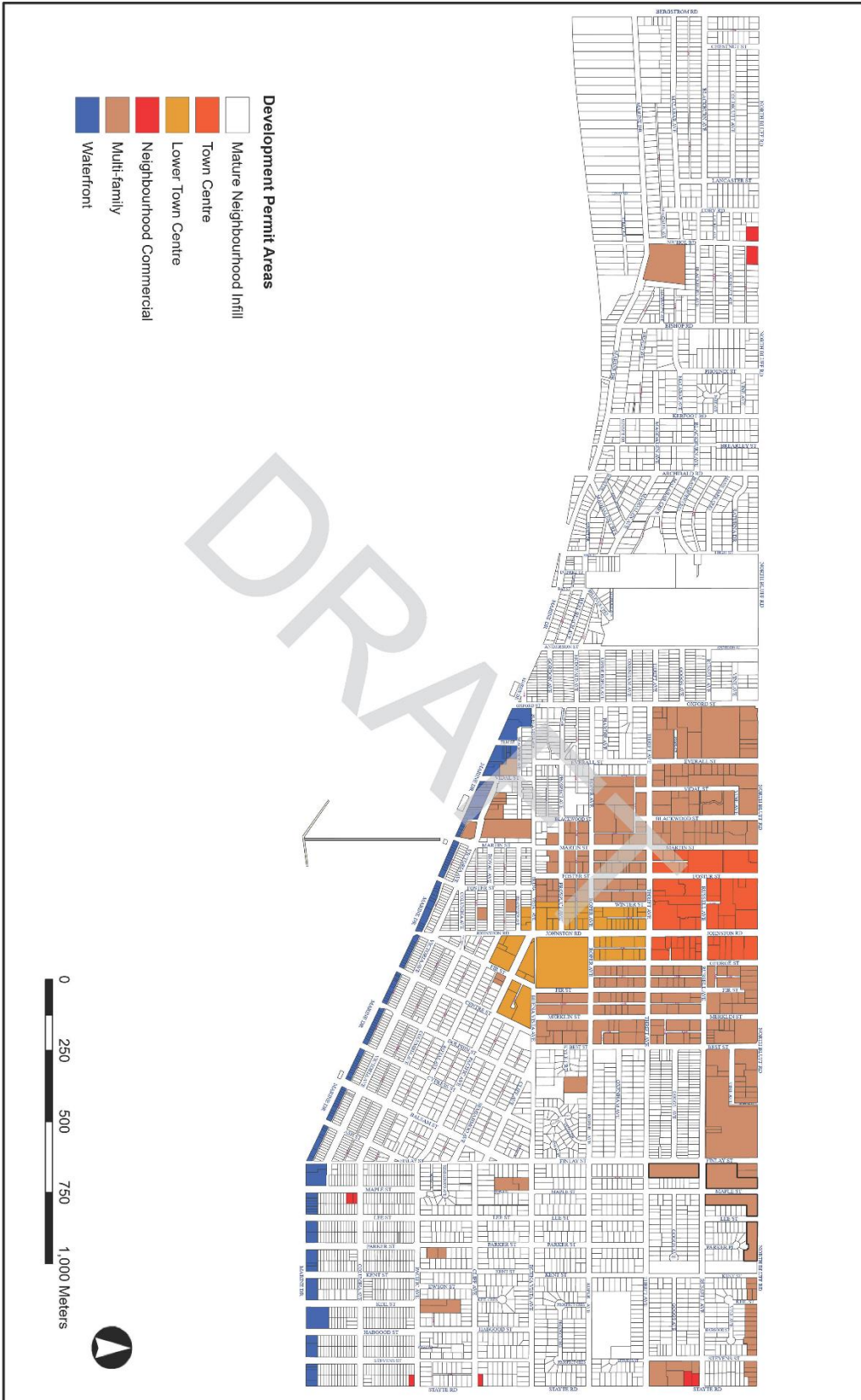


Guideline 22.8.4 (g), Garage Design and Placement.



Guideline 22.8.4 (h), Stairs.

# Schedule "III"



Schedule B Form and Character Development Permit Areas

Print Date: 9/11/2024



# MODUS

from insight to impact

## SMALL SCALE MULTI-UNIT HOUSING DEVELOPMENT PERMIT AREA UPDATES

City of White Rock

Prepared by: MODUS Planning, Design & Engagement Inc.

Date: September 2024



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## 1 Introduction

In the Spring of 2023, the Province of BC introduced the Homes for People Plan which aims to increase housing supply and create more diverse housing options in BC. To implement the Homes for People Plan, the Province introduced sweeping legislative changes through a series of legislative bills. Among these is Bill 44 - Housing Statutes (Residential Development) Amendment Act which requires municipalities to allow Small-Scale Multi-Unit Housing (SSMUH) in zones that are otherwise restricted to single-family dwellings or duplexes.

To meet the new requirements of Bill 44, the City of White Rock recently updated its Zoning Bylaw with the applicable density requirements for SSMUH and explored other implementation factors outlined by the Province. As a next step, the City of White Rock has engaged MODUS to assist with updating its Development Permit Areas to reflect SSMUH development, provincial legislation, and zoning updates.

Specifically, MODUS is providing recommendations in three stages:

- Recommendations for Zoning Bylaw amendments to meet the June 30th requirements for Bill 44, including an approach to meet minimum densities, with a review of definitions, opportunities for zone consolidation, and updated parking requirements. (Complete)
- Reviewing how the proposed Zoning Bylaw amendments might impact the City's Development Permit Area guidelines, including providing recommendations to ensure DPAs do not unreasonably prohibit or restrict the use or density of use required under the provincial legislation.
- Reviewing White Rock's updated Development Procedures Bylaw for opportunities to strengthen alignment with Provincial requirements and expectations.

This report focuses on Stage 2: Recommendations on updates to Development Permit Areas; the third and final stage will be tackled following Staff & Council direction on these recommendations.

## 1.1 Bill 44 & Development Permit Areas

Adopted in December 2023, Bill 44: Housing Statutes (Residential Development) Amendment Act requires local governments to allow for increased density in restricted residential zones. The increased density can include a mix of single detached homes, secondary suites, garden suites, carriage homes, duplexes, triplexes and/or rowhouses.

Specifically, the City's bylaws must:

- Permit up to 3 or 4 units (depending on the lot size) on lots currently restricted to single-detached homes or duplexes;
- Permit up to 6 units on single-detached and duplex lots within 400 m of frequent service bus stops;
- Remove minimum requirements for residential parking for homes within 400 m of frequent bus stops; and
- Consider reducing minimum requirements for residential parking for all properties affected by the legislation.

To meet the legislative requirements, the City must also ensure that its Official Community Plan and Zoning Bylaw are consistent and that they reflect the City's housing needs. Subsequently, these bylaws must be updated every 5 years.

Development Permit Areas (DPAs) remain an important tool available to local governments to establish the conditions under which land alteration and development can take place. Section 488 of the Local Government Act identifies four types of DPAs:

### 1. Protection of:

- The natural environment, its ecosystems and biological diversity
- Development from hazardous conditions
- Farming

### 2. Revitalization of an area in which a commercial use is permitted

### 3. Establishment of objectives for the form and character of:

- Intensive residential development
- Commercial, industrial or multi-family residential development
- Development in a resort region

### 4. Promotion of:

- Energy conservation
- Water conservation
- Reduction of greenhouse gas emissions

SSMUH legislation allows the continued use of DPAs, "provided they do not unreasonably restrict the ability to use land at the use or density prescribed by the new legislation" (Provincial Policy Manual & Site Standards). The Provincial SSMUH Policy Manual encourages local governments to use the following principles when developing DPA guidelines for SSMUH development:

- **Provide Clear Direction and Be Specific:** DPA guidelines should be clearly articulated to remove discretion over how they are interpreted and how the intent of the guidelines can and has been met.
- **Staff Delegation:** Authority to issue development permits should be delegated to staff under the provisions of LGA section 490(5) to improve consistency in the adjudication of applications and the timeliness of approvals.
- **Advisory Urban Design Panels/Commissions:** Ensuring SSMUH projects are not subject to review by advisory design panels or planning commissions will help ensure expedient and consistent approvals.
- **Recognize Constraints Through Permissive Requirements:** DPA guidelines should take into account the significant space-related constraints and limited financial viability for SSMUH housing forms and avoid the inclusion of requirements that are impractical due to these constraints.

The following background analysis and recommendations were completed with consideration of these principles.

## 2 Background Analysis

MODUS has worked closely with City staff to review and analyze the existing set of DPAs within White Rock's OCP. The background review and analysis focused on the OCP's "Part D: Development Permit Area Guidelines" including:

- Development Permit Area Exemptions
- East Side Large Lot Infill Development Permit Area
- Mature Neighbourhood Infill Development Permit Area
- Environmental Development Permit Areas
  - » Floodplain
  - » Ravine Lands & Significant Trees
  - » Watercourse

Other DPAs are either The analysis was specifically concerned with any guidelines or requirements that could be seen as an unreasonable barrier to SSMUH developments. It also sought to find gaps in the guidelines for housing forms that were not previously allowed (e.g. 3-6 plex units on a single property) and to establish clear, concise, and consistent language for ease of implementation.

## 3 Recommendations

The following recommendations for Development Permit Area updates are informed by the background analysis.

### 3.1 Development Permit Area Exemptions

With the allowance of new plex-home types up to six units on one lot, it is likely that the City will soon notice a greater amount of development applications in its single detached neighbourhoods. Common housing types like a single detached homes, secondary suites, duplexes, and triplexes are well documented throughout the Metro Vancouver region and can be regulated effectively using zoning provisions. Fourplexes up to sixplexes are much less common and introduce greater design complexity and variety in configurations, especially given the topographical challenges that exist in White Rock.

To ease the burden of reviewing and approving development permit applications for what are standard building types in most neighbourhoods, **it is recommended that White Rock exempt single detached homes, duplexes and triplexes from Form & Character DPAs.**

### 3.2 East Side Large Lot Infill Development Permit Area

The East Side Large Lot Infill Form & Character DPA covers a small cluster of properties contained by Finlay Street to the west, Kent Street to the east, North Bluff Avenue to the north and Russell Avenue to the south. Many of these properties have already redeveloped from single detached homes into multi-family residential buildings, and the remainder could simply be captured by existing Multi-Family DPAs.

While the East Side Large Lot Infill DPA provides some guidance on plex-home formats, **it is recommended this DPA be removed from the OCP and its subject properties be designated under the Multi-Family DPA category.**



### 3.3 Mature Neighbourhood Infill Development Permit Area

As the primary Form & Character DPA for intensive residential redevelopment, covering the large majority of SSMUH impacted lands, the Mature Neighbourhood Infill DPA is subject to the greatest amount of recommended changes.

The following recommendations are intended to adapt the Mature Neighbourhood Infill Development Permit Area guidelines for SSMUH development and create a more user-friendly and effective framework for implementing them:

- Rename to “Mature Neighbourhood House-Plex” DPA
- Update structure to follow a progression in scale:
  - » Site Context
  - » Site Layout & Landscape
  - » Building Design
- Provide a title and reference number for each guideline
- Use an action-oriented, imperative sentence for each guideline
- Remove references of “duplex/triplex” and updating language to reference “House-plex”
- Stronger guidelines to reflect new house-plex typologies, notably:
  - » Shared access for vehicles and pedestrians
  - » Outdoor stairs
  - » Parking
  - » Access to common green space
  - » Permeable space
  - » Balconies, patios, and rooftops
  - » Flat and peaked roofs

The new comprehensive set of recommended DPA guidelines are provided in Appendix A. While the scope of this work only covered DPAs that are impacted by SSMUH legislation, it is recommended that the new format and structure of the guidelines be adopted for other DPAs at a later date, as part of a comprehensive review of White Rock’s OCP and/or DPAs.



### 3.4 Environmental Development Permit Area

Review of the Environmental Development Permit Areas (EDPA) was conducted to assess their alignment with SSMUH legislation. Overall, our analysis concludes that while improvements could be made — particularly to administrative and procedural requirements — the current guidelines and requirements are justified and do not pose an unreasonable barrier to SSMUH densities.

The following recommendations could strengthen White Rock's EDPAs.

#### Overview & Authority

- **Consider making more explicit the trigger for requiring an EDPA by adding “subdivision and rezoning” to the second sentence in the last paragraph as follows:**

The following Sections outline the information that is required to be submitted by a property owner or applicant prior to any development on a property, including **rezoning, subdivision**, demolition, excavation, tree removal and construction.

- **Consider allowing Council to vary property line setbacks or building heights, where necessary, to protect environmental features. Consider moving and amending the following clause from Section 23.4 to 23.1 or creating a new section after 23.1 that reads as follows:**

Council may, as part of a development permit, vary the property line setback or building height requirements of the Zoning Bylaw where it can be demonstrated that such variance is needed to facilitate the development proposal while attempting to satisfy the objective of preserving steep slopes, significant trees or environmentally sensitive features. Innovative site designs which are in harmony with existing healthy, mature trees and other natural features are encouraged.

#### Environmental (Floodplain) Development Permit Area

- **Consider requiring a more detailed site plan that coordinates all aspects of the application. Add a new clause (#5):**

5. The applicants must submit a plan showing the Environmental Development Permit Area in accordance with OCP Schedule C, along with any protected trees or environmental features on site, and detailing satisfactory building envelopes, with consideration of setback requirements, access, parking and circulation, and existing/ proposed rights-of-way, easements, and restrictive covenants. The plan must be reviewed and signed by the applicant and all consultants or qualified professionals completing components of the application.

#### Environmental (Ravine Lands & Significant Trees) Development Permit Area

- **Consider adding a new condition #2 that notes securities may be required (in accordance with section 23.5):**

2. The applicants may be required to provide securities to prevent an unsatisfactory landscaping condition, an unsafe condition and/or damage to the natural environment as a result of a contravention to a condition in the Development Permit. The amount of securities will be equal to the estimated cost of rehabilitating and/or restoring the environmental area. The securities may be withheld by the City in the event that the Riparian Assessment Area is damaged due to a contravention of a Development Permit. The applicant(s) may be required to submit a cost estimate of required landscaping from a qualified professional to assist in the determination of the amount of securities required.

- **Consider requiring a more detailed site plan that coordinates all aspects of the application. Amend #4 as follows:**
  4. The applicants must submit a plan showing the Environmental Development Permit Area in accordance with OCP Schedule C, along with any steep slopes, protected trees, tree protection measures, replacement trees and any other environmental features protected on site, and detailing satisfactory building envelopes, with consideration of setback requirements, access, parking and circulation, existing/proposed rights-of-way, easements, and restrictive covenants. The plan must be reviewed and signed by the applicant and all consultants or qualified professionals completing components of the application.
- **Consider removing condition #5 (variances for property line setbacks or building height requirements in the Zoning Bylaw) in favour of a higher level statement under 23.1 “Overview and Authority”.**

## Environmental (Watercourse) Development Permit Area

- **Consider broadening condition #5 to include securities for a wider range of landscaping activities, beyond just trees and vegetation as follows:**
  5. The applicants may be required to provide securities to prevent an unsatisfactory landscaping condition, an unsafe condition and/or damage to the natural environment as a result of a contravention to a condition in the Development Permit. The amount of securities will be equal to the estimated cost of rehabilitating and/or restoring the environmental area. The securities may be withheld by the City in the event that the Riparian Assessment Area is damaged due to a contravention of a Development Permit. The applicant(s) may be required to submit a cost estimate of required landscaping from a qualified professional to assist in the determination of the amount of securities required.
- **Consider requiring a more detailed site plan that coordinates all aspects of the application. Amend #7 as follows:**
  7. The applicants must submit a plan showing Environmental Development Permit Area in accordance with OCP Schedule C, along with the protected watercourse, SPEA as determined by a qualified environmental professional, steep slopes, and any other environmental features protected on site, erosion and sediment control measures, and detailing satisfactory building envelopes, with consideration of setback requirements, access, parking and circulation, existing/proposed rights-of-way, easements, and restrictive covenants. The plan must be reviewed and signed by the applicant and all consultants or qualified professionals completing components of the application.

## 4 Conclusion

The City of White Rock must align its Development Permit Areas and associated guidelines with Bill 44 and its recently updated Zoning. It also must consider other implementation factors outlined by the Province. While many of White Rock’s existing Development Permit Areas and associated guidelines do not appear to impose unreasonable barriers to SSMUH development, changes are needed to improve the development permitting process and adapt guidelines to new plex-housing designs and configurations. The recommendations provided in this report suggest a path for these changes that reflect the City’s unique context, and clarify and simplify the subject DPAs to better enable plex-housing development.

Next steps include identifying updates and amendments to the City’s Development Procedures in order to streamline the delivery of plex-housing.



# APPENDIX A

## MATURE NEIGHBOURHOOD HOUSE-PLEX DPA



# Mature Neighbourhood House-Plex Development Permit Area Guidelines

## Site Context

### 1. Neighbourhood Connectivity

Design the site to enhance the pedestrian connections in the area. Site buildings to create through-block walking connections where appropriate. Incorporate shared pedestrian accesses where possible to minimize impervious areas

### 2. Streetwall Continuity

Avoid visually impermeable fencing, high fencing or other monolithic features along publicly visible edges of the site.

### 3. Natural Features

Integrate the development with existing natural features like topography and vegetation.

### 4. Habitat Connection & Preservation

Connect new landscaped areas and fragmented habitat to networks of open space and larger habitat corridors wherever possible.

### 5. Climate & Comfort

Maximize the benefits of sun exposure to public open spaces, nearby buildings, and dwelling units, while providing some shade for respite from heat. Limit building element projections into setback areas, streets, and amenity areas to protect solar access.

## Site Layout & Landscape

### 6. Relationship to Grade

Limit the height and use of retaining walls, particularly along street frontages, parks, open spaces, ravines and other areas of the public realm. Site and orient buildings in a way that respects and works with topographical features.

### 7. Hierarchy of Spaces

Define the spaces that are public from those that are private with elements such as: grade changes, fencing, landscaping, and other features.

### 8. Private Common Spaces

Integrate usable private outdoor common spaces into the site layout for gardens and other activities that promote sociability and neighbourliness between residents. Provide generous and well-designed open spaces that balance screening for privacy, while maintaining sightlines to the street and attractive interfaces with the surrounding spaces.

### 9. Walking Connections

Connect main entrances to house-plex units to public sidewalks, trails, and parking areas.

### 10. Separate Access

Consider separate accesses for house-plexes that are located on corner lots or that have street and lane accesses.

## **11. Rear Access**

For rear-facing units, clearly identify the location of the rear entrance with a walkway that incorporates a landscape border, distinct surface treatments, and/or an entry trellis or gate.

## **12. Vehicle Access**

Minimize paved areas with narrow, shared vehicular accesses. Separate accesses are considered for house-plexes that are located on corner lots or that have street and lane accesses.

## **13. Safe Vehicle Movement**

Consider the design and layout of driveways to ensure safe and efficient vehicle maneuvering.

## **14. On-site Parking**

Promote the use of on-site parking and garages over street parking by providing adequately sized parking spaces for residents' vehicles at or above minimum Zoning Bylaw requirements, ensuring they are well-designed and easily accessible.

## **15. Siting Parking**

Provide access to parking from a secondary street or lane, wherever possible. Incorporate parking into the natural landscape where feasible to reduce the need for lot grading.

## **16. Parking & Pervious Areas**

Minimize paved areas with narrow, shared vehicular accesses.

## **17. Stormwater Management**

Site design should incorporate stormwater runoff mitigation features. This may include elements like raingardens, landscape strips for parking areas and permeable surface treatment, that are consistent with approved city policies and practices.

## **18. Low Impact Development**

Use Low Impact Development Techniques for stormwater management, where appropriate, in accordance with the City's Integrated Storm Water Management Plan (ISWMP). This includes but is not limited to bio-swales, cisterns, and permeable paving. Design for narrower lanes, access roads, and driveways.

## **19. Tree Health & Preservation**

Preserve existing trees — especially those that are large, mature, and healthy — wherever possible and incorporate them into the landscape design. Ensure all new trees are planted with sufficient soil volume, using soil cells where appropriate, and incorporate diverse native shrub layers below trees to intercept stormwater.

## **20. Tree Selection**

Select tree species that will maximize passive solar gain, natural ventilation, and natural cooling. Prioritize the selection of native tree species such as Western Red Cedar, Common Douglas Fir, and Bigleaf Maple.

## **21. Plant Selection (Smart Landscaping)**

Maximize the use of drought tolerant species that can withstand the seaside setting and require minimal irrigation. Avoid planting invasive species.

## **22. Shrubs & Hedges**

Use only small shrubs, ornamental and turf grasses, herbaceous perennials, and groundcovers on city property and in areas within 2.0 m from the sidewalk, street curb, or road edge to maintain clear sightlines. Avoid the use of tall hedges, especially in areas adjacent to public property.

## **23. Passive Solar Design**

Follow passive solar design principles for the orientation and siting of buildings. Maximize passive ventilation and passive cooling through building orientation.

## **24. Cool Materials**

Where impermeable materials are used, select light coloured reflective paving materials such as white asphalt or concrete for paths and driveways to reduce heat absorption and urban heat island effect.

## **25. Signage Clarity**

Provide visible and legible signage identifying building addresses at all entrances in a colour contrasting with the building, and either illuminated in periods of darkness or reflective for easy visibility at night. When building addresses are not visible from the street frontage, use directional address signs.

## **26. Mailbox Siting**

Consider the siting of mailboxes during site design so that a front-loading lockbox is easily accessible for mail delivery and complies with Canada Post standards.

## **27. Space for Waste**

Provide sufficient on-site space for garbage, recycling, and composting where appropriate. These areas are to be located so that they are convenient for users and accessible for waste / recycling / compost collection and removal.

# **Buildings**

## **28. Varied Configurations**

Consider alternatives to the traditional side-by-side and mirror-image house-plexes, such as front/rear and top/bottom layouts. Avoid repetition of plex-house designs and incorporate variations in massing from one building to the next and throughout a neighbourhood.

## **29. Visual Interest**

Create visual interest with a variety of cladding colours, materials and architectural details that break up the mass of the building and give each dwelling unit in a plex-house development its own visual identity. Open verandas and peaked roofs are encouraged.

## **30. Roof Design**

Ensure that roof elements do not dominate the building, particularly on larger buildings. Where possible, minimize the visual impact of rooftop railings, screens, and accesses.

## **31. Roof Orientation & Rooflines**

Orient the slope of the roof in the same direction as the natural slope of the lot. Avoid roof and dormer pitches steeper than 4/12 for a gentle slope that helps protect views.

### **32. Decks, Balconies & Patios**

Create meaningful, private outdoor environments that respect the privacy of surrounding neighbours and are sensitive to the local context through features like decks, balconies, and groundfloor/rooftop patios

### **33. Weather Protection**

Incorporate weather-protection to all main entrances. This may take the form of overhangs, recesses, or awnings. A covered entry is not required to have posts or a traditional porch appearance and should fit with the architectural style of the development.

### **34. Garage Design & Placement**

Ensure that garages do not dominate the front face of a building. If a garage faces a street, design it to be subordinate to the pedestrian entrance in terms of size, prominence on the streetscape, location, and architectural emphasis. Use landscaping to screen and soften the appearance of a garage.

### **35. Stairs**

Design outdoor stairs with similar materials as the main building and integrate them with the building's architecture so they do not dominate the face of a building. Encourage stairs with offset runs and wider landings to break up the run's length. Use plantings and furnishings on the landings to create visual interest.

### **36. Efficient Homes**

Design roofs to maximize opportunities for solar collection in winter and control solar gain on south-facing facades by blocking high-angle sun in summer.

### **37. Building Materials**

Incorporate west coast design elements with the use of natural materials, including brick, stone, concrete, exposed heavy timber, and/or steel. Avoid vinyl siding and stucco for cladding. Use rich natural tones which reflect the natural landscape and seascape as the dominant colours, with brighter colours used only as accents.

THE CORPORATION OF THE  
**CITY OF WHITE ROCK**  
CORPORATE REPORT



**DATE:** September 23, 2024

**TO:** Mayor and Council

**FROM:** Anne Berry, Director, Planning and Development Services

**SUBJECT:** Consideration of first three readings of Zone Amending Bylaw No. 2520 (CD-71) – 1363 Johnston Road (ZON 20-020)

---

**RECOMMENDATIONS**

THAT Council:

1. Receive for information the corporate report dated September 23, 2024, from the Director of Planning and Development Services, titled "Consideration of first three readings of Zone Amending Bylaw No. 2520 (CD-71) – 1363 Johnston Road (ZON 20-020);"
2. Give first, second and third reading to "White Rock Zoning Bylaw, 2024, No. 2506, Amendment No. 5, 2024, No. 2520 (1363 Johnston Road [Rezoning from the CR-2 Lower Town Centre Area Commercial/Residential Zone to the CD-71 Zone]);"
3. Direct staff to further negotiate the Transportation Demand Management measure proposed by the Applicant within the Parking study (prepared by CTS Traffic Engineering Specialists dated September 10, 2024) attached as Appendix D or alternate methods for contribution, and report back to Council with an update before entering into an agreement to secure the accepted TDM measure prior final adoption;
4. Direct staff to resolve the following issues before bringing "White Rock Zoning Bylaw, 2024, No. 2506, Amendment No. 5, 2024, No. 2520 (1363 Johnston Road [Rezoning from the CR-2 Lower Town Centre Area Commercial/Residential Zone to the CD-71 Zone])" back for consideration of final adoption:
  - a) Ensure that all engineering requirements and issues, including the registration of a 2.8 metre statutory right of way along the Johnston Road frontage, and the execution of a Works and Servicing Agreement are addressed to the satisfaction of the Director of Engineering and Municipal Operations;
  - b) Submit a Traffic Impact Study to the satisfaction of the Director of Engineering and Municipal Operations;
  - c) Confirm that the final Arborist Report, approved by the Director of Planning and Development Services and, more specifically, the City's Arboricultural Technician, are implemented and maintained through future demolition and construction activities;
  - d) Complete the demolition of the existing buildings to the satisfaction of the Director of Planning and Development Services;



- e) Enter into an agreement with the City that secures the Transportation Demand Management measure once negotiated;
- f) Registration of Section 219 restrictive covenants for shared parking restrictions;
- g) Registration of Section 219 restrictive covenants for Community Amenities;
- h) Develop a Construction Management Plan for staff approval; and,
- i) Develop a Comprehensive Addressing Plan for staff approval.

---

### **EXECUTIVE SUMMARY**

The City has received a combined Zoning Bylaw Amendment and Major Development Permit Application to change the zoning of the property at 1363 Johnston Road. The proposal is for a 5-storey mixed-use development that includes one (1) level of underground parking, ground floor commercial space and three (3) storeys of apartments above.

The proposal is consistent with the objectives and policies of the Official Community Plan’s (OCP) Lower Town Centre land use designation which applies to the subject property.

This application is being presented to Council for first three bylaw readings. A copy of Draft Zoning Amendment Bylaw No. 2520 is included in this corporate report as Appendix A, location and ortho maps of the property are included in Appendix B, and the Applicant’s drawing package is included as Appendix C.

The Major Development Permit application will be presented to Council at a later date.

### **PREVIOUS COUNCIL DIRECTION**

<b>Motion # &amp; Meeting Date</b>	<b>Motion Details</b>
2020-LU/P-044 October 26, 2020	THAT the Land Use and Planning Committee recommends that Council endorse that the zoning amendment application at 1363 Johnston Road proceed to the next stage in the application review process.  <b>CARRIED</b>
2020-544 November 9, 2020	THAT Council resolve that the zoning amendment application at 1363 Johnston Road is to proceed to the next stage in the application review process.  <b>CARRIED</b>

### **INTRODUCTION/BACKGROUND**

The Applicant is proposing to rezone the subject from the “CR-2 Lower Town Centre Area Commercial/Residential” Zone to a property-specific Comprehensive Development (CD) zone to allow for the proposed development which includes ten (10) condo units and approximately 93 square metres of commercial space over one level of underground parking. Uses permitted in the current CR-2 zoning and the proposed CD zoning are both consistent with the OCP land use designation.

The proposed development does not meet the off-street parking requirements outlined by the City's Zoning Bylaw and requires a parking reduction of a total of five (5) stalls. As such, the Applicant has agreed to offset one (1) residential parking shortage by proposing a Transportation Demand Management (TDM) measure which is detailed below within this staff report. The remaining four (4) visitor and commercial parking space reductions are supported by a parking study submitted by the Applicant which is also detailed further in this report for Council's consideration of the variance.

Staff is supportive of the Major Development Permit application as the form and character of the proposed development is consistent with the Official Community Plan and the Lower Town Centre Development Permit Area by demonstrating a downward transition in height and density and includes family-friendly housing.

Staff recommend Council give first, second and third readings to the proposed Zoning Bylaw Amendment subject to the recommended conditions noted in this staff report. A public hearing for the Zoning Amendment is prohibited per Section 464(3)(d). Following the third reading of the Zoning Bylaw Amendment, the Applicant would be required to fulfill several conditions prior to final adoption of the Bylaw and issuance of the Major Development Permit.

## **ANALYSIS**

### **Site Context**

The Applicant is proposing to develop a 4-storey mixed-use building consisting of 10 residential units and one commercial unit at ground level. This development is proposed on a site consisting of a single property currently hosting a single-family home which is the last remaining single-family use along this block frontage. The site is in a mixed-use area and existing buildings in the immediate vicinity are composed primarily of low-rise buildings of various ages. The lot moderately slopes from north to south.



*Figure 1: Looking west on Johnston Road at the site plus neighbouring buildings*

The site's frontage is formed on the east by Johnston Road, a primary collector road across from which will sit the 12-storey multi-family residential development, Solterra, which is currently under construction. The site can also be accessed from Winter Lane on the west which services the commercial properties to the east of this lane.

The property is located close to a school, shops, and services. It is also along a bus transit route. Several high-density mixed-use developments are located further north across Thrift Avenue in the Town Centre, and the neighbourhoods to the east and west are made up mostly of low-rise residential buildings. The 3-storey Winter Estates apartment complex is located southwest of the

subject site and separated by Winter Lane (see Figure 2 below). White Rock Elementary is located to the southeast across Roper Avenue.

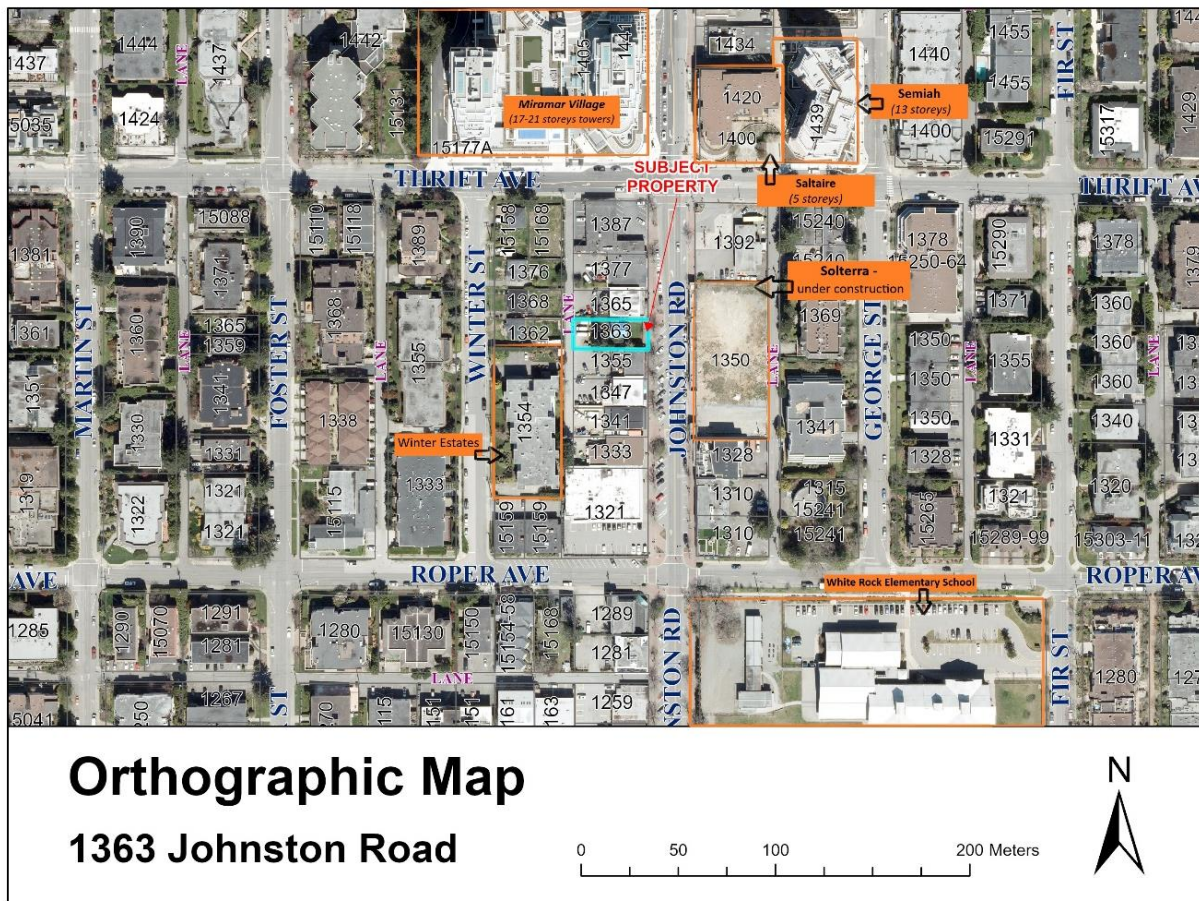


Figure 2- Subject Property and surrounding neighbourhood context

### Official Community Plan

This property's OCP land use designation is Lower Town Centre and is comprised of a diverse mix of uses while smaller in scale than the Town Centre. This designation intends to build on the existing village-like character and reinforce the low-rise, pedestrian scale of the area. All lands designated for mixed-use or multi-family residential, and are 4 storeys or more, are subject to a Major Development Permit (DP) to address building form and character.

Additionally, this designation seeks to provide opportunities for more modest residential intensification to support local businesses and public transit within walking distance of the Town Centre. This land use designation allows for multi-unit residential uses and mixed-uses (commercial/residential) in primarily mid-rise and low-rise buildings. The allowable density is up to 3.5 FAR in buildings transitioning from 6 to 4 storeys in height along Johnston Road



between Thrift Street and Roper Avenue (see Figures 3 and 4 below).



Figure 3: Maximum FAR in the Town Centre, Town Centre Transition, and Lower Town Centre Areas (Figure 9 in OCP). The Parcel highlighted in green is the subject site.



Figure 4: Maximum Building Heights in the Town Centre, Town Centre Transition, and Lower Town Centre Areas. The Parcel highlighted in green is the subject site.

The proposed development complies with the Official Community Plan but is inconsistent with the existing zone in the Zoning Bylaw. As such, a Comprehensive Development Zone is proposed to accommodate it.

### Development Proposal and Zoning Comparison

The proposed development is for a four-storey mixed-use development that consists of one level of below-grade parking, a ground-floor commercial space and 10 residential units above. The proposal includes a mix of eight (8) two-bedroom and two (2) three-bedroom units ranging from 726 square feet to 1,284 square feet. An internal courtyard on the second storey is proposed as a common amenity space for the residents, and each unit has access to private balcony space. The units are proposed as condos and are to be stratified. One commercial space totalling approximately 1,000 square feet (92.9 square metres) is proposed at the ground level.

The main pedestrian entrance and access to the commercial units are proposed to be off Johnston Road. Access to the below-grade parkade will be from Winter Lane located at the rear (west) of the property. Secured bike storage room has been proposed within the building for residents. Two

additional bike racks have also been proposed at the front building for public use by shoppers and visitors.

Two (2) shared visitor and commercial parking spaces and one (1) loading bay are located at the rear of the building to service commercial customers, residential visitors and deliveries/moving trucks. The proposed development includes a total of 13 off-street parking stalls, 11 for resident parking, 2 shared spaces for visitors and commercial space. The Applicant is seeking a parking reduction of five (5) spaces. A detailed overview of the proposed parking reduction is included later in this report under the 'Parking Variance and Transportation Demand Management (TDM) Measure' section. A rendering of the proposed development on the subject is included in Figures 5 and 6 below.



*Figure 5: View looking east with frontage on Johnston Road*



*Figure 6: View looking west with access from Winter Lane*

Due to the subject site’s location in the Town Centre and along Johnston Road, White Rock’s main retail corridor, the proposed building will connect with existing adjacent retail buildings with no interior lot line setbacks to form a continuous street wall. Landscaping for the proposed project will include patterned hardscape to provide visual interest to higher neighbouring buildings. The building is set back on the fourth storey to create a pedestrian scale, and to maximize solar exposure for adjacent developments, in accordance with the Lower Town Centre Development Permit Area Guidelines.

To facilitate the proposed development, the subject property is proposed to be rezoned from the CR-2 Lower Town Centre Area Commercial/ Residential Zone to a site-specific Comprehensive Development (CD) Zone. Table 1.0 below compares the requirements of the CR-2 Zone and the specific details of the proposed CD Zone. The architectural and landscape plans for the proposed development are attached as Appendix C.

**Table 1: Existing and Proposed Zoning**

	<b>CR-2 Lower Town Centre Area Commercial/ Residential Zone</b>	<b>Proposed CD Zone</b>
<b>Minimum Lot Area</b>	534.2 m <sup>2</sup> / 5,750.5 ft <sup>2</sup>	<b>564.29 m<sup>2</sup> / 6,073.97 ft<sup>2</sup></b>
<b>Max. Lot Coverage</b>	65%	<b>91%</b>
<b>Max. Density</b>	1.75 FAR	<b>2.55 FAR</b>
<b>Max. Building Height</b>	10.7 m / 35.1 ft	<b>15.51 m / 50.9 ft</b>
<b>Minimum Setbacks</b>		
Front	1.5 m / 4.92 ft	<b>5.8 m / 19.03 ft</b>
Interior	0.0 m	<b>0.0 m</b>
Rear	1.5 m / 4.92 ft	<b>3.0 m / 9.84 ft</b>
<b>Off-Street Parking</b>	18 spaces <i>(Residential + Visitor - 15 spaces; Commercial - 3 spaces)</i>	<b>13 spaces</b> <b>(11 residential; 2 shared visitor + commercial)</b>
<b>Off-Street Loading</b>	1 space	<b>1 space</b>

The existing Floor Area Ratio (FAR) permitted in the CR-2 Zone is 1.75. The proposed FAR is 2.55, which is less than the 3.5 FAR permitted in the OCP. A draft of the CD-71 zone is attached as Appendix A.

A total of ten (10) residential units are proposed within this development; eight (8) two-bedroom units and two (2) three-bedroom units. It is important to note that the proposal conforms to various elements of the OCP’s “Family Friendly Housing” policies. For reference, the Family-Friendly Policy (i.e., OCP Policy 11.1.1(b)) provides that a minimum of 35% of the units should be two or three bedrooms, and 10% of all units in the development should be three-bedroom units, which this proposal meets.

Statutory Right-of-way Requirement

The City’s Engineering and Municipal Operations department has requested a 2.8-metre surface statutory right of way (SRW) along the Johnston Road Frontage rather than a road dedication due to the proposal including a below-grade parkade proposed from property line to property line. The SRW is intended to enable the creation of improvements to the City’s boulevard (e.g., installation



of a multi-use, widened sidewalk, boulevard enhancement, etc.), thereby contributing to a more “complete” street.

**Parking Variance and Transportation Demand Management (TDM) Measure**

One of the more substantive areas of zoning relief sought by the Applicant is to the off-street parking requirement. Under the Zoning Bylaw, for a zone that is **not** site-specific (i.e. a Comprehensive Development zone), developers are required to provide off-street parking in accordance with the general regulations set out in section 4.14 of the bylaw, as itemized for this project in the Table 2.0 below:

*Table 2: Typical Parking Requirements*

<b>Development Type or Use</b>	<b>Sectional 4.14 Parking Ratio</b>	<b># of Spaces required</b>
Apartment (Residents)	1.2 spaces per unit (x 10 units)	12
Apartment (Visitors)	0.3 spaces per unit (x 10 units)	3
Commercial	1 per every 37m <sup>2</sup> floor area	3
<b>Total</b>		<b>18</b>

The proposed development does not meet the minimum parking requirements as outlined in Table 2.0 above. A Comprehensive Development zone, as is proposed for this development, may specify more or less off-street parking than is generally required under section 4.14. The Applicant is proposing to provide a total of 13 off-street parking spaces, as outlined in the table below. This is a 27% (5 spaces) reduction in the overall parking supply for this development.

*Table 3: Proposed Parking Requirements*

<b>Development Type or Use</b>	<b>Actual Parking Ratio</b>	<b># of Spaces provided</b>
Apartment (Strata Residents)	1.1 spaces per unit (x 10 units)	11
Apartment (Visitors)	0.1 spaces per unit (x 10 units)	1
Commercial	1 per every 37m <sup>2</sup> floor area	1
<b>Total</b>		<b>13</b>

The Zoning Bylaw (Section 4.14.3) does allow for the minimum parking spaces to be reduced by up to 10% where Transportation Demand Management (TDM) measures are provided in accordance with a report from a professional engineer and secured through a covenant placed on the property’s title.

Policy 13.5.5 of the OCP also states that parking requirements can be reviewed for new developments to ensure oversupply does not occur, in addition to considering reducing requirements in denser areas.

In support of the parking relief requested, the Applicant has provided a parking study prepared by CTS Traffic Engineering Specialists, revision date September 10, 2024 (see Appendix D). The study assessed the feasibility of shared parking between visitors, commercial retail and loading parking spaces, in addition to recommending a TDM measure to support the reduction of one residential parking space. Table 4.0 that follows outlines the parking shortfall as determined by staff.



**Table 4: Parking Shortfall (Proposed Variance)**

Development Type or Use	# of Spaces required	# of Spaces provided	Shortfall
Apartment (Strata Residents)	12	11*	1
Apartment (Visitors)	3	2^ <i>(to be shared between the uses)</i>	2
Commercial	3		2
			<b>5</b>

\*Staff support the reduced parking ratio of 1.1 spaces per unit for apartment units, based on the availability of transit options in the immediate area, the one transit pass provided by the Applicant as a TDM measure.

^2 of the commercial spaces parking would be shared by the visitors outside of business hours, per the section below.

Transportation Demand Management (TDM) Measure

The Applicant has outlined the following TDM measure in the parking study (see Appendix D), for the reduction in one (1) residential parking space.

<b>Pre-loaded Transit Pass</b> (approx. \$100)	<p>One (1) pre-loaded monthly transit pass for a period of 10 years for the residential unit deficient one vehicle parking space <i>(one of the three bedroom units have been identified for this TDM measure)</i>.</p> <p><b>OR</b></p> <p>A pre-loaded monthly transit pass for a period of 1 year for all residential units.</p>
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Recognizing that the location of the proposed development is in close proximity to transit and located on a commercial corridor, staff is supportive of reducing the parking requirement for the residential units to 1.1 space per unit (to a total of 11 spaces for 10 units). Staff concerns and comments regarding the proposed TDM measure is detailed further in this report.

If Council supports the application moving forward, the TDM measure will be secured via a covenant to require the continuation of the TDM measure.

Shared Parking

The shared parking proposal in the Applicant’s parking study (Appendix D) recommends two (2) stalls of shared parking for residential visitors and the commercial units based on a time-of-day user restriction: 9:00 a.m. to 6:00 p.m. for the commercial units, and 6:00 p.m. to 9:00 a.m. for visitors. Staff acknowledge that there may generally be a time difference in the parking demand for commercial uses relative to residential visitors, however, it is considered that a shared parking arrangement, to the extent proposed in the parking study, may not fully account for the impact on the availability of street parking in the Lower Town Centre area due to the project’s parking shortfall.

However, recognizing that the parking study has some merit regarding the shared parking approaches and that the Zoning Bylaw Section 4.14.5 contemplates provisions for shared parking between uses, staff recommend that, if Council supports the application moving forward, a covenant be registered to require the parking space restrictions for two (2) shared visitor and commercial spaces. More specifically, this involves these spaces changing to visitor spaces between 6:00 p.m. and 7:00 a.m. (to allow overnight visitors to stay past 6:00 a.m.) which aligns with similar restrictions for other developments that have a shared parking arrangement within the City. It also involves restricting the use of the commercial space on the ground floor to

specific commercial uses to not allow uses/occupancies that typically have high customer volumes and after-hours demand. Staff have developed the draft CD zone considering these factors and have listed specific *Retail Service Group 1 uses* permitted within this development for Council consideration.

Historically, depending on the scope of a proposal, additional amenity contributions have been offered and secured to mitigate the impact of parking reduction sought for new developments. Staff worked with the Applicant to negotiate compensation for the loss of four (4) visitor and customer parking spaces for this proposal. At this time, the Applicant is not proposing any additional amenity contribution in exchange for the relief sought for the loss of these parking spaces.

#### Staff Commentary

City staff have reviewed the updated Parking Study and are generally in concurrence with its findings. Staff recognize that the lack of provided parking by the proposed development may result in some spill over into nearby public parking and have therefore worked with the Applicant to mitigate potential parking conflicts.

From a staff perspective, the parking variance of a total of four (4) commercial and visitor parking spaces, and 1 residential off-street parking stall is relatively minor with respect to traffic impact on city streets in comparison to a similar variance to only residential parking stalls.

Staff is concerned that the single pass to one residential unit for ten (10) years may not sufficiently address the impact of the reduction in parking sought.

As such, this corporate report is in part intended to solicit feedback from the Council regarding the appropriateness of the parking supply presented by the Applicant and the TDM measure proposed. If the TDM measure offered by the Applicant is not sufficient to secure the loss of parking spaces, Council can seek an alternate means such as an additional amenity contribution that can go towards creating additional parking spaces elsewhere in the area that serve residents, shoppers and visitors, and could direct staff to engage in further discussions with the Applicant on the subject.

#### **Public Art and Placemaking Art**

The proposed development is situated in the heart of the uptown district and cultural corridor as identified in Council's Cultural Strategic Plan. New development projects in this area are required to continue to build on placemaking aspirations as outlined in this Strategic Plan.

The Applicant has been in discussion with the City of White Rock's Recreation and Culture Department on potential art opportunities with this development. Given the limited lot size, staff identified the *Private Sector Art Program* within Council Policy 708 to be best suited for this development. The 'private sector art program' is designed to encourage developers to commission site-specific artworks that are integrated into the public spaces adjacent to or part of the development project. Staff worked with the Applicant to determine the idea of integrating etched art into the glass panel on the guardrail as the public art component for this development as this would enhance and connect the pedestrian experience with its surroundings and, as desired in the Cultural Strategic Plan, "incorporate arts and culture into the daily life of the City." Figure 7 below shows the proposed location for the artwork for reference:



Figure 7: Proposed outdoor public art location (guardrail) on the subject property

If Council approves this application, staff will continue to work with the Applicant to ensure the selection of artistic elements is in keeping with the caliber of the City’s public art collection. This will be identified as a specific condition with the Development Permit and one that must be finalized prior to Building Permit issuance. The Major Development Permit will be presented for Council consideration at a later date.

**Lower Town Centre Development Permit Area Guidelines**

The Applicant has submitted a response to the Lower Town Centre Development Permit Area Guidelines, which apply to the proposal according to OCP Policy 22.1. The response to the guidelines is attached as Appendix E. Staff consider the submitted response to be generally in conformance with the Development Permit Guidelines in terms of design.

**Advisory Design Panel**

The Major Development Permit application tied to this proposal was presented to the City’s Advisory Design Panel (ADP) on May 21, 2024. Following the presentation and discussion, the Panel recommended that Council approve the Major Development Permit application subject to the Applicant giving further consideration to the following items listed in Table 5.0 below. The table includes the ADP comments and the Applicant’s response to each (see Appendix F for related unadopted ADP meeting minutes).

Table 5: ADP comments and applicant's responses

ADP Comments	Applicant’s response
<ul style="list-style-type: none"> <li>Feasibility of parking (pragmatic of moving in and out)</li> </ul>	<ul style="list-style-type: none"> <li>Different variations on the parkade were explored, however, due to limited space, altering the way the parking stalls are facing is not achievable without the loss of an additional parking stall.</li> <li>A parking study has been submitted with a rationale for a parking variance</li> </ul>

<ul style="list-style-type: none"> <li>To resolve all CPTED issues (all CPTED issues listed by the panel and regarding the SE corner)</li> </ul>	<ul style="list-style-type: none"> <li>A 3'6" gate will be added to prevent non-occupants in the area.</li> <li>Glazing added to all doors within exit and egress pathways.</li> <li>To control access, an enter-phone for the CRU/Parking door has been added to limit access to the building.</li> </ul>
<ul style="list-style-type: none"> <li>Courtyard landscape be reviewed in detail (include storm water tank)</li> </ul>	<ul style="list-style-type: none"> <li>More landscape and growing medium are added to the internal courtyard.</li> <li>The proposed detention tank under the internal courtyard is designed to temporarily hold stormwater runoff. Stormwater runoff is collected until peak inflow volumes subside. From there, the detained stormwater is discharged at a controlled rate.</li> </ul>
<ul style="list-style-type: none"> <li>Drawing package represent future signage addressing on the building</li> </ul>	<ul style="list-style-type: none"> <li>The drawing package has been updated to reflect this comment.</li> </ul>
<ul style="list-style-type: none"> <li>Option for covering the atrium be considered</li> </ul>	<ul style="list-style-type: none"> <li>Two glass and steel canopies are added to cover the exterior corridors which partially cover the courtyard based on previous discussion with the City.</li> </ul>
<ul style="list-style-type: none"> <li>Increased integration of green infrastructure elements which may be incorporated through the public realm, streetscape, rear lot or the building lot itself such as the courtyard or roof.</li> </ul>	<ul style="list-style-type: none"> <li>The courtyard has been redesigned and green elements increased</li> <li>Plant species are updated.</li> </ul>

Staff believe the Applicant has responded satisfactorily and made changes to the proposal to reflect the comments noted above.

**COMMUNICATION AND COMMUNITY ENGAGEMENT IMPLICATIONS**

The proposal was presented to the public through a digital Public Information Meeting (PIM) held on April 29, 2021. Six hundred and eighty (680) letters were delivered to White Rock property owners and occupants within 100 metres of the subject property. The meeting was also advertised in the April 15 and 22, 2021 issues of the Peace Arch News. Approximately five (5) people attended the virtual PIM. A digital feedback form was made available at the meeting to allow interested stakeholders to formally voice their support or non-support for the proposal while also offering additional comments. No feedback forms were received.

During the PIM, there was general support for the proposal with two questions that required the Applicant's response and are noted below.

1. The potential type of business intended for the commercial space – the Applicant responded that this has not been detailed at that time but noted that as the commercial unit was of

reasonable size they anticipate the space to accommodate a business that would be complementary to ones in the current Lower Town Centre area.

2. A drawing showing the view of the building from Thrift Street – this was not part of the PIM package at the time but has been submitted as part of the revised package.

### **FINANCIAL IMPLICATIONS**

Policy 511 sets out the density bonus/ amenity contribution requirements to permit an increase in allowable densities in exchange for providing community amenities such as park space and public realm improvements, spaces for civic uses etc. The contribution can be in the form of an onsite amenity (e.g. a public art installation), secured non-market or market rental, or as cash-in-lieu. In the Lower Town Centre area, a community amenity contribution (CAC) is required for every development that exceeds three (3) storeys and/or 1.75 FAR.

The target rate for the Lower Town Centre area based on gross floor area is calculated as \$0 for up to 1.75 FAR, and \$323 per m<sup>2</sup> for FAR between 1.75 to 3.5. Based on this target rate and based on the floorspace of 2.55 FAR for the proposal, the estimated CAC under Policy 511 is approximately \$145,835.

### **INTERDEPARTMENTAL INVOLVEMENT/IMPLICATIONS**

The application and revisions made to the project have been reviewed by staff from several municipal departments and external agencies. Before presenting the project to the City's Advisory Design Panel, the design underwent several rounds of review and revision to ensure it satisfies municipal bylaw standards and the directions provided in the City's DPA Guidelines.

The Engineering Division has requested the submission of a Traffic Impact Study to understand any traffic-related issues; both existing and that might be created by development, and to assess any traffic-related impacts that this development may have on the community. The requirement for a submission of a Traffic Impact Study is included as a third reading condition.

All other interdepartmental comments provided to the Applicant have been addressed related to this stage of the proposal.

### **LEGAL IMPLICATIONS**

If the proposed development moves forward, staff recommend that the Applicant enter into Section 219 covenants to secure the Community Amenity Contribution, the Transportation Demand Management measure and shared parking restrictions before the application is considered for final approval.

### **CLIMATE CHANGE IMPLICATIONS**

Environmental sustainability is addressed within the development by the provision of bike racks and bike storage, charging stations for electric vehicles, natural ventilation through operable windows, and storage and collection of recyclables. Rainwater runoff will also be dealt with via a stormwater detention tank located on site.

The Applicant is proposing one (1) off-street parking space (i.e. 1 per 10 spaces) to have an energized outlet with level 2 charging, and an additional off-street parking space to have rough-in EV charging infrastructure for future EV use. This meets the minimum zoning bylaw requirement for EV charging provisions for new buildings with this density.

### **IMPLICATIONS FOR TREE PRESERVATION AND TREE CANOPY ENHANCEMENT**

The Arborist Report prepared by Diamond Head (revision June 02, 2022; see Appendix G) identifies three (3) trees and one off-site share tree that are protected by the City's *Tree Protection Bylaw, 2021, No.2407*, in addition to two (2) City trees "City01" and "City02" that may be impacted by the proposal. The Applicant has proposed removing all three on-site trees and the one shared tree. Eight replacement trees would be required. Letters of Undertaking from the neighbours in support of the removal of the shared tree has been received (See Appendix G). All City trees are proposed to be retained.

Due to limited on-site planting space, no replacement trees are proposed to be accommodated on-site. The two trees proposed in the courtyard will not be considered replacement trees as they do not meet the City's Tree Protection Bylaw requirement. The Applicant will be required to pay \$12,000 as cash-in-lieu for the replacement trees not being planted on-site at the Tree Management Permit application stage which will be collected while processing the demolition permit.

### **ALIGNMENT WITH STRATEGIC PRIORITIES**

This proposal is in alignment with Council's strategic priorities of *Community* and *Housing & Land Use* where the key goals are to foster a livable city with connected residents enjoying distinctive places and activities, and to advocate for diversity in housing and practice balanced land-use planning.

### **OPTIONS / ALTERNATIVES**

The following alternative options for Council's consideration are:

1. Reject "White Rock Zoning Bylaw, 2024, No. 2506, Amendment No. 5, 2024, No. 2520 (1363 Johnston Road [Rezoning from the CR-2 Lower Town Centre Area Commercial/Residential Zone to the CD-71 Zone])"; or
2. Defer consideration of "White Rock Zoning Bylaw, 2024, No. 2506, Amendment No. 5, 2024, No. 2520 (1363 Johnston Road [Rezoning from the CR-2 Lower Town Centre Area Commercial/Residential Zone to the CD-71 Zone])" pending further information to be identified.



**CONCLUSION**

This application proposes to rezone four properties from the "CR-2 Lower Town Centre Area Commercial/ Residential Zone" to the "Comprehensive Development Zone (CD) 71". If approved, it would enable the proposed mixed-use project that consists of a ground-level commercial space and ten (10) apartment units ranging from two to three-bedroom units to be built. If Council supports this application, staff will bring the development permit forward prior

to final adoption. Overall, staff supports the proposal subject to the recommended conditions noted and Council's direction on the visitor and commercial space parking reduction sought.

Respectfully submitted,

Reviewed and Approved by,




Neethu Syam  
Planning Division Lead

Anne Berry, MCIP, RPP  
Director, Planning and Development Services

**Comments from the Chief Administrative Officer**

I concur with the recommendations of this corporate report.



Guillermo Ferrero  
Chief Administrative Officer

- Appendix A: Draft Zoning Amendment Bylaw No. 2520
- Appendix B: Location and Ortho Maps
- Appendix C: Drawing Package (Architectural and Landscape Plans)
- Appendix D: Applicant's Parking Study
- Appendix E: Applicant's response to Lower Town Centre DPA guidelines
- Appendix F: Unadopted ADP meeting minutes (May 24, 2024)
- Appendix G: Arborist Reports with Plan (includes LOUs from neighbours about shared tree)

**The Corporation of the  
CITY OF WHITE ROCK  
BYLAW No. 2520**



A Bylaw to amend the  
"White Rock Zoning Bylaw, 2024, No. 2506" as amended

The CITY COUNCIL of the Corporation of the City of White Rock in open meeting assembled ENACTS as follows:

1. THAT Schedule B of the White Rock Zoning Bylaw, 2024, No. 2506 is amended by rezoning the following lands:

Lot 2, Except Firstly: West 20 Feet, Secondly: East 7 Feet (Plan With Bylaw Filed 51177),  
Section 10 Township 1 New Westminster District Plan 8028  
PID: 011-300-281  
(1363 Johnston Road)

as shown on Schedule "1" attached hereto, from the 'CR-2 Lower Town Centre Area Commercial/Residential Zone' to 'CD-71 Comprehensive Development Zone (1363 Johnston Road)'

2. THAT *White Rock Zoning Bylaw, 2024, No.2506* as amended is further amended:
  - a) by adding to the Table of Contents for 'Section 7.0 Comprehensive Development "CD" Zones', 'Section 7.71 CD-71 Comprehensive Development Zone'; and,
  - b) by adding the attached Schedule "2" to 'Section 7.0 Comprehensive Development "CD" Zones', 'Section 7.71 CD-71 Comprehensive Development Zone'.
3. This bylaw may be cited for all purposes as "*White Rock Zoning Bylaw, 2024, No. 2506, Amendment No. 5, 2024, No. 2520 (1363 Johnston Road [Rezoning from the CR-2 Lower Town Centre Area Commercial/Residential Zone to the CD-71 Zone])*".

Public Information Meeting held this 29 day of April, 2021

RECEIVED FIRST READING on the day of , 2024

RECEIVED SECOND READING on the day of , 2024

PUBLIC HEARING prohibited pursuant to Local Government Act Section 464 (4)

RECEIVED THIRD READING on the \_\_\_\_\_ day of \_\_\_\_\_, 2024

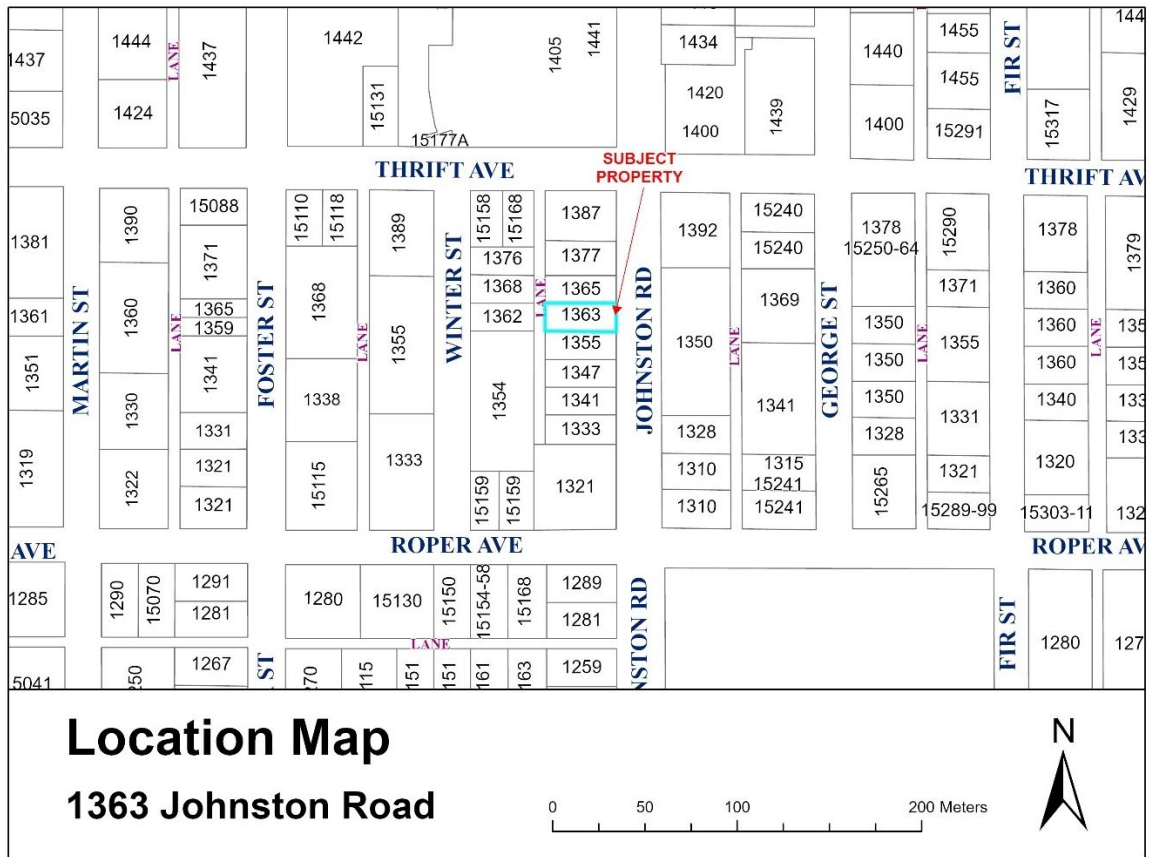
FINAL ADOPTION on \_\_\_\_\_ day of \_\_\_\_\_, 2024

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Director of Corporate Administration

DRAFT

Schedule "1"



## 7.71 CD-71 COMPREHENSIVE DEVELOPMENT ZONE (1363 Johnston Road)

### INTENT

The intent of this zone is to accommodate a mixed-use (residential/commercial) building on a site of approximately 564.29 m<sup>2</sup> (6073.97 ft<sup>2</sup>) in area.

#### **1. Permitted Uses:**

- (a) A *multi-unit residential use* in the form of an *apartment*;
- (b) A *Retail service group 1 use* limited to art gallery, artisan shop, bakery shop, barber, book shop, business office, café or coffee house, dance studio, delicatessen, drug store, financial services offices excluding "money marts" or "pay-day cash services" (not permitted), hairdresser, health club, launderette, medical or dental clinic, professional and semi-professional office, shoemakers, stationary store, tailor, tattoo/body art studio, toy stores;
- (c) A *Neighbourhood convenience store*;
- (d) *accessory home occupation use* in accordance with the provisions of Section 5.3 and that does not involve clients directly accessing the principal building;

#### **2. Location of Permitted Uses:**

- (a) A *retail service group 1 use* shall only be located on the first *storey* of the *principal building* fronting on Johnston Road.
- (b) A *multi-unit residential use* in the form of an *apartment* is limited to the *storey* or *storeys* above the portion of a *principal building* used for *retail service group 1 use*.
- (c) An *accessory home occupation use* may be located within a dwelling unit.

#### **3. Lot Coverage:**

- (a) The maximum *lot coverage* in the CD-71 zone is 91%.

#### **4. Density:**

Maximum *gross floor area* shall not exceed 1,439.5 square metres, with a minimum *commercial floor area* of 92.9 square metres, and the maximum number of *dwelling units* shall not exceed 10, comprised as follows:

- (a) **BASE DENSITY:** The maximum *gross floor area* shall not exceed 1.75 times the *lot area*.
- (b) **ADDITIONAL (BONUS) DENSITY:** Where a contribution of \$145,835, including an in-kind contribution for outdoor public art subject to an amenity agreement and a section 219 covenant delivered by the owner of the subject real property to secure the amenity, has been provided to the Community Amenity Reserve Fund to assist with the provision of the amenities in the *Community Amenity Reserve Fund Bylaw No. 2190* as amended, the maximum *gross floor area* shall not exceed 1,439.5 square metres, with a minimum of 92.9 square metres of *commercial floor area*, and the maximum number of *dwelling units* shall not exceed 10 units.

## 5. Building Height:

- (a) The *principal building* shall not exceed 115.06 metres geodetic, inclusive of the stair tower and elevator shaft.
- (b) The *principal building* shall not exceed 4 *storeys*.

## 6. Siting Requirements:

- (a) Minimum setbacks are as follows:

- (i) Setback for building from Front (east) lot line = 5.8 m (19.03 ft)
- (ii) Setback for balconies/decks from Front (east) lot line = 4.3 m (14.11 ft)
- (iii) Setback for building from Rear (west) lot line = 3.0 m (9.84 ft)
- (iv) Setback for balconies from Rear (west) lot line = 1.5 m (4.94 ft)
- (v) Setback from building from Interior (north and south) side lot lines = 0.0 m

- (b) Maximum projections into the above property line setback requirements shall be as outlined below:

- (i) A set of stairs may extend into the front yard setback.

## 7. Parking:

Off-street Parking shall be provided in accordance with Section 4.14, with a total minimum of thirteen (13) parking spaces to be provided as follows:

- (a) Eleven (11) residential off-street parking spaces shall be provided to serve the 10 *dwelling units*, at a ratio of 1.1 space per *dwelling unit*.
- (b) Two (2) shared on-site parking spaces for residential visitors and commercial parking shall be provided and they shall be clearly marked as “residential visitor/commercial parking”.
- (c) Not more than 40% of the parking spaces shall be small car spaces, and they shall be clearly marked as “small car only”.
- (d) A minimum of one (1) van-accessible parking space shall be provided and shall be clearly marked as per BC Building Code requirements.
- (e) The minimum height clearance at the accessible parking space and along the vehicle access and egress routes from the accessible parking spaces must be at least 2.3 metres to accommodate over-height vehicles equipped with a wheelchair lift or ramp.

All other Section 4.14 provisions will apply.

## 8. Loading:

- (a) A minimum of one (1) off-street loading space for commercial use shall be provided in accordance with Section 4.15.

## 9. Bicycle Parking:

- (a) A minimum of ten (10) Class I bicycle parking spaces shall be provided, in accordance with Section 4.16.
- (b) A minimum of two (2) Class II bicycle parking spaces shall be provided, in accordance with Section 4.16.



**10. Electric Vehicle Charging:**

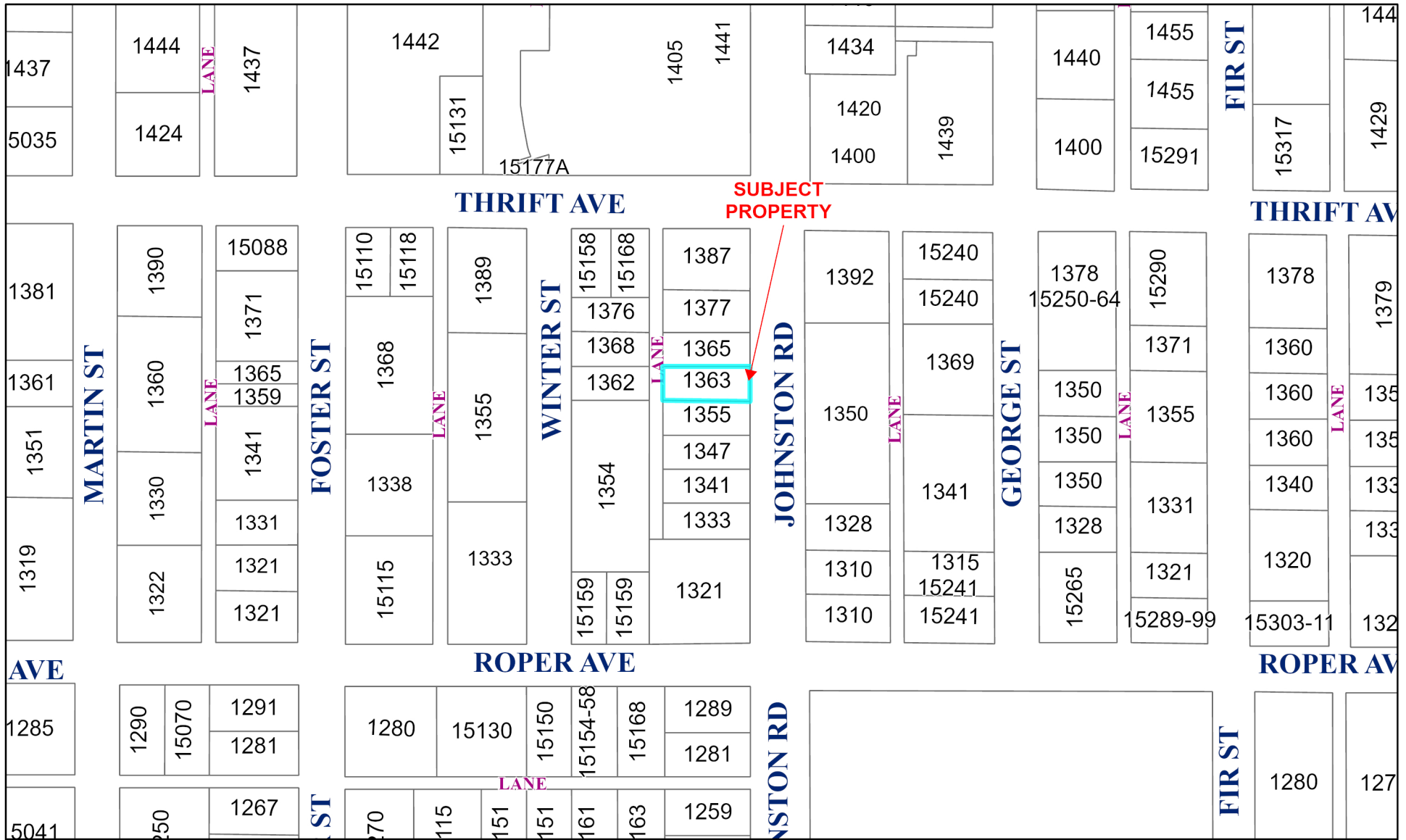
Electric Vehicle (EV) parking shall be provided in accordance with Section 4.17, with a total minimum of thirteen (13) off-street parking spaces to be provided as EV parking spaces as follows:

- (a) A minimum of one (1) stall must be provided with an *energized outlet* capable of providing a Level 2 charge or higher for electric vehicle charging.
- (b) A minimum of one (1) stall shall feature *roughed-in electric charging infrastructure*, including an electrical outlet box located within 3 metres of each parking space

**11. General:**

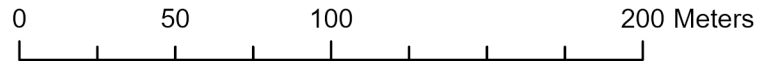
- (a) Development in this zone that includes the additional (bonus) density referred to in Subsection 4(b) shall substantially conform to the Plans prepared by Barnett Dembek Architects Inc. labelled AC-1.03, AC-1.04, AC-2.01, AC-2.02, AC-2.03, AC-3.01, AC-3.02, AC-4.01, AC-4.02, dated August 29, 2024, on file with the City of White Rock.
- (b) Development in this zone that does not include the additional (bonus) density referred to in Sub-section 4(b) shall be required to obtain a new Major Development Permit.

DRAFT



# Location Map

## 1363 Johnston Road

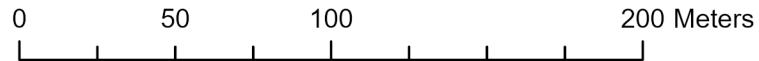






# Orthographic Map

## 1363 Johnston Road





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REV#	DATE	DRN	CRD	ISSUE	BY	DATE	ISSUED FOR
1	JUN 14, 24	MF	M1	REVISED PER APP COMMENTS			
2	JULY 3, 24	MF	M1	REVISED PER APP COMMENTS			
3	AUG 29, 24	IF5	M1	REVISED PER APP COMMENTS			



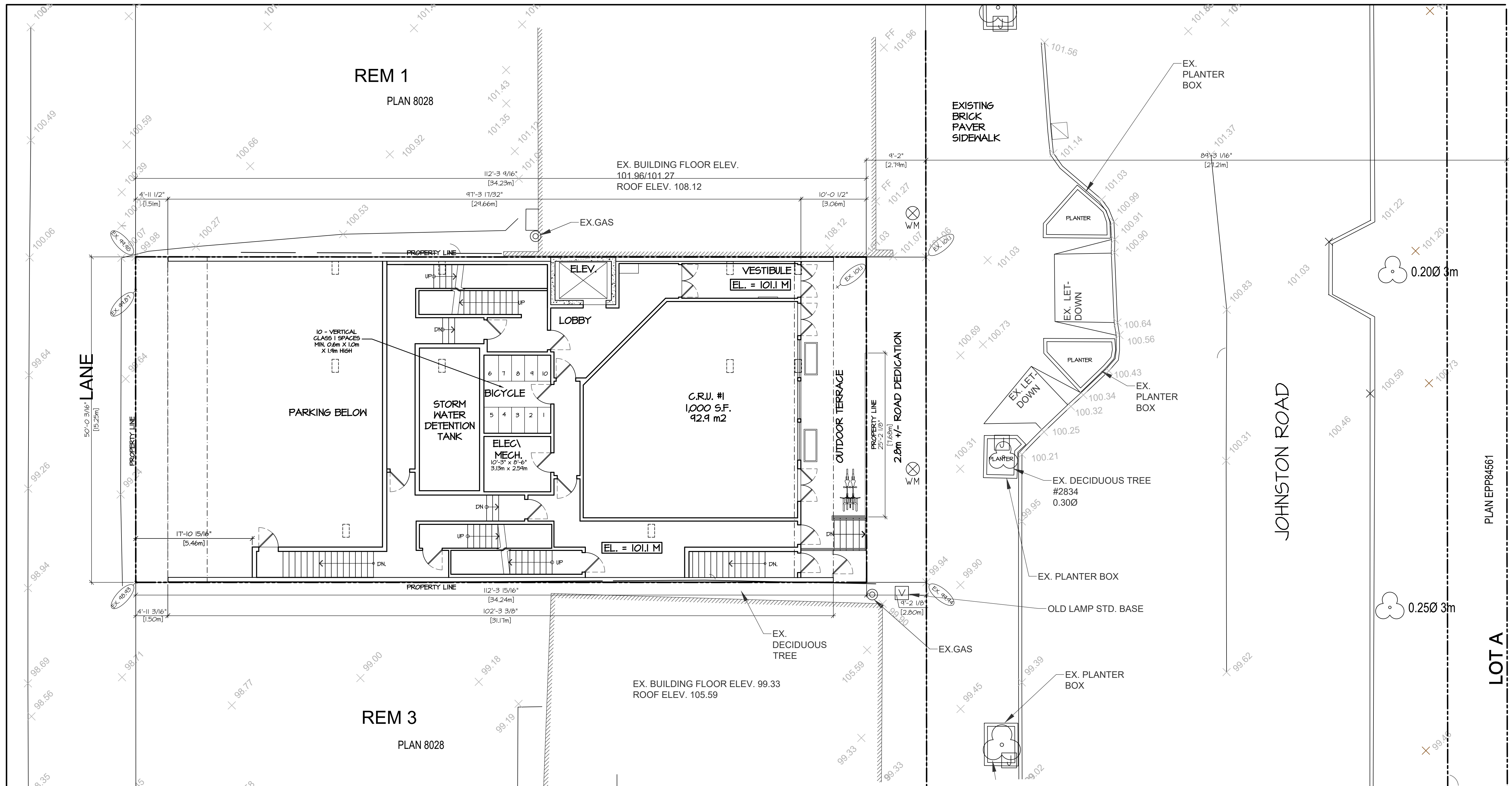
DESIGN : M.D.	DRAWN :	DATE : Aug. 24, 24	SCALE : 1/8" = 1'-0"
CLIENT : SFS CONSTRUCTION LTD.			
PROJECT : 1363 JOHNSTON ROAD, WHITE ROCK			
SHEET CONTENTS : SITE PLAN AND DEVELOPMENT DATA			

**barnett dembek**  
ARCHITECTS INC.

UNIT 135,  
7536 130 STREET,  
SURREY, B.C.  
V3W 1H8

PHONE: (604) 597-7100  
FAX: (604) 597-2099  
EMAIL: mail@darkitex.com

CLIENT NO.	SHEET NO.
PROJECT NO.	REV. NO.
20015	AC-1.01



**DEVELOPMENT DATA**

ZONING:	CR-2 (EXISTING)
LEGAL:	REM LOT 2 SEC 10 TP 1 NMD PLAN 8028
SITE AREA :	
GROSS :	6074 Sq. Ft. 0.139 acres 564.3 M2 0.056 Ha.
ROAD DEDICATION :	458 Sq. Ft. 0.011 acres 42.6 M2 0.004 Ha.
NET :	5616 Sq. Ft. 0.129 acres 521.7 M2 0.052 Ha.
RESIDENTIAL FLOOR AREA:	PROPOSED: 1.42 (8644 S.F. 803.1 M2)
G.F.A. :	ALLOWED: 1.75 (10,630 S.F. 988 M2)
	PROPOSED: 2.55 (15,445 S.F. 1434.5 M2)
SITE COVERAGE :	ALLOWED: 0.65 (3,650 S.F. 339 M2)
	PROPOSED: 0.91 (5,104 S.F. 474 M2)
LOT AREA AND DIMENSIONS :	
MINIMUM :	LOT SIZE 5,750.5 S.F. 50'-0" LOT WIDTH 115'-0"
PROPOSED :	LOT SIZE 5,616 S.F. 49'-11 3/4" LOT WIDTH 112'-3 9/16"
SETBACKS :	
FRONT :	ALLOWED : 1.5 METRES
	PROPOSED : 1.5 METRES
REAR :	ALLOWED : 1.5 METRES
	PROPOSED : 1.5 METRES
SIDE :	ALLOWED : 0 METRES
BUILDING HEIGHT :	PROPOSED : 0 METRES
	ALLOWED: 10.7 M
	PROPOSED: 15.11 M
GEODETIC HEIGHT :	115.06 M

**CONCEPTUAL SITE PLAN**  
SCALE: 1/8" = 1'-0"

PARKING -	REQUIRED :	RESIDENTIAL: 1.2 SPACES/UNIT X 10 UNITS = 12 SPACES
	REQUIRED :	VISITOR: 0.3 SPACES/UNIT X 10 UNITS = 3 SPACES
	REQUIRED :	COMMERCIAL: 1 SPACE /37 M2 = 3 SPACES
	REQUIRED :	COMMERCIAL LOADING: 1 SPACE /500 M2 = 1 SPACE
	TOTAL :	14 SPACES
	PROVIDED :	11 RESIDENTIAL SPACES (2 EV STALLS) 2 VISITOR AND COMMERCIAL SPACES 1 LOADING BAY 14 TOTAL
	SMALL CAR SPACES	
	ALLOWED	40% x 18 SPACES = 7.2 SPACES
	PROVIDED :	6 SPACES
	BICYCLE STORAGE CLASS 1 :	
	REQUIRED :	1 SPACE/UNIT X 10 UNITS = 10 SPACES
	PROPOSED :	10 SPACES
	BICYCLE STORAGE CLASS 2 :	
	REQUIRED :	0.2 SPACE/UNIT X 10 UNITS = 2 SPACES
	PROVIDED :	0.75 SPACE/200m2 = 0.348 SPACES
	TOTAL :	2,348 SPACES
	PROVIDED :	BIKE RACK FOR 2 BICYCLES

**DRAWING LIST**

- AC-1.01 CONCEPTUAL SITE PLAN
- AC-1.02 SHADOW ANALYSIS
- AC-1.03 MASSING MODEL
- AC-1.04 MASSING MODEL
- AC-1.05 STREET ELEVATION
- AC-2.01 PARKING PLAN & FIRST FLOOR PLAN
- AC-2.02 SECOND FLOOR PLAN & THIRD FLOOR PLAN
- AC-2.03 FOURTH FLOOR & ROOF PLAN
- AC-3.01 UNIT PLANS & ELEVATIONS
- AC-3.02 ELEVATIONS
- AC-4.01 BUILDING SECTIONS
- AC-5.01 SHADOW ANALYSIS
- AC-5.02 BUILDING MASSING MODEL
- AC-5.03 BUILDING ELEVATION COLORED

**UNIT BREAKDOWN**

UNIT A	2 BED	743 S.F.	4 UNITS = 3,172 S.F.
UNIT C	2 BED	726 S.F.	4 UNITS = 2,904 S.F.
UNIT D	3 BED	1,284 S.F.	2 UNITS = 2,568 S.F.
TOTAL			10 UNITS 8,644 S.F.









VIEW FROM SOUTH EAST



VIEW FROM NORTH EAST



VIEW FROM SOUTH WEST



VIEW FROM NORTH WEST

SCHEDULE OF FINISHES

- ① INDIVIDUAL CHANNEL LETTER SIGNAGE 12" HIGH SECURED TO UNDERSIDE OF EDGE OF WALL ABOVE
- ② PREFINISHED METAL GAP FLASHING - WHITE
- ③ HARDI PANEL FASCIA - "ARCTIC WHITE"
- ④ "LONGBOARD" ALUMINUM SIDING WITH SYNTHETIC WOOD FINISH - "LIGHT CHERRY"
- ⑤ "LONGBOARD" ALUMINUM SIDING WITH SYNTHETIC WOOD FINISH - "DARK CHERRY"
- ⑥ HARDI PANEL SIDING - "NIGHT GREY"
- ⑦ 2 X 6 WOOD TRIM - CHARCOAL
- ⑧ VINYL FRAMED WINDOW AND SLIDERS - BLACK

- ⑨ FROSTED GLAZED GUARDRAIL IN POWDER COATED ALUMINUM FRAME - "CHARCOAL"
- ⑩ ALUMINUM STOREFRONT DOOR AND GROUND FLOOR GLAZING - "DARK BRONZE ANODIZED"
- ⑪ GRILLE DOOR - WHITE
- ⑫ SECURITY GRILLE AND DOOR - WHITE
- ⑬ CONCRETE BLOCK FIREWALL - GREY
- ⑭ MATT BLACK CYLINDRICAL SCONCE LIGHTS
- ⑮ SOFFIT MOUNTED POT LIGHTS
- ⑯ COLOURED TEMPERED & LAMINATED GLASS PUBLIC ART RAIL, LIGHTING AND IMAGES TO CITY OF WHITE ROCK POLICY #108, SECTION 2.3 "PRIVATE SECTOR ART PROGRAM"

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REV#	DATE	DRN	CK'D	ISSUE	BY	DATE	ISSUED FOR
	JUNE 14, 24	HP	MY				
							REVISED PER ADP COMMENTS



c15-shadows.dwg

DESIGN : M.D.	DRAWN :	DATE : Aug. 24, 24	SCALE : 1/8" = 1'-0"
CLIENT : SFS CONSTRUCTION LTD.		PROJECT : 1363 JOHNSTON ROAD, WHITE ROCK	
SHEET COMMENTS : MASSING MODEL			

**barnett dembek**  
ARCHITECTS INC.

UNIT 135,  
7536 130 STREET,  
SURREY, B.C.  
V3W 1H8

PHONE: (604) 597-7100  
FAX: (604) 597-2099  
EMAIL: mail@darkitex.com

CLIENT NO.	SHEET NO.
20015	AC-1.03
PROJECT NO.	REV. NO.
20015	



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STREET VIEW AT JOHNSTON ROAD

SCHEDULE OF FINISHES

- ① INDIVIDUAL CHANNEL LETTER SIGNAGE 12" HIGH SECURED TO UNDERSIDE OF EDGE OF WALL ABOVE
- ② PREFINISHED METAL CAP FLASHING - WHITE
- ③ HARDI PANEL FASCIA - "ARCTIC WHITE"
- ④ "LONGBOARD" ALUMINUM SIDING WITH SYNTHETIC WOOD FINISH - "LIGHT CHERRY"
- ⑤ "LONGBOARD" ALUMINUM SIDING WITH SYNTHETIC WOOD FINISH - "DARK CHERRY"
- ⑥ HARDI PANEL SIDING - "NIGHT GREY"
- ⑦ 2 X 6 WOOD TRIM - CHARCOAL
- ⑧ VINYL FRAMED WINDOW AND SLIDERS - BLACK
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- ⑩ ALUMINUM STOREFRONT DOOR AND GROUND FLOOR GLAZING - "DARK BRONZE ANODIZED"
- ⑪ GRILLE DOOR - WHITE
- ⑫ SECURITY GRILLE AND DOOR - WHITE
- ⑬ CONCRETE BLOCK FIREWALL - GREY
- ⑭ MATT BLACK CYLINDRICAL SCONCE LIGHTS
- ⑮ SOFFIT MOUNTED POT LIGHTS
- ⑯ COLOURED TEMPERED & LAMINATED GLASS PUBLIC ART RAIL, LIGHTING AND IMAGES TO CITY OF WHITE ROCK POLICY #108, SECTION 2.3 "PRIVATE SECTOR ART PROGRAM"



VIEW FROM SOUTHEAST



VIEW FROM NORTHEAST



VIEW FROM LANE

REV#	DATE	DRN	CKD	ISSUE	BY	DATE	ISSUED FOR
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DESIGN :	M.D.	DRAWN :	DATE :	SCALE :
CLIENT :	SFS CONSTRUCTION LTD.		Aug. 24, 24	1/8" = 1'-0"
PROJECT :	1363 JOHNSTON ROAD, WHITE ROCK			
SHEET CONTENTS :	MASSING MODEL			

**barnett dembek**  
ARCHITECTS INC.

UNIT 135,  
7536 130 STREET,  
SURREY, B.C.  
V3W 1H8

PHONE: (604) 597-7100  
FAX: (604) 597-2099  
EMAIL: mail@darkitex.com

CLIENT NO.	SHEET NO.
	AC-1.04
PROJECT NO.	REV. NO.
20015	





**EXISTING ELEVATION**

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



**PROPOSED ELEVATION**

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

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							REVISED PER ADP COMMENTS



C05-STREET.dwg

DESIGN : M.D.	DRAWN :	DATE : Aug. 24 24	SCALE : 1/8" = 1'-0"
CLIENT : SFS CONSTRUCTION LTD.		PROJECT : 1363 JOHNSTON ROAD, WHITE ROCK	
SHEET CONTENTS : STREET ELEVATION			

**barnett dembek**  
ARCHITECTS INC.

UNIT 135,  
7536 130 STREET,  
SURREY, B.C.  
V3W 1H8

PHONE: (604) 597-7100  
FAX: (604) 597-2099  
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REV#	DATE	DRN	CD	REVISED PER APP. COMMENTS
1	JUNE 14, 24	MF	M1	REVISED PER APP. COMMENTS
2	JULY 9, 24	MF	M1	REVISED PER APP. COMMENTS
3	AUG 29, 24	FS	M1	REVISED PER APP. COMMENTS

ISSUED FOR	BY	DATE

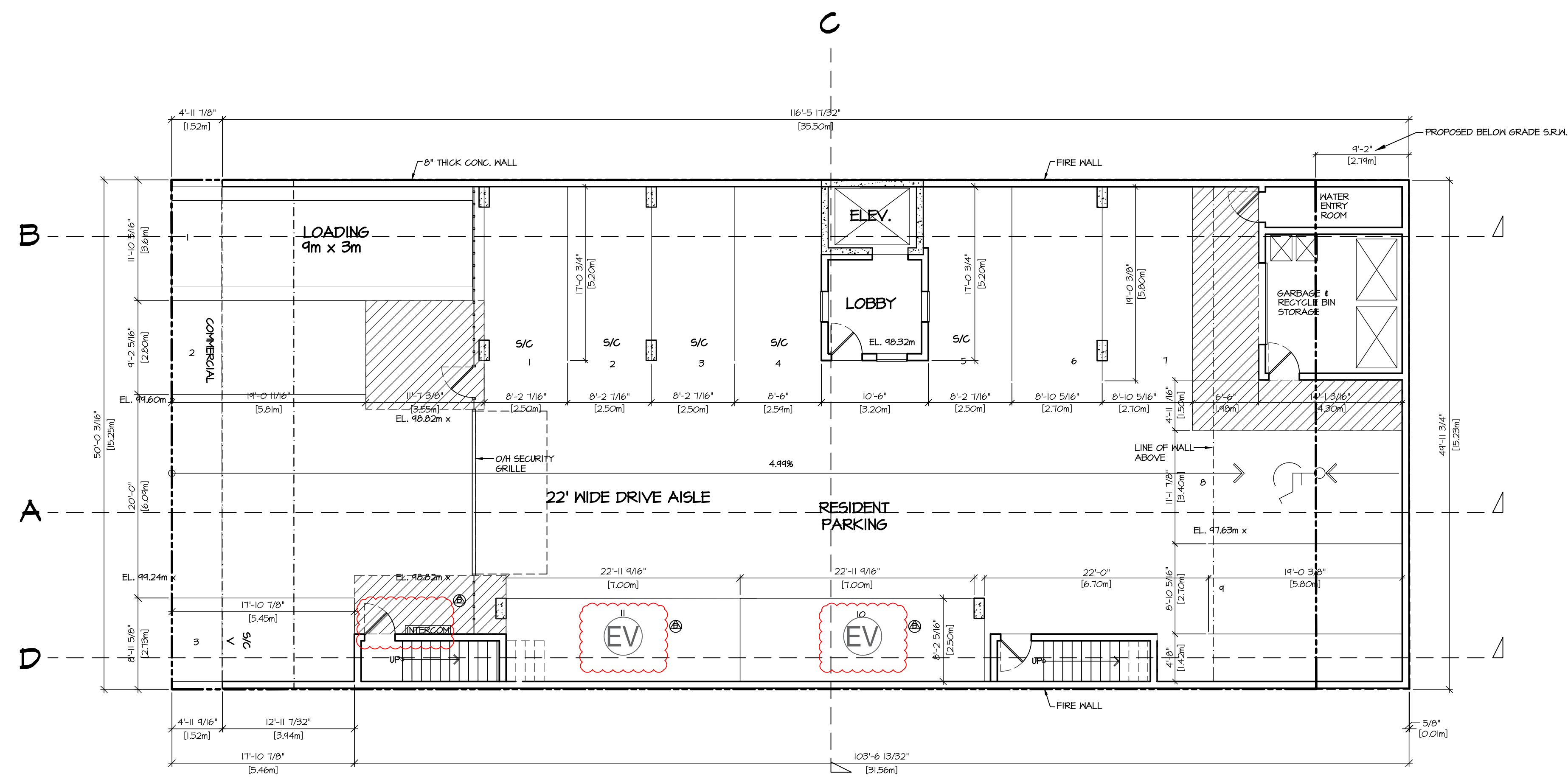
CLIENT :	SFS CONSTRUCTION LTD.
DESIGN :	M.D.
DRAWN :	
DATE :	Aug. 24, 24
SCALE :	1/8" = 1'-0"
PROJECT :	1363 JOHNSTON ROAD, WHITE ROCK
SHEET CONTENTS :	PARKING PLAN & FIRST FLOOR PLAN

**barnett dembek**  
ARCHITECTS INC.

UNIT 135,  
7536 130 STREET,  
SURREY, B.C.  
V3W 1H8

PHONE: (604) 597-7100  
FAX: (604) 597-2099  
EMAIL: mail@darkitex.com

CLIENT NO.	SHEET NO.
PROJECT NO.	REV. NO.
20015	AC-2.01

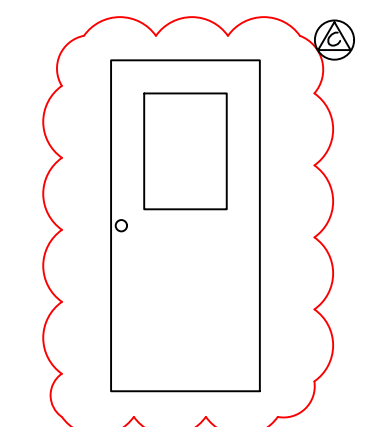


**NOTE:**  
- THE ROAD OVER PARKADE WILL BE DESIGNED TO SUPPORT A FIRE TRUCK OF 80000 lbs.  
- STORAGE LOCKERS TO BE DESIGNED IN CONFORMANCE WITH NFPA 3  
- A MINIMUM OF 1 OF EVERY 10 OFF-STREET PARKING SPACES SHALL FEATURE AN ENERGIZED OUTLET CAPABLE OF PROVIDING LEVEL 2 CHARGING OR HIGHER TO THE OFF-STREET PARKING SPACE.  
AN ADDITIONAL 1 OF EVERY 10 OFF-STREET PARKING SPACES SHALL FEATURE ROUGHED-IN ELECTRIC VEHICLE CHARGING INFRASTRUCTURE, INCLUDING AN ELECTRICAL OUTLET BOX LOCATED WITHIN 3 METRES OF THE PARKING SPACE.

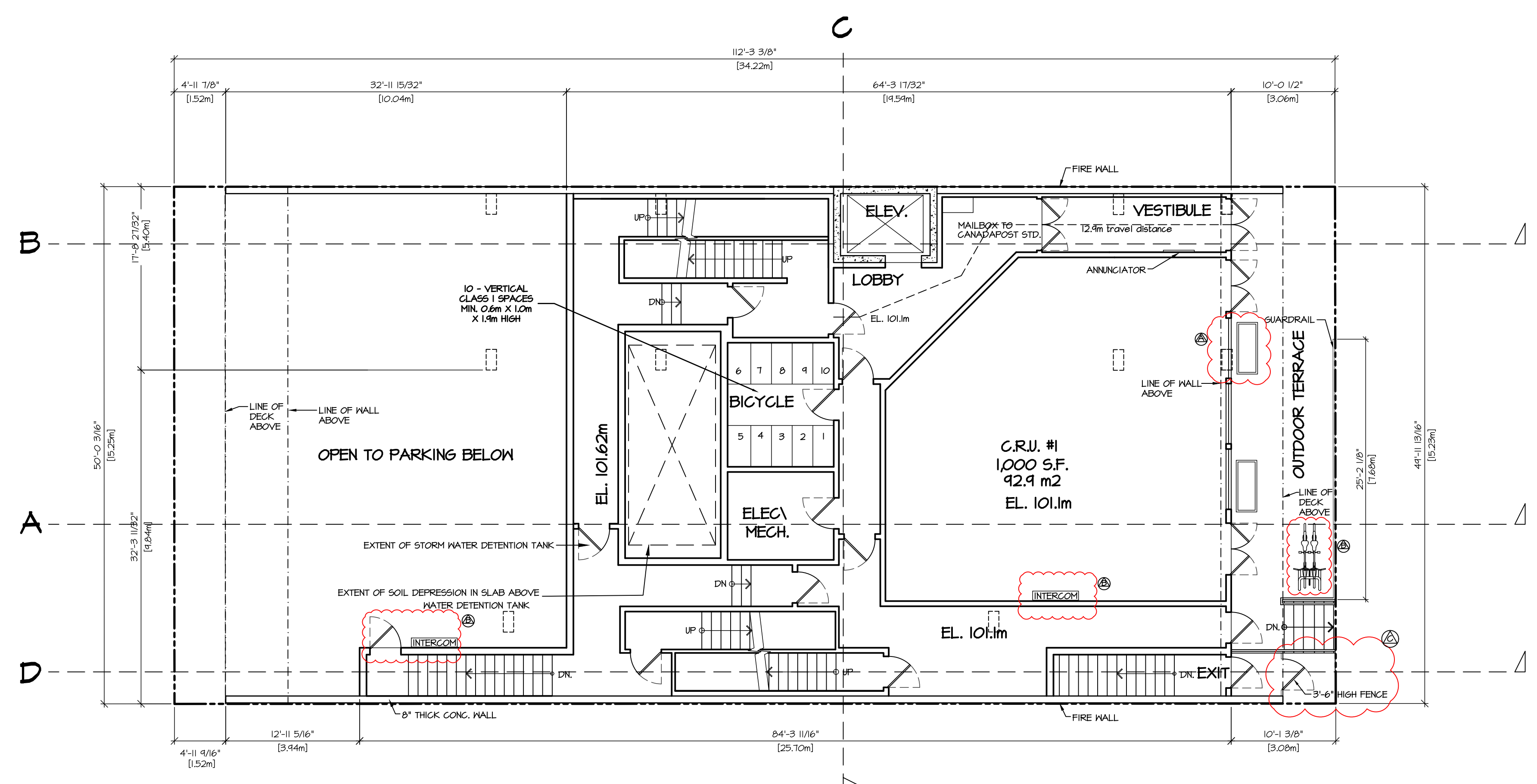
**OPTED REQUIREMENTS FOR UNDERGROUND PARKING**

THE FOLLOWING IS A SUMMARY OF OPTED REQUIREMENTS FOR THE UNDERGROUND PARKING AS RECOMMENDED BY THE SURREY RCMP.

- a) PAINT THE UNDERGROUND PARKING WALLS & COLUMNS WHITE.
- b) INSTALL HARD-WIRED VIDEO SURVEILLANCE EQUIPMENT IN U/G PARKING.
- c) AVOID HIDDEN CORNERS AND INSTALL CONVEX MIRRORS AS NEEDED IN U/G PARKING AND STAIRWELLS.
- d) PROVIDE VISION PANELS IN ALL DOORS IN U/G PARKING LEADING TO PUBLICLY ACCESSIBLE AREAS.
- e) ELEVATOR LOBBY IN U/G PARKING AREA SHOULD BE GLAZED TO PERMIT NATURAL SURVEILLANCE.
- f) ENSURE ADEQUATE LIGHTING THROUGHOUT THE U/G PARKING.
- g) PROVIDE ROUGH SURFACE FINISH ON RAMPS TO DETER SKATEBOARDERS.



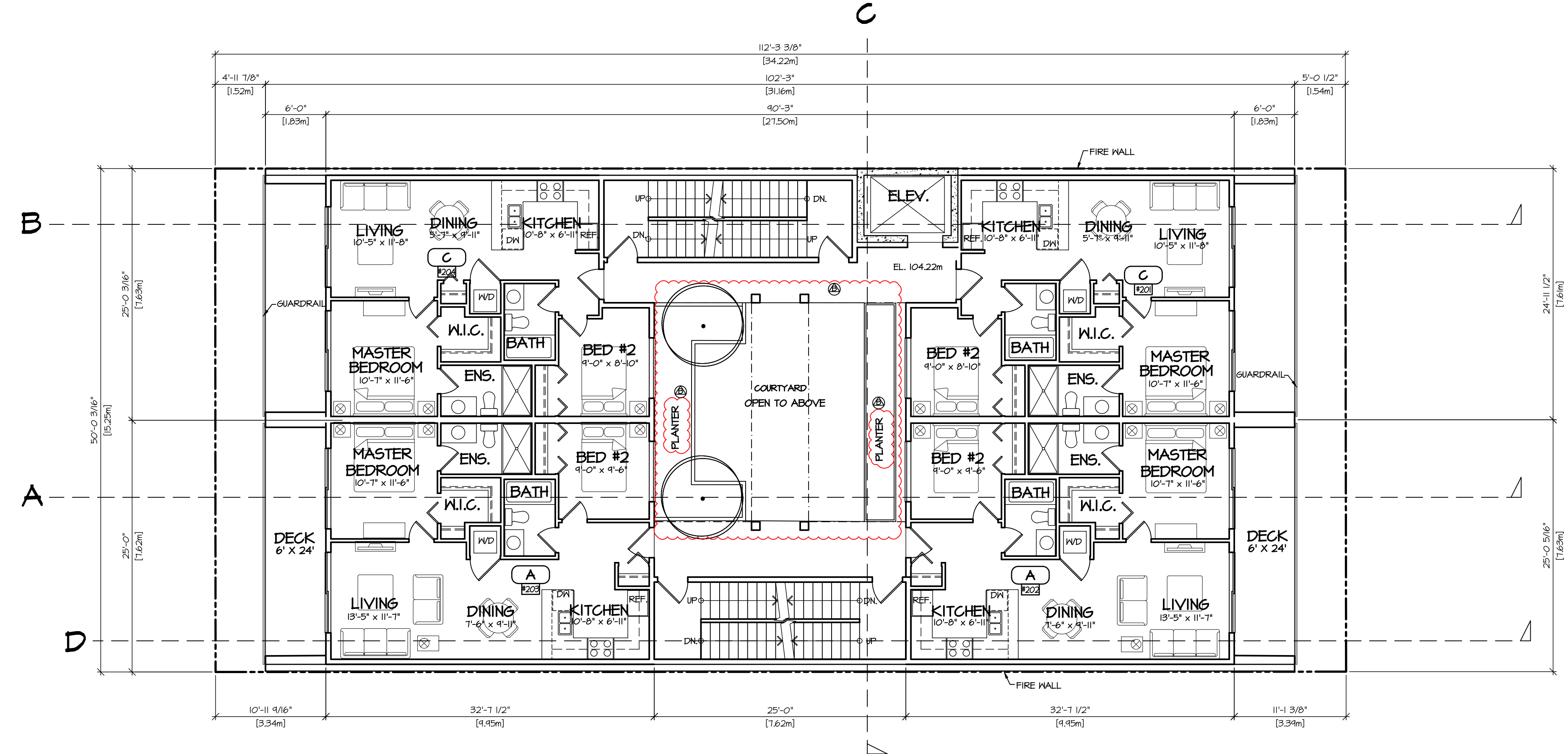
**GLAZED EXIT / EGRESS DOORS**  
NTS



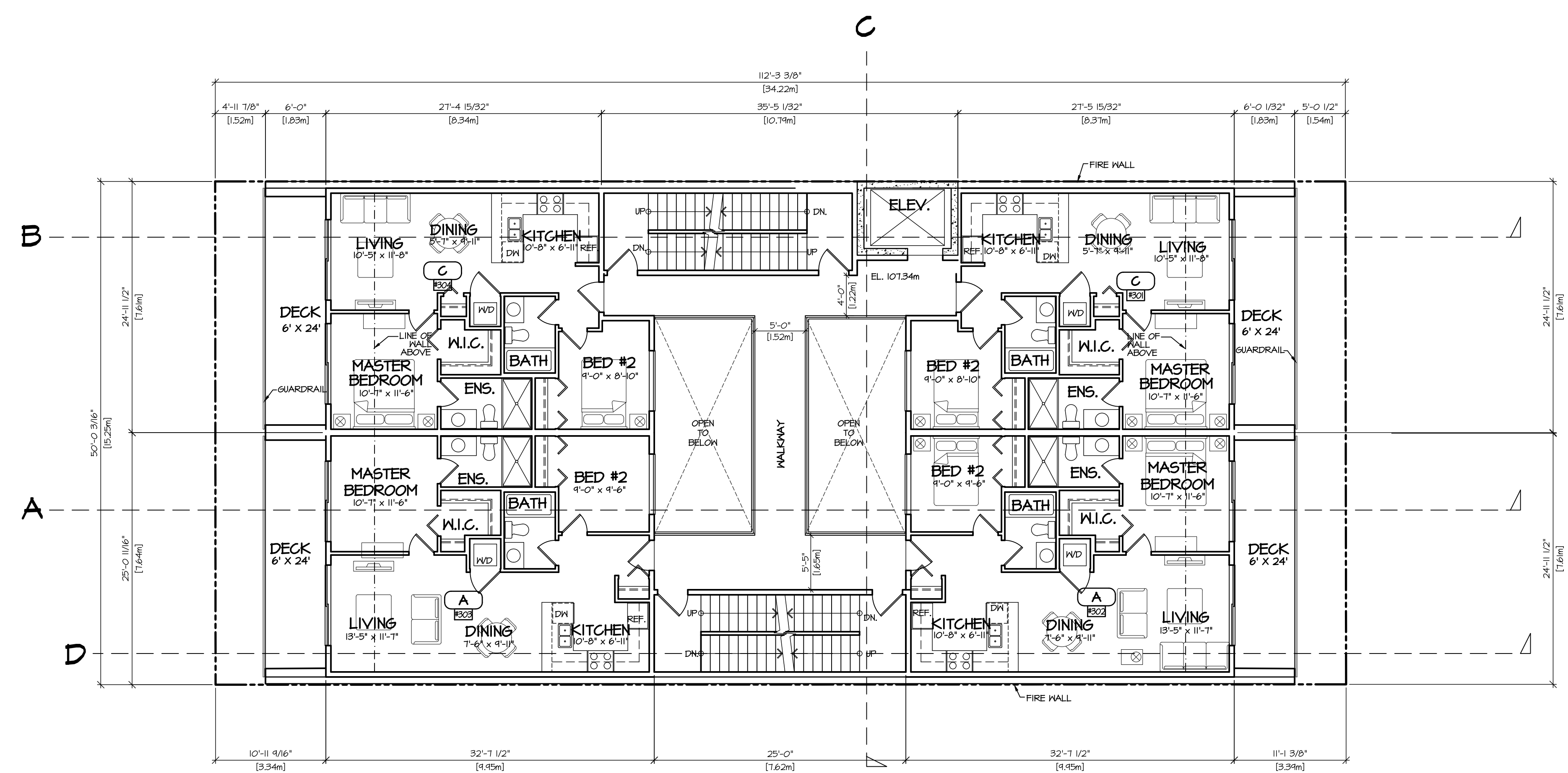
**NOTE :**  
PROVIDE SOFFIT MOUNTED LIGHTING TO FRONT TERRACE AREA AND REAR SOFFIT OVER LOADING AND COMMERCIAL/VISITOR STALLS 2 & 3



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**SECOND FLOOR PLAN**  
SCALE: 1/8" = 1'-0"  
4,800 S.F.



**THIRD FLOOR PLAN**  
SCALE: 1/8" = 1'-0"  
4,626 S.F.

NOTE :  
PROVIDE WALL MOUNTED SCENCE LIGHTING ON UNIT DECKS

NOTE :  
PROVIDE SOFFIT MOUNTED POT LIGHTING UNDER COURTYARD WALKS

REV#	DATE	DRN	CD	ISSUE	BY	DATE	ISSUED FOR
1	JUL 24	MP	M1	REVISED PER APP COMMENTS			
2	JUL 24	MP	M1	REVISED PER APP COMMENTS			

DESIGN :	M.D.
DRAWN :	
DATE :	Aug. 24 24
SCALE :	1/8" = 1'-0"
CLIENT :	SFS CONSTRUCTION LTD.
PROJECT :	1363 JOHNSTON ROAD, WHITE ROCK
SHEET CONTENTS :	SECOND & THIRD FLOOR PLAN

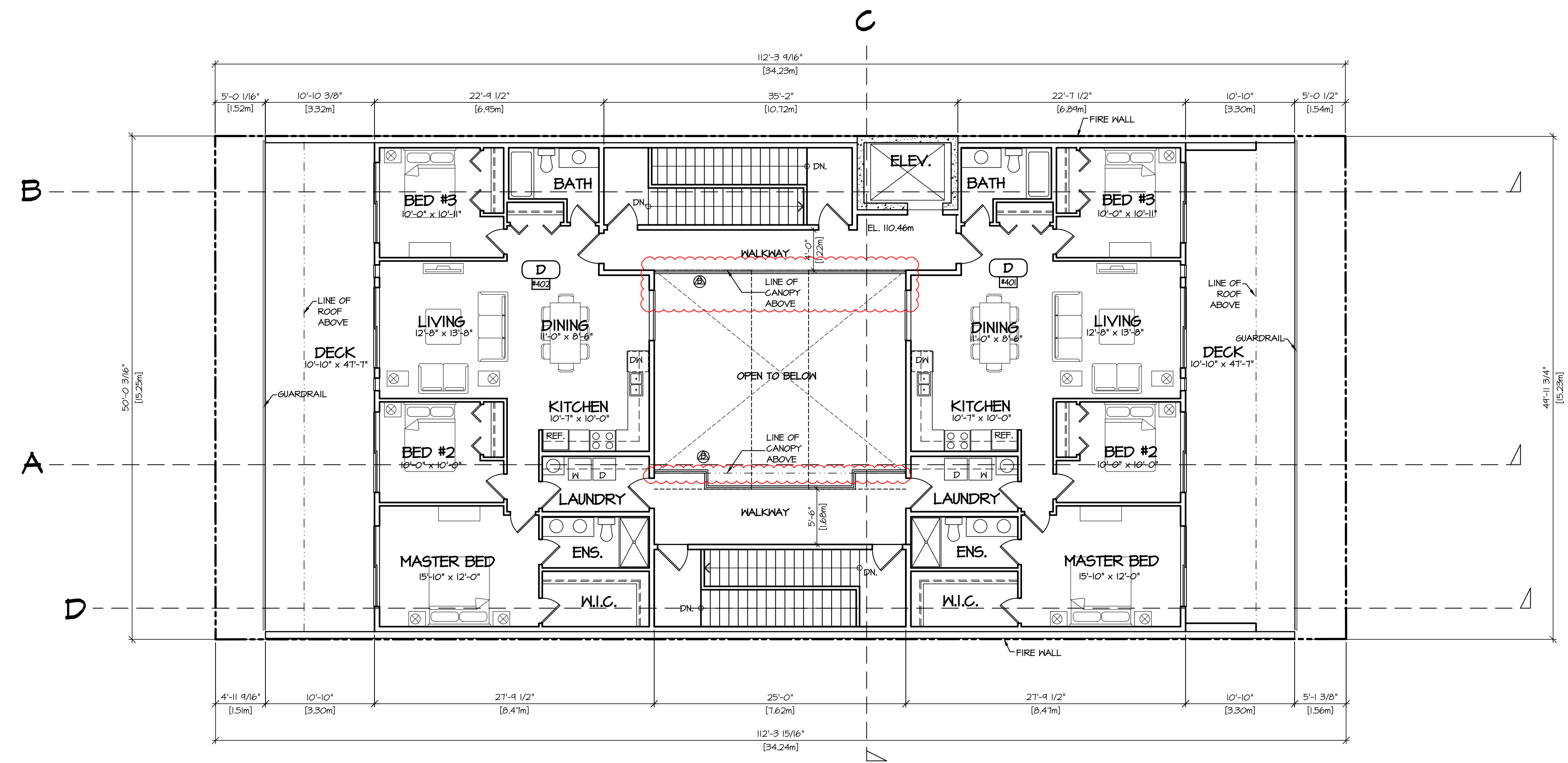
**barnett dembek**  
ARCHITECTS INC.  
UNIT 135,  
7536 130 STREET,  
SURREY, B.C.  
V3W 1H8

PHONE: (604) 597-7100  
FAX: (604) 597-2099  
EMAIL: mail@darkitex.com

CLIENT NO.	SHEET NO.
PROJECT NO.	REV. NO.
20015	AC-2.02



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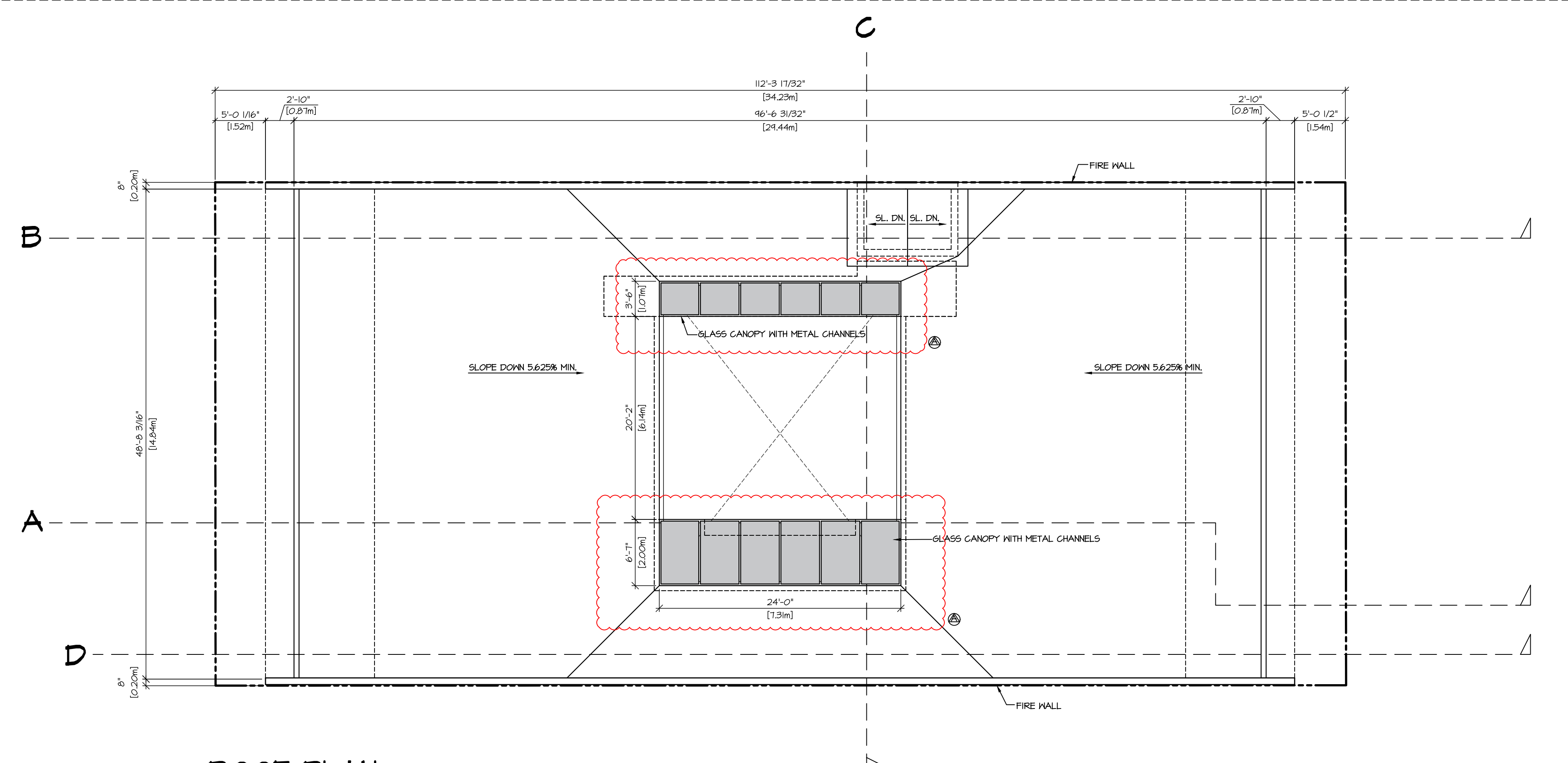


**FOURTH FLOOR PLAN**  
SCALE: 1/8" = 1'-0" 3,915 S.F.

NOTE :  
PROVIDE WALL MOUNTED SCENCE LIGHTING ON UNIT DECKS

NOTE :  
PROVIDE SOFFIT MOUNTED POT LIGHTING UNDER COURTYARD WALKS

REV#	DATE	DRN	CD	REVISION
1	JUL 14, 24	MF		REVISED PER APP COMMENTS
2	JUL 24, 24	MF		REVISED PER APP COMMENTS



**ROOF PLAN**  
SCALE: 1/8" = 1'-0"

DESIGN :	M.D.	DRAWN :	DATE :	SCALE :
CLIENT :	SFS CONSTRUCTION LTD.	PROJECT :	1363 JOHNSTON ROAD, WHITE ROCK	1/8" = 1'-0"
SHEET CONTENTS : ROOF PLAN & UNIT PLANS				

**barnett dembek**  
ARCHITECTS INC.  
UNIT 135,  
7536 130 STREET,  
SURREY, B.C.  
V3W 1H8  
PHONE: (604) 597-7100  
FAX: (604) 597-2099  
EMAIL: mail@darkitex.com

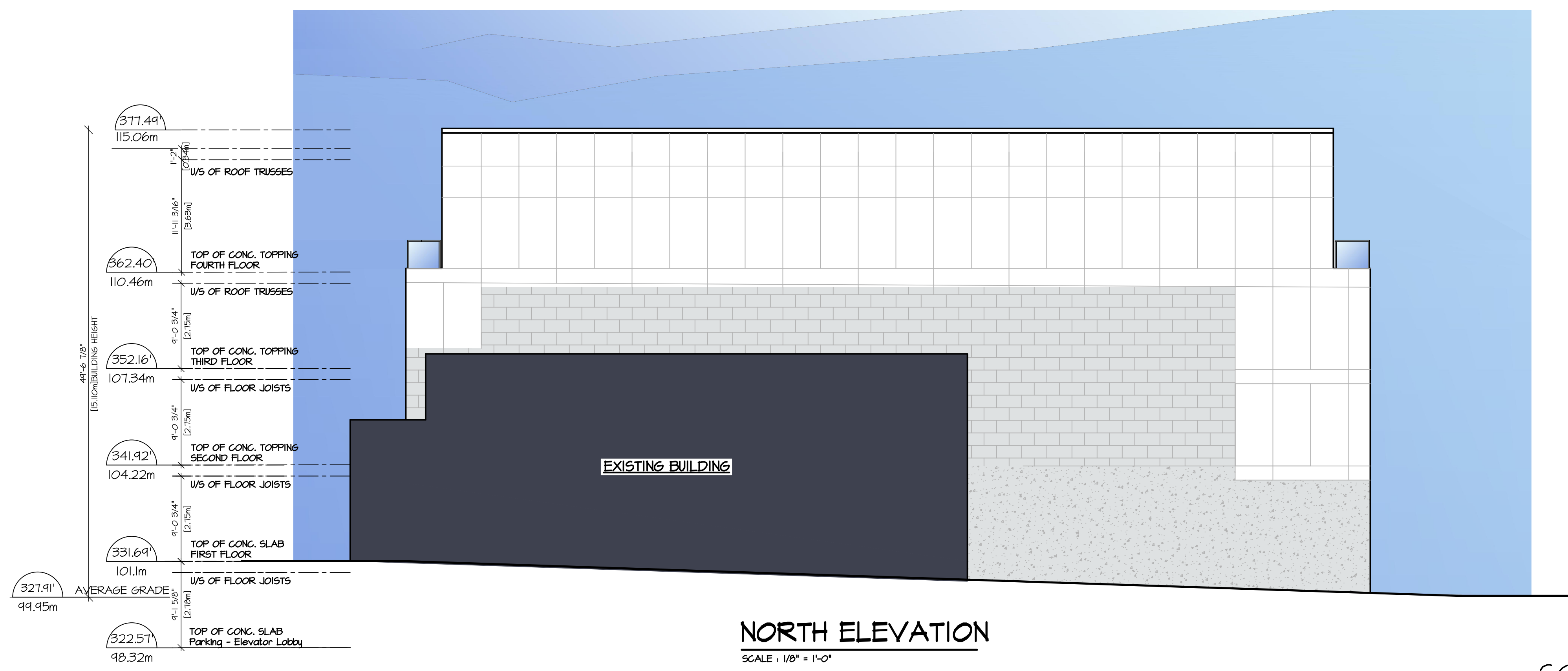
CLIENT NO.	SHEET NO.
20015	AC-2.03
PROJECT NO.	REV. NO.





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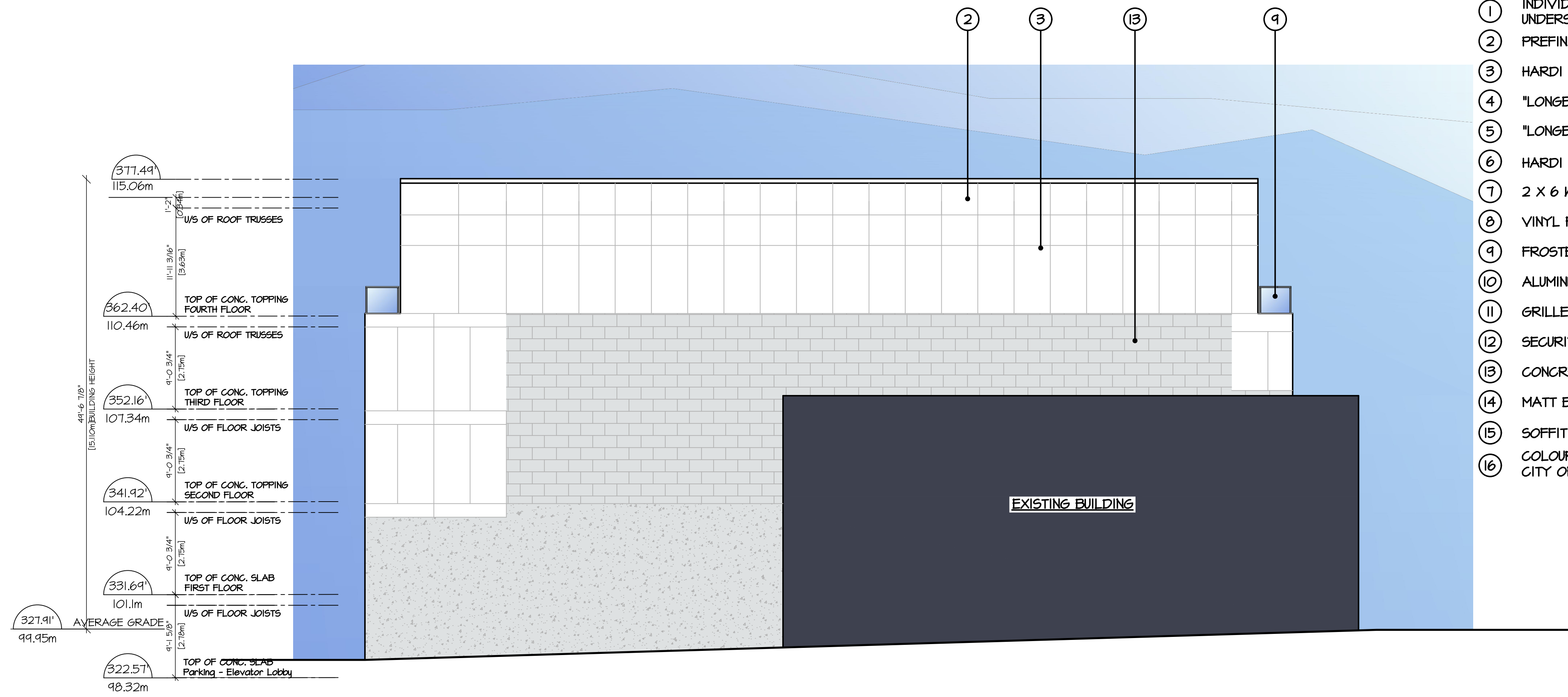
REV#	DATE	DRN	CD	ISSUE	DATE	BY	ISSUED FOR
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2	JULY 9, 24	MP	MM	REVISED PER APP COMMENTS			



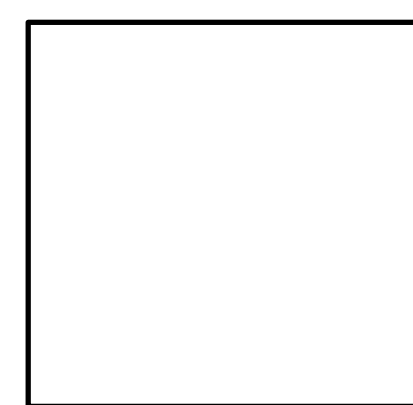
**NORTH ELEVATION**  
SCALE : 1/8" = 1'-0"

**SCHEDULE OF FINISHES**

- ① INDIVIDUAL CHANNEL LETTER SIGNAGE 12" HIGH SECURED TO UNDERSIDE OF EDGE OF WALL ABOVE
- ② PREFINISHED METAL CAP FLASHING - BLACK
- ③ HARDI PANEL FASCIA - "ARCTIC WHITE"
- ④ "LONGBOARD" ALUMINUM SIDING WITH SYNTHETIC WOOD FINISH - "LIGHT CHERRY"
- ⑤ "LONGBOARD" ALUMINUM SIDING WITH SYNTHETIC WOOD FINISH - "DARK CHERRY"
- ⑥ HARDI PANEL SIDING - "NIGHT GREY"
- ⑦ 2 X 6 WOOD TRIM - CHARCOAL
- ⑧ VINYL FRAMED WINDOW AND SLIDERS - BLACK
- ⑨ FROSTED GLAZED GUARDRAIL IN POWDER COATED ALUMINUM FRAME - "CHARCOAL"
- ⑩ ALUMINUM STOREFRONT DOOR AND GROUND FLOOR GLAZING - "DARK BRONZE ANODIZED"
- ⑪ GRILLE DOOR - WHITE
- ⑫ SECURITY GRILLE AND DOOR - WHITE
- ⑬ CONCRETE BLOCK FIREWALL - GREY
- ⑭ MATT BLACK CYLINDRICAL SCONCE LIGHTS
- ⑮ SOFFIT MOUNTED POT LIGHTS
- ⑯ COLOURED TEMPERED & LAMINATED GLASS PUBLIC ART RAIL, LIGHTING AND IMAGES TO CITY OF WHITE ROCK POLICY #108, SECTION 2.3 "PRIVATE SECTOR ART PROGRAM"



**SOUTH ELEVATION**  
SCALE : 1/8" = 1'-0"



DESIGN : M.D.	DRAWN : M.D.	DATE : Aug. 24, 24	SCALE : 1/8" = 1'-0"
CLIENT : SFS CONSTRUCTION LTD.			
PROJECT : 1363 JOHNSTON ROAD, WHITE ROCK			
SHEET CONTENTS : BUILDING ELEVATIONS			

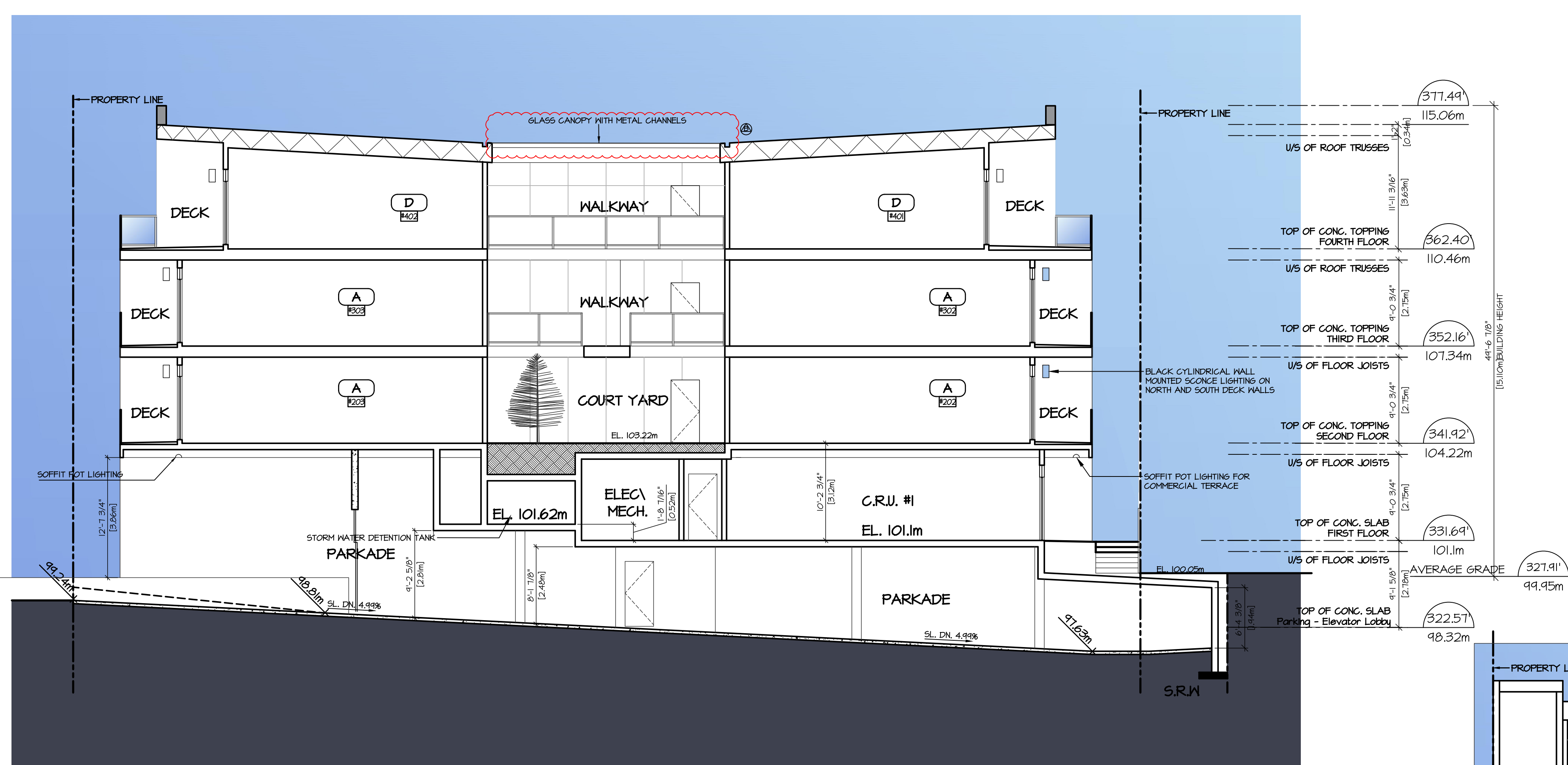
**barnett dembek**  
ARCHITECTS INC.

UNIT 135,  
7536 130 STREET,  
SURREY, B.C.  
V3W 1H8

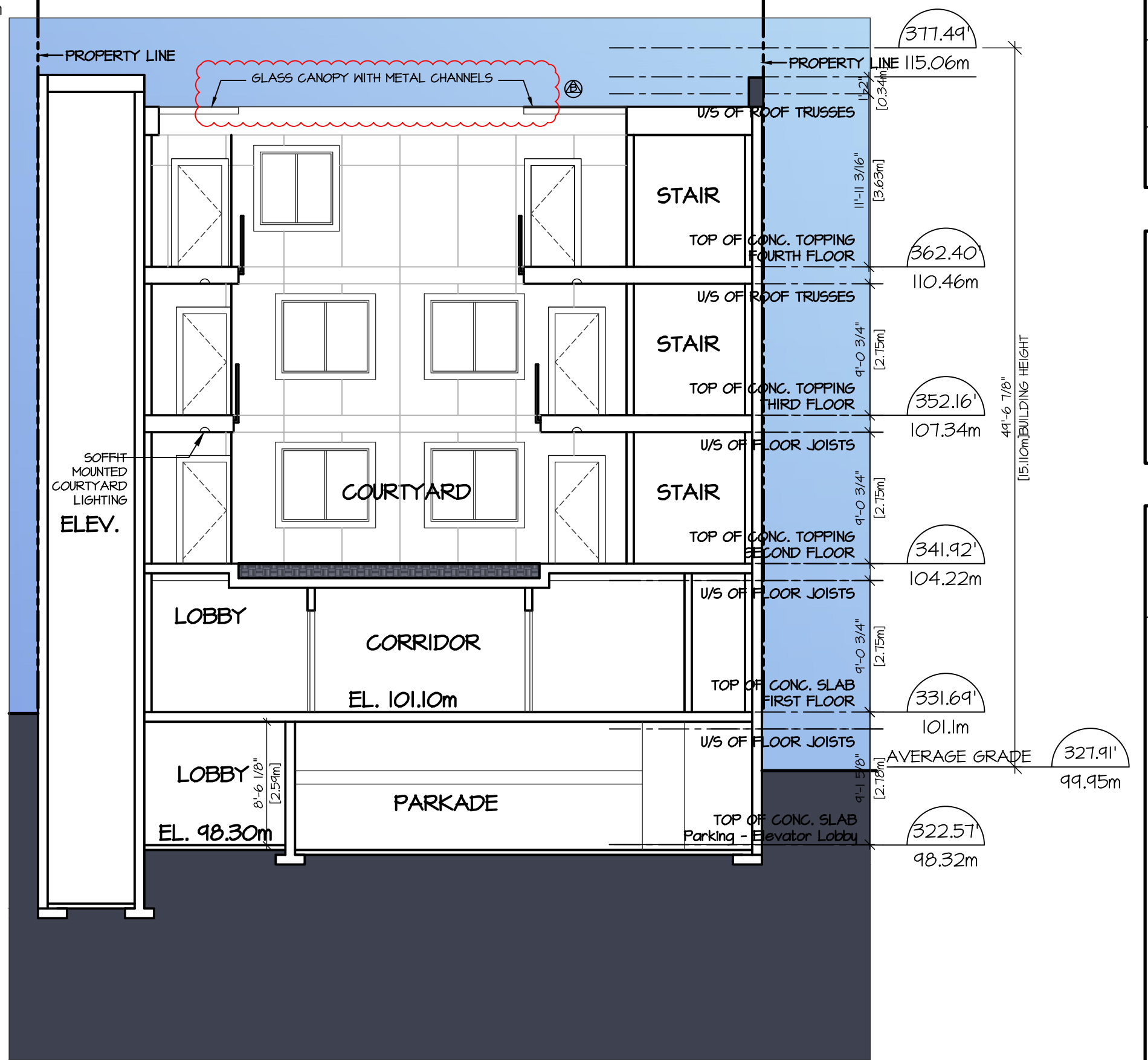
PHONE: (604) 597-7100  
FAX: (604) 597-2099  
EMAIL: mail@darkitex.com

CLIENT NO.	SHEET NO.
PROJECT NO.	REV. NO.
20015	AC-3.02

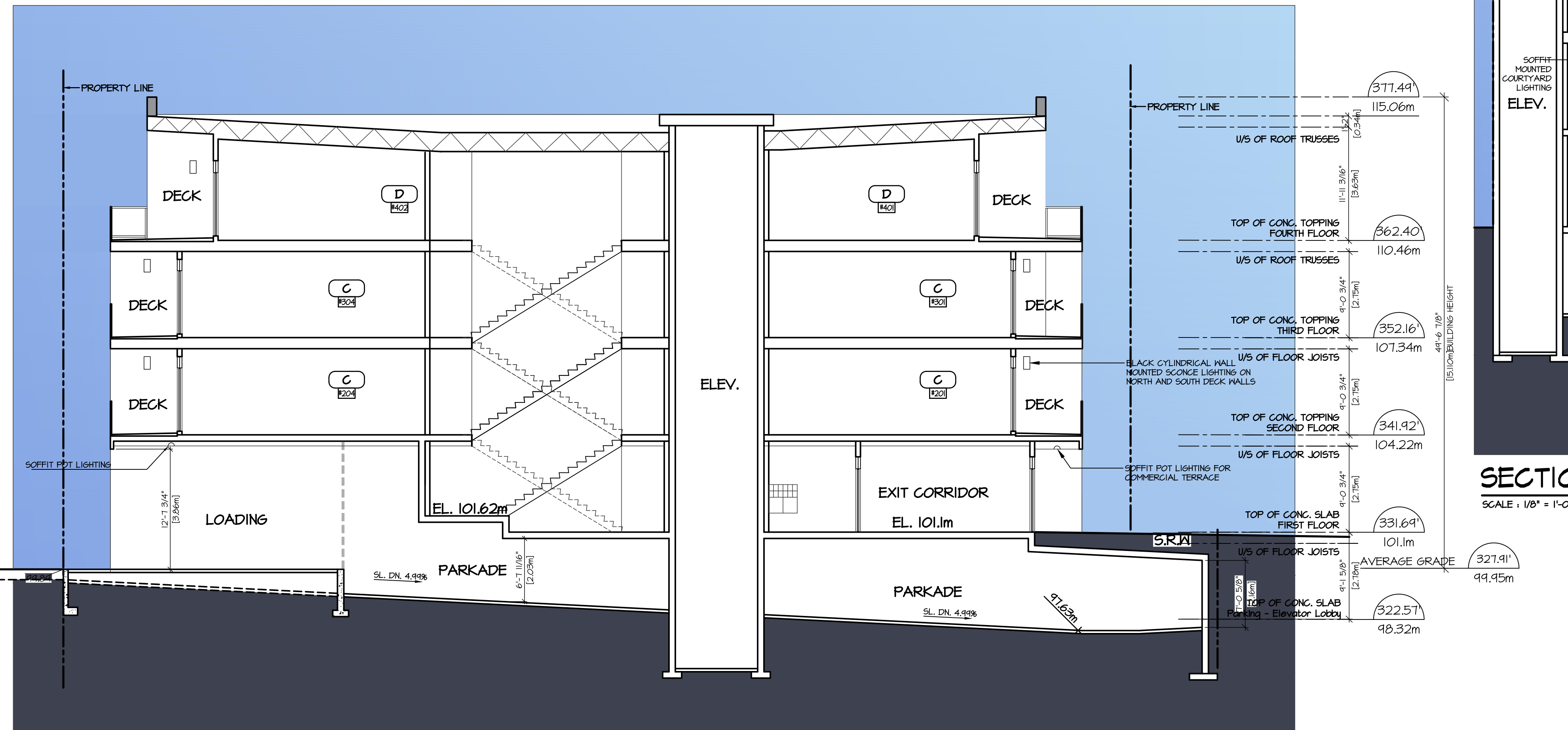
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**SECTION A**  
SCALE: 1/8" = 1'-0"



**SECTION C**  
SCALE: 1/8" = 1'-0"



**SECTION B**  
SCALE: 1/8" = 1'-0"

NOTE:  
PROVIDE THRU WALL DRY  
SPRINKLER HEAD PROTECTION  
FOR ALL DECKS

REV#	DATE	DRN	CD	ISSUE	BY	DATE	ISSUED FOR
1	JUL 24, 24	MF	M1	REVISED PER ADP COMMENTS			
2	JUL 24, 24	MF	M1	REVISED PER ADP COMMENTS			

DESIGN :	M.D.	DRAWN :	DATE :	SCALE :
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SHEET CONTENTS :		BUILDING SECTIONS		

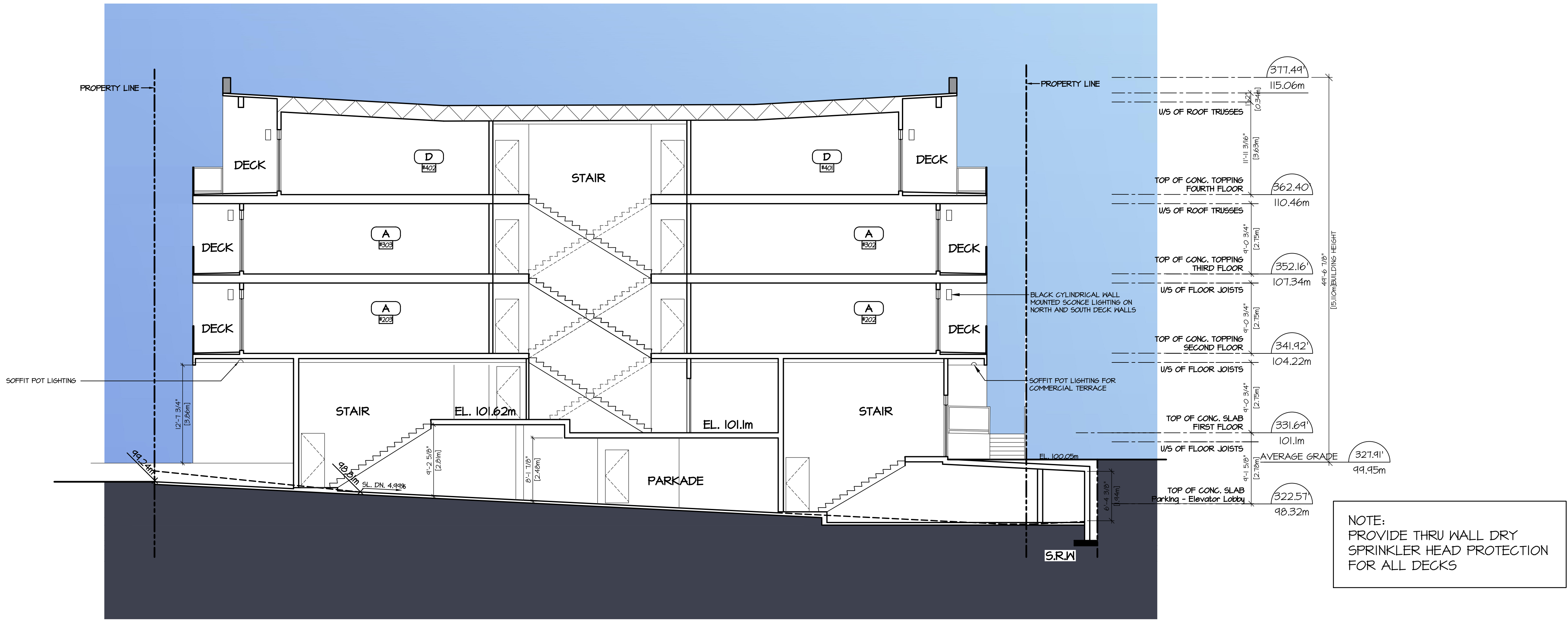
**barnett dembek**  
ARCHITECTS INC.  
UNIT 135,  
7536 130 STREET,  
SURREY, B.C.  
V3W 1H8  
PHONE: (604) 597-7100  
FAX: (604) 597-2099  
EMAIL: mail@darkitex.com

CLIENT NO.	SHEET NO.
PROJECT NO.	REV. NO.
20015	AC-4.01

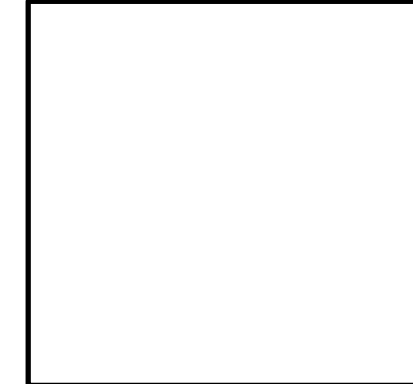


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ISSUED FOR	BY	DATE	ISSUE	REVISED PER APP. COMMENTS	REVISED PER APP. COMMENTS	CD	DRN	DATE	REV
								JUL 14, 24	
								JUL 24, 24	



**SECTION D**  
SCALE: 1/8" = 1'-0"



DESIGN :	M.D.	DRAWN :	DATE :	SCALE :
CLIENT :	SFS CONSTRUCTION LTD.	PROJECT :	1363 JOHNSTON ROAD, WHITE ROCK	1/8" = 1'-0"
SHEET CONTENTS :				
BUILDING SECTIONS				

**barnett dembek**  
ARCHITECTS INC.

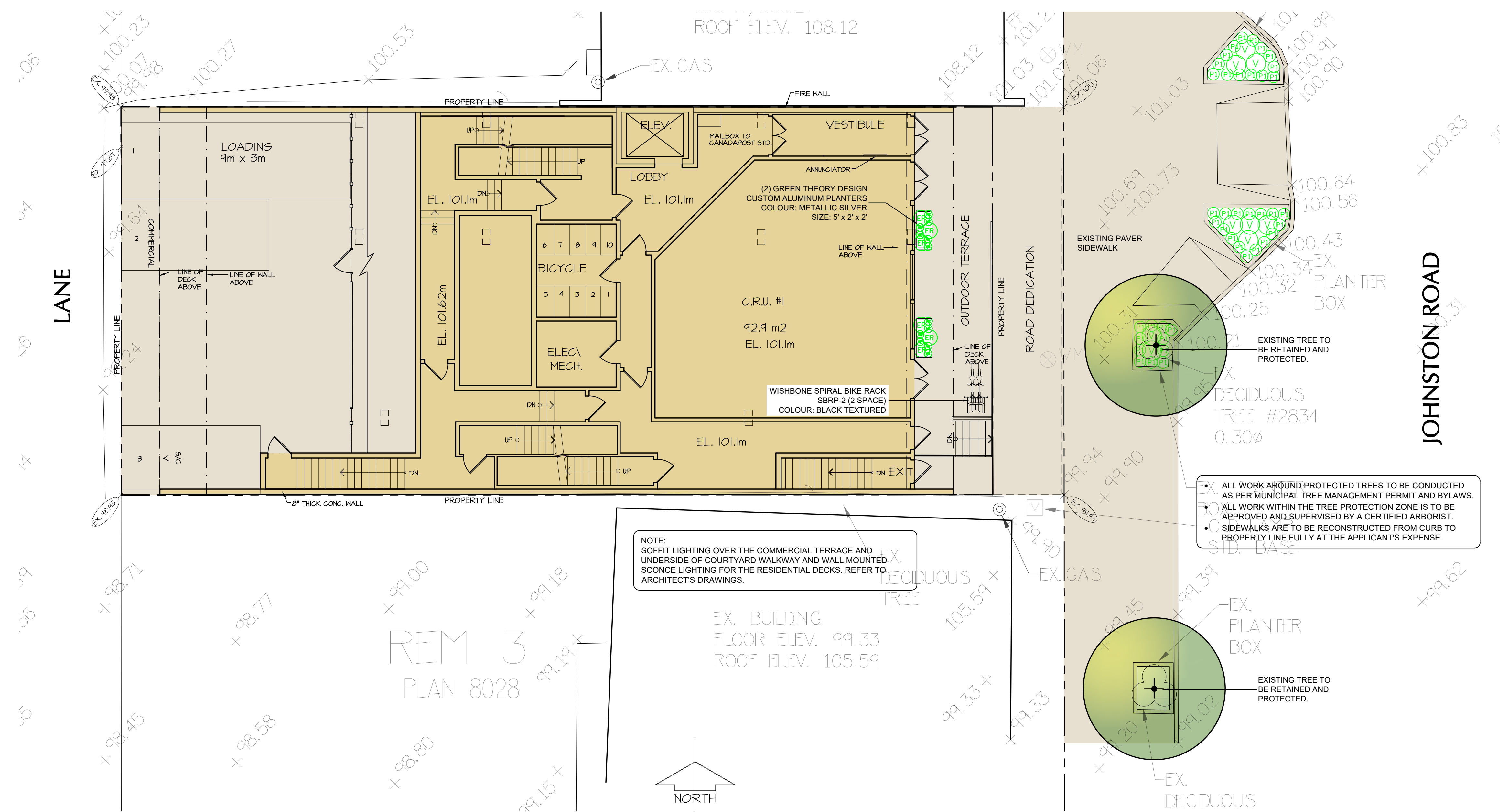
UNIT 135,  
7536 130 STREET,  
SURREY, B.C.  
V3W 1H8

PHONE: (604) 597-7100  
FAX: (604) 597-2099  
EMAIL: mail@darkitex.com

CLIENT NO.	SHEET NO.
20015	AC-4.02
PROJECT NO.	REV. NO.
20015	



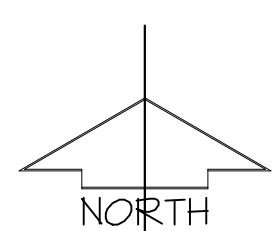
SEAL:



- ALL WORK AROUND PROTECTED TREES TO BE CONDUCTED AS PER MUNICIPAL TREE MANAGEMENT PERMIT AND BYLAWS.
- ALL WORK WITHIN THE TREE PROTECTION ZONE IS TO BE APPROVED AND SUPERVISED BY A CERTIFIED ARBORIST.
- SIDEWALKS ARE TO BE RECONSTRUCTED FROM CURB TO PROPERTY LINE FULLY AT THE APPLICANT'S EXPENSE.

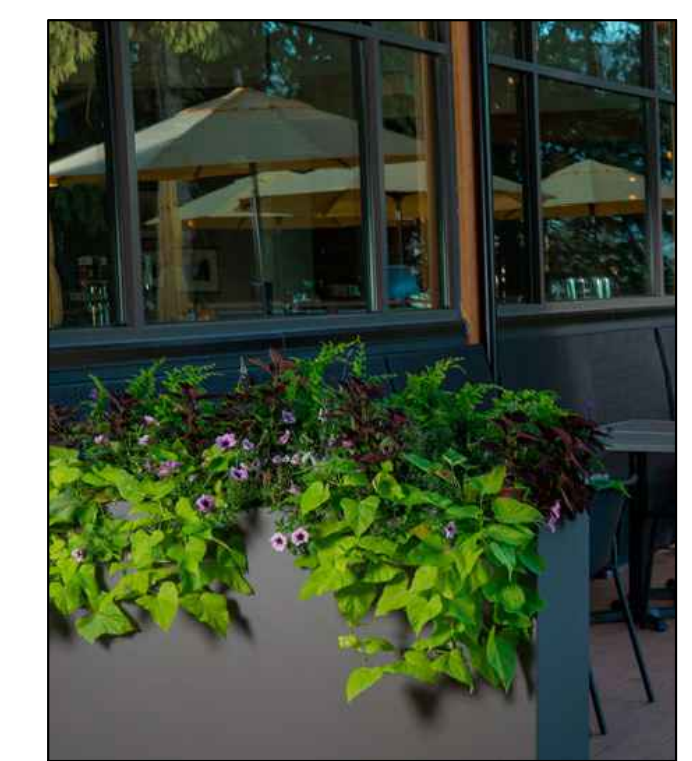
NOTE:  
SOFFIT LIGHTING OVER THE COMMERCIAL TERRACE AND UNDERSIDE OF COURTYARD WALKWAY AND WALL MOUNTED SCENCE LIGHTING FOR THE RESIDENTIAL DECKS. REFER TO ARCHITECT'S DRAWINGS.

EX. BUILDING FLOOR ELEV. 99.33  
ROOF ELEV. 105.59



PLANT SCHEDULE FIRST FLOOR				PMG PROJECT NUMBER: 21-128
KEY	QTY	BOTANICAL NAME	COMMON NAME	PLANTED SIZE / REMARKS
SHRUB				
(V)	9	VIBURNUM DAVIDII	DAVID'S VIBURNUM	#3 POT; 50CM
GRASS				
(P)	41	PENNISSETUM ALOPECUROIDES 'LITTLE BUNNY'	FOUNTAIN GRASS	#1 POT
PERENNIAL				
(M)	12	HEMEROCALLIS 'WHITE TEMPATION'	DAYLILY, WHITE	#1 POT; 20CM
GC				
(R)	6	ERICA CARNEA 'SPRINGWOOD WHITE'	WINTER HEATH, WHITE	#1 POT

NOTES: \* PLANT SIZES IN THIS LIST ARE SPECIFIED ACCORDING TO THE BC LANDSCAPE STANDARD AND CANADIAN LANDSCAPE STANDARD, LATEST EDITION. CONTAINER SIZES SPECIFIED AS PER CNLA STANDARD. BOTH PLANT SIZE AND CONTAINER SIZE ARE THE MINIMUM ACCEPTABLE SIZES. \* REFER TO SPECIFICATIONS FOR DEFINED CONTAINER MEASUREMENTS AND OTHER PLANT MATERIAL REQUIREMENTS. \* SEARCH AND REVIEW. MAKE PLANT MATERIAL AVAILABLE FOR OPTIONAL REVIEW BY LANDSCAPE ARCHITECT AT SOURCE OF SUPPLY. AREA OF SEARCH TO INCLUDE LOWER MAINLAND AND FRASER VALLEY. \* SUBSTITUTIONS: OBTAIN WRITTEN APPROVAL FROM THE LANDSCAPE ARCHITECT PRIOR TO MAKING ANY SUBSTITUTIONS TO THE SPECIFIED MATERIAL. UNAPPROVED SUBSTITUTIONS WILL BE REJECTED. ALLOW A MINIMUM OF FIVE DAYS PRIOR TO DELIVERY FOR REQUEST TO SUBSTITUTE. SUBSTITUTIONS ARE SUBJECT TO BC LANDSCAPE STANDARD AND CANADIAN LANDSCAPE STANDARD - DEFINITION OF CONDITIONS OF AVAILABILITY. \* ALL LANDSCAPE MATERIAL AND WORKMANSHIP MUST MEET OR EXCEED BC LANDSCAPE STANDARD AND CANADIAN LANDSCAPE STANDARD LATEST EDITION. \* ALL PLANT MATERIAL MUST BE PROVIDED FROM CERTIFIED DISEASE FREE NURSERY. \* BIO-SOLIDS NOT PERMITTED IN GROWING MEDIUM UNLESS AUTHORIZED BY LANDSCAPE ARCHITECT.



GREEN THEORY PLANTER



WISHBONE BIKE RACK

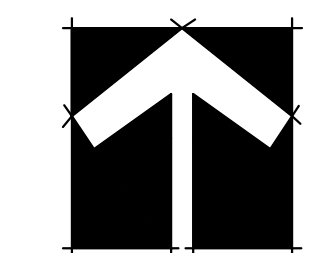
NO.	DATE	REVISION DESCRIPTION	DR.
5	24.JUL.03	ADP COMMENTS	YR
4	23.AUG.30	REVISE SITE AND LIGHTING NOTES	DO
3	23.AUG.23	ADD LIGHTING NOTES PER COMMENTS	DO
2	23.APR.03	NEW SITE PLAN	DO
1	22.JUN.01	NEW SITE PLAN / CITY COMMENTS	DO

CLIENT:  
**SFS CONSTRUCTION LTD.**

PROJECT:  
**4-LEVEL APARTMENT BUILDING**  
**1363 JOHNSTON ROAD**  
**WHITE ROCK, B.C.**

DRAWING TITLE:  
**LANDSCAPE PLAN**  
**FIRST FLOOR**

DATE: 21.JUL.29 DRAWING NUMBER:  
SCALE: 1/8"=1'-0"  
DRAWN: RJ  
DESIGN: RJ  
CHK'D: MCY



21128-6.ZIP

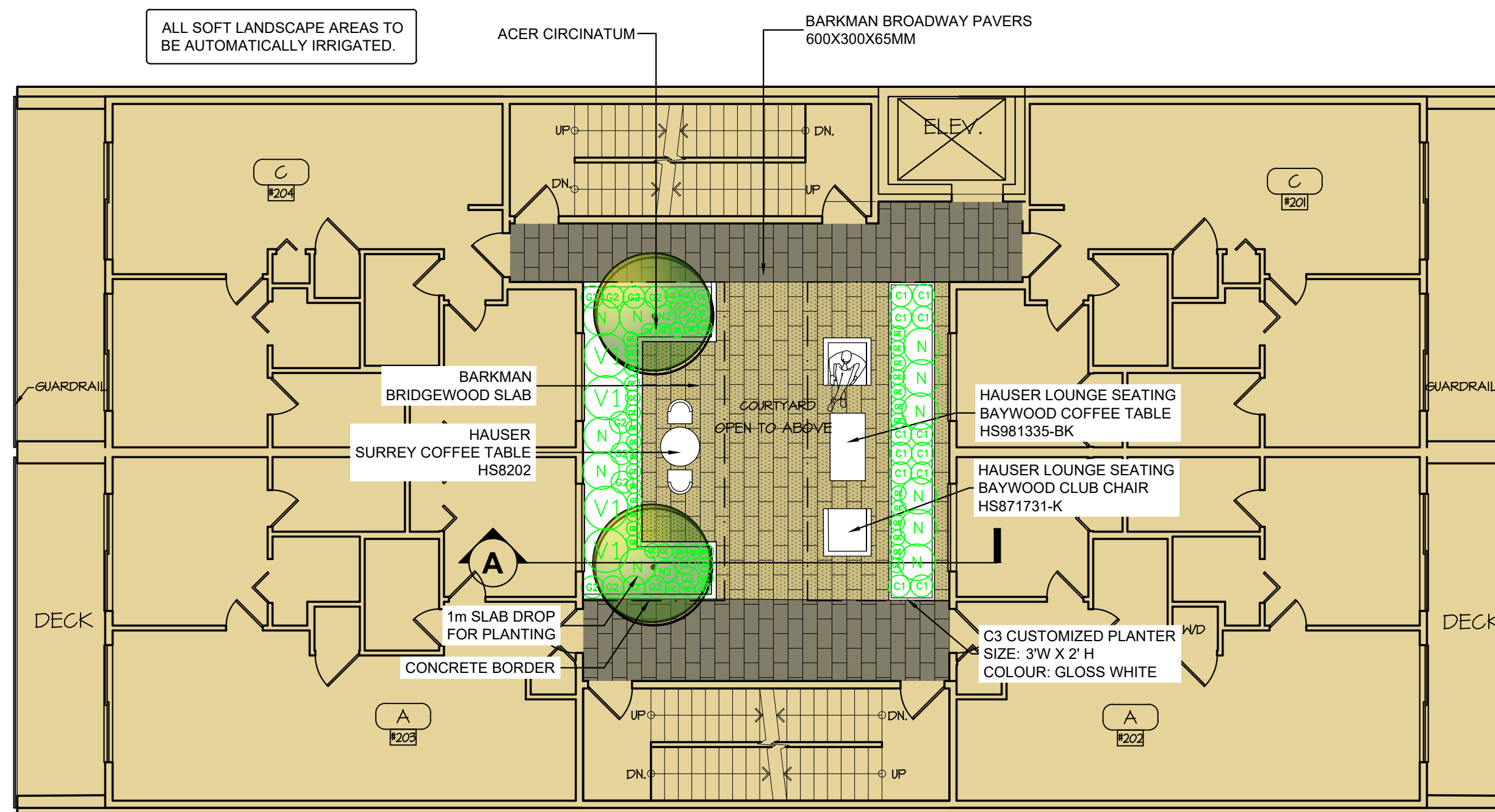
PMG PROJECT NUMBER: 21-128

**L1**

OF 2



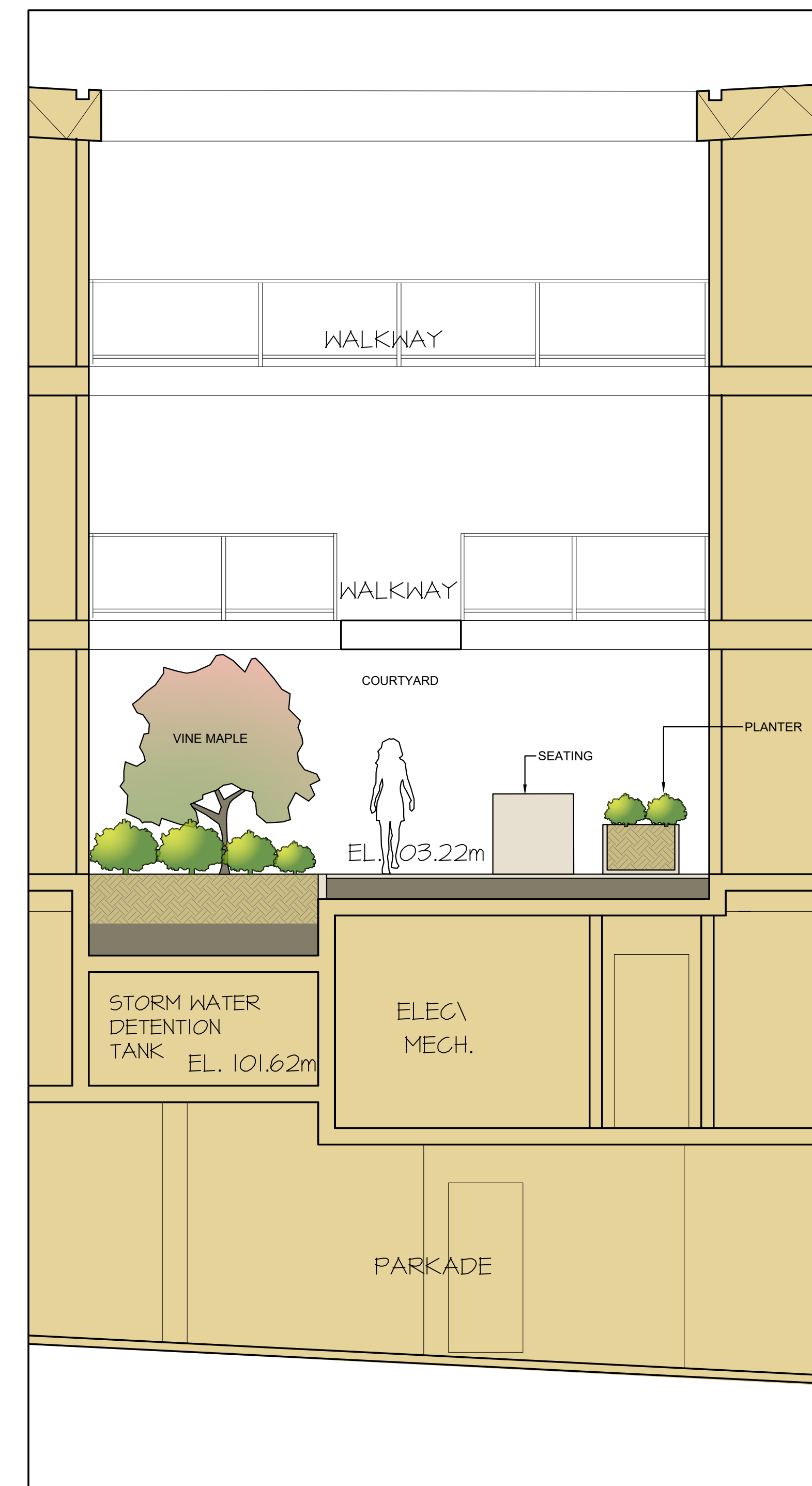
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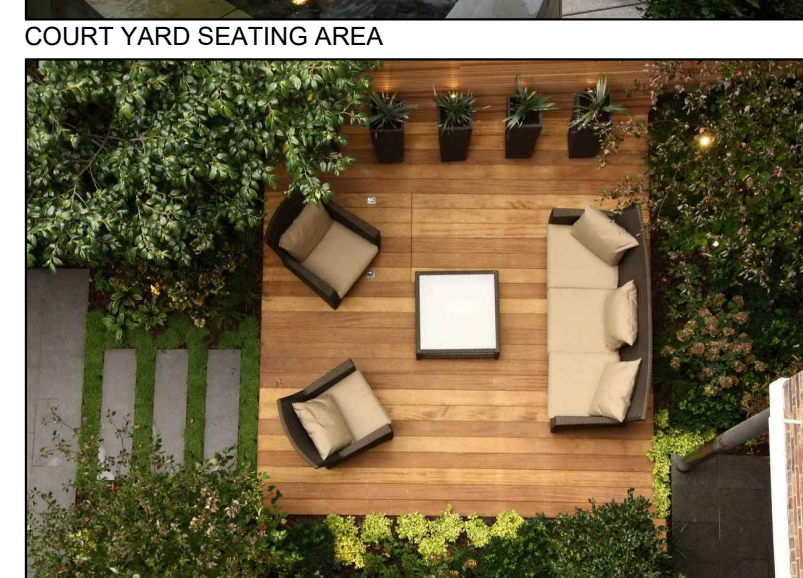
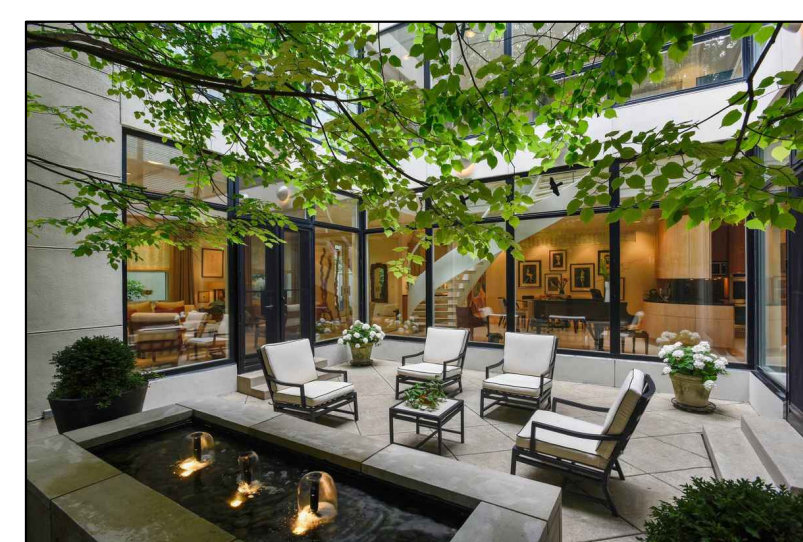
NOTE:  
SOFFIT LIGHTING OVER THE COMMERCIAL TERRACE AND UNDERSIDE OF COURTYARD WALKWAY AND WALL MOUNTED SCONCE LIGHTING FOR THE RESIDENTIAL DECKS. REFER TO ARCHITECT'S DRAWINGS.

PLANT SCHEDULE SECOND FLOOR				PMG PROJECT NUMBER: 21-128
KEY	QTY	BOTANICAL NAME	COMMON NAME	PLANTED SIZE / REMARKS
TREE	2	ACER CIRCINATUM	VINE MAPLE	3M HT; 88B; 3 STEM CLUMP
SHRUB	2	NANDINA DOMESTICA 'FIREPOWER'	FIREPOWER HEAVENLY BAMBOO	#2 POT; 40CM
	11	NANDINA DOMESTICA 'MOONBAY'	DWARF HEAVENLY BAMBOO	#3 POT; 50CM
	4	VACCINIUM OVATUM	EVERGREEN HUCKLEBERRY	#3 POT; 60CM
GRASS	12	CAREX FLAGELLIFERA 'KIWI'	KIWI WEEPING SEDGE	#1 POT
	15	IMPERATA CYLINDRICA 'RED BARON'	BLOOD GRASS	#1 POT
PERENNIAL	47	GERANIUM SANGUINEUM 'JOHN ELSLEY'	GERANIUM; MAGENTA	15CM POT

NOTES: \* PLANT SIZES IN THIS LIST ARE SPECIFIED ACCORDING TO THE BC LANDSCAPE STANDARD AND CANADIAN LANDSCAPE STANDARD, LATEST EDITION. CONTAINER SIZES SPECIFIED AS PER CNLA STANDARD. BOTH PLANT SIZE AND CONTAINER SIZE ARE THE MINIMUM ACCEPTABLE SIZES. \* REFER TO SPECIFICATIONS FOR DEFINED CONTAINER MEASUREMENTS AND OTHER PLANT MATERIAL REQUIREMENTS. \* SEARCH AND REVIEW: MAKE PLANT MATERIAL AVAILABLE FOR OPTIONAL REVIEW BY LANDSCAPE ARCHITECT AT SOURCE OF SUPPLY. AREA OF SEARCH TO INCLUDE LOWER MAINLAND AND FRASER VALLEY. \* SUBSTITUTIONS: OBTAIN WRITTEN APPROVAL FROM THE LANDSCAPE ARCHITECT PRIOR TO MAKING ANY SUBSTITUTIONS TO THE SPECIFIED MATERIAL. UNAPPROVED SUBSTITUTIONS WILL BE REJECTED. ALLOW A MINIMUM OF FIVE DAYS PRIOR TO DELIVERY FOR REQUEST TO SUBSTITUTE. SUBSTITUTIONS ARE SUBJECT TO BC LANDSCAPE STANDARD AND CANADIAN LANDSCAPE STANDARD - DEFINITION OF CONDITIONS OF AVAILABILITY. \* ALL LANDSCAPE MATERIAL AND WORKMANSHIP MUST MEET OR EXCEED BC LANDSCAPE STANDARD AND CANADIAN LANDSCAPE STANDARD LATEST EDITION. \* ALL PLANT MATERIAL MUST BE PROVIDED FROM CERTIFIED DISEASE FREE NURSERY. \* BIO-SOLIDS NOT PERMITTED IN GROWING MEDIUM UNLESS AUTHORIZED BY LANDSCAPE ARCHITECT.

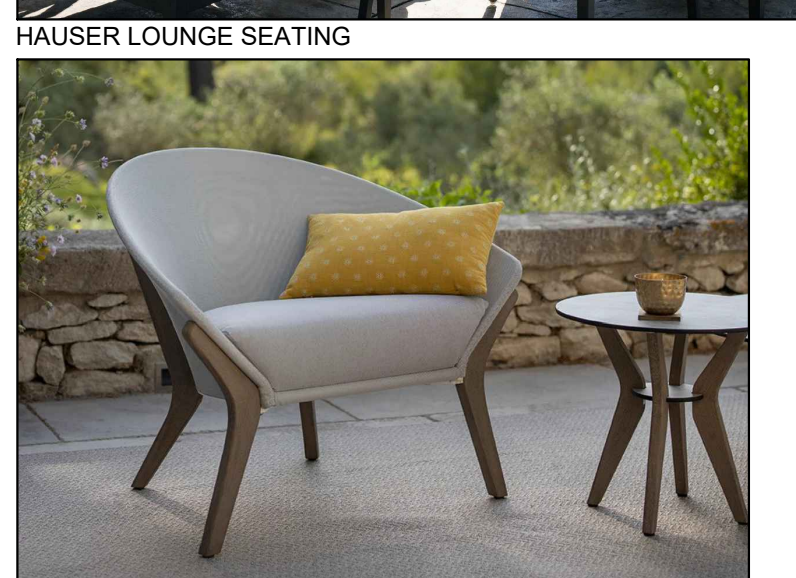
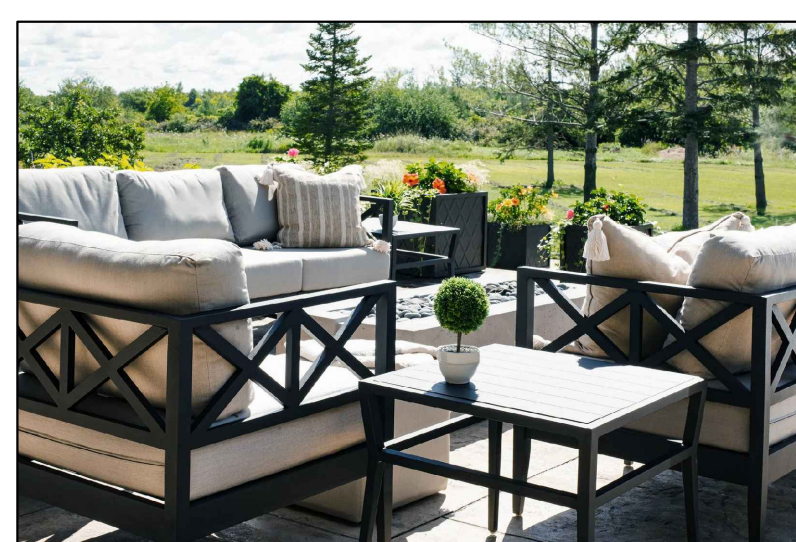


**SECTION A**  
1/4"=1'-0"



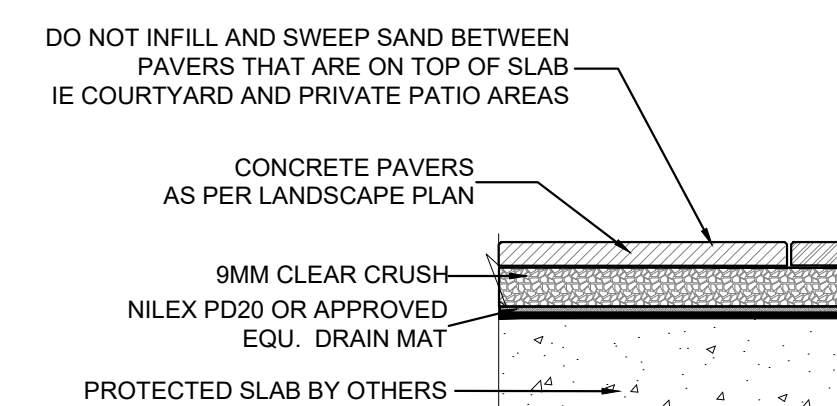
COURT YARD SEATING AREA

COURT YARD SEATING AREA



HAUSER LOUNGE SEATING

HAUSER LOUNGE CHAIR



NOTE:  
PAVERS TO BE INSTALLED TO MANUFACTURERS SPECIFICATIONS  
PAVERS NOT TO BE CUT MORE THAN HALF SIZE  
ALL PAVERS TO BE DIAMOND CUT  
ONLY PAVERS OFF SLAB ARE TO BE INFILLED WITH POLYMER SAND  
ONLY PAVERS OFF SLAB ARE TO HAVE BEDDING SAND LEVELING COARSE

**1 L2** PAVERS ON SLAB  
3/4"=1'-0"

NO.	DATE	REVISION DESCRIPTION	DR.
5	24.JUL.03	ADP COMMENTS	YR
4	23.AUG.30	REVISE SITE AND LIGHTING NOTES	DO
3	23.AUG.23	ADD LIGHTING NOTES PER COMMENTS	DO
2	23.APR.03	NEW SITE PLAN	DO
1	22.JUN.01	NEW SITE PLAN / CITY COMMENTS	DO

CLIENT:

**SFS CONSTRUCTION LTD.**

PROJECT:

**4-LEVEL APARTMENT BUILDING**

**1363 JOHNSTON ROAD  
WHITE ROCK, B.C.**

DRAWING TITLE:

**LANDSCAPE PLAN  
SECOND FLOOR**

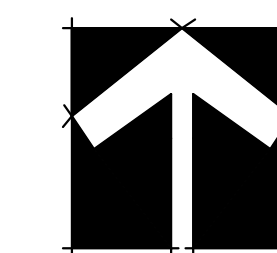
DATE: 21.JUL.29 DRAWING NUMBER:

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

DRAWN: RJ

DESIGN: RJ

CHK'D: MCV



21128-6.ZIP

PMG PROJECT NUMBER:

**L2**

**OF 2**

**21-128**



Date: September 10, 2024

File No: 7358-01

BY EMAIL

Atinder Singh  
SFS Construction Ltd  
5242 Crescent Drive  
Delta, BC  
V4K 2C9

Dear Mr. Singh:

**Re: 1363 Johnston Road, White Rock – REVISED FINAL Parking Study**

CTS is pleased to submit this REVISED FINAL Parking Study summarizing our work supporting the vehicle parking space provision for a proposed mixed-use development located at 1363 Johnston Road in the City of White Rock.



## 1.0 BACKGROUND

SFS Construction Ltd is proposing a mixed-use development at 1363 Johnston Road in the City of White Rock. The mixed-use development is proposed to consist of ten residential condominiums and one commercial/retail unit having 92.9m<sup>2</sup> GFA. The total vehicle parking space provision is 13 spaces.

Copies of the relevant architectural plans for 1363 Johnston Road are included as **APPENDIX A**.

## 2.0 SCOPE

The primary objectives of this assignment were as follows:

1. To develop a rationale for a vehicle parking space reduction for the proposed mixed-use development at 1363 Johnson Road;
2. To document the data, analysis, conclusions, and recommendations (if any), in a letter report that meets the requirements of the client and City of White Rock.

### 3.0 ON-SITE PARKING REQUIREMENT

CTS calculated the vehicle parking space requirement for the proposed mixed-use development with reference to the City of White Rock *Zoning Bylaw 2000, Section 4.14.1*. The vehicle parking space requirement and provision are summarized by **TABLE 1**.

**TABLE 1  
PARKING SUMMARY**

Use	Scope	Zoning Bylaw 2000	Bylaw Parking Rate	Parking Space Requirement	Parking Space Provision
Residential	10 units	Section 4.14.1	1.2 spaces per dwelling unit	12	11
Visitor	10 units	Section 4.14.1	0.3 spaces per dwelling unit	3	2
Commercial / Retail	100.34 m <sup>2</sup>	Section 4.14.1	1 space for every 37 m <sup>2</sup> of commercial/retail floor	3	
Commercial / Retail Loading	92.9 m <sup>2</sup>	Section 4.15.1	1 space for < 500 m <sup>2</sup> of commercial/retail floor area	1	1
<b>Total</b>				19	14

Based on **TABLE 1**, the residential, visitor and commercial / retail vehicle parking space requirement is deficient five (5) spaces, whereas the commercial / retail loading space requirement is met.

To address the four (4) visitor and commercial / retail vehicle parking space deficiency, CTS assessed the feasibility of sharing parking between the visitor, commercial / retail, and commercial / retail loading uses.

To address the one residential vehicle parking space deficiency, Transportation Demand Management measures are proposed.

#### 4.0 SHARED PARKING ASSESSMENT

The City of White Rock *Zoning Bylaw 2000* makes provision for shared parking between off setting uses in *Section 4.14.5* wherein it states:

*Notwithstanding Paragraph 4.14.4 above, shared on-site parking areas for two (2) or more uses may be permitted where:*

- a) *The maximum demand for such parking areas by the individual uses occurs at different periods of the day;*
- b) *The maximum demand of such parking areas is substantiated by a parking study that is prepared by a registered professional engineer and is subject to review and approval by the City; and*
- c) *The proponents offer and enter into a covenant to restrict any change of use or occupancy that would adversely affect the continuation of the shared on-site parking arrangement.*

With reference to *Section 3.0 – On-Site Parking Requirement* of this report, CTS is proposing shared parking between the visitor, commercial / retail, and commercial / retail loading uses. The visitor, and the commercial / retail uses are candidates for shared parking given the parking demand for the visitor use is typically when residents are home i.e. 6:00PM to 9:00AM, and the parking demand for the commercial/retail use is typically when residents are not home i.e. 9:00AM to 6:00PM.

With reference to the Institute of Transportation Engineers *Parking Generation Manual 5<sup>th</sup> Edition 2019*, most small-scale commercial / retail uses have regular business hours between 9:00AM and 6:00PM. During those hours of the day the commercial / retail parking demand tends towards its maximum between 12:00PM and 4:00PM. Outside of those hours i.e. 6:00PM to 9:00AM, the parking demand reduces to zero. Hence there is parking availability for the visitor use.

To reinforce the shared parking arrangement, signage is typically installed in each vehicle parking space stating RESERVED PARKING or PRIVATE PARKING or BUSINESS NAME PARKING / 9:00AM – 6:00PM.



## 5.0 TRANSPORTATION DEMAND MANAGEMENT

The residential vehicle parking space requirement is deficient one space i.e. there are two three-bedroom units, one of which will receive two vehicle parking spaces and the other of which will receive one vehicle parking space. The remaining eight units will also receive one vehicle parking space, for a total of eleven vehicle parking spaces.

To offset the one residential vehicle parking space deficiency and to assist with reducing the demand for vehicle parking spaces and vehicle trips generated by the mixed-use development, the following is proposed:

- The provision of a pre-loaded Compass Card i.e. the equivalent of \$100.00 per month for a period of one year, for each residential unit.

Alternatively, to specifically address the one vehicle parking space deficiency for the second three-bedroom unit:

- The provision of a pre-loaded Compass Card i.e. the equivalent of \$100.00 per month for a period of ten years, is proposed for the residential unit deficient one vehicle parking space.

Given the site is adjacent to frequent transit on Johnston Road, the provision of a Compass Card will encourage fewer vehicle trips or possibly fewer owned vehicles, by residents of the proposed mixed-use development.

## 6.0 CONCLUSIONS AND RECOMMENDATIONS

As demonstrated by the preceding analyses and rationale:

- All residential units have at least one vehicle parking space assigned.
- The residential vehicle parking space requirement is deficient one space. The deficient vehicle parking space was to be assigned to one of the two three-bedroom units.
- The City of White Rock *Zoning Bylaw 2000* permits shared parking.
- The visitor and commercial / retail parking space requirement can be met by sharing the two vehicle parking spaces and one loading space, at the back of the site.

It is therefore recommended that:

1. The City of White Rock accept the conditions, data, analyses, and conclusions as documented by this study.
2. To offset the one residential vehicle parking space deficiency and to assist with reducing the demand for vehicle parking spaces and vehicle trips generated by the mixed-use development, the following is proposed:
  - The provision of a pre-loaded Compass Card i.e. the equivalent of \$100.00 per month for a period of one year, for each residential unit.


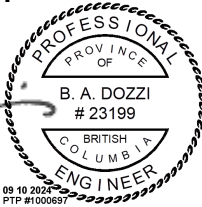
Alternatively:

- The provision of a pre-loaded Compass Card i.e. the equivalent of \$100.00 per month for a period of ten years, is proposed for the three-bedroom unit deficient one vehicle parking space.
3. The vehicle parking spaces and one loading space at the back of the site, be reserved as commercial / retail use between 9:00AM and 6:00PM, and visitor use between 6:00PM and 9:00AM.
  4. Signage to be installed confirming the commercial / retail use and times.

Please call the undersigned should there be questions and/or comments related to this REVISED FINAL Parking Study or its contents.

Yours truly,

**CREATIVE TRANSPORTATION SOLUTIONS LTD.  
PERMIT TO PRACTICE NO. 1000697**

Brent A. Dozzi, P. Eng.  
Senior Traffic Engineer and Project Manager

Phone: (604) 936-6190 x237  
Email: [bdozzi@cts-bc.com](mailto:bdozzi@cts-bc.com)

**APPENDICES**

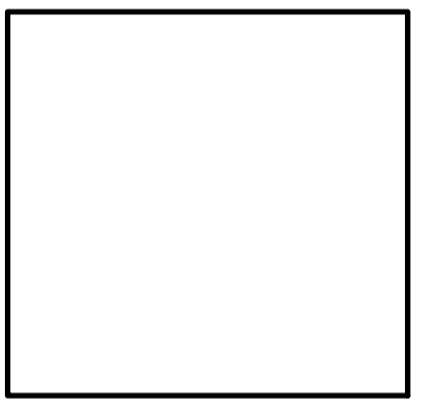
# **APPENDIX A**

## **Architectural Plans**



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REV#	DATE	DRN	CRD	ISSUE	DATE	BY	ISSUED FOR



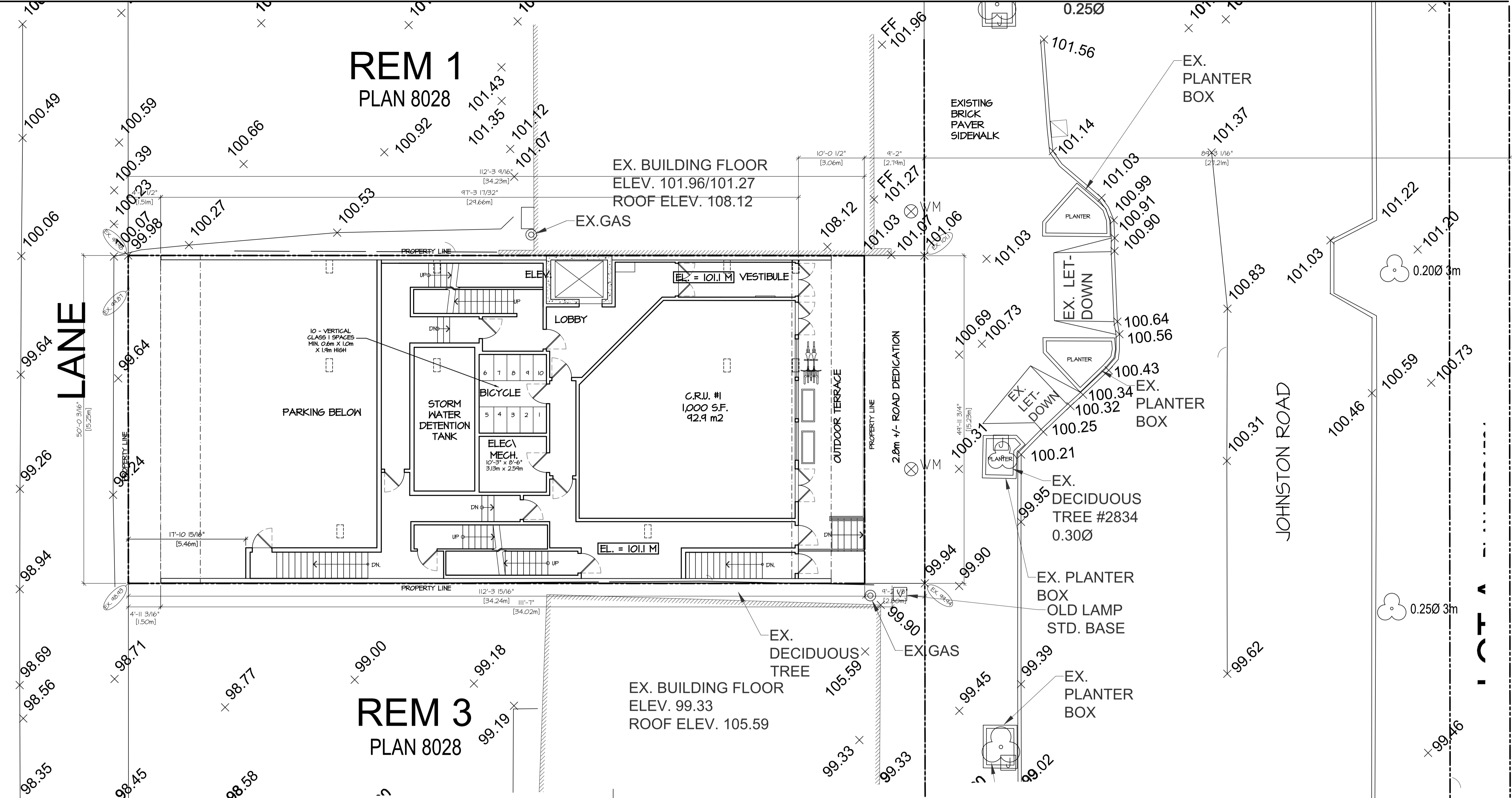
DESIGN : M.D.	DRAWN :	DATE : Sept. 1 23	SCALE : 1/8" = 1'-0"
CLIENT : SFS CONSTRUCTION LTD.			
PROJECT : 1363 JOHNSTON ROAD, WHITE ROCK			
SHEET CONTENTS : SITE PLAN AND DEVELOPMENT DATA			

**barnett dembek**  
INC.

UNIT 135,  
7536 130 STREET,  
SURREY, B.C.  
V3W 1H8

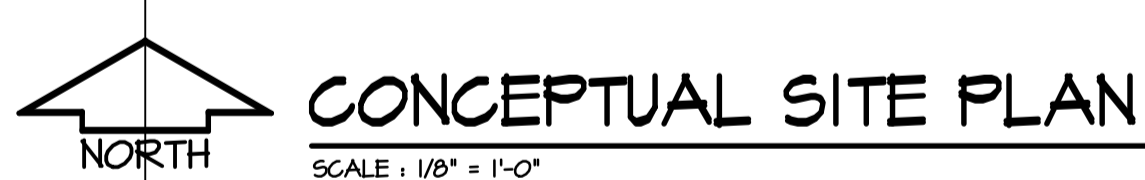
PHONE: (604) 597-7100  
FAX: (604) 597-2099  
EMAIL: mail@bdarkitex.com

CLIENT NO.	SHEET NO.
PROJECT NO.	REV. NO.
20015	AC-1.01



**DEVELOPMENT DATA**

ZONING:	CR-2 (EXISTING)			
LEGAL:	REM LOT 2 SEC 10 TP 1 NMD PLAN 8028			
SITE AREA :				
GROSS :	6074 Sq. Ft.	0.139 acres	564.3 M2	0.056 Ha.
ROAD DEDICATION :	458 Sq. Ft.	0.011 acres	42.6 M2	0.004 Ha.
NET :	5616 Sq. Ft.	0.124 acres	521.7 M2	0.052 Ha.
R.G.F.A.:	PROPOSED:	1.86 (10,432 S.F.	969.1 M2)	
G.F.A. :	ALLOWED:	1.75 (9,828 S.F.	913 M2)	
	PROPOSED:	2.76 (15,445 S.F.	1439.5 M2)	
SITE COVERAGE :	ALLOWED:	0.65 (3,650 S.F.	339 M2)	
	PROPOSED:	0.91 (5,104 S.F.	474 M2)	
LOT AREA AND DIMENSIONS :	LOT SIZE	LOT WIDTH	LOT DEPTH	
	MINIMUM :	5,750.5 S.F.	50'-0"	115'-0"
	PROPOSED :	5,616 S.F.	44'-11 3/4"	112'-3 9/16"
SETBACKS :	FRONT :	ALLOWED :	1.5 METRES	
		PROPOSED :	1.5 METRES	
	REAR :	ALLOWED :	1.5 METRES	
		PROPOSED :	1.5 METRES	
	SIDE :	ALLOWED :	0 METRES	
		PROPOSED :	0 METRES	
BUILDING HEIGHT :	ALLOWED:	10.7 M		
	PROPOSED:	16.06 M		



PARKING -	REQUIRED :	RESIDENTIAL:	1.2 SPACES/UNIT	X 10 UNITS =	12 SPACES
		VISITOR:	0.3 SPACES/UNIT	X 10 UNITS =	3 SPACES
		COMMERCIAL :	1 SPACE /37 M2	=	3 SPACES
		COMMERCIAL LOADING :	1 SPACE /500 M2	=	1 SPACE
	TOTAL :				19 SPACES
	PROVIDED :	11 RESIDENTIAL SPACES			
		2 VISITOR AND COMMERCIAL SPACES			
		1 LOADING BAY			
		14 TOTAL			
	SMALL CAR SPACES				
	ALLOWED	40% X 18 SPACES =	7.2 SPACES		
	PROVIDED :		6 SPACES		
	BICYCLE STORAGE CLASS 1 :				
	REQUIRED :	1 SPACE/UNIT	X 10 UNITS =	10 SPACES	
	PROPOSED :	10 SPACES			
	BICYCLE STORAGE CLASS 2 :				
	REQUIRED :	0.2 SPACE/UNIT	X 10 UNITS =	2 SPACES	
		0.75 SPACE/200m2	=	0.348 SPACES	
	TOTAL :			2.348 SPACES	
	PROVIDED :	BIKE RACK FOR 2 BICYCLES			

**DRAWING LIST**

- AC-1.01 CONCEPTUAL SITE PLAN
- AC-1.02 SHADOW ANALYSIS
- AC-1.03 MASSING MODEL
- AC-1.04 MASSING MODEL
- AC-1.05 STREET ELEVATION
- AC-2.01 PARKING PLAN & FIRST FLOOR PLAN
- AC-2.02 SECOND FLOOR PLAN & THIRD FLOOR PLAN
- AC-2.03 FOURTH FLOOR & ROOF PLAN
- AC-3.01 UNIT PLANS & ELEVATIONS
- AC-3.02 ELEVATIONS
- AC-4.01 BUILDING SECTIONS
- AC-5.01 SHADOW ANALYSIS
- AC-5.02 BUILDING MASSING MODEL
- AC-5.03 BUILDING ELEVATION COLORED

**UNIT BREAKDOWN**

UNIT A	2 BED	743 S.F.	4 UNITS =	3,172 S.F.
UNIT C	2 BED	726 S.F.	4 UNITS =	2,904 S.F.
UNIT D	3 BED	1,284 S.F.	2 UNITS =	2,568 S.F.
TOTAL			10 UNITS	8,644 S.F.



The objectives of the **Lower Town Centre Development Permit Area** are to:

- Reinforce the Lower Town Centre as a destination for locally-oriented shops and culture.
- Establish an attractive, comfortable, well-connected, pedestrian-oriented environment that fosters vibrant public life
- Ensure the compatibility of new development with adjacent existing buildings
- Enhance quality of life
- Conserve energy, conserve water, and reduce GHGs
- Enhance the character of the built environment and public realm in the City of White Rock

**Please provide a summary of how your proposal achieves the objectives and policies of the Lower Town Centre DPA below:**

The development accommodates for a commercial retail unit with a front yard accessible from the street with an inside-out visual communication with the pedestrian pathway which enhances the appeal & allows for integration of the locally oriented shops and culture. The development merges with the local grades and street-scape adapting itself to the look and feel of the activities around the street only to enhance and create appreciation. The face of the building maintains the graph of modernization of construction materials without being loud in its existence. the construction adds a certain level of freshness to the utility of the space alongside the addition of residential units to ensure continuity of usage. The development is aligned with the sustainability policies to achieve the standards set out in BC building codes 2018 and City of Whiterock Community Climate Action Plan 2010.

NOTE 1: All 'Applicant Response' sections must be filled out by the applicant.

NOTE 2: If your proposal cannot adequately address one of the below-listed DPA guidelines, provide a rationale (and alternative resolution) above, and in the applicable response section.

**Section 22.4.1 - Buildings**

**Lower Town Centre DPA Guideline 22.4.1 (a)**

Ensure buildings are compatible with or complementary to adjacent developments in terms of height, density, and design, with height transitions as outlined in Figure 9.

Vary heights, rooflines, and massing to minimize impacts to views and solar exposure enjoyed by adjacent buildings and open spaces.

<b>Applicant Response</b>	<p>Per the OCP guidelines and figure 9; FAR has been restricted to 2.76 which is within the allowance of 3.5. Per figure 10, the building height has been allowed to be at 4 storey with 1 level of underground parkade accessed from the back alley which is within the 6 storey to 4 storey transition going south in the lower town center DPA guideline. The massing has been distributed vertically to create recess from the Johnston road face, 10' from property line at the pedestrian access/ outdoor terrace level, 11' at the 2nd &amp; 3rd level , and 16' at the 4th storey level; reduces the massing at the roof to reduce impact on views as well as reduce impact on the solar exposure of the adjacent buildings as well as to units within the proposal. The building has a central courtyard which takes natural light from the roof with landscape features at the 2nd storey. The materials and colors are in sync with the adjacent buildings to create a continuity feel for the pedestrian activities.</p>
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**Lower Town Centre DPA Guideline 22.4.1 (b)**

Set buildings back from the property line at least 3 metres to provide enough space for front patios next to the sidewalk in mixed-use areas and landscaped front gardens in residential areas. A further setback above the second or third floor along Johnston Road is also required. Tower portions of all buildings should be slim and be set back a minimum of 3 metres from the edge of the podium level to minimize view impacts and shading, and to facilitate a minimum separation of 30 metres between towers.

**Applicant Response**

The building has been setback by 10 feet from the property line, further set back by 1' at the 2nd & 3rd storey, and then set back by to 16 feet from property line at the fourth floor. All in compliance.

**Lower Town Centre DPA Guideline 22.4.1 (c)**

Create visual interest and comfort for pedestrians along all elevations with architectural details. Incorporate windows, doors, bay windows, porches, setbacks, and vary colours, massing, and materials. Non-street facing elevations shall be treated with the same architectural details as the street facing elevations.

**Applicant Response**

The pedestrian face of the building comprises of a very generous use of glass in windows, storefront glazing, doors, guardrails which surround the outdoor terrace at the commercial retail unit along with the Entrances/Exits located at North and South end on the face abutting the Johnston road. The visual communication between the pedestrian walkway and the outdoor terrace creates the interest and comfort. The Face material to Wrap around the entire visible sides of the elevations.

**Lower Town Centre DPA Guideline 22.4.1 (d)**

Ensure main entrances of residential and mixed-use buildings are level with the sidewalk. Entrances shall be clearly identifiable, and weather protection with overhangs and awnings shall be provided over all entrances and along all commercial frontages. Residential units on the ground floor should be ground-oriented with entrances directly off of the street.

<b>Applicant Response</b>	The North entrance of the building is level with the pedestrian sidewalk, the commercial retail unit is adjacent to the residential entrance at the same level on the north side. the deck of front facing units create a 5' overhang on the main floor retail unit face.
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**Lower Town Centre DPA Guideline 22.4.1 (e)**

Address all street edges on properties fronting multiple streets or public walkways. Orient buildings toward intersections or design independent frontages along both intersecting streets, and incorporate windows, doorways, landscaping, and architectural detailing along all street frontages and walkways.

<b>Applicant Response</b>	The proposal has its own frontage in the form of a outdoor terrace which visually communicates with the pedestrian pathway. The front face of the building has a generous amount of windows & doors to enhance relation with the street-front landscape and walkways.
---------------------------	---

**Lower Town Centre DPA Guideline 22.4.1 (f)**

Provide articulation to break up building mass and to establish a rhythm along the street front in commercial areas. Ground-level commercial spaces should reflect traditional patterns of diverse, small-scale retail with storefronts of approximately ten metres wide. Include no more than six contiguous units fronting a given street without incorporating architectural elements.

<p><b>Applicant Response</b></p>	<p>The outdoor terrace along with both the entrances to the CRU and glazed guardrail create a patio space which articulates the space interaction with the pedestrian pathway creating scope for patterns and rhythm with massing. The storefront is 7.5 meters between exits, the space is planned for a single unit of 1000 square feet.</p>
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**Lower Town Centre DPA Guideline 22.4.1 (g)**

Maximize transparency in commercial areas through extensive use of glazing at grade level, and consider use of mullions and frames to create character and visual interest. Reflective glass or other similar material on the ground floor façade of any building facing a street will not be accepted.

<p><b>Applicant Response</b></p>	<p>Proposal in Compliance. No reflective Glass used in elevation to allow for visual communication between interior and exterior spaces, enhance visual communication with street and pedestrian activities.</p>
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**Lower Town Centre DPA Guideline 22.4.1 (h)**

Provide common outdoor amenity spaces for residents in mixed use and residential buildings. Shared roof decks with gardens are encouraged where appropriate. Incorporate dining and seating areas with outdoor cooking facilities, play areas for children, areas for air- drying laundry, communal vegetable gardens, and appropriate landscaping.

Provide each apartment unit with a private outdoor space, such as a balcony or ground level patio, where possible. Provide ground floor units with a semi-private front patio. Incorporating green-roofs to manage stormwater, reduce urban heat island effect, and contribute to biodiversity is encouraged.

**Applicant Response**

All floors have been provided with outdoor end-to-end patios & decks which could be used for dining, seating areas, outdoor cooking, play areas for children, vegetable garden, landscaping and similar activities which typically forms the fabric of the Town Centre living, creating a neighborhood Vibe.

**Lower Town Centre DPA Guideline 22.4.1 (i)**

Follow passive solar design principles and orient and site buildings to maximize views to the waterfront. Design roofs to maximize opportunities for solar collection in winter and control solar gain on south-facing facades by blocking high-angle sun in summer. Alternatively, provide operable shading devices or window overhangs to control summer solar gain. Maximize passive ventilation and passive cooling through building orientation.

**Applicant Response**

Decks & Patios are designed to keep the solid building mass away from the street scape, allow more visual connect with the Whiterock bay & maximize daylight exposure. The building encompasses a central 3 level courtyard with a roof structure proposed to allow natural light and passive ventilation to support interior living landscape and allow cooling during warmer weather.



**Lower Town Centre DPA Guideline 22.4.1 (j)**

Incorporate west coast design elements with the use of natural materials, including brick, stone, concrete, exposed heavy timber, and/or steel. Vinyl siding and stucco will not be considered for cladding. Use rich natural tones which reflect the natural landscape and seascape as the dominant colours, with brighter colours used only as accents.

<b>Applicant Response</b>	Siding to consist majorly windows & glazing systems for fenestrations alongside a presence of a strong local cedar color complemented by an even use of whites on fiber-cement panels, exposed concrete to retain its all natural troweled finish to get along with the adjoining hardscapes.
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**Lower Town Centre DPA Guideline 22.4.1 (k)**

Integrate commercial signage with the building and/or landscaping. Signage shall have a pedestrian scale and be coordinated throughout each development and compatible with signage on adjacent properties to establish a unified and attractive commercial area. The use of natural materials and projecting signs is encouraged.

<b>Applicant Response</b>	We are providing a 12" high individual channel letter signage secured to underside of edge of wall above.
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**Section 22.4.2 – Public Realm and Landscape**

**Lower Town Centre DPA Guideline 22.4.2 (a)**

Provide continuous commercial frontage along Johnston Road and Pacific Avenue. Bicycle parking adjacent to retail entrances is encouraged.

<p><b>Applicant Response</b></p>	<p>Design in compliance. Bicycle parking provided beside retail and residential entrance on the north side close and in level with pedestrian walkway.</p>
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**Lower Town Centre DPA Guideline 22.4.2 (b)**

Improve the public realm with widened sidewalks throughout the Lower Town Centre (minimum 1.8-2.5 metres). Install ornamental street lamps and street furniture and provide space for patios adjacent to commercial frontages. Curb let-downs are to be designed to accommodate wheelchair and scooter movement.

<p><b>Applicant Response</b></p>	<p>Existing sidewalk complies guidelines. Street lamps and furniture to be addressed in Landscape design. Commercial frontage has an outdoor terrace. Entry Curb to accommodate wheelchair &amp; Scooter movement.</p>
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<b>Lower Town Centre DPA Guideline 22.4.2 (c)</b>	
Provide consistency with street trees, plant materials, street furniture, and other aspects of the public realm to create cohesive streetscapes. Incorporate public art in both the public and private realm that is reflective of the local landscape and heritage.	
<b>Applicant Response</b>	Design in compliance. The street face allows for integration of pedestrian activities enhancing the scope for design and art appreciation.
<b>Lower Town Centre DPA Guideline 22.4.2 (d)</b>	
Site buildings to create outdoor public spaces and through-block walking connections, creating opportunities for a variety of pedestrian- oriented activities and uses. Special attention should be paid to establishing destination or gathering space at Five Corners. Enhance these public spaces with public art and opportunities for programmed uses.	
<b>Applicant Response</b>	Design integrates with public realm; interfaces with the street scape with a scope for synchronized cross-functionality within its demeanor as well as flowing out into the original street culture.

**Lower Town Centre DPA Guideline 22.4.2 (e)**

Use light coloured reflective paving materials such as white asphalt or concrete for paths, driveways, and parking areas to reduce heat absorption and urban heat island effect. Ensure all areas not covered by buildings, structures, roads, and parking areas are landscaped. Use landscaping to establish transitions from public to private areas.

<b>Applicant Response</b>	Paving will be concrete of light grey or tan colour pavers.
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**Lower Town Centre DPA Guideline 22.4.2 (f)**

Increase the quantity, density, and diversity of trees planted in the Lower Town Centre, with both deciduous and coniferous tree species. Ensure all trees are planted with sufficient soil volume, using soil cells where appropriate, and incorporate diverse native shrub layers below trees to intercept stormwater. Landscape design should employ CPTED principles.

<b>Applicant Response</b>	Given the size of the site, there is only a small scale/tree in the internal courtyard. Street tree along Johnston is existing.
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**Lower Town Centre DPA Guideline 22.4.1 (g)**

Select trees that will maximize passive solar gain, natural ventilation, and natural cooling, and increase the entry of natural light into buildings. Maximize the use of drought tolerant and native species requiring minimal irrigation. Use lawn alternatives such as groundcovers or sedums to limit watering requirements and increase biodiversity. The planting of hedges directly adjacent to sidewalks is discouraged, unless they are screening a garbage/recycling area.

**Applicant Response**

Plant material selected are drought tolerant species after establishment.

**Lower Town Centre DPA Guideline 22.4.2 (h)**

Incorporate Low Impact Development Techniques for stormwater management, where appropriate and in accordance with the City’s Integrated Storm Water Management Plan (ISWMP). This includes but is not limited to bio-swales, cisterns, and permeable paving. Narrower lanes/access roads and the use of porous asphalt are encouraged.

**Applicant Response**

Civil to comply.

<b>Lower Town Centre DPA Guideline 22.4.2 (i)</b>	
Provide sufficient on-site illumination for pedestrian/vehicle safety and good exposure for retail uses. Light facades and highlight building entrances, and avoid “light spill” onto adjacent properties. The use of lighting systems that are powered by renewable energy, such as solar-power, are encouraged.	
<b>Applicant Response</b>	Civil & Electrical to comply.

**Section 22.4.3 – Parking and Functional Elements**

**Lower Town Centre DPA Guideline 22.4.3 (a)**

Locate parkade entrances at the rear or side of buildings where possible, separate from pedestrian entrances. If a parkade entrance faces a street, it shall be subordinate to the pedestrian entrance in terms of size, prominence on the streetscape, location, and design emphasis. The use of landscaping to screen and soften the appearance of the parkade entrance is encouraged. Access ramps must be designed with appropriate sight lines and incorporate security features.

**Applicant Response**

Parkade entrance from the rear

**Lower Town Centre DPA Guideline 22.4.3 (b)**

Provide all off-street parking below grade or enclosed within a building, with the exception of some visitor parking spaces and short-term commercial parking spaces. Bicycle and scooter parking shall be provided for residents within parkades, with temporary bicycle parking available near building entrances. Ensure buildings are accessible from parkades for those with mobility impairments.

**Applicant Response**

Parkade slope to underground. Bicycle parking provided as required.

<b>Lower Town Centre DPA Guideline 22.4.3 (c)</b>	
Provide sufficient space for garbage, recycling, and composting within parkades. These areas are to be located so that they are convenient for users and accessible for waste/recycling/compost collection and removal. Loading areas must also be incorporated within buildings wherever possible.	
<b>Applicant Response</b>	Garbage room conveniently located in compliance.
<b>Lower Town Centre DPA Guideline 22.4.3 (d)</b>	
Locate mechanical equipment to minimize exposure to the street and nearby buildings. Screening of rooftop mechanical equipment must be integrated into the overall architectural form of the building, and be designed to dampen noise where required.	
<b>Applicant Response</b>	No Mechanical equipment exposed to street face or nearby buildings



**PRESENT:** K. Otter  
I. Tom  
L. Sinclair  
L. Nielsen  
H. Steiss  
R. Drew  
A. Sinha

**ABSENT:** None

**NON-VOTING MEMBERS:** Sharon Greysen

**GUESTS:** Majd Makdissey, Applicant  
Yiwen Ruan, Landscape Architect  
SFS Construction, Owner

**STAFF:** A. Berry, Director of Planning and Development Services, Chairperson  
N. Syam, Planning Division Lead  
S. Bihari, Planning & Development Assistant II

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### 1. CALL TO ORDER

The meeting was called to order at 3:30 pm.

### 2. INTRODUCTIONS

The Chairperson provided a welcome and introduced members of the panel.

### 3. ADOPTION OF AGENDA

It was **MOVED** by L. Nielsen and **SECONDED** by A. Sinha to approve the Agenda THAT the Advisory Design Panel adopts the May 21, 2024, Agenda as circulated.

**CARRIED**

### 4. ADOPTION OF MINUTES

It was **MOVED** by K. Otter and **SECONDED** by L. Nielsen THAT the Advisory Design Panel adopts the Minutes from November 22, 2024, meeting as circulated.

**CARRIED**

### 5. TERMS OF REFERENCE

The Chairperson provided an overview of the ADP Terms of Reference to the panel members, to which no objections were made.

Before proceeding to the submitted application, the Chairperson asked the panel members if there were any conflicts of interest. At this time, A. Sinha had recused himself and left the meeting.

## 6. APPLICATION SUBMISSION TO THE ADVISORY DESIGN PANEL

N. Syam, Planner, provided an overview of the policy and regulatory framework applicable to the application under review by the ADP. The following subsection outlines the Minutes of the meeting as they relate to the application.

### 6.1. Application: 1363 Johnston Road – Mixed-Used Development – Majd Makdissy, Applicant

The applicant provided an overview of their proposed mixed-used development.

The Landscape architect provided an overview of the proposed landscaping for the development.

Members of the Panel asked the applicant about the following to clarify the application:

- A question was raised about the reduction in parking spaces from 19 to 14 stalls. Will there be accommodation for residents for the parking spaces. For example, Compass Card. *(Applicant confirmed there is a reduction in parking stalls, however there was a Traffic Study conducted, the owner will provide a Compass Card in lieu of shortage of parking stalls)*
- A question was raised about the accessible parking stall, it was not clear if this was solely for the residents or the commercial unit as well. *(Applicant confirmed one (1) accessible parking stall per Zoning Bylaw and advised the three (3) commercial parking and loading stalls will be shared for visitors and customers.)*
- A question was raised about the location of the commercial parking stalls in connection with the location of the CRU. How will customers have access to CRU from parking at rear? *(Applicant showed a set of stairs which will provide access for customers to Level 1 which will provide direct access to the CRU)* Follow up question was raised by the same panel member about a customer only has access to CRU by accessing stairs from parking at rear. *(Architect confirmed this is correct)*
- A question was raised about if the developer will provide Compass Pass in perpetuity to residents? Will each parking stall have EV charging? *(Staff stated applicant is seeking a variance for parking which is part of the proposed rezoning application where Council will need to consider the components of the Parking Study and what the developer is offering in lieu of the parking spaces is appropriate from a zoning perspective)*
- A question was raised about if each parking stall will have EV charging? *(Staff confirmed applicant is proposing EV parking spaces. Developer is required to provide rough-in infrastructure)* Follow up question directed to applicant: Will EV rough-in infrastructure be required for all parking stalls? *(Architect was not sure, and will confirm with Zoning Bylaw)*
- Comment was made that there is a new push to have electric bicycle charging as well.

- A question was raised about whether there will be a visible address for the residential component of the building? (*Applicant confirmed, yes there will be*)
- A question was raised about whether the planters under the commercial area will be irrigated as they are under balcony and not receiving natural water. (*Landscape Architect confirmed all plants will be irrigated.*)
- A question was raised about how the storm water detention tank will be used? (*Applicant advised the detention tank to slow the water going to the storm sewer system.*)
- A question was raised about the number of commercial units in the 1000sqft space (1-3 units)? (*Applicant advised it would be best for 1 or 2 commercial spaces*)
- A question was raised about the commercial parking spaces provided, are these sufficient for this space? (*Staff advised 1 loading bay is required based on the floor area of the CRU and the number of commercial parking spaces meets the requirement.*)
- A question was raised whether there is an accessible ramp to enter the building? (*Applicant confirmed there is. Staff confirmed this is required per the BC Building Code.*)
- A question was raised regarding the open courtyard and what happens when there is a large amount of rain, where does the water go? Is it attached to the water detention tank? (*Applicant confirmed, yes, the drainage is attached to the storm water tank*)
- A question was raised regarding whether the building will be strata or rental? (*Applicant did not know, this would need to be confirmed by the owner. Staff advised this would be intended for Council through rezoning process and not intended for the ADP to comment on.*)
- A question was raised regarding the colour strategy for the reveals in the hardi panel? How are the panels fastened? Revealed or hidden fastened? (*Applicant advised it will be contrasting colour – dark grey. Cement panels are face fastened most of the time.*)
- A question was raised whether there would be any possibility of having landscaping in the lane? (*Landscape Architect advised there is no space due the Site Plan*)
- A question was raised regarding the exit stairs on the third floor and if it is a possibility to make 2 stairways instead of 4? (*Applicant advised this was a recommendation per the Code Consultant and 4 stairs ways are required*)
- A question was raised regarding what type of aircondition unit will be used? (*Applicant advised they will have split units, 1 outdoor unit on balcony and 1 in interior.*)

Members identified their issues and concerns about the proposal as summarized below:

- A concern was raised about plants proposed in the courtyard and insufficient natural light for the plants to survive. All plants need to be re-reviewed. Plants in the planters will not receive enough soil volume. (*Landscape Architect will review the plants proposed and will revise to choose shade tolerance plants*)

- A concern was raised about the planting schedule for the Courtyard plan being the same planting schedule for the Public realm (sidewalk). Symbology was inconsistent with what was shown on plan.
- A concern was raised to not over engineer the storm water detention tank as this can easily occur. Suggests a rain barrel component which can function the same way and would help to provide the same function without having a significant mechanical investment.
- A concern was raised about the sidewalk layout and public realm details didn't provide much to review and to improve street elements.
- A concern was raised about potential issue with the grade change between sidewalk and the residential and commercial entrance.
- A concern was raised about the storm water elements, would recommend some improved multi-functional elements such as low-intensity development. For example, rain gardens or improved soil volume for the streetscape component.
- A concern was raised about the existing tree on sidewalk (Plant 2834), it will be severely constrained in the existing tree pit. Depending on construction activity and sidewalk works, this could cause negative harm to the tree.
- A concern was raised about landscape and lighting, don't negatively effect residents especially on lower levels.
- A concern was raised about Landscaping Section 22.4.2, application only reads "Civil to Comply", this should be detailed as no additional information was provided.
- A concern was raised about the images on the plans being out of date as the street view does not match the current streetscape and to update the images on the plans.
- A concern was raised about the size of the building due to the initial date of this application and the possibility to increase density as it is on a transit route. *(Staff advised that the Province has not designated the City of White Rock a transit oriented area at this time. The proposal is consistent with the OCP designation.)* – **This is concern is out of scope for this application**
- A concern was raised about the open courtyard and outdoor elements (rain, snow), perhaps a glass cover would be better. *(Applicant advised there was a glazed roof proposed however Engineering department did not agree. In regard to the outer elements, there will be proper drainage as the outer walls are considered exterior walls.)*
- A concern was raised about the CPTED issues at the SE corner where there is an alcove off of sidewalk
- A concern was raised about the commercial parking spaces and the hallway where the customer will be walking through. This hallway would also be used by residents which creates a CPTED issue.
- A concern was raised about accessibility and reconciling the grades at the NE corner of property where the commercial and residential entry.



- A concern was raised regarding the railing design on the ground level and redesign it to look less residential.
- A concern was raised regarding the deck space on the ground level and whether more covering would be a better option.
- A concern was raised regarding the location of the residential and commercial entry ways. Review ways to make them more distinguishable.
- A comment was made to extend the stairway on the SE corner all the way to the property line and this may resolve the alcove issue.
- A comment was made regarding the elevator overrun and to show that it will not extend beyond the parapet.
- A comment was made regarding the dark-coloured frames as these are sometimes are not in stock or discontinued and to encourage to keep these in the project until the end.
- A comment was made regarding the black parapet cap, may want to consider the same colour of building.
- A comment was made regarding providing glazing between the interior hallways on the ground floor. It may help with CPTED issues.
- A concern was raised about covering the courtyard, possibly one that opens and closes.
- A concern was raised about a restaurant occupying the CRU, this may not be suitable for the residents of the building due to the venting.
- A concern was raised regarding the 4 stalls, including the handicap stall would need to back out of parking gate which causes safety issues.
- A concern was raised about the safety of the back entry into the building to access the CRU unit.

S. Greyson left the meeting at 4:51pm.

The chairperson summarized a high-level summary of questions and comments provided by panel members.

Following the receipt of final comments, the Chairperson asked panel members for a motion.

R. Drew put forward the motion THAT the Advisory Design Panel recommends to Council that the Major Development Permit for 1363 Johnston Road (20-020) be approved subject to the following considerations made to the satisfaction of Staff:

- Feasibility of parking (pragmatic of moving in and out)
- To resolve all CPTED issues (all CPTED issues listed by the panel and regarding the SE corner)
- Courtyard landscape be reviewed in detail (include storm water tank)

- Drawing package represent future signage addressing on the building
- Option for covering the atrium be considered
- Increased integration of green infrastructure elements which may be incorporated through the public realm, streetscape, rear lot or the building lot itself such as the courtyard or roof

It was **MOVED** by I. Tom and **SECONDED** by L. Nielsen

**CARRIED**

## 7. CONCLUSION OF THE MEETING

There being no further business, the Chairperson declared the meeting concluded at 5:11pm.

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A. Berry  
Chairperson, Advisory Design Panel  
City of White Rock

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Sophia Bihari  
Planning & Development Assistant II  
City of White Rock

UNADOPTED

# Arboricultural Inventory and Report

For:  
WSP

Site Location:  
1363 Johnston Road  
White Rock, BC

To be submitted with Tree Retention and Removal Plan  
dated January 19<sup>th</sup>, 2021



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Submitted to:  
Scott Pelletier  
Suite 300, 65 Richmond Street  
New Westminster, BC  
V3L 5P5  
Email: Scott.Pelletier@wsp.com

Date: 2021/01/19  
Updated: 2022/06/02

Submitted by:



The following Diamond Head Consulting staff conducted the on-site tree inventory and prepared or reviewed the report.

All general and professional liability insurance and staff accreditations are provided below for reference.

**Supervisor:**



Max Rathburn | Principal | Arboriculture Manager | Senior Arborist  
ISA Certified Arborist (PN-0599A)  
ISA Tree Risk Assessment Qualified (TRAQ)  
BC Parks Wildlife and Danger Tree Assessor

**Project Staff:**



Mitch Davis  
ISA Certified Arborist (PN-9077A)  
ISA Tree Risk Assessment Qualified (TRAQ)

Please contact us if there are any questions or concerns about the contents of this report.

**Contact Information:**

Phone: 604-733-4886  
Fax: 604-733-4879  
Email: max@diamondheadconsulting.com  
Website: www.diamondheadconsulting.com

**Insurance Information:**

WCB: # 657906 AQ (003)  
General Liability: Northbridge General Insurance Corporation - Policy #CBC1935506, \$10,000,000  
Errors and Omissions: Lloyds Underwriters – Policy #1010615D, \$1,000,000



### **Scope of Assignment:**

Diamond Head Consulting Ltd. (DHC) was retained to complete an arboricultural assessment to supplement the proposed development application for 1363 Johnston Road. This report contains an inventory of protected on and off-site trees and summarizes management recommendations with respect to future development plans and construction activities. Off-site trees are included because pursuant to municipal bylaws, site owners must include the management of off-site trees that are within the scope of the development. This report is produced with the following primary limitations, detailed limitations specified in Appendix 7:

- 1) Our investigation is based solely on visual inspection of the trees during our last site visit. This inspection is conducted from ground level. We do not conduct aerial inspections, soil tests or below grade root examinations to assess the condition of tree root systems unless specifically contracted to do so.
- 2) Unless otherwise stated, tree risk assessments in this report are limited to trees with a *high* or *extreme* risk rating in their current condition, and in context of their surrounding land use at the time of assessment.
- 3) The scope of work is primarily determined by site boundaries and local tree-related bylaws. Only trees specified in the scope of work were assessed.
- 4) Beyond six months from the date of this report, the client must contact DHC to confirm its validity because site base plans and tree conditions may change beyond the original report's scope. Additional site visits and report revisions may be required after this point to ensure report accuracy for the municipality's development permit application process. Site visits and reporting required after the first submission are not included within the original proposal fee and will be charged to the client at an additional cost.

**The client is responsible for:**

- Reviewing this report to understand and implement all tree **risk**, removal and protection requirements related to the project.
- Understanding that we did not assess trees off the subject property and therefore cannot be held liable for actions you or your contractors may undertake in developing this property which may affect the trees on neighboring properties.
- Obtaining a tree removal permit from the relevant municipal authority prior to any tree cutting.
- Obtaining relevant permission from adjacent property owners before removing off-site trees and vegetation.
- Obtaining a timber mark if logs are being transported offsite.
- Ensuring the project is compliant with the tree permit conditions.
- Constructing and maintaining tree protection fencing.
- Ensuring an arborist is present onsite to supervise any works in or near tree protection zones.

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## 1.0 Introduction

### 1.1 Site Overview

The subject is an approximately 0.15 acre residential lot currently occupied by a single-family dwelling. Bordering the site are Johnston Road to the east, Winter Lane to the west, and adjacent commercial lots to both the north and south. Vegetation in the area is comprised primarily of city owned street trees (*Liquidamber styraciflua*) planted along Johnston Road and ornamental shrubs planted along Winter Lane.

### 1.2 Proposed Land Use Changes

The proposed development consists of the demolition of existing on-site structures and the construction of a four story condominium. In preparing this report, we reviewed the following information:

- One site survey provided by the client, received December 17, 2020.
- One site plan created by Barnett Dembek Architects Inc, received May 27, 2022.
- One floor plan created by Barnett Dembek Architects Inc, received May 27, 2021.

### 1.3 Report Objective

This report has been prepared to ensure the proposed development is compliant with the City of White Rock Tree Management Bylaw, No. 1831. Refer to Bylaw No. 1831 for the complete definition of protected trees, summarized below as:

- Woody plants with root and branches that have a trunk DBH (measured at 1.4 m above grade) greater than 30 cm, or a combined DBH of the 3 largest trunks greater than 30 cm;
- Replacement trees (or trees planted or retained as part of a tree management permit);
- A tree, hedge or shrub of any size on City-owned property;
- Arbutus, Garry oak or Pacific dogwood of any size; and,
- Trees with evidence of nesting or use by raptors, eagles, peregrine falcon, gyrfalcon, osprey, heron or burrowing owl.

Additionally, neighbouring trees within 4 m of the property line, per Bylaw 1831 tree survey requirements, or with a tree protection zone that extends into the subject site have been captured in the arborist report.

This report outlines the existing condition of protected trees on and adjacent to the property, summarizes the proposed tree retention and removal, and suggests guidelines for protecting retained trees during the construction process.





Figure 1. 1363 Johnston Road in context of the surrounding landscape and infrastructure.

## 2.0 Process and Methods

Mitch Davis of DHC visited the site on December 12<sup>th</sup>, 2020. The following methods and standards are used throughout this report.

### 2.1 Tree Inventory

Trees on site and trees shared with adjacent properties were marked with a numbered tag and assessed for attributes including: species; height measured to the nearest meter; and, diameter at breast height (DBH) measured to the nearest centimeter at 1.4 m above grade. Off-site trees were inventoried, but not tagged. The general health and structural integrity of each tree was assessed visually and assigned to one of five categories: *excellent; good; moderate; poor; or dying/dead*. Descriptions of the health and structure rating criteria are given in Appendix 3.

Tree retention value, categorized as *high, medium, low, or nil*, was assigned to each tree or group of trees based on their health and structure rating, and potential longevity in a developed environment. Descriptions of the retention value ratings are given in Appendix 4. Recommendations for tree retention or removal were determined by taking in to account a tree's retention value rating, its location in relation to proposed building envelopes and development infrastructure.

### 2.2 Tree Risk Assessment

Tree risk assessments were completed following methods of the ISA Tree Risk Assessment Manual<sup>1</sup> published in 2013 by the International Society of Arboriculture, which is the current industry standard for assessing tree risk. This methodology assigns risk based on the likelihood of failure, the likelihood of impact and the severity of consequence if a failure occurs. Only on-site hazard trees that had *high* or *extreme* risk ratings in their current condition and in context of their surrounding land use were identified and reported in section 3.2. Appendix 5 gives the likelihood and risk rating matrices used to categorize tree risk. DHC recommends that on-site trees be re-assessed for risk after the site conditions change (e.g. after damaging weather events, site disturbance from construction, creation of new targets during construction or in the final developed landscape).

### 2.3 Tree Retention and Replacement

Tree protection zones were calculated for each tree according to the City of Abbotsford's minimum requirements for fencing to dripline but may be modified based on professional judgement of the project arborist to accommodate species specific tolerances and site specific growing conditions.

The number of replacement trees has been calculated based on the number of protected trees removed and their size according to the specifications in Bylaw No. 1831.

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<sup>1</sup> Dunster, J.A., Smiley, E.T., Matheny, N. and Lilly, S. (2013). Tree Risk Assessment Manual. *International Society of Arboriculture*. Champaign, Illinois.

## 3.0 Findings: Tree Inventory and Risk Assessment

### 3.1 Tree Inventory

The complete tree inventory is given in Appendix 1.

#### Trees On-site

There were three (3) protected trees on the site. All of which are recommended for removal (see Appendix 1 for individual tree inventory information).

Of the on-site trees, one (1) tree has moderate health and structure and have medium retention value, but may require remedial work to promote its health and structural integrity if retained. Two trees have poor health and structure or are dead/dying and have low retention value.

#### Trees on Adjacent Properties

There was one privately owned off-site tree with a tree protection zone extending into the subject site, which has been recommended for removal.

There are two City trees with tree protection zones near the subject site. Both are recommended for retention.

### 3.2 Tree Risk Assessment

There were no trees on this site that posed a *high* or *extreme* risk at the time of assessment.

## 4.0 Tree Replacement

The City of White Rock requires tree replacements for trees that are removed. Table 1 summarizes the anticipated tree replacement requirements based on the number and size of trees planned for removal.

Table 1. Tree replacement summary (excludes dead or hazard trees).

	Lower value tree	30-50 cm removed @2:1	51-65 cm trees removed @3:1	66-75 cm trees removed @4:1	76-85 cm trees removed @5:1	>85 cm trees removed @6:1	Total required tree replacements*
On-site	0 x 2	2 x 2	0 x 3	1 x 4	0 x 5	0 x 6	4 + 4 = 8
Private off-site	1 x 2	0 x 2	0 x 3	0 x 4	0 x 5	0 x 6	1
City (2:1 for <30 cm)	0 x 2	0 x 2	0 x 3	0 x 4	0 x 5	0 x 6	0
<b>Total replacements</b>							9 x 6 cm caliper deciduous or 3 m tall coniferous

\* The required number of replacement trees may be reduced by 50% provided that the DBH or height is increased to greater than 10.5 cm or 5.25 m respectively.

## 5.0 Discussion and Summary

### 5.1 Trees On-site

Two trees have been determined to have shared ownership, approval will be required from the adjacent properties' owners before removal:

- 8813: Is recommended for removal to accommodate the proposed building.
- 8812: Approval from owner of 1365 Johnston Road required before removal.
- 8814: Approval from owner of 1355 Johnston Road required before removal.

### 5.2 Trees on Adjacent Properties

OS01 should be surveyed to determine ownership. If it is shared or privately owned, then approval will be required from the owner of 1355 Johnston Road before removal.



## Appendix 1 Complete Tree Inventory Table

The complete tree inventory below contains information on tree attributes and recommendations for removal or retention. Tree ownership in this inventory table is not definitive, its determination here is based on information available from the legal site survey, GPS locations, and field assessment during site visits. Tree Protection Zones are measured from the outer edge of a tree's stem. If using these measurements for mapping the tree protection zone, ½ the tree's diameter must be added to the distance to accommodate a survey point at the tree's center. Where tree protection fencing is proposed to vary from the minimum municipal TPZ, comments will be included in the Retention/TPZ comments and shown on the Tree Retention and Removal Plan.

\*TPZ is the tree protection zone size required by the relevant municipal bylaw or, if not defined, the project arborist.

Surveyed Y/N	Tag #	Location	Species Common Name	Botanical Name	DBH (cm)	Height (m)	Health and Structure Rating	Comments	Retention Value Rating	Retain/Remove	Retention/TPZ Comments	*TPZ (m)
Yes	8812	Shared	Birch spp.	Betula spp.	50	16	Poor	Growing between overhead power lines, between detached garage and chain link fence. Multiple stems with acute unions at base. DBH 20, 20, and 10.	Low	Remove	In conflict with proposed development. Approval from adjacent property owner required.	3
Yes	8813	On-Site	Douglas-Fir	Pseudotsuga menziesii	69	23	Moderate	Codominant stem union at 5m. Symmetrical crown.	Medium	Remove	In conflict with proposed development	4.14
Yes	8814	Shared	Big-Leaf Maple	Acer macrophyllum	35	16	Poor	Growing between fence and adjacent building. Multiple stems. Acute union from base. Untagged - assumed off-site at time of site visit.	Low	Remove	In conflict with proposed development. Approval from adjacent property owner required.	2.1

Surveyed Y/N	Tag #	Location	Species Common Name	Botanical Name	DBH (cm)	Height (m)	Health and Structure Rating	Comments	Retention Value Rating	Retain/Remove	Retention/TPZ Comments	*TPZ (m)
No	OS01	NA	English Holly	Ilex aquifolium	15	8	Poor	Growing out of asphalt surface between fence and adjacent building.	Low	Remove	This tree is not surveyed, and Ownership of tree must be determined before removal. If shared or off-site, removal will require approval from owner.	1.2
Yes	City01	City	Sweetgum/Liquidambar	Liquidambar styraciflua	36	15	Good	City owned boulevard tree.	High	Retain	Protect as required and as shown on the TMP.	2.16
Yes	City02	City	Sweetgum/Liquidambar	Liquidambar styraciflua	36	15	Good	City owned boulevard tree.	High	Retain	Protect as required and as shown on the TMP.	2.16

## Appendix 2 Site Photographs



Photo 1. Trees City01 (left), #8814 (center), and #8813 (left) , Front of property viewed from Johnston Road.



Photo 2. Tree #8814, Showing location on property line.





Photo 3. Tree #8812, West facing view from Winter Lane.



Photo 4. Tree #8813, North facing view.



## Appendix 3 Tree Health and Structure Rating Criteria

The tree health and structure ratings used by Diamond Head Consulting summarize each tree based on both positive and negative attributes using five stratified categories. These ratings indicate health and structural conditions that influence a tree's ability to withstand local site disturbance during the construction process (assuming appropriate tree protection) and benefit a future urban landscape.

**Excellent:** Tree of possible specimen quality, unique species or size with no discernible defects.

**Good:** Tree has no significant structural defects or health concerns, considering its growing environment and species.

**Moderate:** Tree has noted health and/or minor to moderate structural defects. This tree can be retained, but may need mitigation (e.g., pruning or bracing) and monitoring post-development. A moderate tree may be suitable for retention within a stand or group, but not suitable on its own.

**Poor:** Tree is in serious decline from previous growth habit or stature, has multiple defined health or structural weaknesses. It is unlikely to acclimate to future site use change. This tree is not suitable for retention within striking distance of most targets.

**Dying/Dead:** Tree is in severe decline, has severe defects or was found to be dead.

## Appendix 4 Tree Retention Value Rating Criteria

The tree retention value ratings used by Diamond Head Consulting provide guidance for tree retention planning. Each tree in an inventory is assigned to one of four stratified categories that reflect its value as a future amenity and environmental asset in a developed landscape. Tree retention value ratings take in to account the health and structure rating, species profile\*, growing conditions and potential longevity assuming a tree's growing environment is not compromised from its current state.

**High:** Tree suitable for retention. Has a good or excellent health and structure rating. Tree is open grown, an anchor tree on the edge of a stand or dominant within a stand or group. Species of *Populus*, *Alnus* and *Betula* are excluded from this category.

**Medium:** Tree suitable for retention with some caveats or suitable within a group\*\*. Tree has moderate health and structure rating, but is likely to require remedial work to mitigate minor health or structural defects. Includes trees that are recently exposed, but wind firm, and trees grown on sites with poor rooting environments that may be ameliorated.

**Low:** Tree has marginal suitability for retention. Health and structure rating is moderate or poor; remedial work is unlikely to be viable. Trees within striking distance of a future site developments should be removed.

**Nil:** Tree is unsuitable for retention. It has a dying/dead or poor health and structure rating. It is likely that the tree will not survive, or it poses an unacceptable hazard in the context of future site developments.

\* The species profile is based upon mature age and height/spread of the species, adaptability to land use changes and tree species susceptibility to diseases, pathogen and insect infestation.

\*\* Trees that are 'suitable as a group' have grown in groups or stands that have a single, closed canopy. They have not developed the necessary trunk taper, branch and root structure that would allow them to be retained individually. These trees should only be retained in groups.

## Appendix 5 Risk Rating Matrices

Trees with a *probable* or *imminent* likelihood of failure, a *medium* or *high* likelihood of impacting a specified target, and a *significant* or *severe* consequence of failure have been assessed for risk and included in this report (Section 3.2). These two risk rating matrices showing the categories used to assign risk are taken without modification to their content from the International Society of Arboriculture Tree Risk Assessment Qualification Manual.

**Matrix 1: Likelihood**

Likelihood of Failure	Likelihood of Impacting Target			
	Very Low	Low	Medium	High
Imminent	Unlikely	Somewhat Likely	Likely	Very Likely
Probable	Unlikely	Unlikely	Somewhat Likely	Likely
Possible	Unlikely	Unlikely	Unlikely	Somewhat Likely
Improbable	Unlikely	Unlikely	Unlikely	Unlikely

**Matrix 2: Risk Rating**

Likelihood of Failure and Impact	Consequences of Failure			
	Negligible	Minor	Significant	Severe
Very Likely	Low	Moderate	High	Extreme
Likely	Low	Moderate	High	High
Somewhat Likely	Low	Low	Moderate	Moderate
Unlikely	Low	Low	Low	Low

## Appendix 6 Construction Guidelines

Tree management recommendations in this report are made under the expectation that the following guidelines for risk mitigation and proper tree protection will be adhered to during construction.

Respecting these guidelines will prevent changes to the soil and rooting conditions, contamination due to spills and waste, or physical wounding of the trees. Any plans for construction work and activities that deviate from or contradict these guidelines should be discussed with the project arborist so that mitigation measures can be implemented.

### Tree protection Zones

Tree protection zones (TPZs) are specifically intended to protect a tree's roots from negative construction impacts. TPZs are required to retain good health and vigor of the tree during development and in the future landscape. The TPZ boundary is measured as a radius in all directions from the outer surface of the tree's stem. The TPZ radius is determined by the extent of tree protection zones according to local municipal bylaw specifications and may be modified based on professional judgement of the project arborist to accommodate species specific tolerances and site specific growing conditions.

### Tree Protection Zones

Tree protection zones (TPZs) are fenced areas around the recommended TPZ. Within a TPZ, no construction activity, including materials storage, grading or landscaping, may occur without project arborist approval. Within the TPZ, the following are tree preservation guidelines based on industry standards for best practice and local municipal requirements:

- No soil disturbance or stripping.
- Maintain the natural grade.
- No storage, dumping of materials, parking, underground utilities or fires within TPZs or tree driplines.
- Any planned construction and landscaping activities affecting trees should be reviewed and approved by a consulting arborist.
- Install specially designed foundations and paving when these structures are required within TPZs.
- Route utilities around TPZs.
- Excavation within the TPZs should be supervised by a consultant arborist.
- Surface drainage should not be altered in such a way that water is directed in or out of the TPZ.
- Site drainage improvements should be designed to maintain the natural water table levels within the TPZ.

### Tree Protection Fences

Prior to any construction activity, tree protection fences must be constructed at the root protection zone perimeter. The protection barrier or temporary fencing must be at least 1.2 m in height and constructed of 2" by 4" lumber with orange plastic mesh screening. Tree protection fences must be



constructed prior to tree removal, excavation or construction and remain intact throughout the entire duration of construction.

### **Tree Crown Protection and Pruning**

All heavy machinery (excavators, cranes, dump trucks, etc.) working within five meters of a tree's crown should be made aware of their proximity to the tree. If there is to be a sustained period of machinery working within five meters of a tree's crown, a line of colored flags should be suspended at eye-level of the machinery operator for the length of the protected tree area. Any concerns regarding the clearance required for machinery and workers within or immediately outside tree protection zones should be referred to the project arborist so that a zone surrounding the crowns can be established or pruning measures undertaken. Any wounds incurred to protected trees during construction should be reported to the project arborist immediately.

### **Unsurveyed Trees**

Unsurveyed trees identified by DHC in the Tree Retention Plan have been hand plotted for approximate location only using GPS coordinates and field observations. The location and ownership of unsurveyed trees cannot be confirmed without a legal surveyed. The property owner or project developer must ensure that all relevant on- and off-site trees are surveyed by a legally registered surveyor, whether they are identified by DHC or not.

### **Removal of logs from sites**

Private timber marks are required to transport logs from privately-owned land in BC. It is property owner's responsibility to apply for a timber mark prior to removing any merchantable timber from the site. Additional information can be found at: <http://www.for.gov.bc.ca/hth/private-timber-marks.htm>

### **Regulation of Soil Moisture and Drainage**

Excavation and construction activities adjacent to TPZs can influence the availability of moisture to protected trees. This is due to a reduction in the total root mass, changes in local drainage conditions, and changes in exposure including reflected heat from adjacent hard surfaces. To mitigate these concerns the following guidelines should be followed:

- Soil moisture conditions within the tree root protection zones should be monitored during hot and dry weather. When soil moisture is inadequate, supplemental irrigation should be provided that penetrates soil to the depth of the root system or a minimum of 30 cm.
- Any planned changes to surface grades within the TPZs, including the placement of mulch, should be designed so that any water will flow away from tree trunks.
- Excavations adjacent to trees can alter local soil hydrology by draining water more rapidly from TPZs more rapidly than it would prior to site changes. It is recommended that when excavating within 6 m of any tree, the site be irrigated more frequently to account for this.

### **Root Zone Enhancements and Fertilization**

Root zone enhancements such as mulch, and fertilizer treatments may be recommended by the project arborist during any phase of the project if they deem it necessary to maintain tree health and future survival.

### **Paving Within and Adjacent to TPZs**

If development plans propose the construction of paved areas and/or retaining walls close to TPZs, measures should be taken to minimize impacts. Construction of these features would raise concerns for proper soil aeration, drainage, irrigation and the available soil volume for adequate root growth. The following design and construction guidelines for paving and retaining walls are recommended to minimize the long-term impacts of construction on protected trees:

- Any excavation activities near or within the TPZ should be monitored by a certified arborist. Structures should be designed, and excavation activities undertaken to remove and disturb as little of the rooting zone as possible. All roots greater than 2 cm in diameter should be hand pruned by a Certified Arborist.
- The natural grade of a TPZ should be maintained. Any retaining walls should be designed at heights that maintain the existing grade within 20 cm of its current level. If the grade is altered, it should be raised not reduced in height.
- Compaction of sub grade materials can cause trees to develop shallow rooting systems. This can contribute to long-term pavement damage as roots grow. Minimizing the compaction of subgrade materials by using structural soils or other engineered solutions and increasing the strength of the pavement reduces reliance on the sub-grade for strength.
- If it is not possible to minimize the compaction of sub-grade materials, subsurface barriers should be considered to help direct roots downward into the soil and prevent them from growing directly under the paved surfaces.

### **Plantings within TPZs**

Any plans to landscape the ground within the TPZ should implement measures to minimize negative impacts on the above or below ground parts of a tree. Existing grass layer in TPZs should not be stripped because this will damage surface tree roots. Grass layer should be covered with mulch at the start of the project, which will gradually kill the grass while moderating soil moisture and temperatures. Topsoil should be mixed with the mulch prior to planting of shrubs, but new topsoil layer should not be greater than 20 cm deep on top of the original grade. Planting should take place within the newly placed topsoil mixture and should not disturb the original rooting zone of the trees. A two-meter radius around the base of each tree should be left unplanted and covered in mulch; a tree's root collar should remain free from any amendments that raise the surface grade.

### **Monitoring during construction**

Ongoing monitoring by a consultant arborist should occur for the duration of a development project. Site visits should be more frequent during activities that are higher risk, including the first stages of construction when excavation occurs adjacent to the trees. Site visits will ensure contractors are

respecting the recommended tree protection measures and will allow the arborist to identify any new concerns that may arise.

During each site visit the following measures will be assessed and reported on by a consulting arborist:

- Health and condition of protected trees, including damage to branches, trunks and roots that may have resulted from construction activities, as will the health of. Recommendations for remediation will follow.
- Integrity of the TPZ and fencing.
- Changes to TPZ conditions including overall maintenance, parking on roots, and storing or dumping of materials within TPZ. If failures to maintain and respect the TPZ are observed, suggestions will be made to ensure tree protection measures are remediated and upheld.
- Review and confirmation of recommended tree maintenance including root pruning, irrigation, mulching and branch pruning.
- Changes to soil moisture levels and drainage patterns; and
- Factors that may be detrimentally impact the trees.

## Appendix 7 Report Assumptions and Limiting Conditions

- 1) Unless expressly set out in this report or these Assumptions and Limiting Conditions, Diamond Head Consulting Ltd. (“Diamond Head”) makes no guarantee, representation or warranty (express or implied) regarding this report, its findings, conclusions or recommendations contained herein, or the work referred to herein.
- 2) The work undertaken in connection with this report and preparation of this report has been conducted by Diamond Head for the “Client” as stated in the report above. It is intended for the sole and exclusive use by the Client for the purpose(s) set out in this report. Any use of, reliance on or decisions made based on this report by any person other than the Client, or by the Client for any purpose other than the purpose(s) set out in this report, is the sole responsibility of, and at the sole risk of, such other person or the Client, as the case may be. Diamond Head accepts no liability or responsibility whatsoever for any losses, expenses, damages, fines, penalties or other harm (including without limitation financial or consequential effects on transactions or property values, and economic loss) that may be suffered or incurred by any person as a result of the use of or reliance on this report or the work referred to herein. The copying, distribution or publication of this report (except for the internal use of the Client) without the express written permission of Diamond Head (which consent may be withheld in Diamond Head’s sole discretion) is prohibited. Diamond Head retains ownership of this report and all documents related thereto both generally and as instruments of professional service.
- 3) The findings, conclusions and recommendations made in this report reflect Diamond Head’s best professional judgment given the information available at the time of preparation. This report has been prepared in a manner consistent with the level of care and skill normally exercised by arborists currently practicing under similar conditions in a similar geographic area and for specific application to the trees subject to this report on the date of this report. Except as expressly stated in this report, the findings, conclusions and recommendations it sets out are valid for the day on which the assessment leading to such findings, conclusions and recommendations was conducted. If generally accepted assessment techniques or prevailing professional standards and best practices change at a future date, modifications to the findings, conclusions, and recommendations in this report may be necessary. Diamond Head expressly excludes any duty to provide any such modification if generally accepted assessment techniques and prevailing professional standards and best practices change.
- 4) Conditions affecting the trees subject to this report (the “Conditions”, include without limitation, structural defects, scars, decay, fungal fruiting bodies, evidence of insect attack, discolored foliage, condition of root structures, the degree and direction of lean, the general condition of the tree(s) and the surrounding site, and the proximity of property and people) other than those expressly addressed in this report may exist. Unless otherwise stated information contained in this report covers only those Conditions and trees at the time of inspection. The inspection is limited to visual examination of such Conditions and trees without dissection, excavation, probing or coring. While



every effort has been made to ensure that any trees recommended for retention are both healthy and safe, no guarantees, representations or warranties are made (express or implied) that those trees will not be subject to structural failure or decline. The Client acknowledges that it is both professionally and practically impossible to predict with absolute certainty the behavior of any single tree, or groups of trees, in all given circumstances. Inevitably, a standing tree will always pose some risk. Most trees have the potential for failure and this risk can only be eliminated if the risk is removed. If Conditions change or if additional information becomes available at a future date, modifications to the findings, conclusions, and recommendations in this report may be necessary. Diamond Head expressly excludes any duty to provide any such modification of Conditions change or additional information becomes available.

- 5) Nothing in this report is intended to constitute or provide a legal opinion and Diamond Head expressly disclaims any responsibility for matters legal in nature (including, without limitation, matters relating to title and ownership of real or personal property and matters relating to cultural and heritage values). Diamond Head makes no guarantee, representation or warranty (express or implied) as to the requirements of or compliance with applicable laws, rules, regulations, or policies established by federal, provincial, local government or First Nations bodies (collectively, “Government Bodies”) or as to the availability of licenses, permits or authorizations of any Government Body. Revisions to any regulatory standards (including bylaws, policies, guidelines an any similar directions of a Government Bodies in effect from time to time) referred to in this report may be expected over time. As a result, modifications to the findings, conclusions and recommendations in this report may be necessary. Diamond Head expressly excludes any duty to provide any such modification if any such regulatory standard is revised.
- 6) Diamond Head shall not be required to give testimony or to attend court by reason of this report unless subsequent contractual arrangements are made, including payment of an additional fee for such services as described in the fee schedule and contract of engagement.
- 7) In preparing this report, Diamond Head has relied in good faith on information provided by certain persons, Government Bodies, government registries and agents and representatives of each of the foregoing, and Diamond Head assumes that such information is true, correct and accurate in all material respects. Diamond Head accepts no responsibility for any deficiency, misinterpretations or fraudulent acts of or information provided by such persons, bodies, registries, agents and representatives.
- 8) Sketches, diagrams, graphs, and photographs in this report, being intended as visual aids, are not necessarily to scale and should not be construed as engineering or architectural reports or surveys.
- 9) Loss or alteration of any part of this report invalidates the entire report.



# LETTER OF UNDERSTANDING (LOU)

Dated: May 26, 2022

Re: *Permission to remove the shared tree between 1365 Johnston Road, White Rock, BC and 1363 Johnston Road, White Rock, BC*

This LOU confirms that the undersigned owners of 1365 Johnston Road, White Rock BC agree and acknowledge to permit the owner of 1363 Johnston Rd, White Rock BC to remove the shared tree which, as per the arborist report, is a Birch spp. growing between overhead power lines, between the detached garage and chain link fence. It has multiple stems with acute unions at base.

Owner of 1363 Johnston Rd, White Rock covenants:

- That the cost of tree removal shall solely be borne by the owner of 1363 Johnston Rd, White Rock, and
- that the tree removal shall be performed professionally with city permits;


I trust you will find everything to be in order.

Best regards,

Your neighbor,  
1363 Johnston Rd, White Rock




Agreed to this 1st day of June, 2022

By,

 06/01/22

Name: Atinder Singh  
1363 Johnston Rd, White Rock BC V4B 3Z3

And,

  
Name: J  BORLINHA and P  BORLINHA  
1365 Johnston Rd, White Rock BC V4B 3Z3

# LETTER OF UNDERSTANDING (LOU)

Dated: May 26, 2022

Re: *Permission to remove the shared trees between 1355 Johnston Road, White Rock, BC and 1363 Johnston Road, White Rock, BC*

This LOU confirms that the undersigned owners of 1355 Johnston Road, White Rock BC agree and acknowledge to permit the owner of 1363 Johnston Rd, White Rock to remove the shared trees which as per the arborist report are; a big leaf maple growing between the fence and the adjacent building with multiple stems with acute union from the base, and an English Holy growing out of asphalt surface between fence and adjacent building.

Owner of 1363 Johnston Rd, White Rock covenants:

- That the cost of tree removal shall solely be borne by the owner of 1363 Johnston Rd, White Rock, and
- that the tree removal shall be performed professionally with city permits;

I trust you will find everything to be in order.

Best regards,

Your neighbor,  
1363 Johnston Rd, White Rock

Agreed to this 1 day of JUNE, 2022

By,

Authentisign




06/02/22

Name: Atinder Singh  
1363 Johnston Rd, White Rock BC V4B 3Z3

And,



Name: P  KOK,  
1355 Johnston Rd, White Rock BC V4B 3Z3



THE CORPORATION OF THE  
**CITY OF WHITE ROCK**  
**CORPORATE REPORT**



**DATE:** September 23, 2024

**TO:** Mayor and Council

**FROM:** Anne Berry, Director, Planning and Development Services

**SUBJECT:** Overnight Parking Enforcement in Marine Drive Lots

**RECOMMENDATIONS**

THAT Council receive for information the September 23, 2024, corporate report from the Director of Planning and Development Services, titled “Overnight Parking Enforcement in Marine Drive Lots;” and direct staff to:

1. Bring forward amendments to the Parks Regulation Bylaw and Ticketing for Bylaw Offences Bylaw Amendments to prohibit loitering and parking in the waterfront parking lots between 2am and 5 am; and
2. Post appropriate signage to restrict the parking of vehicles in designated waterfront lots between the hours of 2:00 a.m. and 5:00 a.m.; and
3. Retain the services of a Towing Contractor to remove any vehicles in violation of this restriction.

OR

4. Retain the services of a Security Company to patrol the waterfront lots and request Towing services as needed.

**EXECUTIVE SUMMARY**

At the September 9, 2024, Regular Council Meeting, Council directed staff to bring forward a report with options on closing some or all parking lots on Marine Drive in the early morning (2:00 a.m. – 5:00 a.m.), and how this may best be enforced.

**PREVIOUS COUNCIL DIRECTION**

Motion # & Meeting Date	Motion Details
12.1.d September 9, 2024	That council direct staff to bring forward a report with options on closing some or all parking lots on Marine Drive in the early morning (2am-5am) to support the efforts of our RCMP detachment. Options may include signage, physical closure (automated or manual), and other considerations.

## **INTRODUCTION/BACKGROUND**

Council wishes to prohibit overnight parking in waterfront lots between 2:00 a.m. and 5:00 a.m. to support the efforts of the RCMP detachment. Though some signage is currently posted, there is no bylaw enforcement provided during those same hours to enforce the restriction. Council wishes to increase awareness of the restriction through additional signage and to have a mechanism to enforce the restriction.

## **REGULATORY CONTEXT**

Pursuant to the authority vested in the Council by Section 120 of the “Motor Vehicle Act”, R.S.B.C. 1996, C. 318 as amended, the City Engineer is hereby authorized to exercise the following powers of the municipality:

c) by providing for the regulation, control, or prohibition of stopping, standing, or parking of vehicles within the municipality.

Per the City’s agreement with The Burlington Northern and Sante Fe Railway Company:

*Section 3. Use and Compliance:*

*A. Lessee (The City) may use the Premises for the sole and exclusive purpose of public parking, restrooms, promenade, and other uses and facilities related to park purposes.*

*Section 7. Access to Premises by Lessor:*

*A. BNSF and its contractors, agents and other 3rd parties may at all reasonable times and at any time in case of emergency, (i) enter the Premises...*

*Section 28. Signs:*

*No signs are to be placed on the Premises without the prior written approval of BNSF of the size, design, and content thereof.*

Some area residents rely on parking their vehicles in the waterfront lots overnight, due to a lack of other parking options. Distinguishing between area residents’ vehicles and those vehicles involved in potentially disruptive activities would be difficult. Preventing those residents who have grown accustomed to utilizing waterfront parking overnight may not be well received and could result in further parking pressures in nearby residential areas should they be forced to park elsewhere. Though a unique permit system could be developed to exempt permit holders from the overnight parking ban, this could not be enforced by a Towing contractor, and bylaw services are not available during the hours of 2:00 a.m. - 5:00 a.m.

More research into the BNSF lease is required to determine if installing physical barriers could be an option to consider.

## **OPTIONS TO MANAGE OVERNIGHT USE OF WATERFRONT PARKING LOTS**

Based on the September 9, 2024, motion from Council, staff have prepared two options for Councils consideration:

### **Option 1. Towing Contractor**

Two local towing contractors were contacted to obtain an estimate for services to patrol the lots from 2:00 a.m. to 5:00 a.m. and remove any un-authorized vehicles from specific lots. One vendor declined to provide a quote due to the distance from White Rock to their storage compound.

A second vendor offered to patrol the designated lots a maximum of four (4) patrols per the desired time frame at a cost of \$25 per patrol (\$100/night) and attempt to remove vehicles in

violation at the vehicle owner's expense. This same rate would apply should the City desire weekend patrols or patrols seven (7) days/week. There would be no other fees charged to the City by the Contractor.

### **Option 2. Security Guard**

Should Council wish, a Security Contractor similar to the one currently employed to patrol the promenade would patrol the lots and contact a Towing Contractor to request the removal of any illegally parked vehicles from the designated lots on an as needed basis. The Security Contractor rate would be approximately \$23-\$25/hour. The Security guard would not issue a bylaw violation notice, and thus the City would not collect any fine revenue through the issuance of Notices of Bylaw Violations. The Towing Contractor would not bill the City for services. The towing contractor would require time to respond to requests for service, in which case violators may not be dealt with immediately.

### **FINANCIAL IMPLICATIONS**

Option 1. Funds will be required to pay for additional signage and patrols. Towing Patrols are estimated to be \$25/patrol. Towing fees would be charged to a vehicle's registered owner. No revenues would be collected by the City.

Option 2. Security Guard services are estimated to be \$25/hour, with no towing fees charged to the City, however the Towing Contractor may wish to charge a fee if this option results in many instances when they are called to provide the service, but the vehicles are gone on arrival.

### **LEGAL IMPLICATIONS**

More research to be done on legal implications of the City's contractor towing vehicles from BNSF property without issuing a notice of violation.

Additionally, staff are working with City solicitors to draft updates to the Parks Regulation Bylaw and Ticketing for Bylaw Offences Bylaw Amendments to prohibit loitering and parking in the waterfront parking lots between 2am and 5 am. Both bylaws would need to be updated in order to implement any new towing regulations, to ensure alignment with City regulations.

Towing of Unauthorized vehicles Policy #504 would need to be amended to include circumstances described in this report. See Appendix A.

### **COMMUNICATION AND COMMUNITY ENGAGEMENT IMPLICATIONS**

Providing a mechanism to enforce a *No Parking between 2:00 a.m. - 5:00 a.m.* regulation in select waterfront lots is expected to support the efforts of our RCMP detachment in reducing the likelihood of disturbances to the peace along the waterfront.

### **INTERDEPARTMENTAL INVOLVEMENT/IMPLICATIONS**

The Engineering Department would supply and post any applicable regulatory signage. The Parking Department will monitor enforcement reports and respond to inquiries from owners of towed vehicles.

**OPTIONS / RISKS / ALTERNATIVES**

The following options are available for Council's consideration:

1. Bring forward amendments to the Parks Regulation Bylaw and Ticketing for Bylaw Offences Bylaw Amendments to prohibit loitering and parking in the waterfront parking lots between 2am and 5 am; and
2. Retain the services of a Towing Contractor to patrol and tow any vehicles in violation. Clearly post the restriction in all applicable parking lots; or
3. Retain the services of a Security Contractor to patrol and request towing services as needed. Clearly post the restriction in all applicable parking lots.

OR

4. Status Quo. Could result in overnight parking in waterfront lots and nuisance complaints from residents.

**CONCLUSION**

This report provides cost implications of enforcing a Waterfront Lot *No Parking* restriction between the hours of 2:00 a.m. - 5:00 a.m. and hiring a Towing Contractor or Security Guard Service to patrol the restricted areas.

Respectfully submitted,

Reviewed and Approved by,

Ralph Volkens  
Manager, Parking Services

Anne Berry, MCIP, RPP  
Director, Planning and Development Services

**Comments from the Chief Administrative Officer**

I concur with the recommendations of this corporate report.

Guillermo Ferrero  
Chief Administrative Officer

Appendix A: Planning and Development Services Policy 504 – Towing of Unauthorized Vehicles



THE CORPORATION OF THE  
**CITY OF WHITE ROCK**  
 15322 BUENA VISTA AVENUE, WHITE ROCK, B.C. V4B 1Y6



**POLICY TITLE:      TOWING OF UNAUTHORIZED VEHICLES**  
**POLICY NUMBER: PLANNING & DEV. SERVICES - 504**

<i>Date of Council Adoption:</i> September 11, 2000	<i>Date of Last Amendment:</i> April 29, 2013
<i>Council Resolution Number:</i> 2009-477, 2013-134	<i>Historical Changes (Amends, Repeals or Replaces):</i> Ratified by Council April 2013
<i>Originating Department:</i> Planning and Development Services	<i>Date last reviewed by the Governance and Legislation Committee:</i> April 15, 2013

**Policy:**

1. Illegally parked vehicles shall be towed in the following instances:
  - a. Where the vehicle is parked within a fire zone; i.e. within the prescribed limits for a fire hydrant;
  - b. Where the vehicle is parked within a bus loading zone;
  - c. Where the vehicle is parked in a lane and that lane is necessary for the passage of emergency vehicles;
  - d. Where the vehicle is parked for more than one hour in handicapped parking stalls in the Marine Drive area;
  - e. Where the vehicle is parked in a parking stall marked for police cars only;
  - f. Where the vehicle is parked so as to impede the flow of traffic;
  - g. Where the vehicle is parked on a City roadway without a licence required by the *Motor Vehicles Act*.
  - h. Where the vehicle has received its fifth unpaid parking ticket.

THE CORPORATION OF THE  
**CITY OF WHITE ROCK**  
CORPORATE REPORT



**DATE:** September 23, 2024

**TO:** Mayor and Council

**FROM:** Candice Gartry, Director, Financial Services

**SUBJECT:** 2024 Fees and Charges Bylaw, 2023, No. 2480, Amendment No. 2, 2024, No. 2513

---

**RECOMMENDATIONS**

THAT Council:

1. Receive for information the September 23, 2024, corporate report from the Director of Financial Services, titled “2024 Fees and Charges Bylaw, 2023, No. 2480, Amendment No. 2, 2024, No. 2513;” and
  2. Give first, second, and third readings to the 2024 Fees and Charges Bylaw, 2023, No. 2480, Amendment No. 2, 2024, No. 2513.
- 

**EXECUTIVE SUMMARY**

The purpose of this corporate report is to present an amendment to the 2024 Fees and Charges Bylaw, specifically to amend the rates to be charged for City parking decals and permits for the 2025 calendar year – Schedule “N” of the Bylaw. As the 2025 city parking decals and permits will be available for sale in early November (2024), the current Fees and Charges Bylaw must be amended to reflect the updated rates for the City to charge the updated fees.

**INTRODUCTION/BACKGROUND**

Section 194 of the *Community Charter* authorizes Council, by bylaw, to establish municipal fees for services, for the use of municipal property or to exercise the authority to regulate, prohibit or impose requirements.

The City’s 2025 parking decals and permits will be available for sale in early November (2024). As such, the City will be placing ads in the newspaper prior to this date to advertise the fees for the 2025 calendar year. Due to this timing, it is necessary to update the Fees and Charges bylaw now with the updated rates for 2025.

The attached 2024 Fees and Charges Bylaw, 2023, No. 2480, Amendment No. 2, 2024, No. 2513, Schedule “N” proposes increases to the fees for City parking decals and permits as well as reserved stalls at the Montecito Parkade for the 2025 calendar year. It is necessary to increase these fees to assist in recovering increased costs, including inflation, associated with providing the related services.

The 2024 Fees and Charges Bylaw, 2023, No. 2480, Amendment No. 2, 2024, No. 2513 incorporates the following fee increases:

- Resident parking decal (annual) from \$52 to \$63.
- Non-Resident commercial property decal from (annual) \$160 to \$165.
- Merchant decal (annual, on Marine Drive and Vidal Street) from \$384 to \$396.
- Residential decal (annual, specific properties on Marine Drive) from \$341 to \$351.
- Montecito Parkade monthly reserved stall parking rate from \$156 to \$161.
- Monthly reserved parking stall additional decals from \$32 to \$33.
- Resident parking permits and replacement permits (annual) range from \$14 to \$15.

Note: Parking decals allow for a maximum of four (4) hours of parking in City pay parking stalls. Parking permits are for parking in areas designated as Permit Parking Only (generally residential block plus adjoining block).

The increases are generally inflationary except for the parking decals which previously had not been increased as pay parking rates increased. In 2018 the decal cost was equivalent to just over 14 hours of pay parking revenue for the year at summer rates (\$3.25 / hour). In 2024 the price of a decal only covered 11.5 hours of pay parking revenue for the year at summer rates (\$4.50 / hour). The price increase to \$63 will bring the hours back to 14 hours per year at summer rates. The use of resident parking decals detracts from the City's ability to raise pay parking revenue. At 14 hours per year customers need only do 7 (seven) 2-hour trips to the waterfront per year to cover the cost of the decal.

### **FINANCIAL IMPLICATIONS**

Annually reviewing the fees for City parking permits and decals helps to ensure that the rates remain in line with the cost of providing the related services. The impact of the proposed fee increases will be incorporated into revenues during the 2025 budget process.

### **INTERDEPARTMENTAL INVOLVEMENT/IMPLICATIONS**

Assistance from the Communications and Government Relations department will be sought to place the advertisement for the new rates in the newspaper and broadcast information.

### **ALIGNMENT WITH STRATEGIC PRIORITIES**

These proposed parking permit and decal fee increases align with objective 1.a. of the Organization & Governance Priority Area.

“We commit to continuous process improvement, efficient service delivery, ...”

### **OPTIONS / RISKS / ALTERNATIVES**

The following options are available for Council's consideration:

1. Endorse the updated rates for city parking decals and permits for the 2025 calendar year as included in the “2024 Fees and Charges Bylaw, 2023, No. 2480, Amendment No. 2, 2024, No. 2513.”
2. Not endorse the updated rates for city parking decals and permits for the 2025 calendar year as included in the “2024 Fees and Charges Bylaw, 2023, No. 2480, Amendment No. 2, 2024,

No. 2513,” which would result in the City continuing to charge the current rates, which were last amended for the 2024 calendar year and having to subsidize rather than recover the cost of delivery.

### **CONCLUSION**

The annual review of fees for City parking permits and decals helps to ensure that the rates remain in line with the cost of providing the related services. Following staff’s review, it is recommended that Council endorse the proposed fee increases and give first, second, and third readings to the 2024 Fees and Charges Bylaw, 2023, No. 2480, Amendment No. 2, 2024, No. 2513.

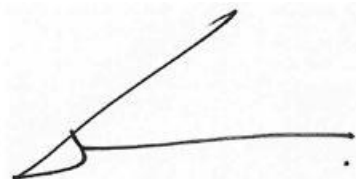
Respectfully submitted,



Candice Gartry, CPA, CGA  
Director, Financial Services

### **Comments from the Chief Administrative Officer**

I concur with the recommendations of this corporate report.



Guillermo Ferrero  
Chief Administrative Officer

Appendix A: 2024 Fees and Charges Bylaw, 2023, No. 2480, Amendment No. 2, 2024, No. 2513, Schedule “N”



**THE CORPORATION OF THE  
CITY OF WHITE ROCK  
BYLAW 2513**



**A Bylaw to amend Schedule “N” of the 2024 Fees and Charges Bylaw, 2023, No. 2480  
in regard to parking services.**

The Council of the City of White Rock, in open meeting assembled, enacts as follows:

1. The fees for “Parking Decals” and “Resident Parking Permits” under **Schedule “N” PARKING SERVICES** of the 2024 Fees and Charges Bylaw, 2023, No. 2480, be amended and made effective November 1, 2024 as follows:

<b>Parking Decals (4 hours maximum in pay parking stalls)</b>	
Centennial Park/Arena	\$19.00
Resident	\$63.00
Non - Resident Commercial Property**	\$165.00
Merchant Decals (on Marine Dr & Vidal St)**	\$396.00
Residential Decals (specific properties on Marine Dr)**	\$351.00
Replacement Decal	\$6.00
**These decals pertain to specific properties - see staff for guidelines	
Montecito Complex Parkade – Reserved Stall Parking Rate (decals are sold annually) - price per month	\$161.00
Reserved Stall Additional Decals	\$33.00
<b>Resident Parking Permits for use in areas designated as Permit Parking Only (maximum 4 per dwelling unit)</b>	
Parking Permit	\$15.00
Replacement Parking Permit	\$15.00

This Bylaw may be cited for all purposes as the “2024 Fees and Charges Bylaw, 2023, No. 2480, Amendment No. 2, 2024, No. 2513”

RECEIVED FIRST READING on the \_\_\_\_\_ day of \_\_\_\_\_  
 RECEIVED SECOND READING on the \_\_\_\_\_ day of \_\_\_\_\_  
 RECEIVED THIRD READING on the \_\_\_\_\_ day of \_\_\_\_\_  
 RECEIVED FINAL READING on the \_\_\_\_\_ day of \_\_\_\_\_

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
CITY CLERK

THE CORPORATION OF THE  
**CITY OF WHITE ROCK**  
CORPORATE REPORT



**DATE:** September 23, 2024  
**TO:** Mayor and Council  
**FROM:** Candice Gartry, Director, Financial Services  
**SUBJECT:** 2025 Permissive Tax Exemptions

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**RECOMMENDATION**

THAT Council receive the September 23, 2024, corporate report from the Director, Financial Services, titled “2025 Permissive Tax Exemptions” for approval, consideration to give three readings, and once public notice requirements have been met, for adoption by Council.

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**EXECUTIVE SUMMARY**

This corporate report introduces two permissive tax exemption bylaws for Council approval and adoption:

- 2025 - 2029 Permissive Tax Exemption Mann Park Lawn Bowling Club Bylaw 2024, No. 2516.
- 2025 Permissive Tax Exemption White Rock BIA 2024, No. 2515.

These are renewal bylaws for the Mann Park Lawn Bowling Club and the White Rock Business Improvement Association (the “BIA”). Both organizations have received permissive tax exemptions in the past.

**INTRODUCTION/BACKGROUND**

To be effective for the 2025 taxation year, permissive tax exemption bylaws must be adopted by City Council before October 31, 2024. Before these bylaws can be adopted, public notice must be given in accordance with Sections 227 and 94 of the *Community Charter*.

The city has the authority to grant permissive property tax exemptions for not-for-profit organizations under conditions identified in the *Community Charter* Section 224. Council has provided further direction for eligibility requirements in the White Rock City Council Policy No. 317 – Municipal Property Tax Exemptions (Appendix A).

***Eligible Properties:***

Council Policy No. 317 – Municipal Property Tax Exemptions - provides for consideration of permissive tax exemption applications for Not-for-Profit Organizations under the following section:

**Section II: Types of Properties Exempted**

- e) City properties leased to not-for-profit organizations that
  - (i) are providing a community service not currently available through the City; and
  - (ii) have not previously paid property taxes on the City property in question.

### **Mann Park Lawn Bowling Club**

The city has leased a portion of the land and improvements located at 14560 North Bluff, to the Mann Park Lawn Bowling Club for five (5) years, ending in June of 2029 with an option to renew for an additional five (5) years.

Previously the city has granted permissive tax exemptions on this property. The *Community Charter* and Council Policy No. 317 allow permissive tax exemptions to be granted for up to ten (10) years. Staff recommend that a five (5) year permissive tax exemption be granted for 2025 and 2029 to align with the earliest lease expiration.

### **White Rock Business Improvement Association**

The BIA leases two (2) office spaces within the City Hall Annex (1174 Fir Street). Previously this space has been exempted from municipal property taxes while the BIA leases the space and the City's BIA Bylaw has been in place. Council is in the process of considering a new BIA Bylaw commencing in 2025. As Permissive Tax Exemption bylaws must be adopted before October 31<sup>st</sup> for the following year, this bylaw's wording makes it contingent upon the BIA Bylaw being adopted and a new lease agreement signed by end of 2024. If no bylaw is adopted the Permissive Tax Exemption will become null and void.

### **FINANCIAL IMPLICATIONS**

The Mann Park Lawn Bowling Club's municipal tax exemptions total approximately \$2K in 2024. The BIA's exemption is approximately \$1K in 2024. The extension of these permissive tax exemptions has been included in the 2024 – 2028 Financial Plan.

### **COMMUNICATION AND COMMUNITY ENGAGEMENT IMPLICATIONS**

In advance of the bylaw being adopted, public notice must be given in accordance with Sections 227 and 94 of the *Community Charter*. Communication to the public will be through the assistance of the Communications Department.

### **INTERDEPARTMENTAL INVOLVEMENT/IMPLICATIONS**

Assistance by the Corporate Administration through its Communications Department will be needed to provide public notice of the bylaw in advance of it being adopted.

### **OPTIONS / RISKS / ALTERNATIVES**

The organizations that staff are recommending receive permissive tax exemptions have received exemptions in the past. If exemptions are not granted, as per the leases for these organizations, they would be responsible for paying the property taxes.

**CONCLUSION**

To be effective for the 2025 taxation year, permissive tax exemption bylaws must be adopted by City Council before October 31, 2024. Before these bylaws can be adopted, public notice must be given in accordance with Sections 227 and 94 of the *Community Charter*.

Staff recommend that the two bylaws, 2025 - 2029 Permissive Tax Exemption Mann Park Lawn Bowling Club Bylaw 2024, No. 2516 and 2025 Permissive Tax Exemption White Rock BIA 2024, No. 2515, be given three readings by Council and, after the public notice requirements have been met, be adopted by Council.

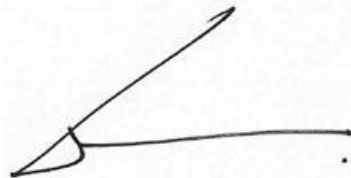
Respectfully submitted,



Candice Gartry, CPA, CGA  
Director, Financial Services

**Comments from the Chief Administrative Officer**

I concur with the recommendation of this corporate report.



Guillermo Ferrero  
Chief Administrative Officer

Appendix A: Council Policy No. 317 – Municipal Property Tax Exemptions



**POLICY TITLE:     MUNICIPAL PROPERTY TAX EXEMPTIONS**

**POLICY NUMBER:   FINANCE - 317**

<i>Date of Council Adoption: September 28, 2015</i>	<i>Date of Last Amendment: June 24, 2019</i>
<i>Council Resolution Number: 2007-410; 2013-346, 2015-336, 2019-233, 2019-264</i>	
<i>Originating Department: Finance</i>	<i>Date last reviewed by Governance and Legislation: June 10, 2019</i>

**Policy:**

**I: General**

Section 224 of the *Community Charter* authorizes municipal Councils to provide a permissive tax exemption for properties and facilities owned by non-profit organizations providing services that Council considers to be a benefit to the community and directly related to the purposes of the organization. A municipal property tax exemption is a means for Council to support community organizations that further Council’s objectives of enhancing quality of life (social, economic, cultural) and delivering services economically. Section 224 also authorizes tax exemptions for other properties, such as land and improvements owned or held by a municipality and certain land or improvements surrounding places of worship.

In this Policy, Council recognizes the presence of non-profit organizations in White Rock that are providing a beneficial service to the community. To assist these organizations, it is reasonable that they be eligible to apply for a permissive exemption of municipal property taxes for a specified period of time. Permissive tax exemptions do not apply to sanitary sewer, drainage, solid waste and other user utility fees, which will still be payable by the organization.

**II: Types of Property Exempted**

In order for an organization’s property to be eligible for consideration of a Permissive Tax Exemption, it must align with one of the following categories:

- (a) The land surrounding the buildings of places of worship which have been statutorily exempt from paying property taxes, in accordance with Section 220 of the *Community Charter*



- (b) Halls that Council considers necessary to buildings of places of worship which have been exempt from property taxes in accordance with Section 220 of the *Community Charter*
- (c) Land or improvements used or occupied by a religious organization, as a tenant or licensee, for the purpose of public worship or for the purposes of a hall that Council considers is necessary to land or improvements so used or occupied
- (d) BNSF City Leased property
- (e) City properties leased to not-for-profit organizations that
  - (i) are providing a community service not currently available through the City; and
  - (ii) have not previously paid property taxes on the City property in question.
- (f) Property owned by organizations whose principal purpose is to directly support Peace Arch Hospital's provision of health and wellness services to citizens of White Rock
- (g) Property owned by a charitable, philanthropic or other not-for-profit organizations whose principal purpose is delivery of social services to citizens of White Rock, provided that the property is being used for that purpose and it provides a beneficial service to the Community
- (h) Property owned by not-for-profit organizations whose principal purpose is delivery of cultural services to citizens of White Rock, provided that the property is being used for that purpose and it provides a beneficial service to the Community.

#### Criteria for Ineligibility

Organizations that fall into the following categories shall not be eligible for a permissive tax exemption:

- (a) Organizations providing, or associated with, housing
- (b) Service clubs

### **III: Process**

Council will consider applications for permissive tax exemptions annually. The opportunity to apply will be advertised two times in the local newspaper and letters to this effect will be mailed to recipients designated in the preceding tax year.

Applications must be submitted to the Director of Financial Services, using a prescribed application form, before June 30 of each year. The Director will review the applications for completeness and arrange contact with applicants for additional information as necessary.

Application submissions must include:

- Copy of audited financial statements for the last 3 years. If not available, consideration will be given to applicants that submit financial statements which have

been reviewed by a certified accountant along with Canada Revenue Agency information returns containing relevant financial information.

- Copy of state of title certificate or lease agreement, as applicable
- Description of programs/services/benefits delivered from the subject lands/improvements including participant numbers, volunteer hours, groups benefited, fees charged for participation
- Description of any third-party use of the subject land/improvements including user group names, fees charged, and conditions of use
- Demonstrated legal status as a registered charity or other not-for-profit organization
- Written confirmation that any and all revenue generated from any of the properties being exempted, even if only on a temporary basis, is being dedicated to the programs and/or service delivery of the not-for-profit organization.

The Director of Financial Services will present a summary report of the applications, relative to the eligibility criteria, to Council and arrange for delegations to Council by applicants as necessary.

#### **IV: Duration of Exemption**

Eligible organizations may be considered for tax exemptions exceeding one year where it is demonstrated that the services/benefits they offer to the community are of a duration exceeding one year. Council will establish the term of the exemption in the bylaw authorizing the tax exemption. No exemption shall exceed a period of 10 consecutive years.

#### **V: Conditions**

Under Section 224 of the *Community Charter*, Council may impose conditions on land/improvements that are exempted under this Policy. These conditions will be specified in each bylaw authorizing the exemption. The conditions may include but are not limited to:

- Registration of a restrictive covenant on the property
- An agreement committing the organization to continue a specific service or program
- An agreement committing the organization to immediately disclose any substantial increase in the organization's revenue or anticipated revenue

Section 224 of the *Community Charter* stipulates that a tax exemption bylaw under this section ceases to apply when the use or ownership of the property in question no longer conforms to the conditions necessary to qualify for exemption. After this, the property will be liable to taxation.

#### Penalties

Council may impose penalties on an exempted organization for knowingly breaching conditions of exemption, including but not limited to:

- (a) Revoking exemption with notice
- (b) Disqualifying any future application for exemption for specific time period
- (c) Requiring repayment of monies equal to the foregone tax revenue

**THE CORPORATION OF THE  
CITY OF WHITE ROCK  
BYLAW 2516**

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A Bylaw to provide an exemption from municipal property taxes  
under section 224 of the *Community Charter*.

Council may, by bylaw, exempt properties from taxation for a fixed period of time pursuant to section 224 of the *Community Charter*, S.B.C. 2003. c. 26.

The Mann Park Lawn Bowling Club has leased a portion of the land and improvements located at 14560 North Bluff Road from the Corporation of the City of White Rock ("the City"). 14560 North Bluff Road is legally described as:

Parcel Identifier: 013-192-515  
Parcel O, Explanatory Plan 10415, West Half of the North West Quarter,  
Section 10, Township 1, New Westminster District (the "Lands")

Pursuant to section 224 of the *Community Charter*, the City of White Rock wishes to grant a five (5) year municipal property tax exemption in respect of the leased property with improvements.

The CITY COUNCIL of the Corporation of the City of White Rock in open meeting assembled, ENACTS as follows:

1. The premise described in the lease, as shown outlined in red on Schedule A, is hereby exempt from municipal taxation for the calendar years 2025 through 2029. Schedule A is attached to and forms part of this bylaw.
2. The Conditions imposed on the tenant are as outlined in the lease and are conditions precedent to the municipal tax exemption granted by this bylaw. The municipal tax exemption granted for the premise terminates upon the termination of the lease.





SCHEDULE A



**THE CORPORATION OF THE  
CITY OF WHITE ROCK  
BYLAW 2515**

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A Bylaw to provide an exemption from municipal property taxes  
under section 224 of the *Community Charter*.

Council may, by bylaw, exempt properties from taxation for a fixed period of time pursuant to section 224 of the *Community Charter*, S.B.C. 2003. c. 26.

The White Rock Business Improvement Association has leased part of the building located at 1174 Fir Street, from the Corporation of the City of White Rock (“the City”). 1174 Fir Street is legally described as:

Parcel Identifier: 009-618-856  
Lot 1, Block 30, Section 11, Township 1  
New Westminster District, Plan 11883, Part SW 1/4

(the “Lands”)

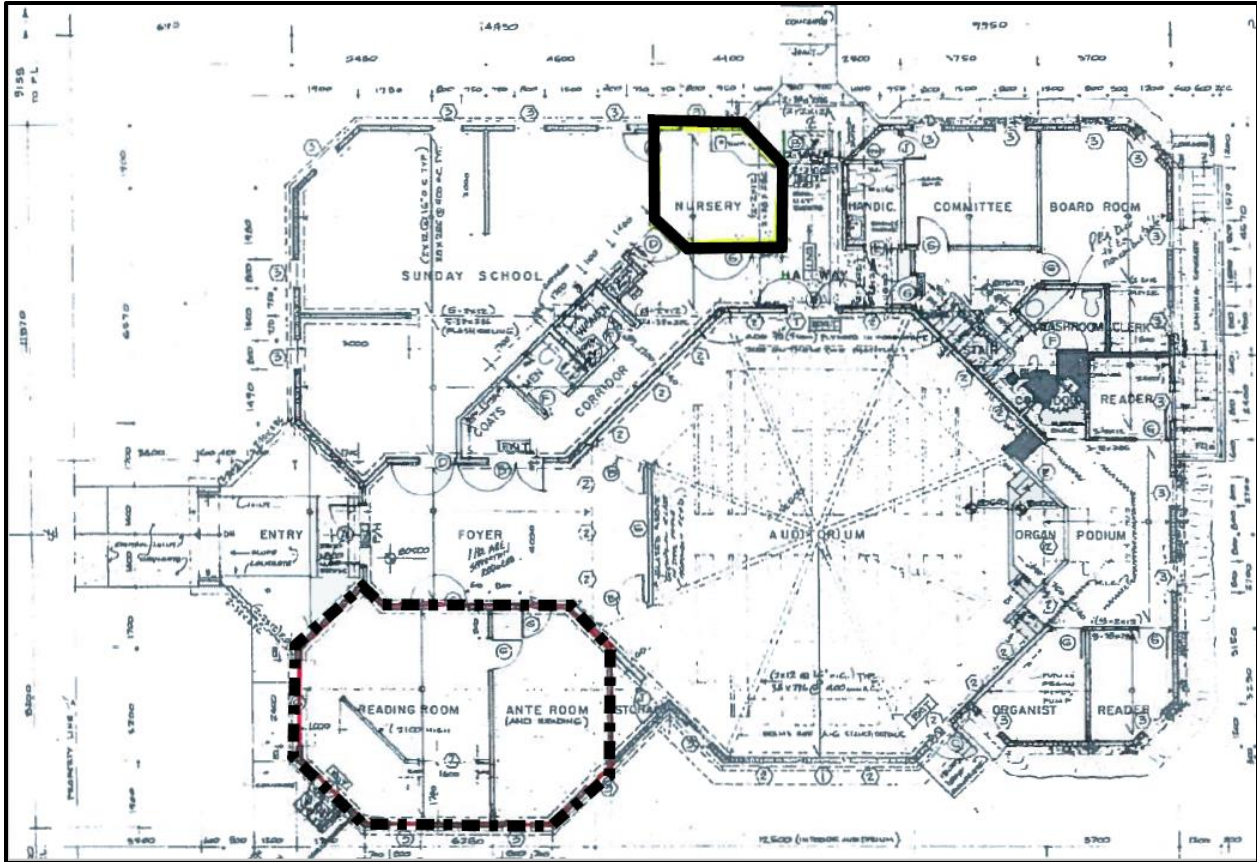
Pursuant to section 224(2)(a) of the *Community Charter*, the City of White Rock wishes to grant a one (1) year municipal property tax exemption in respect of the leased property with improvements.

The CITY COUNCIL of the Corporation of the City of White Rock, in open meeting assembled, ENACTS as follows:

1. The premise described in the lease, as shown on Schedule A, is hereby exempt from municipal taxation for the calendar year 2025 contingent of the conditions described in item 2 and 3 below. Schedule A is attached to and forms part of this bylaw.
2. The City is in the process of renegotiation the lease for the White Rock Business Improvement Association to commence January 1, 2025, this bylaw is contingent the parties entering into a lease for the premises by December 31, 2024, and the society occupying the premises in accordance the lease agreement and the society not being in default under such lease.
3. The conditions imposed on the tenant are as outlined in the lease and are conditions precedent to the municipal tax exemption granted by this bylaw. The municipal tax exemption granted for the premise terminates upon the termination of the lease.



Schedule A



The BIA has exclusive occupancy of that portion of the Building consisting of two (2) office spaces as outlined in solid line on Schedule A, and shared occupancy of that part of the Land and Building as outlined in a dashed line on Schedule A.

THE CORPORATION OF THE  
**CITY OF WHITE ROCK**  
CORPORATE REPORT



**DATE:** September 23, 2024

**TO:** Mayor and Council

**FROM:** Candice Gartry, Director, Financial Services  
Chris Zota, Chief Information Officer

**SUBJECT:** Business Application Analyst – Capital Funding

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**RECOMMENDATION**

THAT Council receive the corporate report dated September 23, 2024, from the Director of Financial Services and the Chief Information Officer, titled “Business Application Analyst – Capital Funding” for consideration and endorse the hiring of a full-time Business Analyst on a 2 (two) year contract funded by Capital budgets to manage IT projects approved in the Financial Plan.

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**EXECUTIVE SUMMARY**

White Rock's ongoing transition to digital solutions has greatly enhanced community access to City services, available 24/7. This shift relies heavily on the City's IT infrastructure, which requires constant oversight and management. The current Business Application Analyst (BA) plays a pivotal role in this effort, leading key initiatives such as the implementation of online services for Planning and Development, transitioning to a digital document management system, and deploying a new ERP system (Unit4).

However, with increasing project demands, including the ERP rollout and other capital IT projects, the current BA is overextended. Moreover, the pending retirement of the Manager of Revenue Services—who has been filling many BA functions—further highlights the need for additional support.

To address these challenges, staff recommend creating a two-year Temporary Full-Time (TFT) Business Application Analyst position. This role will provide essential support for ongoing IT and ERP projects, ensuring continuity and efficiency in the City's digital services. Initially funded through capital resources, the position will avoid property tax increases until 2027, after which continued funding would come from the operating budget.

Council approval of this position is crucial for maintaining operational efficiency and ensuring the successful continuation of the City's critical digital initiatives.



## **INTRODUCTION/BACKGROUND**

White Rock has made significant strides in adopting digital solutions, allowing the community to access City services 24/7. This progress is underpinned by the City's IT infrastructure, a critical asset requiring ongoing oversight. Business Application Analysts (BAs) play a key role in managing this infrastructure, ensuring the seamless integration of technology with City operations.

The City's current BA is instrumental in supporting core business applications and leading several priority initiatives, including:

- Implementing online services for Planning and Development to streamline development applications, a strategic priority for Council.
- Leading the transition to an online document management platform, enhancing efficiency across departments.
- Overseeing the deployment of the new ERP system (Unit4).
- Implementing a standardized electronic signing platform.

During the ERP project's planning phase, our partners, Unit4 and Agilyx, identified key staffing needs, such as backfilling roles in Finance and HR. However, the need for a dedicated Business Application Analyst was not initially recognized. Agilyx has since strongly recommended that a BA be assigned to support critical tasks, including process documentation, workflow redesign, data migration, system testing, and ongoing support for City staff. Additionally, the BA would assist with other IT capital projects outlined in the Financial Plan.

Even before the ERP project, both IT and Finance departments identified the need for an additional BA due to the increasing complexity of the City's digital infrastructure and a growing backlog of projects. The City's current BA is already overextended, balancing primary responsibilities while providing support across all City business systems. The upcoming ERP deployment will significantly add to this workload.

Furthermore, the Manager of Revenue Services, seconded to the ERP project, has been performing many BA functions due to her unique expertise in both software development and municipal accounting. With her upcoming retirement in the next 2 to 3 years, the City faces a significant challenge in replacing her multifaceted role, particularly in the areas of IT and business application support, such as the Tempest system, Planning and Development applications, and financial systems support.

To address these immediate and future needs, staff propose creating a two-year Temporary Full-Time (TFT) Business Application Analyst position, funded through capital resources. This position is crucial for the successful continuation of the City's IT and ERP projects. We anticipate that the need for this role will extend beyond 2026, after which funding for the position would shift to property taxes.

Approval of this position will ensure that the City remains capable of delivering critical digital services while maintaining operational efficiency during a period of significant technological transition.

## **FINANCIAL IMPLICATIONS**

Given the immediate need for a Business Application Analyst, staff propose hiring the position in 2024, with costs covered by the capital contingency fund. For 2025 and 2026, the position would be funded through allocations from various capital projects, avoiding any property tax

increases during this period. If the position is deemed necessary to continue beyond 2026, funding would transition to property taxes starting in 2027. The BA position is a CUPE role, with an estimated annual cost of \$132,000 (based on 2024 CUPE rates).

### **INTERDEPARTMENTAL INVOLVEMENT/IMPLICATIONS**

The Business Application Analyst position will report to the Information Technology department, with recruitment support provided by the Human Resources department.

### **ALIGNMENT WITH STRATEGIC PRIORITIES**

Priority Area – Organization and Governance

- Objective 2 – Improve permit Process and reduce wait times
- Objective 3 – Realize service delivery efficiencies via digital transformation and aligning existing processes with best practices.

### **OPTIONS / RISKS / ALTERNATIVES**

The following options are available for Council's consideration:

#### 1. Approve the Two-Year Temporary Full-Time Business Application Analyst Position

Approving this position will address the immediate resource gap and ensure successful implementation of key IT initiatives, including the ERP system and other critical projects. It also allows for a smooth succession plan as the Manager of Revenue Services prepares for retirement.

Risks:

No significant risks are associated with this option, as funding will be covered through capital projects until 2027, when the position's necessity can be reassessed.

#### 2. Do Not Approve the Position

Not approving the additional BA position would result in a continued overextension of the existing BA and other staff. The current workload is unsustainable, particularly with the ERP project moving forward. Delaying the hiring of this position risks project delays, especially with the new ERP system, as well as potential system failures, and diminished service levels for both internal operations and the community.

Risks:

- High risk of delays in ERP implementation and other IT projects.
- Greater strain on current staff, potentially leading to errors and staff turnover.
- Inability to provide timely and effective digital services to the community.
- Challenges in succession planning with the retirement of the Manager of Revenue Services.

**CONCLUSION**

Staff are seeking council's support to address the impact the increasing project demands White Rock's ongoing transition to digital solutions, that include initiatives to implement online services for Planning and Development, transitioning to a digital document management system, and deploying a new ERP system, are having on staff resources. With an overextended current Business Analyst and the pending retirement of the Manager of Revenue Services, Staff recommend creating a two-year Temporary Full-Time Business Application Analyst position, to be initially funded through capital resources avoiding a tax increase until 2027, after which continued funding would come from the operation budget. Staff advise that this position is crucial for maintaining operational efficiency and ensuring the successful continuation of the City's critical digital initiatives.

Respectfully submitted,



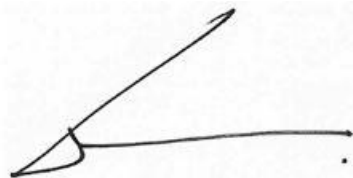
Candice Gartry, CPA, CGA  
Director, Financial Services



Chris Zota  
Chief Information Officer

**Comments from the Chief Administrative Officer**

I concur with the recommendation of this corporate report.



Guillermo Ferrero  
Chief Administrative Officer

THE CORPORATION OF THE  
**CITY OF WHITE ROCK**  
CORPORATE REPORT



**DATE:** September 23, 2024

**TO:** Mayor and Council

**FROM:** Corrine Haer, P.Eng., Manager, Engineering

**SUBJECT:** Contract Award – Electrical Work required for BC Hydro Transformer Replacement at 1444 Oxford Street

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**RECOMMENDATIONS**

THAT Council receive the corporate report dated September 23, 2024, from the Manager of Engineering, titled “Contract Award – Electrical Work required for the BC Hydro Transformer Replacement at 1444 Oxford Street;” and

1. Approve a \$160,000 transfer from water capital contingency to support the Electrical Work required for BC Hydro Transformer Replacement at 1444 Oxford Street project;
  2. Approve the award of the Electrical Work required for the BC Hydro Transformer Replacement at 1444 Oxford Street to Sasco Contractors Ltd. in the amount of \$507,650 (excluding GST);
  3. Approve the award of engineering inspection and construction support for the work to MCW Consultants Ltd. in the amount of \$8,500 (excluding GST);
  4. Authorize the pre-approved contingency in the amount of \$102,850 (approximately 20%) to support the project; and
  5. Authorize the Director of Engineering and Municipal Operations to execute all contract documentation required for the project.
- 

**EXECUTIVE SUMMARY**

The BC Hydro transformer located at 1444 Oxford Street is at the end of its service life. This transformer currently services three of the City’s water wells that supply a total of 43% of the City’s supply. On July 24, 2023, Council directed staff to work with BC Hydro and the City’s consultant to install a 600 volt transformer, together with an indoor step down unit for each water well (three steps down units in total) to service each water well independently to better facilitate well upgrades in the future.

The purpose of this corporate report is to obtain Council approval to award the Electrical Work required to support the BC Hydro Transformer Replacement at 1444 Oxford Street to Sasco Contractors Ltd. in the amount of \$507,650 (excluding GST). All work has been coordinated with BC Hydro.

**PREVIOUS COUNCIL DIRECTION**

<b>Motion # &amp; Meeting Date</b>	<b>Motion Details</b>
2023-316 July 24, 2023	<p>THAT Council receive the report dated July 24, 2023, from the Director of Engineering &amp; Municipal Operations, titled “BC Hydro Transformer Replacement at 1444 Oxford Street” for consideration; and</p> <ol style="list-style-type: none"> <li>1. Authorize a budget reallocation from the Water Capital Contingency in the amount of \$358,000 to a new capital project titled “BC Hydro Transformer Replacement” to facilitate Option #4 as detailed in this corporate report;</li> <li>2. Authorize the Director, Engineering &amp; Municipal Operations to enter into a funding agreement with BC Hydro to facilitate Option #4 as described in this corporate report;</li> <li>3. Direct staff to award the project to perform electrical design work prior to construction in the amount of \$38,300 (excluding GST) to MCW Consultants Ltd with preauthorized contingency approval in the amount of \$9,575 (25% of electrical design fees) to support the project.</li> </ol> <p style="text-align: right;">CARRIED</p>

**INTRODUCTION/BACKGROUND**

BC Hydro currently operates a 480 volt transformer that supplies power to three of the City’s water wells located at 1444 Oxford Street. BC Hydro’s transformer is nearing the end of its service life and does not meet current requirements for safe operation. The likelihood of the existing transformer failing increases when it reaches its current age.

BC Hydro approached staff to determine the best method to replace the transformer and minimize the impact on the City and its community. As the industry standard has moved away from 480 volts, BC Hydro will be replacing the BC Hydro owned transformer with a 600 volt version that provides additional worker and equipment safety.

On July 24, 2023, Council directed staff to work with BC Hydro and the City’s consultant to install a 600 volt transformer, together with an indoor step down unit for each water well (three steps down units in total) to service each water well independently to better facilitate well upgrades in the future.

Based on conversations with BC Hydro in early 2023, it was determined that BC Hydro would cover their cost plus up to an additional \$69,000 of the City’s cost. As estimates and conversations progressed over the last year, the City was able confirm a total contribution of \$227,690 from BC Hydro towards the City’s portion of the project as indicated in Table 2 that follows.

Although this work is a result of BC Hydro replacing aging infrastructure, causing an unexpected capital expense for the City, staff agree that the work is necessary to keep up with industry standards. Industry standard has moved away from 480 volts as it can overload equipment when out of phase. The City experienced this in 2021 when BC Hydro shut off the power for maintenance work and the variable frequency drive pump for Well #2 was burnt out. Switching over to a 600 volt circuit, with an indoor step down unit for each water well reduces the risk of this occurring again in the future. This set up also better supports future well upgrades, provides



the opportunity for additional load capacity for EV chargers, and provides opportunity for other expansions. BC Hydro is providing the 600V transformer upgrade at no cost to the City of White Rock.

Scope of work for this project includes:

- New 600V switchboard.
- 480V step-down transformer for existing 3 pumps.
- 208V stepdown transformers for existing pump house.
- 600V auto-transfer switch installation for existing modified emergency generator and future outdoor generator.
- Convert existing 480V diesel emergency generator to 600V.
- Switch existing pump house lighting & power load to new distribution system.
- Provide portable backup generator and fuel rental to maintain existing pumps operation during construction.
- Restoration .

### **ANALYSIS**

MCW Consultants Ltd. was retained to design the project and to provide tendering support. A construction tender (WR24-010 Well 2 Building Electrical Upgrade) was issued to the market on BC Bid with a tender submission closing date of August 23, 2024.

The City received three bids and the results are summarized in the table below.

**Table 1 - Bid Summary**

<b>Contractor</b>	<b>Price (excluding GST)</b>
Sasco Contractors Ltd.	\$507,650
Drake Excavating (2016) Ltd.	\$823,000
Mata Electric Ltd.	\$999,999

Staff and MCW reviewed the proposals and determined that SASCO Contractors Ltd. will provide best overall value to the City. Aside from being the lowest overall price, SASCO Contractors Ltd. has received a good reference from BC Hydro.

Staff recommend awarding this project to SASCO Contractors Ltd. for a total of \$507,650 (excluding GST). If approved, staff will provide notification to the nearby residents and will aim to begin construction this Fall.

The City's water wells are expected to operate throughout the project duration and therefore impacts on residents is expected to be minimal.

### **FINANCIAL IMPLICATIONS**

This project is included in the 2024 Financial Plan in the amount of \$485,000 split between the City funding and contribution funding from BC Hydro.

Staff recommend Council approve an additional \$160,000 transfer from water capital contingency (the remaining amount available in water contingency provided the Watermain Upgrade Cypress – Pacific Lane to Royal Avenue going forward the same day as this report is endorsed by Council) to support this project.

A summary of the project budget is as follows:

**Table 2 – Project Budget**

	<b>Total</b>
Total approved 2024 funding (water funds)	\$257,000
Total approved 2024 funding (contribution)	\$228,000
<b>Total approved funding (30056)</b>	<b>\$485,000</b>
<b>Additional funding request (water capital contingency)</b>	<b>\$160,000</b>
<b>Total funding required to support the project</b>	<b>\$645,000</b>
Committed/spent to date to support the project (2024)	\$26,000
Construction support (MCW Consultants Ltd.)	\$8,500
Construction (SASCO Contractors Ltd)	\$507,650
<b>Subtotal</b>	<b>\$542,150</b>
Contingency (approx. 20% of construction costs)	\$102,850
<b>Total project cost</b>	<b>\$645,000</b>
BC Hydro Contribution	(\$227,690)
Total cost to the City	\$417,310

**LEGAL IMPLICATIONS**

No legal implications are anticipated. Staff request authorization for the Director, Engineering and Municipal Operations to execute all contract documentation required for the project.

**COMMUNICATION AND COMMUNITY ENGAGEMENT IMPLICATIONS**

Engineering staff will work with Communications staff to deliver letters to the adjacent community regarding this project prior to construction. \

**CLIMATE CHANGE IMPLICATIONS**

This transformer currently services three of the City’s water wells that supply a total of 43% of the City’s supply and currently operates on 480 volt variable frequency drive pumps. As climate change is realized, there will be continued reliance on these wells, highlighting the need for redundancy, scalability and reliability.

**IMPLICATIONS FOR TREE PRESERVATION AND TREE CANOPY ENHANCEMENT**

To preserve the trees fronting 1444 Oxford Street, the underground electrical duct trench will be carefully routed to avoid their roots. An arborist will collaborate with BC Hydro construction crews during the trenching process to mitigate any potential root damage. This proactive approach ensures the trees remain healthy after the work is completed.

### **ALIGNMENT WITH STRATEGIC PRIORITIES**

This project is in alignment with the Infrastructure Strategic Priority that identifies that the City plan, build, and maintain infrastructure to enhance quality of life and civic service delivery while mitigating and adapting to environmental impacts. Specifically, this project ensures future infrastructure resiliency by making decisions through a long-term lens and providing reliable power for the City's wells into the future.

### **OPTIONS / RISKS / ALTERNATIVES**

The following option is available for Council's consideration:

1. Not approve the recommendation to award the work. BC Hydro has proposed an alternative which is a proposal to install a new 480V transformer on a pole, directly connecting to the City's existing main switch. This solution keeps the City's current service size but limits future upgrades. BC Hydro does not stock 480V transformers, so if there's damage or an outage, it could take a long time to replace them resulting in a total loss of power to three of the City's water wells that supply a total of 43% of the City's water supply. In addition, the City would have to own and maintain the 480V transformer and would lose the cost sharing of \$227,690 to upgrade the electrical system of this building. Should the City choose to upgrade to a 600V at a later date, BC Hydro would charge us for the upgrade in addition to any of the City's costs to support the project. The fuel storage and existing generator in the garage would also continue to be at greater risk for fire should the 480V route be chosen.

### **CONCLUSION**

Staff recommend that the Contract Award – Electrical Work required for BC Hydro Transformer Replacement at 1444 Oxford Street be awarded to SASCO Contractors Ltd. in the amount of \$507,650 (excluding GST) and that MCW Consultants Ltd. be awarded construction management and contract administration in the amount of \$8,500 (excluding GST).

Staff also request a preauthorized contingency in the amount of \$102,850 (approximately 20% of remaining costs to complete this project) to support the project. Additionally, staff recommend that the Director, Engineering & Municipal Operations be authorized to execute all contract documentation required for the project to proceed.

To move forward with this, Staff recommend Council approve a transfer of \$160,000 from Water Capital Contingency to the project.

Respectfully submitted,

Approved by,

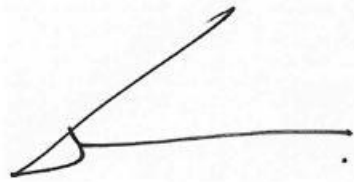


Corrine Haer, P.Eng  
Manager, Engineering

Jim Gordon, P.Eng.  
Director, Engineering & Municipal Operations

**Comments from the Chief Administrative Officer**

I concur with the recommendations of this corporate report.

A handwritten signature in black ink, consisting of a stylized 'G' followed by a horizontal line and a small dot at the end.

Guillermo Ferrero  
Chief Administrative Officer

THE CORPORATION OF THE  
**CITY OF WHITE ROCK**  
CORPORATE REPORT



**DATE:** September 23, 2024  
**TO:** Mayor and Council  
**FROM:** Corrine Haer, P.Eng., Manager, Engineering  
**SUBJECT:** Watermain Upgrade – Cypress Street from Pacific Lane to Royal Avenue

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**RECOMMENDATIONS**

THAT Council receive the corporate report dated September 23, 2024, from the Manager of Engineering, titled “Watermain Upgrade – Cypress Street from Pacific Lane to Royal Avenue” and

1. Approve a \$190,000 transfer from water capital contingency to support the Watermain Upgrade – Cypress Street from Pacific Lane to Royal Avenue project;
  2. Approve the award of Watermain Upgrade – Cypress Street from Pacific Lane to Royal Avenue to Blackline Site Works Ltd. in the amount of \$452,902 (excluding GST);
  3. Approve the award of engineering inspection and construction support for the work to GHD Limited in the amount of \$41,021 (excluding GST);
  4. Authorize the pre-approved contingency in the amount of \$100,000 (approximately 20%) to support the project; and
  5. Authorize the Director of Engineering and Municipal Operations to execute all contract documentation required for the project.
- 

**EXECUTIVE SUMMARY**

The purpose of this corporate report is to obtain Council approval to award the Watermain Upgrade – Cypress Street from Pacific Lane to Royal Avenue project to Blackline Site Works Ltd. in the amount of \$452,902 (excluding GST).

**INTRODUCTION/BACKGROUND**

The Royal Avenue 100mm diameter cast iron pipe between Cypress Street and Balsam Street is in the City’s capital plan and Water Master Plan for replacement due to the number of breaks, premature corrosion, and limited access due to its current location in rear yards. A design was completed in 2018 by GHD Limited that recommended looping the system to improve access. This project was tendered in 2019 and abandoned due to limited budget available.

Staff have since split the project into three phases to distribute the costs over multiple years with the first phase of the loop to be constructed on Cypress Street from Pacific Lane to Royal Avenue. This is the project being recommended at this time to proceed.



The long-term project proposes to install a 200mm ductile iron watermain in the road around the residential block of Pacific/Cypress/Royal/Balsam so that the rear yard water services can optimally be transferred to the new watermain at their property frontage once all phases are complete. This will reduce exposure to extended interruptions in water supply in the event of a leak in the future and increases available fire flow.

### **ANALYSIS**

GHD Limited was retained to design the project and to provide tendering support. A construction tender (WR24-008 Cypress Street Watermain Construction) was issued to the market on BC Bid with a tender submission closing date of August 26, 2024.

The City received seven (7) bids, and the results are summarized in the table below.

**Table 1 - Bid Summary**

<b>Contractor</b>	<b>Price (excluding GST)</b>
Blackline Site Works Ltd.	\$452,902
Matcon Underground Utilities Ltd.	\$478,527
HPA Construction Ltd.	\$488,804
Richco Contracting Ltd.	\$600,167
JS Ferguson Constructing Inc.	\$625,929
Graywood Construction Ltd.	\$669,695
Complete Utility Contractors Ltd.	\$753,000

Staff and GHD Limited reviewed the proposals and determined that Blackline Site Works Ltd. will provide best overall value to the City. Aside from being the lowest overall price, Blackline Site Works Ltd demonstrated a good understanding of the project scope in line with expectations. Their submission was of high quality with an extensive breakdown of activities compared to other proposals received. In addition, their proposal was reasonable and reflective of the level of effort and challenges expected for the work.

Staff recommend awarding this project to Blackline Site Works Ltd. for a total of \$452,902. If approved, staff will provide notification to the nearby residents and will aim to begin construction this Fall.

### **FINANCIAL IMPLICATIONS**

This phase of the project is included in the 2024 Financial Plan in the amount of \$428,000.

Staff recommend Council approve an additional \$190,000 transfer from water capital contingency to support this phase. This would leave \$160,000 available in water capital contingency to support other projects between now and the end of the year.

A summary of the project budget is as follows:

**Table 2 – Project Budget**

	<b>Total</b>
<b>Total approved funding (30053)</b>	<b>\$428,000</b>
<b>Additional funding request (water capital contingency)</b>	<b>\$190,000</b>
Committed/spent to date to support the project	\$23,200
Construction support (GHD Consultants Ltd)	\$41,021
Construction (Blackline Site Work Ltd.)	\$452,902
<b>Subtotal</b>	<b>\$517,123</b>
Contingency (approx. 20% of construction costs)	\$100,000
<b>Total project cost</b>	<b>\$617,123</b>

**LEGAL IMPLICATIONS**

No legal implications are anticipated. Staff request authorization for the Director of Engineering and Municipal Operations to execute all contract documentation required for the project.

**COMMUNICATION AND COMMUNITY ENGAGEMENT IMPLICATIONS**

Engineering staff will work with Communications staff to deliver letters to the adjacent community regarding this project prior to construction.

**CLIMATE CHANGE IMPLICATIONS**

Watermain upgrades increase the system's capacity and reduces the likelihood of breaks and leaks. This minimizes water waste and energy consumption associated with repairs. This project supports climate change resilience by ensuring a more reliable water supply system.

**ALIGNMENT WITH STRATEGIC PRIORITIES**

This project is a Council Strategic Priority project and is in alignment with the Infrastructure Strategic Priority that identifies that the City plan, build and maintain infrastructure to enhance quality of life and civic service delivery while mitigating and adapting to environmental impacts. Specifically, this project ensures future infrastructure resiliency by making decisions through a long-term lens.

**OPTIONS / RISKS / ALTERNATIVES**

The following alternate option is available for Council’s consideration:

1. Not approve the recommendation to award the work. This in turn increases the exposure to residents in the area to potential extended interruptions in their water supply in the event of a leak. In addition, the break history of this cast iron pipe indicate that further leaks are likely which has the potential for significant impact to properties in the area.

**CONCLUSION**

Staff recommend that the Watermain Upgrade – Cypress Street from Pacific Lane to Royal Avenue be awarded to Blackline Site Works Ltd. in the amount of \$452,902 (excluding GST) and that GHD Limited be awarded construction management and contract administration in the amount of \$41,021(excluding GST).

Staff also request a preauthorized contingency in the amount of \$100,000 (approximately 20% of remaining costs to complete this project) to support the project. Additionally, staff recommend that the Director of Engineering & Municipal Operations be authorized to execute all contract documentation required for the project to proceed.

To move forward with this, Staff recommend Council approve a transfer of \$190,000 from Water Capital Contingency to this project.

Respectfully submitted,

Approved by,

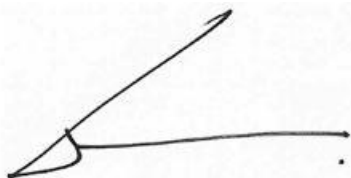


Corrine Haer, P.Eng  
Manager, Engineering

Jim Gordon, P.Eng.  
Director, Engineering & Municipal Operations

**Comments from the Chief Administrative Officer**

I concur with the recommendations of this corporate report.



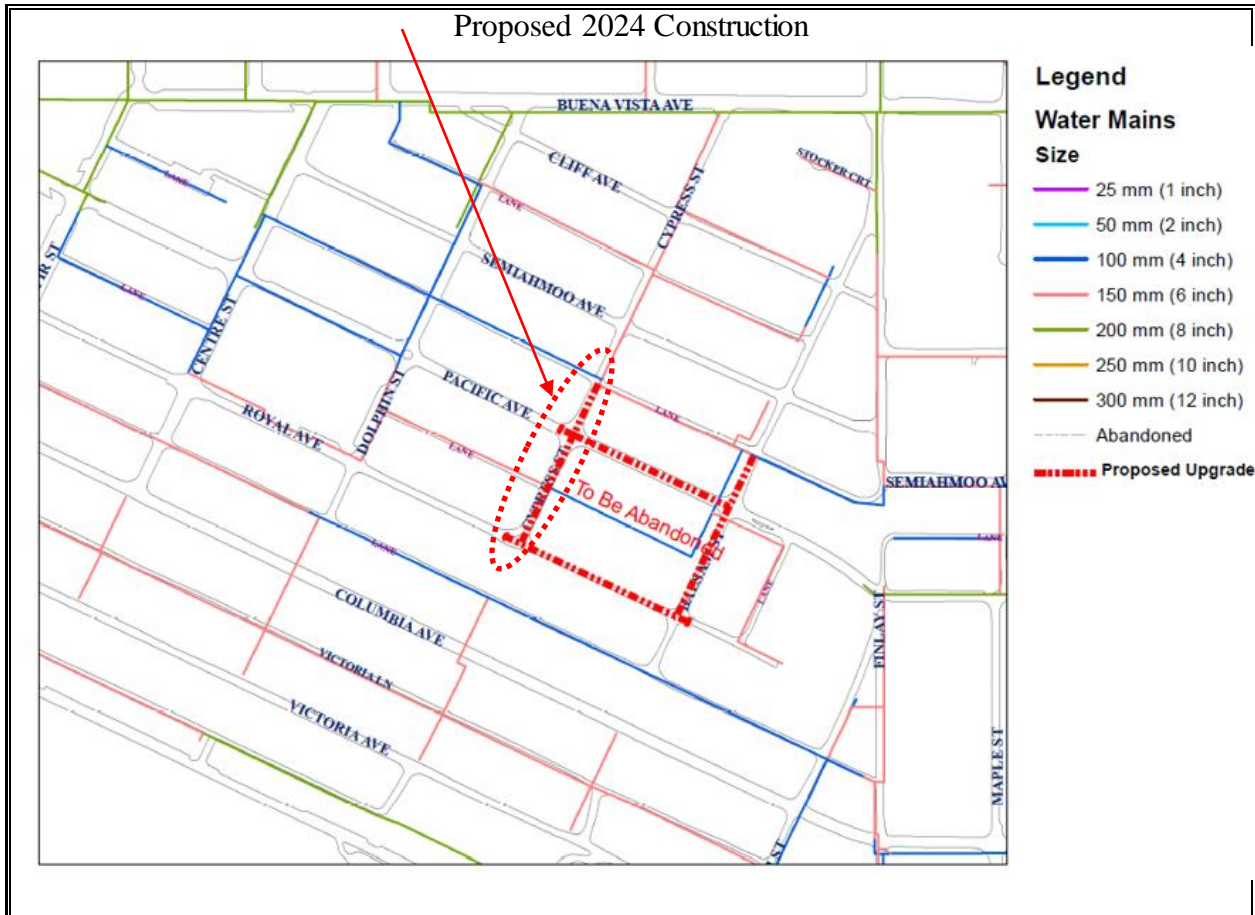
Guillermo Ferrero  
Chief Administrative Officer

Appendix A: Watermain Upgrade Scope - Pacific, Royal, Cypress, Balsam

Appendix A

Watermain Upgrade Scope  
Pacific, Royal, Cypress, Balsam

Phase 1 circled in red





## Public Art and Culture Advisory Committee

### Minutes

September 11, 2024, 4:00 p.m.

City Hall Council Chambers

15322 Buena Vista Avenue, White Rock, BC, V4B 1Y6

PRESENT: Art Beaulieu, Community Member  
Bill Brooks, Community Member (arrived at 4:02 p.m.)  
Gary Kennedy, Community Member  
Ed Laverock, Community Member  
Colleen Lumb, Community Member  
Karin Bjerke-Lisle, White Rock Museum & Archives  
Representative  
Helmut Gruntorad, Semiahmoo Arts Society Representative

COUNCIL: Councillor Ernie Klassen, Chairperson (non-voting)  
Councillor Michele Partridge, Vice-Chairperson (non-voting)

STAFF: John Woolgar, Director of Recreation and Culture  
Jim Gordon, Director of Engineering and Municipal Operations  
(left meeting at 5:00 p.m.)  
Rebecca Forrest, Manager of Cultural Development  
Robyn Barra, Manager of Communications and Government  
Relations (left meeting at 4:55 p.m.)  
Kaelin Nelson, Senior Communications Coordinator (left meeting  
at 4:55 p.m.)  
Karina Hill, Curatorial Assistant  
Janessa Auer, Committee Clerk

PUBLIC: 3

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#### 1. **CALL TO ORDER**

The Chairperson called the meeting to order at 4:00 p.m.



2. **ADOPTION OF AGENDA**

**Motion Number 2024-PACAC-040:** It was MOVED and SECONDED

THAT the Public Art and Culture Advisory Committee adopts the agenda for the September 11, 2024 meeting as circulated.

**Motion CARRIED**

3. **ADOPTION OF MINUTES**

**Motion Number 2024-PACAC-041:** It was MOVED and SECONDED

THAT the Public Art and Culture Advisory Committee adopts the minutes of the July 10, 2024 meeting as circulated.

**Motion CARRIED**

B. Brooks arrived at 4:02 p.m.

**Motion Number 2024-PACAC-042:** It was MOVED and SECONDED

**THAT the Public Art and Culture Advisory Committee approves that Item 5, *Vidal Street Sidewalk Replacement Project*, be discussed prior to Item 4, *Placemaking on City Garbage Containers and/or Utility Boxes*.**

**Motion CARRIED**

*In accordance with Motion Number 2024-PACAC-042, Item 5 was discussed at this time.*

5. **VIDAL STREET SIDEWALK REPLACEMENT PROJECT**

The Chairperson introduced this item and noted that there were three (3) members of the public in attendance who are residents of a condo building beside Vidal Street where sidewalk replacement and upgrades are currently underway.

**Motion Number 2024-PACAC-043:** It was MOVED and SECONDED

**THAT the Public Art and Culture Advisory Committee gives approval for members of the public in attendance to provide comments regarding this agenda item.**

**Motion CARRIED**

The Director of Engineering and Municipal Operations provided an overview of the process that resulted in the removal of three (3) magnolia trees, along with the existing sidewalk, on Vidal Street near Marine Drive, noting that this project was necessary for compliance with current accessibility standards.

The Director of Recreation and Culture advised that the Committee has an opportunity to provide suggestions for placemaking opportunities in this space, including the possibility of greenery features, following the removal of the trees.

The Committee, along with the three (3) members of the public in attendance, engaged in a roundtable discussion regarding potential ideas for inclusion of greenery features and/or other placemaking initiatives, within the Vidal Street Sidewalk Replacement Project. It was determined that it would be beneficial to form a working group to gather more ideas and information to bring back to the Committee at a future meeting.

**Motion Number 2024-PACAC-044:** It was MOVED and SECONDED

**THAT the Public Art and Culture Advisory Committee approve a working group being formed for the purpose of gathering ideas for potential placemaking opportunities within the Vidal Sidewalk Replacement Project, comprised of the following members:**

- Gary Kennedy
- Art Beaulieu
- Councillor Klassen
- The Director of Recreation and Culture

**Motion CARRIED**

#### **4. PLACEMAKING ON CITY GARBAGE CONTAINERS AND/OR UTILITY BOXES**

The Director of Engineering and Municipal Operations was in attendance to participate in further discussion with the Committee about placemaking opportunities on City garbage containers and/or utility boxes. He advised that, following recent Council discussion, there is a possibility that staff may be directed to upgrade some/all of the City's collection of garbage containers. For this reason, he recommended that the Committee pause discussion around placemaking on garbage containers. He did confirm, however, that the City's utility boxes could have decorative wraps installed on their exteriors, so this would be a realistic project the Committee could focus on.

The Chairperson recommended that the Committee focus on determining twenty (20) utility boxes in the most visible locations throughout the City as a starting point. Staff advised that they plan to gather cost information, measurements, etc. for this initiative, as indicated in the draft Five (5) Year Art Plan.

## 6. **WALKWAYS SIGNAGE UPDATE**

The Director of Recreation and Culture provided an overview of the history of this project, along with a status update, noting that the Communications team has been assisting with the design process. He explained that staff considered three (3) main components that can be incorporated into signage (regulatory, wayfinding and interpretive) and they feel that wayfinding components would be most beneficial as the priority focus of the walkways' signage designs, with interpretive components being second priority.

The Manager of Communications and Government Relations, as well as the Senior Communications Coordinator, were in attendance to present two (2) different concept designs for the signs.

The Committee provided feedback during a roundtable discussion, which staff will incorporate into updated concept designs that they plan to bring back for the Committee's review at a future meeting.

## 7. **WELCOME TO WHITE ROCK SIGN**

Staff presented an updated concept design for the "Welcome to White Rock" sign at Johnston Road and North Bluff Road. The Committee provided further feedback and suggestions regarding the design. Staff noted that further refinements will be completed prior to, and during, installation.

**Note:** *During discussion, a request to see a sample of the sign material resulted in staff needing extra time to have the sample brought to City Hall from a different location. For this reason, the Chairperson put this agenda item on hold, with the intention of finishing discussion later in the meeting when the sample has arrived.*

The Manager of Communications and Government Relations and the Senior Communications Coordinator left at 4:55 p.m.

8. **ARTIST PROPOSAL FOR DRIFTWOOD PUBLIC ART PROJECT**

The Manager of Cultural Development provided an overview of a proposal for a driftwood public art project. The Committee provided feedback during a roundtable discussion, during which time it was suggested that this might be a more appropriate proposal for the Semiahmoo Arts Society to consider, with the potential for the City to become involved in the future, depending on the success and scale of the project.

**Action Item:** The Manager of Cultural Development to refer the artist and project manager who submitted this proposal to Semiahmoo Arts Society.

The Director of Engineering and Municipal Operations left at 5:00 p.m.

9. **P'QUALS INSTALLATION PROJECT UPDATE**

The Director of Recreation and Culture provided a brief update on this project, noting that funding has been allocated and plans continue to move forward in collaboration with the Semiahmoo First Nation.

10. **WORKING GROUP UPDATES**

10.1 **Gateway Sign Working Group**

It was noted that this working group has completed its assigned work.

10.2 **Maccaud Park Placemaking Pilot Project Working Group**

Working group members noted that they are awaiting cost information from Engineering and Municipal Operations.

**Action Item:** The Director of Recreation and Culture to connect with the Engineering Department to obtain this cost information.

**Action Item:** Committee Clerk to invite the Director of Engineering and Municipal Operations to attend a future meeting to discuss this topic, including cost information, with the Committee.

10.3 **Walkways Working Group**

It was noted that this working group has completed its assigned work

#### 10.4 Murals Working Group

The Manager of Cultural Development noted that further mural updates will be included during discussion of Item 11, *Draft Five (5) Year Art Plan Review*

#### 10.5 Vacant Storefront Placemaking Program Research Working Group

Working group member, Gary Kennedy, provided an overview of an on-table document presented by the group, which provided suggestions as to how the Committee might recommend that Council update the City's Unsightly Premises and Graffiti Abatement Bylaw. These updates would include a new provision allowing for an agreement between commercial property owners and the City that would enable the City to install temporary art on unsightly properties, in order to improve their appearance and enhance the City's aesthetic.

**Action Item:** Committee Clerk to invite the Director of Planning and Development Services to attend the next scheduled meeting to provide feedback to the Committee regarding the discussed bylaw update suggestions.

***Note:*** The Chairperson requested that the previously paused discussion regarding Item 7, *Welcome to White Rock Sign*, continue at this time.

#### 7. **WELCOME TO WHITE ROCK SIGN – Cont'd**

Following the retrieval of the sample piece of sign material, Committee members continued to provide feedback about this material and the sign design overall.

**Motion Number 2024-PACAC-045:** It was MOVED and SECONDED

**THAT the Public Art and Culture Advisory Committee recommends that Council approve the concept design for the "Welcome to White Rock" sign to be located at Johnston Road and North Bluff Road, as discussed during the September 11, 2024 Public Art and Culture Advisory Committee meeting.**

**Motion CARRIED**



**10.6 Festive Season in the Business District Working Group**

Councillor Klassen provided an update on the status of preparation work that is underway for the November 16, 2024 Uptown Shopping Crawl event.

**10.7 Community Notice Board Working Group**

The Vice-Chairperson provided an overview of the working group's findings, as presented in an on-table document, followed by a roundtable discussion with the Committee. It was noted that Five (5) Corners or City Hall would be good locations to trial a community notice board.

The working group plans to continue conducting research, including gathering cost details and will bring this information forward to the Committee for further discussion at a future meeting.

**11. DRAFT FIVE YEAR ART PLAN REVIEW**

The Manager of Cultural Development provided a brief overview of proposed projects included in the City's draft Five (5) Year Art Plan for 2025, and asked members to consider these and bring their feedback for discussion at the next scheduled meeting.

**12. STAFF REPORT**

The Manager of Cultural Development provided an update regarding relevant developments and/or events happening in the Recreation and Culture Department, and also facilitated an introduction to the City's new Curatorial Assistant, Karina Hill.

**13. OTHER BUSINESS**

None

**14. INFORMATION**

**14.1 COMMITTEE ACTION TRACKING**

Corporate Administration provided the Action and Motion Tracking Document for information purposes.

**15. 2024 MEETING SCHEDULE**

The following meeting schedule was previously approved by the Committee and was provided for information purposes:

- October 9, 2024; and,
- ~~November 13, 2024~~ November 26, 2024.

All meetings are scheduled to take place in Council Chambers at White Rock City Hall from 4:00 p.m. to 6:00 p.m.

**16. CONCLUSION OF THE SEPTEMBER 11, 2024 PUBLIC ART AND CULTURE ADVISORY COMMITTEE MEETING**

The meeting was concluded at 6:07 p.m.



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Councillor Klassen, Chairperson

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Janessa Auer, Committee Clerk



#5-2075 Brigantine Drive.  
Coquitlam, B.C. V3K 7B8

604-522-2657

production@ag-signs.com

ag-signs.com

ALL DRAWINGS ARE THE PROPERTY  
OF AVANT GARDE SIGN GRAPHICS  
& MAY NOT BE USED BY OTHERS  
WITHOUT PERMISSION

THIS DRAWING & ONE REVISION  
ARE INCLUDED IN COST OF JOB.  
\*\*\*\*

ANY ADDITIONAL REVISIONS MAY  
RESULT IN A COST INCREASE.  
\*\*\*\*

NO JOBS CAN BE STARTED  
WITHOUT BEING SIGNED  
& DATED BY CUSTOMER.

CLIENT'S SIGNATURE

DATE

**CUSTOMER:**  
City Of Whiterock

**PROJECT:**  
North Bluff Road Sign

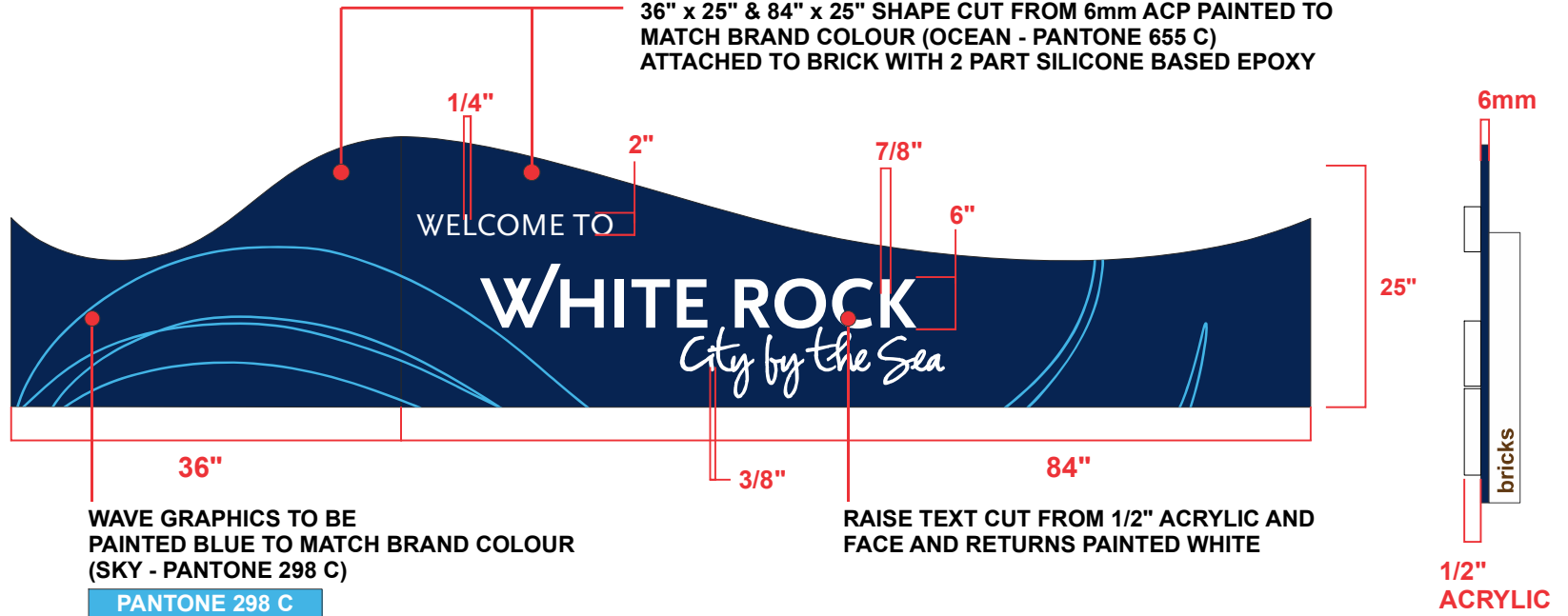
**DATE DRAWN/REV(3):**  
July 09, 2024/ Aug. 12, 2024

**DRAWN BY:**  
Aynah

**FILE NAME:**  
City Of Whiterock - North Bluff Road Sign (Q#6918)

PANTONE 655 C

36" x 25" & 84" x 25" SHAPE CUT FROM 6mm ACP PAINTED TO  
MATCH BRAND COLOUR (OCEAN - PANTONE 655 C)  
ATTACHED TO BRICK WITH 2 PART SILICONE BASED EPOXY



CITY OF WHITEROCK TO PAINT EXPOSED BRICK WHITE



**The Corporation of the  
CITY OF WHITE ROCK  
BYLAW 2519**



A Bylaw to amend the  
"City of White Rock Official Community Plan Bylaw, 2017, No. 2220"

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**WHEREAS** pursuant to Part 14, Division 4 of the *Local Government Act* in relation to Official Community Plans, the Council of the City of White Rock is empowered to establish objectives and policies to guide decisions on planning and land use management;

**AND WHEREAS** a Public hearing was held in accordance with the *Local Government Act*, and notice of such Hearing has been given as required;

**NOW THEREFORE** the Council of the City of White Rock, in open meeting assembled, enacts as follows:

1. Section 7.0 Growth Management, Policy 7.4.2 is deleted in its entirety.
2. Section 8.0 Land Use, **Town Centre Transition** land use designation is amended as follows:
  1. Policy 8.2.2 is amended to include the following new policy immediately after the current policy:

**"Density and Height For East of Peace Arch Hospital**– Allow mixed-use buildings on Finaly Street with a maximum density of 2.5 FAR in buildings of up to six storeys in height. Allow ground-oriented townhouse on Maple Street with a maximum density of 1.5 FAR in buildings of up to three storeys. On North Bluff Road, allow townhouses and low-rise buildings up to 1.5 FAR, in buildings of up to four storeys east of Lee Street, and up to three storeys west of Lee Street, with size storeys and 2.5 FAR west of Lee Street if Affordable Rental Housing is included as outlines in Policy 11.2.1.c Density and height maximum for single family homes shall be as required in the City's Zoning Bylaw."
3. Section 8.0 Land Use, **East Side Large Lot Infill Area** land use designation is deleted in its entirety and then renumber Section 8.0 in sequential order.
4. Section 8.0 Land Use, **Mature Neighbourhood**, Policies are amended by deleting them in their entirety:
5. Section 8.0 Land Use, **Mature Neighbourhood**, Policies are amended by adding the following:

1. Policy 8.7.1 **Uses and Building Types** – Allow single-family homes and Houseplexes. Allow secondary suites in single-detached homes;
  2. Policy 8.7.2 **Density and Height** – Allow density and height maximums for Houseplexes and single family homes as outlined in the City’s Zoning Bylaw; and
  3. Policy 8.7.3 **Urban Design** – Enhance the public and built realms, and maintain the existing residential character of established neighbourhoods with gentle infill (Houseplexes), as per the Mature Neighbourhood Houseplex Development Permit Area guidelines in Part D.
6. Schedule A (Land Use Plan) is amended in accordance with Schedule I attached herein and forming part of this bylaw.
  7. Part D **Development Permit Area Guidelines** are amended as follows:
    1. Section 22.1 Overview/Authority is amended by deleting “*East Side Large Lot Infill [Section 488(1)(e),(h),(i), and (j)]*”.
    2. Section 22.1 Overview/Authority is amended by deleting “*East Side Large Lot Infill - mixed-use, apartment, townhouse, and intensive single-family infill (varying scales)*”
    3. Section 22.1 Overview/Authority is amended by deleting “*Mature Neighbourhood Infill [Section 488(1)(e), (h),(i), and (j)]*” and inserting “*Mature Neighbourhood Houseplex Development Permit Area ) [Section 488(1)(e),(h),(i), and (j)]*”.
    4. Section 22.1 Overview/Authority is amended by deleting “*Mature Neighbourhood Infill - duplexes, triplexes, and intensive single-family infill*” and inserting “*Mature Neighbourhood Houseplex – houseplex*”.
    5. Section 22.2 **Development Permit Exemptions** is amended by inserting the following
      - “One-unit residential and houseplex up to four (4) dwelling units are exempt from **Form and Character Development Permits**.”
    6. Section 22.8 **East Side Large Lare Infill Development Permit Area** is deleted in its entirety and the document is renumbered in sequential order.
    7. Section 22.8 **Mature Neighbourhood Infill Development Permit Areas** is deleted in its entirety.
    8. Add Section 22.8 **Mature Neighborhood House-Plex Development Permit Area** in accordance with Schedule II attached herein forming part of this bylaw.
    9. Schedule B (Form and Character Development Permit Areas) is amended in accordance with Schedule III attached herein and forming part of this bylaw.



10. Section 23.1 **Overview and Authority** is amended by deleting the following in its entirety:

“The properties subject to the above Environmental Development Permit Area are identified on Schedule C. The following Sections outline the information that is required to be submitted by a property owner or applicant prior to any development on a property, including demolition, excavation, tree removal, and construction. Conditions of development and exceptions are also outlined. All definitions in the Province’s *Riparian Areas Regulations* are applicable for the Environmental (Watercourses) Development Permit Area.”

11. Section 23.1 **Overview and Authority** is amended by inserting the following:

“The properties subject to the above Environmental Development Permit Area are identified on Schedule C. The following Sections outline the information that is required to be submitted by a property owner or applicant prior to any development on a property, including rezoning, subdivision, demolition, excavation, tree removal, and construction. Conditions of development and exceptions are also outlined. All definitions in the Province’s *Riparian Areas Regulations* are applicable for the Environmental (Watercourses) Development Permit Area.”

“**VariANCES** -Council may, as part of a development permit, vary the property line setback or building height requirements of the Zoning Bylaw where it can be demonstrated that such variances is needed to facilitate the development proposal while attempting to satisfy the objective of preserving steep slopes, significant trees or environmentally sensitive features. Innovative site designs which are in harmony with existing healthy, mature trees and other natural features are encouraged.”

12. Section 23.3 **Environmental (Floodplain) Development Permit Area** is amended by adding the following after clause 4.:

“5. The applicant must submit a plan showing the Environmental (Floodplain) Development Permit Area in accordance with OCP Schedule C, along with any protected trees or environmental features on site, and detailing satisfactory building envelopes, with consideration of setback requirements, access, parking and circulation, and existing/ proposed rights-of-way, easements, and restrictive covenants, The plan must be reviewed and signed by the applicant; all consultants; and qualified professionals completing components of the applications.”

13. Section 23.4 **Environmental (Ravine Lands and Significant Trees) Development Permit Area** clause 4 is amended by deleting the following in its entirety:

“4. The applicants may be required to submit a plan detailing satisfactory building envelopes, with consideration of setback requirements and existing /proposed rights-of-ways, easements, and restrictive covenants. Registration of a restrictive covenant pursuant to Section 219 of the *Land Title Act* may be required.”

14. Section 23.4 **Environmental (Ravine Lands and Significant Trees) Development Permit Area** clause 4 is amended by inserting the following:

“The applicants must submit a plan showing the Environmental Development Permit Area (Ravine Lands and Significant Trees) in accordance with OCP Schedule C, along with any steep slopes, protected trees, tree protection measures, replacement trees and any other environmental features protected on site, and detailing satisfactory building envelopes, with consideration of setback requirements, access, parking and circulation, existing/proposed rights-of way, easements, and restrictive covenants. The plan must be reviewed and signed by the applicant, all consultants, and qualified professionals completing components of the application.”

15. Section 23.4 **Environmental (Ravine Lands and Significant Trees) Development Permit** clause 5 clause is amended by deleting the following in its entirety:

“Council may, as part of a development permit, vary the property line setback or building envelopes, with consideration of setback requirements of the Zoning Bylaw where it can be demonstrated that that such variance is needed to facilitate the development proposal while attempting to satisfy the objectives of preserving mature, healthy trees on the site. Innovative site designs which are in harmony with existing healthy, mature trees and other natural features are encouraged.”

16. Section 23.4 **Environmental (Ravine Lands and Significant Trees) Development Permit Area** is amended by adding the following after clause 6.:

“7. The applicants may be required to provide securities to prevent an unsatisfactory landscaping condition, an unsafe condition and/or damage to the natural environment as a result of a contravention to a condition in the Development Permit. The amount of securities will be equal to the estimated cost of rehabilitating and /or restoring the environmental area. The securities may be withheld by the city in the event that the Riparian Assessment Area is damaged due to a contravention of a Development Permit. The applicant(s) may be required to submit a cost estimate of required landscaping from a

qualified professional to assist in the determination of the amount of securities required.”

17. Section 23.5 **Environmental (Watercourse) Development Permit Area** clause 5 is amended by deleting the following in its entirety.

“The applicants may be required to provide securities to ensure that the trees and vegetation are planted as required in a Development Permit, with the amount of securities equal to the estimated cost of planting the required trees and vegetation. The securities may be withheld by the City in the event that the Riparian Assessment Area is damaged due to a contravention of a Development Permit. The applicant(s) may be required to submit a cost estimate of required landscaping from a qualified professional to assist in the determination of the amount of securities required.”

18. Section 23.5 **Environmental (Watercourse) Development Permit Area** is amended by inserting the following wording in clause 5.

“The applicants may be required to provide securities to prevent an unsatisfactory landscaping condition, an unsafe condition and/or damage to the natural environment as a result of a contravention to a condition in the Development Permit. The amount of securities will be equal to the estimated cost of rehabilitating and/or restoring the environmental area. The securities may be withheld by the City in the event that the Riparian Assessment Area is damaged due to a contravention of a Development Permit. The applicant(s) may be required to submit a cost estimate of required landscaping from a qualified professional to assist in the determination of the amount of securities required.”

19. Section 23.5 **Environmental (Watercourse) Development Permit Area** clause 7 is amended by deleting the following in its entirety.

“The applicants may be required to submit a plan detailing satisfactory building envelopes, with consideration of setback requirements and existing/proposed rights-of-way, easements and restrictive covenants. Registration of a restrictive covenant pursuant to Section 219 of the Land Title Act may be required.”

20. Section 23.5 **Environmental (Watercourse) Development Permit Area** is amended by inserting the following wording in clause 7.

“The applicants must submit a plan showing Environmental (Watercourse) Development Permit Area in accordance with OCP Schedule C, along with the protected watercourse, SPEA as determined by a qualified environmental professional, steep slopes, and any other environmental features protected on site, erosion and

sediment control measures, and detailing satisfactory building envelopes, with consideration of setback requirements, access, parking and circulation, existing/proposed rights-of-way, easements, and restrictive covenants. The plan must be reviewed and signed by the applicant and all consultants or qualified professionals completing components of the application.”

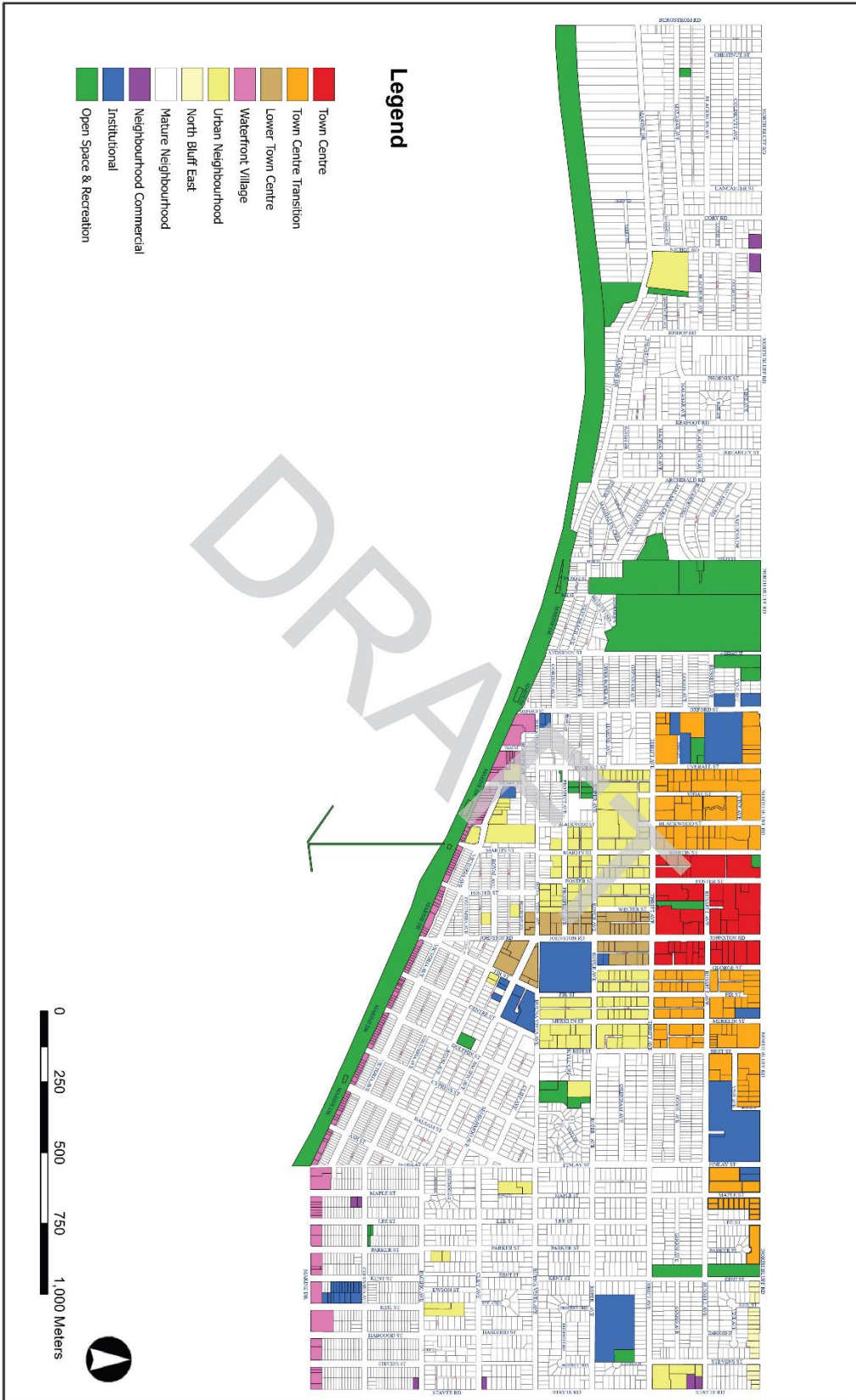
- 8. Delete duplex and triplex from the whole document and replace it with houseplex.
- 9. This Bylaw may be cited for all purposes as the “Official Community Plan Bylaw, 2017, No. 2220, Amendment No. 4 (Development Permit Area Guidelines), 2024, No. 2519”

RECEIVED FIRST READING on the	day of	2024
RECEIVED SECOND READING on the	day of	2024
PUBLIC HEARING held on the	day of	2024
RECEIVED THIRD READING as amended on the	day of	2024
RECONSIDERED AND FINALLY ADOPTED on the	day of	2024

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Director of Corporate Administration

# Schedule "I"



Schedule A Land Use Plan

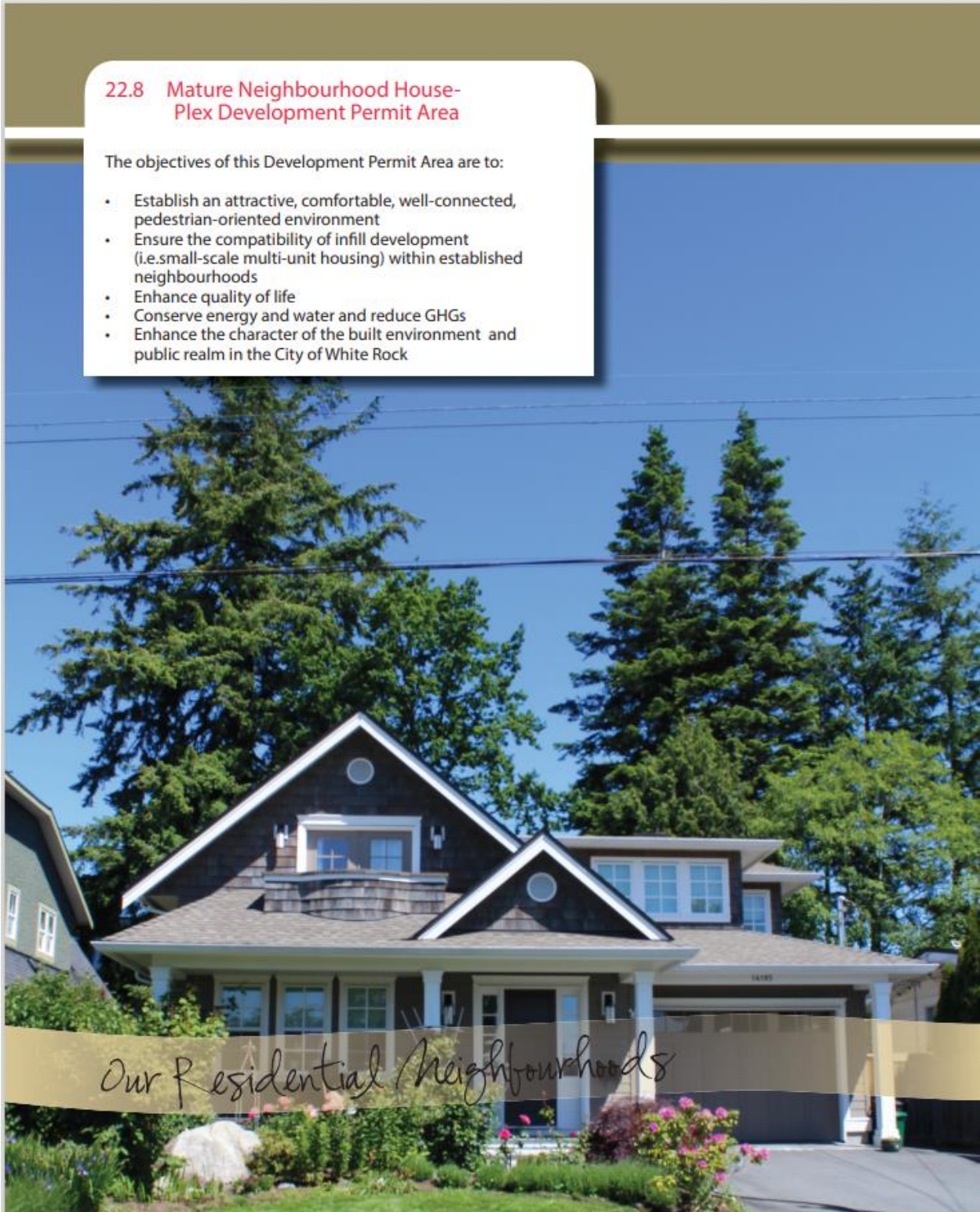


## Schedule “II”

### 22.8 Mature Neighbourhood House-Plex Development Permit Area

The objectives of this Development Permit Area are to:

- Establish an attractive, comfortable, well-connected, pedestrian-oriented environment
- Ensure the compatibility of infill development (i.e. small-scale multi-unit housing) within established neighbourhoods
- Enhance quality of life
- Conserve energy and water and reduce GHGs
- Enhance the character of the built environment and public realm in the City of White Rock



## Schedule “II”

### 22.8.1 Site Context

#### a. Neighbourhood Connectivity

Design the site to enhance the pedestrian connections in the area. Site buildings to create through-block walking connections where appropriate. Incorporate shared pedestrian accesses where possible to minimize impervious areas.

#### b. Streetwall Continuity

Avoid visually impermeable fencing or other monolithic features along publicly visible edges of the site.

#### c. Natural Features

Integrate the development with existing natural features topography and vegetation.

#### d. Habitat Connection & Preservation

Connect new landscaped areas and fragmented habitat to networks of open space and larger habitat corridors wherever possible.

#### e. Climate & Comfort

Maximize the benefits of sun exposure to public open spaces, nearby buildings, and dwelling units, while providing some shade for respite from heat. Limit building element projections into setback areas, streets, and amenity areas to protect solar access.



Guideline 22.8.1 (a), Neighbourhood Connectivity.

### 22.8.2 Site Layout & Landscape

#### a. Relationship to Grade

Limit the height and use of retaining walls, particularly along street frontages, parks, open spaces, ravines and other areas of the public realm. Site and orient buildings in a way that respects and works with topographical features.

#### b. Hierarchy of Spaces

Define the spaces that are public from those that are private with elements such as: grade changes, fencing, landscaping, and other features.

#### c. Private Common Spaces

Integrate usable private outdoor common spaces into the site layout for gardens and other activities that promote sociability and neighbourliness between residents. Provide generous and well-designed open spaces that balance screening for privacy, while maintaining sightlines to the street and attractive interfaces with the surrounding spaces.



Guideline 22.8.1 (b), Streetwall Continuity.



Guideline 22.8.2 (b), Hierarchy of Spaces.



## Schedule “II”

### d. Walking Connections

Connect main entrances to house-plex units to public sidewalks, trails, and parking areas.

### e. Separate Access

Consider separate accesses for house-plexes that are located on corner lots or that have street and lane accesses.

### f. Rear Access

For rear-facing units, clearly identify the location of the rear entrance with a walkway that incorporates a landscape border, distinct surface treatments, and/or an entry trellis or gate.

### g. Vehicle Access

Minimize paved areas with narrow, shared vehicular accesses. Separate accesses are considered for house-plexes that are located on corner lots or that have street and lane accesses.

### h. Safe Vehicle Movement

Consider the design and layout of driveways to ensure safe and efficient vehicle maneuvering.

### i. On-Site Parking

Promote the use of on-site parking and garages over street parking by providing adequately sized parking spaces for residents' vehicles at or above minimum Zoning Bylaw requirements, ensuring they are well-designed and easily accessible.

### j. Siting Parking

Provide access to parking from a secondary street or lane, wherever possible. Incorporate parking into the natural landscape where feasible to reduce the need for lot grading.

### k. Parking & Pervious Area

Minimize paved areas with narrow, shared vehicular accesses.

### l. Stormwater Management

Site design should incorporate stormwater runoff mitigation features. This may include elements like raingardens, landscape strips for parking areas and permeable surface treatment, that are consistent with approved city policies and practices.



Guideline 22.8.2 (c), Private Common Spaces.



Guideline 22.8.2 (e), Separate Access.



Guideline 22.8.2 (i), On-site parking using pervious materials.

## Schedule “II”

### m. Low Impact Development

Use Low Impact Development Techniques for stormwater management, where appropriate, in accordance with the City’s Integrated Storm Water Management Plan (ISWMP). This includes but is not limited to bio-swales, cisterns, and permeable paving. Design for narrower lanes, access roads, and driveways.



Guideline 22.8.2 (l & o), Stormwater management and Tree selection.

### n. Tree Health & Preservation

Preserve existing trees especially those that are large, mature, and healthy wherever possible and incorporate them into the landscape design. Ensure all new trees are planted with sufficient soil volume, using soil cells where appropriate, and incorporate diverse native shrub layers below trees to intercept stormwater.

### o. Tree Selection

Select tree species that will maximize passive solar gain, natural ventilation, and natural cooling. Prioritize the selection of native tree species such as Western Red Cedar, Common Douglas Fir, and Bigleaf Maple.

### p. Plant Selection (Smart Landscaping)

Maximize the use of drought tolerant species that can withstand the seaside setting and require minimal irrigation. Avoid planting invasive species.



Guideline 22.8.2 (q) , Shrubs and Hedges.

### q. Shrubs and Hedges

Use only small shrubs, ornamental and turf grasses, herbaceous perennials, and groundcovers on city property and in areas within 2.0 m from the sidewalk, street curb, or road edge to maintain clear sightlines. Avoid the use of tall hedges, especially in areas adjacent to public property.

### r. Passive Solar Design

Follow passive solar design principles for the orientation and siting of buildings. Maximize passive ventilation and passive cooling through building orientation.



Guideline 22.8.2. (s), Cool Materials.

### s. Cool Materials

Where impermeable materials are used, select light coloured reflective paving materials such as white asphalt or concrete for paths and driveways to reduce heat absorption and urban heat island effect.



## Schedule “II”

### t. Signage Clarity

Provide visible and legible signage identifying building addresses at all entrances in a colour contrasting with the building, and either illuminated in periods of darkness or reflective for easy visibility at night. When building addresses are not visible from the street frontage, use directional address signs.

### u. Mailbox Siting

Consider the siting of mailboxes during site design so that a front-loading lockbox is easily accessible for mail delivery and complies with Canada Post standards.

### v. Space for Waste

Provide sufficient on-site space for garbage, recycling, and composting where appropriate. These areas are to be located so that they are convenient for users and accessible for waste / recycling / compost collection and removal.



Guideline 22.8.4 (b), Visual Interest.

## 22.8.4 Buildings

### a. Varied Configurations

Consider alternatives to the traditional side-by-side and mirror-image house-plexes, such as front/rear and top/bottom layouts. Avoid repetition of plex-house designs and incorporate variations in massing from one building to the next and throughout a neighbourhood.

### b. Visual Interest

Create visual interest with a variety of cladding colours, materials and architectural details that break up the mass of the building and give each dwelling unit in a plex-house development its own visual identity. Open verandas and peaked roofs are encouraged.

### c. Roof Design

Ensure that roof elements do not dominate the building, particularly on larger buildings. Where possible, minimize the visual impact of rooftop railings, screens, and accesses.

### d. Roof Orientation & Rooflines

Orient the slope of the roof in the same direction as the natural slope of the lot. Avoid roof and dormer pitches steeper than 4/12 for a gentle slope that helps protect views.



Guideline 22.8.4 (c), Roof Design.



Guideline 22.8.4 (d), Roof Orientation & Rooflines.



## Schedule “II”

### e. Decks, Balconies & Patios

Create meaningful, private outdoor environments that respect the privacy of surrounding neighbours and are sensitive to the local context through features like decks, balconies, and groundfloor/rooftop patios

### f. Weather Protection

Incorporate weather-protection to all main entrances. This may take the form of overhangs, recesses, or awnings. A covered entry is not required to have posts or a traditional porch appearance and should fit with the architectural style of the development.

### g. Garage Design and Placement

Ensure that garages do not dominate the front face of a building. If a garage faces a street, design it to be subordinate to the pedestrian entrance in terms of size, prominence on the streetscape, location, and architectural emphasis. Use landscaping to screen and soften the appearance of a garage.

### h. Stairs

Design outdoor stairs with similar materials as the main building and integrate them with the building’s architecture so they do not dominate the face of a building. Encourage stairs with offset runs and wider landings to break up the run’s length. Use plantings and furnishings on the landings to create visual interest.

### i. Efficient Homes

Design roofs to maximize opportunities for solar collection in winter and control solar gain on south-facing facades by blocking high-angle sun in summer.

### j. Building Material

Incorporate west coast design elements with the use of natural materials, including brick, stone, concrete, exposed heavy timber, and/or steel. Avoid vinyl siding and stucco for cladding. Use rich natural tones which reflect the natural landscape and seascape as the dominant colours, with brighter colours used only as accent

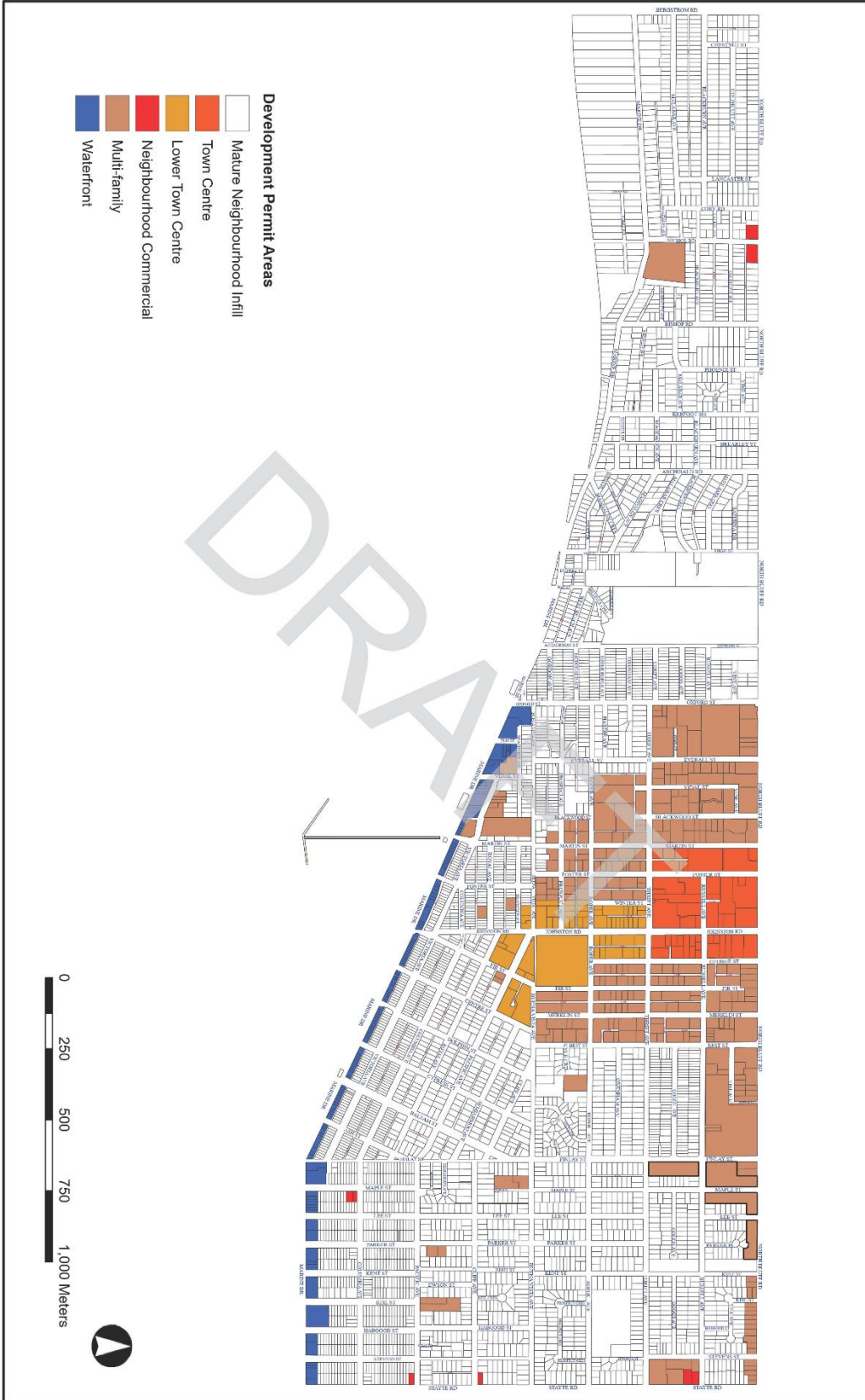


Guideline 22.8.4 (g), Garage Design and Placement.



Guideline 22.8.4 (h), Stairs.

# Schedule "III"



Schedule B Form and Character Development Permit Areas

Print Date: 9/11/2024

**The Corporation of the  
CITY OF WHITE ROCK  
BYLAW No. 2520**



A Bylaw to amend the  
"White Rock Zoning Bylaw, 2024, No. 2506" as amended

The CITY COUNCIL of the Corporation of the City of White Rock in open meeting assembled ENACTS as follows:

1. THAT Schedule B of the White Rock Zoning Bylaw, 2024, No. 2506 is amended by rezoning the following lands:

Lot 2, Except Firstly: West 20 Feet, Secondly: East 7 Feet (Plan With Bylaw Filed 51177),  
Section 10 Township 1 New Westminster District Plan 8028  
PID: 011-300-281  
(1363 Johnston Road)

as shown on Schedule "1" attached hereto, from the 'CR-2 Lower Town Centre Area Commercial/Residential Zone' to 'CD-71 Comprehensive Development Zone (1363 Johnston Road)'

2. THAT *White Rock Zoning Bylaw, 2024, No.2506* as amended is further amended:
  - a) by adding to the Table of Contents for 'Section 7.0 Comprehensive Development "CD" Zones', 'Section 7.71 CD-71 Comprehensive Development Zone'; and,
  - b) by adding the attached Schedule "2" to 'Section 7.0 Comprehensive Development "CD" Zones', 'Section 7.71 CD-71 Comprehensive Development Zone'.
3. This bylaw may be cited for all purposes as "*White Rock Zoning Bylaw, 2024, No. 2506, Amendment No. 5, 2024, No. 2520 (1363 Johnston Road [Rezoning from the CR-2 Lower Town Centre Area Commercial/Residential Zone to the CD-71 Zone])*".

Public Information Meeting held this 29 day of April, 2021

RECEIVED FIRST READING on the day of , 2024

RECEIVED SECOND READING on the day of , 2024

PUBLIC HEARING prohibited pursuant to Local Government Act Section 464 (4)

RECEIVED THIRD READING on the \_\_\_\_\_ day of \_\_\_\_\_, 2024

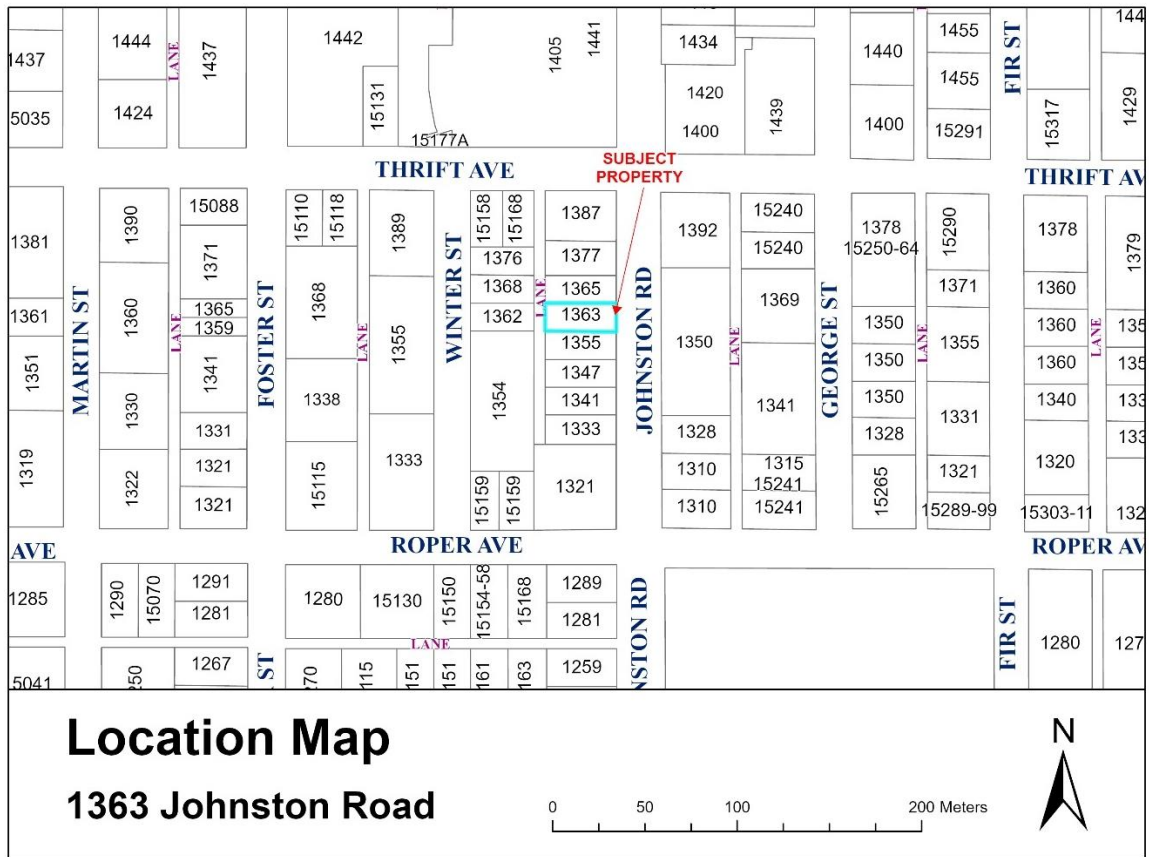
FINAL ADOPTION on \_\_\_\_\_ day of \_\_\_\_\_, 2024

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Director of Corporate Administration

DRAFT

Schedule "1"





## 7.71 CD-71 COMPREHENSIVE DEVELOPMENT ZONE (1363 Johnston Road)

### INTENT

The intent of this zone is to accommodate a mixed-use (residential/commercial) building on a site of approximately 564.29 m<sup>2</sup> (6073.97 ft<sup>2</sup>) in area.

#### **1. Permitted Uses:**

- (a) A *multi-unit residential use* in the form of an *apartment*;
- (b) A *Retail service group 1 use* limited to art gallery, artisan shop, bakery shop, barber, book shop, business office, café or coffee house, dance studio, delicatessen, drug store, financial services offices excluding "money marts" or "pay-day cash services" (not permitted), hairdresser, health club, launderette, medical or dental clinic, professional and semi-professional office, shoemakers, stationary store, tailor, tattoo/body art studio, toy stores;
- (c) A *Neighbourhood convenience store*;
- (d) *accessory home occupation use* in accordance with the provisions of Section 5.3 and that does not involve clients directly accessing the principal building;

#### **2. Location of Permitted Uses:**

- (a) A *retail service group 1 use* shall only be located on the first *storey* of the *principal building* fronting on Johnston Road.
- (b) A *multi-unit residential use* in the form of an *apartment* is limited to the *storey* or *storeys* above the portion of a *principal building* used for *retail service group 1 use*.
- (c) An *accessory home occupation use* may be located within a dwelling unit.

#### **3. Lot Coverage:**

- (a) The maximum *lot coverage* in the CD-71 zone is 91%.

#### **4. Density:**

Maximum *gross floor area* shall not exceed 1,439.5 square metres, with a minimum *commercial floor area* of 92.9 square metres, and the maximum number of *dwelling units* shall not exceed 10, comprised as follows:

- (a) **BASE DENSITY:** The maximum *gross floor area* shall not exceed 1.75 times the *lot area*.
- (b) **ADDITIONAL (BONUS) DENSITY:** Where a contribution of \$145,835, including an in-kind contribution for outdoor public art subject to an amenity agreement and a section 219 covenant delivered by the owner of the subject real property to secure the amenity, has been provided to the Community Amenity Reserve Fund to assist with the provision of the amenities in the *Community Amenity Reserve Fund Bylaw No. 2190* as amended, the maximum *gross floor area* shall not exceed 1,439.5 square metres, with a minimum of 92.9 square metres of *commercial floor area*, and the maximum number of *dwelling units* shall not exceed 10 units.

## 5. Building Height:

- (a) The *principal building* shall not exceed 115.06 metres geodetic, inclusive of the stair tower and elevator shaft.
- (b) The *principal building* shall not exceed 4 *storeys*.

## 6. Siting Requirements:

- (a) Minimum setbacks are as follows:

- (i) Setback for building from Front (east) lot line = 5.8 m (19.03 ft)
- (ii) Setback for balconies/decks from Front (east) lot line = 4.3 m (14.11 ft)
- (iii) Setback for building from Rear (west) lot line = 3.0 m (9.84 ft)
- (iv) Setback for balconies from Rear (west) lot line = 1.5 m (4.94 ft)
- (v) Setback from building from Interior (north and south) side lot lines = 0.0 m

- (b) Maximum projections into the above property line setback requirements shall be as outlined below:

- (i) A set of stairs may extend into the front yard setback.

## 7. Parking:

Off-street Parking shall be provided in accordance with Section 4.14, with a total minimum of thirteen (13) parking spaces to be provided as follows:

- (a) Eleven (11) residential off-street parking spaces shall be provided to serve the 10 *dwelling units*, at a ratio of 1.1 space per *dwelling unit*.
- (b) Two (2) shared on-site parking spaces for residential visitors and commercial parking shall be provided and they shall be clearly marked as “residential visitor/commercial parking”.
- (c) Not more than 40% of the parking spaces shall be small car spaces, and they shall be clearly marked as “small car only”.
- (d) A minimum of one (1) van-accessible parking space shall be provided and shall be clearly marked as per BC Building Code requirements.
- (e) The minimum height clearance at the accessible parking space and along the vehicle access and egress routes from the accessible parking spaces must be at least 2.3 metres to accommodate over-height vehicles equipped with a wheelchair lift or ramp.

All other Section 4.14 provisions will apply.

## 8. Loading:

- (a) A minimum of one (1) off-street loading space for commercial use shall be provided in accordance with Section 4.15.

## 9. Bicycle Parking:

- (a) A minimum of ten (10) Class I bicycle parking spaces shall be provided, in accordance with Section 4.16.
- (b) A minimum of two (2) Class II bicycle parking spaces shall be provided, in accordance with Section 4.16.

**10. Electric Vehicle Charging:**

Electric Vehicle (EV) parking shall be provided in accordance with Section 4.17, with a total minimum of thirteen (13) off-street parking spaces to be provided as EV parking spaces as follows:

- (a) A minimum of one (1) stall must be provided with an *energized outlet* capable of providing a Level 2 charge or higher for electric vehicle charging.
- (b) A minimum of one (1) stall shall feature *roughed-in electric charging infrastructure*, including an electrical outlet box located within 3 metres of each parking space

**11. General:**

- (a) Development in this zone that includes the additional (bonus) density referred to in Subsection 4(b) shall substantially conform to the Plans prepared by Barnett Dembek Architects Inc. labelled AC-1.03, AC-1.04, AC-2.01, AC-2.02, AC-2.03, AC-3.01, AC-3.02, AC-4.01, AC-4.02, dated August 29, 2024, on file with the City of White Rock.
- (b) Development in this zone that does not include the additional (bonus) density referred to in Sub-section 4(b) shall be required to obtain a new Major Development Permit.

DRAFT

**THE CORPORATION OF THE  
CITY OF WHITE ROCK  
BYLAW 2513**



**A Bylaw to amend Schedule “N” of the 2024 Fees and Charges Bylaw, 2023, No. 2480  
in regard to parking services.**

The Council of the City of White Rock, in open meeting assembled, enacts as follows:

1. The fees for “Parking Decals” and “Resident Parking Permits” under **Schedule “N” PARKING SERVICES** of the 2024 Fees and Charges Bylaw, 2023, No. 2480, be amended and made effective November 1, 2024 as follows:

<b>Parking Decals (4 hours maximum in pay parking stalls)</b>	
Centennial Park/Arena	\$19.00
Resident	\$63.00
Non - Resident Commercial Property**	\$165.00
Merchant Decals (on Marine Dr & Vidal St)**	\$396.00
Residential Decals (specific properties on Marine Dr)**	\$351.00
Replacement Decal	\$6.00
**These decals pertain to specific properties - see staff for guidelines	
Montecito Complex Parkade – Reserved Stall Parking Rate (decals are sold annually) - price per month	\$161.00
Reserved Stall Additional Decals	\$33.00
<b>Resident Parking Permits for use in areas designated as Permit Parking Only (maximum 4 per dwelling unit)</b>	
Parking Permit	\$15.00
Replacement Parking Permit	\$15.00

This Bylaw may be cited for all purposes as the “2024 Fees and Charges Bylaw, 2023, No. 2480, Amendment No. 2, 2024, No. 2513”

RECEIVED FIRST READING on the \_\_\_\_\_ day of \_\_\_\_\_  
 RECEIVED SECOND READING on the \_\_\_\_\_ day of \_\_\_\_\_  
 RECEIVED THIRD READING on the \_\_\_\_\_ day of \_\_\_\_\_  
 RECEIVED FINAL READING on the \_\_\_\_\_ day of \_\_\_\_\_

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
CITY CLERK

**THE CORPORATION OF THE  
CITY OF WHITE ROCK  
BYLAW 2516**

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A Bylaw to provide an exemption from municipal property taxes  
under section 224 of the *Community Charter*.

Council may, by bylaw, exempt properties from taxation for a fixed period of time pursuant to section 224 of the *Community Charter*, S.B.C. 2003. c. 26.

The Mann Park Lawn Bowling Club has leased a portion of the land and improvements located at 14560 North Bluff Road from the Corporation of the City of White Rock ("the City"). 14560 North Bluff Road is legally described as:

Parcel Identifier: 013-192-515  
Parcel O, Explanatory Plan 10415, West Half of the North West Quarter,  
Section 10, Township 1, New Westminster District (the "Lands")

Pursuant to section 224 of the *Community Charter*, the City of White Rock wishes to grant a five (5) year municipal property tax exemption in respect of the leased property with improvements.

The CITY COUNCIL of the Corporation of the City of White Rock in open meeting assembled, ENACTS as follows:

1. The premise described in the lease, as shown outlined in red on Schedule A, is hereby exempt from municipal taxation for the calendar years 2025 through 2029. Schedule A is attached to and forms part of this bylaw.
2. The Conditions imposed on the tenant are as outlined in the lease and are conditions precedent to the municipal tax exemption granted by this bylaw. The municipal tax exemption granted for the premise terminates upon the termination of the lease.





SCHEDULE A



**THE CORPORATION OF THE  
CITY OF WHITE ROCK  
BYLAW 2515**

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A Bylaw to provide an exemption from municipal property taxes  
under section 224 of the *Community Charter*.

Council may, by bylaw, exempt properties from taxation for a fixed period of time pursuant to section 224 of the *Community Charter*, S.B.C. 2003. c. 26.

The White Rock Business Improvement Association has leased part of the building located at 1174 Fir Street, from the Corporation of the City of White Rock ("the City"). 1174 Fir Street is legally described as:

Parcel Identifier: 009-618-856  
Lot 1, Block 30, Section 11, Township 1  
New Westminster District, Plan 11883, Part SW 1/4

(the "Lands")

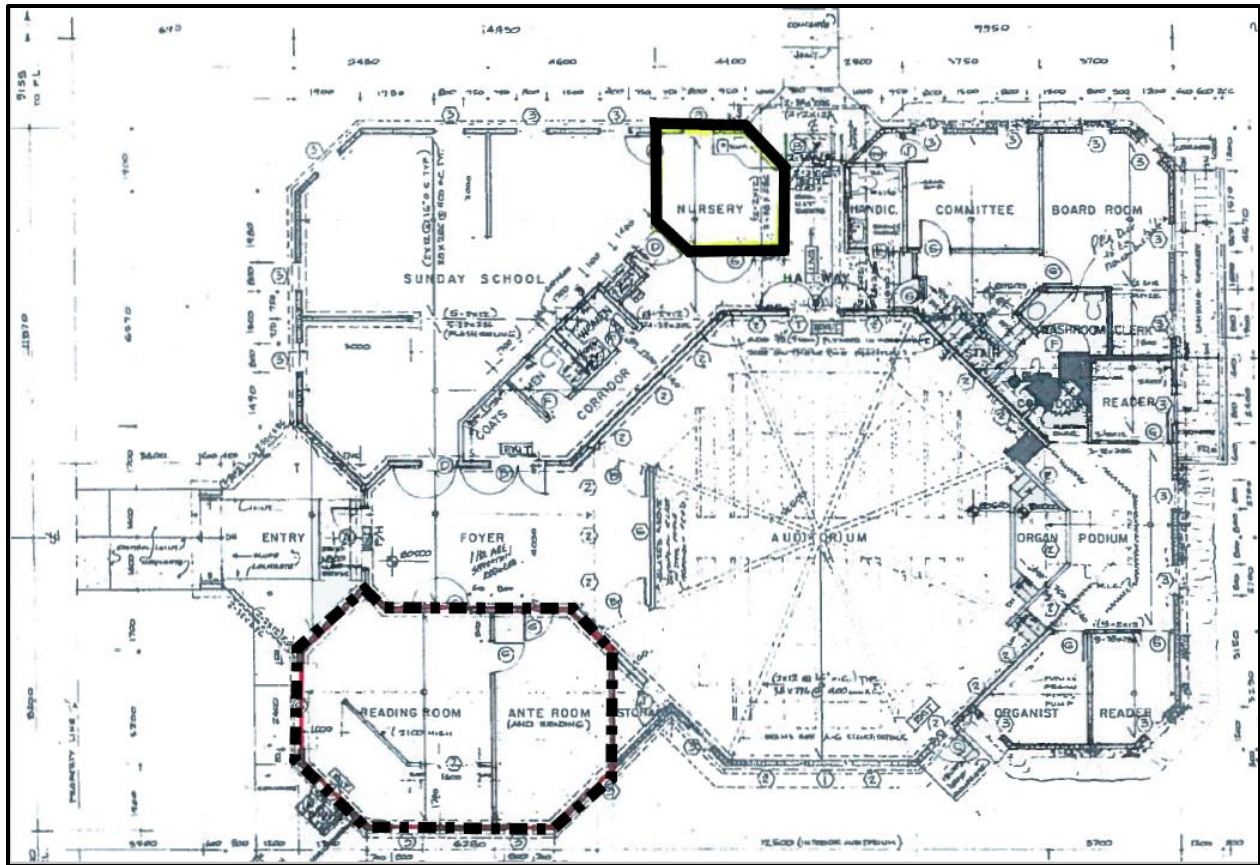
Pursuant to section 224(2)(a) of the *Community Charter*, the City of White Rock wishes to grant a one (1) year municipal property tax exemption in respect of the leased property with improvements.

The CITY COUNCIL of the Corporation of the City of White Rock, in open meeting assembled, ENACTS as follows:

1. The premise described in the lease, as shown on Schedule A, is hereby exempt from municipal taxation for the calendar year 2025 contingent of the conditions described in item 2 and 3 below. Schedule A is attached to and forms part of this bylaw.
2. The City is in the process of renegotiation the lease for the White Rock Business Improvement Association to commence January 1, 2025, this bylaw is contingent the parties entering into a lease for the premises by December 31, 2024, and the society occupying the premises in accordance the lease agreement and the society not being in default under such lease.
3. The conditions imposed on the tenant are as outlined in the lease and are conditions precedent to the municipal tax exemption granted by this bylaw. The municipal tax exemption granted for the premise terminates upon the termination of the lease.



Schedule A



The BIA has exclusive occupancy of that portion of the Building consisting of two (2) office spaces as outlined in solid line on Schedule A, and shared occupancy of that part of the Land and Building as outlined in a dashed line on Schedule A.



**THE CORPORATION OF THE  
CITY OF WHITE ROCK  
BYLAW NO. 2484**



A Bylaw to provide for alternative means of publishing a notice.

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The Council of the City of White Rock ENACTS as follows:

**1. Definitions**

For the purpose of this bylaw:

“City Website” means the official website of the City of White Rock  
[www.whiterockcity.ca](http://www.whiterockcity.ca)

**2. Public Notice**

Any notice required to be given or published in accordance with section 94 of the *Community Charter* must be published by the means specified in this bylaw as follows:

- a) Posted electronically on the City Website;
- b) Posted electronically on the official City of White Rock Facebook page; and
- c) Posted a hard copy on the City’s Public Notice Posting Place.

**3. This Bylaw may be cited as the “White Rock Public Notice Bylaw, 2024, No. 2484”**

RECEIVED FIRST READING on the	9	day of	September, 2024
RECEIVED SECOND READING on the	9	day of	September, 2024
RECEIVED THIRD READING on the	9	day of	September, 2024
RECONSIDERED AND FINALLY ADOPTED on the		day of	

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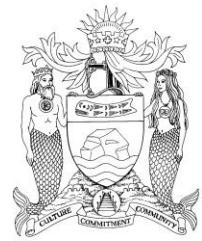
MEGAN KNIGHT, MAYOR

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TRACEY ARTHUR, DIRECTOR OF  
CORPORATE ADMINISTRATION



**THE CORPORATION OF THE  
CITY OF WHITE ROCK**



**DEVELOPMENT VARIANCE PERMIT NO. 459**

1. Development Variance Permit No. 459 is issued to **PARVIZ DEHGHAN MANSHADI** as the owner and shall apply only to ALL AND SINGULAR that certain parcel or tract of land and premises situate, lying and being in the City of White Rock, in the Province of British Columbia, and more particularly known and described as:

Legal Description:    LOT 7 SECTION 10 TOWNSHIP 1 NEW  
                                  WESTMINSTER DISTRICT PLAN 4170  
PID:                        011-080-493

Hereinafter called "Lands"  
As indicated on Schedule A.

2. Development Variance Permit No. 459 is issued pursuant to the authority of Section 498 of the *Local Government Act*, R.S.B.C. 2015, Chapter 1 as amended, and in conformity with the procedures prescribed by 'White Rock Planning Procedures Bylaw, 2017, No. 2234' as amended.
3. The provisions of 'White Rock Zoning Bylaw, 2024, No. 2506' as amended, is varied as follows:
  - (a) Section 6.3.9 (2) is varied to reduce the minimum setback requirements for a structure from the side yard setback from 1.2m to 0.55m on the Eastern lot line.
  - (b) Section 6.3.9 (3) is varied to reduce the minimum setback requirements for a structure from the side yard setback from 1.2m to 0.0m on the Western lot line.
4. Said lands shall be developed strictly in accordance with the terms and conditions and provisions of this Development Variance Permit and any plans and specifications attached to this Development Variance Permit which shall form a part hereof.

Terms and conditions:

- (a) This Development Variance Permit (DVP) is for the construction of stairs and balconies for an existing single-family home.
- (b) The siting and works of these structures shall conform to the drawings prepared by DAG Design & Company (revision date June 4, 2024) attached hereto as Schedule B.
- (c) The applicant must obtain an easement from the property legally described as LOT 6, PLAN NWP4170, PART NW1/4, SECTION 10, TOWNSHIP 1, NEW WESTMINSTER LAND DISTRICT in order to facilitate the stairs that are subject to this development variance permit as the stairs will be located on the property legally

described LOT 6, PLAN NWP4170, PART NW1/4, SECTION 10, TOWNSHIP 1, NEW WESTMINSTER LAND DISTRICT. This easement must be in priority to any other charges and will be in perpetuity.

- (d) Registration of a Section 219 Restrictive Covenant between the City and both properties owners to prohibit the alteration of the stairs and balconies.
  - (e) The Development Variance Permit (DVP) approval is valid under the condition that if the stairs or house are demolished or damaged beyond 75% as per the Local Government Act the variance permit will terminate.
5. Where the holder of this Development Variance Permit does not receive final approval of a Building Permit for the proposed development within two (2) years after the date this Permit was issued, the Permit shall lapse, unless the Council, prior to the date the Permit is scheduled to lapse, has authorized the extension of the Permit.
6. This Development Variance Permit does not constitute a Building Permit.

Authorizing Resolution passed by the City Council on the \_\_\_\_\_ day of \_\_\_\_\_, 2024.

This Development Variance Permit has been executed at the City of White Rock, British Columbia, the \_\_\_\_\_ day of \_\_\_\_\_, 2024.

The Corporate Seal of THE CORPORATION  
OF THE CITY OF WHITE ROCK was hereunto  
affixed in the presence of:

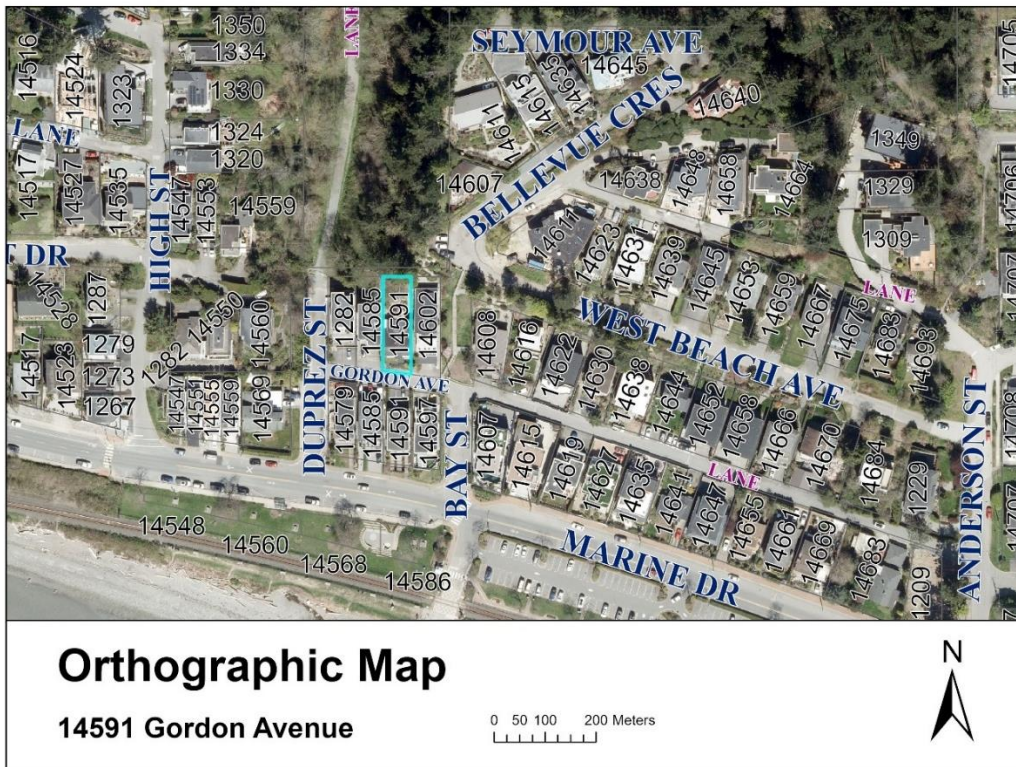
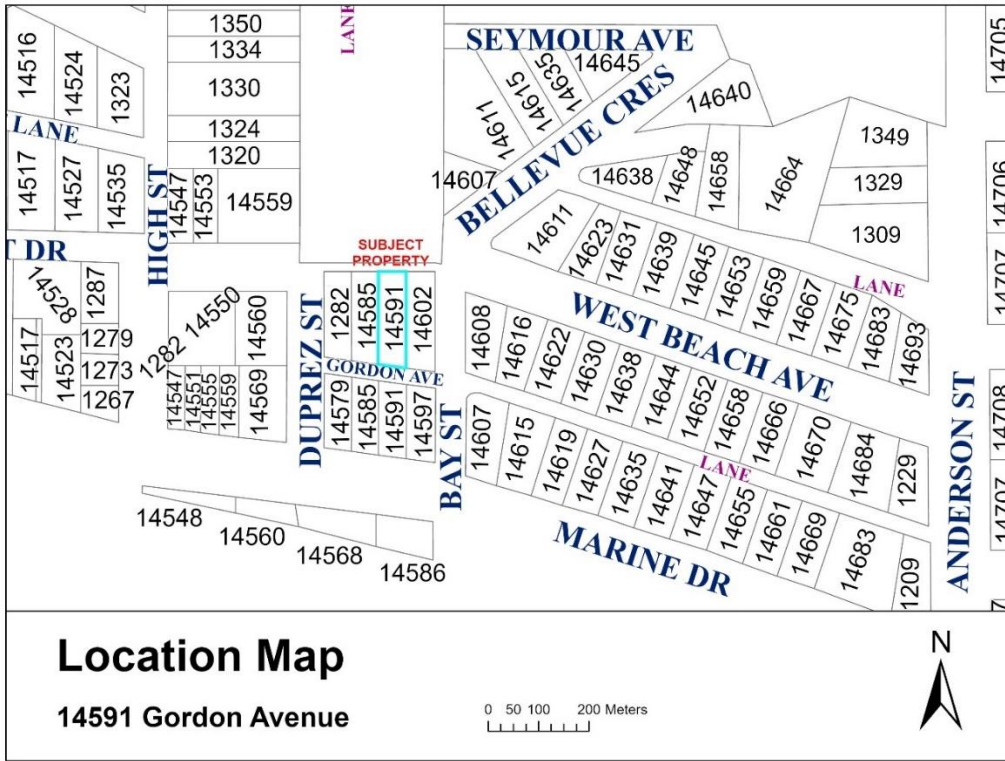
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Mayor – Megan Knight

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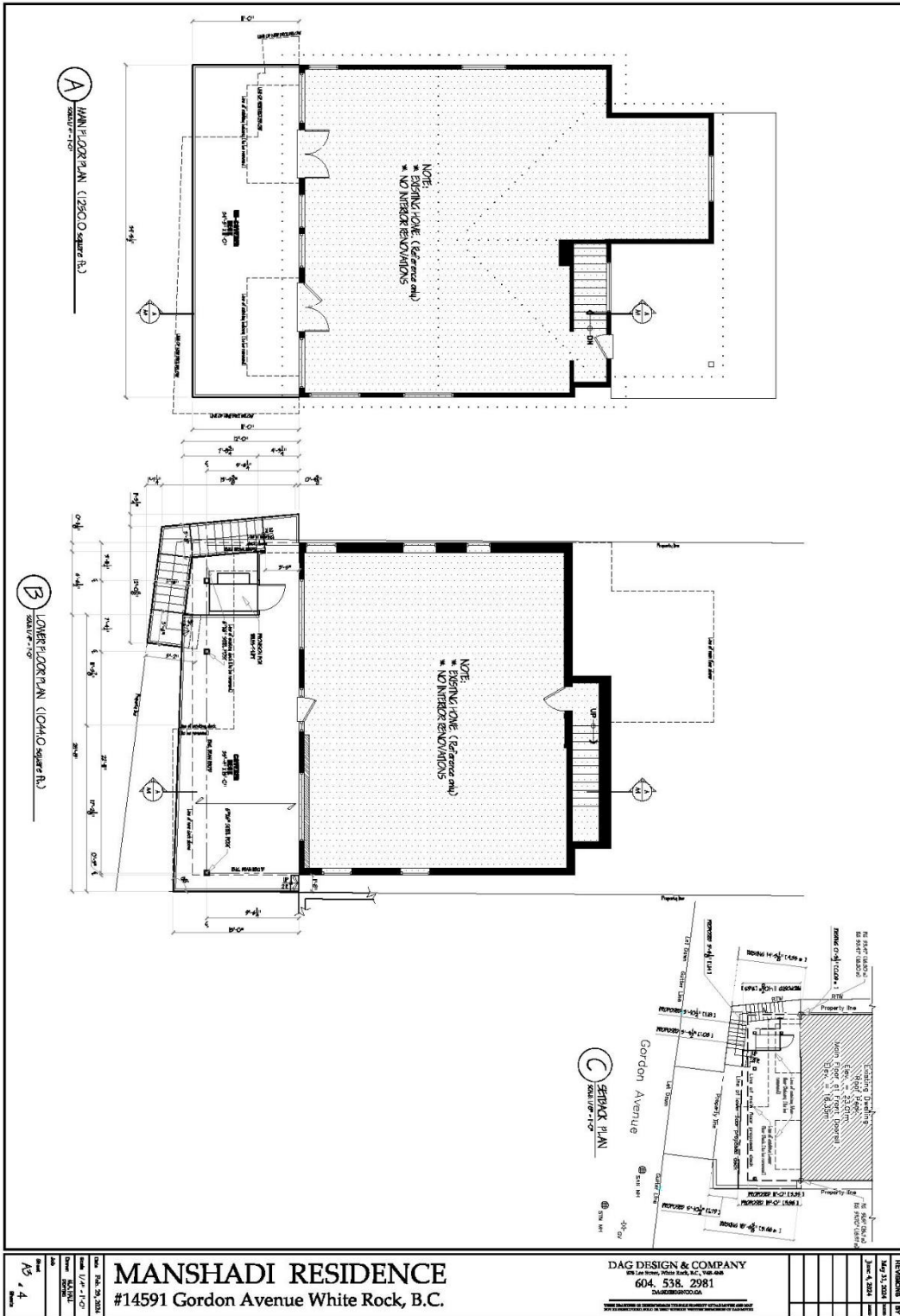
Director of Corporate Administration – Tracey Arthur

**Schedule A  
Location and Orthographic Maps**





# Schedule B Drawings



# THE CORPORATION OF THE CITY OF WHITE ROCK



## TEMPORARY USE PERMIT NO. 24-025

1. This Temporary Use Permit No. 24-025 is issued to Oviedo Properties Ltd. and 1097882 B.C. Ltd. as the owner (hereinafter called the "Permittee") and shall apply only to ALL AND SINGULAR those certain parcels or tracts of land and premises situate, lying and being in the City of White Rock, in the Province of British Columbia, and more particularly known and described as:

Legal Description:

LOT 1 SECTION 11 TOWNSHIP 1 NEW WESTMINSTER DISTRICT PLAN EPP80367  
PID: 030-401-861  
(Civic: 1589 Maple Street)

As indicated on Schedule A

(hereinafter referred to as "the Lands").

2. This Temporary Use Permit No. 24-025 is issued pursuant to the authority of Sections 492 and 493 of the *Local Government Act, R.S.B.C. 2015, Chapter 1* as amended, the "White Rock Zoning Bylaw, 2024, No. 2506" as amended; and in conformity with the procedure prescribed by the "City of White Rock Planning Procedures Bylaw, 2017, No. 2234" as amended.
3. Except as otherwise authorized by this permit, the terms, conditions and guidelines as set out in the "White Rock Zoning Bylaw, 2024, No. 2506" as amended shall apply to the Lands covered by this Temporary Use Permit:

a) Permitted Temporary Uses

- (i) A temporary emergency daytime warming centre
- (ii) Associated portable washroom facilities, parking, and storage; and
- (iii) A temporary construction site office for nearby developments under construction, and associated off-street parking,

shall be permitted as a temporary uses.

b) Dimensions and Siting of Buildings

- (i) The temporary emergency daytime warming centre and associated portable washroom and storage facilities must be sited generally in accordance with Schedule B;
- (ii) The construction site office must be sited a minimum of 2.0 metres from the south property boundary and 2.0 metres from the west property boundary.

4. Terms and Conditions:

- a) Except as otherwise specified in this permit, all siting, construction, and uses shall be in accordance with the provisions of the “White Rock Zoning Bylaw, 2024, No. 2506” as amended;
  - b) The permittee must obtain a building permit and comply with the requirements of the BC Building Code for the construction of the temporary daytime warming centre;
  - c) No trees are to be removed or impacted by the proposed uses, as the proposed uses utilize existing paved areas, however, if tree impacts are proposed, a Tree Management Permit with the City must be obtained as required by the “White Rock Tree Protection Bylaw, 2021, No. 2407” and amendments thereto;
  - d) Tree removal or impacts to the critical root zone of Tree 3304 (“Quercus rubra”) located in the northeast corner of the Lands, to facilitate the construction/siting of the temporary emergency daytime warming centre or temporary construction site office is not permitted;
  - e) The temporary emergency daytime warming centre and associated portable facilities must be placed in a manner that will minimize any potential impacts to trees;
  - f) The temporary construction site office must be constructed and sited in a manner that will minimize any potential impacts to protected trees;
  - g) The driveway access and parking must be located to minimize any potential impacts to protected trees;
  - h) No alteration to the natural drainage shall be undertaken which may cause or contribute to hazardous conditions on the Lands or adjacent properties;
  - i) The permittee must provide fencing to prevent access to the construction site office from the temporary emergency daytime warming centre;
  - j) The permittee must provide a minimum of 8 on-site parking spaces for the temporary construction site office; and
  - k) The temporary uses shall not produce noise, light or traffic that is disruptive to surrounding residents quiet enjoyment of their property.
5. All definitions of words and phrases contained in Sections 493 to 497 of the *Local Government Act, R.S.B.C. 2015, Chapter 1* as amended, and the “White Rock Zoning Bylaw, 2024, No. 2506” as amended, shall apply to this Temporary Use Permit and the attachments herein.
6. The permittee must provide an undertaking, to remove the temporary construction site office and restore the Lands to the satisfaction of the City on or prior to the expiration of this permit.

7. The City will assume responsibility to facilitate the removal of any temporary structures and materials associated with the emergency daytime warming centre.
8. The permittee must remove or demolish the temporary sales centre, advertising structures, construction site office and restore the Lands to the acceptance of the City prior to the expiration of this permit, at which time the remaining securities from TUP 2018-001 and TUP 2021-019 will be returned. If the Lands have an approved Building Permit for the construction of a multi-unit residential building, the securities will be returned to the permittee.
9. This Permit is valid from date of issuance to April 30th, 2025, with the emergency daytime warming centre operating no later than March 31<sup>st</sup>, 2025 unless otherwise approved for further time extension by Council in accordance with the provisions of Section 497 of the *Local Government Act*.
10. Any terms and conditions associated with TUP 2018-001 and 2021-019 as they relate to the site will remain in place until remedied in accordance with that permit and this permit.
11. This permit does not constitute a subdivision approval, a Tree Management Permit, a Demolition Permit, or a Building Permit.

Authorizing Resolution passed by the Council for the City of White Rock on the \_\_\_\_\_ day of \_\_\_\_\_, 2024.

This Temporary Use Permit has been executed at White Rock, British Columbia on the \_\_\_\_\_ day of \_\_\_\_\_ 2024.

The Corporate Seal of THE CORPORATION OF THE CITY OF WHITE ROCK was hereunto affixed in the presence of:

\_\_\_\_\_  
Mayor - Authorized Signatory

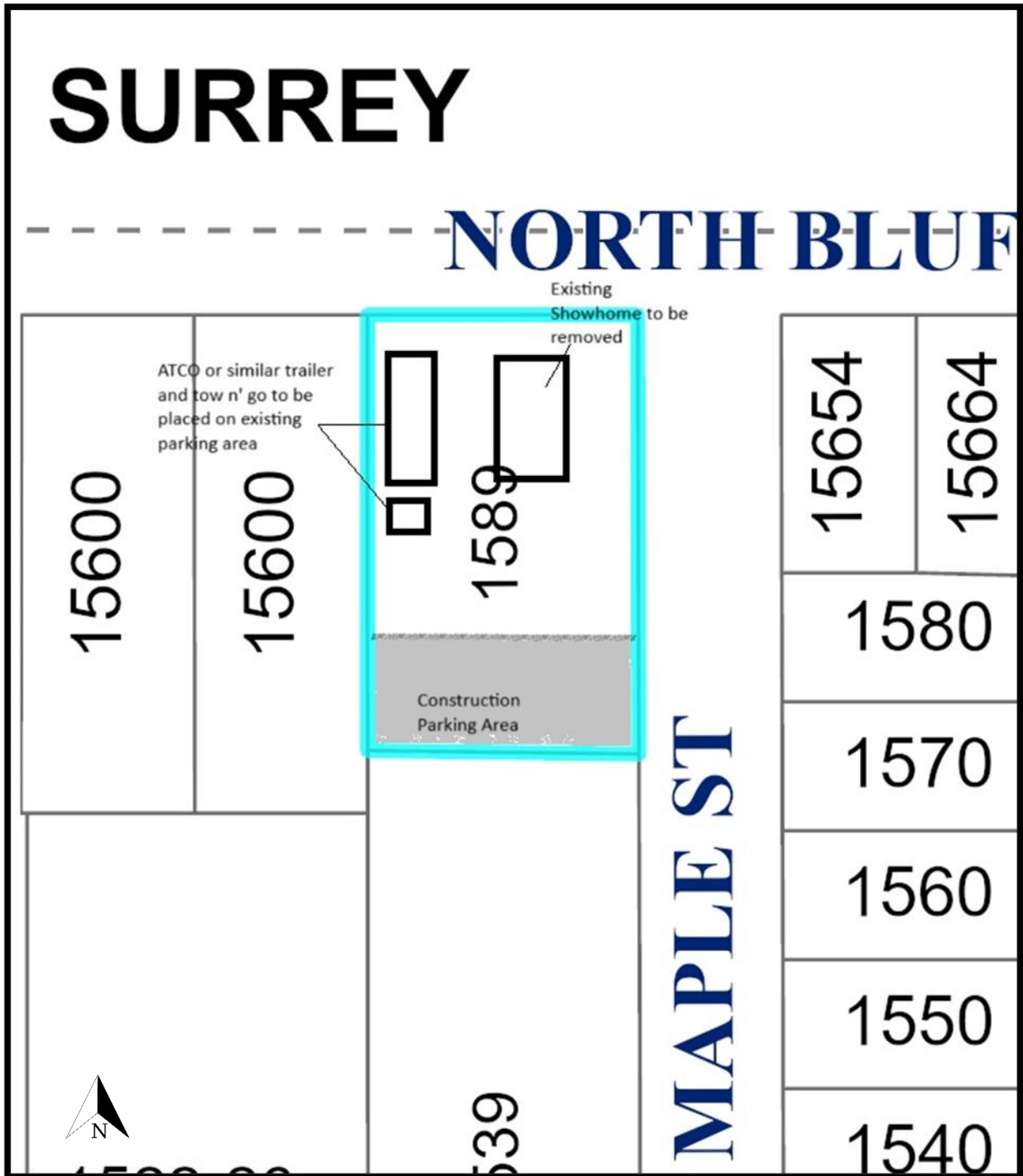
\_\_\_\_\_  
Director of Corporate Administration - Authorized Signatory





Schedule B – Site Plan

Buildings not to scale – for reference purposes only



September 10, 2024

File: CR-12-01  
Ref: RD 2024 07 26

Mayor Megan Knight and Council  
City of White Rock  
15322 Buena Vista Ave  
White Rock, BC V4B 1Y6  
**VIA EMAIL:** [mknight@whiterockcity.ca](mailto:mknight@whiterockcity.ca); [whiterockcouncil@whiterockcity.ca](mailto:whiterockcouncil@whiterockcity.ca)

Dear Mayor Megan Knight and Council:

**What Works: Local Government Measures for Sustaining and Expanding  
the Supply of Purpose-Built Rental Housing**

At its July 26, 2024 regular meeting, the Board of Directors of the Metro Vancouver Regional District (MVRD) passed the following resolution:

*That the MVRD Board:*

- a) *receive for information the report dated June 3, 2024, titled “What Works: Local Government Measures for Sustaining and Expanding the Supply of Purpose-Built Rental Housing”; and*
- b) *forward “What Works: Local Government Measures for Sustaining and Expanding the Supply of Purpose-Built Rental Housing” and its attachment to member jurisdictions for information with an offer for staff or Council presentations upon request.*

*What Works: Local Government Measures for Sustaining and Expanding the Supply of Purpose-Built Rental Housing* is the latest in Metro Vancouver’s existing “What Works” series of resource guides aiming to advance regional planning and housing policy goals through best practice research and policy analysis. The new guide profiles measures such as fee waivers and reductions, design and parking requirements, zoning and regulatory actions that can have an impact on new rental housing supply, and rental protection measures to sustain existing rental housing.

*Metro 2050*, the regional growth strategy, highlights the need to increase the supply of purpose-built rental housing as a strategy to achieve diverse and affordable housing choices across the region. Across Canada, purpose-built rental development has been facing financial feasibility challenges, owing to increases in interest rates and construction costs, requiring higher equity contributions and lower returns on investment for rental housing developers. In Metro Vancouver,

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there were fewer than 10,000 new purpose-built rental units built between 2011 and 2021, compared to about 87,000 new renter households. In 2021, this translated to only one purpose-built rental unit for every 3.67 renter households in the region.

The results of the land economic analysis contained within the guide found that local government measures such as pre-zoning, reduced parking ratios, and reduced development fees can have a significant positive impact on the creation of new purpose-built rental housing. While many of these incentives are typically leveraged to support social and affordable housing, some communities may choose to extend incentives to purpose-built rental projects given the significant need for secure market rental housing. In addition, the results indicate that senior levels of government can have a similarly positive impact on purpose-built rental housing supply through programs that provide favourable financing through lower interest rates and longer amortization for market rental housing.

Should your jurisdiction be interested in receiving a presentation, or if you have any questions, please contact Jonathan Cote, Deputy General Manager, Regional Planning and Housing Development, by phone at 604-432-6391, or by email at [jonathan.cote@metrovancover.org](mailto:jonathan.cote@metrovancover.org).

Yours sincerely,



Mike Hurley  
Chair, Metro Vancouver Board

MH/JC/jh

cc: Guillermo Ferrero, Chief Administrative Officer, City of White Rock  
Jerry W. Dobrovolny, Commissioner/Chief Administrative Officer, Metro Vancouver  
Heather McNell, Deputy Chief Administrative Officer, Policy and Planning, Metro Vancouver

Encl: [MVRD Board report dated June 3, 2024, titled "What Works: Local Government Measures for Sustaining and Expanding the Supply of Purpose-Built Rental Housing" \(pg. 48\)](#)

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