



**AGENDA FOR THE REGULAR MEETING OF COUNCIL  
IN THE COUNCIL CHAMBER, CITY HALL,  
141 WEST 14<sup>TH</sup> STREET, NORTH VANCOUVER, BC, ON  
MONDAY, JANUARY 27, 2020 AT 6:00 PM**

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**CALL TO ORDER**

**APPROVAL OF AGENDA**

1. Regular Council Meeting Agenda, January 27, 2020

**ADOPTION OF MINUTES**

2. Regular Council Meeting Minutes, January 20, 2020

**PRESENTATION**

Retired Fire Chief, Dan Pistilli – Mayor Buchanan

**PROCLAMATIONS**

International Holocaust Remembrance Day – January 27, 2020

RCMP Appreciation Day – February 1, 2020

**PUBLIC INPUT PERIOD**

**CORRESPONDENCE**

3. Federation of Canadian Municipalities – Sustainable Communities Conference, October 20-22, 2020

**REPORT**

4. Hamersley Park Improvements – Early Appropriation

*Item 5 refers.*

**BYLAW – FIRST, SECOND AND THIRD READINGS**

5. “Development Cost Charge (Parks) Reserve Fund Bylaw, 2020, No. 8751” (Hamersley Park Improvements)

**REPORT**

6. Cloverley Access Management Implementation – Early Appropriation

**PRESENTATION**

Draft 2020 Program Plan – Director, Finance

*Item 7 refers.*

**REPORT**

7. Draft 2020 Program Plan

**BYLAWS – THIRD READING**

8. “Zoning Bylaw, 1995, No. 6700, Amendment Bylaw, 2019, No. 8743” (Satendra Mann / ArchiType Design, 228 East 22<sup>nd</sup> Street)

*Public Hearing waived.*

9. “Zoning Bylaw, 1995, No. 6700, Amendment Bylaw, 2019, No. 8744” (Satendra Mann / ArchiType Design, 356 East 13<sup>th</sup> Street)

*Public Hearing waived.*

10. “Zoning Bylaw, 1995, No. 6700, Amendment Bylaw, 2019, No. 8745” (Vernacular Design, 416-418 East 16<sup>th</sup> Street, CD-722)

*Public Hearing waived.*

**BYLAW – ADOPTION**

11. “Zoning Bylaw, 1995, No. 6700, Amendment Bylaw, 2019, No. 8745” (Vernacular Design, 416-418 East 16<sup>th</sup> Street, CD-722)

**PUBLIC CLARIFICATION PERIOD**

**COUNCIL INQUIRIES**

**NEW ITEMS OF BUSINESS**

**NOTICES OF MOTION**

**CITY CLERK’S RECOMMENDATION**

THAT Council recess to the Committee of the Whole, Closed session, pursuant to the *Community Charter*, Sections 90(1)(a) [personal information], 90(1)(e) [land matter] and 90(1)(i) [legal advice].

**REPORT OF THE COMMITTEE OF THE WHOLE (CLOSED SESSION)**

**ADJOURN**

## **CALL TO ORDER**

## **APPROVAL OF AGENDA**

1. Regular Council Meeting Agenda, January 27, 2020

## **ADOPTION OF MINUTES**

2. Regular Council Meeting Minutes, January 20, 2020

## **PRESENTATION**

Retired Fire Chief, Dan Pistilli – Mayor Buchanan

## **PROCLAMATIONS**

International Holocaust Remembrance Day – January 27, 2020

RCMP Appreciation Day – February 1, 2020

## **PUBLIC INPUT PERIOD**

The Public Input Period is addressed in sections 12.20 to 12.28 of “Council Procedure Bylaw, 2015, No. 8500.”

The time allotted for each speaker appearing before Council during the Public Input Period is two minutes, with the number of speakers set at five persons. Speakers’ presentations will be audio and video recorded, as well as live-streamed on the Internet, and will form part of the public record.

To make a submission to Council during the Public Input Period, a person must complete the Public Input Period sign-up sheet at City Hall prior to the Regular Council Meeting. A person who fails to complete, or only partially completes, the Public Input Period sign-up sheet will not be permitted to make a submission to Council during the Public Input Period. The sign-up sheet will be available on the table in the lobby outside the Council Chamber from 5:30 pm until 5:55 pm before a Council meeting.

When appearing before Council, speakers are requested to state their name and address for the record. Speakers may display materials on the document camera at the podium in the Council Chamber and provide written materials to the City Clerk for distribution to Council, only if these materials have been provided to the City Clerk by 4:00 pm on the date of the meeting.

The Public Input Period provides an opportunity for input only, without the expectation of a response from Council, and places the speaker’s concern on record.

Speakers must comply with the General Rules of Conduct set out in section 5.1 of “Council Procedure Bylaw, 2015, No. 8500” and may not speak with respect to items as listed in section 12.25(2).

Speakers are requested not to address matters that refer to items from a concluded Public Hearing/Public Meeting and to Public Hearings, Public Meetings and Committee meetings when those matters are scheduled on the same evening’s agenda and an opportunity for public input is provided when the particular item comes forward for discussion.

Please address the Mayor as “Mayor, followed by his/her surname” or “Your Worship”. Councillors should be addressed as “Councillor, followed by their surname”.

## **CORRESPONDENCE**

3. Sustainable Communities Conference, October 20-22, 2020  
– File: 01-0390-01-0001/2020

Re: Sustainable Communities Conference, October 20-22, 2020, St. John's, NL

### **RECOMMENDATION:**

PURSUANT to the correspondence received December 16, 2019, from the Federation of Canadian Municipalities, regarding the "Sustainable Communities Conference":

THAT Council members be authorized to attend the Sustainable Communities Conference, to be held October 20-22, 2020, in St. John's, Newfoundland;

THAT expenses be paid in accordance with City Policy;

AND THAT funds be provided from the Conference Education Travel Account.

## **REPORT**

4. Hamersley Park Improvements – Early Appropriation – File: 12-6240-20-0058/1

Report: Landscape Architect, January 15, 2020

### **RECOMMENDATION:**

PURSUANT to the report of the Landscape Architect, dated January 15, 2020, entitled "Hamersley Park Improvements – Early Appropriation":

THAT (Funding Appropriation #2001) an amount of \$353,500 be appropriated from the Civic Amenity Fund for the purpose of funding the construction of Hamersley Park Improvements;

THAT "Development Cost Charge (Parks) Reserve Fund Bylaw, 2020, No. 8751" (Hamersley Park Improvements), a bylaw to appropriate an amount of \$346,500 from the Development Cost Charge (Parks) Reserve Fund to fund the project, be considered;

AND THAT should any of the amounts remain unexpended as at December 31, 2023, the unexpended balances shall be returned to the credit of the respective fund.

*Item 5 refers.*

## **BYLAW – FIRST, SECOND AND THIRD READINGS**

5. "Development Cost Charge (Parks) Reserve Fund Bylaw, 2020, No. 8751" (Hamersley Park Improvements)

### **RECOMMENDATION:**

THAT "Development Cost Charge (Parks) Reserve Fund Bylaw, 2020, No. 8751" (Hamersley Park Improvements) be given first, second and third readings.

**REPORT**

6. Cloverley Access Management Implementation – Early Appropriation  
– File: 11-5460-30-0008/1

Report: Deputy Director, Engineering, Parks and Environment, January 15, 2020

**RECOMMENDATION:**

PURSUANT to the report of the Deputy Director, Engineering, Parks and Environment, dated January 15, 2020, entitled “Cloverley Access Management Implementation – Early Appropriation”:

THAT (Funding Appropriation #2000) an amount of \$30,000 be appropriated from the Tax Sale Land Interest Fund for the purpose of funding the Cloverley Access Management Implementation Project;

AND THAT should any of the amount remain unexpended as at December 31, 2023, the unexpended balance shall be returned to the credit of the Tax Sale Land Interest Fund.

**PRESENTATION**

Draft 2020 Program Plan – Director, Finance

*Item 7 refers.*

**REPORT**

7. Draft 2020 Program Plan – File: 05-1715-20-0001/2020

Report: Director, Finance, January 15, 2020

**RECOMMENDATION:**

PURSUANT to the report of the Director, Finance, dated January 15, 2020, entitled “Draft 2020 Program Plan”:

THAT Council provide input on the Draft 2020 Program Plan that reflects a baseline tax rate increase of 4.58%, which includes 2.87% for the program plan (operating), 1.00% for infrastructure reserves and 0.71% for requested new items;

AND THAT the Draft 2020 Program Plan be adjusted on the basis of the feedback received and submitted to Council for consideration.

**BYLAWS – THIRD READING**

8. “Zoning Bylaw, 1995, No. 6700, Amendment Bylaw, 2019, No. 8743” (Satendra Mann / ArchiType Design, 228 East 22<sup>nd</sup> Street)

**RECOMMENDATION:**

THAT “Zoning Bylaw, 1995, No. 6700, Amendment Bylaw, 2019, No. 8743” (Satendra Mann / ArchiType Design, 228 East 22<sup>nd</sup> Street) be given third reading.

*Public Hearing waived.*

9. “Zoning Bylaw, 1995, No. 6700, Amendment Bylaw, 2019, No. 8744” (Satendra Mann / ArchiType Design, 356 East 13<sup>th</sup> Street)

**RECOMMENDATION:**

THAT “Zoning Bylaw, 1995, No. 6700, Amendment Bylaw, 2019, No. 8744” (Satendra Mann / ArchiType Design, 356 East 13<sup>th</sup> Street) be given third reading.

*Public Hearing waived.*

10. “Zoning Bylaw, 1995, No. 6700, Amendment Bylaw, 2019, No. 8745” (Vernacular Design, 416-418 East 16<sup>th</sup> Street, CD-722)

**RECOMMENDATION:**

THAT “Zoning Bylaw, 1995, No. 6700, Amendment Bylaw, 2019, No. 8745” (Vernacular Design, 416-418 East 16<sup>th</sup> Street, CD-722) be given third reading.

*Public Hearing waived.*

**BYLAW – ADOPTION**

11. “Zoning Bylaw, 1995, No. 6700, Amendment Bylaw, 2019, No. 8745” (Vernacular Design, 416-418 East 16<sup>th</sup> Street, CD-722)

**RECOMMENDATION:**

THAT “Zoning Bylaw, 1995, No. 6700, Amendment Bylaw, 2019, No. 8745” (Vernacular Design, 416-418 East 16<sup>th</sup> Street, CD-722) be adopted, signed by the Mayor and City Clerk and affixed with the corporate seal.

**PUBLIC CLARIFICATION PERIOD**

The Public Clarification Period is limited to 10 minutes in total and is an opportunity for the public to ask a question regarding process or clarification on an item on the Regular Council Agenda. The Public Clarification Period concludes after 10 minutes and the Regular Council Meeting reconvenes.

**COUNCIL INQUIRIES**

**NEW ITEMS OF BUSINESS**

**NOTICES OF MOTION**

**CITY CLERK'S RECOMMENDATION**

THAT Council recess to the Committee of the Whole, Closed session, pursuant to the *Community Charter*, Sections 90(1)(a) [personal information], 90(1)(e) [land matter] and 90(1)(i) [legal advice].

**REPORT OF THE COMMITTEE OF THE WHOLE (CLOSED SESSION)**

**ADJOURN**

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**MINUTES OF THE REGULAR MEETING OF COUNCIL HELD IN THE COUNCIL CHAMBER, CITY HALL, 141 WEST 14<sup>TH</sup> STREET, NORTH VANCOUVER, BC, ON **MONDAY, JANUARY 20, 2020****

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**PRESENT**

**COUNCIL MEMBERS**

Mayor L. Buchanan  
Councillor H. Back  
Councillor D. Bell  
Councillor A. Girard  
Councillor T. Hu  
Councillor J. McIlroy  
Councillor T. Valente

**STAFF MEMBERS**

B. Pearce, Acting CAO/Director, Strategic and Corporate Services  
K. Graham, City Clerk  
C. Baird, Deputy City Clerk  
J. Peters, Assistant City Clerk  
B. Themens, Director, Finance  
R. Skene, Director, Community and Partner Engagement  
M. Epp, Director, Planning and Development  
S. Galloway, Manager, Planning  
H. Evans, Community Planner

The meeting was called to order at 6:00 pm.

**APPROVAL OF AGENDA**

Moved by Councillor McIlroy, seconded by Councillor Back

1. Regular Council Meeting Agenda, January 20, 2020

**CARRIED UNANIMOUSLY**

**ADOPTION OF MINUTES**

Moved by Councillor Valente, seconded by Councillor McIlroy

2. Regular Council Meeting Minutes, December 9, 2019

**CARRIED UNANIMOUSLY**

**PROCLAMATION**

Mayor Buchanan declared the following proclamation:

Alzheimer's Awareness Month – January 2020

Mayor Buchanan further acknowledged that Chinese New Year begins on Saturday, January 25, 2020.

**PUBLIC INPUT PERIOD**

- Ron Sostad, 231 East 15<sup>th</sup> Street, North Vancouver, spoke regarding public hearings.

## **CONSENT AGENDA**

Moved by Councillor Bell, seconded by Mayor Buchanan

THAT Item 3 – Board in Brief, Metro Vancouver Regional District, November 29, 2019 and Item 4 – Recommended Museum Deaccessions #15 be removed from the Consent Agenda.

**CARRIED UNANIMOUSLY**

## **CORRESPONDENCE**

3. Board in Brief, Metro Vancouver Regional District, November 29, 2019  
– File: 01-0400-60-0006/2020

Re: Metro Vancouver – Board in Brief

Moved by Councillor Bell, seconded by Mayor Buchanan

THAT the correspondence of Metro Vancouver, dated November 29, 2019, regarding the “Metro Vancouver – Board in Brief”, be received and filed.

**CARRIED UNANIMOUSLY**

## **REPORTS**

4. Recommended Museum Deaccessions #15 – File: 15-7930-01-0001/2019

Report: Director, North Vancouver Museum and Archives, December 9, 2019

Moved by Mayor Buchanan, seconded by Councillor Bell

PURSUANT to the report of the Director, North Vancouver Museum and Archives, dated December 9, 2019, entitled “Recommended Museum Deaccessions #15”:

THAT Council authorize the North Vancouver Museum and Archives Commission (NVMAC) to deaccession 863 artifacts owned solely by the City of North Vancouver and 11 artifacts jointly owned by the City and District of North Vancouver;

AND THAT all proceeds from the sale of deaccessioned materials shall be deposited in a Special Purpose Fund for the NVMAC’s use in maintaining the Museum and Archives collections and acquiring new items to augment the collections.

**CARRIED UNANIMOUSLY**

**REPORTS – Continued**

5. 2019 Round Two Community Grants – Staff Response to Referral from Council  
– File: 05-1850-20-0005/2019

Report: Community Planner, January 9, 2020

Moved by Councillor Girard, seconded by Councillor Valente

PURSUANT to the report of the Community Planner, dated January 9, 2020, entitled “2019 Round Two Community Grants – Staff Response to Referral from Council”:

THAT, in addition to the \$1,500 that was allocated to the 6 Field Engineer Squadron Museum, grants be allocated to the following organizations from the 2019 Community Grants budget:

North Shore Table Tennis Society (Operating)	\$7,000
North Shore Stroke Recovery Centre (Program – Young Survivor of Stroke)	\$1,500

**CARRIED UNANIMOUSLY**

6. Development Variance Permit Application, 829 West 15<sup>th</sup> Street (Little Buddies Daycare) – File: 08-3400-20-0010/1

Report: Community Planner, January 8, 2020

Moved by Councillor Girard, seconded by Councillor Hu

PURSUANT to the report of the Community Planner, dated January 8, 2020, entitled “Development Variance Permit Application, 829 West 15<sup>th</sup> Street (Little Buddies Daycare)”:

THAT Development Variance Permit No. PLN2019-00010 (Little Buddies Daycare) be considered for issuance under Section 498 of the *Local Government Act*;

THAT notification be circulated in accordance with the *Local Government Act*;

AND THAT the Public Meeting be waived.

**CARRIED**

Councillor Back is recorded as voting contrary to the motion.

## **NOTICE OF MOTION**

7. Review of Possible Split Assessments for Small Businesses  
– File: 05-1950-01-0001/2020

Submitted by Councillor Bell and Councillor Valente

Moved by Councillor Bell, seconded by Councillor Valente

WHEREAS Council's new Strategic Plan includes a Vision and Priority for "A Prosperous City" that includes the goal of making the "City a destination of choice for economic development by supporting the local business community to increase the number of jobs and business opportunities and to improve services to our residents through actions to reduce barriers and challenges to local business";

WHEREAS the City of North Vancouver has endorsed Long-Term Strategy to "adjust the Business (Class 6) Tax Rate over a 10-year period so that the tax ratio to the Residential Class (Class 1) is no higher than the regional median";

WHEREAS local small businesses feel there are negative impacts of the economic pressures of the current taxation strategy;

WHEREAS on April 8, 2019, Council endorsed a motion to identify "Assessment Averaging and Assessment Phasing Options", which included requesting a review of "property's highest and best use" methodology for property assessment purposes to reduce the impact this practice is having on small business;

WHEREAS Mayor Buchanan has written to Minister James and held a meeting with BC Assessment representatives about Council's concerns;

AND WHEREAS a Private member's Bill "Assessment (Split Assessment Classification) Amendment Act, 2019" is being presented to the Provincial Government;

THEREFORE BE IT RESOLVED that staff be directed to consider and report back to Council on the potential benefits and impacts of an additional tool that could enable municipalities, at their discretion, to split the zoning of tax-assessed properties by creating a new commercial property sub-class for the unused airspace above local businesses in select areas of the community.

Moved by Councillor Bell, seconded by Mayor Buchanan

THAT the Notice of Motion be amended by deleting the last 2 clauses and replacing with the following:

WHEREAS the Provincial Government, on January 17, 2020, announced impending interim legislation to address economic issues associated with the current "highest and best use" assessment methodology;

AND WHEREAS the business community, including the Lower Lonsdale Business Improvement Association and the North Vancouver Chamber of Commerce, be consulted;

*Continued...*

## **NOTICE OF MOTION – Continued**

7. Review of Possible Split Assessments for Small Businesses  
– File: 05-1950-01-0001/2020 – Continued

THEREFORE BE IT RESOLVED that staff be directed to follow up with the Provincial Government on the specific details of the proposed new legislation and report back to Council on the implications to the City and next steps.

Amendment motion, **CARRIED UNANIMOUSLY**

Main motion, as amended, **CARRIED UNANIMOUSLY**

## **PUBLIC CLARIFICATION PERIOD**

Mayor Buchanan declared a recess at 6:52 pm for the Public Clarification Period and reconvened the meeting immediately after.

## **COUNCIL INQUIRIES**

Nil.

## **NEW ITEMS OF BUSINESS**

Mayor Buchanan declared a moment of silence in recognition of the 176 people who lost their lives on January 8, 2020 on Flight 752 in Tehran; the Australian wildfires; the recent loss of loved ones by City colleagues; and the community's loss of a local artist, Gordon Smith, who passed away at the age of 100 years. Mayor Buchanan reflected that the last few weeks have amplified the many complex global environmental, economic and social issues, which reinforces the local commitment of Council through its Strategic Plan.

## **NOTICES OF MOTION**

Nil.

## **ADJOURN**

Moved by Councillor Back, seconded by Councillor McIlroy

THAT the meeting adjourn.

**CARRIED UNANIMOUSLY**

The meeting adjourned at 7:02 pm.

*“Certified Correct by the City Clerk”*

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CITY CLERK

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# PROCLAMATION

## INTERNATIONAL HOLOCAUST REMEMBRANCE DAY

- WHEREAS** In 2005, the U.N. General Assembly designated January 27 – the anniversary of the liberation of Auschwitz-Birkenau – as International Holocaust Remembrance Day;
- WHEREAS** On this annual day of commemoration, every member state of the U.N. has an obligation to honour the victims of the Nazi era and to develop educational programs to help prevent future genocides;
- WHEREAS** The U.N. resolution that created IHRD rejects denial of the Holocaust and condemns discrimination and violence based on religion or ethnicity;
- WHEREAS** Canada offers refuge and new hope to immigrants, refugees and survivors, some of whom have escaped more recent genocides – and it is a place where people learn from each other and share cultures;
- AND WHEREAS** We join the Vancouver Holocaust Education Centre and our Jewish community on an annual day of commemoration to honour the victims of the Nazi era:
- NOW THEREFORE** I, Linda Buchanan, Mayor of the City of North Vancouver, do hereby proclaim **January 27, 2020** as **INTERNATIONAL HOLOCAUST REMEMBRANCE DAY** in the City of North Vancouver, the traditional territories of the Squamish and Tsleil-Waututh Nations.

**So proclaimed on Monday, January 27, 2020**

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**Mayor Linda Buchanan**

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# PROCLAMATION

## ROYAL CANADIAN MOUNTED POLICE APPRECIATION DAY

- WHEREAS** in 1873 the Parliament of Canada established a police force named the North-West Mounted Police to enforce the law in Canada's newly acquired territory in Western Canada;
- WHEREAS** in 1919 the Parliament of Canada voted to form a national police force by merging the North-West Mounted Police and the Dominion Police of Eastern Canada, and on February 1, 1920, the newly formed police force was named the Royal Canadian Mounted Police;
- WHEREAS** on August 15, 1950, the British Columbia Provincial Police was dissolved, and 495 of 525 officers remained to form the Royal Canadian Mounted Police "E" Division;
- WHEREAS** the Royal Canadian Mounted Police has continued to grow as a police force with jurisdiction in eight provinces and three territories and, through its national police services, offers resources and support to other Canadian law enforcement agencies;
- WHEREAS** today the scope of services and operations of the Royal Canadian Mounted Police in Canada has expanded and includes enforcement against organized crime, terrorism, illicit drugs, economic crimes and offences that threaten the integrity of Canada's national borders;
- WHEREAS** the employees of the Royal Canadian Mounted Police have given much to our communities in terms of service and sacrifice;

**AND WHEREAS**

there is a need to recognize, to show appreciation for and to celebrate the history and role of the Royal Canadian Mounted Police force in British Columbia on the centennial anniversary of its inception in Canada;

**NOW THEREFORE**

I, Linda Buchanan, Mayor of the City of North Vancouver, do hereby proclaim **February 1, 2020** as **ROYAL CANADIAN MOUNTED POLICE APPRECIATION DAY** in the City of North Vancouver, the traditional territories of the Squamish and Tsleil-Waututh Nations.

**So proclaimed on Monday, January 27, 2020**

A handwritten signature in black ink that reads "Linda C. Buchanan". The signature is written in a cursive style with a large, looped initial "L".

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**Mayor Linda Buchanan**



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## Sustainable Communities Conference

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**Date:** Tuesday, October 20, 2020 – Thursday, October 22, 2020

**Location:** St. John's, NL

Join local leaders from across the country to connect with peers and practitioners, explore new trends and proven practices, and experience Canada's premier municipal sustainability event.

**Stay tuned! Registration will open on March 23, 2020 at 1 p.m. ET.**

**Sign up for FCM Connect below to get the latest updates.**

**FCM's Sustainable Communities Conference is made possible by the Green Municipal Fund (GMF)**

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

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 Division Manager	 Director	 CAO
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The Corporation of **THE CITY OF NORTH VANCOUVER**  
**ENGINEERING, PARKS AND ENVIRONMENT DEPARTMENT**

**REPORT**

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To: Mayor Linda Buchanan and Members of Council

From: Chandra Lesmeister, Landscape Architect

Subject: HAMERSLEY PARK IMPROVEMENTS – EARLY APPROPRIATION

Date: January 15, 2020 File No: 12-6240-20-0058/1

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*The following is a suggested recommendation only. Please refer to Council Minutes for adopted resolution.*

**RECOMMENDATION:**

PURSUANT to the report of the Landscape Architect, dated January 15, 2020, entitled "Hamersley Park Improvements – Early Appropriation":

THAT (Funding Appropriation #2001) an amount of \$353,500 be appropriated from the Civic Amenity Fund for the purpose of funding the construction of Hamersley Park Improvements;

THAT "Development Cost Charge (Parks) Reserve Fund Bylaw, 2020, No.8751" (Hamersley Park Improvements), a Bylaw to appropriate an amount of \$346,500 from DCC (Parks) Reserve Fund to fund the project, be considered;

AND THAT should any of the amount remain unexpended after December 31, 2023, the unexpended balances shall be returned to the credit of the said Fund.

**ATTACHMENTS:**

1. "Development Cost Charge (Parks) Reserve Fund Bylaw, 2020, No. 8751" (Hamersley Park Improvements) ([CD#1870756](#))

## **PURPOSE:**

This report seeks early appropriation of capital funding in the endorsed 2020-2029 Preliminary Project Plan for the construction of improvements to Hamersley Park. The funds are requested for early appropriation to assist in securing competitive pricing through an early tendering process. This would also allow for construction to occur during optimal weather conditions and ensure project completion for public use in 2020.

## **DISCUSSION:**

Hamersley Park is a neighborhood park located in the 300 block between East 1<sup>st</sup> Street and East 2<sup>nd</sup> Street. As part of the ongoing efforts to enhance public spaces in Lower Lonsdale, funding was approved in the 2019 Project Plan to complete the planning, public consultation and design process for park improvements.

An initial public open house was held in June 2019, providing an opportunity to gather preliminary feedback on how the space is used and community priorities for improvements. Many of the participants requested improvements to the park pedestrian lighting and the creation of more gathering and seating areas along new pathways. While neighbours value the park's trees, they also expressed concerns about overgrown vegetation, dark corners and night time activity that can make the park feel unsafe. There were also suggestions to redevelop the children's play area to provide a greater variety of features that would be of interest to a wider range of ages.

At a second open house in September 2019, residents had the opportunity to provide feedback on conceptual design options. The design concepts were well received and residents indicated preferences for a water play area, improved laneway park connections, a wet meadow and boardwalk, lighting upgrades, a harvest community table, and a central lawn area for informal recreation. Residents also shared their thoughts on potential future improvements to the pedestrian crossings on 1<sup>st</sup> and 2<sup>nd</sup> Streets, the need for outdoor community gathering spaces, and indicated their support for maintaining natural areas.

The final park plan integrates resident park programming preferences together with the existing unique features of the park. The overall design intent is to preserve the experience of a healthy urban woodland while increasing the social use of the park with new programming features. The final plan will be posted in the park as well as on the project webpage.

In order to supplement the park improvement plans, consultants completed an arboricultural inventory and report. The report describes the general health of each tree, summarizes management recommendations, and describes measures to reduce impacts during construction. If any trees in poor health should require removal, replacement trees are included in the final plans to support tree succession and ensure the sustainability of the park's urban forest setting.

**FINANCIAL IMPLICATIONS:**

In 2019, \$70,000 was allocated to the planning, consultation and design process. The additional \$700,000 in the endorsed 2020 Preliminary Project Plan is requested to fund the construction phase of the project, resulting in a total City cost of \$770,000.

**INTEDEPARMENTAL IMPLICATIONS:**

This report and recommendation was prepared in coordination with the Finance Department.

**CORPORATE PLAN AND/OR POLICY IMPLICATIONS:**

This project would support a broad number of goals and objectives expressed in the City's Official Community Plan:

- 5.1.2 Ensure access to a range of outdoor recreational pursuits and facilities for community members of all ages and abilities;
- 5.1.4 Undertake maintenance and improvements to parks, greenways, open spaces and outdoor recreation facilities to reflect the community's needs and expectations;
- 5.2 Support, enhance and maintain recreation as a vital aspect of a healthy community.

**STRATEGIC PLAN IMPLICATIONS:**

The improvements to Hamersley Park support Council's vision to be the "healthiest small city in the world" and many of the priorities articulated in the 2018-2022 Council Strategic Plan. The new park will expand the urban tree canopy, be safe and accessible to all, provide access to open space for recreation and socialization, and its location is supported by strong connections to transit, bike and pedestrian infrastructure.

RESPECTFULLY SUBMITTED:



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Chandra Lesmeister  
Landscape Architect

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THE CORPORATION OF THE CITY OF NORTH VANCOUVER

BYLAW NO. 8751

**A Bylaw to authorize the expenditure of monies from the  
Development Cost Charge (Parks) Reserve Fund  
for the Hamersley Park Improvements.**

**WHEREAS** the entire City is listed in “Development Cost Charges Bylaw, 2016, No. 8471” as an area where development cost charges for parks will be levied;

**AND WHEREAS** the development of park land is a capital cost permitted to be paid using Development Cost Charge funds under Section 566 of the *Local Government Act*;

**NOW THEREFORE** the Council of The Corporation of the City of North Vancouver, in open meeting assembled, enacts as follows:

1. This Bylaw shall be known and cited for all purposes as “**Development Cost Charge (Parks) Reserve Fund Bylaw, 2020, No. 8751**” (Hamersley Park Improvements).
2. An amount of \$346,500 is hereby appropriated from the Development Cost Charge (Parks) Reserve for the purpose of funding the Hamersley Park Improvements project.

READ a first time on the <> day of <>, 2020.

READ a second time on the <> day of <>, 2020.

READ a third time on the <> day of <>, 2020.

ADOPTED on the <> day of <>, 2020.

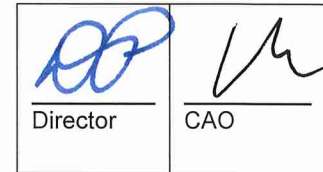
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MAYOR

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CITY CLERK

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The Corporation of **THE CITY OF NORTH VANCOUVER**  
**ENGINEERING, PARKS AND ENVIRONMENT DEPARTMENT**

**REPORT**

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To: Mayor Linda Buchanan and Members of Council

From: Karyn Magnusson, Deputy Director, Engineering Parks and Environment

Subject: CLOVERLEY ACCESS MANAGEMENT IMPLEMENTATION – EARLY APPROPRIATION

Date: January 15, 2020 File No: 11-5460-30-0008/1

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*The following is a suggested recommendation only. Please refer to Council Minutes for adopted resolution.*

**RECOMMENDATION:**

PURSUANT to the report of the Deputy Director, dated January 15, 2020, entitled “Cloverley Access Management Implementation – Early Appropriation”:

THAT (Funding Appropriation #2000) an amount of \$30,000 be appropriated from the Tax Sale Land Interest fund for the purpose of funding the Cloverley Access Management Implementation;

AND THAT should any of the amount remain unexpended after December 31, 2023, the unexpended balances shall be returned to the credit of the said Fund.

**DISCUSSION:**

In December of 2019, and in consideration of feedback from the November 19 community information session, staff implemented the Cloverley Neighbourhood Traffic and Safety Pilot Plan in an effort to reduce shortcutting and increase safety in the Cloverley neighbourhood through a series of pilot traffic calming measures. This report seeks to request early appropriation from the endorsed 2020-2029 Preliminary Project Plan which includes \$30,000 for Cloverley Traffic Management Implementation in the year 2020.

**FINANCIAL IMPLICATIONS:**

The endorsed 2020-2029 Preliminary Project Plan includes \$30,000 for Cloverley Traffic Management Implementation in the year 2020. Some of the anticipated work was advanced in 2019 as a response to the Council Motion of June 10, 2019. This early appropriation will replenish the funds spent and allow the closeout of this previous project. Any future traffic calming work in the Cloverley neighbourhood can be funded through Council approved Project funds as contemplated in the 2020-2029 Preliminary Project Plan.

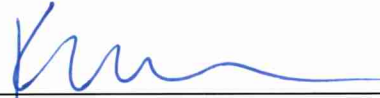
**INTER-DEPARTMENTAL IMPLICATIONS:**

This report was prepared with input from the Finance Department and the Planning and Development Department.

**STRATEGIC PLAN IMPLICATIONS:**

This project supports a Connected City, by reducing the impacts of vehicle traffic volumes and speed on local neighbourhoods resulting in improved safety and enabling improved walking and active transportation mode splits.

RESPECTFULLY SUBMITTED:



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Karyn Magnusson  
Deputy Director, Engineering Parks and  
Environment

# 2020 Draft Program Plan

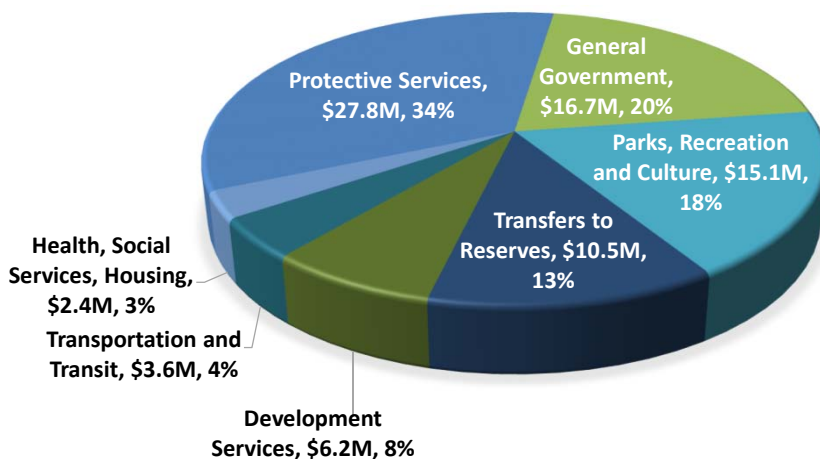
Presented January 27, 2020  
Finance



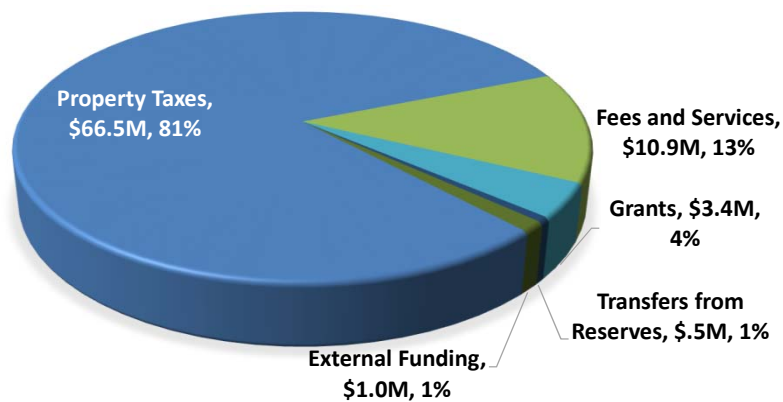
## 2020-2029 Financial Plan Process/Schedule

Date	Items for Discussion
November 4, 2019	2020-2029 Draft Preliminary Project Plan
December 2, 2019	2020-2029 Preliminary Project Plan
December 2, 2019	2020-2029 Utility Operations & Rates Model (Water, Sewer, Storm, Refuse, Recycling)
<b>January 27, 2020</b>	<b>Draft 2020 Program Plan (Operating Budget)</b>
March 9, 2020	Final 2020-2029 Financial Plan (Project and Program)
April 6, 2020	Tax Rate Distribution Options

### Where the Money Goes, \$82.3M (including new items)



### Where the Money Comes From, \$82.3M



## 2020 Proposed Overall Tax Rate Increase

2020 Expense and Revenue Changes	\$(000's)	Tax %
Salary Contractual and other provisions	1,461	2.8%
RCMP Contract (including contract settlement provisions)	847	1.6%
Major Agencies & Core Funded Agencies	419	0.8%
New Capital Infrastructure Maintenance	133	0.3%
Other Items – Various	59	0.2%
Decrease in Non-Tax Revenue	86	0.1%
Tax Roll Growth	(1,500)	(2.9%)
<b>2020 Net Operating Program Increase</b>	<b>1,505</b>	<b>2.9%</b>
Annual Tax Levy for Infrastructure	525	1.0%
<b>2020 Proposed Base Tax Rate Increase</b>	<b>2,030</b>	<b>3.9%</b>
New Items (Operating)	373	0.7%
<b>2020 Proposed Overall Tax Rate Increase</b>	<b>2,403</b>	<b>4.6%</b>

\*1% tax rate increase generates \$525,000

## 2020 Proposed New Items

Item	Department	Description	Annual Amount	2020 Amount	Tax Draw %
<b>1. Staffing</b>					
1	CPE <i>Administration</i>	RFT Administrative Coordinator	-	-	0.00%
2	CPE <i>Communications</i>	RFT Communications Officer	131,700	65,900	0.13%
3	SCS <i>Information Technology</i>	RFT Systems Analyst	108,500	54,300	0.10%
4	Library	RPT Community Library Services for Seniors	22,600	11,300	0.02%
5	Planning & Dev	RFT Environmental Sustainability Specialist	108,500	54,300	0.10%
<b>Sub-Total Staffing</b>			<b>371,300</b>	<b>185,800</b>	<b>0.35%</b>

## 2020 Proposed New Items (con't)

Item	Department	Description	Annual Amount	2020 Amount	Tax Draw %
<b>2. Programs</b>					
6	SCS Human Resources	Career Development	10,000	10,000	0.02%
7	Engineering	Separated Bike Lane Maintenance	12,800	6,400	0.01%
8	CAO	Smart City	50,000	50,000	0.10%
9	CAO	Neighborhood Resilience	100,000	100,000	0.19%
<b>Sub-Total Programs</b>			<b>172,800</b>	<b>166,400</b>	<b>0.32%</b>
<b>3. Major Agencies and Core Funded Agencies</b>					
10	Planning	Family Service of the North Shore - Thrive Family Centre Lonsdale Quay	20,800	20,800	0.04%
<b>Sub-Total Major &amp; Core Funded Agencies</b>			<b>20,800</b>	<b>20,800</b>	<b>0.04%</b>
<b>Total Requests</b>			<b>\$564,900</b>	<b>\$373,000</b>	<b>0.71%</b>

## 2020 Tax Rate Increase

Baseline	Program Plan (Operating)	2.87%
	Minimum Infrastructure Investment	<u>1.00%</u>
		<b>3.87%</b>
New Items	Staffing (5 positions)	0.35%
	Programs (4 new programs)	0.32%
	Major Agencies (1 increase)	0.04%
<b>Total</b>	<b>Increase prior to any additional Initiatives</b>	<b>4.58%</b>

*Average projected tax rate increase in the region is estimated to be 3.94% ranging from 7.0% to 0.48%*

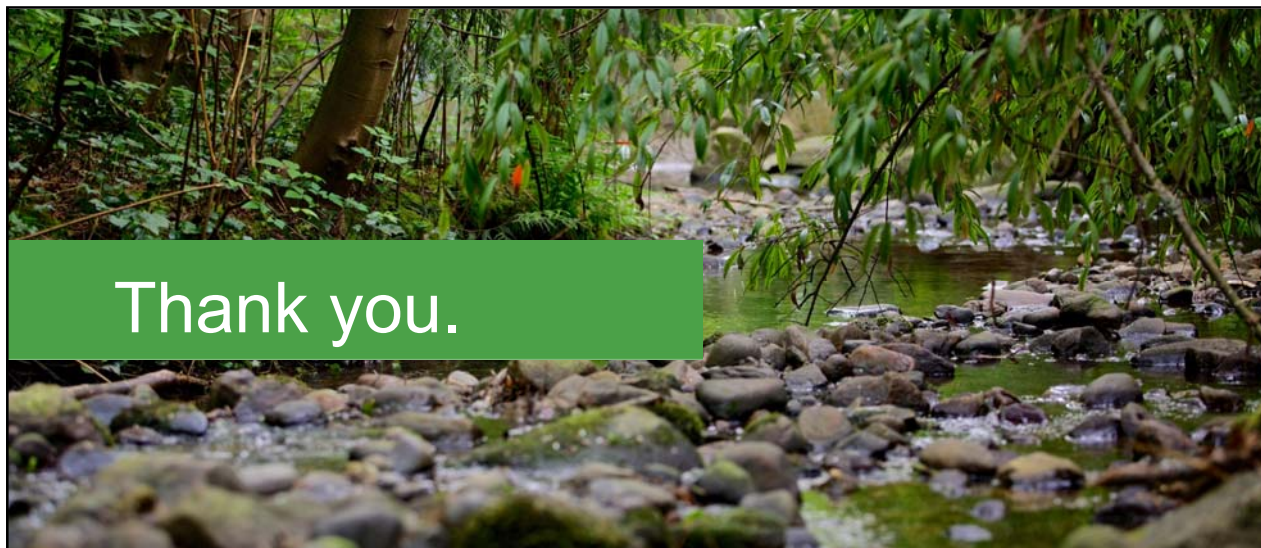


### Tax Rate History for the past 5 year:

Year	Operating Programs	Project Plan	Total
2015	1.90%	2.00%*	3.90%
2016	1.90%	2.00%*	3.90%
2017	1.40%	2.00%*	3.40%
2018	1.50%	1.00%*	2.50%
2019	2.25%	2.00%	4.25%
<b>2020</b>	<b>3.58%</b>	<b>1.00%</b>	<b>4.58%</b>

## 2020-2029 Financial Plan Next Steps

- March 9<sup>th</sup> Council Meeting:
  - 2020 Program Plan Update
  - Final 2020-2029 Project Plan



Thank you.



Department Manager	Director	CAO
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The Corporation of **THE CITY OF NORTH VANCOUVER**  
**FINANCE DEPARTMENT**

**REPORT**

To: Mayor Linda Buchanan and Members of Council

From: Ben Themens, Director of Finance

Subject: DRAFT 2020 PROGRAM PLAN

Date: January 15, 2020

File No: 05-1715-20-0001/2020

*The following is a suggested recommendation only. Refer to Council Minutes for adopted resolution.*

**RECOMMENDATION:**

PURSUANT to the report of the Deputy Director of Finance, dated January 15, 2020, entitled "Draft 2020 Program Plan":

THAT Council provide input on the Draft 2020 Program Plan that reflects a baseline tax rate increase of 4.58%, which includes 2.87% for the program plan (operating), and 1.00% for infrastructure reserves, and 0.71% for requested new items;

AND THAT the Draft 2020 Program Plan be adjusted on the basis of the feedback received and submitted to Council for consideration.

**ATTACHMENTS:**

- A. 2020 Draft Program Plan (CityDoc #1868715)
- B. Planning Review of 2020 Core Funding (CityDoc #1868142)
- C. 2020 New Items Requests (CityDoc #1868810)

**DISCUSSION:**

The purpose of this report is to provide highlights of the 2020 Draft Program Plan (Operating Budget) being presented to Council on January 27, 2020.

The City's ten-year Financial Plan includes a Program Plan (Operating), Project Plan, and a Utility Plan. The City strives to develop a plan that balances the needs of residents, maintains services in light of increasing costs, and keeps taxes at a reasonable level.

The Financial Plan is a forecast, addressing current issues, as well as longer term issues and needs. The amount of specificity is greatest for the earliest years, yet the Plan remains a valuable tool for allowing the City to be proactive in meeting infrastructure maintenance, replacement, and other challenges.

The Community Charter requires that Council adopt a five year Financial Plan to include both operating and capital items before May 15 in each year. For many years, the City has exceeded this requirement by producing ten-year Project and Utility Plans. The Program Plan addresses the annual operations of the City.

Finance and departmental staff have worked together to prepare and review all budgetary forecasts, with the goals of keeping the base tax rate increase at a minimum level, and adhering to the City’s budget objectives which emphasize efficiency, accountability, and value for money. Included in this process is a review of all revenue programs to determine best estimates into the future. We have reviewed and held all non-salary program cost increases to a minimum.

The Draft 2020 Program Plan (**Attachment A**) includes ongoing provisions for increases in City wages and benefits, RCMP contract, agencies, new capital cost impacts, and other cost adjustments. The following table provides a high level summary:

**Current Overall Increases and Decreases from 2019 to 2020**

	<b>\$ (000's)</b>	<b>Tax Impact</b>
<b>2020 General Operating Program Increase (1)</b>		
Salary and Other Provisions	1,461	2.8%
RCMP Contract	847	1.6%
Major Agencies and Core Funded Agencies	419	0.8%
New Capital Cost Impacts	133	0.3%
Decrease in Non-Tax Revenues	86	0.2%
Other Items (various)	59	0.1%
Tax Role Growth	(1,500)	(2.9%)
<b>2020 Net Operating Program Increase</b>	<b>1,505</b>	<b>2.9%</b>
Annual Tax Levy Increase for Infrastructure (2)	525	1.0%
<b>2020 Proposed Baseline Tax Rate Increase</b>	<b>2,030</b>	<b>3.9%</b>
New Items – Operating (3)	373	0.7%
<b>2020 Proposed Overall Tax Rate Increase</b>	<b>2,403</b>	<b>4.6%</b>

*(A 1% tax rate increase generates approximately \$525,000 in tax revenue for the City)*

**1. General Operating Program Increases: 2.87%**

*Salary Contractual and Other Wage Provisions - \$1,461,000 increase*

The Draft 2020 Program Budget provides for 2020 contractual (settled and unsettled) commitments, benefit premiums and other corporate provisions. This amount includes \$577,900 resulting from staff additions in the previous year (2019 New Items).

*RCMP Contract and Sharing Formula - \$847,000 increase*

*RCMP Contract and Civilian Costs - \$569,000 increase:*

The 2020 RCMP Contract is projected to increase from \$11.14 million to \$11.71 million, which equates to a 5.1% increase. This provides for the RCMP member costs, division administration, and continued funding for the Lower Lonsdale Crime Response Unit.

The practice of using a Police Contract Reserve to fund part of the contract (thus relieving the tax rate increase) is being continued for 2020. While the City must fully fund the budget request of the RCMP in its annual budget, past invoicing from the RCMP has usually fallen short of the RCMP budget request. If the full amount was to be funded from taxes, this would result in having a surplus each year at the expense of the taxpayers. To minimize the impact of including an amount that is not expected to be incurred during the year, an amount of \$375,000 of the RCMP budget request is funded from the Police Contract Reserve. The reserve is maintained so that part of the RCMP budget request is funded with no impact to the taxpayers which in turn minimizes the likelihood of repeated revenue surpluses.

*RCMP Cost Sharing Formula - \$278,000 increase:*

The RCMP Contract and Civilian costs are split between the City of North Vancouver and the District of North Vancouver based on a 5-year rolling average calculation that incorporates Criminal Code Offences, Calls for Service, and Population. This calculation was last updated 3 years ago, and since that time, all three components have shifted towards the City of North Vancouver. This has resulted in the City's share of costs increasing from 44.06% to 44.94%.

*Major Agencies and Core Funded Agencies - \$419,000 increase*

The increase in funding is mainly due to contractual wage obligations for City shared-cost and core-funded agencies, which the City has traditionally funded. The net Agencies are summarized as follows:

North Vancouver Recreation and Culture <sup>1</sup>	\$ 250,100
City Library	100,100
North Shore Emergency Management	25,400
North Vancouver Museum and Archives	20,000

Core Funded Community Agencies <sup>2</sup>	<u>23,300</u>
<b>Total</b>	<b>\$418,900</b>

<sup>1</sup> The North Vancouver Recreation and Culture Commissions operating costs are split between the City of North Vancouver and the District of North Vancouver as outlined in Bylaw 8380. The bulk of the costs are shared based on City and District resident use of the facilities and services. While the basis for cost-sharing has been a subject of discussion between the City, District and Commission recently, no agreement has been reached on a new system. In accordance with the historical methodology, the City's percentage of the shared operating costs will increase in 2020 from 33.33% to 33.94%, resulting in an increase of \$84,213.

<sup>2</sup>For more information on the Core Funded Community Agencies, please see **Attachment B**.

*New Capital Infrastructure Maintenance - \$133,000 increase*

It is the City's practice to provide funding for substantiated increased maintenance costs to support enhanced infrastructure and equipment, after the projects have been completed and implemented. The 2020 increase can be summarized as follow:

Information Technology Programs	\$ 72,000
Parks Infrastructure	36,400
Streets Infrastructure	<u>25,000</u>
<b>Total</b>	<b>\$133,400</b>

*Non-Tax Revenue - \$86,100 decrease*

Building Permit Revenue <sup>1</sup>	\$ 400,000
RCMP Fees for Taxi Drivers <sup>2</sup>	43,000
Other revenue decreases	<u>10,500</u>
<b>Non-Tax Revenue Decrease:</b>	<b>\$453,500</b>

Non-Tax Revenue Increases:

Parking Revenue <sup>3</sup>	\$ 196,500
Finance Revenues <sup>4</sup>	120,600
Facilities Revenues <sup>5</sup> (net)	<u>50,300</u>
<b>Non-Tax Revenue Increase:</b>	<b>\$367,400</b>

<b>Total Non-Tax Revenue Decrease (net)</b>	<b>\$86,100</b>
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<sup>1</sup> Building Permit revenue budgets are held at conservative levels to prevent pressure should the City experience an economic downturn. For 2020, the Permit revenues are decreased by \$400,000, to \$2.4 million annually. This is a conservative historical approach based on the average of the lowest three revenue values received over the past 6 years.

<sup>2</sup> Due to ride sharing being introduced to BC in late-2019, taxi licenses and related revenue will be centralized by the province, resulting in a reduction to budgeted municipal revenues.

<sup>3</sup> Parking revenue is budgeted to increase by \$196,500 in 2020 due to the opening of the Polygon Promenade (\$121,800), as well as rate increases in lots on East 1<sup>st</sup> Street (\$45,000) and at 132 W Esplanade (\$29,700).

<sup>4</sup> Finance revenue is budgeted to increase by \$120,600 in 2020 due to grants in lieu from the Federal and Provincial governments (\$70,000 net) and a Provincial grant for Port Properties (\$39,000), as well as minor increases for School Tax commission (\$3,500), Squamish Band Service Agreements (\$2,600) and the 1% Levy relating to FortisBC and BC Hydro charges (\$5,500).

<sup>5</sup> Facilities revenue is budgeted to increase by \$50,300 in 2020 due to Commercial leases (\$37,900) the largest contributor being 141 W 14<sup>th</sup> Street (LEC), License to Use fees (\$20,000), offset by decreased residential revenue (-\$7,600) due to 2 city owned properties being permanently vacated.

Other Items - \$59,000 increase

The other items include various other areas of inflationary non-wage expenses, summarized below:

IT inflationary cost for equipment and programs	\$ 77,600
Polygon Promenade Parking Lot	48,000
Enhanced Street Cleaning (2019 New Item)	30,000
Properties and Utilities (Heat, Hydro and Gas)	9,400
Insurance	7,600
Other non-wage adjustments <sup>1</sup>	<u>17,100</u>
<b>Total Inflationary non-wage expenses:</b>	<b>\$189,700</b>

Savings and Recoveries:

Legal Savings (in-house Municipal Solicitor)	\$87,600
IT Recovery from LEC	<u>43,400</u>
<b>Total Savings and Recoveries</b>	<b>\$131,000</b>

**Total Increase (net) \$58,700**

<sup>1</sup> 2020 increased other costs are largely due to legislative costs and contingency for the CAO's office.

Tax Roll Growth: - \$1,500,000 increase

Staff forecast that the City will receive at least \$1.5 million in taxes from new growth in 2020. This is an estimate based on the BC Assessment completed roll, and may change once the City receives the final revised roll in the spring.

Based on information received recently, the 2020 tax roll growth is estimated at \$2.0 million. However, over half of this increase relates to a single major industrial property. In an abundance of caution, staff have elected to recognize a tax roll growth of \$1.5 million at this time, until publication of the revised roll in March.

The newly announced provincial business property tax relief legislation introduces also some uncertainty, as potential impact on tax revenue is undetermined at this time.

This being said, once the above-mentioned uncertainties are clarified, there could be potential for increased growth to be recognized when the 2020-2029 Financial Plan is brought to Council for approval in March. The projected amount in additional revenue could allow for an approximate 0.5% reduction of the tax rate increase at that time.

**2. Annual Tax Levy Increase for Infrastructure: 1.00%**

The recommended transfer from General Program Plan to General Project Plan represents a 5% (\$525,000) increase in the annual transfer to the Project Plan, bringing the 2020 funding to \$10,478,800. This represents approximately 16% of the City's annual tax levy. It has been Council policy to prioritize funding for projects that aim to maintain base infrastructure, and this funding transfer aims to address increasing costs for infrastructure, as well as make up for a decade of low interest rates on reserve balances.

While the latest version of the Project Plan provides a balanced 2020 budget, the Plan includes a shortfall of \$9.2M from 2021 to 2023. This shortfall assumes that the proposed 1.0% tax levy increase is adopted by Council. The exclusion of the proposed increase would add approximately \$2.0 million to the shortfall. The shortfall included in the Project Plan will need to be addressed in the coming year by potentially deferring some of the projects included in 2021 to 2023. While not recommended in the current report, a further increase of the amount of annual tax levy for infrastructure would reduce the shortfall and provide more flexibility.

**3. New Items Listing: 0.71%**

The following is a listing of new item requests that have been reviewed and recommended by the City's Leadership Team, summarized by three types of requests:

1. Staffing consists of new position requests that look forward in our five year financial plan and recognize efforts needed to mitigate the effects of several redevelopment projects and growth occurring in the City.



2. Programs requests are made to create new program funding or to increase funding for existing programs.
3. Major Agencies and Core Funded Agencies requests are from our major funded agencies, such as the City Library, as well as requests from our Core Funded Community Agencies. **Attachment B** comments on the requests from the Core Funded Community Agencies.

**Attachment C** provides detailed information on each of the requested items.

**2020 NEW ITEMS LISTING**

**Key:**

CPE = Community & Partner Engagement

SCS = Strategic & Corporate Services

Item	Department	Description	Annual Amount	2020 Amount	Tax Draw* %
<b>1. Staffing</b>					
1	CPE <i>Administration</i>	RFT Administrative Coordinator	-	-	0.00%
2	CPE <i>Communications</i>	RFT Communications Officer	131,700	65,900	0.13%
3	SCS <i>Information Technology</i>	RFT Systems Analyst	108,500	54,300	0.10%
4	Library	RPT Community Library Services for Seniors	22,600	11,300	0.02%
5	Planning & Dev	RFT Environmental Sustainability Specialist	108,500	54,300	0.10%
Sub-Total Staffing			371,300	185,800	<b>0.35%</b>
<b>2. Programs</b>					
6	SCS <i>Human Resources</i>	Career Development	10,000	10,000	0.02%
7	Engineering	Separated Bike Lane Maintenance	12,800	6,400	0.01%
8	CAO	Smart City	50,000	50,000	0.10%
9	CAO	Neighborhood Resilience	100,000	100,000	0.19%
Sub-Total Programs			172,800	166,400	<b>0.32%</b>
<b>3. Major Agencies and Core Funded Agencies</b>					
10	Planning	Family Service of the North Shore - Thrive Family Centre Lonsdale Quay	20,800	20,800	0.04%
Sub-Total Major Agencies and Core Funded Agencies			20,800	20,800	<b>0.04%</b>
<b>Total Requests</b>			<b>\$564,900</b>	<b>\$373,000</b>	<b>0.71%</b>

\* Tax Draw is calculated where 1% is equal to \$525,000

2021 Incremental Cost is \$191,900 which equals 0.37% tax draw

**Tax Rate Options**

The City's property tax rate increases for the past 5 years have been the following:

<b>Year</b>	<b>Operating Plan</b>	<b>Project Plan</b>	<b>Total*</b>
2015	1.9%	2.0%	3.9%
2016	1.9%	2.0%	3.9%
2017	1.4%	2.0%	3.4%
2018	1.5%	1.0%	2.5%
2019	2.3%	2.0%	4.3%
<b>Average</b>	<b>1.8%</b>	<b>1.8%</b>	<b>3.6%</b>

Notes:

2018 included a 1% increase for HJRC

2015, 2016 and 2017 included a 1% increase for additional infrastructure and a 1% increase for HJRC

2019 included a 2% increase for additional infrastructure, and a 1.3% increase for the Provincial Employer Health Tax.

The following tax rate increase options for balancing the 2020 Financial Plan are presented for Council's consideration:

<b>Option A</b>	Program Plan (Operating)	2.87%
	Infrastructure Investment	1.00%
	Funding for New Items	<u>0.71%</u>
		<b>4.58%</b>
<b>Option B</b>	Program Plan (Operating)	2.87%
	Infrastructure Investment	1.00%
	Funding for New Items	<u>0.00%</u>
		<b>3.87%</b>

Option A 4.58% overall tax rate increase (2.87% Operating + 1.00% Infrastructure + 0.71% New Items)

The total tax rate increase under this option is 4.58%. This option includes the base tax rate increase that is required to provide for the City's operation increases, provides infrastructure investment, and includes funding for new items requested to be added to the program plan for operations.

Option B 3.87% overall tax rate increase (2.87% Operating + 1.00% Infrastructure + 0.0% New Items)

The total tax rate increase under this option is 3.87%. This option includes the base tax rate increase that is required to provide for the City's operation increases and provides for infrastructure investment. This option does not include funding for new items requested to be added to the program plan for operations.

**FINANCIAL IMPLICATIONS:**

Based on the program revenue and expenditure changes in the report, the City's Draft 2020 Program Plan Expenditures totals \$82.3 million, including requested new items. This budget is funded mainly by property taxation revenue (80%) and partially by other non-tax revenue sources.

**INTER-DEPARTMENTAL IMPLICATIONS:**

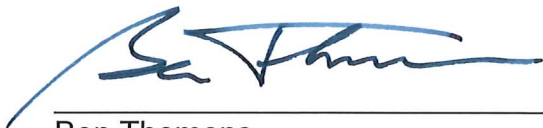
The Draft 2020 Program Plan is a reflection of the policies of the City, and the work plans of all City departments. In developing this budget, Finance staff rely on their close working relationship with staff in other departments and the City's shared-cost agencies.

2020 is shaping up to be an exciting year for the City, and the challenges facing the City are impacted in the City's budget process, requiring reconsideration of all that we do. Finance wishes to thank all the members of staff who are contributing so much of their time and effort to provide leadership and cooperation to this ongoing process.

**CORPORATE PLAN AND/OR POLICY IMPLICATIONS:**

The preparation and approval of a Program Plan is consistent with the requirements of the Community Charter, with the 2020 Program Plan Objectives, with several of the objectives of the City's 2014 Official Community Plan and was prepared with consideration of the 2018-2022 Council Strategic Plan.

RESPECTFULLY SUBMITTED:



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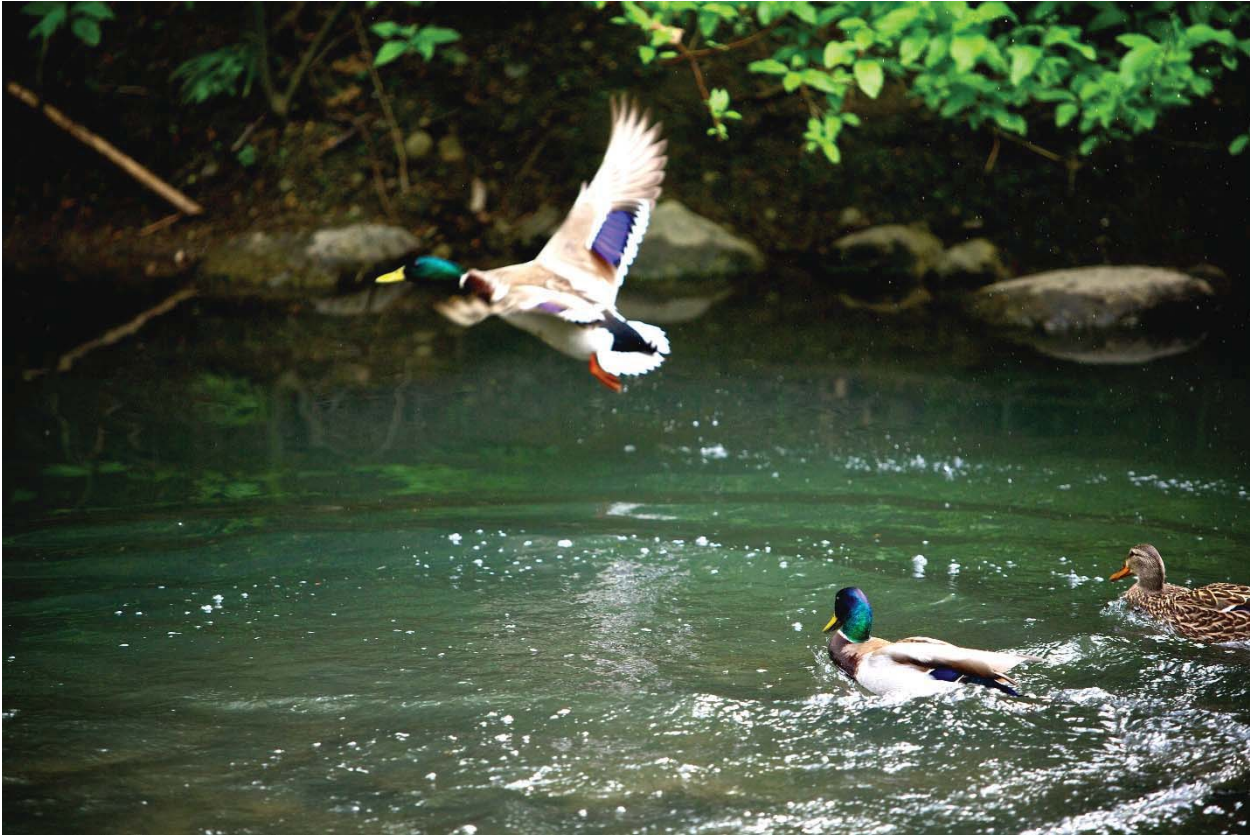
Ben Themens  
Director, Finance



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# 2020 PROGRAM PLAN

JANUARY 27, 2020 | FINANCE DEPARTMENT



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### ALL DEPARTMENTS FINANCIAL SUMMARY

Programs	2019 Annual Budget	2020 Annual Budget	Variance 2020 Annual to 2019 Annual
<b>EXPENSES</b>			
CAO, City Clerk's and Mayor's (Legislative)	3,311,000	3,427,700	116,700
Strategic and Corporate Services	7,362,700	7,446,500	83,800
Community and Partner Engagement	2,976,600	2,988,700	12,100
Planning and Development	5,942,400	6,222,500	280,100
Finance	14,262,400	15,404,400	1,142,000
Fire	11,546,500	11,714,900	168,400
Police (RCMP)	14,627,500	15,541,700	914,200
Engineering, Parks & Environment	8,299,600	8,505,200	205,600
Shared Corporate Training Programs	285,500	285,500	0
Major External Boards & Commissions	9,971,100	10,370,900	399,800
<b>Total Operating Expenses</b>	<b>78,585,300</b>	<b>81,908,000</b>	<b>3,322,700</b>

<b>REVENUES</b>			
CAO, City Clerk's and Mayor's (Legislative)	15,000	5,000	-10,000
Strategic and Corporate Services	1,226,900	1,315,700	88,800
Community and Partner Engagement	2,267,800	2,267,800	0
Planning and Development	3,023,900	2,623,900	-400,000
Finance	6,828,700	6,948,800	120,100
Fire	150,000	187,100	37,100
Police (RCMP)	1,012,000	969,000	-43,000
Engineering, Parks & Environment	1,368,000	1,368,000	0
Major External Boards & Commissions	94,300	94,300	0
<b>Total Operating Revenues</b>	<b>15,986,600</b>	<b>15,779,600</b>	<b>-207,000</b>
<b>Net Operating Program Plan</b>	<b>62,598,700</b>	<b>66,128,400</b>	<b>3,529,700</b>

## Chief Administrative Officer, City Clerk's, and Mayor's Office

The Chief Administrative Officer provides organization leadership to all City staff and its divisions provide critical support services for the organization.

The City Clerk's office is responsible for the preparation of Council and Committee meeting agendas and minutes, the administration and certification of City bylaws, interpreting legislation, administration of local elections and managing corporate records, protection of privacy and access for information requests.

The Mayor's office provides administrative, communications and research support for the Mayor.

### KEY RESPONSIBILITIES

- Liaison between Mayor, Council, and City staff
- Oversee the affairs and operations of the City and its departments
- Deliver information to Council and Council Committees
- Administer corporate records management services
- Provide information and records to the public regarding Council business
- Respond to requests for information under the *Freedom of Information and Protection of Privacy Act*
- Administer the general local elections
- Coordinate the Mayor's schedule, commitments and speaking engagements
- Prepare media communications and presentations
- Provide administrative support to the Office of the Mayor



### Staffing

Approved Complement:

Chief Administrative Office	4.0
City Clerk's	9.0
Legislative (Mayor's)	<u>2.0</u>
	15.0

## 2020 Budget Analysis Chief Administrative Officer, City Clerk's, Mayor's Office

<b>2019 Expenditure Budget</b>	<b>3,310,950</b>	
2020 Salaries Obligation	154,300	
Legal Savings	(87,600)	
Special Projects	40,000	
Conferences & Memberships	10,000	
<b>2020 Expenditure Budget</b>	<b><u>3,427,650</u></b>	
<b>2020 Expenditure Budget Increase (Decrease)</b>	<b><u>116,700</u></b>	<b>3.52%</b>
<b>2019 Revenue Budget</b>	<b>15,000</b>	
Legal Advertising Revenue	(10,000)	
<b>2020 Revenue Budget</b>	<b><u>5,000</u></b>	
<b>2020 Revenue Budget Increase (Decrease)</b>	<b><u>(10,000)</u></b>	<b>-66.67%</b>
<b>2020 Net Tax Draw \$ Increase (Decrease)</b>	<b>126,700</b>	
<b>2020 Overall Tax Impact (assuming 1% tax increase = \$525K)</b>	<b>0.24%</b>	



**CHIEF ADMINISTRATIVE OFFICER, CLERK'S, MAYOR'S (LEGISLATIVE) EXPENSES**

Programs		2019 Annual Budget	2020 Annual Budget	Variance 2020 Annual to 2019 Annual
<b>CAO MANAGEMENT AND SUPPORT</b>				
Management and Support	1110	646,550	840,850	194,300
<b>Total Management and Support</b>		<b>646,550</b>	<b>840,850</b>	<b>194,300</b>
<b>CAO CORPORATE PROGRAMS</b>				
Admin CAO Corporate	1120	603,100	515,500	-87,600
Civic Engagement	1125	10,000	10,000	0
<b>Total Other Programs</b>		<b>613,100</b>	<b>525,500</b>	<b>-87,600</b>
<b>Total CAO Expenses</b>		<b>1,259,650</b>	<b>1,366,350</b>	<b>106,700</b>
<b>CLERK'S MANAGEMENT AND SUPPORT</b>				
Management and Support	1310	1,092,616	1,092,616	0
<b>Total Management and Support Expenses</b>		<b>1,092,616</b>	<b>1,092,616</b>	<b>0</b>
<b>CLERK'S GENERAL PROGRAMS</b>				
Volunteer Appreciation	1341	10,000	10,000	0
Election Administration	1350	40,000	40,000	0
Records Management	1380	18,400	18,400	0
Legal Advertising	1162	44,000	44,000	0
<b>Total General Programs Expenses</b>		<b>112,400</b>	<b>112,400</b>	<b>0</b>
<b>CLERK'S OTHER PROGRAMS</b>				
Board of Variance	2750	2,087	2,087	0
<b>Total Other Programs Expenses</b>		<b>2,087</b>	<b>2,087</b>	<b>0</b>
<b>Total City Clerk's Expenses</b>		<b>1,207,103</b>	<b>1,207,103</b>	<b>0</b>
<b>LEGISLATIVE MANAGEMENT AND SUPPORT</b>				
Management and Support	2610	249,397	249,397	0
<b>Total Management and Support Expenses</b>		<b>249,397</b>	<b>249,397</b>	<b>0</b>
<b>LEGISLATIVE SUPPORT PROGRAMS</b>				
Legislative	2620	574,171	584,171	10,000
Sister Cities	2631	20,000	20,000	0
Regional Legislative Meetings	3340	643	643	0
<b>Total Support Programs</b>		<b>594,814</b>	<b>604,814</b>	<b>10,000</b>
<b>Total Legislative Expenses</b>		<b>844,211</b>	<b>854,211</b>	<b>10,000</b>
<b>Total CAO, Clerk's &amp; Legislative Expenses</b>		<b>3,310,964</b>	<b>3,427,664</b>	<b>116,700</b>

**CHIEF ADMINISTRATIVE OFFICER, CLERK'S, MAYOR'S (LEGISLATIVE) REVENUES**

<b>Programs</b>	<b>2019 Annual Budget</b>	<b>2020 Annual Budget</b>	<b>Variance 2020 Annual to 2019 Annual</b>	
<b>CLERK'S GENERAL PROGRAMS</b>				
Legal Advertising	1162	15,000	5,000	-10,000
<b>Total General Programs</b>	<b>15,000</b>	<b>5,000</b>	<b>5,000</b>	<b>-10,000</b>
<b>Total City Clerk's Revenues</b>	<b>15,000</b>	<b>5,000</b>	<b>5,000</b>	<b>-10,000</b>
<b>Total Admin, Clerk's &amp; Legislative Revenues</b>	<b>15,000</b>	<b>5,000</b>	<b>5,000</b>	<b>-10,000</b>

## Strategic and Corporate Services

The Strategic and Corporate Services Department is dedicated to creating and maintaining critical support services for the organization, and delivering spaces for betterment of the entire community. The Department works closely with all other groups to deliver effective and efficient service.

### KEY RESPONSIBILITIES

- Lead large scale public development projects from inception to completion
- Provide a complete range of real estate, facilities management services for City-owned and City-leased properties and building assets
- Provide progressive, client-focused Human Resources services
- Support Council and Corporation with strategic and business planning services
- Deliver customer-focused technology services for solutions that contribute to the City's business objectives



### DIVISIONS

- Strategic Initiatives
- Facilities & Real Estate
- Human Resources
- Information Technology

### Staffing

Approved Complement:

Strategic & Corporate Services          53.0

## 2020 Budget Analysis Strategic & Corporate Services

<b>2019 Expenditure Budget</b>	<b>7,362,700</b>	
2020 Salaries Obligation	113,200	
Property related costs	3,900	
Property changes - offset in Revenue	(158,000)	
Parking Lot additions	48,000	
Software & Hardware contracts	77,600	
Completed capital costs for Information Technology	72,000	
Recoveries for Information Technology	(72,900)	
<b>2020 Expenditure Budget</b>	<b><u>7,446,500</u></b>	
<b>2020 Expenditure Budget Increase (Decrease)</b>	<b><u>83,800</u></b>	<b>1.14%</b>
<b>2019 Revenue Budget</b>	<b>1,226,900</b>	
Property Revenue	50,300	
Property changes - offset to Expenses	(158,000)	
Parking Lot additions	196,500	
<b>2020 Revenue Budget</b>	<b><u>1,315,700</u></b>	
<b>2020 Revenue Budget Increase (Decrease)</b>	<b><u>88,800</u></b>	<b>7.24%</b>
<b>2020 Net Tax Draw \$ Increase (Decrease)</b>	<b>(5,000)</b>	
<b>2020 Overall Tax Impact (assuming 1% tax increase = \$525K)</b>	<b>-0.01%</b>	

## STRATEGIC &amp; CORPORATE SERVICES EXPENSES

Programs		2019 Annual Budget	2020 Annual Budget	Variance 2020 Annual to 2019 Annual
<b>STRATEGIC INITIATIVES</b>				
Strategic Initiatives	1140	171,000	243,200	72,200
Budget Savings	1217	-15,000	-15,000	0
<b>Total Strategic Initiatives</b>		<b>156,000</b>	<b>228,200</b>	<b>72,200</b>
<b>HUMAN RESOURCES</b>				
HR Management & Support	1510	604,900	466,900	-138,000
Special Administration	1511	20,450	20,450	0
Recruitment	1520	246,600	432,300	185,700
Benefits Administration	1540	77,300	77,400	100
Employee Fitness	1541	4,500	4,500	0
Employee Assistance	1542	23,000	23,000	0
Disability Management	1545	49,400	49,500	100
Employee Recognition	1570	25,563	25,563	0
Labour Relations	1580	205,300	138,800	-66,500
Health & Safety	1590	183,140	183,140	0
<b>Total HUMAN RESOURCES</b>		<b>1,440,153</b>	<b>1,421,553</b>	<b>-18,600</b>
<b>FACILITIES MANAGEMENT</b>				
Facilities Management	2140 2135	854,521	873,721	19,200
FM-Janitorial	2148	339,100	339,100	0
FM-Security	2149	100,000	100,000	0
FM-Capital OH Recovery	2151	-60,000	-60,000	0
<b>Total FACILITIES MANAGEMENT</b>		<b>1,233,621</b>	<b>1,252,821</b>	<b>19,200</b>
<b>PROPERTY MANAGEMENT</b>				
City Lands	1960	260,720	260,720	0
Parking	1973	95,500	143,500	48,000
Property Management	1971	800,850	640,050	-160,800
<b>Total Property Management</b>		<b>1,157,070</b>	<b>1,044,270</b>	<b>-112,800</b>
<b>INFORMATION TECHNOLOGY</b>				
IT Administration	2510	-150,040	-196,316	-46,276
IT Application Services	2530	1,152,400	1,304,400	152,000
IT GIS	2540	540,400	556,900	16,500
IT Client Services	2550	1,833,101	1,834,701	1,600
<b>Total Information Technology</b>		<b>3,375,861</b>	<b>3,499,685</b>	<b>123,824</b>
<b>Total Strategic &amp; Corporate Services Expenses</b>		<b>7,362,705</b>	<b>7,446,529</b>	<b>83,824</b>

**STRATEGIC & CORPORATE SERVICES REVENUES**

<b>Programs</b>	<b>2019 Annual Budget</b>	<b>2020 Annual Budget</b>	<b>Variance 2020 Annual to 2019 Annual</b>	
<b>REAL ESTATE MANAGEMENT</b>				
Parking	1973	330,000	526,500	196,500
Property Management	1971	896,850	789,150	-107,700
Total Real Estate Management		1,226,850	1,315,650	88,800
<b>Total Strategic &amp; Corporate Services Revenues</b>				
		1,226,850	1,315,650	88,800

## Community and Partner Engagement

Community and Partner Engagement takes direction from Mayor and Council, the Official Community Plan, the Economic Development Strategy, and other civic policies in order to provide excellent customer service.

### KEY RESPONSIBILITIES

- Liaison between the City and news media, managing external communications and City website
- Assists City departments with public engagement processes
- Business licensing and compliance
- Economic and tourism development
- Place-making and events
- Liaison between City and film industry
- Parking and bylaw enforcement
- Shipyards skate plaza and splash park
- Shipyards and Waterfront programming and events
- Department management and administration



### DIVISIONS

- Business and Community Partnerships
- Communications
- Bylaws
- Shipyards and Waterfront
- Administration

### Staffing

Approved Complement:

Community & Partner Engagement 26.0

**2020 Budget Analysis Community & Partner Engagement**

<b>2019 Expenditure Budget Community &amp; Partner Engagement</b>	<b>2,976,600</b>	
2020 Salaries Obligation	12,100	
<b>2020 Expenditure Budget</b>	<b><u>2,988,700</u></b>	
<b>2020 Expenditure Budget Increase (Decrease)</b>	<b><u>12,100</u></b>	<b>0.41%</b>
<b>2019 Revenue Budget Community &amp; Partner Engagement</b>	<b>2,267,800</b>	
<b>2020 Revenue Budget</b>	<b><u>2,267,800</u></b>	
<b>2020 Revenue Budget Increase (Decrease)</b>	<b><u>-</u></b>	<b>0.00%</b>
<b>2020 Net Tax Draw \$ Increase (Decrease)</b>	<b>12,100</b>	
<b>2020 Overall Tax Impact (assuming 1% tax increase = \$525K)</b>	<b>0.02%</b>	



### COMMUNITY & PARTNER ENGAGEMENT (CPE) EXPENSES

Programs	2019 Annual Budget	2020 Annual Budget	Variance 2020 Annual to 2019 Annual	
<b>MANAGEMENT AND SUPPORT</b>				
Management and Support	1710	425,755	428,955	3,200
CD Budget Savings	1717	-15,000	-15,000	0
<b>Total Management and Support Expenses</b>	<b>410,755</b>	<b>413,955</b>	<b>3,200</b>	
<b>COMMUNICATIONS &amp; PUBLIC RELATIONS</b>				
Comm & Public Relations	1160	438,600	438,700	100
Publications	1161	26,500	26,500	0
Community Advertising	1163	89,500	89,500	0
Community Report	1164	8,800	8,800	0
Web Management	1165	20,600	20,600	0
<b>Total Communications &amp; Public Relations</b>	<b>584,000</b>	<b>584,100</b>	<b>100</b>	
<b>BUSINESS LICENSE &amp; ECONOMIC DEVELOPMENT</b>				
Business Services	1155	373,600	373,500	-100
Intermunicipal Program	1800	20,700	20,700	0
Business License	1900	96,900	100,400	3,500
Economic Development	1150	88,000	88,000	0
Tourism	1151	20,000	20,000	0
Filming Administration	1360	35,000	35,000	0
Chamber of Commerce	8500	30,000	30,000	0
<b>Total Business License &amp; Economic Dev Expenses</b>	<b>664,200</b>	<b>667,600</b>	<b>3,400</b>	
<b>BYLAW MANAGEMENT</b>				
ByLaw Enforcement	1392	1,000,795	1,006,195	5,400
ByLaw Dispute Registry	1396	6,000	6,000	0
Animal Control	8210	135,688	135,688	0
VCH-Municipal Services	3350	25,544	25,544	0
<b>Total Bylaw Management Expenses</b>	<b>1,168,027</b>	<b>1,173,427</b>	<b>5,400</b>	
<b>Total CPE Programs Expenses</b>	<b>2,826,982</b>	<b>2,839,082</b>	<b>12,100</b>	
<b>SOCIAL PROGRAMS</b>				
School Anti-Violence	8231	20,000	20,000	0
Child Youth & Family Friendly	8300	17,000	17,000	0
Studio in the City	8301	50,000	50,000	0
Youth Services	8305	29,650	29,650	0
Youth Initiatives	8360	20,500	20,500	0
Family Events in Civic Plaza	8370	12,500	12,500	0
<b>Total Social Programs</b>	<b>149,650</b>	<b>149,650</b>	<b>0</b>	
<b>Total Other Programs Expenses</b>	<b>149,650</b>	<b>149,650</b>	<b>0</b>	
<b>Total CPE Expenses</b>	<b>2,976,632</b>	<b>2,988,732</b>	<b>12,100</b>	

**COMMUNITY & PARTNER ENGAGEMENT (CPE) REVENUES**

Programs		2019 Annual Budget	2020 Annual Budget	Variance 2020 Annual to 2019 Annual
<b>MANAGEMENT AND SUPPORT</b>				
Management and Support	1710	6,000	6,000	0
<b>BUSINESS LICENSE &amp; ECONOMIC DEVELOPMENT</b>				
Business Services	1155	12,000	12,000	0
Intermunicipal Program	1800	40,000	40,000	0
Business License	1900	1,276,800	1,276,800	0
Pier	1153	10,000	10,000	0
Filming Administration	1360	125,000	125,000	0
<b>Total Business License &amp; Economic Dev Revenues</b>		<b>1,463,800</b>	<b>1,463,800</b>	<b>0</b>
<b>BYLAW MANAGEMENT</b>				
ByLaw Enforcement	1392	750,000	750,000	0
ByLaw Dispute Registry	1396	0	0	0
Animal Control	8210	48,000	48,000	0
<b>Total Bylaw Management Revenues</b>		<b>798,000</b>	<b>798,000</b>	<b>0</b>
<b>Total CPE Revenues</b>		<b>2,267,800</b>	<b>2,267,800</b>	<b>0</b>

## Planning and Development

Planning and Development assists Mayor and Council in setting community goals and objectives, creating plans, and implementing these plans through policies, regulations and development.

### KEY RESPONSIBILITIES

- Long range and land use planning
- Community and social planning
- Transportation planning
- Environmental planning and sustainability
- Development planning
- Building permits
- Zoning administration
- Code interpretation and regulation
- Construction approvals

### DIVISIONS

- Building
- Planning
- Transportation
- Environmental Sustainability
- Administration



### Staffing

Approved Complement:

Planning & Development                      40.0

**2020 Budget Analysis Planning & Development**

<b>2019 Expenditure Budget</b>	<b>5,942,400</b>	
2020 Salaries Obligation	256,800	
Social Agencies - cost of living increases	23,300	
<b>2020 Expenditure Budget</b>	<b><u>6,222,500</u></b>	
<b>2020 Expenditure Budget Increase (Decrease)</b>	<b><u>280,100</u></b>	<b>4.71%</b>
<b>2019 Revenue Budget</b>	<b>3,023,900</b>	
Building Permit Revenue reduction	(400,000)	
<b>2020 Revenue Budget</b>	<b><u>2,623,900</u></b>	
<b>2020 Revenue Budget Increase (Decrease)</b>	<b><u>(400,000)</u></b>	<b>-13.23%</b>
<b>2020 Net Tax Draw \$ Increase (Decrease)</b>	<b>680,100</b>	
<b>2020 Overall Tax Impact (assuming 1% tax increase = \$525K)</b>	<b>1.30%</b>	

**PLANNING & DEVELOPMENT (PD) EXPENSES**

Programs		2019 Annual Budget	2020 Annual Budget	Variance 2020 Annual to 2019 Annual
<b>MANAGEMENT AND SUPPORT</b>				
Management and Support	1910	891,610	962,010	70,400
<b>Total Management and Support Expenses</b>		<b>891,610</b>	<b>962,010</b>	<b>70,400</b>
<b>PERMITS &amp; INSPECTIONS</b>				
Inspections	1760	1,625,621	1,746,221	120,600
<b>Total Development Planning Expenses</b>		<b>1,625,621</b>	<b>1,746,221</b>	<b>120,600</b>
<b>DEVELOPMENT PLANNING</b>				
Development Planning	1720	881,200	914,200	33,000
Heritage Planning	1950	5,250	5,250	0
<b>Total Development Planning Expenses</b>		<b>886,450</b>	<b>919,450</b>	<b>33,000</b>
<b>COMMUNITY PLANNING</b>				
Community Planning	1920	367,250	367,250	0
<b>Total Community Planning Expenses</b>		<b>367,250</b>	<b>367,250</b>	<b>0</b>
<b>TRANSPORTATION</b>				
Transportation	1930	342,500	325,300	-17,200
Public Transp Alternatives	1543	7,500	7,500	0
Integrated Transp Cmte	2805	8,800	8,800	0
NS Transp Advisory Cmte	2845	700	700	0
Commercial Bike Racks	3260	3,500	3,500	0
Bicycle Promotions	3261	1,970	1,970	0
Traffic & Transp Ops	5180	48,031	48,031	0
School Crossing Guards	8232	93,800	93,800	0
<b>Total Transportation Expenses</b>		<b>506,801</b>	<b>489,601</b>	<b>-17,200</b>
<b>ENVIRONMENT</b>				
Environmental Sustainability	1940	169,200	219,200	50,000
Environment Stewardship	5040	53,780	53,780	0
<b>Total Environment Expenses</b>		<b>222,980</b>	<b>272,980</b>	<b>50,000</b>
<b>Total PD Programs Expenses</b>		<b>4,500,712</b>	<b>4,757,512</b>	<b>256,800</b>

**PLANNING & DEVELOPMENT (PD) EXPENSES (continued)**

Programs		2019 Annual Budget	2020 Annual Budget	Variance 2020 Annual to 2019 Annual
<b>ADVISORY COMMITTEES</b>				
Advisory Design Panel	2720	6,649	6,649	0
Social Planning Advisory	2730	3,266	3,266	0
Community Services Grant	2731	176,423	176,423	0
Advisory Planning	2740	5,582	5,582	0
Heritage Advisory	2760	3,637	3,637	0
<b>Total Advisory Committees Expenses</b>		<b>195,557</b>	<b>195,557</b>	<b>0</b>
<b>SOCIAL PROGRAMS</b>				
Homeless Prevention Program	8150	76,400	76,400	0
Substance Abuse Committee	3310	5,000	5,000	0
<b>Total Social Programs</b>		<b>81,400</b>	<b>81,400</b>	<b>0</b>
<b>CORE FUNDED AGENCIES</b>				
NSNH Operating & Ed Garden	8140	68,255	69,620	1,365
NSNH Youth Worker (YW)	8314	114,959	117,259	2,300
NSNH P & P Teens	8311	11,514	11,744	230
NSNH YW at Youth Lounge	8317	57,484	58,634	1,150
NSNH Queen Mary School	8312	77,857	79,414	1,557
NSNH QM Comm Project	8320	17,007	17,347	340
NSNH Comm Schools Prog	8321	21,528	21,958	430
NSNH Youth Lounge Op	8313	9,395	9,583	188
NSNH Golden Circle	8318	3,790	3,866	76
NSNH Learning Together	8319	5,703	5,817	114
NSNH John Braithwaite CC	8604	359,465	366,654	7,189
Silver Harbour Centre	8130	161,670	164,903	3,233
Family Services of the NS	8112	50,955	51,974	1,019
Capilano Community Services	8120	12,240	12,485	245
Capilano Cmty Serv - Youth Worker	8121	69,768	71,163	1,395
NS Community Resources	8125	54,324	55,411	1,087
NS Crisis Services Society	8351	10,200	10,404	204
NS Women's Centre	8352	12,750	13,005	255
Harvest Project	8353	10,200	10,404	204
Restorative Justice	3360	35,700	36,414	714
<b>Total Core Funded Agencies</b>		<b>1,164,764</b>	<b>1,188,059</b>	<b>23,295</b>
<b>Total Other Programs Expenses</b>		<b>1,441,721</b>	<b>1,465,016</b>	<b>23,295</b>
<b>Total Planning &amp; Development Expenses</b>		<b>5,942,433</b>	<b>6,222,528</b>	<b>280,095</b>

**PLANNING & DEVELOPMENT REVENUES**

<b>Programs</b>	<b>2019 Annual Budget</b>	<b>2020 Annual Budget</b>	<b>Variance 2020 Annual to 2019 Annual</b>
<b>PLANNING REVENUES</b>			
Management and Support	1910	4,000	0
Permits & Fees	1770	2,800,000	-400,000
Community Service Grants	2731	76,423	0
Development Approvals	1730	140,000	0
<b>Total Planning Revenues</b>	<b>3,020,423</b>	<b>2,620,423</b>	<b>-400,000</b>
<b>TRANSPORTATION</b>			
Commercial Bike Racks	3260	3,500	0
<b>Total Transportation Revenues</b>	<b>3,500</b>	<b>3,500</b>	<b>0</b>
<b>Total Planning &amp; Development Revenues</b>	<b>3,023,923</b>	<b>2,623,923</b>	<b>-400,000</b>

## Finance

Finance provides financial services to citizens, City departments and City Council.

### KEY RESPONSIBILITIES

- Accounting and reporting
- Financial planning
- Internal control and performance
- Payroll
- Purchasing
- Revenue
- Administration



### Staffing

Approved Complement:

Finance 31.0



**2020 Budget Analysis Finance**

<b>2020 Expenditure Budget</b>	<b>14,262,400</b>	
Corporate Salaries Provisions	564,400	
Increase Transfer to Capital and Reserves	525,000	
2020 Salaries Obligation	70,000	
Net Insurance Costs	(6,500)	
Other expense decreases	(10,900)	
<b>2020 Expenditure Budget</b>	<b><u>15,404,400</u></b>	
<b>2020 Expenditure Budget Increase (Decrease)</b>	<b><u>1,142,000</u></b>	<b>8.01%</b>
<b>2020 Revenue Budget</b>	<b>6,828,700</b>	
Grants in Lieu, Federal and Provincial	70,000	
Provincial Grant for Port Properties	39,000	
Other Revenue increases	11,100	
<b>2020 Revenue Budget</b>	<b><u>6,948,800</u></b>	
<b>2020 Revenue Budget Increase (Decrease)</b>	<b><u>120,100</u></b>	<b>1.76%</b>
<b>2020 Net Tax Draw \$ Increase (Decrease)</b>	<b>1,021,900</b>	
<b>2020 Overall Tax Impact (assuming 1% tax increase = \$525,000)</b>	<b>1.95%</b>	

## FINANCE EXPENSES

Programs		2019 Annual Budget	2020 Annual Budget	Variance 2020 Annual to 2019 Annual
<b>MANAGEMENT AND SUPPORT</b>				
Management and Support	2110	441,629	437,429	-4,200
Fin Budget Savings	2117	-15,000	-15,000	0
<b>Total Management and Support Expenses</b>		<b>426,629</b>	<b>422,429</b>	<b>-4,200</b>
<b>PURCHASING &amp; RISK MANAGEMENT</b>				
Purchasing	2130	258,600	260,600	2,000
Vehicle Fleet Admin	2160	34,800	34,900	100
Risk Liability and Insurance	2150	297,200	306,500	9,300
<b>Total Purchasing &amp; Risk Management Expenses</b>		<b>590,600</b>	<b>602,000</b>	<b>11,400</b>
<b>ACCOUNTING &amp; TAXATION</b>				
Financial Accounting	2170	284,944	281,544	-3,400
Accounts Payable	2180	135,300	129,300	-6,000
Treasury	2192	81,000	81,000	0
Taxation	2302	597,200	596,600	-600
<b>Total Accounting &amp; Taxation Expenses</b>		<b>1,098,444</b>	<b>1,088,444</b>	<b>-10,000</b>
<b>FINANCIAL PLANNING &amp; PAYROLL</b>				
Financial Planning	2400	529,500	573,500	44,000
Payroll	2200	332,500	336,900	4,400
<b>Total Financial Planning &amp; Payroll Expenses</b>		<b>862,000</b>	<b>910,400</b>	<b>48,400</b>
<b>Total Finance Programs Expenses</b>		<b>2,977,673</b>	<b>3,023,273</b>	<b>45,600</b>
<b>FINANCE CORPORATE PROGRAMS</b>				
Finance Corporate	2120	-67,300	-49,800	17,500
Internal Controls	2195	153,900	153,900	0
Financial Plan Contingency	2401	1,000,000	1,000,000	0
Planning	2420	10,079,619	11,133,519	1,053,900
Council Grants	8401	50,000	50,000	0
Travel Grants	8410	2,500	2,500	0
Public Art Admin	8031	6,000	6,000	0
Public Art Maintenance	8032	20,000	20,000	0
Community Art Program	8040	15,000	15,000	0
District Energy Coordination	2450	25,000	25,000	0
<b>Total Finance Corporate Programs Expenses</b>		<b>11,284,719</b>	<b>12,356,119</b>	<b>1,071,400</b>
<b>Total Finance Expenses</b>		<b>14,262,392</b>	<b>15,379,392</b>	<b>1,117,000</b>

## FINANCE REVENUES

Programs		2019 Annual Budget	2020 Annual Budget	Variance 2020 Annual to 2019 Annual
<b>PURCHASING &amp; RISK MANAGEMENT</b>				
Purchasing	2130	16,000	16,000	0
Risk Liability and Insurance	2150	48,800	48,800	0
<b>Total Purchasing &amp; Risk Management Revenues</b>		<b>64,800</b>	<b>64,800</b>	<b>0</b>
<b>ACCOUNTING &amp; TAXATION</b>				
Treasury	2192	1,808,000	1,808,000	0
UTILITY REVENUE LEVY	41210	729,000	734,500	5,500
GRANTS IN LIEU FEDERAL	41302	120,000	90,000	-30,000
GRANTS IN LIEU PROVINCIAL	41306	1,000,000	1,100,000	100,000
GRANT PROV FOR PORTS PROPERTY	41308	1,540,000	1,579,000	39,000
COMMISSION SCHOOL TAX	43304	40,000	43,500	3,500
INTEREST TAXES	45102	40,000	40,000	0
PENALTIES TAXES	45201	210,000	210,000	0
TAX CERTIFICATES	46106	80,000	80,000	0
SQUAMISH BAND	46118	30,000	30,000	0
SQUAMISH BAND FIRE SERVICE AGR	46131	86,000	88,600	2,600
TFR FROM STAT RES TO OP	49309	5,000	4,500	-500
<b>Other Taxes</b>	<b>2302</b>	<b>3,880,000</b>	<b>4,000,100</b>	<b>120,100</b>
<b>Other Revenue</b>	<b>2303</b>	<b>75,900</b>	<b>75,900</b>	<b>0</b>
<b>Total Accounting &amp; Taxation Revenues</b>		<b>5,763,900</b>	<b>5,884,000</b>	<b>120,100</b>
<b>Total Finance Programs Revenues</b>		<b>5,828,700</b>	<b>5,948,800</b>	<b>120,100</b>
<b>FINANCE CORPORATE PROGRAMS</b>				
Financial Planning Contingency	2401	1,000,000	1,000,000	0
<b>Total Finance Corporate Programs Revenues</b>		<b>1,000,000</b>	<b>1,000,000</b>	<b>0</b>
<b>Total Finance Programs Revenues</b>		<b>6,828,700</b>	<b>6,948,800</b>	<b>120,100</b>

## Fire Department

Fire and Rescue safeguard and serve our community through the promotion and provision of education, emergency medical and fire services in order to protect life, property and the environment.

### KEY RESPONSIBILITIES

- Administration
- Operations and Support
- Fire prevention and public education
- Emergency management and planning



### Staffing

Approved Complement:

Fire and Rescue 74.0

**2020 Budget Analysis Fire Department**

<b>2019 Expenditure Budget</b>	<b>11,546,500</b>	
2020 Salaries Obligation	106,100	
Surrey Dispatch Agreement	(9,500)	
Utilities - Heat, Hydro, Gas, Water & Sewer	2,500	
Insurance	6,800	
North Shore Emergency Management (NSEM)	25,400	
NSEM Special Projects	37,100	
<b>2020 Expenditure Budget</b>	<b><u>11,714,900</u></b>	
<b>2020 Expenditure Budget Increase (Decrease)</b>	<b><u>168,400</u></b>	<b>1.46%</b>
<b>2019 Revenue Budget</b>	<b>150,000</b>	
NSEM Special Projects	37,100	
<b>2020 Revenue Budget</b>	<b><u>187,100</u></b>	
<b>2020 Revenue Budget Increase (Decrease)</b>	<b><u>37,100</u></b>	<b>24.73%</b>
<b>2020 Net Tax Draw \$ Increase (Decrease)</b>	<b>131,300</b>	
<b>2020 Overall Tax Impact (assuming 1% tax increase = \$525K)</b>	<b>0.25%</b>	

**FIRE DEPARTMENT EXPENSES**

Programs		2019 Annual Budget	2020 Annual Budget	Variance 2020 Annual to 2019 Annual
<b>MANAGEMENT AND SUPPORT</b>				
Management and Support	4010	1,243,742	1,257,942	14,200
Fire Budget Savings	4017	-15,000	-15,000	0
<b>Total Management and Support Expenses</b>		<b>1,228,742</b>	<b>1,242,942</b>	<b>14,200</b>
<b>SUPPORT PROGRAMS</b>				
Fire Apparatus	4020	364,900	365,200	300
Fire Operations	4030	8,380,429	8,511,629	131,200
Fire Prevention	4040	845,863	815,563	-30,300
Dispatch Services	4044	352,900	343,410	-9,490
<b>Total Support Programs Expenses</b>		<b>9,944,092</b>	<b>10,035,802</b>	<b>91,710</b>
<b>CORPORATE EMERGENCY PROGRAMS</b>				
General Preparedness	3010	30,000	30,000	0
North Shore Emergency Management	8205	324,380	386,850	62,470
North Shore Rescue	8208	19,301	19,301	0
<b>Total Corporate Emergency Programs</b>		<b>373,681</b>	<b>436,151</b>	<b>62,470</b>
<b>Total Fire Department Expenses</b>		<b>11,546,515</b>	<b>11,714,895</b>	<b>168,380</b>

**FIRE DEPARTMENT REVENUES**

Programs		2019 Annual Budget	2020 Annual Budget	Variance 2020 Annual to 2019 Annual
<b>SUPPORT PROGRAMS</b>				
Fire Prevention	4040	150,000	187,100	37,100
<b>Total Support Programs Revenues</b>		<b>150,000</b>	<b>187,100</b>	<b>37,100</b>
<b>Total Fire Department Revenues</b>		<b>150,000</b>	<b>187,100</b>	<b>37,100</b>

# Police, RCMP

The RCMP serves and protects citizens of the City.

## KEY RESPONSIBILITIES

- Municipal traffic enforcement
- Investigative services
- Crime reduction and prevention
- Community policing
- Youth intervention



## Staffing

Approved Complement:

RCMP Approved Members	68.0
Civilian Staff	<u>83.0</u>
	151.0

**2020 Budget Analysis Police, RCMP**

<b>2019 Expenditure Budget</b>	<b>14,627,500</b>	
Net Shared Civilian costs	136,700	
Total Community Policing costs	1,200	
<b>Total Civilian Programs</b>	<b>137,900</b>	
<b>City RCMP Contract</b>	<b>776,300</b>	
<b>2020 Expenditure Budget</b>	<b>15,541,700</b>	
<b>2020 Expenditure Budget Increase (Decrease)</b>	<b>914,200</b>	<b>6.2%</b>
<b>2019 Police Civilian Revenue</b>	637,000	
<b>2019 Operating Reserve</b>	375,000	
	<b>1,012,000</b>	
RCMP Fees revenue	(43,000)	
<b>2020 Revenue Budget</b>	<b>969,000</b>	
<b>2020 Revenue Budget Increase (Decrease)</b>	<b>(43,000)</b>	<b>-6.8%</b>
<b>2020 Net Tax Draw \$ Increase (Decrease)</b>	<b>957,200</b>	
<b>2020 Overall Tax Impact (assuming 1% tax increase = \$525K)</b>	<b>1.82%</b>	



**POLICE (RCMP) EXPENSES**

Programs		2019 Annual Budget	2020 Annual Budget	Variance 2020 Annual to 2019 Annual
<b>MUNICIPAL SHARED PROGRAMS</b>				
<b>BUILDING</b>				
GBB Facility Operations	4600	555,470	604,670	49,200
<b>Total Building Expenses</b>		<b>555,470</b>	<b>604,670</b>	<b>49,200</b>
<b>ADMINISTRATION</b>				
Administration	4610	1,156,985	1,198,785	41,800
<b>Total Administration Expenses</b>		<b>1,156,985</b>	<b>1,198,785</b>	<b>41,800</b>
<b>RECORDS AND INFORMATION</b>				
Records & Information	4615	1,312,800	1,328,900	16,100
<b>Total Records and Information Expenses</b>		<b>1,312,800</b>	<b>1,328,900</b>	<b>16,100</b>
<b>TELECOM</b>				
Telecom	4620	2,757,100	2,758,500	1,400
North Shore Dispatch	4621	183,800	183,800	0
<b>Total Telecom Expenses</b>		<b>2,940,900</b>	<b>2,942,300</b>	<b>1,400</b>
<b>CLIENT SERVICES</b>				
Client Services Support	4640	1,231,100	1,276,900	45,800
Keep of Prisoners	4630	372,800	374,200	1,400
Victim Services	4641	335,580	326,580	-9,000
Crime Prevention	4642	98,310	99,710	1,400
Block Watch	4643	82,850	83,950	1,100
Auxiliary Police	4644	86,400	87,200	800
False Alarm Reduction	4646	8,000	8,000	0
NV Citizen Patrol	4647	0	0	0
<b>Total Client Services Expenses</b>		<b>2,215,040</b>	<b>2,256,540</b>	<b>41,500</b>
<b>POLICE PROGRAMS</b>				
Bicycle Patrol	4645	15,000	15,000	0
D.A.R.E.(Drug Resistance)	4653	7,250	7,250	0
Spurs Cadet Program	4655	10,000	10,000	0
Fleet Vehicles	4660	111,200	130,700	19,500
<b>Total Police Programs Expenses</b>		<b>143,450</b>	<b>162,950</b>	<b>19,500</b>
<b>Total Shared Programs</b>		<b>8,324,645</b>	<b>8,494,145</b>	<b>169,500</b>
Recovery for Shared Costs	4701	-4,657,630	-4,686,220	-28,590
Administration Non-Shared	4710	-310,300	-314,500	-4,200
<b>Total Recoveries for Shared Programs Expenses</b>		<b>-4,967,930</b>	<b>-5,000,720</b>	<b>-32,790</b>
<b>Net City Shared Programs Expenses</b>		<b>3,356,715</b>	<b>3,493,425</b>	<b>136,710</b>

**POLICE (RCMP) EXPENSES (continued)**

Programs		2019 Annual Budget	2020 Annual Budget	Variance 2020 Annual to 2019 Annual
<b>NON-SHARED (CITY ONLY) PROGRAMS</b>				
CNV Community Policing	4720	122,945	124,145	1,200
Crimestoppers	8220	6,000	6,000	0
<b>Total Non-Shared (City Only) Expenses</b>		<b>128,945</b>	<b>130,145</b>	<b>1,200</b>
<b>POLICE CONTRACT</b>				
Police Contract	4700	11,141,800	11,918,100	776,300
<b>Total Contract (City Only) Expenses</b>		<b>11,141,800</b>	<b>11,918,100</b>	<b>776,300</b>
<b>Total City Only Programs Expenses</b>		<b>11,270,745</b>	<b>12,048,245</b>	<b>777,500</b>
<b>Total Police (RCMP) Expenses</b>		<b>14,627,460</b>	<b>15,541,670</b>	<b>914,210</b>

**POLICE (RCMP) REVENUES**

Programs		2019 Annual Budget	2020 Annual Budget	Variance 2020 Annual to 2019 Annual
<b>NON-SHARED (CITY ONLY) PROGRAMS</b>				
Admin Police Non-Shared	4710	637,000	594,000	-43,000
<b>Total Non-Shared (City Only) Programs Revenues</b>		<b>637,000</b>	<b>594,000</b>	<b>-43,000</b>
<b>POLICE CONTRACT</b>				
Transfer from Reserves	4700	375,000	375,000	0
<b>Total Police Contract</b>		<b>375,000</b>	<b>375,000</b>	<b>0</b>
<b>Total City Only Programs Revenues</b>		<b>1,012,000</b>	<b>969,000</b>	<b>-43,000</b>
<b>Total Police (RCMP) Revenues</b>		<b>1,012,000</b>	<b>969,000</b>	<b>-43,000</b>

# Engineering, Parks and Environment

Engineering, Parks and Environment provide and maintain essential municipal services, public spaces and infrastructure.

## KEY RESPONSIBILITIES

To create safe, resilient, inviting and cost effective public infrastructure that supports our community and enables it to thrive.

## DIVISIONS

- Engineering Planning, Design and Project Delivery
- Operations
- Development Services
- Parks and Environment
- Administration



## Staffing

Approved Complement:

City Hall	38.0
Operations	<u>88.0</u>
	126.0

## 2020 Budget Analysis Engineering Parks and Environment

<b>2019 Expenditure Budget</b>	<b>8,299,600</b>	
2020 Salaries Obligation	107,900	
Utilities, Hydro and Gas	(1,000)	
Insurance Increases	7,300	
Completed Capital cost impacts	61,400	
Street Cleaning	30,000	
<b>2020 Expenditure Budget</b>	<b><u>8,505,200</u></b>	
<b>2020 Expenditure Budget Increase (Decrease)</b>	<b><u>205,600</u></b>	<b>2.48%</b>
<b>2019 Revenue Budget</b>	<b>1,368,000</b>	
<b>2020 Revenue Budget</b>	<b><u>1,368,000</u></b>	
<b>2020 Revenue Budget Increase (Decrease)</b>	<b><u>-</u></b>	<b>0.00%</b>
<b>2020 Net Tax Draw \$ Increase (Decrease)</b>	<b>205,600</b>	
<b>2020 Overall Tax Impact (assuming 1% tax increase = \$525K)</b>	<b>0.39%</b>	

**ENGINEERING, PARKS & ENVIRONMENT EXPENSES**

Programs		2019 Annual Budget	2020 Annual Budget	Variance 2020 Annual to 2019 Annual
<b>MANAGEMENT AND SUPPORT</b>				
Management and Support	5010	311,819	341,119	29,300
Engr Budget Savings	5017	-30,000	-30,000	0
<b>Total Management and Support Expenses</b>		<b>281,819</b>	<b>311,119</b>	<b>29,300</b>
<b>DEPUTY ENGINEER</b>				
<b>Design</b>				
Survey	5170	26,031	26,031	0
<b>Total Design Expenses</b>		<b>26,031</b>	<b>26,031</b>	<b>0</b>
<b>Development</b>				
Development Services	1725	263,600	0	-263,600
Public Process	1315	4,854	4,854	0
<b>Total Development Expenses</b>		<b>268,454</b>	<b>4,854</b>	<b>-263,600</b>
<b>Total Deputy Engineer Expenses</b>		<b>294,485</b>	<b>30,885</b>	<b>-263,600</b>
<b>OPERATIONS DIVISION</b>				
<b>Streets</b>				
Streets Operations	5160	2,127,951	2,182,949	54,998
Streets Admin	5165	1,158,708	1,403,108	244,400
<b>Total Streets Expenses</b>		<b>3,286,659</b>	<b>3,586,057</b>	<b>299,398</b>
<b>Parks &amp; Environment</b>				
Parks Operations	5070	2,331,171	2,345,881	14,710
Special Events Support	5071	79,451	79,451	0
Sport Field Users	5073	227,656	227,656	0
Streetscapes & Greenways	5074	758,707	780,407	21,700
Parks Admin	5075	1,107,906	1,212,006	104,100
<b>Total Parks Expenses</b>		<b>4,504,891</b>	<b>4,645,401</b>	<b>140,510</b>
<b>Total Operations Division Expenses</b>		<b>7,791,550</b>	<b>8,231,458</b>	<b>439,908</b>
<b>COMMITTEES</b>				
Advisory Cmte Disability Issues	3120	6,267	6,267	0
Joint Use	2910	500	500	0
<b>Total Committees Expenses</b>		<b>6,767</b>	<b>6,767</b>	<b>0</b>
<b>OVERHEAD CAPITAL</b>				
Parks Overhead Capital	5077	-15,000	-15,000	0
Streets Overhead Capital	5167	-60,000	-60,000	0
<b>Total Overhead Capital</b>		<b>-75,000</b>	<b>-75,000</b>	<b>0</b>
<b>Total Engineering General Expenses</b>		<b>8,299,621</b>	<b>8,505,229</b>	<b>205,608</b>

**ENGINEERING, PARKS & ENVIRONMENT REVENUES**

Programs		2019 Annual Budget	2020 Annual Budget	Variance 2020 Annual to 2019 Annual
<b>MANAGEMENT AND SUPPORT</b>				
Management and Support	5010	4,000	4,000	0
<b>Total Management and Support Revenues</b>		<b>4,000</b>	<b>4,000</b>	<b>0</b>
<b>DEPUTY ENGINEER</b>				
Development Services	1725	351,000	351,000	0
<b>Total Deputy Engineer</b>		<b>351,000</b>	<b>351,000</b>	<b>0</b>
<b>OPERATIONS DIVISION</b>				
<b>Streets</b>				
Streets Operations	5160	422,000	422,000	0
Streets Admin	5165	400,000	400,000	0
<b>Total Streets Revenues</b>		<b>822,000</b>	<b>822,000</b>	<b>0</b>
<b>Parks</b>				
Parks Operations	5070	100,000	100,000	0
Sport Field Users	5073	56,000	56,000	0
Parks Admin	5075	35,000	35,000	0
<b>Total Parks Revenues</b>		<b>191,000</b>	<b>191,000</b>	<b>0</b>
<b>Total Operations Division Revenues</b>		<b>1,013,000</b>	<b>1,013,000</b>	<b>0</b>
<b>Total Engineering General Revenues</b>		<b>1,368,000</b>	<b>1,368,000</b>	<b>0</b>

## Major External Boards and Commissions

The City delivers programs and services to the community not only through internal departments, but also through external Agencies, Boards and Commissions. The most significant in terms of financial contribution are the three shown in the Major External Boards and Commissions summary. They are presented in greater detail on the following pages, and consist of the following:

- City Library (Board)
- North Vancouver Museum & Archives (Commission)
- North Vancouver Recreation and Culture (Commission)



**MAJOR EXTERNAL BOARDS AND COMMISSIONS EXPENSES**

Programs		2019 Annual Budget	2020 Annual Budget	Variance 2020 Annual to 2019 Annual
<b>MAJOR EXTERNAL BOARDS AND COMMISSIONS</b>				
City Library	8601	4,037,902	4,167,537	129,635
Museum & Archives	8602	567,926	587,969	20,043
NV Recreation and Culture	8603	5,365,295	5,615,442	250,147
<b>Total Boards and Commissions</b>		<b>9,971,123</b>	<b>10,370,948</b>	<b>399,825</b>
<b>Total Major Ext Boards/Commissions Exp</b>		<b>9,971,123</b>	<b>10,370,948</b>	<b>399,825</b>

**MAJOR EXTERNAL BOARDS AND COMMISSIONS REVENUES**

Programs		2019 Annual Budget	2020 Annual Budget	Variance 2020 Annual to 2019 Annual
<b>MAJOR EXTERNAL BOARDS AND COMMISSIONS</b>				
Rent Cultural Facilities		94,252	94,252	0
<b>Total Boards and Commissions</b>		<b>94,252</b>	<b>94,252</b>	<b>0</b>
<b>Total Major Ext Boards/Commissions Rev</b>		<b>94,252</b>	<b>94,252</b>	<b>0</b>



## North Vancouver City Library

The North Vancouver City Library is an inclusive and welcoming space for everyone, supporting lifelong learning and community development with free and equitable access to information and ideas in all their forms.

### KEY RESPONSIBILITIES

- Programming and resources to support literacy development and lifelong learning
- Robust physical and digital collections
- Access to technology, public technology support and digital literacy
- Provision of spaces for study, collaboration, creation and discovery

### Staffing

Full Time Equivalents:

Full Time & Part Time FTE total      36.6



**2020 Budget Analysis Library**

<b>2019 City Contributions for Operations</b>	<b>4,037,900</b>	
<b>Expenditure Changes</b>		
Eliminate Overdue Fines	9,500	
2020 Salaries Obligation	68,700	
Non Wage Expenses	50,100	
Total Expenditure Increase (Decrease)	<u>128,300</u>	3.2%
<b>Revenue Changes</b>		
Decrease Provincial Grant Revenue	(1,300)	
Total Revenues Increase (Decrease)	<u>(1,300)</u>	0.0%
<b>2020 City Contribution for Operations</b>	<b><u>4,167,500</u></b>	
<b>2020 City Contribution Increase (Decrease)</b>	<b><u>129,600</u></b>	<b>3.21%</b>
<b>2020 Net Tax Draw \$ Increase (Decrease)</b>	<b>129,600</b>	
<b>2020 Overall Tax Impact (assuming 1% tax increase = \$525K)</b>	<b>0.25%</b>	

## LIBRARY EXPENSES

Programs		2019 Annual Budget	2020 Annual Budget	Variance 2020 Annual to 2019 Annual
<b>LIBRARY PROGRAMS</b>				
Administrative Library	7511	673,925	513,150	(160,775)
Library Board	7512	10,440	10,440	0
Operations	7513	383,548	587,013	203,465
Communications	7514	47,250	20,450	(26,800)
Employee Recognition	7515	2,800	2,800	0
Public Service	7520	1,212,600	1,334,400	121,800
Customer Experience	7521	0	357,900	357,900
Materials Handling	7531	443,700	242,100	(201,600)
Acquisitions	7532	754,235	678,725	(75,510)
Systems	7533	201,376	475,950	274,574
Digital Services	7534	539,000	137,220	(401,780)
<b>Total Library Programs Expenses</b>		<b>4,268,874</b>	<b>4,360,148</b>	<b>91,274</b>
<b>Total Library Expenses</b>		<b>4,268,874</b>	<b>4,360,148</b>	<b>91,274</b>

## LIBRARY REVENUES

Programs		2019 Annual Budget	2020 Annual Budget	Variance 2020 Annual to 2019 Annual
<b>MUNICIPAL CONTRIBUTION</b>				
City of North Vancouver	48101	4,037,902	4,167,537	129,635
<b>Total Municipal Contribution</b>		<b>4,037,902</b>	<b>4,167,537</b>	<b>129,635</b>
<b>LIBRARY GRANTS</b>				
GRANTS PROVINCIAL	48301	117,172	115,811	-1,361
DONATIONS	49701	5,000	5,000	0
<b>Total Grants Revenues</b>		<b>122,172</b>	<b>120,811</b>	<b>(1,361)</b>
<b>LIBRARY PROGRAMS</b>				
FINES	43104	50,600	2,600	-48,000
RECOVERY LOST DAMAGED BOOKS	58014	4,000	4,000	0
FEES MEMBERSHIP	43232	200	200	0
INTEREST OTHER	45103	9,000	16,000	7,000
PHOTO COPIES	46115	3,000	5,000	2,000
ROOM RENTAL	46116	17,000	17,000	0
DOCUMENTS	46120	14,000	16,000	2,000
BOOK SALES	46125	10,000	10,000	0
MERCHANDISE SALES	46130	1,000	1,000	0
<b>Total Library Programs Revenues</b>		<b>108,800</b>	<b>71,800</b>	<b>(37,000)</b>
<b>Library Revenues (excluding municipal contribution)</b>		<b>230,972</b>	<b>192,611</b>	<b>-38,361</b>
<b>Total Library Revenues</b>		<b>4,268,874</b>	<b>4,360,148</b>	<b>91,274</b>

## North Vancouver Museum and Archives Commission

The Museum and Archives Commission is the sole custodian of the City's cultural, archival and museum collections.

### KEY RESPONSIBILITIES

- Manages and preserves artifacts and records of municipal, historical and cultural significance to the community
- Develops and delivers engaging and compelling interpretative, educational programs and exhibits
- Works with the local community to identify, document and preserve local history and bring it to life



### Staffing

Full Time Equivalents:

Full Time	7.0
Part Time	<u>2.2</u>
	9.2

**2020 Budget Analysis Museum and Archives**

	<i>Museum Budget</i>	<i>City Share</i>	
<b>2019 Municipal Contribution</b>	<b>1,135,800</b>	<b>567,900</b>	
<b>Expenditure Changes</b>			
2020 Salaries	34,500	17,300	
Inflationary increases to Services and Utilities	5,500	2,700	
<b>2020 Municipal Contribution</b>	<b>1,175,800</b>	<b>587,900</b>	
<b>2020 Municipal Contribution Increase (Decrease)</b>	<b>40,000</b>	<b>20,000</b>	<b>3.52%</b>
<b>2020 Net Tax Draw \$ Increase (Decrease)</b>	<b>40,000</b>	<b>20,000</b>	
<b>2020 Overall Tax Impact (assuming 1% tax increase = \$525K)</b>		<b>0.04%</b>	

**MUSEUM AND ARCHIVES EXPENSES**

Programs	2019 Annual Budget	2020 Annual Budget	Variance 2020 Annual to 2019 Annual	
<b>ADMINISTRATION</b>				
Total Administration	7810	530,466	598,634	68,168
<b>COLLECTIONS</b>				
Collections	7820	187,315	139,004	(48,311)
Museum	7830	3,810	3,810	0
Total Collections		191,125	142,814	(48,311)
<b>ARCHIVES</b>				
Archives	7840	181,331	197,931	16,600
Total Archives		181,331	197,931	16,600
<b>EXHIBITS AND PROGRAMS</b>				
Museum Programs	7850	244,240	247,869	3,629
School Programs	7851	5,570	5,570	0
Public Programs	7852	9,165	9,165	0
Exhibitis	7853	18,310	18,310	0
Extension Exhibits	7854	9,460	9,460	0
Total Administration		286,745	290,374	3,629
<b>Total Museum Expenses</b>		<b>1,189,667</b>	<b>1,229,753</b>	<b>40,086</b>

**MUSEUM AND ARCHIVES REVENUES**

Programs	2019 Annual Budget	2020 Annual Budget	Variance 2020 Annual to 2019 Annual	
<b>MUNICIPAL CONTRIBUTION</b>				
City of North Vancouver	48101	567,926	587,969	20,043
District of North Vancouver	48501	567,926	587,969	20,043
<b>Total Municipal Contribution</b>		<b>1,135,852</b>	<b>1,175,938</b>	<b>40,086</b>
<b>GRANTS</b>				
Total Grants Revenues		40,000	40,000	0
<b>EARNED INCOME</b>				
Total Earned Income Revenues		9,565	9,565	0
<b>DONATIONS</b>				
Total Donations		4,250	4,250	0
<b>Museum Revenues (excluding municipal contrib)</b>		<b>53,815</b>	<b>53,815</b>	<b>0</b>
<b>Total Museum Revenues</b>		<b>1,189,667</b>	<b>1,229,753</b>	<b>40,086</b>

## North Vancouver Recreation and Culture Commission

The Recreation and Culture Commission improves the health and well-being of all North Vancouver individuals, families and communities and inspires residents through quality recreation and culture opportunities.

### KEY RESPONSIBILITIES

- Community recreation and culture service, program and event planning and delivery
- Community recreation and culture facility management, operations and maintenance and facility planning
- Management of the public art programs and oversight of community arts grants
- Capacity building of relevant recreation and culture organizations



### Staffing

Approximately 302 Full Time Equivalents (FTEs) including full-time, auxiliary, and contract employees.

## 2020 Budget Analysis North Vancouver Recreation and Culture Commission

	<i>NVRC Budget (000s)</i>	<i>City Share *</i>
<b>2019 Municipal Contribution</b>	<b>15,907,900</b>	<b>5,365,300</b>
<b>Expenditure Changes Increase/(Decrease)</b>		
Building Utilities	20,500	13,600
Salaries Obligations and Provisions	347,700	116,600
Programs, Operations, and Other Expenses	1,080,900	347,600
Base Rate Change CNV from 33.33% to 33.94%		84,200
	1,449,100	562,000
<b>Revenue Changes Increase/(Decrease)</b>		
Membership, Programs, Rentals and other	929,000	311,800
	929,000	311,800
<b>2020 Total Municipal Contribution</b>	<b>16,428,000</b>	<b>5,615,500</b>
<b>2020 Total Increase in Municipal Contribution</b>	<b>520,100</b>	<b>250,200</b>
<b>2020 Overall Tax Impact (assuming 1% tax increase = \$525K)</b>		<b>0.48%</b>

\* Notes on CNV Share

- CNV contribution is displayed at 33.33% - change to 33.94% is represented in Base Rate Change item
- CNV contribution for Pinnacle Pool is 100%
- CNV contribution for Cultural Services is 50%
- CNV contribution for Building Utilities is by building ownership



**NORTH VANCOUVER RECREATION AND CULTURE COMMISSION**

<b>Programs</b>	<b>2019 Annual Budget</b>	<b>2020 Annual Budget</b>	<b>Variance 2020 Annual to 2019 Annual</b>
<b>OPERATING</b>			
<b>Expenditure</b>	<b>29,597,328</b>	<b>31,199,060</b>	<b>1,601,732</b>
<b>Revenues</b>	<b>13,801,011</b>	<b>14,771,101</b>	<b>970,090</b>
<b>Net Total</b>	<b>15,796,317</b>	<b>16,427,959</b>	<b>631,642</b>
<b>MUNICIPAL CONTRIBUTIONS</b>			
City of North Vancouver	5,365,295	5,615,442	250,147
District of North Vancouver	10,431,022	10,812,517	381,495
<b>Total Municipal Contributions</b>	<b>15,796,317</b>	<b>16,427,959</b>	<b>631,642</b>

City of North Vancouver Staff Count by Department	
2020 Approved Complement	
Chief Administrative Officer	4
City Clerk's	9
Legislative	2
Strategic and Corporate Services	53
Community & Partner Engagement	26
Planning & Development	40
Finance	31
Fire Department	74
Police Department - Civilian	84
RCMP Members - City	68
Engineering Parks & Environment <i>(including Utilities Staff)</i>	126
<b>Total Staff by Department</b>	<b>517</b>

Approved Complement consists of Council approved regular full-time and regular part-time positions.

## Community Agencies Core Funding Summary

The City's Core Funded Agencies are requested to annually submit a financial plan that meets the requirements of the City of North Vancouver Core Funding Policy. Annual funding and reporting requirements are specified in section 4.0, which is partially excerpted here:

- “...the agency being considered for core funding designation will also be required to provide the following:
- description of target population;
  - evidence of ongoing, active volunteer involvement;
  - proof of financial responsibility and accountability” ...

Below is a financial summary of the financial plans received and reviewed by Finance, which include a 2% cost of living increase for each agency. Requests for additional funding must be requested separately as a New Item, also listed below.

The following memo (next page) from Planning provides a detailed review and analysis of the Core Funded Agencies, and their work in the community. It also provides commentary and recommendations related to the additional funding requested as New Items.

Agencies	2019 Total Funded	2020 Increase	2020 Total Funded	2020 % Increase Funded
North Shore Neighbourhood House (includes JBCC)	\$ 746,957	\$ 14,939	\$ 761,896	2.0%
Silver Harbour Centre	161,670	3,233	164,903	2.0%
Family Services of the North Shore	50,955	1,019	51,974	2.0%
Capilano Community Services	82,008	1,640	83,648	2.0%
North Shore Community Resources	54,324	1,087	55,411	2.0%
North Shore Crisis Services	10,200	204	10,404	2.0%
North Shore Womens Centre	12,750	255	13,005	2.0%
Harvest Project	10,200	204	10,404	2.0%
North Shore Restorative Justice Society	35,700	714	36,414	2.0%
<b>Total</b>	<b>\$ 1,164,764</b>	<b>\$ 23,295</b>	<b>\$ 1,188,059</b>	<b>2.0%</b>

<b>New Items Requested:</b>		% incr of base bgt
NS Family Service - Volunteer Initiative	22,836	44.8%
NS Family Service - Thrive Family Services	20,772	162.9%
NS Family Service - Child & Youth Counselling & Prevention	30,166	84.5%
Total New Items Requested	<u>\$ 73,774</u>	

**PLANNING DEPARTMENT**

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## Memo

To: Debbie Cameron, Budget Analyst II, Finance Department  
From: Heather Evans, Community Planner, Planning and Development Department  
Cc: Sean Galloway, Manager of Planning, Planning and Development Department  
Date: December 2, 2019  
Re: Planning Review of 2020 Core Funding, Including Additional Item Requests

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### Attachments

1. Supporting information from Family Services of the North Shore for 2020 new items requests ([#1855561](#))

### Introduction and Purpose

Core funding is provided to non-profit agencies based on a principle of partnerships. Core funding is one way in which the City seeks to meet the long range goals and objectives of the Official Community Plan, Social Plan, CNV4ME, other policies and objectives that work toward maintaining, improving and building the City's social infrastructure and well being. The City of North Vancouver provides annual funding to nine core funded non-profit agencies that deliver a range of community social services to City residents.

As per the Core Funding Policy, Planning staff review and comment on the annual funding applications received by the City from core funded agencies that contribute to the social infrastructure of the City, with particular attention to new item requests from the agencies.

### Overall Comments

From a staff perspective core funding is a time-efficient and cost-efficient means of supporting community service agencies that are contributing to meeting social needs. From a receiving agency's perspective, core funding reduces the administrative costs and staff resources required to make multiple applications for different streams of City funding. It also provides a stable funding base from which they are able to develop and deliver their programs, as well as to leverage additional financial support from other funders.

### **2% Increase for Cost of Living and Negotiated Wage Settlement**

Planning staff are supportive of the City including a 2% increase on each core funded agency's 2020 base budget for negotiated wage settlements and other cost of living increases (approximately 2%). Staff note that these increases have been included within core funded agencies' 2020 base budgets, and that the financial implication of this 2% increase is \$23,295 for the nine core funded agencies.

### **Core Funded Agencies' New Item Requests for 2020 Budget**

Core-funded agencies' requests for new items are generally requested in response to community need with new programming or additional programming, which augments the community services that the City already supports in the base budget to the agency.

Core funding carries a commitment by the City to provide funding on an ongoing basis, subject to annual review and approval, and is included as part of the City's Five Year Financial Plan (updated annually). Therefore, additional funding requests carry cumulative and ongoing multi-year commitment for funding by the City.

The Core Funding Policy does not provide specific criteria or direction for considering additional item requests from core-funded agencies. In keeping with the Core Funding Policy's general principles and guidance the additional funds should be serving City residents, responding to residents' and community's needs, and achieving objectives in the Social Plan and/or the Official Community Plan.

### ***2020 New Item Requests – Summary***

One of the nine core funded agencies, Family Services of the North Shore, has submitted new item requests (i.e. requests on top of the base budget amounts) for 2020 for the City's consideration totaling \$73,774.

**Table 1. Summary of 2020 Additional Item Requests from Core Funded Agencies**

<b><i>Agency</i></b>	<b><i>2020 base budget amount</i></b>	<b><i>2020 new item request amount</i></b>	<b><i>Summary of request</i></b>
Family Services of the North Shore	\$51,974	Total new items: \$73,774  \$22,836 + \$20,772 + \$30,166	Expanding volunteer engagement – Volunteer Coordinator  Thrive Family Services (formerly called iHope Family Services)  Child and youth counselling and prevention

Family Services of the North Shore is a community-based agency in operation for over 60 years that offers counselling, support, education and volunteer engagement opportunities to

people throughout their lifecycle. Programs and services are offered in the following areas: counselling, family programs, youth support, LGBTQ2S+ support, seniors and caregivers support, end of life and grief support, gender-based violence, trauma and abuse support, eating disorders program, and Christmas bureau.

Family Services of the North Shore receives \$51,974 (2020 base budget) from the City of North Vancouver in core funding. This agency reports an annual budget of \$4.2 million. Approximately \$1.8 million of the agency's budget is funded by federal and provincial government sources. \$1.6 million comes from other sources including fundraising, professional services, gaming, foundations, etc. Currently about 4% of the agency's annual budget is funded by municipal sources (1.2% of the budget from City of North Vancouver). Family Services of the North Shore has 39 full time employee equivalents (FTEs). The new item requests from Family Services of the North Shore are in the context of permanent elimination of support from United Way of the Lower Mainland's core funding to community agencies. The elimination of this funding source (\$181,000) directly affects the delivery of services and programs, including the Thrive Family Centres and counselling for children and youth.

In the last 5 years Family Services of the North Shore requested and received one increase through a new item request: \$3,636 in 2018.

The following is a summary of each of the three new item requests from Family Service of the North Shore, and the Planning Department's comments and recommendations.

The agency is requesting \$73,774 in new item requests. If the new items are approved this agency's total amount of core funding for 2020 would be \$125,748.

The agency is making new item requests in order to receive an ongoing increased level support from the City in implementing the strategic plan for the organization. The three new items that are requested are:

- Funding for a Volunteer Coordinator: \$22,836. Partial funding for this position is being requested from the City, with requests out to other agencies for additional funding. If the requested funding from the City is not received, the agency will not be able to expand volunteer engagement.
- Funding for the Thrive Family Centre at Lonsdale Quay: \$20,772. Partial funding for this position is requested from the City in proportion to the number of city residents served at the centre, with commensurate requests out to other agencies for additional funding. If the requested funding from the City is not received, the sessions will be reduced to once per week, and the impact will be reduced service and support to vulnerable families.
- Funding for child and youth counselling: \$30,166. The funding would ensure that the current service level is maintained. If the requested funding from the City is not received, counselling staff will be reduced and the impact will be longer waitlists for youth counselling services.

### ***New Item Requests – Planning Department Recommendation***

The Planning Department recommends support for the new item for programming at the Thrive Family Centre (\$20,772). The reason for recommending support is that the funds would be allocated to ongoing and specific programs that directly serve CNV families, which support

early childhood development and families in the community, particularly those who are most vulnerable. The services are offered at no cost anyone can participate. The Thrive Family Centre and its programming already exists, and the funding would allow for continuation services that are known to be meaningful and effective for families.

The Planning Department recommends that consideration of the volunteer coordinator and youth counselling requests for Family Services of the North Shore be deferred to next year (\$53,002 total). Family Services of the North Shore's requests could be brought forward by the agency for consideration in the 2021 budget year.

### ***Policy Review***

The new item requests will be addressed and informed by the Core Funding Policy review and Community Well Being Strategy projects, which are targeted for completion by end of 2020. The upcoming policy work will seek to clarify the City's emphasis and areas of most effective investments across core-funded agencies. In the meantime agency representatives will have involvement and input into the Core Funding Policy review process and the Community Well Being Strategy project.

### **Core Funded Agencies Summary Profiles**

The following pages provides a high level overview of the planned services and community impacts that each of the core funded agencies plans to deliver in 2020. The source of this information is core funded agencies' detailed submissions to the City for 2020 core funding.

### North Shore Neighbourhood House (NSNH)

NSNH base budget for 2020 core funding is \$761,896, including funding for both programs and operations. The base budget includes an increase of \$14,939 for negotiated wage settlements and cost of living increases. North Shore Neighbourhood House did not request funding for new items.

2020 Service Goals & Use of CNV Funds	Target Population Groups	Noted Community Needs Challenges, Trends	Noted Partnerships and Collaboration
<b>North Shore Neighbourhood House – Lonsdale Youth Lounge (at Harry Jerome Community Centre)</b>			
<p>2020 Goals:</p> <ul style="list-style-type: none"> <li>• Increase participation to 1000+ youth and pre-teens</li> <li>• Increase youth workers' connections to the youth lounge to increase awareness of resources.</li> <li>• Youth volunteer opportunities</li> </ul> <p>Grant will be used to cover supplies, out-trips, activities &amp; special event costs. Grant will also support promotion of inclusive and accessible volunteer opportunities</p>	<p>Youth and pre-teens, ages 10 to 18</p>	<ul style="list-style-type: none"> <li>• Youth and teens need safe and inclusive places</li> <li>• Youth and teens need greater sense of connectedness to community</li> </ul>	<ul style="list-style-type: none"> <li>• North Vancouver Recreation &amp; Culture Commission</li> <li>• Lynn Valley Youth Outreach Workers</li> <li>• Collaboration with Queen Mary Community Coordinator</li> </ul>
<b>North Shore Neighbourhood House – Youth Outreach Workers</b>			
<p>2020 Goals:</p> <ul style="list-style-type: none"> <li>• One to one support for youth: 200+ clients</li> <li>• Outreach and engagement programming for youth to create strong relationships:</li> </ul>	<p>Youth, ages 13 to 24</p>	<ul style="list-style-type: none"> <li>• Increases to clients and involvement in programs due to new Foundry North Shore youth hub partnership</li> </ul>	<ul style="list-style-type: none"> <li>• Foundry North Shore (VCH)</li> <li>• School District 44</li> <li>• North Shore Multicultural Society</li> <li>• Capilano Services</li> <li>• Parkgate Community Services</li> <li>• West Vancouver Community Services</li> <li>• Committee</li> </ul>



2020 Service Goals & Use of CNV Funds	Target Population Groups	Noted Community Needs Challenges, Trends	Noted Partnerships and Collaboration
<p>6000+ outreach contacts</p> <ul style="list-style-type: none"> <li>• Volunteer opportunities for youth: 50+ youth volunteers</li> </ul> <p>Grant will be used to achieve 5000 contacts with youth, and support youth outreach workers.</p>			<p>participation includes: Connect for Kids, IYOS, steering, Youth Coalition, Safe House Advisory</p>
<b><i>North Shore Neighbourhood House – Preteen Youth Worker</i></b>			
<p>2020 Goals:</p> <p>Prevention and programming support:</p> <ul style="list-style-type: none"> <li>• 1 to 1 support to 30+ pre-teens</li> <li>• Involve participants in social and recreation programs (1500+ preteens),</li> <li>• Support preteen volunteer experiences in the community (e.g. City Fest, Slide the City, Edible Garden Project)</li> </ul> <p>Grant provides opportunity for the Pre-Teen Outreach Worker to focus on prevention and intervention support for pre-teens.</p>	<p>Pre-teens (10 to 13 years old)</p>	<ul style="list-style-type: none"> <li>• Mental health, bullying, early substance use, social media, peer issues, parenting issues</li> <li>• Referrals for pre-teen support work continue to increase</li> </ul>	<ul style="list-style-type: none"> <li>• Foundry North Shore (VCH)</li> <li>• North Vancouver Recreation Commission</li> <li>• City Library</li> <li>• North Shore Multicultural Society</li> <li>• School District 44</li> <li>• District of North Vancouver</li> <li>• Collaboration with Queen Mary Community Coordinator</li> </ul>
<b><i>North Shore Neighbourhood House – Community Schools Program</i></b>			
<p>2020 Goals:</p> <ul style="list-style-type: none"> <li>• Deliver programs and strengthen</li> </ul>	<p>School age children and parents, targeting</p>	<ul style="list-style-type: none"> <li>• Multicultural presence and many languages spoken in neighbourhoods</li> </ul>	<ul style="list-style-type: none"> <li>• North Vancouver City Library</li> <li>• John Braithwaite Community Centre</li> </ul>

2020 Service Goals & Use of CNV Funds	Target Population Groups	Noted Community Needs Challenges, Trends	Noted Partnerships and Collaboration
<p>relationships and involvement at Queen Mary, Westview and Ridgeway Schools and Parent Advisory Councils</p> <ul style="list-style-type: none"> <li>• Connect people to resources that promote programs, foster social connection, empower families, reduce isolation</li> <li>• Foster existing relationships with stakeholders</li> </ul> <p>Grant will be used for programming: support to 100+ school age children and 1000+ parents</p>	vulnerable populations	<p>the program is involved in</p> <ul style="list-style-type: none"> <li>• Increase in grandparents being primary caregivers</li> <li>• Parents identify stresses from limited budget, and challenges with finding child care and affordable housing</li> <li>• Increase in student populations at the schools have resulted in limited space and storage for after school programs.</li> </ul>	<ul style="list-style-type: none"> <li>• North Vancouver Recreation and Culture Commission</li> <li>• St. John's Church</li> <li>• School Parent Advisory Committees</li> <li>• Capilano University</li> <li>• North Shore Multicultural Society</li> <li>• North Shore Community Resources</li> <li>• Connect for Kids</li> </ul>
<b><i>North Shore Neighbourhood House – Young Parents Program</i></b>			
<p>2020 Goals:</p> <ul style="list-style-type: none"> <li>• Priority placement in child care programs for young parents</li> <li>• Child care and programming, educational opportunities</li> <li>• Support young parents with support systems (housing, mental health, etc.)</li> </ul> <p>Grant will support young parents to complete high school education or upgrades. Includes childcare programs</p>	Young parents and their children	<ul style="list-style-type: none"> <li>• Affordable housing for young parents</li> <li>• Mental Health Issues</li> <li>• Food security</li> </ul>	<ul style="list-style-type: none"> <li>• Building partnerships with YWCA, Lions Club, BC Housing to help parents find affordable housing</li> <li>• Ministry for Children and Families, North and West Vancouver School Districts, Vancouver Coastal Health, Kiwanis Club of North Vancouver, Lions Club of North Vancouver, Soroptimists, Quest Food Services, Supported Child Development Program, The Foundry, and the Greater Vancouver Food Bank.</li> </ul>

2020 Service Goals & Use of CNV Funds	Target Population Groups	Noted Community Needs Challenges, Trends	Noted Partnerships and Collaboration
while parents attend school.			
<b><i>North Shore Neighbourhood House – Edible Garden Project</i></b>			
<p>2020 Goals:</p> <ul style="list-style-type: none"> <li>• Increase sustainability of farming practice.</li> <li>• Distribution of vegetables to vulnerable populations</li> <li>• Education about land and food systems, gardening and farming</li> <li>• Deepen partnerships with community stakeholders</li> </ul> <p>Grant funds coordinator and support staff, who deliver workshops, host community events, and partner with schools for garden based education to students.</p>	<p>Low income residents – food distribution and All residents – community connection, education</p>	<ul style="list-style-type: none"> <li>• Growing interest in food and food security; demand of locally grown produce</li> <li>• Broad interest in the farm’s activities and objectives</li> <li>• Pride and volunteerism at the farm – intergenerational activity</li> </ul>	<ul style="list-style-type: none"> <li>• Harvest Project</li> <li>• Greater Vancouver Food Bank</li> <li>• Turning Point Recovery House</li> <li>• Sage Women’s House</li> <li>• Lookout Shelter</li> <li>• Vancouver Coastal Health</li> <li>• Lynn Valley Ecology Centre</li> <li>• North Shore Community Garden Society</li> <li>• Table Matters Network</li> <li>• City Library</li> <li>• Evergreen</li> <li>• Environmental Youth Alliance</li> <li>• North Vancouver School District</li> </ul>
<b><i>North Shore Neighbourhood House – Learning Together Mountainside (Mountainside Daycare)</i></b>			
<p>2020 Goals:</p> <ul style="list-style-type: none"> <li>• Support young parents to complete high school education</li> <li>• Provide child care and programming for 15 families</li> <li>• Work with young parents to meet ongoing needs</li> </ul>	<p>Young parents that have not completed high school education</p>	<ul style="list-style-type: none"> <li>• Issues for young parents on the north shore include housing, food security, transportation, and mental health issues</li> </ul>	<ul style="list-style-type: none"> <li>• Ministry for Children and Families</li> <li>• North Vancouver and West Vancouver School Districts</li> <li>• Kiwanis Club</li> <li>• Lions Club</li> <li>• Soroptimist</li> <li>• VanCity</li> <li>• Greater Vancouver Food Bank</li> <li>• Vancouver Coastal</li> </ul>

2020 Service Goals & Use of CNV Funds	Target Population Groups	Noted Community Needs Challenges, Trends	Noted Partnerships and Collaboration
Grant supports parents to complete high school education, and supports child care program for their children			Health
<b><i>North Shore Neighbourhood House – John Braithwaite Community Centre (JBCC)</i></b>			
<p>2020 Goals:</p> <ul style="list-style-type: none"> <li>• Accessible, creative and inclusive programming at JBCC</li> <li>• Hub for community resources and programs that complement programs, and cross-promote.</li> </ul> <p>Grant will provide social programming services at JBCC for target populations</p>	Families with young children, fathers, youth, pre-teens, seniors, volunteers	<ul style="list-style-type: none"> <li>• Demand for space in family resource and seniors rooms</li> <li>• Creating inclusive spaces for all ages</li> <li>• Need to meet aging seniors' needs and programs for at-risk and pre-teens – working with partner agencies.</li> </ul>	<ul style="list-style-type: none"> <li>• North Vancouver Recreation and Culture Commission with regards to the operation of JBCC</li> <li>• Middle Childhood Matters</li> <li>• WECAN</li> <li>• Seniors Coalition</li> <li>• Inter-agency</li> <li>• Homelessness Task Force</li> <li>• Local law enforcement agencies</li> <li>• North Shore Restorative Justice Society</li> <li>• North Shore Multicultural Society</li> <li>• NSNH staff participation on many committees pertaining to social issues</li> </ul>
<b><i>North Shore Neighbourhood House – Golden Circle</i></b>			
<p>2020 Goals:</p> <ul style="list-style-type: none"> <li>• Programs for seniors, with focus on older adults who are frail and at risk of social isolation.</li> <li>• Outreach to seniors re awareness of social opportunities in</li> </ul>	Seniors especially frail, at risk of social isolation	<ul style="list-style-type: none"> <li>• Aging seniors vulnerable to frailty (cognitive and physical)</li> <li>• Increase in social isolation and caregiving burden</li> <li>• Increasing risk of seniors social isolation due to: cultural and financial barriers, lack of affordable</li> </ul>	<ul style="list-style-type: none"> <li>• Vancouver Coastal Health</li> <li>• North Vancouver Recreation and Culture Commission</li> <li>• North Vancouver Libraries</li> <li>• Alzheimer's Society</li> <li>• Silver Harbour Centre</li> <li>• Family Services of the North Shore</li> <li>• North Shore</li> </ul>

2020 Service Goals & Use of CNV Funds	Target Population Groups	Noted Community Needs Challenges, Trends	Noted Partnerships and Collaboration
<p>the community to keep them living well and independently</p> <p>Funding is for a program worker, facilitators, supplies and food</p>		<p>housing and food security, mobility challenges, unaffordable home support services.</p>	<p>Multicultural Services</p> <ul style="list-style-type: none"> <li>• Burnaby Neighbourhood House</li> <li>• Gordon Neighbourhood House</li> <li>• Older Adult Mental Health</li> <li>• Greater Vancouver Foodbank</li> <li>• Presentation House Theatre</li> <li>• United Way of the Lower Mainland</li> <li>• IGA</li> <li>• BC Gaming</li> <li>• Quest</li> <li>• Stroke Recovery</li> <li>• Keep Well</li> </ul>
<b><i>North Shore Neighbourhood House – Operating</i></b>			
<p>Core operating funds are used for the operation and administration of the North Shore Neighbourhood House.</p> <p>2020 projects include</p> <ul style="list-style-type: none"> <li>• New furniture for lobby entrances</li> <li>• Repair/replace drawers in gymnasium</li> <li>• Paint interior sections of building</li> </ul>	<p>Multiple target groups use NSNH facility</p>	<ul style="list-style-type: none"> <li>• Increase in demand for rentals by variety of community and nonprofit users, as well as private demand for events</li> <li>• NSNH has been engaged for emergency response events (fire, flood, cold weather)</li> </ul>	<ul style="list-style-type: none"> <li>• Highlands Church</li> <li>• Greater Vancouver Food Bank</li> <li>• BC and Federal Elections</li> <li>• CNV, NVRC &amp; NSNH</li> <li>• Family Services of the North Shore</li> <li>• BC Heart &amp; Stroke</li> <li>• Keep Well Society</li> <li>• Centre for Ability</li> <li>• North Shore Stroke Recovery</li> <li>• Lower Lonsdale Community Garden</li> <li>• UBC Law Clinic</li> <li>• Revenue Canada Low Income Tax Clinic</li> <li>• Lookout Connect Days</li> </ul>

### Silver Harbour Seniors Activity Centre

Silver Harbour Seniors Activity Centre's base budget for 2020 core funding is \$164,903. The base budget includes a requested increase of \$3,233 for negotiated wage settlements and cost of living increases. Silver Harbour Seniors Activity Centre did not request funding for new items.

2020 Service Goals & Use of CNV Funds	Target Population Groups	Noted Community Needs Challenges, Trends	Noted Partnerships and Collaboration
<b>Silver Harbour Seniors Activity Centre</b>			
<p>2020 Goals:</p> <ul style="list-style-type: none"> <li>• Ensure a well functioning building</li> <li>• Variety of programs and services to meet seniors' needs</li> <li>• Develop paid and volunteer human resources</li> <li>• Stability and growth of financial resources to support programs and services</li> <li>• Community and regional leadership on seniors' issues</li> <li>• Assess environmental responsibility in operations</li> </ul> <p>Grant is for staffing, building operations, program expenses, office expenses, and promotion.</p>	<p>Adults 55 years and older</p>	<ul style="list-style-type: none"> <li>• Research demonstrates the key role of seniors centres in wellness, resilience etc., and associated costs savings</li> <li>• The centre particularly supports seniors who have barriers to participation (mobility, English as second language, low income) to include them.</li> <li>• Currently collecting recommendations from various cultural groups to learn how to reduce barriers to participation in community and seniors programming</li> </ul>	<ul style="list-style-type: none"> <li>• BC Alzheimer's Society</li> <li>• GLUU Technology Society</li> <li>• Lionsview Seniors Planning Society</li> <li>• Lynn Valley Seniors Association</li> <li>• North Shore Multicultural Society</li> <li>• North Vancouver City Library</li> <li>• Vancouver Coastal Health</li> <li>• West Vancouver Seniors' Activity Centre</li> </ul>

### Family Services of the North Shore

Family Services of the North Shore base budget for 2020 core funding is \$51,974. The base budget includes a requested increase of \$1,019 for negotiated wage settlements and cost of living increases.

In addition to the base budget, Family Services of the North Shore has submitted a request for two new items totalling \$73,774. The new items request is described above under “New Item Requests”.

2020 Service Goals & Use of CNV Funds	Target Population Groups	Noted Community Needs Challenges, Trends	Noted Partnerships and Collaboration
<b>Family Services of the North Shore</b>			
<p>2020 Goals:</p> <ul style="list-style-type: none"> <li>• Low barrier counselling to vulnerable clients</li> <li>• Offer accessible, affordable support to new parents at Thrive Family Centres</li> <li>• Expand volunteer engagement and impact</li> </ul> <p>Grant will fund free drop in programs at Thrive Family Centre, will ensure that counselling is available at low/no cost to 160 CNV residents, and will support volunteers.</p>	<p>Various target groups including fathers, children, youth, adults and seniors, couples, families</p>	<ul style="list-style-type: none"> <li>• Parents have stress, isolation, and housing affordability challenges.</li> <li>• Limited access to mental health services for vulnerable people.</li> <li>• LGBTQ2S+ suicide and discrimination</li> <li>• Residents feel isolated and need social connections.</li> </ul>	<ul style="list-style-type: none"> <li>• North Shore Multicultural Services Society</li> <li>• Westcoast Family Centres</li> <li>• North Shore Disabilities Resource Centre</li> <li>• North Shore Neighbourhood House</li> <li>• Parkgate Community Services</li> <li>• The Foundry</li> <li>• Child &amp; Youth Mental Health</li> <li>• Ministry for Children &amp; Family Development</li> <li>• Infant Development Program</li> <li>• CMHA</li> <li>• BC Partners for Mental Health &amp; Addiction Information</li> <li>• North Shore Community Resources Society</li> <li>• Vancouver Coastal Health (Community Health Nurses, Speech &amp; Language Pathologists, Nutritionists, Dental Hygienists)</li> <li>• Allies in Aging</li> <li>• North Shore Women's Centre</li> <li>• North Shore Crisis Services Society</li> <li>• Tsleil-Waututh Nation</li> </ul>

### Capilano Community Services

Capilano Community Services base budget for 2020 core funding is \$83,648. The base budget includes a requested increase of \$1,640 for negotiated wage settlements and cost of living increases. Capilano Community Services did not request funding for new items.

2020 Service Goals & Use of CNV Funds	Target Population Groups	Noted Community Needs Challenges, Trends	Noted Partnerships and Collaboration
<b>Capilano Community Services</b>			
<p>2020 Goals:</p> <p>Youth Outreach Program:</p> <ul style="list-style-type: none"> <li>• Out-reach programs and in-reach programs including at the new Lions Gate Community Centre</li> <li>• Purchase capital assets to assist with program delivery</li> </ul> <p>Seniors' Hub Outreach Program:</p> <ul style="list-style-type: none"> <li>• Support frail and isolated seniors</li> <li>• Provide transportation to seniors</li> <li>• Offer in-reach programs for seniors at the new Lions Gate Community Centre</li> </ul> <p>Red Cross Medical Equipment Loan Program goals:</p> <ul style="list-style-type: none"> <li>• Transition to computer documentation</li> <li>• Recruit and train new volunteers (multiple languages)</li> <li>• Provide service at new Lions Gate</li> </ul>	<p>Youth ages 10 to 24</p> <p>Seniors</p>	<ul style="list-style-type: none"> <li>• Youth - anxiety increasing in prevalence and at a younger age</li> <li>• Youth - social media, substance abuse, apathy, bullying</li> <li>• Vulnerable youth populations (e.g. LGBTQ) need extra support</li> <li>• Seniors - isolation and loneliness, homelessness and fear of homelessness, lack of affordable housing, lack of transportation lack of family and caregiver support, financial hardships due to the rising cost of living.</li> <li>• Significant increase in</li> </ul>	<ul style="list-style-type: none"> <li>• School District 44</li> <li>• North Shore Neighbourhood House</li> <li>• Hollyburn Family Services</li> <li>• Highlands United Church</li> <li>• Woodcroft</li> <li>• Ustlahn Social Society</li> <li>• Kiwanis</li> <li>• Lions Club</li> <li>• North Shore Restorative Justice</li> <li>• Youth Safe House</li> <li>• West Vancouver Ambleside Youth Centre</li> <li>• Kids Up Front</li> <li>• Work BC</li> <li>• Youth Coalition</li> <li>• Libraries</li> <li>• NVRC</li> <li>• North Shore Multicultural Society</li> <li>• Vancouver Coastal Health</li> <li>• Silver Harbour Seniors Activity Centre</li> <li>• Parkgate Community Centre</li> <li>• Keep Well</li> <li>• North Shore Community Resources</li> <li>• Lionsview Seniors</li> <li>• Silver Harbour</li> <li>• Lions Gate Hospital</li> <li>• Pacific Arbour Group Retirement Communities (PARC)</li> </ul>



2020 Service Goals & Use of CNV Funds	Target Population Groups	Noted Community Needs Challenges, Trends	Noted Partnerships and Collaboration
<p>Community Centre</p> <p>Grant funds seniors outreach, youth programs in community, and continuation of Red Cross equipment loan program.</p>		<p>number of people needing to borrow medical equipment.</p>	

## North Shore Community Resources

North Shore Community Resources base budget for 2020 core funding is \$55,411. This includes a requested increase of \$1,087 for negotiated wage settlements and cost of living increases. North Shore Community Resources did not request funding for new items.

2020 Service Goals & Use of CNV Funds	Target Population Groups	Noted Community Needs Challenges, Trends	Noted Partnerships and Collaboration
<b>North Shore Community Resources</b>			
<p>2020 Goals:</p> <p>Implementation of core administration and multiple programs including:</p> <ul style="list-style-type: none"> <li>• Implementation of new strategic plan</li> <li>• Revamping website</li> <li>• Interagency Network (networking, information clearing house)</li> <li>• Housing North Shore and Community Housing Advisory Council (assist residents with housing, CHAC review of housing development, CHAC capacity development)</li> <li>• Parent and Child Resource Program (Municipal Child Care Consultant, ECEBC collaboration, Truth and Reconciliation awareness, child care program enhancements,</li> </ul>	<p>Various groups according to the focus of NSCR programs: Seniors, families, children, etc.</p>	<ul style="list-style-type: none"> <li>• Many clients with issues related to low income and who can't afford basic services and assistance they need</li> <li>• Unaffordable housing, and the high cost of living places pressure on people who are out of work or employed in low paying jobs</li> <li>• Seniors with complex and multi-faceted needs and requests.</li> <li>• Seniors have challenges with basic living needs exacerbated by loneliness and isolation.</li> <li>• Provincial commitment to improving quality, accessibility and affordability of child care.</li> </ul>	<ul style="list-style-type: none"> <li>• Family Services of the North Shore</li> <li>• John Braithwaite Community Centre</li> <li>• Lions View Seniors' Planning</li> <li>• Homelessness Task Force</li> <li>• North Shore Neighbourhood House</li> <li>• North Shore Multicultural Society</li> <li>• North Shore Immigrant Inclusion Partnership</li> <li>• North Shore Seniors Coalition</li> <li>• North Shore Disability Resource Centre</li> <li>• Parkgate Community Services</li> <li>• North Shore Women's Centre</li> <li>• North Vancouver Recreation and Culture Commission</li> <li>• Capilano University</li> <li>• University Women's Club</li> <li>• Vancouver Coastal Health</li> <li>• Canadian Mental Health Association</li> <li>• School Districts 44 and 45</li> <li>• BC Centre for Elder Advocacy and Support</li> <li>• Public libraries</li> <li>• Neptune Terminals</li> <li>• North Shore Chamber of Commerce</li> <li>• Landlord BC</li> <li>• Darwin</li> </ul>

2020 Service Goals & Use of CNV Funds	Target Population Groups	Noted Community Needs Challenges, Trends	Noted Partnerships and Collaboration
<p>host and collaborate with pedagogist for ECEs)</p> <ul style="list-style-type: none"> <li>• Information North Shore (online information services, outreach)</li> <li>• Volunteer North Shore (new Volunteer Outreach Specialist role, event(s) with community influencers and new Canadians)</li> <li>• Community Legal Services Program (scale up and integrate new Family Law Advocate service program, public legal education and outreach )</li> <li>• Democracy Café (Explore further Young Citizens Forum cohorts, support voice of young citizens, explore feasibility of Grade 12 workshops)</li> </ul>			<ul style="list-style-type: none"> <li>• VanCity</li> <li>• Arc'Teryx</li> <li>• Organizations outside N. Shore (e.g. UBC Centre for Study of Democratic Institutions, West Coast Child Care Resource &amp; Referral, CityHive, etc.)</li> </ul>

**North Shore Crisis Services**

North Shore Crisis Services base budget for 2020 core funding is \$10,404. This includes a requested increase of \$204 for negotiated wage settlements and cost of living increases. North Shore Crisis Services did not request funding for new items.

<b>2020 Service Goals &amp; Use of CNV Funds</b>	<b>Target Population Groups</b>	<b>Noted Community Needs Challenges, Trends</b>	<b>Noted Partnerships and Collaboration</b>
<b>North Shore Crisis Services</b>			
<p>2020 goals:</p> <ul style="list-style-type: none"> <li>• Pursuing second stage housing development</li> <li>• Increase hours for community programs including Multicultural Outreach, Adolescent and Children's Empowerment , Outreach Services</li> <li>• Increase counsellors' hours in schools with the Violence is Preventable program</li> </ul> <p>Grant funds are essential for funding necessary administrative and operating costs for direct services. (Many other funds received are restricted for direct service.)</p>	<ul style="list-style-type: none"> <li>• Vulnerable women and children</li> </ul>	<ul style="list-style-type: none"> <li>• Women and children who are leaving an abusive relationship need safe and affordable housing; many clients struggle with poverty, mental health, addictions and they need a variety of resources</li> <li>• Waitlists continue to be a huge challenge for many women and children leaving abusive relationships</li> </ul>	<ul style="list-style-type: none"> <li>• Good Stuff Connection Clothing program (includes 15 agencies)</li> <li>• North Shore Homelessness Task Force</li> <li>• Violence Against Women in Relationships</li> <li>• North Shore Connect Day</li> </ul>

### North Shore Women's Centre

North Shore Women's Centre base budget for 2020 core funding is \$13,005. The base budget includes a requested increase of \$255 for negotiated wage settlements and cost of living increases. North Shore Women's Centre did not request funding for new items.

2020 Service Goals & Use of CNV Funds	Target Population Groups	Noted Community Needs Challenges, Trends	Noted Partnerships and Collaboration
<b>North Shore Women's Centre</b>			
<p>2020 Goals:</p> <ul style="list-style-type: none"> <li>• Expand and tailor youth programming to serve whole spectrum of young women</li> <li>• Redesign the drop in centre to maximize space and usability of resources</li> <li>• Develop piloted separation support program into an ongoing program.</li> </ul> <p>Grant funds are used for the core operations (staffing, insurance, communications, supplies, etc.) and service goals.</p>	<ul style="list-style-type: none"> <li>• Seniors, youth, people with disabilities and members of culturally diverse communities</li> <li>• People with low income</li> <li>• People who are homeless</li> <li>• People who are marginalized and under-represented</li> </ul>	<ul style="list-style-type: none"> <li>• Lack of affordable housing. An increasing number of women are facing homelessness and needing various types of support.</li> <li>• Many women seeking cheaper housing.</li> <li>• Needing to assist with expenses other than housing including groceries, transportation, emergency food and supplies.</li> </ul>	<ul style="list-style-type: none"> <li>• North Shore Neighbourhood House</li> <li>• Family Services of the North Shore</li> <li>• North Shore Law</li> <li>• NS VAWIR Committee</li> <li>• Canadian Cancer Society's Look Good Feel Better Program</li> <li>• Harvest Project</li> </ul>

### North Shore Restorative Justice

North Shore Restorative Justice base budget for 2020 core funding is \$36,414. The base budget includes a requested increase of \$714 for negotiated wage settlements and cost of living increases. North Shore Restorative Justice did not request funding for new items.

2020 Service Goals & Use of CNV Funds	Target Population Groups	Noted Community Needs Challenges, Trends	Noted Partnerships and Collaboration
<b>North Shore Restorative Justice</b>			
2020 goals include: <ul style="list-style-type: none"> <li>• Strengthen relationship with Squamish Nation</li> <li>• Increase outreach to newcomer community</li> <li>• Complete a memorandum of understanding with Crown Counsel, to increase support to the community</li> </ul> Funds are used for program delivery and operations.	<ul style="list-style-type: none"> <li>• Many files involve youth</li> <li>• Strengthening relationships with Squamish Nation, Tsleil-Waututh Nation, and Musqueam Nation.</li> </ul>	<ul style="list-style-type: none"> <li>• Receiving more complex assault files including sexual assault files, which places new demands on staff.</li> <li>• Police are being required to look at alternative measures such as restorative justice when youth commit a crime</li> </ul>	<ul style="list-style-type: none"> <li>• North Vancouver RCMP</li> <li>• Integrated First Nations Unit</li> <li>• Youth Intervention Unit</li> <li>• North Shore Multicultural Society</li> <li>• North Vancouver School District</li> <li>• Mountainside Secondary School</li> <li>• Equitas</li> <li>• The Foundry</li> <li>• Squamish Nation</li> </ul>

### Harvest Project

Harvest Project base budget for 2020 core funding is \$10,404. This includes a requested increase of \$204 for negotiated wage settlements and cost of living increases. Harvest Project did not request funding for new items.

2020 Service Goals & Use of CNV Funds	Target Population Groups	Noted Community Needs Challenges, Trends	Noted Partnerships and Collaboration
<b>Harvest Project</b>			
<p>2020 goals:</p> <ul style="list-style-type: none"> <li>• Coordinate coaching, mentoring, social and health improvements through case management to at risk individuals and their families</li> <li>• Create a robust, sustainable ecosystem for the agency</li> <li>• Apply 2019 Canada Food Guide recommendations and increase intake of fresh produce.</li> </ul> <p>Grant funds are used to operate programs that benefit clients.</p>	<p>Marginalized North Shore residents who are experiencing challenging life circumstances and desire to improve their situations; mostly lone-parent families and new Canadians</p>	<ul style="list-style-type: none"> <li>• Food insecurity</li> <li>• Concurrent social, financial and health challenges within family units</li> <li>• Need for local job opportunities</li> <li>• Lack of affordable housing and child care</li> </ul>	<ul style="list-style-type: none"> <li>• North Shore municipalities</li> <li>• Port Gala supporters</li> <li>• North Shore Table Matters</li> <li>• Edible Garden Project</li> <li>• Spectrum Mothers Support Society</li> <li>• Local grocery retailers</li> </ul>

**Additional Funding / Investment Requested:****1. Expanding Volunteer Engagement: \$22,835.95**

We want to thank you for recommending this increase in funding in last year's budget cycle.

We are part of a caring and generous community where people of all ages are moved to pay it forward to support the community they love. We engaged over 300 volunteers last year but have been unable to expand our impact because we have not previously had a dedicated Agency wide Volunteer Coordinator in place. Volunteering is a very healthy activity and reduces isolation, increases positive connections, and deepens a sense of belonging in our community. It is also a cost saving measure that expands support to programs with minimal overall investment. We expect to reach over 5000 people within 5 years through volunteer support. This new request is a pro-rated portion of the full time role – with other asks to the DNV, DWV and individual donors in process.

**\*\*Note on next two requests: The United Way of the Lower Mainland has eliminated core funding for all community based Agencies. The impact on our organization = \$181,000 in funding reductions per year directly impacting our Thrive Family Centres and Child and Youth Counselling (no or low fee) services. We are asking for increases to our CNV core funding as a result of these permanent reductions so that the impact on CNV residents is reduced. We are making the same funding request to all three Municipalities (pro-rated based on population served) and evaluating other funding opportunities as well. We explain the expected impacts below.**

**2. Thrive Family Centre – Lonsdale Quay: \$20,771.67**

Our Thrive Family Centre at the Lonsdale Quay (formerly named I hope family centre) is a free, drop-in program for parents with children from birth to six-years of age where they can play, learn and connect with each other while enjoying child-led play, crafts, songs and stories. Parents, grandparents, and caregivers come together and also receive support, resources, and referrals to ensure all children have a healthy start in life. We run three sessions per week and have a total of 2,847 visits per year (23 families per session) at our Lonsdale Quay location.

**Positive / Negative Impact:** Additional funding from the City of North Vancouver would ensure that we can continue to receive 1,898 visits from vulnerable parents each year. Without funding, we must reduce our sessions to 1x per week = 949 visits.

**3. Child and Youth Counselling: \$30,165.74**

Our experienced, Masters-level counsellors provided 2,483 sessions (pro-rate 45% to CNV) to children and youth, aged 3-19, to help them heal and recover from abuse, trauma, and mental health issues. Last year, 75% of these children and youth experienced a "meaningful and reliable improvement" in their goal areas on the Child and Adolescent Functional Assessment Scale (CAFAS). Children who participate in child and youth counselling learn new ways of coping, understand how to reach out for help, and build on healthy ways to deal with life's struggles.

One in 3 girls and 1 in 6 boys have experienced sexual abuse. Agency counsellors, in partnership with children and their trusted adults, work to relieve their distress, build resiliency, create safety plans, and nurture hope.



**Positive / Negative Impact:** Additional funding from the City of North Vancouver would ensure that we can serve children at our current service level. Without funding for this program we will need to reduce our counselling staff by 1 person (from 3 currently). This would mean 21-25 children and youth would lose their counsellor, be put back on the waitlist, and our overall waitlist would balloon to 30-40 children.

We trust that presenting a clear picture of the opportunities and challenges we are facing honours our partnership and deepens the shared understanding we have of the needs of vulnerable people in the City of North Vancouver. We understand that there are always difficult choices to be made when trying to solve complex social problems. We continue to feel hopeful with the vision of the Mayor and Council of the City of North Vancouver and look forward to being a part of ongoing discussions to deepen our commitment to those who need us.

Thank you again for your support over many decades and for working with us on our shared vision of a healthy community where everyone can live full and meaningful lives.

If you have any questions please do not hesitate to contact me at [jsfrench@familyservices.bc.ca](mailto:jsfrench@familyservices.bc.ca) or call 604-988-5281.

Sincerely,

Julia Staub-French  
Executive Director  
Family Services of the North Shore

Encl.



We recognize the continuing contribution of the City of North Vancouver, District of West Vancouver, District of North Vancouver and the financial assistance of the Province of British Columbia.

Suite 203 – 1111 Lonsdale Ave.  
North Vancouver, BC  
V7M 2H4  
604.988.5281

[www.familyservices.bc.ca](http://www.familyservices.bc.ca)

## 2020 NEW ITEMS LISTING

## Key:

CPE = Community &amp; Partner Engagement

SCS = Strategic &amp; Corporate Services

Item	Department	Description	Annual Amount	2020 Amount	Tax Draw* %
<b>Staffing</b>					
1	CPE <i>Administration</i>	RFT Administrative Coordinator	-	-	0.00%
2	CPE <i>Communications</i>	RFT Communications Officer	131,700	65,900	0.13%
3	SCS <i>Information Technology</i>	RFT Systems Analyst	108,500	54,300	0.10%
4	Library	RPT Community Library Services for Seniors	22,600	11,300	0.02%
5	Planning & Dev	RFT Environmental Sustainability Specialist	108,500	54,300	0.10%
Sub-Total Staffing			371,300	185,800	<b>0.35%</b>
<b>Programs</b>					
6	SCS <i>Human Resources</i>	Career Development	10,000	10,000	0.02%
7	Engineering	Separated Bike Lane Maintenance	12,800	6,400	0.02%
8	CAO	Smart City	50,000	50,000	0.10%
9	CAO	Neighbourhood Resilience	100,000	100,000	0.20%
Sub-Total Programs			172,800	166,400	<b>0.32%</b>
<b>Major Agencies and Core Funded Agencies</b>			<i>rounded</i>	<i>rounded</i>	
10	Planning	Family Service of the North Shore - Thrive Family Centre Lonsdale Quay	20,800	20,800	0.04%
Sub-Total Programs			20,800	20,800	<b>0.04%</b>
<b>Total Requests</b>			<b>564,900</b>	<b>373,000</b>	<b>0.71%</b>

\* Tax Draw is calculated where 1% is equal to \$525,000

2021 Incremental Cost is \$191,900 which equals 0.37% tax draw

**NEW ITEM Program Budget Change Request Form  
2020 Operating Financial Plan**

<b>TFT To RFT Administrative Coordinator Conversion</b>		Department	Community & Partner Engagement
Program #	1710	Date	9/9/2019
Program Name	Administration	Submitted By	Robert Skene
Program Manager	Robert Skene	<b>Director Approval</b> Approved By	Robert Skene

<b>Reason for Budget Change:</b> Place an "x" in box	<b>Alignment with the Official Community Plan</b>
New Staff <input checked="" type="checkbox"/>	The request is consistent with the long range implementation as outlined in Chapter 9 of the OCP.
New Service <input type="checkbox"/>	
Greater Cost for Same Service <input type="checkbox"/>	

<b>Full Cost</b>	
List Wages, Benefits, Contracts, etc.; subtract and list savings or revenue if expected.	
Please note: 2020 Fringe Benefits rates are 27%	
	\$
RFT Administrative Coordinator II - Pay Grade 21.3	63,910
Fringe Benefits 27%	17,256
Existing Wages & Benefits Funding	(81,166)
	<b>(0)</b>

Coding					Full Cost	2020 Pro-Rated Cost	2021 Incremental
Fund	Account #	Account Name	Op Unit #	Op Unit Name			
101	51111	Wages			63,900	32,000	31,900
101	51103	Fringe Benefits			17,300	8,700	8,600
		Use Existing Funds			(81,200)	(40,700)	(40,500)
<b>Total</b>					-	-	-

**Explanation/Justification**

This TFT position was originally created in late 2017 to support the newly created Planning Department. Funding for the position covered from program 1910. In March 2019, the position shifted to the newly created Community & Partner Engagement Department and is now funded entirely through program 1710.

This position is responsible for department administration including but not limited to calendar management, meeting organization, establishing/amending dept office procedures and functions, budget tracking, staff communications, staff supervision, payroll administration, council report coordination and submission, and other departmental project work as assigned by Director or Division Managers. Due to the operational needs of the department this position needs to be considered as a part of the RFT complement.

It is proposed that this position be shifted from TFT to RFT and continue to be funded through program 1710.

**NEW ITEM Program Budget Change Request Form  
2020 Operating Financial Plan**

<b>RFT Communications Officer</b>		Department	Community and Partner Engagement
Program #	1160	Date	7/25/2019
Program Name	Communications & Engagement	Submitted By	Connie Rabold
Program Manager	Connie Rabold	<b>Director Approval</b> Approved By	Robert Skene

<b>Reason for Budget Change:</b> Place an "x" in box	<b>Alignment with the Official Community Plan</b>
New Staff <input checked="" type="checkbox"/>	Aligned with Council Strategic Plan re Public Engagement
New Service <input type="checkbox"/>	
Greater Cost for Same Service <input type="checkbox"/>	

<b>Full Cost</b>	
List Wages, Benefits, Contracts, etc.; subtract and list savings or revenue if expected.	
Please note: 2020 Fringe Benefits rates are 27%	
	\$
RFT Communications Officer	103,704
Fringe Benefits 27%	28,000
	<b>131,704</b>

Coding					Full Cost	2020 Pro-Rated Cost	2021 Incremental
Fund	Account #	Account Name	Op Unit #	Op Unit Name			
101	51111	Wages		Communications	103,700	51,900	51,800
101	51103	Benefits		Communications	28,000	14,000	14,000
							-
							-
							-
<b>Total</b>					<b>131,700</b>	<b>65,900</b>	<b>65,800</b>

**Explanation/Justification**

Small communications office has not expanded in almost a decade, while work and service requests, demands and expectations both internally and externally have increased dramatically and continue to do so throughout the year. This position will assist the Communications office to continue to meet the demands as well as take on greater levels of engagement with the community and service internal demands from all City departments. This position also assists in moving the City towards communication staffing levels comparable to our North Shore municipal neighbours, who do not deliver the output levels nor experience the demands and requests for internal communications support as does the City.

Additionally, council's commitment to public engagement requires greater staffing support.

**NEW ITEM Program Budget Change Request Form  
2020 Operating Financial Plan**

<b>RFT Systems Analyst</b>		Department	IT
Program #	2530	Date	7/19/2019
Program Name	Application Services	Submitted By	Ed Sweeney
Program Manager	Ed Sweeney	<b>Director Approval</b> Approved By	B Pearce

<b>Reason for Budget Change:</b> Place an "X" in box	<b>Alignment with the Official Community Plan</b>
New Staff <input checked="" type="checkbox"/>	Aligns with OCP: 8.2: Employ a proactive approach to infrastructure maintenance and upgrades.
New Service <input type="checkbox"/>	
Greater Cost for Same Service <input type="checkbox"/>	

<b>Full Cost</b>	
List Wages, Benefits, Contracts, etc.; subtract and list savings or revenue if expected.	
Please note: 2020 Fringe Benefits rates are 27%	
	\$
Wages (PG 26, Step 5)	85,412
Fringe benefits (27%)	23,061
	<b>108,473</b>

Coding					Full Cost	2020 Pro-Rated Cost	2021 Incremental
Fund	Account #	Account Name	Op Unit #	Op Unit Name			
101		Wages		Application Services	85,400	42,700	42,700
101		Benefits		Application Services	23,100	11,600	11,500
							-
							-
							-
<b>Total</b>					<b>108,500</b>	<b>54,300</b>	<b>54,200</b>

**Explanation/Justification**

This position is requested to support the IPS Asset and CDR systems resulting from the CityPAL and CityWorks projects. The CityPAL and CityWorks projects reflect a transformative re-engineering of the City's business processes. Previous support was provided by 2 RFT Analysts, and 20% of a 3rd Analyst. These are existing positions in the IT division. During the project process, an additional TFT Analyst was employed.

Subsequent to the project development, there is a greater requirement to support the expanded business processes. Current support is provided by 3 RFT Analyst. To accommodate the support level, an additional RFT Analyst is requested.

Retaining the expertise developed by the project TFT for on-going maintenance and support is also a key objective. Expertise and competency in delivering quality business solutions is necessary in order to sustain the level of service that is now expected from our internal and external customers. The successful candidate will be expected to maintain and enhance our data architecture, data quality, process architecture and process quality at an expert level. Increasing expectations for advanced reporting and business intelligence solutions will also require this additional resourcing.

**NEW ITEM Program Budget Change Request Form  
2020 Operating Financial Plan**

<b>Community Library Services for Seniors</b>		Department	City Library
Program #	7520	Date	9/10/2019
Program Name	Library - Public Services	Submitted By	Deb Hutchison Koep
Program Manager	Mikale Fenton	<b>Director Approval</b> Approved By	Deb Hutchison Koep

<b>Reason for Budget Change:</b> Place an "x" in box	<b>Alignment with the Official Community Plan</b>
New Staff <input checked="" type="checkbox"/>	1.4.2 Implement age-friendly projects and policies that respond to the needs of older individuals; 3.1.2 Maximize opportunities for people with disabilities to be full and active members of the community; 3.5 Support the independence and well-being of older City residents
New Service <input type="checkbox"/>	
Greater Cost for Same Service <input type="checkbox"/>	

<b>Full Cost</b>	
List Wages, Benefits, Contracts, etc.; subtract and list savings or revenue if expected.	
Please note: 2020 Fringe Benefits rates are 27%	
	\$
Wages (2019 rates)	17,800
Benefits	4,800
	<b>22,600</b>

Coding					Full Cost	2020 Pro-Rated Cost	2021 Incremental
Fund	Account #	Account Name	Op Unit #	Op Unit Name			
401	51111	Wages	7520	Library - public services	17,800	8,900	8,900
401	51103	Fringe Benefits	7520	Library - public services	4,800	2,400	2,400
							-
							-
							-
<b>Total</b>					<b>22,600</b>	<b>11,300</b>	<b>11,300</b>

**Explanation/Justification**

These funds will support 1.5 days/week of staff time to provide direct library service to seniors, including additional home delivery service for homebound individuals and monthly deliveries to each of the City's seniors' residences, together with community-based programming.

The City's population of adults 65 years of age and older increased over 25% from 2011 to 2016, accounting for over 8,500 City residents. As people age, changes to income, housing, transportation, mobility, and mental and physical health can impact their ability to access and use library services. Accessible formats like audiobooks, large print and digital books, home delivery service for homebound individuals, and community-based programming can help people remain engaged, feel connected to their community, and continue to enjoy the pleasure of reading, despite mobility challenges, visual disabilities and other challenges.

Currently, library staff deliver materials to approximately 30 individuals and visit local seniors' residences once a year. This funding will enable us to double home deliveries, visit seniors' residences monthly, and deliver programming with partner agencies in the community, closer to home.

This request is consistent with Council's strategic priority to be "A City for People" because it facilitates access to a key community service and supports healthy aging. It is also driven by the Library's strategic priority to enhance access and inclusion, recognizing that connectedness and engagement are vital to the well-being of our community.

**NEW ITEM Program Budget Change Request Form  
2020 Operating Financial Plan**

<b>RFT Environmental Sustainability Specialist</b>		Department	Planning and Development
Program #	5040	Date	11/6/2019
Program Name	Environment	Submitted By	Caroline Jackson
Program Manager	Caroline Jackson	<b>Director Approval</b> Approved By	Michael Epp

<p><b>Reason for Budget Change:</b> Place an "x" in box</p> <p>New Staff <input checked="" type="checkbox"/></p> <p>New Service <input type="checkbox"/></p> <p>Greater Cost for Same Service <input type="checkbox"/></p>	<p align="center"><b>Alignment with the Official Community Plan</b></p> <p>This position supports implementation of Environment goals and objectives in Chapter 4 of the OCP.</p>
--	---

<b>Full Cost</b>	
List Wages, Benefits, Contracts, etc.; subtract and list savings or revenue if expected.	
Please note: 2020 Fringe Benefits rates are 27%	
	\$
TFT to RFT conversion for Environmental Sustainability Specialist through Operating Budget	
Wages	85,400
27% Fringe	23,100
	<b>108,500</b>

Coding					Full Cost	2020 Pro-Rated Cost	2021 Incremental
Fund	Account #	Account Name	Op Unit #	Op Unit Name			
101	1940	Wages			85,400	42,700	42,700
		Fringe			23,100	11,600	11,500
							-
							-
							-
<b>Total</b>					<b>108,500</b>	<b>54,300</b>	<b>54,200</b>

**Explanation/Justification**

This TFT position has been funded through temporary funding allocations through the Project Plan and other sources. The position is responsible for the delivery of a number of critical and increasingly complex environmental sustainability programs including the City's electric vehicle policies and incentives, low carbon building policies and programs, carbon disclosure reporting, and community climate action partnerships. In the current labour market, the continued ongoing use of TFT positions within the Environment Division puts at risk the City's ability to deliver its Livable City priorities as it becomes increasingly challenging to recruit and retain talented and knowledgeable staff to deliver Council priorities.

### NEW ITEM Program Budget Change Request Form 2020 Operating Financial Plan

<b>Career Development</b>		Department	HR
Program #	1564	Date	8/12/2019
Program Name	Career Development	Submitted By	Corinne Nichols
Program Manager	Corinne Nichols	<b>Director Approval</b> Approved By	Bpearce

<b>Reason for Budget Change:</b> Place an "x" in box	<b>Alignment with the Official Community Plan</b>
New Staff <input type="checkbox"/> New Service <input type="checkbox"/> Greater Cost for Same Service <input checked="" type="checkbox"/>	select and type over

<b>Full Cost</b>	
List Wages, Benefits, Contracts, etc.; subtract and list savings or revenue if expected.	
Please note: 2020 Fringe Benefits rates are 27%	
	\$
	10,000
	<b>10,000</b>

Coding					Full Cost	2020 Pro-Rated Cost	2021 Incremental
Fund	Account #	Account Name	Op Unit #	Op Unit Name			
101	52002	Career Development	12	SCS - HR	10,000	10,000	-
							-
							-
							-
							-
<b>Total</b>					<b>10,000</b>	<b>10,000</b>	<b>-</b>

<b>Explanation/Justification</b> Due to an increasing number of applications received for the Career Development Program (April annual application process) we are looking to increase the current budget of \$25000 to \$35000.



**NEW ITEM Program Budget Change Request Form  
2020 Operating Financial Plan**

<b>Separated Bike Lane Maintenance</b>		Department	Engineering, Parks & Environment
Program #	5160	Date	9/16/2019
Program Name	Streets Operating	Submitted By	Darrin White
Program Manager	Darrin White	<b>Director Approval</b> Approved By	K. Magnusson/D. Pope

<b>Reason for Budget Change:</b> Place an "X" in box	<b>Alignment with the Official Community Plan</b>
New Staff <input type="checkbox"/>	A Connected City: increase kilometres of protected bike lanes
New Service <input checked="" type="checkbox"/>	
Greater Cost for Same Service <input type="checkbox"/>	

<b>Full Cost</b>	
List Wages, Benefits, Contracts, etc.; subtract and list savings or revenue if expected.	
Please note: 2020 Fringe Benefits rates are 27%	
	\$
Wage & Equipment Charges For Bike lane Street Sweeping	2,500
\$78 per Delineator Labour and vehicle costs \$25 per install	10,300
100 delineators repaired or replaced per year	
	<b>12,800</b>

Coding					Full Cost	2020 Pro-Rated Cost	2021 Incremental
Fund	Account #	Account Name	Op Unit #	Op Unit Name			
101	5160	Street sweeping	61013	MRN Road 1	2,500	1,250	1,250
101	5160	Bike Lane Delineation	61009	Signs and Markings	10,300	5,150	5,150
							-
							-
							-
<b>Total</b>					<b>12,800</b>	<b>6,400</b>	<b>6,400</b>

**Explanation/Justification**

These funds will be used to provide additional street sweeping service levels generated by increasing separated bike lanes throughout the City and will also be used to replace damaged delineators. We are estimating requiring to replace upto 100 delineators per year. If delineators go unrepaired or unreplaced the effectiveness of the seperation will be significantly diminished which will increase the hazard for cyclists and reduce the attractiveness to newer cyclists.

**NEW ITEM Program Budget Change Request Form  
2020 Operating Financial Plan**

<b>Smart City - North Vancouver</b>		Department	CAO, Clerk and Mayor's office
Program #	New	Date	1/16/2020
Program Name	Smart City	Submitted By	Leanne McCarthy
Program Manager	Leanne McCarthy	<b>Director Approval</b> Approved By	Leanne McCarthy

<p><b>Reason for Budget Change:</b> Place an "x" in box</p> <p>New Staff <input type="checkbox"/></p> <p>New Service <input checked="" type="checkbox"/></p> <p>Greater Cost for Same Service <input type="checkbox"/></p>	<p align="center"><b>Alignment with the Official Community Plan</b></p> <p>Goal 2.1: Prioritize walking, cycling, transit and goods movement over single-occupancy vehicles.</p>
--	--

<b>Full Cost</b>	
List Wages, Benefits, Contracts, etc.; subtract and list savings or revenue if expected.	
Please note: 2020 Fringe Benefits rates are 27%	
	\$
Costs for creation, implementation of strategy, and program delivery.	50,000
	<b>50,000</b>

Coding					Full Cost	2020 Pro-Rated Cost	2021 Incremental
Fund	Account #	Account Name	Op Unit #	Op Unit Name			
101	53800	Services			50,000	50,000	-
							-
							-
							-
							-
<b>Total</b>					<b>50,000</b>	<b>50,000</b>	-

<p><b>Explanation/Justification</b></p> <p>This programme marks the launch of developing a smart city strategy and programme that is appropriately sized for a city of 50,000 residents,</p> <p>In the first year, a smart city strategy will be developed.</p> <p>In the following years, this budget will be used for implementation and program delivery.</p>
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**NEW ITEM Program Budget Change Request Form**  
**2020 Operating Financial Plan**

<b>Neighbourhood Resilience</b>		Department	CAO, Clerk and Mayor's office
Program #	New	Date	1/16/2020
Program Name	Neighbourhood Resilience	Submitted By	Leanne McCarthy
Program Manager	Robert Skene	<b>Director Approval</b> Approved By	Leanne McCarthy

<b>Reason for Budget Change:</b> Place an "x" in box	<b>Alignment with the Official Community Plan</b>
New Staff <input type="checkbox"/> New Service <input type="checkbox"/> Greater Cost for Same Service <input type="checkbox"/>	Goal 3.1: Enhance well-being and quality of life for all community members.

<b>Full Cost</b>	
List Wages, Benefits, Contracts, etc.; subtract and list savings or revenue if expected.	
Please note: 2020 Fringe Benefits rates are 27%	
	\$
Costs will be for services to achieve program goals	100,000
	<b>100,000</b>

Coding					Full Cost	2020 Pro-Rated Cost	2021 Incremental
Fund	Account #	Account Name	Op Unit #	Op Unit Name			
101	53800	Services			100,000	100,000	-
							-
							-
							-
							-
<b>Total</b>					<b>100,000</b>	<b>100,000</b>	<b>-</b>

<b>Explanation/Justification</b>
The Neighbourhood Resilience Programme is an initiative designed to help build shared leadership amongst community members and non profit organizations as it relates to Council's vision to be the healthiest small city in the world.
The programme will be part of the City's broadening citizen engagement work. It involves workshops, stakeholder meetings, improved engagement tools and consultant fees.

**NEW ITEM Program Budget Change Request Form  
2020 Operating Financial Plan**

<b>North Shore Family Services Thrive Family Centre Lonsdale Quay</b>		Department	Planning
Program #	8112	Date	10/8/2019
Program Name	North Shore Family Services	Submitted By	Family Services
Program Manager	Heather Evans	<b>Director Approval</b> Approved By	




<b>Reason for Budget Change:</b> Place an "x" in box	<b>Alignment with the Official Community Plan</b>
New Staff <input type="checkbox"/>	Goal 3.1: Enhance well-being and quality of life for all community members.
New Service <input type="checkbox"/>	
Greater Cost for Same Service <input checked="" type="checkbox"/>	

<b>Full Cost</b>	
List Wages, Benefits, Contracts, etc.; subtract and list savings or revenue if expected.	
Please note: 2020 Fringe Benefits rates are 27%	
	\$
Operating Grant	20,772
	<b>20,772</b>

Coding					Full Cost	2020 Pro-Rated Cost	2021 Incremental
Fund	Account #	Account Name	Op Unit #	Op Unit Name			
101	54001	Grant			20,772	20,772	-
							-
							-
							-
							-
<b>Total</b>					<b>20,772</b>	<b>20,772</b>	<b>-</b>

<b>Explanation/Justification</b>
This request is to have secure funding to continue the Thrive Family Centre (formerly named I Hope Family Centre) program at Lonsdale Quay.
The United Way of the Lower Mainland has eliminated core funding for all community based Agencies. The impact on our organization = \$181,000 in funding reductions per year directly impacting our Thrive Family Centres and Child and Youth Counselling (no or low fee) services. We are asking for increases to our CNV core funding as a result of these permanent reductions so that the impact on CNV residents is reduced. We are making the same funding request to all three Municipalities (pro-rated based on population served) and evaluating other funding opportunities as well.
Our Thrive Family Centre at the Lonsdale Quay (formerly named I hope family centre) is a free, drop-in program for parents with children from birth to six-years of age where they can play, learn and connect with each other while enjoying child-led play, crafts, songs and stories. Parents, grandparents, and caregivers come together and also receive support, resources, and referrals to ensure all children have a healthy start in life. We run three sessions per week and have a total of 2,847 visits per year (23 families per session) at our Lonsdale Quay location.
Additional funding from the City of North Vancouver would ensure that we can continue to receive 1,898 visits from vulnerable parents each year. Without funding, we must reduce our sessions to 1x per week = 949 visits.



 Division Manager	 Director	 CAO
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The Corporation of **THE CITY OF NORTH VANCOUVER**  
**PLANNING & DEVELOPMENT DEPARTMENT**

**REPORT**

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To: Mayor Linda Buchanan and Members of Council

From: Emily Macdonald, Planner 1

Subject: REZONING APPLICATION: 228 EAST 22<sup>ND</sup> STREET (SATENDRA MANN / ARCHITYPE DESIGN)

Date: November 27, 2019 File No: 08-3360-20-0458/1

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*The following is a suggested recommendation only. Refer to Council Minutes for adopted resolution.*

**RECOMMENDATION:**

PURSUANT to the report of the Planner 1, dated November 27, 2019, entitled “Rezoning Application: 228 East 22<sup>nd</sup> Street (Satendra Mann /ArchiType Design)”:

THAT “Zoning Bylaw, 1995, No. 6700, Amendment Bylaw, 2019, No. 8743” (Satendra Mann / ArchiType Design, 228 East 22<sup>nd</sup> Street) be considered and the Public Hearing be waived;

THAT notification be circulated in accordance with the *Local Government Act*;

AND THAT the community benefits listed in the November 27, 2019 report in the section “Community Benefits” be secured, through agreements at the applicant’s expense and to the satisfaction of the Director of Community Development.

**ATTACHMENTS:**

1. Context Map (Doc# [1852448](#))
2. Architectural and Landscape Plans, dated June 2019 (Doc# [1852449](#))
3. Public Consultation Summary (Doc# [1671771](#))
4. “Zoning Bylaw, 1995, No. 6700, Amendment Bylaw, 2019, No. 8743” (Doc# [1852889](#))

## PROJECT DESCRIPTION

The proposed development is a duplex with suites. The two sides of the duplex are at slightly different levels, following the cross-slope of the site. Access to the accessory suites is provided directly from the street via ramp, making the suites more accessible. A total of four parking spaces are proposed in the form of a garage and surface parking, all accessed from the lane.

The requested changes to the zoning by-law to permit this development are identified in Table 1 below. The proposed development would comply with all requirements of the RT-1 Zone. No variances are being requested.

**Table 1. Requested Changes to the Zoning By-law**

	Current Designation/Regulation	Proposed Designation/Regulation
Zone	RS-1	RT-1

## POLICY FRAMEWORK

The subject site was re-designated from Residential Level 1 to Residential Level 2 in the 2014 Official Community Plan, which permits low density residential development in the form of duplexes, triplexes and row homes.

<b>Metro 2040</b>	
<p><i>Goal 1</i> Create a Compact Urban Area</p>	<p>The proposal represents a more compact form of residential development than the current Zone permits, on a site that is near walking and biking infrastructure and close to commercial and institutional destinations.</p>
<p><i>Goal 4</i> Develop Complete Communities</p>	<p>The proposed development ensures the neighbourhood will have a diversity of housing stock that will promote the ability to age-in-place allowing people to stay in their neighbourhood throughout all of their lifecycles.</p>
<p><i>Goal 5</i> Support Sustainable Transportation Choices</p>	<p>Intensification of this site will support future transit investments along Lonsdale Avenue. The site is proximate to community and commercial amenities and is well situated to provide the occupants with a variety of transportation choices across the North Shore and the greater region.</p>

<b>Official Community Plan</b>	
<p><b>Policy 1.1.2</b> Align growth with the development community amenities and infrastructure</p>	<p>Intensification of the site supports the use of existing amenities including the Green Necklace and existing and future recreation facilities.</p>
<p><b>Policy 1.3.1</b> Ensure that new development is compatible with the established urban form of the City, reflecting the primacy of the Lonsdale Regional City Centre and the transition through mid- and low-rise buildings to lower-density residential neighbourhoods</p>	<p>The proposed development on the site is appropriately scaled to the neighbourhood and supports the primacy of the Lonsdale Regional City Centre.</p>
<p><b>Policy 1.3.5</b> Encourage design excellence in developments through carefully considered, high quality architecture and landscaping, with varied designs which are interesting, sensitive and reflective of their surroundings</p>	<p>The surrounding neighbourhood has a variety of low-rise building forms. The proposed design is appropriate in character and quality for a Residential Level 2 neighbourhood.</p>
<p><b>Policy 1.3.6</b> Encourage architecture that responds to the unique context of the City in a sensitive, sustainable, and aesthetically compatible manner</p>	<p>Design and materials are consistent with those found in the local context. Landscaping includes some native plant species.</p>
<p><b>Policy 1.5.1</b> Provide opportunities for a range of housing densities, diversified in type, size and location.</p>	<p>The proposed development includes two rental suites which provide a smaller and more affordable housing form.</p>
<b>Housing Action Plan</b>	
<p><b>Action #5</b> To increase rental options in lower density areas to support renters and provide homeowners with additional rental income, while retaining neighbourhood scale and character.</p>	<p>The proposed development creates two new principal units of modest size with rental suites. Rental income will help to make the houses more affordable for owners and the rental units will increase the supply of units available in an area that is walkable and well-served by transit.</p>
<b>Sustainable Development Guidelines</b>	
<p><b>Natural Systems</b> The ability of natural systems, both global and local, to support life. Parks and green spaces help regulate the climate, clean and filter water and air, and provide recreational and aesthetic benefits. Maintaining healthy natural systems will reduce strain on municipal infrastructure, support local wildlife and enhance quality of life for community members.</p>	<p>The proposed landscaping is primarily permeable, including the surface parking stalls. The development will be required to meet City requirements for storm water retention. Plantings include native species and some trees, supporting local wildlife including birds.</p>

## PLANNING ANALYSIS

### Site Context and Surrounding Use

The site is located two blocks from Lonsdale Avenue, near Harry Jerome Community Recreation Centre. The block to the east is designated for one-unit residential and the block to the west is designated as Mixed Use Level 2 (Medium Density). The 200 block acts as a medium density buffer between the higher and lower densities to the west and east, respectively, and contains a mix of RS-1 and RT-1 zoning.

The buildings and uses immediately surrounding the subject site are described in Table 1 below.

**Table 1. Surrounding Uses**

Direction	Address	Description	Zoning
North	201 East 23 <sup>rd</sup> St	North Shore Alliance Church	CD-102 (Comprehensive Development 102)
South	223 East 22 <sup>nd</sup> St	Single-family dwelling	RS-1
	229 East 22 <sup>nd</sup> St	Single-family dwelling	RS-1
	233 East 22 <sup>nd</sup> St	Single-family dwelling	RS-1
East	232 East 22 <sup>nd</sup> St	Single-family dwelling	RS-1
	236 East 22 <sup>nd</sup> St	Single-family dwelling	
West	218 East 22 <sup>nd</sup> St	Single-family dwelling	RT-1
	222 East 22 <sup>nd</sup> St	Single-family dwelling	RS-1

### Use

The policy framework applicable to the subject site supports the proposed development. The site is located in close proximity to transit, recreation facilities, commercial areas and schools. Additionally, the units will support affordable homeownership through the inclusion of rental suites, and will provide rental housing stock.



### *Intensity*

The proposal represents a moderate increase in density in comparison to the surrounding RS-1 Zoned lots. Several lots on the block have recently been rezoned to allow for similar density as the current proposal. The proposed density is consistent with the Official Community Plan at 0.5 FSR and is similar to surrounding properties.

### *Form*

The proposed form of the development complies with the RT-1 Zone requirements and is appropriate in character for the low-density residential context. The design is sensitive to surrounding buildings and has a 6.1-metre (20-foot) front setback, which is less than existing houses on adjacent properties, but greater than the minimum of 4.6 metres (15 feet). The height of the building also transitions in relation to the existing property grades and adjacent properties, reducing impact of height on the property to the west.

## **COMMUNITY CONSULTATION**

A Developer's Information Session was held on June 14, 2018. There were five attendees. Some concerns were raised regarding construction activity and other developments that had been completed recently on the block. The applicant and owner responded to questions regarding the design and proposed building grades and general impacts on the adjacent properties. One comment form was submitted in support of the project. No comment forms in opposition were submitted.

Given there has been no opposition from the surrounding neighbourhood regarding the proposal, staff is recommending that the Public Hearing be waived. Should Council wish to refer the application to a Public Hearing, the first active clause in the resolution should be amended to read:

THAT "Zoning Bylaw, 1995, No. 6700, Amendment Bylaw, 2019, No. 8743"  
(Satendra Mann / ArchiType Design, 228 East 22<sup>nd</sup> Street) be considered and referred to a Public Hearing;


## **COMMUNITY BENEFITS**


Development Services has requested that, in addition to standard requirements for a duplex development, paving of the north side of the lane as well as installation of speed humps in the lane directly north of the site be completed as part of the proposed development.

## CONCLUSION

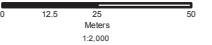
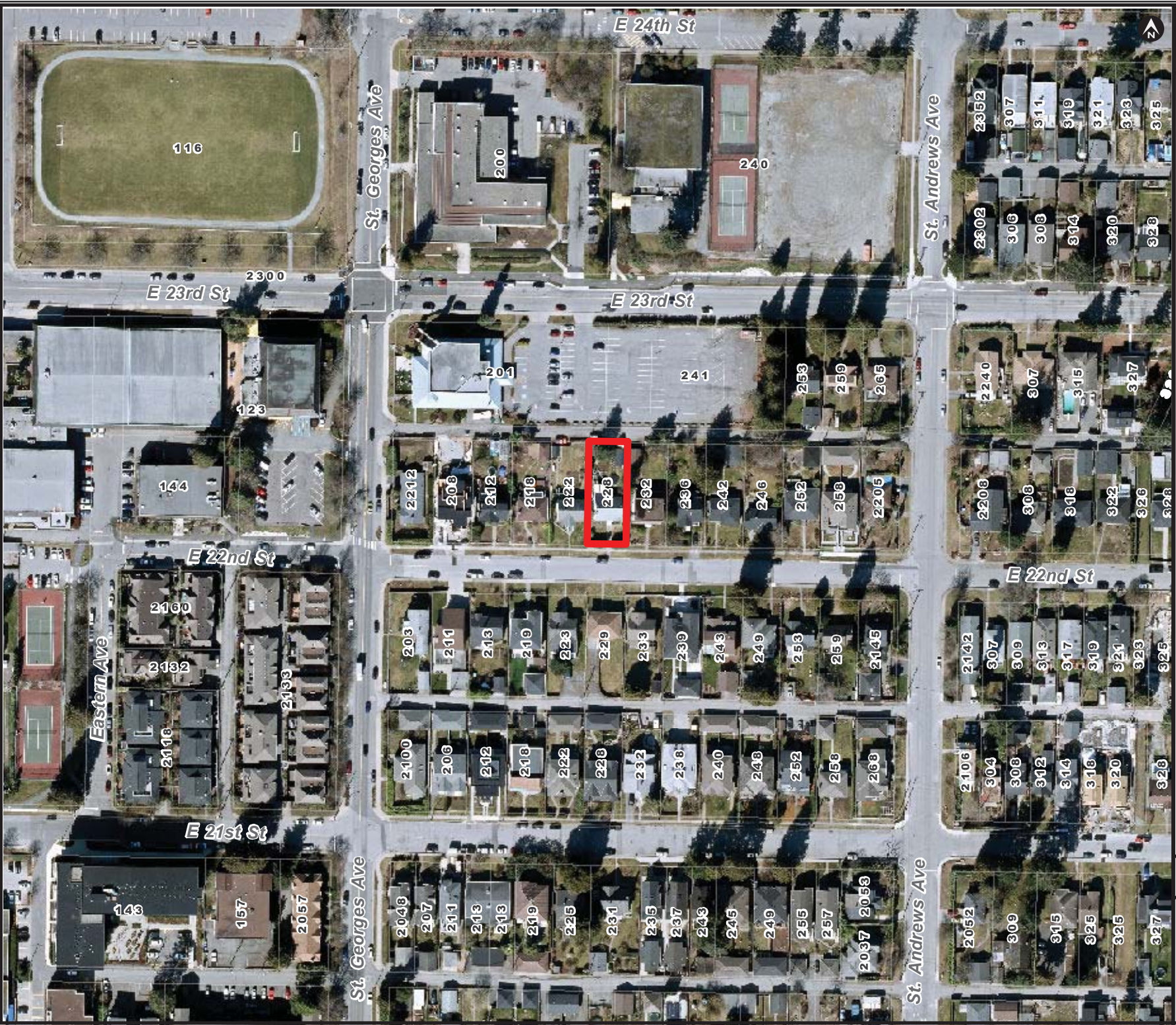
This project represents good planning. The subject site's proximity to existing walking and biking infrastructure (The Green Necklace), as well as transit and commercial areas along Lonsdale Avenue, make it an appropriate site for densification. The project would result in a net increase of three units (one principal and two accessory units) while fitting in with the surrounding properties (low-density residential). The proposed parking is one space per unit, which is more than adequate for this site, given its location. Policy and planning analysis supports the proposed rezoning.

RESPECTFULLY SUBMITTED:

  
\_\_\_\_\_  
Emily Macdonald  
Planner 1

**Legend**  
 Subject Site  
 Aerial 2019

Attachment 1



**DISCLAIMER**  
 This map was produced on the City of North Vancouver's Geographic Information System. Data provided herein is derived from sources with varying levels of accuracy and detail. The City of North Vancouver disclaims all responsibility for the accuracy or completeness of information contained herein.

GIS Division, Information Technology,  
 City of North Vancouver





**PROPOSED DUPLEX**

**ADDRESS:**  
228 EAST 22ND STREET,  
NORTH VANCOUVER

**LEGAL DESCRIPTION:**

LOT	21
BLOCK	208
DISTRICT LOT	546
GROUP	1, NWD
PLAN	5481

P.I.D.: 009-276-955

No.	Date	Revision
1	11/28/17	ISSUED FOR DP
2	11/14/18	REVISED FOR DP
3	05/09/19	REVISED FOR DP

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**TITLE**

**MATERIALS & COLORS**

Date  
MAY 09TH, 2019  
Scale  
AS SHOWN  
Drawing No.

**A0.2**

**MATERIALS & COLOR**

F1 ASPHALT SHINGLES ROOF:  
CAMBRIDGE IKG (35 YR. WARRENTY)  
COLOR: HARVARD SLATE

F2 WOOD SOFFIT:  
4" T&G WOOD  
TO MATCH:  
BM ARBORCOAT TRANSLUCENT  
STAIN, "LEATHER SADDLE BROWN"

F3 METAL GLITTERS & DOWNPIPES  
TO MATCH: GENTEX ALUMINUM  
COLORS "SLATE"

F4 METAL RAILINGS:  
COLOR: CHARCOAL

F5 WINDOWS:  
BLACK VINYL

**PAINT COLORS**

F9 P2 STUCCO: COLOR TO MATCH:  
BM #HC-167 "AMHERST GRAY"

F10 P2 WOOD TRIM COLOR:  
TO MATCH:  
BM #HC-167 "AMHERST GRAY"

F11 P2 HARDI PANEL FASCIA COLOR:  
TO MATCH: BM #2128-10 "WROUGHT IRON"

F12 P4 DOOR COLOR:  
TO MATCH: BM #2120-20  
"BLACKIRON"

F13 STONE GLAZING:  
ELDORADO STACKED STONE  
COLOR: "DARK RINDLE (XL)"

**1 EAST ELEVATION**  
Scale: NTS

**2 NORTH (LANE) ELEVATION**  
Scale: NTS

**3 WEST ELEVATION**  
Scale: NTS

**4 SOUTH ELEVATION (E 22ND STREET)**  
Scale: NTS

**5 WEST GARAGE ELEVATION**  
Scale: NTS

**6 SOUTH (BUILDING) GARAGE ELEVATION**  
Scale: NTS

**7 EAST GARAGE ELEVATION**  
Scale: NTS

**8 NORTH GARAGE ELEVATION**  
Scale: NTS

**PROPOSED  
DUPLX**

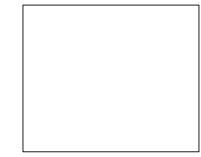
**ADDRESS:  
228 EAST 22ND STREET,  
NORTH VANCOUVER**

**LEGAL DESCRIPTION:**

**LOT 21  
BLOCK 208  
DISTRICT LOT 546  
GROUP 1, NWD  
PLAN 5481**

**P.I.D.: 009-276-955**

No.	Date	Revision
1	11/08/17	ISSUED FOR DP
2	11/14/18	REVISED FOR DP
3	05/08/19	REVISED FOR DP
4	05/08/19	REVISED FOR DP

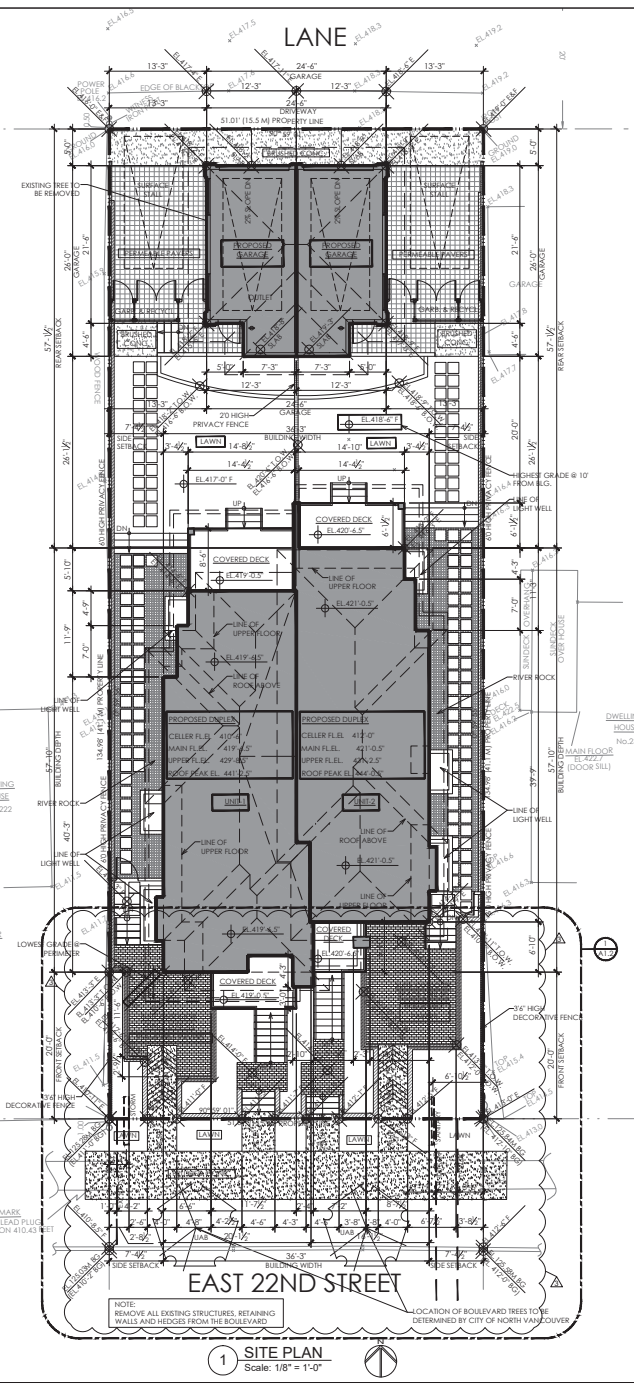


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Title  
**SITE PLAN & CALC'S**

Date  
MAY 28TH, 2019  
Scale  
AS SHOWN  
Drawing No.

**A1**



**ADDRESS**  
228 EAST 22ND STREET, NORTH VANCOUVER

**LEGAL DESCRIPTION**

LOT	21
BLOCK	208
D	546
GROUP	1 NWD
PLAN	5481
P.I.D.	009-276-955

**ZONING REQUIREMENTS**

LAND ZONED	51.01 X 134.98'	R1-1A	6885 SF
SITE COVERAGE	50%	3442.5 SF	
PROPOSED	5 X 4885 SF	1945 SF	
FLOOR AREA RATIO	35 X 6885 SF + 1000 SF	3410 SF	
MAX. ALLOW.	5 X 4885 SF	3442.5 SF	

**PROPOSED**

UNIT-1	UNIT-2	TOTAL
MAIN FLOOR	867 SF	1734 SF
UPPER FLOOR	796.5 SF	1653.5 SF
CELLAR (EXEMPTED)	867 SF	1734 SF
TOTAL AG	1756 SF	1663.5 SF
TOTAL GROSS	2673 SF	2530.5 SF

**DETACHED GARAGE AREA**

ALLOWABLE	400 SF
PROPOSED	592 SF

**SECONDARY SUITE**

ALLOWABLE	969 SF
PROPOSED	852 SF + 802 SF

**BUILDING HEIGHTS**

FRONT AVE. GRADE - 411.0' + 412.83' / 2	411.91'
REAR AVE. GRADE - 414.0' + 419.0' / 2	417.5'
REFERENCE GRADE - 411.91' + (411.91 + 411.91) X 4	414.14'
TOP OF PLATE MAX. : 414.14' + 26.2'	440.34'
PROPOSED TOP OF PLATE:	440.33'
MIN. MAIN FL. EL. : 414.14' + 2.5'	416.64'
PROPOSED MAIN FL. EL.:	419.54'
ROOF RIDGE MAX. : 414.14' + 33.0'	447.14'
PROPOSED RIDGE MAX.:	444.00'

**SET BACKS**

FRONT YARD	ALLOWABLE	PROPOSED
SIDE YARD	15.0'	20.0'
FLANKING SIDE	4.0'	7.4' / 7.4'
REAR YARD	3.5X(34.98+47.24) OR	57.1'
	26.2'	

**ACCESSORY BUILDING**

ACCESSORY BUILDING HEIGHT	ALLOWABLE (12:13 MEAN / 15:0 MAX)	15.0'
PROPOSED		14.5'

**MAX AREA**

ALLOWABLE	400 SF
PROPOSED	592 SF

**SET BACKS**

TO LANE	ALLOWABLE	PROPOSED
SIDE YARD	4.0'	5.0'
FLANKING SIDE	2.0'	13.25' / 13.25'
TO HOUSE	NA	NA
	20.0'	36.1'

**MAX SOLID WALL WIDTH**

ALLOWABLE	35.0'
PROPOSED:	7 X LOT WIDTH
	24.5'

**ENERGY EFFICIENCY REQUIREMENTS:  
CLIMATE ZONE 4  
ENERGY STEP CODE: STEP 3**

**THERMAL CHARACTERISTICS OF BUILDING ASSEMBLIES (9.36.2.6 - 9.36.2.8)**

- SEE SECTION ASSEMBLIES ON SHEET A6 FOR EFFECTIVE R-VALUES OF COMPONENTS.
- SPINDLES TO MEET THE FOLLOWING PER 9.36.2.7.
- WINDOWS: MAX. USI 1.4
- EXTERIOR DOORS: MAX. USI 1.8 (U-0.32)
- FRONT DOOR: MAX. USI 2.6 (U-0.46)
- DOOR BTWN HOUSE & GARAGE: MIN. RSI 1.1 (R-6.25)
- ATTIC ACCESS HATCHES: MIN. RSI 1.1 (R-6.25)

**AIR TIGHTNESS (9.36.2.8) & CONSTRUCTION OF AIR BARRIER DETAILS (9.36.2.10):**

- SEE SHEETS A7 & A8 & A9 DETAILS

**PRINCIPAL VENTILATION SYSTEM SUPPLY AIR (9.32.3.1):**

- PROVIDE VENTILATION TO BEDROOMS & HALLWAYS PER 9.32.3.4.(3)

**HVAC AND SERVICE WATER HEATING REQUIREMENTS (9.32.6 & 9.33.2)**

- HVAC SYSTEMS AND DUCTS TO BE SEED & INSTALLED PER 9.36.3.2
- PROVIDE DAMPERS FOR AIR INTAKE & OUTLET PER 9.36.3.3
- PER 9.36.3.3, PIPING FOR HEATING AND COOLING SYSTEMS TO BE LOCATED INSIDE THE PLANE OF INSULATION. PIPING IS TO BE LOCATED OUTSIDE THE BUILDING ENCLOSURE OR WITHIN UNCONDITIONED SPACE. THE INSULATION MUST BE INSTALLED TO A THERMAL RESISTANCE NOT LESS THAN THE EFFECTIVE RESISTANCE REQUIREMENTS OF THE EXTERIOR ABOVE GRADE WALL.
- PROVIDE TEMPERATURE CONTROLS FOR HEATING AND COOLING EQUIPMENT PER 9.36.3.4. THE ACCURACY
- OF THE CONTROL MUST BE BETTER THAN PLUS OR MINUS 0.5°C.
- HVF TO CONFORM TO 9.36.3.5, INCLUDING HAVING A MINIMUM SENSIBLE HEAT RECOVERY EFFICIENCY OF 60%.

**EQUIPMENT PERFORMANCE REQUIREMENTS**

**SPACE HEATING EQUIPMENT (PER CBC 9.36.3):**

**GAS FIRED FURNACE: (NOT USED)**

- LESS THAN 200,000 BTU/HR (64 kW)
- ANNUAL FUEL USE EFFICIENCY (AFUE) MUST BE GREATER THAN OR EQUAL TO 92%

**GAS FIRED BOILER:**

- LESS THAN OR EQUAL TO 300,000 BTU/HR (88 kW)
- ANNUAL FUEL USE EFFICIENCY (AFUE) MUST BE GREATER THAN OR EQUAL TO 90%

**AIR COOLED UNITARY AIR AND CONDITIONER AND HEAT PUMP SPLIT SYSTEM:**

- LESS THAN OR EQUAL TO 65,000 BTU/HR (19 kW)
- ENERGY EFFICIENCY RATING (SEER) OF 14.5 AND ENERGY EFFICIENCY RATING (SEER) OF 11.5

**GAS FIRED TANKLESS (NOT USED)**

- LESS THAN OR EQUAL TO 200,000 BTU/HR (73.2 kW)
- ENERGY FACTOR (EF) MUST BE GREATER THAN OR EQUAL TO 0.8

**SERVICE WATER HEATING EQUIPMENT (PER CBC 9.36.4):**

**ELECTRIC STORAGE: (NOT USED)**

- 15% CON. LOSS TO 2%
- STANDBY LOSS LESS THAN OR EQUAL TO 25-0.20V (TOP INLET)
- 40-0.20V (BOTTOM INLET)
- WHERE BY THE TANK VOLUME (IN LITRES)

**GAS FIRED STORAGE:**

- LESS THAN FLOOR BTU/HR (22 KW)
- ENERGY FACTOR (EF) MUST BE GREATER THAN OR EQUAL TO 0.67-0.0005V
- WHERE BY THE TANK VOLUME (IN LITRES)

**GAS FIRED TANKLESS: (NOT USED)**

- LESS THAN OR EQUAL TO 200,000 BTU/HR (73.2 KW)
- ENERGY FACTOR MUST BE GREATER THAN OR EQUAL TO 0.8

**PER 9.36.4.4. SERVICE WATER HEATING TO BE INSULATED FOR THE FIRST 2 M (6.5 FT) OF THE STORAGE TANK INLET AND OUTLET W/ MIN. 12 MM (0.5") THICK INSULATION, WHERE PIPING IS LOCATED OUTSIDE THE BUILDING ENCLOSURE OR WITHIN UNCONDITIONED SPACE. THE INSULATION IS BE INSTALLED TO A THERMAL RESISTANCE NOT LESS THAN THE EFFECTIVE RESISTANCE REQUIREMENTS OF THE EXTERIOR ABOVE GRADE WALL, WITH RECIRCULATING HOT WATER SYSTEMS, ALL PIPING TO BE INSULATED.**

- PROVIDE CONTROLS FOR TEMPERATURE SETTINGS FOR SERVICE WATER HEATING CONTROLS PER 9.36.4.5.

**PROPOSED EQUIPMENT:**

BOILER: 948 AFUE  
HW STORAGE TANK: 0.79 EF  
HRV: 65% EFFICIENCY  
ACH50 SFA: 2.5 ACH  
PASSIVE VENTILATION FOR SECONDARY UNIT

**PROPOSED WINDOWS:**

WINDOWS : 1.4 U OR LESS  
DOORS : 1.2 U OR LESS

**ADAPTABLE DESIGN GUIDELINES  
DESIGN ELEMENTS:**

	<b>LEVEL ONE</b>
<b>BUILDING ACCESS</b>	Outside stairs – maximum degree of colour contrast on nosing of each stair
<b>BUILDING ACCESS</b>	Curb cuts have tactile and visual cues
<b>BUILDING ACCESS</b>	Unobstructed access to main building entrances from streets/sidewalks
<b>BUILDING ACCESS</b>	
<b>BUILDING ACCESS</b>	
<b>BUILDING ACCESS</b>	Canopy over main building entrances (3' or 915mm) and entrance
<b>BUILDING ACCESS</b>	
<b>BUILDING ACCESS</b>	Disability Parking provided in accordance with zoning bylaw Figure 9-4 as attached
<b>BUILDING ACCESS</b>	
<b>BUILDING ACCESS</b>	Flush thresholds throughout the building (maximum 1/2" or 13mm height)
<b>BUILDING ACCESS</b>	Accessible building entrance call buttons and, where provided, suite door bells *

**1 SITE PLAN**  
Scale: 1/8" = 1'-0"

**PROPOSED  
DUPEX**

**ADDRESS:  
228 EAST 22ND STREET,  
NORTH VANCOUVER**

**LEGAL DESCRIPTION:**

<b>LOT</b>	<b>21</b>
<b>BLOCK</b>	<b>208</b>
<b>DISTRICT LOT</b>	<b>546</b>
<b>GROUP PLAN</b>	<b>1, NWD 5481</b>

**P.I.D.: 009-276-955**

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4	05/20/19	REVISED FOR DP

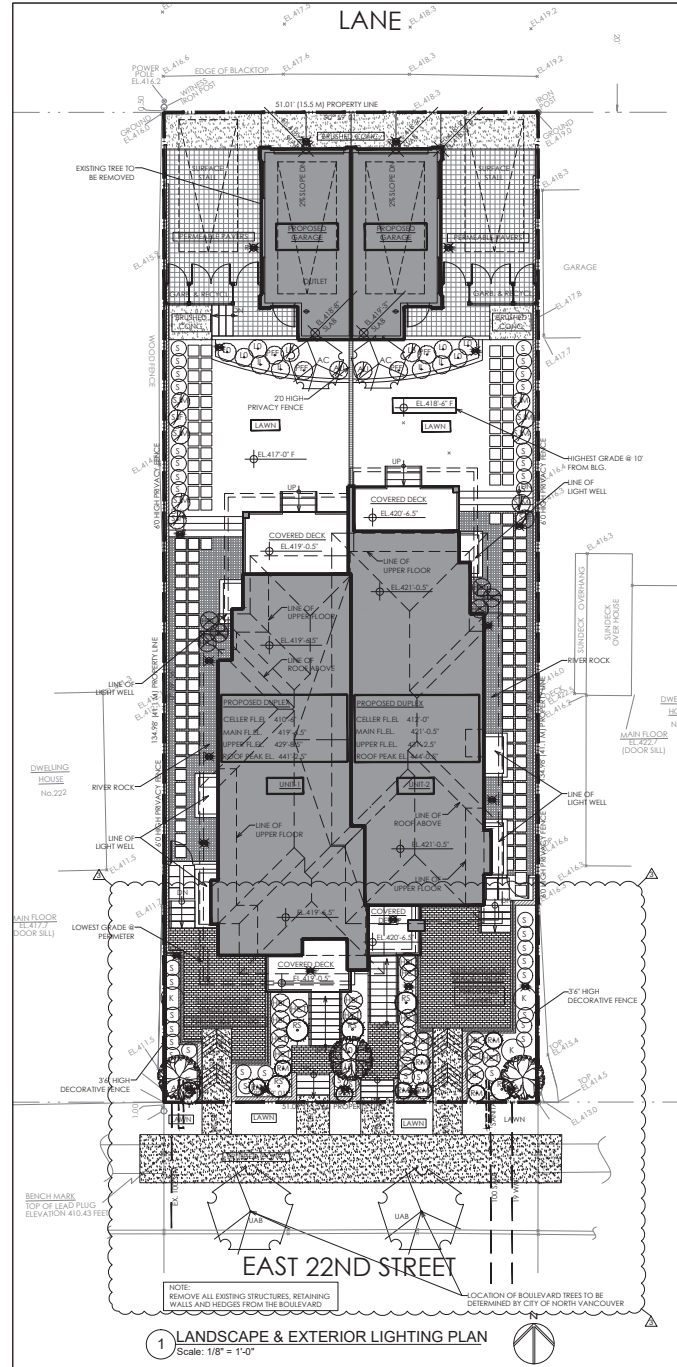


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**Title  
LANDSCAPE AND  
EXTERIOR LIGHTING  
PLAN**

Date  
MAY 28TH, 2019  
Scale  
AS SHOWN  
Drawing No.

**A1.1**



**LIGHTING LEGEND**

- BOLLARD LIGHT FIXTURE
- ⊗ PENDANT LIGHT FIXTURE
- ⊗ RECESSED LIGHT FIXTURE

**NOTE:**  
EXT. LIGHTING TO BE HARDWIRED & BOLLARD LIGHTS TO BE INTERCONNECTED.

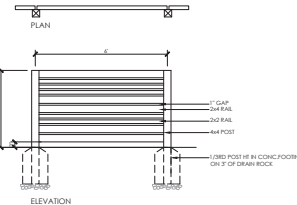
**NOTE:**  
E = EXISTING GRADE  
EX = EXTRAPOLATED EXISTING GRADE  
F = FINISHED GRADE

PROVIDE TOPSOIL FOR ALL PLANTED AREAS

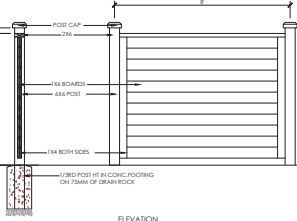
EXISTING TOPSOIL TO BE RETAINED FOR REUSE AT SITE

KEY	BOTANICAL NAME	COMMON NAME	SIZE	SPACING
BS	BUXUS SEMPERVIRENS 'SUFRUTICOSA'	DWARF ENGLISH BOXWOOD	#3 POT	1'-9"
AP	ACER PALMATUM VAR. ATROPURPUREUM	BLOODGOOD JAPANESE MAPLE	1.5 M	AS SHOWN
IL	ILICIUM PARVIFLORUM	YELLOW ANISE	#3 POT	AS SHOWN
RS	RHODODENDRUM X 'SNEEZY'	SNEEZY RHODODENDRUM	#3 POT	AS SHOWN
SJM	SKIMMIA JAPONICA (MALES)	JAPANESE SKIMMIA	#3 POT	AS SHOWN
SJF	SKIMMIA JAPONICA (FEMALES)	JAPANESE SKIMMIA	#3 POT	AS SHOWN
PF	PIERIS X 'FOREST FLAME'	FOREST FLAME	#3 POT	AS SHOWN
HBL	HOSTA X 'BRIGHT LIGHTS'	HOSTA BRIGHT LIGHTS	#3 POT	AS SHOWN
HCT	HOSTA X 'CHRISTMAS TREE'	HOSTA CHRISTMAS TREE	#3 POT	AS SHOWN
LO	LAVANDULA OFFICINALIS	LAVENDER	#3 POT	AS SHOWN
WMO	PHILADELPHUS LEWISII	WILD MOCK ORANGE	#3 POT	AS SHOWN
CH	THUJA OCCIDENTALIS 'SMARAGD'	AMERICAN ARBORVITAE	40 HIGH	AS SHOWN
AC	ACER CERNIUM	VINE MAPLE	2 M	AS SHOWN
AU	ARCTOSTAPHYLOS UVA-URSI	KINKINNICK	#1 POT	AS SHOWN
LB	LINNAEA BOREALIS	TWINFLOWER	#1 POT	AS SHOWN
RM	ROSA MINUTIFLORA 'GOURMET POPCORN O.R.'	GOURMET POPCORN O.R.	#1 POT	AS SHOWN
EL	PRUNUS LAURO-CERASUS	ENGLISH LAUREL	40 HIGH	AS SHOWN
K	CALAMAGROSTIS ACUTIFLORA 'KARL FOERSTER'	FOERSTER REED GRASS	#1 POT	AS SHOWN
S	CAREX 'ICE DANCE'	SILVER VARIEGATED SEDGE	#1 POT	AS SHOWN
UAB	ULMUS AMERICANA BRANDON	BRANDON AMERICAN ELM	7 CM	AS SHOWN

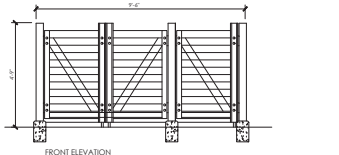
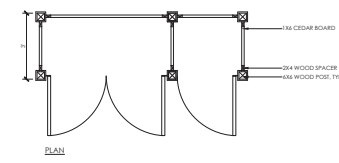
**NOTE:** TREE TO BE PLANTED IN A MINIMUM OF 15M<sup>2</sup> OF QUALITY SOIL GROWING MEDIUM. PROVIDE 12" DEEP RIGID ROOT BARRIER, 2 METRES IN LENGTH (CENTERED ON TREE) PLACED ALONG EDGE OF THE SIDEWALK ADJACENT TO THE TREE.



**2 3'6" HIGH WOOD FENCE**  
Scale: 3/8" = 1'-0"



**3 6' HIGH PRIVACY FENCE**  
Scale: 3/8" = 1'-0"



**4 GARBAGE ENCLOSURE**  
Scale: 3/8" = 1'-0"

- NOTE:**
1. ALL POSTS PRESSURE TREATED TO CSA STANDARD AND END CUTS TREATED WITH PRESERVATIVE.
  2. ALL OTHER MEMBERS TO BE CEDAR #2 (CONSTRUCTION) GRADE MINIMUM.
  3. ALL HARDWARE HOT DIPPED GALVANIZED.
  4. APPLY 2 COATS EXTERIOR GRADE TO MANUFACTURER'S SPECIFICATION. FINISH SPECIFICATIONS AS APPROVED BY PROJECT ARCHITECT.
  5. ALL FINISHES TO BE LEVEL. CHANGES IN GRADE TO BE 1/2" OF STEPS (MAX.). GAPS TO GRADE TO FOLLOW FINISH GRADE. GAP TO BE 3/4".

- TYPICAL NOTES:**
1. ALL WOOD TO BE TREATED.
  2. CEAR FINISH TO MATCH EXISTING FINISH TO MATCH ARCHITECTURAL INTENT (COLORS TO BE PRE-APPROVED BY OWNER).
  3. ALL HARDWARE HOT DIPPED GALVANIZED.
  4. GATE HARDWARE TO BE PRE-APPROVED BY OWNER.

PROPOSED  
DUPLEX

ADDRESS:  
228 EAST 22ND STREET,  
NORTH VANCOUVER

LEGAL DESCRIPTION:  
LOT 21  
BLOCK 208  
DISTRICT LOT 546  
GROUP 1, NWD  
PLAN 5481

P.I.D.: 009-276-955

No.	Date	Revision
1	11/28/21	ISSUED FOR DP
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3	09/25/24	REVISED FOR DP

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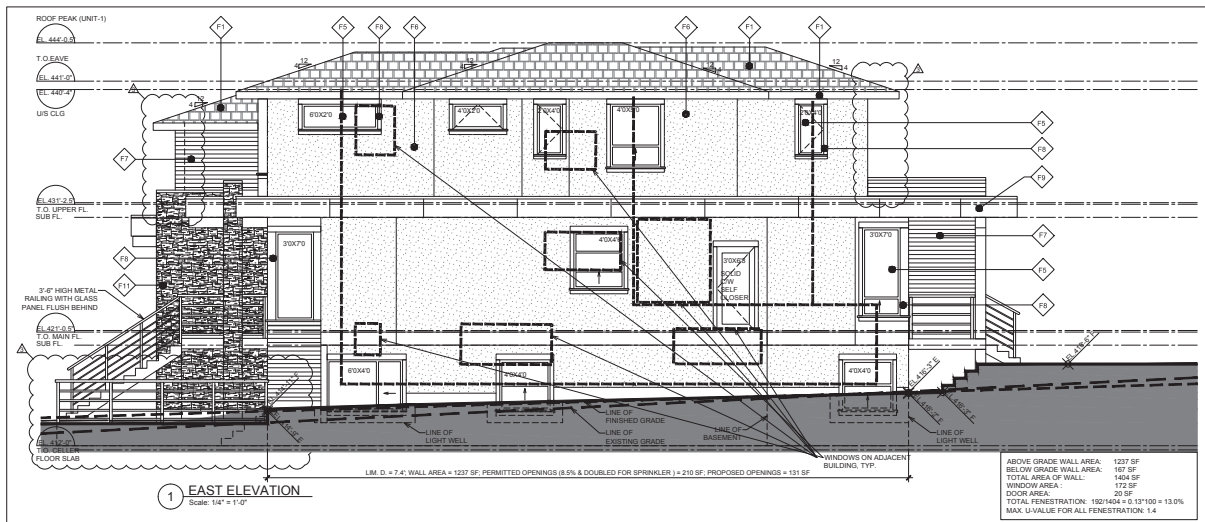
Title  
ELEVATIONS

Date  
MAY 09TH 2019

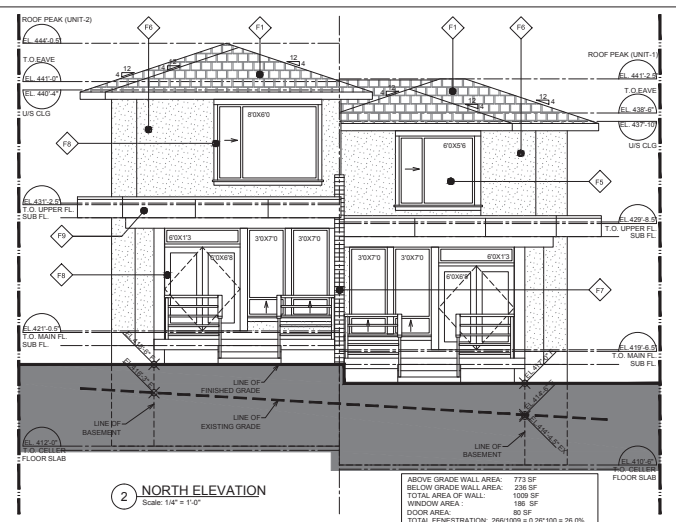
Scale  
AS SHOWN

Drawing No.

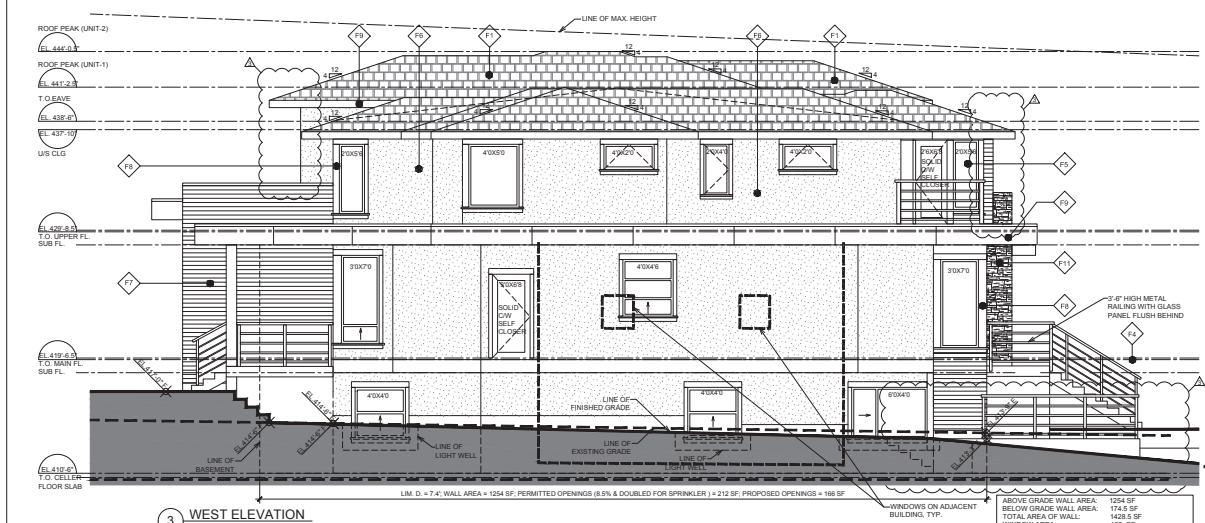
A4



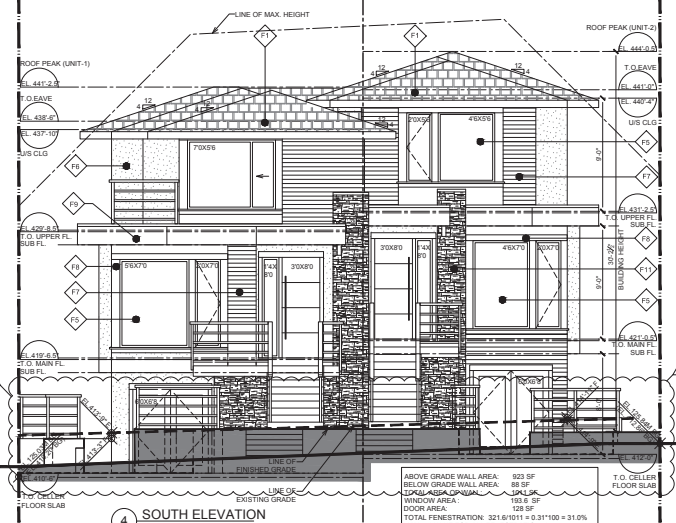
1 EAST ELEVATION  
Scale: 1/4" = 1'-0"



2 NORTH ELEVATION  
Scale: 1/4" = 1'-0"



3 WEST ELEVATION  
Scale: 1/4" = 1'-0"



4 SOUTH ELEVATION  
Scale: 1/4" = 1'-0"

- MATERIALS & COLORS**
- F1 ASPHALT SHINGLES ROOF
  - F2 CAMBRIDGE 600 (28 YR. WARRENTY) COLOR: HARVARD SLATE
  - F3 WOOD SOFFIT TO MATCH: BM ARBORCOAT TRANSLUCENT STAIN, "LEATHER SADDLE BROWN"
  - F4 T&G WOOD TO MATCH: BM ARBORCOAT SEMI TRANSPARENT STAIN, "LEATHER SADDLE BROWN"
  - F5 METAL RAILINGS COLOR: CHARCOAL
  - F6 WINDOWS: BLACK VINYL
  - F7 METAL CLITTERS & DOWNPIPES TO MATCH: GENTEX ALUMINUM COLORS "SLATE"
  - F8 METAL RAILINGS TO MATCH: BM #HC-167 "AMHERST" GRAY
  - F9 4" T&G WOOD SIDING TO MATCH: BM ARBORCOAT SEMI TRANSPARENT STAIN, "LEATHER SADDLE BROWN"
  - F10 WOOD TRIM COLOR: TO MATCH: BM #HC-167 "AMHERST" GRAY
  - F11 DOOR COLOR: TO MATCH: BM #2124-10 "WRONGOUT IRON"
  - F12 DOOR COLOR: TO MATCH: BM #2124-10 "WRONGOUT IRON"
  - F13 DOOR COLOR: TO MATCH: BM #2124-10 "WRONGOUT IRON"
  - F14 DOOR COLOR: TO MATCH: BM #2124-10 "WRONGOUT IRON"
  - F15 DOOR COLOR: TO MATCH: BM #2124-10 "WRONGOUT IRON"
  - F16 DOOR COLOR: TO MATCH: BM #2124-10 "WRONGOUT IRON"
  - F17 DOOR COLOR: TO MATCH: BM #2124-10 "WRONGOUT IRON"
  - F18 DOOR COLOR: TO MATCH: BM #2124-10 "WRONGOUT IRON"
  - F19 DOOR COLOR: TO MATCH: BM #2124-10 "WRONGOUT IRON"
  - F20 DOOR COLOR: TO MATCH: BM #2124-10 "WRONGOUT IRON"
  - F21 DOOR COLOR: TO MATCH: BM #2124-10 "WRONGOUT IRON"
  - F22 DOOR COLOR: TO MATCH: BM #2124-10 "WRONGOUT IRON"
  - F23 DOOR COLOR: TO MATCH: BM #2124-10 "WRONGOUT IRON"
  - F24 DOOR COLOR: TO MATCH: BM #2124-10 "WRONGOUT IRON"
  - F25 DOOR COLOR: TO MATCH: BM #2124-10 "WRONGOUT IRON"
  - F26 DOOR COLOR: TO MATCH: BM #2124-10 "WRONGOUT IRON"
  - F27 DOOR COLOR: TO MATCH: BM #2124-10 "WRONGOUT IRON"
  - F28 DOOR COLOR: TO MATCH: BM #2124-10 "WRONGOUT IRON"
  - F29 DOOR COLOR: TO MATCH: BM #2124-10 "WRONGOUT IRON"
  - F30 DOOR COLOR: TO MATCH: BM #2124-10 "WRONGOUT IRON"
  - F31 DOOR COLOR: TO MATCH: BM #2124-10 "WRONGOUT IRON"
  - F32 DOOR COLOR: TO MATCH: BM #2124-10 "WRONGOUT IRON"
  - F33 DOOR COLOR: TO MATCH: BM #2124-10 "WRONGOUT IRON"
  - F34 DOOR COLOR: TO MATCH: BM #2124-10 "WRONGOUT IRON"
  - F35 DOOR COLOR: TO MATCH: BM #2124-10 "WRONGOUT IRON"
  - F36 DOOR COLOR: TO MATCH: BM #2124-10 "WRONGOUT IRON"
  - F37 DOOR COLOR: TO MATCH: BM #2124-10 "WRONGOUT IRON"
  - F38 DOOR COLOR: TO MATCH: BM #2124-10 "WRONGOUT IRON"
  - F39 DOOR COLOR: TO MATCH: BM #2124-10 "WRONGOUT IRON"
  - F40 DOOR COLOR: TO MATCH: BM #2124-10 "WRONGOUT IRON"
  - F41 DOOR COLOR: TO MATCH: BM #2124-10 "WRONGOUT IRON"
  - F42 DOOR COLOR: TO MATCH: BM #2124-10 "WRONGOUT IRON"
  - F43 DOOR COLOR: TO MATCH: BM #2124-10 "WRONGOUT IRON"
  - F44 DOOR COLOR: TO MATCH: BM #2124-10 "WRONGOUT IRON"
  - F45 DOOR COLOR: TO MATCH: BM #2124-10 "WRONGOUT IRON"
  - F46 DOOR COLOR: TO MATCH: BM #2124-10 "WRONGOUT IRON"
  - F47 DOOR COLOR: TO MATCH: BM #2124-10 "WRONGOUT IRON"
  - F48 DOOR COLOR: TO MATCH: BM #2124-10 "WRONGOUT IRON"
  - F49 DOOR COLOR: TO MATCH: BM #2124-10 "WRONGOUT IRON"
  - F50 DOOR COLOR: TO MATCH: BM #2124-10 "WRONGOUT IRON"
  - F51 DOOR COLOR: TO MATCH: BM #2124-10 "WRONGOUT IRON"
  - F52 DOOR COLOR: TO MATCH: BM #2124-10 "WRONGOUT IRON"
  - F53 DOOR COLOR: TO MATCH: BM #2124-10 "WRONGOUT IRON"
  - F54 DOOR COLOR: TO MATCH: BM #2124-10 "WRONGOUT IRON"
  - F55 DOOR COLOR: TO MATCH: BM #2124-10 "WRONGOUT IRON"
  - F56 DOOR COLOR: TO MATCH: BM #2124-10 "WRONGOUT IRON"
  - F57 DOOR COLOR: TO MATCH: BM #2124-10 "WRONGOUT IRON"
  - F58 DOOR COLOR: TO MATCH: BM #2124-10 "WRONGOUT IRON"
  - F59 DOOR COLOR: TO MATCH: BM #2124-10 "WRONGOUT IRON"
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  - F61 DOOR COLOR: TO MATCH: BM #2124-10 "WRONGOUT IRON"
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  - F91 DOOR COLOR: TO MATCH: BM #2124-10 "WRONGOUT IRON"
  - F92 DOOR COLOR: TO MATCH: BM #2124-10 "WRONGOUT IRON"
  - F93 DOOR COLOR: TO MATCH: BM #2124-10 "WRONGOUT IRON"
  - F94 DOOR COLOR: TO MATCH: BM #2124-10 "WRONGOUT IRON"
  - F95 DOOR COLOR: TO MATCH: BM #2124-10 "WRONGOUT IRON"
  - F96 DOOR COLOR: TO MATCH: BM #2124-10 "WRONGOUT IRON"
  - F97 DOOR COLOR: TO MATCH: BM #2124-10 "WRONGOUT IRON"
  - F98 DOOR COLOR: TO MATCH: BM #2124-10 "WRONGOUT IRON"
  - F99 DOOR COLOR: TO MATCH: BM #2124-10 "WRONGOUT IRON"
  - F100 DOOR COLOR: TO MATCH: BM #2124-10 "WRONGOUT IRON"

- ELEVATION NOTES**
- CLEARANCE FROM DIRECT VENT FLUES AND WINDOWS TO BE IN ACCORDANCE WITH FIREPLACE / FLUE MANUFACTURERS WRITTEN INSTRUCTIONS AND TO THE APPROVAL OF THE AUTHORITY HAVING JURISDICTION. CLEARANCE SHOULD BE CONFIRMED BEFORE WINDOW ORDER IS FINALIZED.
  - WINDOWS AND DOORS NOT LOCATED UNDER AND PROTECTED BY ROOF OVERHANGS TO BE FULLY FLASHED.
  - ALL RETAINING WALLS TO BE PROJECT 6" ABOVE GRADE.
  - 9" x 9" FIBER GLASS.
  - ROUGH IN WINDOW HEAD HEIGHT TO BE 1"-0" BELOW CEILING U.O.D.
  - WINDOW SIZES TO BE CONFIRMED WITH FRAMING CONDITIONS ON SITE.

## REZONING APPLICATION: 228 E. 22ND ST., NORTH VAN. DEVELOPER INFORMATION SESSION

**ArchiType**  
design

### Developer Information Session Summary:

Location: Harry Jerome Community Rec. Center,  
Mahon Room, North Vancouver  
Date & Time: June 14th, 2018, 6:00pm to 8:00pm

Present for the Information Session were myself (Satendra Mann, Designer), my client Vahid Herzarkhani and Emily Macdonald from the City of North Vancouver.

There were five visitors to the Information Session (see Appendix A). We discussed the project in a general way with most visitors and I presented information about the drawings in a more detailed way with the neighbors immediately adjacent to the site. Below is an overview of the conversations with the visitors during the session:

June Morris, 222 E. 22nd Street, North Vancouver (adjacent neighbor to the West)

- Was seeking information about the grades along property line, retaining walls at property lines, overlook onto her site and depth of excavation. I provided information about all of these concerns and she seemed satisfied with the information.
- Client has agreed to continue to work cooperatively with Ms. Morris to minimize adverse impacts during construction.

Mike Vanagas, 232 E. 22nd Street, North Vancouver (adjacent neighbor to the East)

- Expressed concern about parking garage being used for storage instead of parking (see Appendix B).
- Was seeking information about grades along property lines and I reviewed the elevations with him.
- Client has agreed to continue to work cooperatively with Mr. Vanagas to minimize adverse impacts during construction.

Lori Reinertson, 223 E. 22nd Street, North Vancouver

- Is frustrated with the new development on this block and in this neighborhood with regards to density, size of buildings, parking, increased traffic and other general concerns.

Sharon Yuen + Guest, 204 E. 18th Street, North Vancouver

- Seeking general information as they are contemplating a duplex for their own site.

233 W. 28th St.,  
North Vancouver, BC,  
V7N 2H9

Contact:  
Satendra Mann  
604.988.6063 ph/fx  
604.828-5202 cell  
smann106@telus.net





## NOTICE OF PUBLIC HEARING (WAIVED)

- WHO:** ArchiType Design
- WHAT:** Zoning Bylaw, 1995, No. 6700, Amendment Bylaw, 2019, No. 8743
- WHERE:** 228 East 22<sup>nd</sup> Street
- WHEN:** Monday, January 27, 2020 at 6:30 pm  
Council Chamber, City Hall  
141 West 14<sup>th</sup> Street, North Vancouver

Notice is hereby given that Council will consider:

### Zoning Amendment Bylaw, 2019, No. 8743

to rezone the subject property from an RS-1 (One-Unit Residential) Zone to an RT-1 (Two-Unit Residential) Zone to permit a duplex with suites, including 4 parking stalls accessed from the lane.

If you believe you may be affected by the above proposal, please forward written or email submissions, including your name and address, to the City Clerk, at [input@cnv.org](mailto:input@cnv.org), or by mail or delivered to City Hall. Submissions must be received no later than 4:00 pm, Monday, January 27, 2020, to ensure their availability to Council. No further information or submissions can be considered by Council after third reading of the bylaw.



The proposed Zoning Amendment Bylaw and background material will be available for viewing at City Hall between 8:30 am and 5:00 pm, Monday to Friday, except Statutory Holidays, from January 17, 2020, and online at [cnv.org/PublicHearings](http://cnv.org/PublicHearings).

Please direct any inquiries to **Emily Macdonald**, Planner, at [emacdonald@cnv.org](mailto:emacdonald@cnv.org) or **604-982-3904**.

141 WEST 14TH STREET / NORTH VANCOUVER / BC / V7M 1H9  
T 604 985 7761 / F 604 985 9417 / [CNV.ORG](http://CNV.ORG)



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**THE CORPORATION OF THE CITY OF NORTH VANCOUVER**

**BYLAW NO. 8743**

**A Bylaw to amend “Zoning Bylaw, 1995, No. 6700”**

The Council of The Corporation of the City of North Vancouver, in open meeting assembled, enacts as follows:

1. This Bylaw shall be known and cited for all purposes as “**Zoning Bylaw, 1995, No. 6700, Amendment Bylaw, 2019, No. 8743**” (Satendra Mann / ArchiType Design, 228 East 22<sup>nd</sup> Street).
2. Division VI: Zoning Map of Document “A” of “Zoning Bylaw, 1995, No. 6700” is hereby amended by reclassifying the following lots as henceforth being transferred, added to and forming part of RT-1 (Residential Two-Unit 1) Zone:

<b>Lots</b>	<b>Block</b>	<b>D.L.</b>	<b>Plan</b>	
21	208	546	5481	from RS-1

READ a first time on the 9<sup>th</sup> day of December, 2019.

READ a second time on the 9<sup>th</sup> day of December, 2019.

RECEIVED APPROVAL FROM THE  
MINISTRY OF TRANSPORTATION ON THE  
19<sup>TH</sup> DAY OF DECEMBER, 2019.

READ a third time on the <> day of <>, 2020.

ADOPTED on the <> day of <>, 2020.

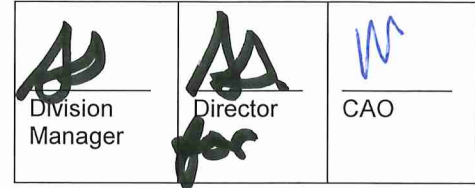
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MAYOR

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CITY CLERK

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The Corporation of **THE CITY OF NORTH VANCOUVER**  
**PLANNING & DEVELOPMENT DEPARTMENT**

**REPORT**

To: Mayor Linda Buchanan and Members of Council

From: Emily Macdonald, Planner 1

Subject: REZONING APPLICATION: 356 EAST 13<sup>TH</sup> STREET (SATENDRA MANN / ARCHITYPE DESIGN)

Date: November 27, 2019 File No: 08-3360-20-0435/1

*The following is a suggested recommendation only. Refer to Council Minutes for adopted resolution.*

**RECOMMENDATION:**

PURSUANT to the report of the Planner 1, dated November 27, 2019, entitled “Rezoning Application: 356 East 13<sup>th</sup> Street (Satendra Mann / ArchiType Design)”:

THAT “Zoning Bylaw, 1995, No. 6700, Amendment Bylaw, 2019, No. 8744” (Satendra Mann / ArchiType Design, 356 East 13<sup>th</sup> Street) be considered and the Public Hearing be waived;

THAT notification be circulated in accordance with the *Local Government Act*;

AND THAT the community benefits listed in the November 27, 2019 report in the section “Community Benefits” be secured through agreements at the applicant’s expense and to the satisfaction of the Director of Community Development.

**ATTACHMENTS:**

1. Context Map (Doc# [1852667](#))
2. Architectural and Landscape Plans, dated August 2019 (Doc# [1852670](#))
3. Public Consultation Summary (Doc# [1667411](#))
4. “Zoning Bylaw, 1995, No. 6700, Amendment Bylaw, 2019, No. 8744” (Doc# [1853058](#))

## PROJECT DESCRIPTION

The proposal includes a duplex with suites on an existing 15.5 metre wide property. A total of four parking spaces are proposed in the form of a garage and surface parking, accessed from the lane.

The requested changes to the zoning by-law to permit this development are identified in Table 1 below. The proposed development would comply with all requirements of the RT-1 Zone. No variances are being requested.

**Table 1. Requested Changes to the Zoning By-law**

	Current Designation/Regulation	Proposed Designation/Regulation
Zone	RS-1	RT-1

## POLICY FRAMEWORK

The subject site is designated Residential Level 2 in the Official Community Plan, which permits low-density residential development in the form of duplexes, triplexes and row homes.

Metro 2040	
Goal 1 Create a Compact Urban Area	The proposal represents a more compact form of residential development than the current Zone permits, on a site that is near walking and biking infrastructure and close to commercial and institutional destinations.
Goal 2 Support a Sustainable Economy	Proposed rental suites provide housing forms that can support a diversity of income levels and ensure people live close to where they work.
Goal 4 Develop Complete Communities	The proposed development provides a diversity of housing stock that will promote the ability to age-in-place allowing people to stay in their neighbourhood throughout all of their lifecycles.
Goal 5 Support Sustainable Transportation Choices	The site is serviced by several major transit routes, including the 240 to Vancouver city centre and routes along Lonsdale Avenue. Intensification of the site will allow for more residents to live directly next to transit.

<b>Official Community Plan</b>	
Policy 1.1.2 Align growth with the development of community amenities and infrastructure	Intensification of the site supports the use of existing amenities including the Green Necklace and Grand Boulevard and Ray Perrault Parks
Policy 1.3.1 Ensure that new development is compatible with the established urban form of the City, reflecting the primacy of the Lonsdale Regional City Centre and the transition through mid- and low-rise buildings to lower-density residential neighbourhoods	The proposed development on the site is appropriately scaled to the neighbourhood and supports the primacy of the Lonsdale Regional City Centre.
Policy 1.3.5 Encourage design excellence in developments through carefully considered, high quality architecture and landscaping, with varied designs which are interesting, sensitive and reflective of their surroundings	The surrounding neighbourhood has a variety of low-rise building forms. The proposed design is appropriate in character and quality for a Residential Level 2 neighbourhood.
Policy 1.3.6 Encourage architecture that responds to the unique context of the City in a sensitive, sustainable, and aesthetically compatible manner	Design and materials are consistent with those found in the local context. Landscaping includes native plant species.
Policy 1.5.1 Provide opportunities for a range of housing densities, diversified in type, size and location.	The proposed development includes two rental suites which provide a smaller and more affordable housing form.
<b>Housing Action Plan</b>	
Action #5 To increase rental options in lower density areas to support renters and provide homeowners with additional rental income, while retaining neighbourhood scale and character.	The proposed development creates two new principal units of modest size with rental suites. Rental income will help to make the houses more affordable for owners and the rental units will increase the supply of units available in an area that is walkable and well-served by transit.
<b>Sustainable Development Guidelines</b>	
Natural Systems The ability of natural systems, both global and local, to support life. Parks and green spaces help regulate the climate, clean and filter water and air, and provide recreational and aesthetic benefits. Maintaining healthy natural systems will reduce strain on municipal infrastructure, support local wildlife and enhance quality of life for community members.	The proposed landscaping is primarily permeable. Storm water management will be required to mitigate impact on local water courses and the Burrard Inlet. The majority of plants included in the landscape plan are native species.

## PLANNING ANALYSIS

### Site Context and Surrounding Use

The site is located near Lions Gate Hospital and Ray Perrault Park and is within 3 blocks of commercial and mixed-use areas along Lonsdale Avenue. The neighbourhood has a mix of single-family dwellings and duplexes. The buildings and uses immediately surrounding the subject site are described in Table 1 below.

**Table 1. Surrounding Uses**

Direction	Address	Description	Zoning
North	351 East 14 <sup>th</sup> St.	Single-family dwelling	RS-1
	357 East 14 <sup>th</sup> St.	Single-family dwelling	RT-1
	356 East 14 <sup>th</sup> St. / 1343 Ridgeway Ave.	Stratified triplex	CD-673 (Comprehensive Development 673)
South	353/355 East 13 <sup>th</sup> St.	Stratified duplex	RT-1
	357/359 East 13 <sup>th</sup> St.	Stratified duplex	RT-1
	1249 Ridgeway Ave.	Single-family dwelling	RS-1
East	1309 Ridgeway Ave.	Single-family dwelling	RS-1
West	348 East 13 <sup>th</sup> St.	Single-family dwelling	RS-1
	352 East 13 <sup>th</sup> St.	Single-family dwelling	RS-1

### Use

The policy framework applicable to the subject site supports the proposed development. The site is located in close proximity to transit and active transportation infrastructure as well as commercial areas and schools. Additionally, the units will support affordable home ownership through the inclusion of rental suites, and will provide rental housing stock.



### *Intensity*

The proposed intensification on the site is appropriate for the neighbourhood given the surrounding density and the land use designation. The site and the proposal provide a transition between the more intense building types to the west of the site, and the lower density to the east. The design shows that the proposed lots can accommodate the proposed duplex with suites and parking. The proposed density is consistent with the Official Community Plan at 0.5 FSR.

The site does not fall within the Duplex Special Study Area as identified in the Official Community Plan; however, the Study was expanded to include the subject site (and other properties) upon Council's direction on March 5, 2018. A report on the Duplex Special Study Area is forthcoming, expected early in 2020, and will follow recommendations from the previous report with proposed changes to the Official Community Plan and Zoning Bylaw. The proposed density of the current proposal is not inconsistent with proposed changes.

### *Form*

The proposed form of the development complies with the RT-1 Zone requirements and is appropriate in character for the low-density residential context. The proposed suites have access from the street and, being on the south end of the building, have substantial solar access into the outdoor areas provided and into the suites themselves. The proposed front setback exceeds the minimum, at approximately 8 metres (26 feet), allowing for a landscape plan with outdoor space designated for use by occupants of the suites, with shrubs and trees providing moderate privacy without preventing eyes-on-the-street surveillance of the public realm.

## **COMMUNITY CONSULTATION**

A Developer's Information Session was held on May 3, 2018. There was one attendee. The attendee expressed interest in the project and the rezoning process and completed an input form in support for the project.

Given there have been no concerns identified from the surrounding neighbourhood regarding the proposal, staff is recommending that the Public Hearing be waived. Should Council wish to refer the application to a Public Hearing, the first active clause in the resolution should be amended to read:

THAT "Zoning Bylaw, 1995, No. 6700, Amendment Bylaw, 2019, No. 8744"  
(Satendra Mann / ArchiType Design, 356 East 13<sup>th</sup> Street) be considered and referred to a Public Hearing;

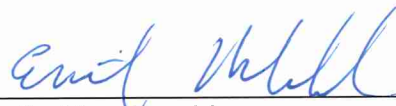
## COMMUNITY BENEFITS

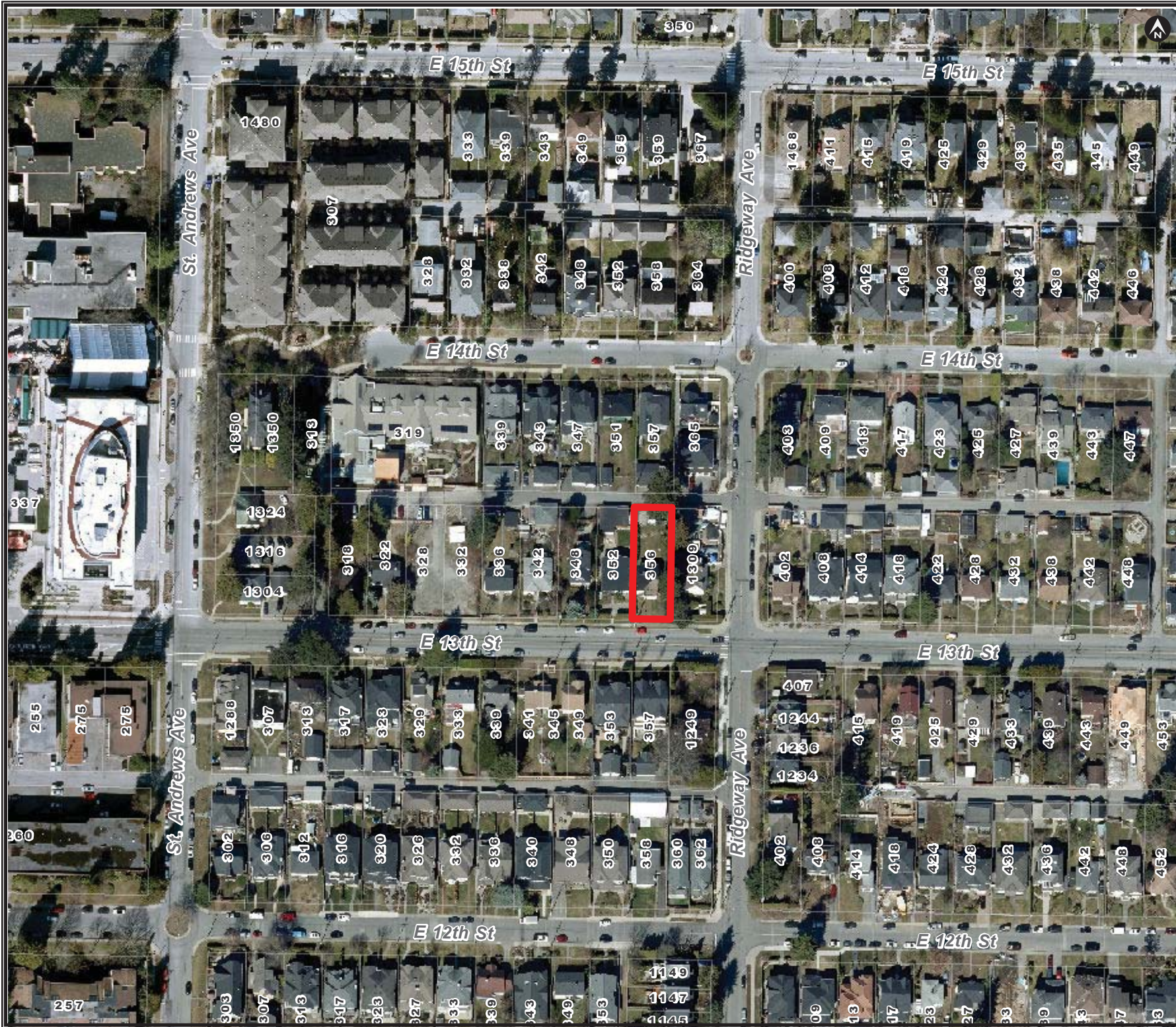
Development Services has requested that, in addition to standard requirements for a duplex development, a one-metre statutory right-of-way should be secured for the accommodation of future AAA (All Ages and Abilities) active transportation infrastructure along East 13<sup>th</sup> Street.

## CONCLUSION

The rezoning represents good planning. The subject site's proximity to existing employment, schools and commercial areas and transit make it an appropriate site for densification. The project would result in a net increase of three units (one principal and two accessory units) while maintaining the development form of the surrounding properties. The proposed parking is one space per unit, which is adequate for this site, given its proximity to transit and local destinations. Policy and planning analysis supports the proposed rezoning.

RESPECTFULLY SUBMITTED:

  
\_\_\_\_\_  
Emily Macdonald  
Planner 1

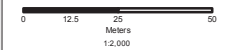


Legend

 Subject Site

Aerial 2019

Attachment 1



**DISCLAIMER**  
This map was produced on the City of North Vancouver's Geographic Information System. Data provided herein is derived from sources with varying levels of accuracy and detail. The City of North Vancouver disclaims all responsibility for the accuracy or completeness of information contained herein.

GIS Division, Information Technology,  
City of North Vancouver





**PROPOSED REZONING  
RS 1 TO RT-1A**

**ADDRESS:**

**356 13TH STREET EAST,  
NORTH VANCOUVER**

**LEGAL DESCRIPTION:**

LOT	15
BLOCK	59
DISTRICT LOT	550
GROUP PLAN	1, NWD 1363

P.I.D.: 008-468-079

No.	Date	Revision
1	07/24/17	ISSUED FOR DP
2	09/24/18	ISSUED FOR DP

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**TITLE**

**MATERIALS & COLORS**

Date

JULY 24TH, 2017

Scale

AS SHOWN

Drawing No.

**A0.2**

**BUILDING MATERIALS & COLOR**

- F1 ASPHALT SHINGLES ROOF: CAMBRIDGE W/O. (35 YR. WARRENTY) COLOR: HARVARD SLATE
- F2 WOOD SOFFIT: 4" TAG WOOD TO MATCH: BM ARBORCOAT TRANSLUCENT STAIN, "LEATHER SADDLE BROWN"

- F3 METAL GUTTERS & DOWNPIPES TO MATCH: GENEX ALUMINUM COLORS "SLATE"
- F4 METAL RAILINGS: COLOR: CHARCOAL
- F5 WINDOWS: CHARCOAL VINYL

**PAINT COLORS:**

- F6 P1 HARDI PANELS (W/METAL "F" TRIM PAINTED TO MATCH): COLOR TO MATCH: BM WOC-S2 "GRAY OWL"
- F7 P2 STUCCO COLOR TO MATCH: BM WOC-S2 "GRAY OWL"

- F8 P3 4" TAG WOOD SIDING TO MATCH: BM ARBORCOAT TRANSLUCENT STAIN, "LEATHER SADDLE BROWN"
- F9 P2 WOOD TRIM COLOR: TO MATCH: BM #HC-168 "CHELSEA GRAY"

- F10 P2 WOOD FASCIA COLOR TO MATCH: BM #HC-168 "CHELSEA GRAY"
- F11 P4 DOOR COLOR: TO MATCH: BM #2120-20 "BLACKIRON"
- F12 STONE CLADDING: ELDERADO STACKED STONE COLOR: CHAPEL HILL (XL)

- F13 GARAGE DOOR: CLOPAY MODERN STEEL COLLECTION STYLE: MODERN FLUSH PANEL FINISH: CYPRESS



**EAST ELEVATION**



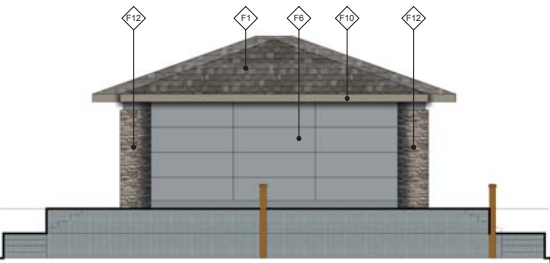
**2 NORTH (LANE) ELEVATION**  
Scale: NTS



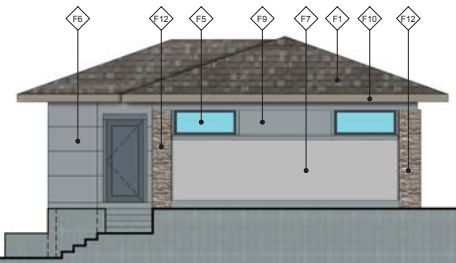
**4 SOUTH ELEVATION (E 13TH STREET)**  
Scale: NTS



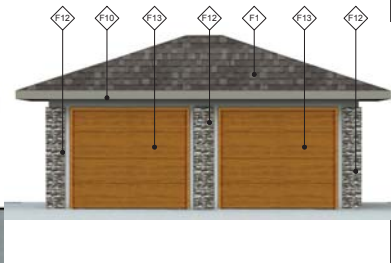
**5 WEST GARAGE ELEVATION**  
Scale: NTS



**6 SOUTH (BUILDING) GARAGE ELEVATION**  
Scale: NTS



**7 EAST GARAGE ELEVATION**  
Scale: NTS



**8 NORTH GARAGE ELEVATION**  
Scale: NTS

**PROPOSED REZONING**  
**RS 1 TO RT-1**

**ADDRESS:**  
**356 13TH STREET EAST,**  
**NORTH VANCOUVER**

**LEGAL DESCRIPTION:**  
**LOT 15**  
**BLOCK 59**  
**DISTRICT LOT 550**  
**GROUP 1, NWD**  
**PLAN 1363**

**P.I.D.: 008-468-079**

No.	Date	Revision
1	07/24/17	ISSUED FOR DP
	09/24/18	ISSUED FOR DP
	08/27/19	REVISED FOR DP

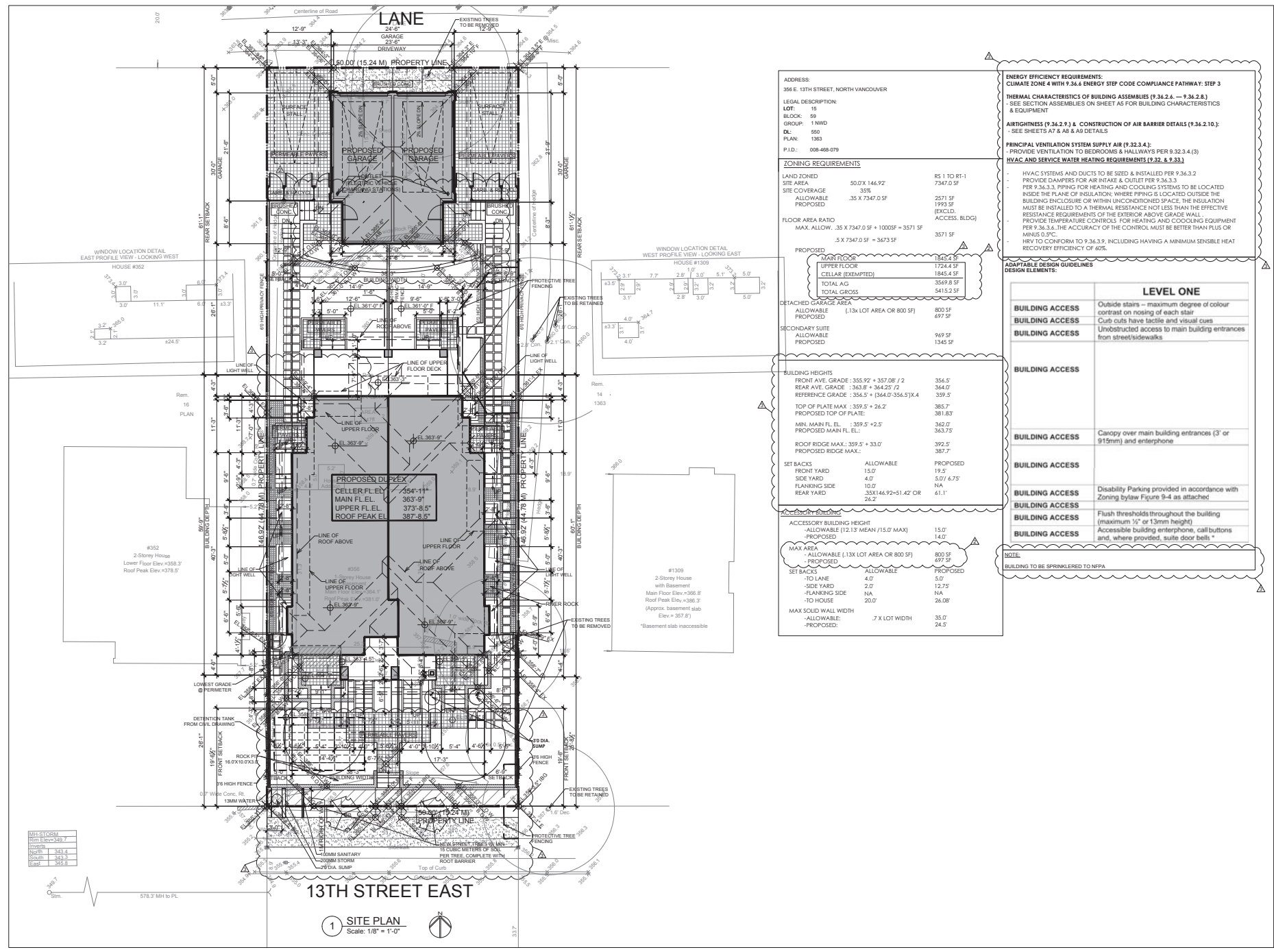
**NOTE:**  
BUILDING TO BE SPRINKLERED TO NFPA

All ideas, designs and plans indicated or represented by this and any other drawings are the property of the designer. No part shall be used or disclosed to anyone without permission of the designer.

Title  
**SITE PLAN & CALCUS**

Date  
AUGUST 27TH, 2019  
Scale  
AS SHOWN  
Drawing No.

**A1**



ADDRESS:  
356 E. 13TH STREET, NORTH VANCOUVER

LEGAL DESCRIPTION:  
LOT: 15  
BLOCK: 59  
GROUP: 1 NWD  
DL: 550  
PLAN: 1363  
P.I.D.: 008-468-079

**ZONING REQUIREMENTS**

LAND ZONED	RS 1 TO RT-1
SITE AREA	50.0X 146.92 7347.0 SF
SITE COVERAGE	35%
ALLOWABLE PROPOSED	.35 X 7347.0 SF 2571 SF
FLOOR AREA RATIO	1993 SF
MAX. ALLOW.	.35 X 7347.0 SF + 1000SF = 3571 SF
	3571 SF

**PROPOSED**

UPPER FLOOR	1643.4 SF
CELLAR (EXEMPTED)	1845.4 SF
TOTAL AG	3569.8 SF
TOTAL GROSS	5415.2 SF

**DETACHED GARAGE AREA**

ALLOWABLE (1.15X LOT AREA OR 800 SF)	800 SF
PROPOSED	697 SF

**SECONDARY SUITE**

ALLOWABLE	969 SF
PROPOSED	1345 SF

**BUILDING HEIGHTS**

FRONT AVE. GRADE : 355.92 + 337.08 / 2	356.5
REAR AVE. GRADE : 343.8 + 344.20 / 2	344.0
REFERENCE GRADE : 356.5 + (384.0 - 356.5) X .4	359.5
TOP OF PLATE MAX. : 359.5 + 26.2	385.7
PROPOSED TOP OF PLATE:	381.83
MIN. MAIN FL. EL. : 359.5' + 2.5'	362.0
PROPOSED MAIN FL. EL.:	363.75
ROOF RIDGE MAX. : 359.5 + 33.0	392.5
PROPOSED RIDGE MAX.:	387.7

**SET BACKS**

FRONT YARD	15.0'	PROPOSED
SIDE YARD	4.0'	5.0' / 6.75'
FLANKING SIDE	10.0'	NA
REAR YARD	.35X146.92=51.42 OR 26.2'	61.1'

**ACCESSORY BUILDING HEIGHT**

ALLOWABLE (12.15' MEAN / 15.0' MAX)	15.0'
PROPOSED	14.0'

**MAX AREA**

ALLOWABLE (1.15X LOT AREA OR 800 SF)	800 SF
PROPOSED	697 SF

**SET BACKS**

TO LANE	4.0'	5.0'
SIDE YARD	2.0'	12.75'
FLANKING SIDE	NA	NA
TO HOUSE	20.0'	26.08'

**MAX SOLID WALL WIDTH**

ALLOWABLE:	7 X LOT WIDTH	35.0'
PROPOSED:		24.5'

**ENERGY EFFICIENCY REQUIREMENTS:**  
CLIMATE ZONE 4 WITH 9.34.6 ENERGY STEP CODE COMPLIANCE PATHWAY: STEP 3

**THERMAL CHARACTERISTICS OF BUILDING ASSEMBLIES (9.34.2.4 - 9.34.2.8)**  
- SEE SECTION ASSEMBLIES ON SHEET AS FOR BUILDING CHARACTERISTICS & EQUIPMENT

**AIRIGHTNESS (9.34.2.9) & CONSTRUCTION OF AIR BARRIER DETAILS (9.34.2.10):**  
- SEE SHEETS A7 & A8 & A9 DETAILS

**PRINCIPAL VENTILATION SYSTEM SUPPLY AIR (9.32.3.4):**  
- PROVIDE VENTILATION TO BEDROOMS & HALLWAYS PER 9.32.3.4.(3)

**HVAC AND SERVICE WATER HEATING REQUIREMENTS (9.32. & 9.33):**  
- HVAC SYSTEMS AND DUCTS TO BE SIZED & INSTALLED PER 9.34.3.2  
- PROVIDE DAMPERS FOR AIR INTAKE & OUTLET PER 9.34.3.3  
- PER 9.34.3.3, PIPING FOR HEATING AND COOLING SYSTEMS TO BE LOCATED INSIDE THE PLANE OF INSULATION, WHERE PIPING IS LOCATED OUTSIDE THE BUILDING ENCLOSURE OR WITHIN UNCONDITIONED SPACE, THE INSULATION MUST BE INSTALLED TO THE THERMAL RESISTANCE NOT LESS THAN THE EFFECTIVE RESISTANCE REQUIREMENTS OF THE EXTERIOR ABOVE GRADE WALL.  
- PROVIDE TEMPERATURE CONTROLS FOR HEATING AND COOLING EQUIPMENT PER 9.34.3.4. THE ACCURACY OF THE CONTROL MUST BE BETTER THAN PLUS OR MINUS 0.5°C.  
- HRV TO CONFORM TO 9.34.3.9, INCLUDING HAVING A MINIMUM SENSIBLE HEAT RECOVERY EFFICIENCY OF 60%.

**ADAPTABLE DESIGN GUIDELINES DESIGN ELEMENTS:**

LEVEL ONE	
<b>BUILDING ACCESS</b>	Outside stairs - maximum degree of colour contrast on nosing of each stair
<b>BUILDING ACCESS</b>	Curb cuts have tactile and visual cues
<b>BUILDING ACCESS</b>	Unobstructed access to main building entrances from streets/sidewalks
<b>BUILDING ACCESS</b>	Canopy over main building entrances (3' or 915mm) and entrance
<b>BUILDING ACCESS</b>	Disability Parking provided in accordance with Zoning bylaw Figure 9-4 as attached
<b>BUILDING ACCESS</b>	Flush thresholds throughout the building (maximum 1/2" or 13mm height)
<b>BUILDING ACCESS</b>	Accessible building interphone, call buttons and, where provided, suite door bells *

**MIN. STORM**

North	343.6
South	343.6
East	345.8

**1 SITE PLAN**  
Scale: 1/8" = 1'-0"

**PROPOSED REZONING  
RS 1 TO RT-1**

**ADDRESS:  
356 13TH STREET EAST,  
NORTH VANCOUVER**

**LEGAL DESCRIPTION:**  
LOT 15  
BLOCK 59  
DISTRICT LOT 1, NWD  
GROUP PLAN 1363

**P.I.D.: 008-468-079**

No.	Date	Revision
1	07/24/17	ISSUED FOR DP
2	09/24/18	ISSUED FOR DP
3	08/27/19	REVISED FOR DP

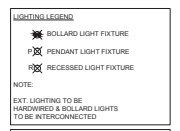
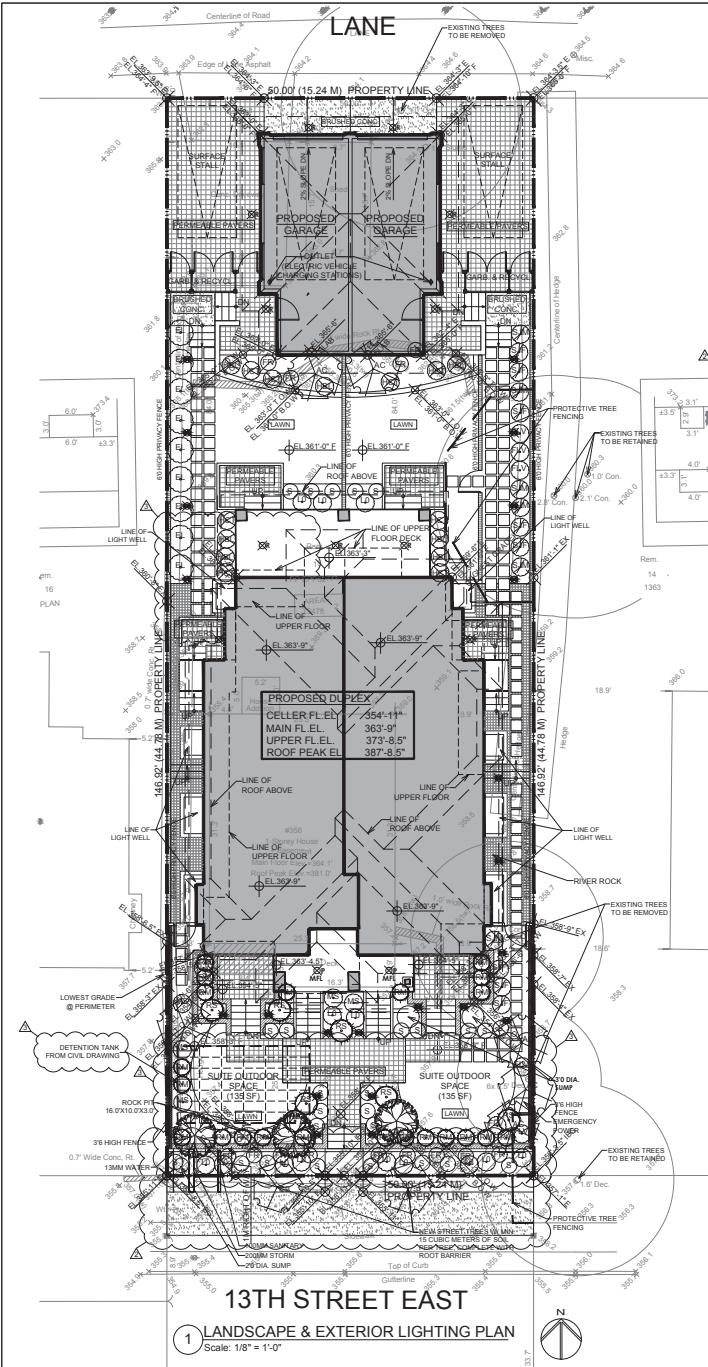


All ideas, designs and plans indicated or represented by this and any other drawings are the property of the designer. No part shall be used or disclosed in any way without permission of the designer.

**Title  
LANDSCAPE AND  
EXTERIOR LIGHTING  
PLAN**

Date  
**AUGUST 27TH, 2019**  
Scale  
**AS SHOWN**  
Drawing No.

**A1.1**



**NOTE:**  
EXT LIGHTING TO BE HARDWIRED & BOLLARD LIGHTS TO BE INTERCONNECTED

**NOTE:**  
E = EXISTING GRADE  
EX = EXTRAPOLATED EXISTING GRADE  
F = FINISHED GRADE

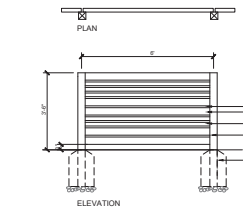
PROVIDE TOPSOIL FOR ALL PLANTED AREAS

EXISTING TOPSOIL TO BE RETAINED FOR REUSE AT SITE



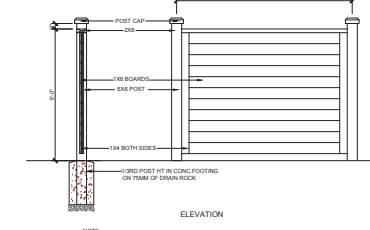
**BOLLARD LIGHT FIXTURE:**  
HAMPTON 6W 12V LOW VOLTAGE LED CAST ALUMINUM MODERN LIGHT

**PENDANT LIGHT FIXTURE:**  
PROGRESS LIGHTING SERIES COLLECTION 1 LIGHT ANTIQUE BRONZE HANGING LANTERN



**NOTE:**  
1. ALL POSTS PRESURE TREATED TO CSA STANDARD AND END CUTS TREATED WITH PRESERVATIVE.  
2. ALL OTHER MEMBERS TO BE DECAL #2 (CONSTRUCTION GRADE) MINIMUM.  
3. ALL HARDWARE NOT DIPPED GALVANIZED.  
4. APPLY 2 COATS EXTERIOR STAIN TO MANUFACTURERS SPECIFICATION. FINISH SELECTION AS APPROVED BY PROJECT ARCHITECT.  
5. ALL FENCES TO BE LEVEL. CHANGES IN GRADE TO BE IN 1" OR 2" STEPS (MAX). GAPS TO GRADE TO FOLLOW FINISH GRADE. GAP TO BE 3/8".

**2 3/6" HIGH WOOD FENCE**  
Scale: 3/8" = 1'-0"



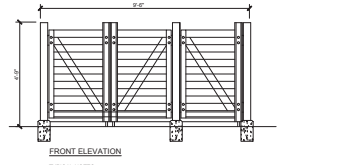
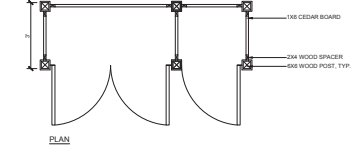
**NOTE:**  
1. ALL POSTS PRESURE TREATED TO CSA STANDARD AND END CUTS TREATED WITH PRESERVATIVE.  
2. ALL OTHER MEMBERS TO BE DECAL #2 (CONSTRUCTION GRADE) MINIMUM.  
3. ALL HARDWARE NOT DIPPED GALVANIZED.  
4. APPLY 2 COATS EXTERIOR STAIN TO MANUFACTURERS SPECIFICATION. FINISH SELECTION AS APPROVED BY PROJECT ARCHITECT.  
5. ALL FENCES TO BE LEVEL. CHANGES IN GRADE TO BE IN 1" OR 2" STEPS (MAX). GAPS TO GRADE TO FOLLOW FINISH GRADE. GAP TO BE 3/8".

**3 6' HIGH PRIVACY FENCE**  
Scale: 3/8" = 1'-0"

KEY	BOTANICAL NAME	COMMON NAME	QTY.	SIZE	SPACING	SPECIES
GB	GINKGO BILOBA	PRINCETON SENTRY	2	2M	AS SHOWN	NONNATIVE
BS	BUXUS SEMPERVIRENS 'SUFRUTICOSA'	DWARF ENGLISH BOXWOOD	-	#3 POT	1'-9"	NONNATIVE
AP	ACER PALMATUM VAR. ATROPURPUREUM	BLOODGOOD JAPANESE MAPLE	2	7CM CAL.	AS SHOWN	NONNATIVE
MS	SPIRAEA DENSIFLORA	MOUNTAIN SPIRAEA	3	#1 POT	AS SHOWN	NATIVE
RS	RHODODENDRUM X 'SNEEZY'	SNEEZY RHODODENDRUM	5	#1 POT	AS SHOWN	NONNATIVE
SJM	SKIMMIA JAPONICA (MALES)	JAPANESE SKIMMIA	7	#1 POT	AS SHOWN	NONNATIVE
SJF	SKIMMIA JAPONICA (FEMALES)	JAPANESE SKIMMIA	8	#1 POT	AS SHOWN	NONNATIVE
FLV	MAIANTHEMUM DILATATUM	FALSE LILY OF THE VALLEY	11	#1 POT	AS SHOWN	NATIVE
HLB	HOSTA X 'BRIGHT LIGHTS'	HOSTA BRIGHT LIGHTS	7	#1 POT	AS SHOWN	NONNATIVE
HCT	HOSTA X 'CHRISTMAS TREE'	HOSTA CHRISTMAS TREE	8	#1 POT	AS SHOWN	NONNATIVE
LO	LAVANDULA OFFICINALIS	LAVENDER	14	#1 POT	AS SHOWN	NONNATIVE
AC	ACER CIRCINATUM	VINE MAPLE	6	7CM CAL.	AS SHOWN	NATIVE
RM	ROSA MINIATURE 'GOURMET POPCORN O.R.	GOURMET POPCORN O.R.	14	#1 POT	AS SHOWN	NONNATIVE
EL	PRUNUS LAUROCERASUS	ENGLISH LAUREL	9	40 HIGH	AS SHOWN	NONNATIVE
S	CAREX 'ICE DANCE'	SILVER VERREGATED SEDGE	28	#1 POT	AS SHOWN	NONNATIVE
FR	CALAMAGROTIS ACUTIFLORA 'KARL FORESTER'	FOERESTER REED GRASS	16	#1 POT	AS SHOWN	NONNATIVE

PLANTS IN THE PLANT LIST ARE SPECIFIED ACCORDING TO THE LANDSCAPE CANADA GUIDE SPECIFICATIONS FOR NURSERY STOCK AND THE BCNTA STANDARD FOR CONTAINER GROWTH PLANTS. ALL LANDSCAPING AND LANDSCAPE MATERIALS TO CONFORM TO THE LATEST EDITION OF THE BCNTA/BSLA "LANDSCAPE STANDARDS" PLANT BEDS TO BE TOPPED WITH ORGANIC SOIL OR BARK MULCH.

**PERMEABLE PAVERS:**  
"AQUAPAVE" PERMEABLE CONC. PAVERS WITH SOLDIER COURSE EDGE TO PATIOS BY ABBOTSFORD CONC. COLOUR: OLD COUNTRY STONE "SHADOW BLEND"



**TYPICAL NOTES:**  
1. ALL WOOD 1" THICKEN.  
2. STAIN TWO COATS EXTERIOR STAIN TO MATCH ARCHITECTURAL TRIM COLOR TO BE PRE-APPROVED BY OWNER.  
3. ALL HARDWARE NOT DIPPED GALVANIZED.  
4. GATE HARDWARE TO BE PRE-APPROVED BY OWNER.

**4 GARBAGE ENCLOSURE**  
Scale: 3/8" = 1'-0"

**1 LANDSCAPE & EXTERIOR LIGHTING PLAN**  
Scale: 1/8" = 1'-0"

**13TH STREET EAST**

**PROPOSED ZONING  
RS 1 TO RT-1**

**ADDRESS:  
356 13TH STREET EAST,  
NORTH VANCOUVER**

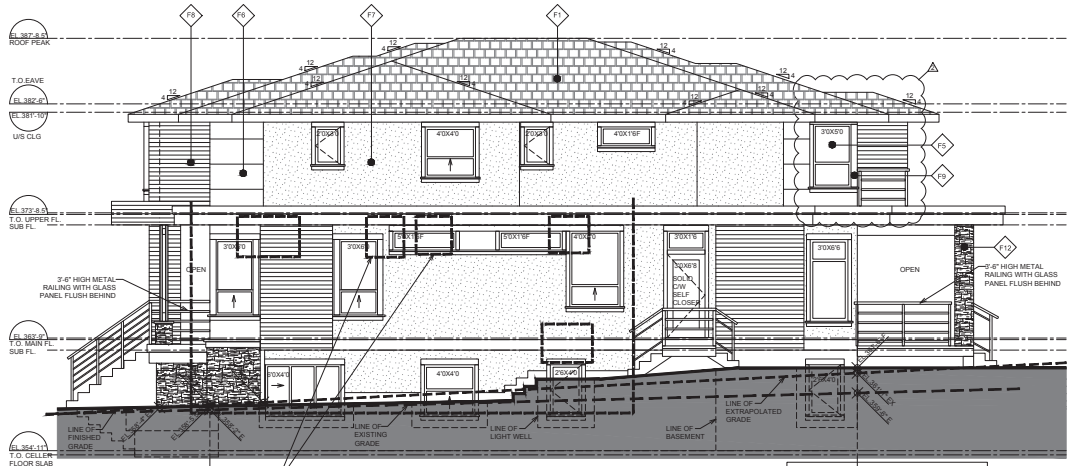
**LEGAL DESCRIPTION:  
LOT 15  
BLOCK 55  
DISTRICT LOT 550  
GROUP PLAN 1, NWD  
PLAN 1363**

**P.I.D.: 008-468-079**

No.	Date	Revision
002401		ISSUED FOR DP
002418		ISSUED FOR DP
002710		REVISED FOR DP

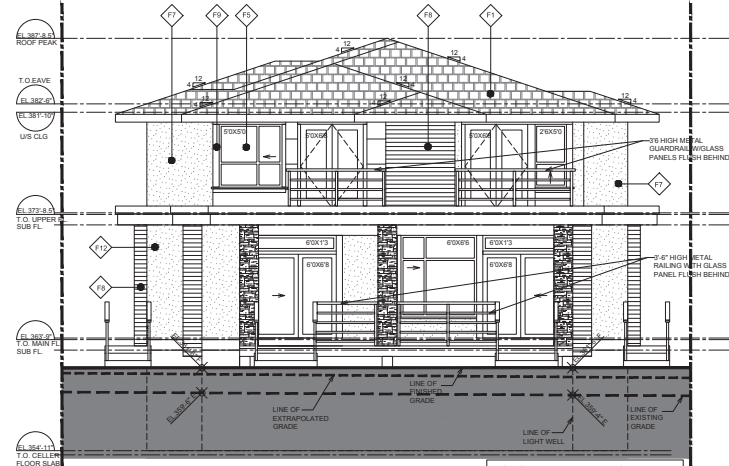
All ideas, designs and plans contained or represented in this set are owned by and remain the property of the architect. No part shall be used or disclosed in any way without permission of the architect.

Title  
**ELEVATIONS**  
  
Date  
AUGUST 27TH, 2019  
  
Scale  
AS SHOWN  
  
Drawing No.  
**A4**



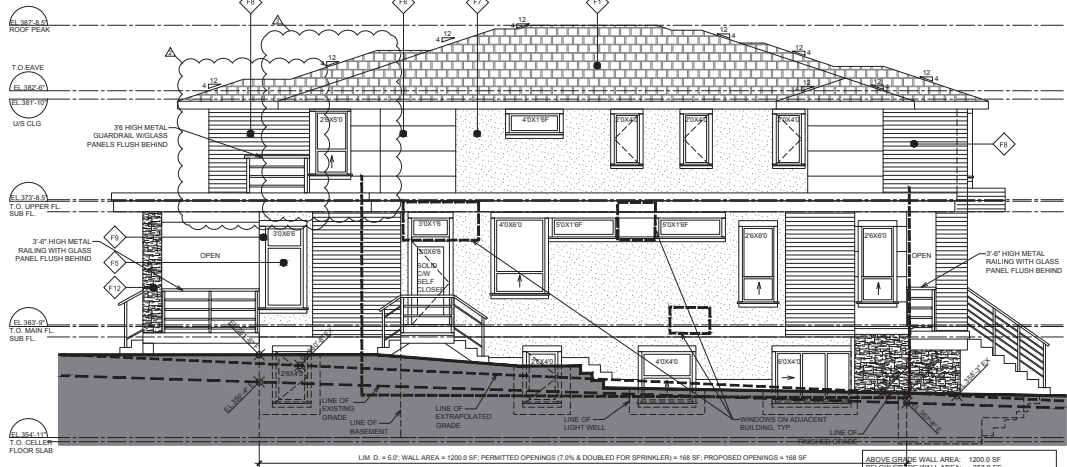
**1 EAST ELEVATION**  
Scale: 1/4" = 1'-0"

LIM. D. = 5.0'; WALL AREA = 1200 SF; PERMITTED OPENINGS (8.4% & DOUBLED FOR SPRINKLER) = 201.6 SF; PROPOSED OPENINGS = 184 SF  
 ABOVE GRADE WALL AREA: 1200.0 SF  
 BELOW GRADE WALL AREA: 258.0 SF  
 TOTAL AREA OF WALL: 1458.0 SF  
 WINDOW AREA: 208.0 SF  
 DOOR AREA: 20.0 SF  
 TOTAL FENESTRATION: 228.0/1458.0 = 0.156/100 = 15.6%  
 MAX. U-VALUE FOR ALL FENESTRATION: 1.4



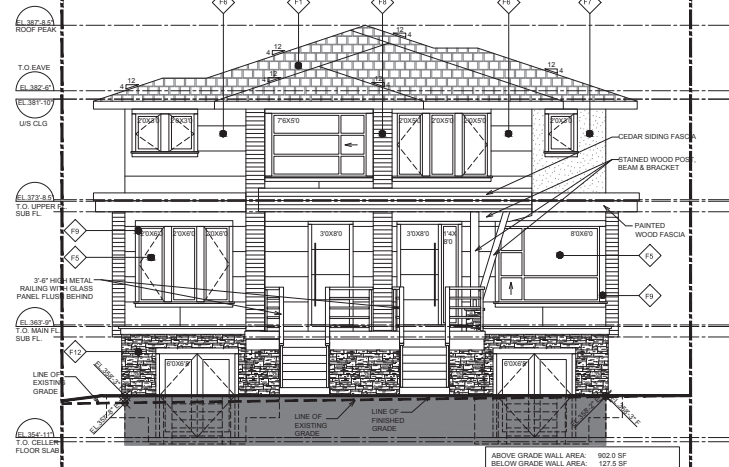
**2 NORTH ELEVATION**  
Scale: 1/4" = 1'-0"

ABOVE GRADE WALL AREA: 777.3 SF  
 BELOW GRADE WALL AREA: 252.2 SF  
 TOTAL AREA OF WALL: 1029.5 SF  
 WINDOW AREA: 130.9 SF  
 DOOR AREA: 140.9 SF  
 TOTAL FENESTRATION: 271.2/1029.5 = 0.271/100 = 27%  
 MAX. U-VALUE FOR ALL FENESTRATION: 1.4



**3 WEST ELEVATION**  
Scale: 1/4" = 1'-0"

LIM. D. = 5.0'; WALL AREA = 1200.0 SF; PERMITTED OPENINGS (7.0% & DOUBLED FOR SPRINKLER) = 168 SF; PROPOSED OPENINGS = 168 SF  
 ABOVE GRADE WALL AREA: 1200.0 SF  
 BELOW GRADE WALL AREA: 258.0 SF  
 TOTAL AREA OF WALL: 1458.0 SF  
 WINDOW AREA: 196.0 SF  
 DOOR AREA: 20.0 SF  
 TOTAL FENESTRATION: 216.0/1458.0 = 0.148/100 = 14.8%  
 MAX. U-VALUE FOR ALL FENESTRATION: 1.4



**4 SOUTH ELEVATION**  
Scale: 1/4" = 1'-0"

ABOVE GRADE WALL AREA: 902.0 SF  
 BELOW GRADE WALL AREA: 127.8 SF  
 TOTAL AREA OF WALL: 1029.8 SF  
 WINDOW AREA: 228.0 SF  
 DOOR AREA: 48.0 SF  
 TOTAL FENESTRATION: 276.2/1029.8 = 0.271/100 = 27%  
 MAX. U-VALUE FOR ALL FENESTRATION: 1.4

- ELEVATION NOTES**
- CLEARANCE BETWEEN DIRECT VENT FLUES AND WINDOWS TO BE IN ACCORDANCE WITH FIREPLACE / FLUE MANUFACTURERS WRITTEN INSTRUCTIONS AND TO THE APPROVAL OF THE AUTHORITY HAVING JURISDICTION. CLEARANCE SHOULD BE CONFIRMED BEFORE WINDOW ORDER IS FINALIZED.
  - WINDOWS AND DOORS NOT LOCATED UNDER AND PROTECTED BY ROOF OVERHANGS TO BE FULLY FLUSHED.
  - ALL RETAINING WALLS TO BE PROJECT 6" ABOVE GRADE.
  - 3" x 4" FIXED SASH.
  - ROUGH IN WINDOW HEAD HEIGHT TO BE 1'-2" BELOW CEILING U.N.O.
  - WINDOW SIZES TO BE CONFIRMED WITH FRAMING CONDITIONS ON SITE.

- MATERIALS & COLOR**
- F1 ASPHALT SHINGLES/ROOF: CAMBRIDGE RD. (24 YR. WARRANTY) COLOR: HARVARD SLATE
  - F2 WOOD SOFFIT: 2" RED WOOD TO MATCH: BM ARBORCOT TRANSLUCENT STAIN, "LEATHER SADDLE BROWN"
  - F3 METAL GUTTERS & DOWNSPIES TO MATCH: GENTEX ALUMINUM COLORS "SLATE"
  - F4 METAL RAILINGS: COLOR: CHARCOAL
  - F5 WINDOWS: CHARCOAL VINYL

- PAINT COLORS**
- F6 P1: 1/2" NANO PANELS (W/METAL 1/2" TRIM PAINTED TO MATCH): COLOR TO MATCH: BM MCC-52 "GRAY OVAL"
  - F7 P2: STUCCO - COLOR TO MATCH: BM MCC-52 "GRAY OVAL"
  - F8 P3: 4" T&G WOOD SIDING TO MATCH: BM ARBORCOT TRANSLUCENT STAIN, "LEATHER SADDLE BROWN"
  - F9 P4: WOOD TRIM COLOR TO MATCH: BM #4K-168 "CHELSEA GRAY"

- F10 P2: WOOD FASCIA COLOR TO MATCH: BM #4K-168 "CHELSEA GRAY"
- F11 P4: DOOR COLOR TO MATCH: BM #2120-20 "SEACORNF"
- F12 STONE CLADDING: ELDERADO STACKED STONE COLOR: CHAPEL HILL (D/L)

## REZONING APPLICATION: 356 E. 13<sup>TH</sup>, NORTH VAN. DEVELOPER INFORMATION SESSION

### Neighborhood Contact & Mailout prior to the Open House:

Gurki Rai (son of client Kelly Rai) knocked on doors and hand delivered the Mail Out on April 17, 2018 and connected with the following neighbors:

- 352 E. 13th Street: spoke to resident and informed them about the project and the upcoming Open House.
  - 1309 Ridgeway Ave.: spoke to resident and informed them about the project and the upcoming Open House.
  - 351 E. 14th Street: spoke to resident and informed them about the project and the upcoming Open House.
  - 330 E. 14th Street: spoke to resident Luciano Pucci at some length about the proposed duplex and informed him about the upcoming Open House.
- Further to this conversation and after the DIS, Pasquale Pucci contacted Gurki and myself and stated that he had missed the Open House but would like information about the project. I emailed him the site plan and 3d drawing after which he requested more information about the elevations so I emailed him our A4 Elevations sheet. See Appendix F.

### Developer Information Open House Summary:

Location: The Legion, 123 West 15th Street, North Vancouver

Time: 6:00pm to 8:00pm

Present for the Open House were myself (Satendra Mann), my client Kelly Rai and Emily Macdonald and Mike Friesen both from the City of North Vancouver.

There were two visitors to the Open House (see Appendix A) :

- a visitor who did not share her name or address but stated that she is from the neighborhood. I provided her with information about the proposed duplex and reviewed the floor plans, elevations, landscape plan with her in some detail. She offered no objection to the proposal.
- the other visitor, Seth Jafar of 449 E. 13th Street, reviewed the project in detail with us and offered positive feedback. See Appendix B.

233 W. 28th St.,  
North Vancouver, BC,  
V7N 2H9

Contact:

Satendra Mann  
604.988.6063 ph/fx  
604.828-5202 cell  
smann106@telus.net





# NOTICE OF PUBLIC HEARING (WAIVED)

- WHO:** ArchiType Design
- WHAT:** Zoning Bylaw, 1995, No. 6700, Amendment Bylaw, 2019, No. 8744
- WHERE:** 356 East 13<sup>th</sup> Street
- WHEN:** Monday, January 27, 2020 at 6:30 pm  
Council Chamber, City Hall  
141 West 14<sup>th</sup> Street, North Vancouver

Notice is hereby given that Council will consider:

## Zoning Amendment Bylaw, 2019, No. 8744

to rezone the subject property from an RS-1 (One-Unit Residential) Zone to an RT-1 (Two-Unit Residential) Zone to permit a duplex with suites, including 4 parking stalls accessed from the lane.

If you believe you may be affected by the above proposal, please forward written or email submissions, including your name and address, to the City Clerk, at [input@cnv.org](mailto:input@cnv.org), or by mail or delivered to City Hall. Submissions must be received no later than 4:00 pm, Monday, January 27, 2020, to ensure their availability to Council. No further information or submissions can be considered by Council after third reading of the bylaw.



The proposed Zoning Amendment Bylaw and background material will be available for viewing at City Hall between 8:30 am and 5:00 pm, Monday to Friday, except Statutory Holidays, from January 17, 2020, and online at [cnv.org/PublicHearings](http://cnv.org/PublicHearings).

Please direct any inquiries to **Emily Macdonald**, Planner, at [emacdonald@cnv.org](mailto:emacdonald@cnv.org) or **604-982-3904**.

141 WEST 14TH STREET / NORTH VANCOUVER / BC / V7M 1H9  
T 604 985 7761 / F 604 985 9417 / [CNV.ORG](http://CNV.ORG)



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**THE CORPORATION OF THE CITY OF NORTH VANCOUVER**

**BYLAW NO. 8744**

**A Bylaw to amend “Zoning Bylaw, 1995, No. 6700”**

The Council of The Corporation of the City of North Vancouver, in open meeting assembled, enacts as follows:

1. This Bylaw shall be known and cited for all purposes as **“Zoning Bylaw, 1995, No. 6700, Amendment Bylaw, 2019, No. 8744” (Satendra Mann / ArchiType Design, 356 East 13<sup>th</sup> Street)**.
2. Division VI: Zoning Map of Document “A” of “Zoning Bylaw, 1995, No. 6700” is hereby amended by reclassifying the following lots as henceforth being transferred, added to and forming part of RT-1 (Two-Unit Residential 1) Zone:

<b>Lot</b>	<b>Block</b>	<b>D.L.</b>	<b>Plan</b>	
15, except the north 10 feet now lane	59	550	1363	from RS-1

READ a first time on the 2<sup>nd</sup> day of December, 2019.

READ a second time on the 2<sup>nd</sup> day of December, 2019.

READ a third time on the <> day of <>, 2020.

ADOPTED on the <> day of <>, 2020.

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


MAYOR

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CITY CLERK

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 Division Manager	 Director	 CAO
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The Corporation of **THE CITY OF NORTH VANCOUVER**  
**PLANNING & DEVELOPMENT DEPARTMENT**

**REPORT**

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To: Mayor Linda Buchanan and Members of Council

From: Mike Friesen, Planner 2

Subject: REZONING APPLICATION: 416-418 EAST 16<sup>th</sup> STREET (VERNACULAR DESIGN, CD-722)

Date: November 27, 2019 File No: 08-3360-20-0462/1

---

*The following is a suggested recommendation only. Refer to Council Minutes for adopted resolution.*

**RECOMMENDATION:**

PURSUANT to the report of the Planner 2, dated November 27<sup>th</sup>, 2019, entitled "Rezoning Application: 416-418 East 16<sup>th</sup> Avenue (Vernacular Design, CD-722)":

THAT "Zoning Bylaw, 1995, No. 6700, Amendment Bylaw, 2019, No. 8745" (Vernacular Design, 416-418 East 16<sup>th</sup> Street, CD-722) be considered and the Public Hearing be waived;

AND THAT notification be circulated in accordance with the *Local Government Act*.

**ATTACHMENTS:**

1. Context Map ([Doc #1854236](#))
2. Consolidated Drawing Package, dated November 12, 2019 ([Doc #1854270](#))
3. Public Consultation Summary ([Doc #1854227](#))
4. Zoning Amendment Bylaw No. 8728 ([Doc #1854177](#))

**PROJECT DESCRIPTION**

The project, located at 416-418 East 16<sup>th</sup> Street, consists of two, two-storey, single-family dwellings that each contain one primary dwelling unit and one secondary suite. The subject site currently hosts the two single-family dwellings, the proposed rezoning would permit the subdivision of the site in order to preserve the existing dwellings, renovate them, and create two legal secondary suites. The requested changes to the zoning bylaw to permit this development are identified in Table 1 below. Additionally, Attachment #4 has the amending bylaw with the proposed changes.

**Table 1. Requested Changes to the Zoning By-law**

	<b>Current Designation/Regulation</b>	<b>Proposed Designation/Regulation</b>
Zone	RS-1	RS-2
Siting (Side Yards)	Minimum of 1.2m (4 feet)	Minimum of 0.44m (1 foot 5.5 inches) for the eastern side yard, and 1.1m (3.7 feet) for the western side yard
Height (Top of Plate)	Maximum 8m (26.2 feet)	Maximum 8.4m (27.5 feet)
Lot Coverage	30%	35%

**POLICY FRAMEWORK**

The subject site is designated Residential Level 1 (R-1) within the Official Community Plan. This designation permits ground-oriented single-family housing including secondary suites and/or coach houses that may not be stratified, as per the Condominium Act.

<b>Metro 2040</b>	
<i>Goal 1</i> Create a Compact Urban Area	Intensifying this site with secondary suite units that ensure the highest and best use of the land promoting a compact urban area.
<i>Goal 2</i> Support a Sustainable Economy	Secondary suites on this site promote housing forms that can support a diversity of income levels and ensure people live close to where they work.
<i>Goal 4</i> Develop Complete Communities	The proposed development ensures the neighbourhood will have a diversity of housing stock that will promote the ability to age-in-place allowing people to stay in their neighbourhood throughout their lifecycle.
<i>Goal 5</i> Support Sustainable Transportation Choices	Intensification of this site will support future transit investments in the Lonsdale corridor. The site is proximate to

	community and commercial amenities and is well situated to provide the occupants with a variety of transportation choices across the North Shore and the greater region.
--	--

<b>Official Community Plan</b>	
<i>Policy 1.1.2</i> Align growth with the development community amenities and infrastructure	Intensification of the site supports the Central Lonsdale Area and future active transportation & transit infrastructure and community amenity investment.
<i>Policy 1.3.1</i> Ensure that new development is compatible with the established urban form of the City, reflecting the primacy of the Lonsdale Regional City Centre and the transition through mid- and low-rise buildings to lower-density residential neighbourhoods	The proposed development on the site preserves the existing dwellings and is respectfully scaled to the neighbourhood while supporting the primacy of the Lonsdale Regional City Centre.
<i>Policy 1.3.5</i> Encourage design excellence in developments through carefully considered, high quality architecture and landscaping, with varied designs which are interesting, sensitive and reflective of their surroundings	The proposed building activates East 16 <sup>th</sup> Street through the provision of entrances to the primary and secondary dwelling units and outdoor amenity space for the secondary suites. Additionally, the renovations will provide a refreshed design will revive the heritage character or the existing dwellings while improving the livability of the units.
<i>Policy 1.3.6</i> Encourage architecture that responds to the unique context of the City in a sensitive, sustainable, and aesthetically compatible manner	The proposed architecture of the dwelling is consistent with the surrounding urban form and the chosen materials are consistent with new development found in the local context. Additionally, renovating the buildings is more sustainable than demolishing and building new structures.
<i>Policy 1.3.9</i> Explore ways to activate laneways in the City including opportunities for varied uses, pedestrian and cycling activity as well as storm water management and urban agriculture.	The development presents an attractive landscape element along the rear lane while accommodating required parking. Connection to the site and the feeling of openness promote natural surveillance and will support future activation of the laneway.
<i>Policy 1.5.1</i> Provide opportunities for a range of housing densities, diversified in type, size and location.	The proposed infill development provides a smaller housing form that assists in promoting aging-in-place. Additionally, this form will help to provide more diverse housing in a neighbourhood that is

	accessible to the City’s Lonsdale core area.
<b>Housing Action Plan</b>	
<i>Action #5</i> To increase rental options in lower density areas to support renters and provide homeowners with additional rental income, while retaining neighbourhood scale and character.	The proposed single-family dwellings preserve two ground-oriented units that have the potential to supplement the rental supply through secondary suites. This increase in supply is located in proximity to transit and community amenities.
<b>Sustainable Development Guidelines</b>	
<i>Natural Systems</i> The ability of natural systems, both global and local, to support life. Parks and green spaces help regulate the climate, clean and filter water and air, and provide recreational and aesthetic benefits. Maintaining healthy natural systems will reduce strain on municipal infrastructure, support local wildlife and enhance quality of life for community members.	The project is providing low-impact development and landscape features to ensure storm water runoff is filtered and can be managed on site to mitigate impact on local water courses and the Burrard Inlet. The renovation of the building will also provide improved energy performance through a more sustainable building envelope built to Step 3 of the BC Building Code Step Code.

## PLANNING ANALYSIS

### Site Context

The surrounding land uses are identified in Table 2 below.

**Table 2. Surrounding Uses**

Direction	Address	Description	Zoning
North (across the lane)	419 E 17 <sup>th</sup> Street	Single-family dwelling	RS-1
South	419 E 16 <sup>th</sup> Street	Single-family dwelling	RS-1
East	422 E 16 <sup>th</sup> Street	Single-family dwelling	RS-1
West	412 E 16 <sup>th</sup> Street	Single-family dwelling	RS-1

The surrounding neighbourhood is made up of single-family homes on large lots. The subject site is not located adjacent to the Lonsdale core; however, it remains within reasonable walking distance (750 m) to Lonsdale’s social and commercial amenities. Additionally, the units are located within one block of East 15<sup>th</sup> Street, a major transit corridor for the City.



### Use

The policy framework applicable to the subject site supports the proposed two principal dwelling units and two secondary suites as residential use. Additionally, the units will provide a diversity of housing stock in the area, supporting aging-in-place and housing flexibility.

### Intensity

The site is currently in legal non-conformance with the zoning bylaw, as the structures were developed prior to the City's zoning bylaw limiting the number of principal dwellings per lot. Generally, these lots would have been subdivided but in certain cases subdivision never took place after the construction of the dwellings. The amendment to the Zoning Bylaw will bring the site into conformance with City zoning, permitting subdivision of the property and require that the buildings achieve current building code, thereby improving the livability and life safety of the structures. The principal buildings are already located on site, meaning the proposed rezoning will result in no new buildings, and minimal negative impact on neighbours. The rezoning will result in a slight increase to building height, as the structures will be elevated in order to improve the livability of the secondary suites and principal dwelling units. Requested variances to the zoning bylaw, other than height, are to support the preservation of the existing buildings and to enhance the heritage character of the subject site. The proposal provides four parking spaces on-site – two for each property – to serve the principal and secondary suite units. Storm water will be addressed through the on-site infiltration as well as retention tanks to mitigate significant storm events.

### Form

The new zoning is recognizing the existing buildings, with minor changes to ensure the homes can achieve modern building code in order to improve the life-safety and the liveability of the structures.

As the buildings already exist, the urban form proposed for the site satisfies the policy intent of ensuring new development is consistent with the character of the surrounding neighbourhood. The form of the buildings is being adjusted for several reasons, namely: as mentioned, to improve the livability of the principal and secondary suite units and to bring the buildings to conformity with current building code; to improve the energy performance of the structures; and to improve the heritage character of the building, reverting to a style more consistent with the buildings' original character and reversing changes implemented during the 1970s or 80s.

The proposed project will also improve the streetscape, as the rezoning and subdivision will require that the project is parked from the lane, with a subsequent removal of the front driveway, development of a front yard landscape element (including outdoor amenity space for the secondary suites), and a contribution towards pedestrian facilities, including street trees, in front of the subject site.

## COMMUNITY CONSULTATION

A Developer Information Session (DIS) was held October 16, 2018 at 416 East 16<sup>th</sup> Street (the subject site, where the property owners currently reside). The event was attended by three members of the public. At the DIS, one comment form was received.

A summary of the applicant's public consultation process is included as Attachment #3. Outside of the one comment form that was submitted in support of the project, staff has received no comments from the community regarding the project. Based on the lack of concern indicated by the public to this point, staff recommend waiving the Public Hearing. Should Council wish to hold a public hearing, staff recommends the following resolution:

THAT "Zoning Bylaw, 1995, No. 6700, Amendment Bylaw, 2019, No. 8745" (Vernacular Design, 416-418 East 16<sup>th</sup> Street, CD-722) be considered and referred to a Public Hearing;

AND THAT notification be circulated in accordance with the *Local Government Act*.

## CONCLUSION

The proposed application is permitting the property owners to subdivide their property in order to better reflect the situation that already exists on the ground. The rezoning and subdivision will provide: improved livability of primary and secondary units; improved life-safety; improved energy performance; a reinvigorated building design that reflects the buildings' heritage; and an improved streetscape. The variances that are requested are to support the preservation and improvement of the existing structures. As the buildings are already present on the subject site, there will be minimal negative impact on adjacent properties upon completion of construction.

RESPECTFULLY SUBMITTED:



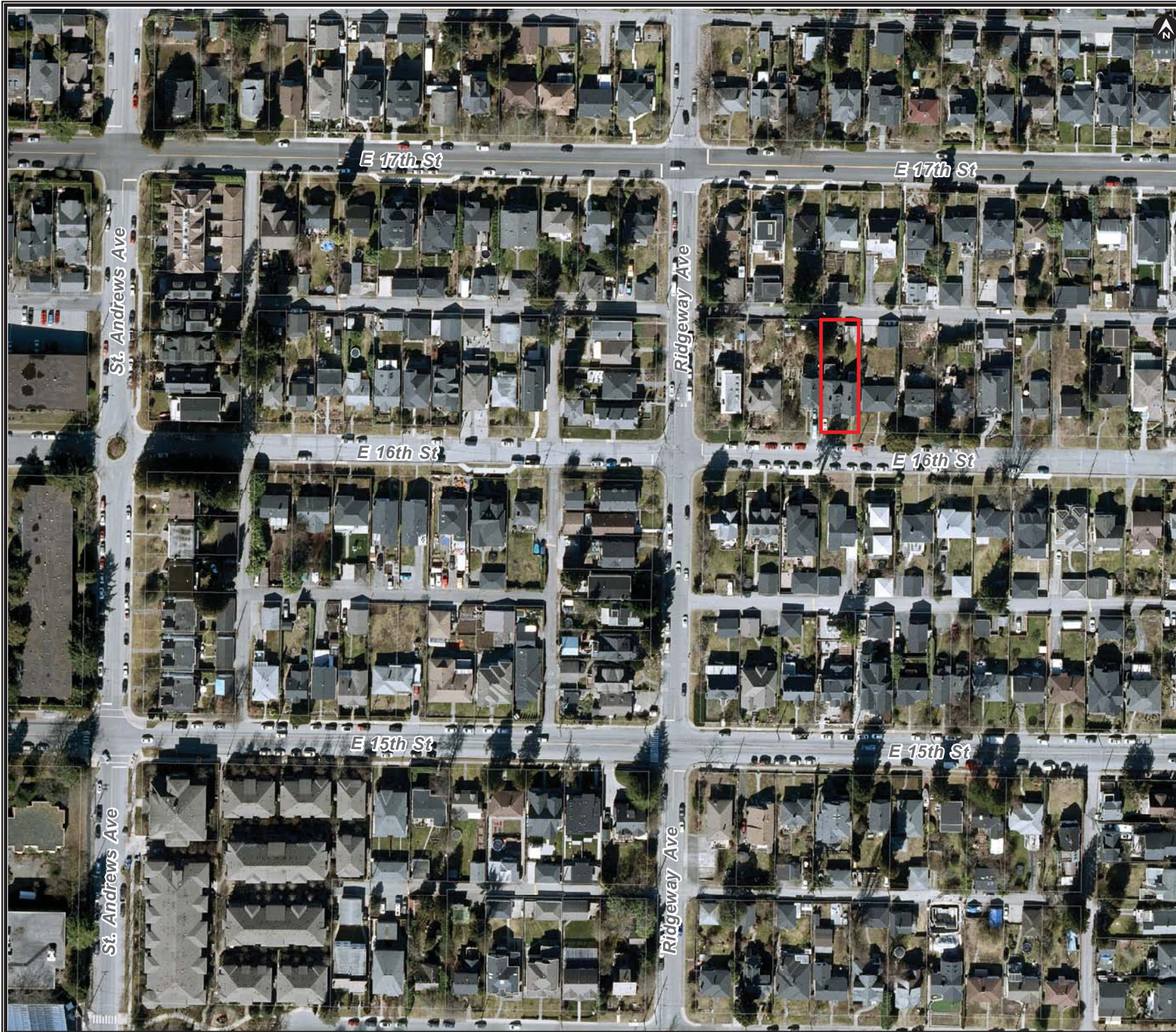
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Mike Friesen  
Planner 2

Legend

 Subject Site

Attachment 1



DISCLAIMER

This map was produced on the City of North Vancouver's Geographic Information System. Data provided herein is derived from sources with varying levels of accuracy and detail. The City of North Vancouver disclaims all responsibility for the accuracy or completeness of information contained herein.

GIS Division, Information Technology,  
City of North Vancouver



**Vernacular**  
design

5TH FLOOR  
224 WEST ESPLANADE  
NORTH VANCOUVER, B.C.  
V7M 1A4

PHONE: (604)990-6662  
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3	D.P. SUB.	MARCH 2018
2	B.P. SUB.	JAN. 2018
1	B.P. SUB.	DEC 05, 2016

PROJECT:

**418 & 416  
EAST 16TH**

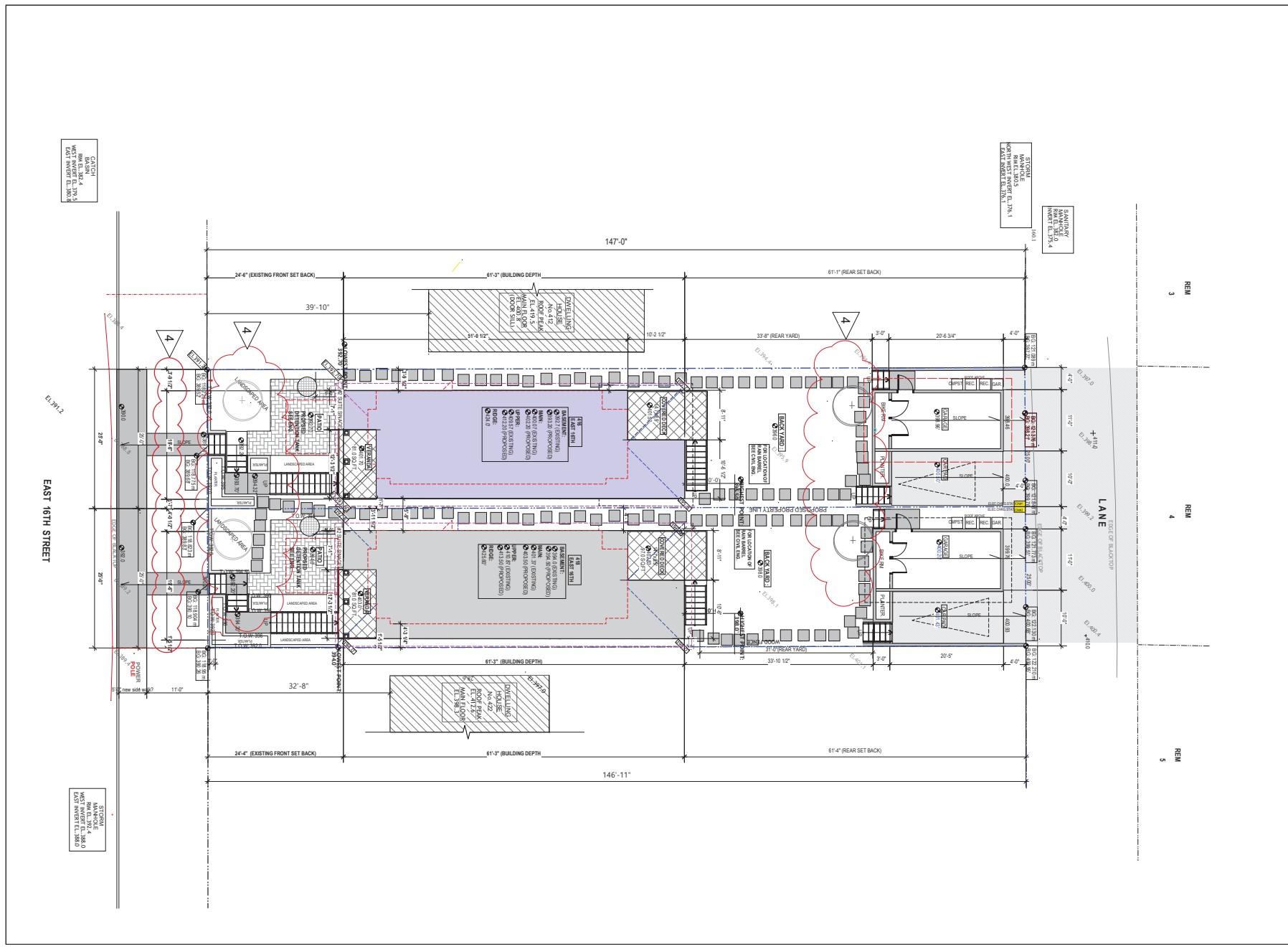
DRAWING TITLE:

**SITE PLAN**

DATE: PROJECT NO.: DRAWING NO.:

DRAWN BY: CHECKED BY:  
R.CH M.R.  
R.CH

SCALE: 1/8" = 1 ft **A-01**



CATCH BASIN  
3000 S.D. 4  
WEST INVERT EL. 329.3  
EAST INVERT EL. 329.3

TRUNK MAIN ELECTRIC  
3000 S.D. 4  
WEST INVERT EL. 329.1  
EAST INVERT EL. 329.1

STAINLESS STEEL  
3000 S.D. 4  
WEST INVERT EL. 329.4

STORM MAIN ELECTRIC  
3000 S.D. 4  
WEST INVERT EL. 329.0  
EAST INVERT EL. 329.0

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No.	Issue for	DATE	

PROJECT:

## 418 & 416 EAST 16TH

DRAWING TITLE:

### LANDSCAPE PLAN

DATE: PROJECT NO.: DRAWING NO.:

DRAWN BY: CHECKED BY:  
R.CH -M.R.  
-R.CH

SCALE: 1/4" = 1 ft **L-01**

Type	Type	Type	Type	Type	Type	Type
<b>TREES</b>						
Tree-conifer	ec	Emerald Cedar	Thuja Occidentalis	B&B/FT	12	native *
Tree-deciduous	pm	Paperbark Maple(City Trees)	Acer Ginnalum	5 cm.	3	non-native
Tree-deciduous	vm	Vine maple	Acer Circutatum	5 cm.	2	native
Tree-deciduous	KD	Kousa dogwood	Cornus kousa	5 cm.	1	non-native
Tree-deciduous	pd	Pink dogwood	Cornus florida	5 cm.	1	non-native
<b>TOTAL TREES</b>					<b>19</b>	
<b>SHRUBS</b>						
Shrub	st	Strawberry tree	Arbutus unedo	#3 pot	8	native/NW *
Shrub	og	Crepe myrtle	Lagerflora	#2 pot	12	non-native
Shrub	hb	Heavy Duty Bambusa	Nandina domestica	#2 pot	14	non-native
Shrub	pm	Japanese Serrisia/male	Sterima japonica	#2 pot	20	non-native
Shrub	jp	Japanese skimmia/female	Skimmia japonica	#2 pot	20	non-native
Shrub	sc	Sweet box	Santoooc	#2 pot	20	non-native
Shrub	rd	Red wing dogwood	Cornus cericea "Cardinal"	#2 pot	10	non-native
Shrub	rs	Ruscus	Viburnum davidii	#2 pot	10	non-native
Shrub	dao	Deciduous Azalea Orange	Rhododendron Flammeum	#2 pot	4	non-native
Shrub	da	Deciduous Azalea Yellow	Rhododendron Lutetum	#2 pot	4	non-native
<b>TOTAL SHRUBS</b>					<b>142</b>	
<b>GROUND COVERS</b>						
Ground covers	lv	Crisp ivy/leaved	Lianulidula argenteifolia	#1 pot	40	non-native
Ground covers	fh	Fragrant Fire Hosta	Hosta	#1 pot	10	native *
Ground covers	mf	Mudflat oak fern	Cymodoicum dryopteris	#1 pot	20	native
Ground covers	df	Deer fern	Blechnum spicant	#1 pot	20	native
Ground covers	st	Steeple top	Polystichum murinum	#1 pot	20	native
Ground covers	ogr	Ornamental grass - red stem	Polystichum murinum	#1 pot	10	non-native
Ground covers	ogb	Ornamental grass - copper	Polystichum murinum	#1 pot	10	non-native
Ground covers	ogp	Ornamental grass - green	Polystichum murinum	#1 pot	10	non-native
Ground covers	hg	Flutter Reed Grass	Calamagrostis	#1 pot	10	non-native
Ground covers	sa	Salal	Gaultheria shallon	#1 pot	10	native
<b>TOTAL G. C.</b>					<b>180</b>	

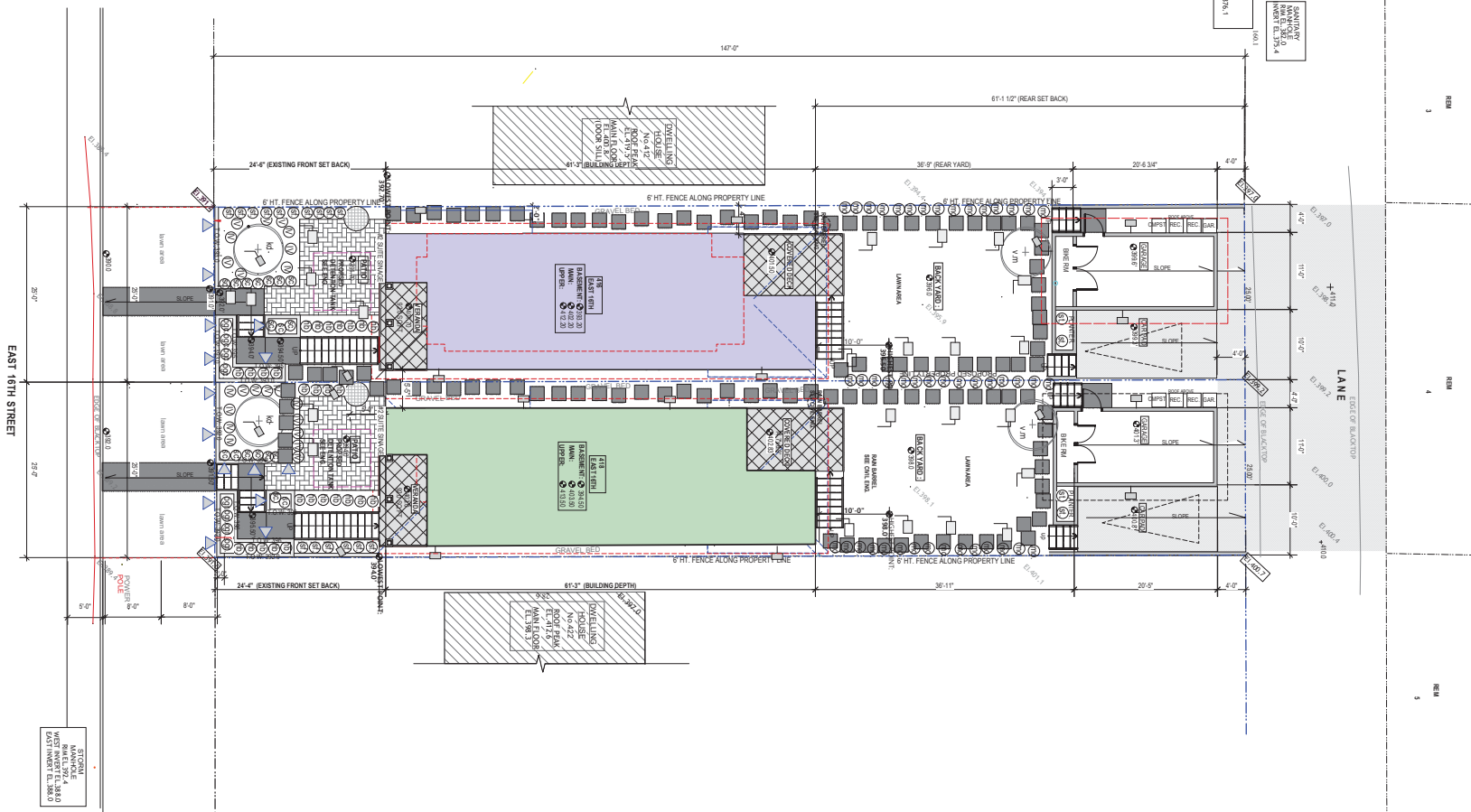
CLIMBERS:  
\*NW = North West

**LIGHTING LEGEND:**

	STEP LIGHT
	PATH LIGHT
	UPLIGHT
	MOTION SENSOR LIGHT

**NOTES:**  
1. PROVIDE ELECTRICAL DEDICATED PLUGS FOR ELECTRIC CARS FOR CARPAD AND GARAGE.

CATCH BASIN  
1.5' x 1.5' x 1.5'  
1.5' x 1.5' x 1.5'  
1.5' x 1.5' x 1.5'

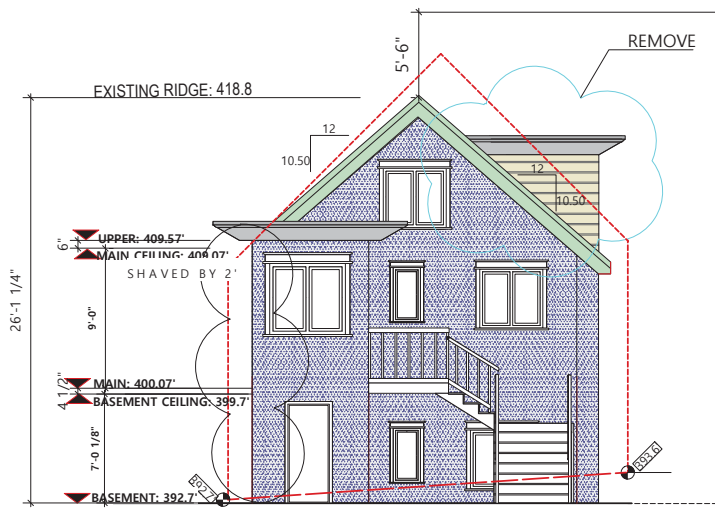


REVISION 3

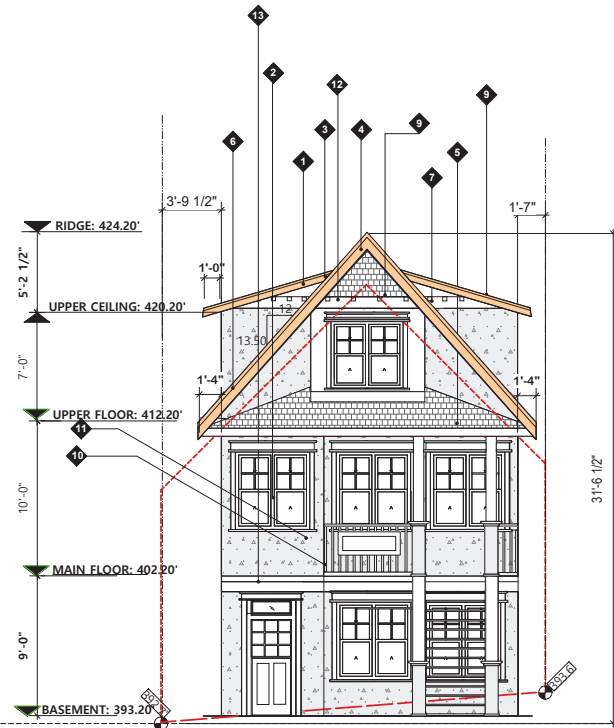
REVISION 4

REVISION 5

MATERIAL LIST:	
1	ASPHALT SHINGLE
2	2X4 PAINTED WINDOW TRIM
3	2X10 FASCIA BOARD (FOR GABLES)
4	BOARD ON FASCIA (FOR GABLES)
5	2X4 FASCIA BOARD+GUTTER
6	ACRYLIC STUCCO
7	FIBER CEMENT 4" HORIZONTAL BEVELED SIDING
8	1 1/2 X3 WIND. LEDGE
9	FIBER CEMENT WALL SHAKE
10	PAINTED WOOD GUARDRAIL
11	PAINTED FLATBOARD COLUMNS + BEAMS
12	PAINTED RAFTER ENDS
13	2X10 BELLY BAND



EXISTING STREET ELEVATIONS



NEW STREET ELEVATIONS

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PROJECT:

416 - EAST 16TH

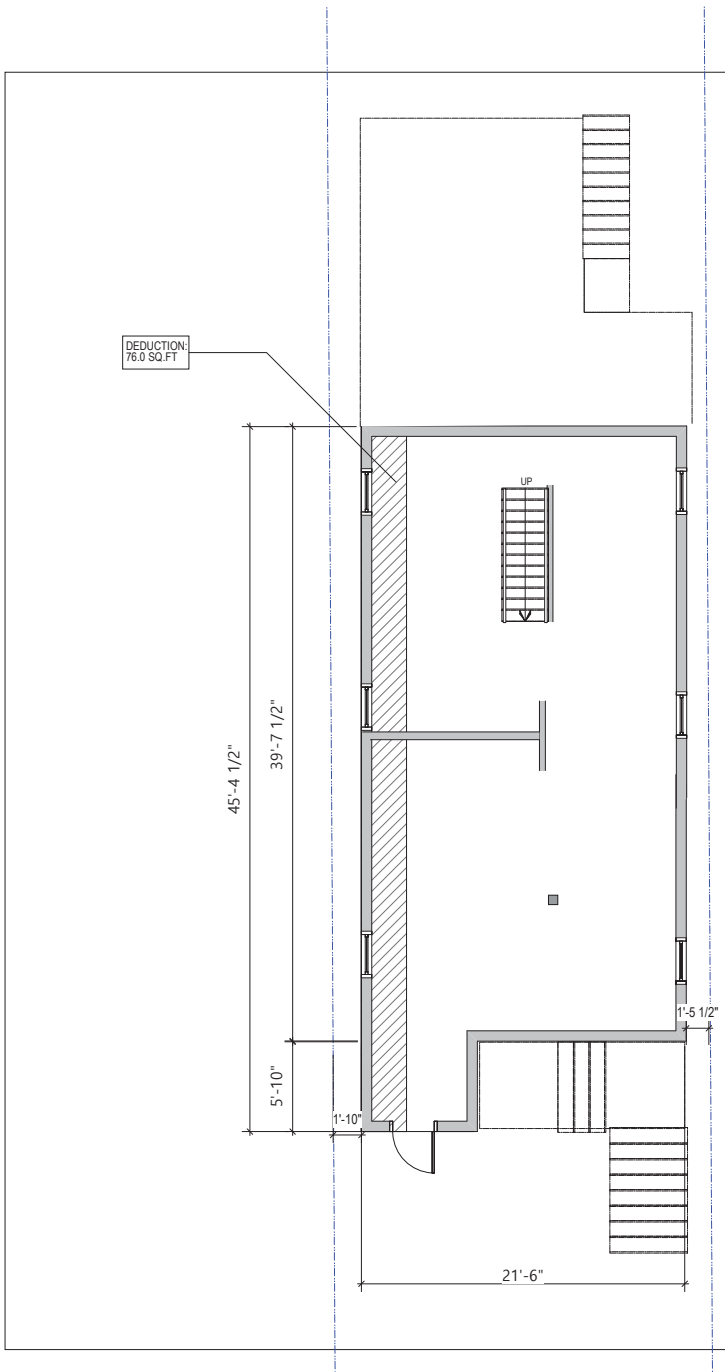
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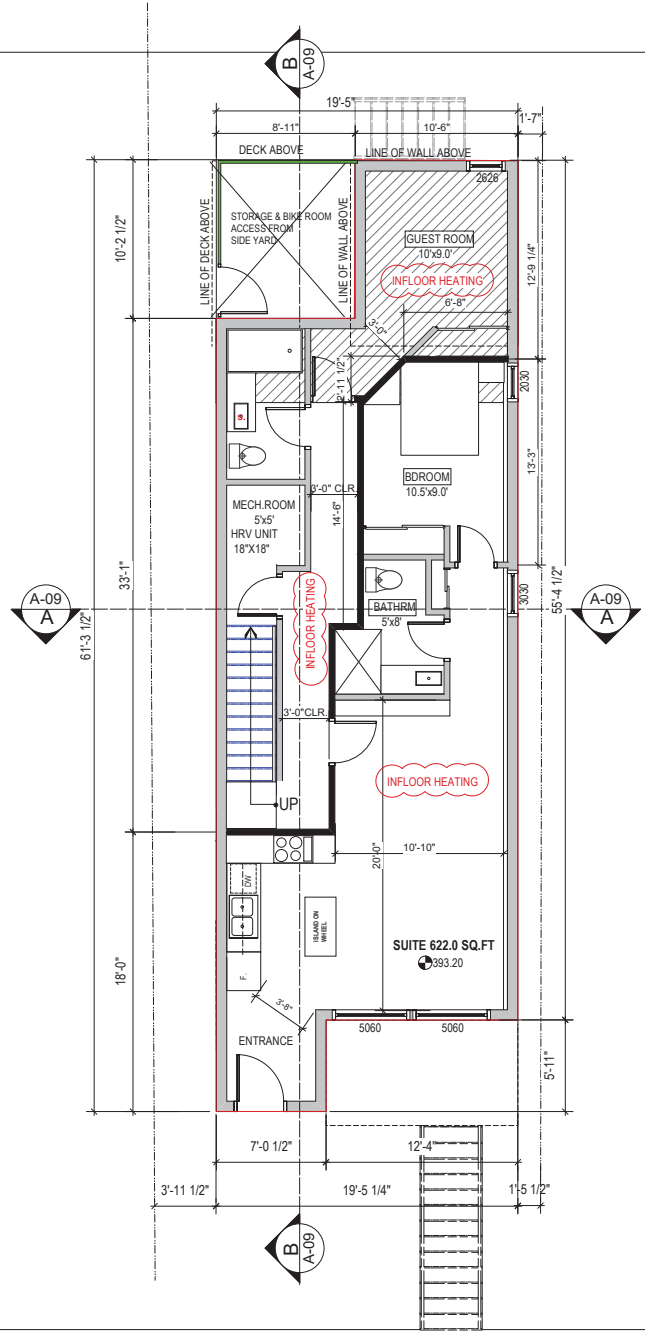
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 -R.CH

SCALE: 1/4" = 1 ft **A-05**



900.0 SQ.FT

EXISTING BASEMENT



1030.0 sq ft

NEW BASEMENT

**Vernacular**  
design

8TH FLOOR  
224 WEST ESPLANADE  
NORTH VANCOUVER, B.C.  
V7M 1A4  
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**416 - EAST 16TH**

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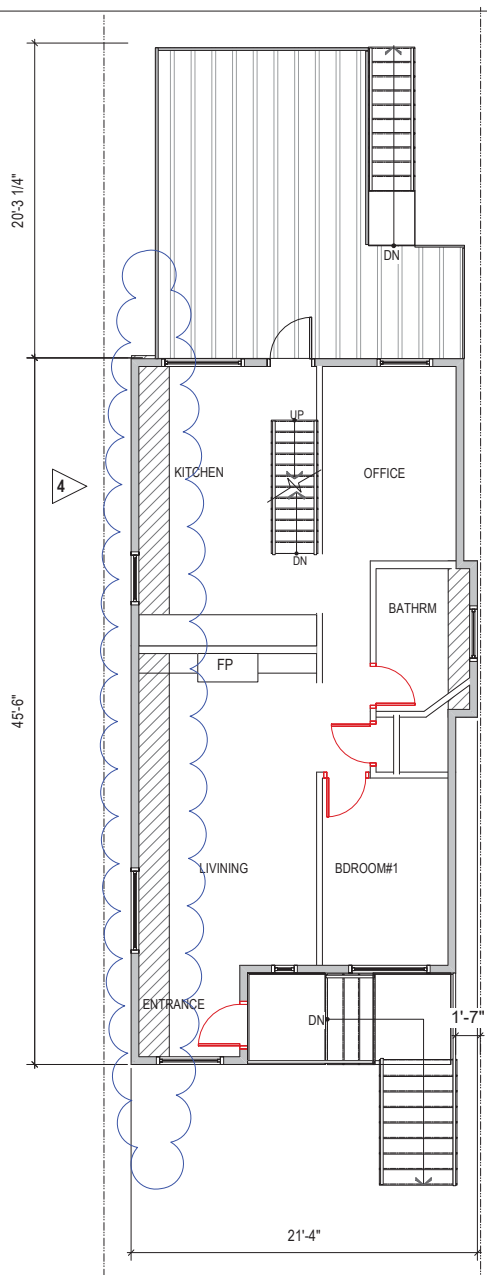
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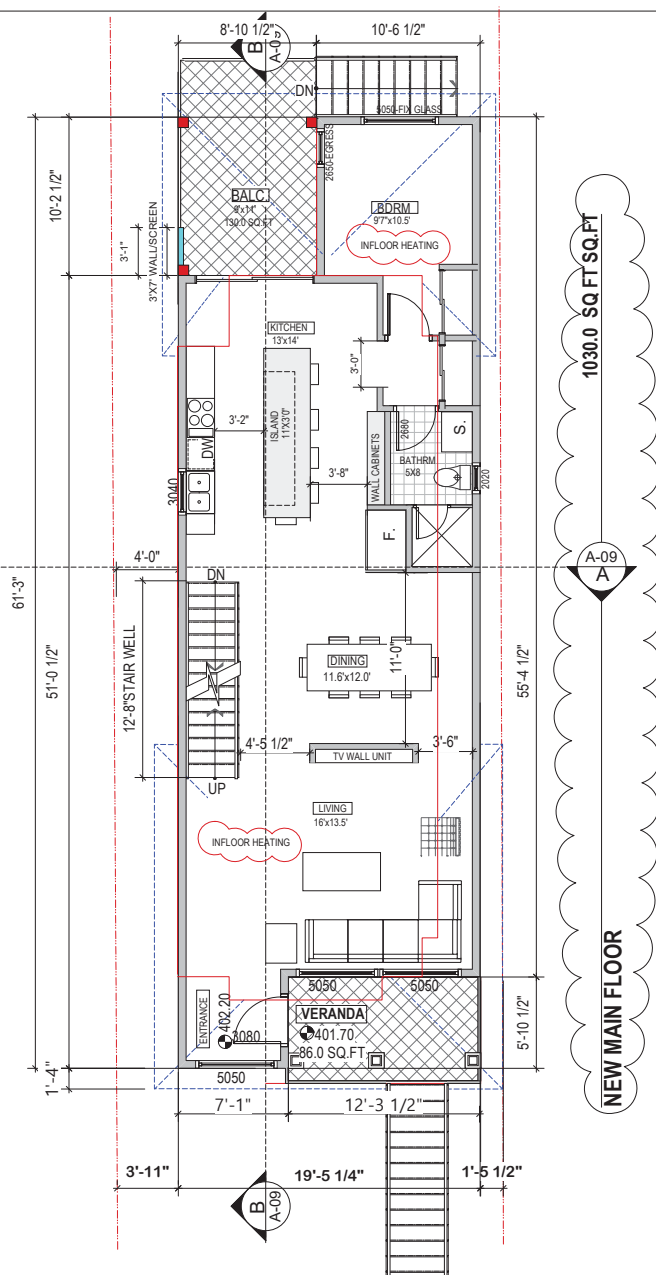
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**A-02**



1066.0 SQ.FT

EXISTING MAIN FLOOR



1030.0 SQ.FT SQ.FT

NEW MAIN FLOOR

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**416 - EAST 16TH**

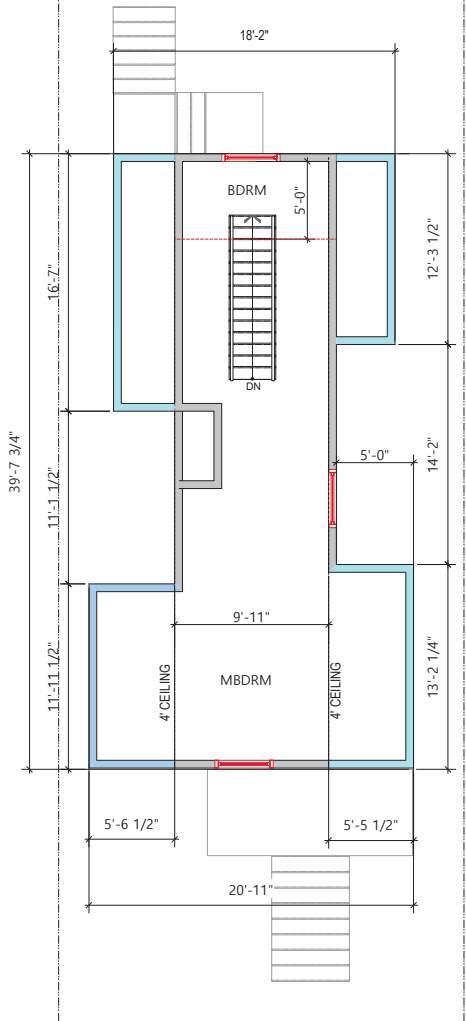
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**MAIN FLOOR**

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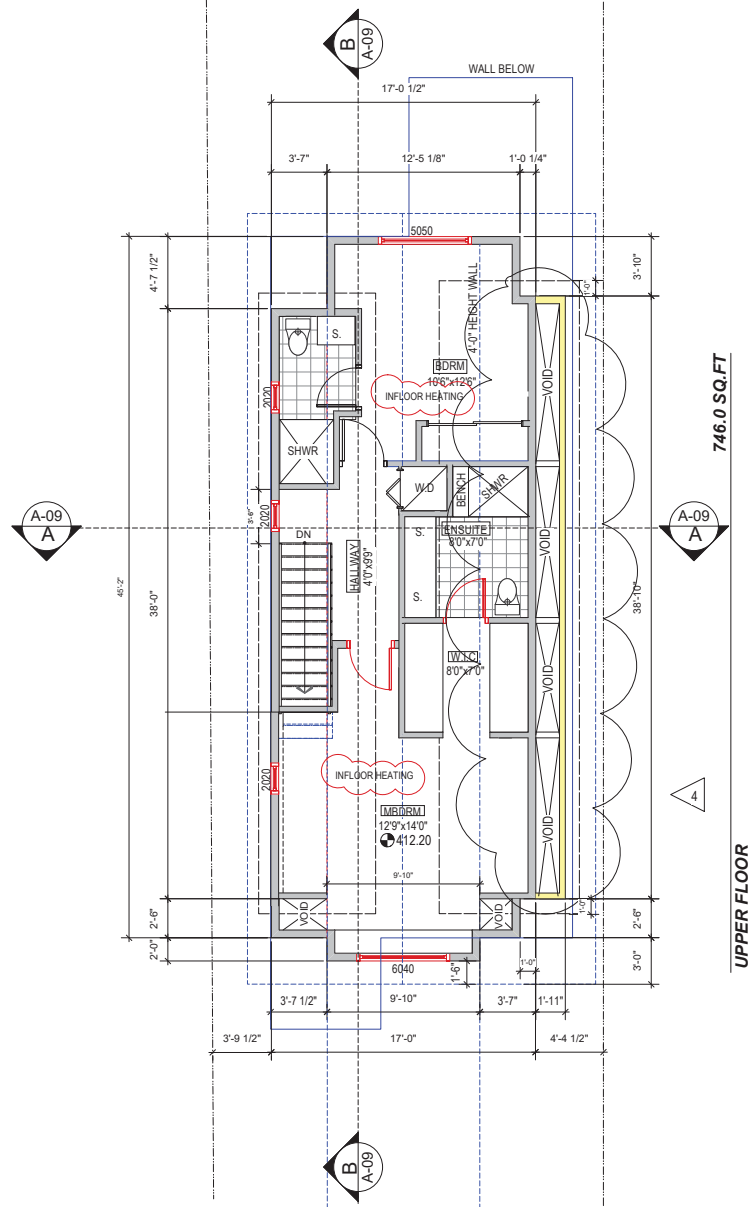
SCALE: 1/4" = 1 ft **A-03**





409.0 SQ.FT

EXISTING UPPER FLOOR



746.0 SQ.FT

UPPER FLOOR

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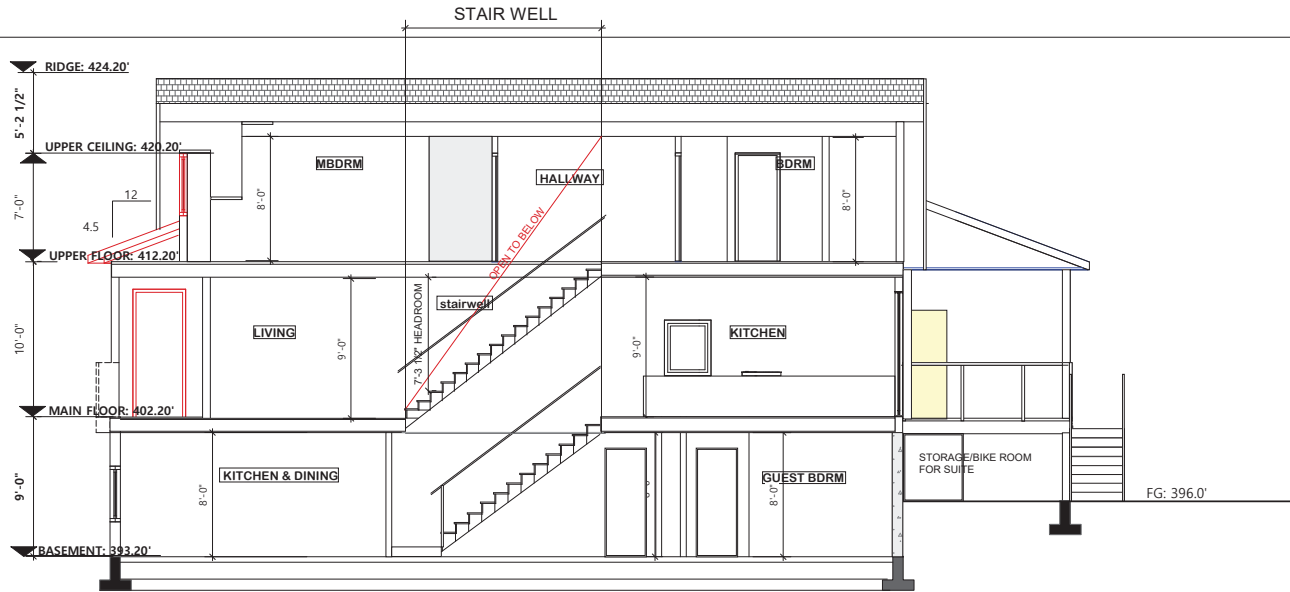
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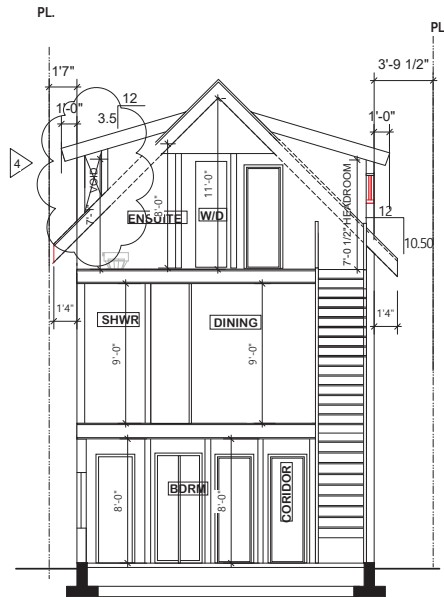
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SCALE: 1/4" = 1 ft

**A-04**



SECTION BB



SECTION AA

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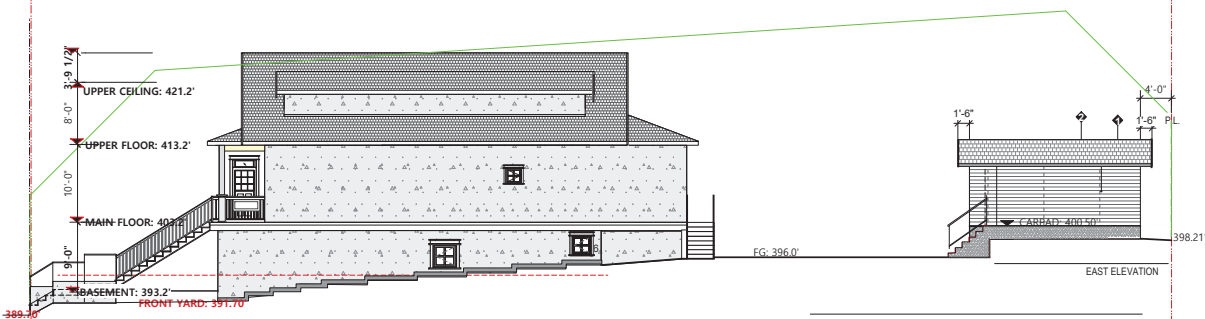
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416- SITE SECTION

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PROJECT:

**416  
EAST 16TH**

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**SITE SECTION**

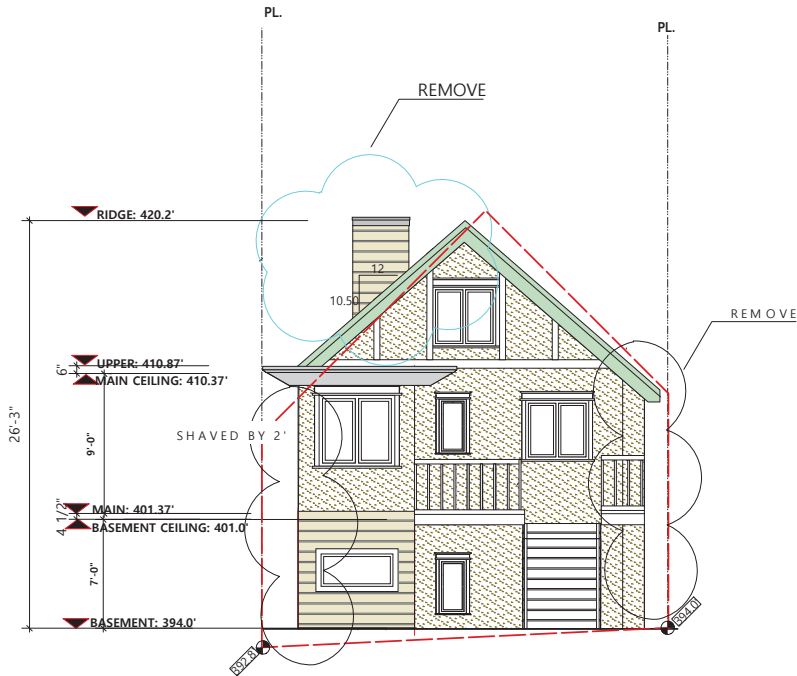
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R.CH -R.CH

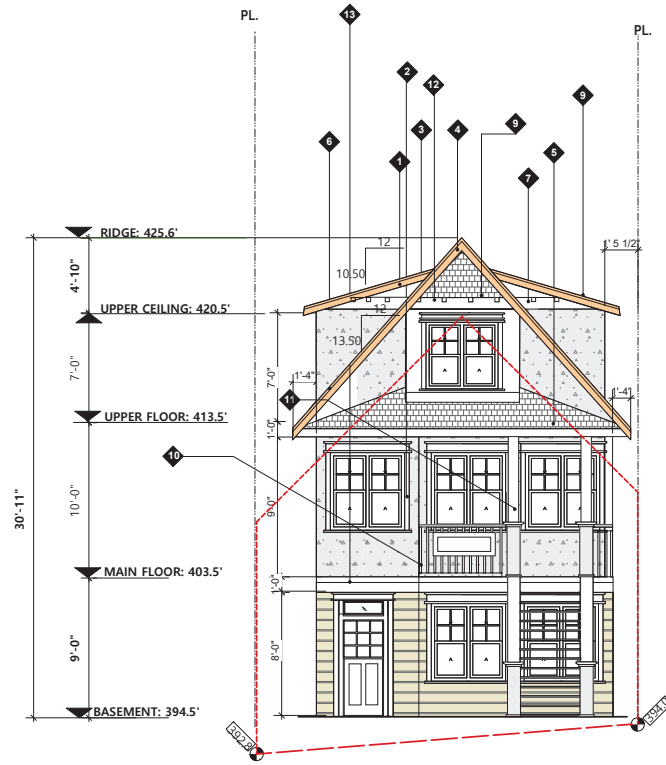
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**A-11**

MATERIAL LIST:	
1	ASPHALT SHINGLE
2	2X4 PAINTED WINDOW TRIM
3	2X10 FASCIA BOARD (FOR GABLES)
4	BOARD ON FASCIA (FOR GABLES)
5	2X4 FASCIA BOARD+GUTTER
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9	FIBER CEMENT WALL SHAKE
10	PAINTED WOOD GUARDRAIL
11	PAINTED FLATBOARD COLUMNS + BEAMS
12	PAINTED RAFTER ENDS
13	2X10 BELLY BAND



EXISTING STREET ELEVATIONS



NEW STREET ELEVATIONS

Vernacular  
design

200 - 120 LONSDALE AVE.  
NORTH VANCOUVER, B.C  
V7M 2E8  
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VERNAICULARDEV.COM

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PROJECT:

418- EAST 16TH

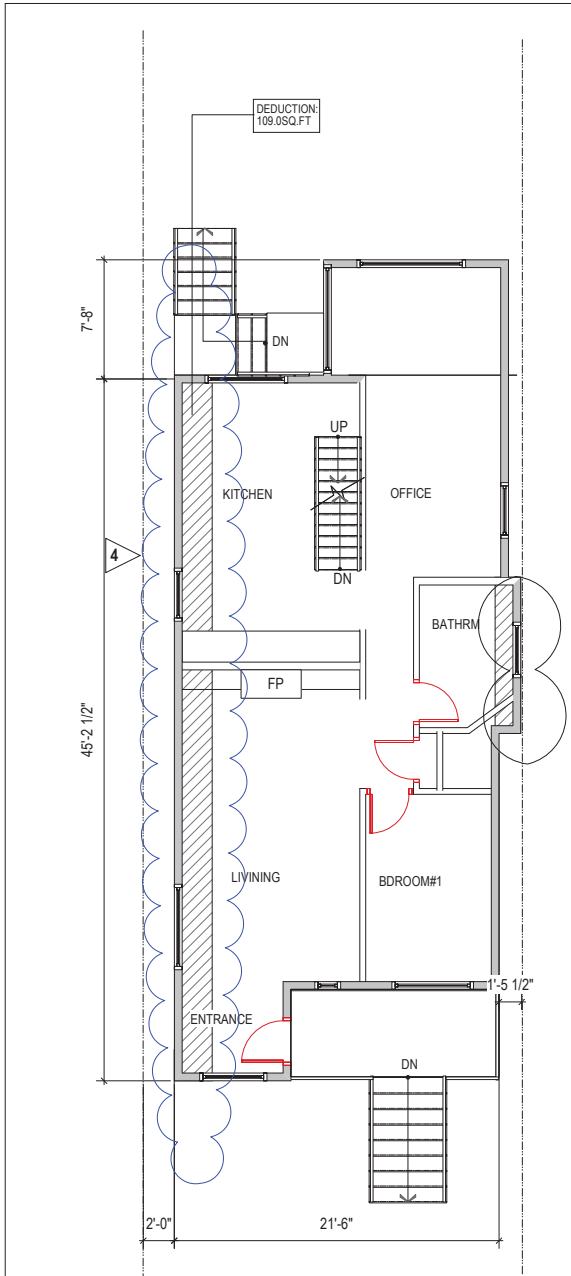
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**FRONT ELEVATIONS**

DATE: PROJECT NO.: DRAWING NO.:

DRAWN BY: CHECKED BY:  
R.CH -M.R.  
-R.CH

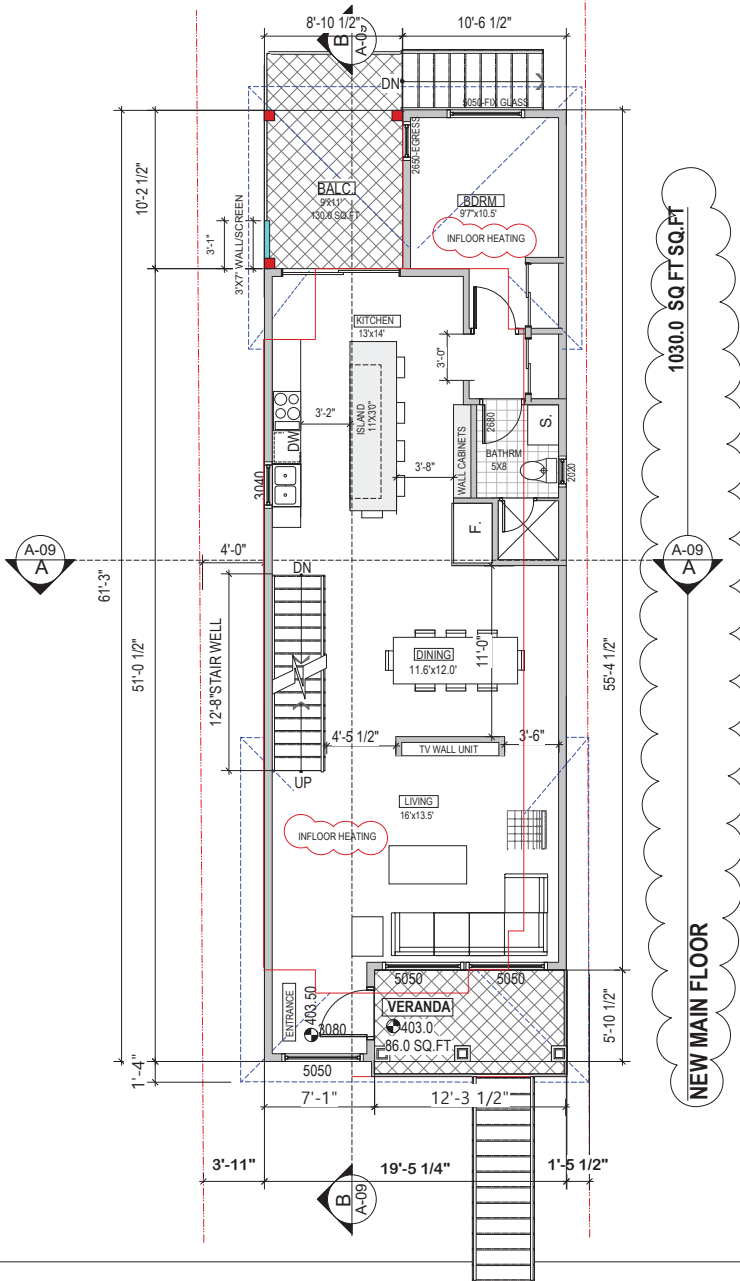
SCALE: 1/4" = 1 ft **A-05**





1066.0 SQ.FT

EXISTING MAIN FLOOR



1030.0 SQ.FT SQ.FT

NEW MAIN FLOOR

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PROJECT:

**418 - EAST 16TH**

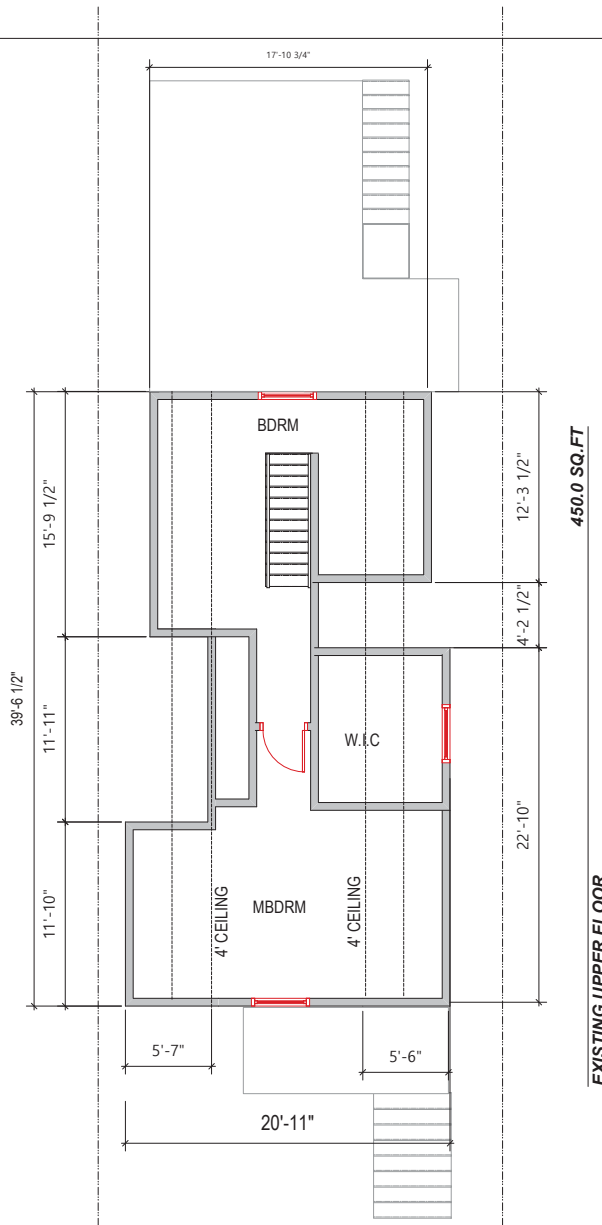
DRAWING TITLE:

**MAIN FLOOR**

DATE: PROJECT NO.: DRAWING NO.:

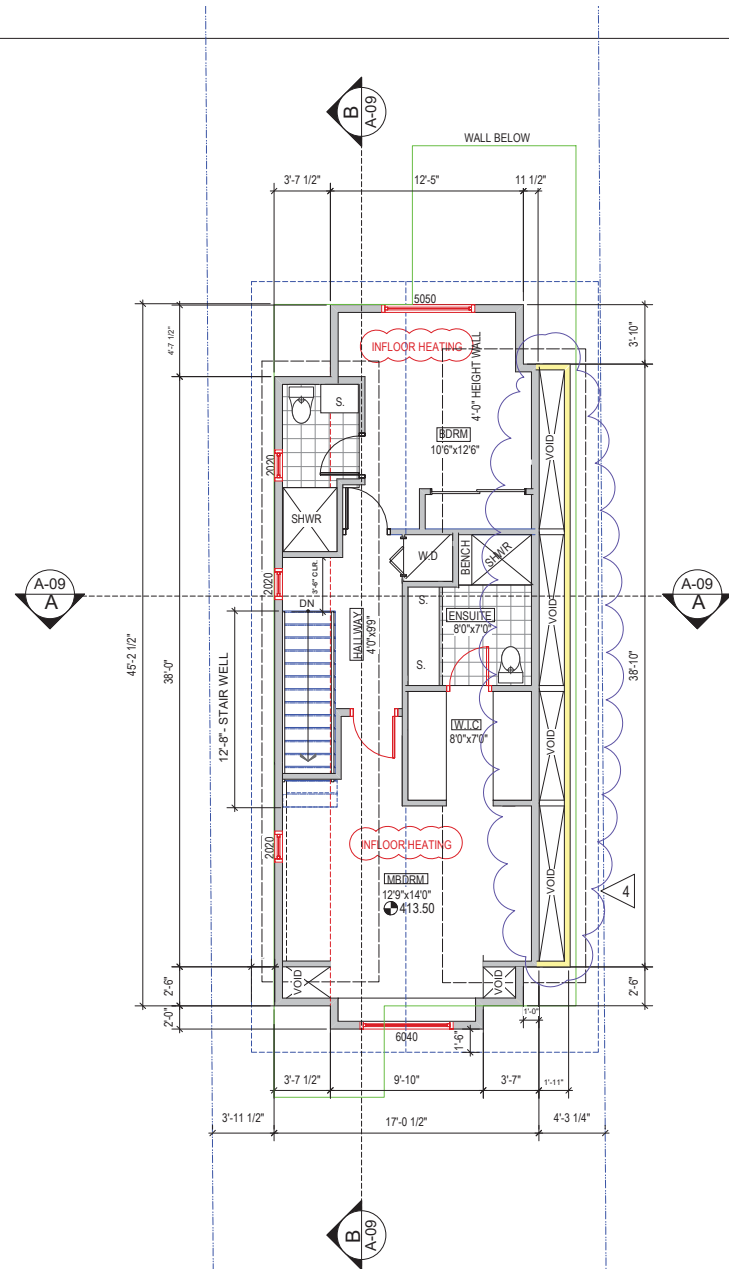
DRAWN BY: CHECKED BY:  
R.CH M.R.  
-R.CH

SCALE: 1/4" = 1 ft **A-03**



450.0 SQ.FT

EXISTING UPPER FLOOR



746.0 SQ.FT

UPPER FLOOR

CONSULTANTS:

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REVISION:

No.	Issue for	DATE
5	PLAN CHECK RESPOND	OCT. 2019
4	PLAN CHECK REVIEW	JUNE, 2019
3	D.P. SUB.	MARCH, 2018
2	B.P. SUB.	JAN, 2018
1	B.P. SUB.	DEC 05, 2016

PROJECT:

**418 - EAST 16TH**

DRAWING TITLE:

**UPPER FLOOR**

DATE: PROJECT NO.: DRAWING NO.:

DRAWN BY: CHECKED BY:  
R.CH -M.R.  
-R.CH

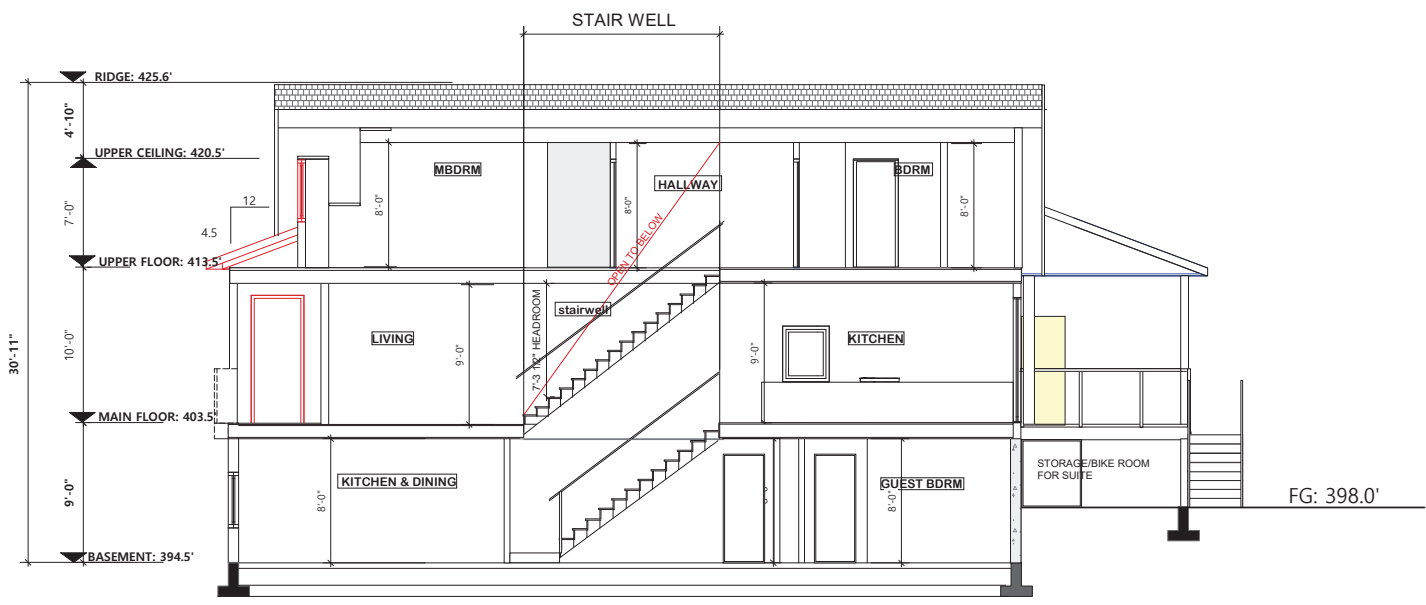
SCALE: 1/4" = 1 ft

**A-04**

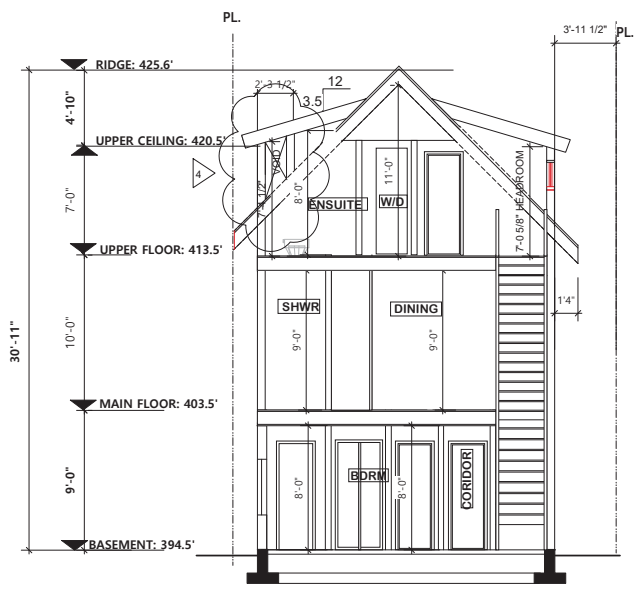
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SECTION BB



SECTION AA

REVISION:

No.	Issue for	DATE
5	PLAN CHECK RESPOND	OCT, 2019
4	PLAN CHECK REVIEW	JUNE, 2019
3	D.P. SUB.	MARCH, 2018
2	B.P. SUB.	JAN, 2018
1	B.P. SUB.	DEC 05, 2016

PROJECT:

**418 - EAST 16TH**

DRAWING TITLE:

**SECTIONS**

DATE: PROJECT NO.: DRAWING NO.:

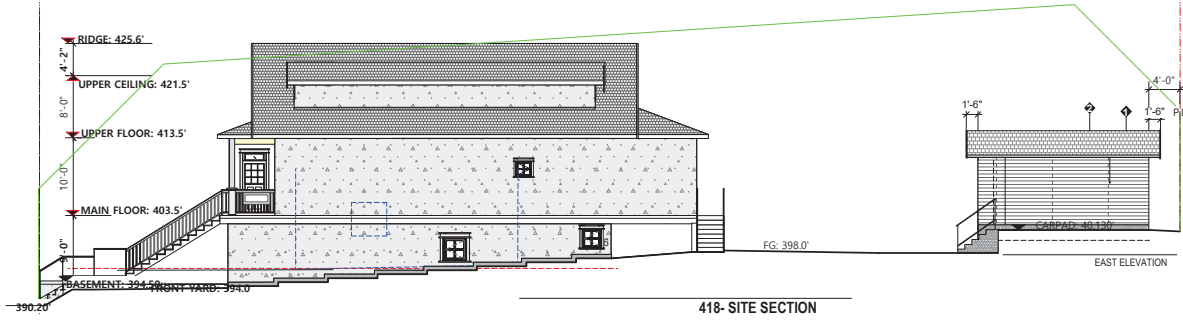
DRAWN BY: CHECKED BY:  
R.CH M.R.  
R.CH

SCALE: 1/4" = 1 ft **A-09**



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418- SITE SECTION

REVISION:

No.	Issue for	DATE
5	PLAN CHECK RESPOND	OCT. 2019
4	PLAN CHECK REVIEW	JUNE, 2019
3	D.P. SUB. -0.P. SUB.	MARCH, 2018
2	B.P. SUB.	JAN, 2018
1	B.P. SUB.	DEC 05, 2016

PROJECT:

**418  
EAST 16TH**

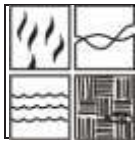
DRAWING TITLE:

**SITE SECTION**

DATE: PROJECT NO.: DRAWING NO.:

DRAWN BY: CHECKED BY:  
R.CH -M.R.  
-R.CH

SCALE: 1/4" = 1 ft **A-11**



SUMMARY REPORT OF THE MEETING  
ON EARLY INFORMATION INPUT FOR 416 EAST 16TH

October 19, 2018

Mike Friesen, Planner  
City of North Vancouver  
141 West 14<sup>th</sup> Street  
North Vancouver, BC  
V7M 1H9

Re: 416 East 16th Street, North Vancouver

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Participants:

Mehrdad Rahbar, Vernacular Design  
Roya Changizi, Vernacular Design  
Erin Annesley & Scott Riddell, the Owners  
Number of Residents attended: 3

The meeting was held at 416 East 16th Street on October 16, 2018 between 6:00 pm. and 8:00 pm. as planned.

At the meeting 3 area residents showed up. The undersigned and Roya Changizi presented the proposal in detail then answered the residents' questions.

During the presentation we encountered no oppositions. The attendees were generally in favour and supportive of the proposal.

Please see attached Sign-in sheet.

Mehrdad Rahbar, M.Arch, MRAIC

VERNACULAR DESIGN INC.





# NOTICE OF PUBLIC HEARING (WAIVED)

**WHO:** Vernacular Design Inc.

**WHAT:** Zoning Bylaw, 1995, No. 6700, Amendment Bylaw, 2019, No. 8745 (CD-722)

**WHERE:** 416-418 East 16<sup>th</sup> Street

**WHEN:** Monday, January 27, 2020 at 6:30 pm  
Council Chamber, City Hall  
141 West 14<sup>th</sup> Street, North Vancouver

Notice is hereby given that Council will consider:

## Zoning Amendment Bylaw, 2019, No. 8745

to rezone the subject property from an RS-1 (One-Unit Residential 1) Zone to a CD-722 (Comprehensive Development 722) Zone to permit the subdivision of a lot that hosts 2 existing single-family dwellings. Each building would be renovated to include a legal secondary suite and each lot would include 2 parking stalls. The maximum density is 0.5 times the lot area (FSR), with a maximum building height of 33.1 feet.

If you believe you may be affected by the above proposal, please forward written or email submissions, including your name and address, to the City Clerk, at [input@cnv.org](mailto:input@cnv.org), or by mail or delivered to City Hall. Submissions must be received no later than 4:00 pm, Monday, January 27, 2020, to ensure their availability to Council. No further information or submissions can be considered by Council after third reading of the bylaw.

The proposed Zoning Amendment Bylaw and background material will be available for viewing at City Hall between 8:30 am and 5:00 pm, Monday to Friday, except Statutory Holidays, from January 17, 2020, and online at [cnv.org/PublicHearings](http://cnv.org/PublicHearings).

Please direct any inquiries to **Mike Friesen**, Planner, at [mfriesen@cnv.org](mailto:mfriesen@cnv.org) or **604-990-4206**.



141 WEST 14TH STREET / NORTH VANCOUVER / BC / V7M 1H9  
T 604 985 7761 / F 604 985 9417 / CNV.ORG



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**THE CORPORATION OF THE CITY OF NORTH VANCOUVER**

**BYLAW NO. 8745**

**A Bylaw to amend “Zoning Bylaw, 1995, No. 6700”**

The Council of The Corporation of the City of North Vancouver, in open meeting assembled, enacts as follows:

1. This Bylaw shall be known and cited for all purposes as “**Zoning Bylaw, 1995, No. 6700, Amendment Bylaw, 2019, No. 8745**” (**Vernacular Design, 416-418 East 16<sup>th</sup> Street, CD-722**).
2. Division VI: Zoning Map of Document “A” of “Zoning Bylaw, 1995, No. 6700” is hereby amended by reclassifying the following lots as henceforth being transferred, added to and forming part of CD-722 (Comprehensive Development 722 Zone):

<b>Lots</b>	<b>Block</b>	<b>D.L.</b>	<b>Plan</b>	
23	34	550	1698	from RS-1

3. Part 11 of Division V: Comprehensive Development Regulations of Document “A” of “Zoning Bylaw, 1995, No. 6700” is hereby amended by:
  - A. Adding the following section to Section 1100, thereof, after the designation “CD-721 Comprehensive Development 721 Zone”:  
  
“CD-722 Comprehensive Development 722 Zone”
  - B. Adding the following to Section 1101, thereof, after the “CD-721 Comprehensive Development 721 Zone”:  
  
“CD-722 Comprehensive Development 722 Zone”

In the CD-722 Zone, permitted Uses, regulations for permitted Uses, regulations for the size, shape and siting of Buildings and Structures and required Off-Street Parking shall be as in the RS-2 Zone, except that:

- (1) Height (Principal Building)
  - (a) Shall not exceed a Top of Plate height of 8.4 metres (27.5 feet) as measured by the Height Envelope;
  - (b) Notwithstanding 1 (a), a roof may project above the Top of Plate height to a maximum overall Building Height of 10.1 metres (33.1 feet) as measured by the Height Envelope;
  - (c) The First Storey of the Principal Building shall be a minimum of 0.76 metres (2.5 feet) above the reference grade determined by the Height Envelope if a Basement (One-Unit and Two-Unit Residential) is present;

- (2) Siting (Principal Building) shall not be less than:
- (a) 4.6 metres (15 feet) from the Front Lot Line;
  - (b) 8 metres (26.2 feet) or 0.35 times the lot depth, whichever is greater, from the Rear Lot Line;
  - (c) 0.44 metres (1 foot 5.5 inches) from the eastern Interior Lot Line;
  - (d) 1.1 metres (3.75 feet) from the western Interior Lot Line;
- (3) The Lot Coverage shall not exceed 35%.

READ a first time on the 2<sup>nd</sup> day of December, 2019.

READ a second time on the 2<sup>nd</sup> day of December, 2019.

READ a third time on the <> day of <>, 2020.

ADOPTED on the <> day of <>, 2020.

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MAYOR

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CITY CLERK