



AGENDA FOR THE REGULAR MEETING OF COUNCIL HELD IN THE COUNCIL CHAMBER AND ELECTRONICALLY (HYBRID) FROM CITY HALL, 141 WEST 14TH STREET, NORTH VANCOUVER, BC, ON MONDAY, MARCH 4, 2024 AT 6:00 PM

Watch Livestream at cnv.org/LiveStreaming
View complete Agenda Package at cnv.org/CouncilMeetings

The City of North Vancouver respectfully acknowledges that this Council meeting is held on the traditional and unceded territories of the Skwxwú7mesh (Squamish) and Səlílwətał (Tseil-Waututh) Nations.

CALL TO ORDER

APPROVAL OF AGENDA

1. Regular Council Meeting Agenda, March 4, 2024

ADOPTION OF MINUTES

2. Regular Council Meeting Minutes, February 26, 2024

PROCLAMATION

International Women's Day – March 8, 2024

PUBLIC INPUT PERIOD

DELEGATION

Melody Moheb, Director of Public Relations, Immigrant Link Centre Society
– Increasing Food Security through Zero Food Waste

CORRESPONDENCE

3. Melody Moheb, Director of Public Relations, Immigrant Link Centre Society
– Increasing Food Security through Zero Food Waste

PRESENTATION

Eastview Park Improvements Project – Park Planner 2, and Deputy Director,
Parks and Public Spaces

REPORTS

4. Eastview Park Improvements Project
5. Preliminary Report – OCP Amendment Application and Master Plan for The Trails Lands (Wall Financial Corporation)
6. Construction Regulation Bylaw Fees Update

BYLAW – FIRST, SECOND AND THIRD READINGS

7. “Construction Regulation Bylaw, 2003, No. 7390, Amendment Bylaw, 2024, No. 9020” (Schedule A – Fees and Deposits)

NOTICE OF MOTION

8. Zoning Bylaw and Development Guidelines Consideration for Green Roof Options – Councillor Valente

PUBLIC CLARIFICATION PERIOD

COUNCIL INQUIRIES / REPORTS

NEW ITEMS OF BUSINESS

NOTICES OF MOTION

RECESS TO CLOSED SESSION

REPORT OF THE COMMITTEE OF THE WHOLE (CLOSED SESSION)

ADJOURN

CALL TO ORDER

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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 addressing Council during the Public Input Period is 2 minutes, with the number of speakers set at 5 persons. Speakers’ comments will be audio recorded, as well as live-streamed on the City’s website, and will form part of the public record.

Speakers may only speak on the same matter once in a 3-month period.

Speakers during the Public Input Period are permitted to join the meeting in person in the Council Chamber or electronically via Webex. There are 2 ways to sign up to speak during the Public Input Period.

- 1) IN PERSON: Speakers who choose to participate in person must sign the speaker list located outside the Council Chamber between 5:30 and 5:50pm on the day of the Council meeting.
- 2) ELECTRONICALLY VIA WEBEX: Speakers who choose to participate electronically must pre-register by 12:00 noon on the day of the Council meeting by completing the online form at cnv.org/PublicInputPeriod, or by phoning 604-990-4230. These pre-registrants will receive instructions by email or phone on the afternoon before the Council meeting.

If a speaker has written material to accompany their comments, the material must be sent to the Corporate Officer at clerks@cnv.org no later than 12:00 noon on the day of the Council Meeting.

The Public Input Period provides an opportunity for comment only and places the speaker’s concern on record, without the expectation of a response from Council. 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 or to Public Hearings, Public Meetings and Committee meetings when those matters are scheduled on the same evening’s agenda, as an opportunity for public input is provided when the particular item comes forward for discussion.

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

DELEGATION

Melody Moheb, Director of Public Relations, Immigrant Link Centre Society

Re: Increasing Food Security through Zero Food Waste

Item 3 refers.

CORRESPONDENCE

3. Melody Moheb, Director of Public Relations, Immigrant Link Centre Society, October 30, 2023 – File: 01-0230-01-0001/2024

Re: Increasing Food Security through Zero Food Waste

RECOMMENDATION:

THAT the correspondence from Melody Moheb, Director of Public Relations, Immigrant Link Centre Society, dated October 30, 2023, regarding “Increasing Food Security through Zero Food Waste”, be received for information.

PRESENTATION

Eastview Park Improvements Project – Park Planner 2, and Deputy Director, Parks and Public Spaces

Item 4 refers.

REPORTS

4. Eastview Park Improvements Project – File: 12-6240-20-0068/1

Report: Park Planner 2, February 21, 2024

RECOMMENDATION:

PURSUANT to the report of the Park Planner II, dated February 21, 2024, entitled “Eastview Park Improvements Project”:

THAT staff be directed to explore options to deliver recreational disc golf activities in Eastview Park at a scale appropriate to a neighbourhood service level and that is separated from other park activities;

THAT staff be directed to undertake design of additional park improvements, such as fencing, trail upgrades, and environmental restoration to separate uses, enhance visitor enjoyment, and improve overall ecological health;

Continued...

REPORTS – Continued

4. Eastview Park Improvements Project – File: 12-6240-20-0068/1 – Continued

THAT \$20,000 of the surplus funds from “Park Picnic Shelters” (Project #50200) be reallocated to “Eastview Park Improvement Design”;

THAT \$5,000 from Park Greenways and Trails Resurfacing project (#50162) and \$5,000 from the Wooden Bridges and Stair Case Replacement project (#50120) are moved to the “Eastview Park Improvement Design”;

AND THAT should any of the amounts remain unexpended as at December 31, 2026, the unexpended balances shall be returned to the credit of the respective funds.

5. Preliminary Report – OCP Amendment Application and Master Plan for The Trails Lands (Wall Financial Corporation) – File: 08-3030-20-0346/1

Report: Planner 3, February 21, 2024

RECOMMENDATION:

PURSUANT to the report of the Planner 3, dated February 21, 2024, entitled “Preliminary Report – OCP Amendment Application and Master Plan for The Trails Lands (Wall Financial Corporation)”:

THAT staff be directed to process the Official Community Plan amendment application for The Trails Lands with Wall Financial Corporation and guide the master planning process.

6. Construction Regulation Bylaw Fees Update – File: 13-6410-01-0001/2024

Report: Chief Building Official, February 21, 2024

RECOMMENDATION:

PURSUANT to the report of the Chief Building Official, dated February 21, 2024, entitled “Construction Regulation Bylaw Fees Update”:

THAT “Construction Regulation Bylaw, 2003, No. 7390, Amendment Bylaw, 2024, No. 9020” (Schedule A – Fees and Deposits) be considered.

Item 7 refers.

BYLAW – FIRST, SECOND AND THIRD READINGS

7. “Construction Regulation Bylaw, 2003, No. 7390, Amendment Bylaw, 2024, No. 9020” (Schedule A – Fees and Deposits)

RECOMMENDATION:

THAT “Construction Regulation Bylaw, 2003, No. 7390, Amendment Bylaw, 2024, No. 9020” (Schedule A – Fees and Deposits) be given first, second and third readings.

NOTICE OF MOTION

8. Zoning Bylaw and Development Guidelines Consideration for Green Roof Options – File: 09-3900-30-0006/1

Submitted by Councillor Valente

RECOMMENDATION:

WHEREAS the City of North Vancouver, as the urban core of the North Shore, faces pressure to make best use of scarce land resources and in many cases rooftops in the City are large and underutilized spaces;

WHEREAS some buildings in the City of North Vancouver possess green roofs (including the City Market building at 17th Street and Lonsdale Avenue), solar panels, and rooftop patios that enhance the quality of urban life while providing important benefits, such as increased bioretention and source treatment of stormwater runoff;

WHEREAS these treatments remain the exception and many barriers are faced by projects that seek to add rooftop features including zoning regulations, FSR barriers, and difficulty securing building insurance;

WHEREAS the City of North Vancouver has begun work to update its Zoning Bylaw and Development Permit Guidelines and modifying regulations and creating incentives could offset the costs of installing rooftop gardens;

THEREFORE BE IT RESOLVED THAT staff be directed to explore, as part of the Zoning Bylaw and Development Permit Guidelines review process, ways of reducing barriers to and increasing incentives that permit innovative uses of the rooftop, including, but not limited to, green roofs, green solar roofs, blue-green roofs, rooftop urban agriculture and rooftop patios.

Background Information, February 5, 2024

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 / REPORTS

NEW ITEMS OF BUSINESS

NOTICES OF MOTION

RECESS TO CLOSED SESSION

THAT Council recess to the Committee of the Whole, Closed Session, pursuant to the *Community Charter*, Sections 90(1)(d) [security of City property], 90(1)(e) [labour relations], and 90(1)(m) [exclusion under another enactment].

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 AND ELECTRONICALLY (HYBRID) FROM CITY HALL, 141 WEST 14TH STREET, NORTH VANCOUVER, BC, ON
MONDAY, FEBRUARY 26, 2024**

PRESENT

COUNCIL MEMBERS

Mayor L. Buchanan
Councillor H. Back
Councillor D. Bell
Councillor A. Girard
Councillor S. Shahriari
Councillor T. Valente

STAFF MEMBERS

L. McCarthy, CAO
B. Pearce, Deputy CAO
K. Graham, Corporate Officer
J. Peters, Manager, Legislative and Election Services
L. Sawrenko, Chief Financial Officer
E. Chow, Development Planner
A. Gibbs, Senior Manager, Communications and Engagement
S. Friesen, Administrative Coordinator

ABSENT

Councillor J. McIlroy

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

APPROVAL OF AGENDA

Moved by Councillor Girard, seconded by Councillor Back

1. Regular Council Meeting Agenda, February 26, 2024

CARRIED UNANIMOUSLY

R2024/5-1

ADOPTION OF MINUTES

Moved by Councillor Shahriari, seconded by Councillor Valente

2. Regular Council Meeting Minutes, February 12, 2024

CARRIED UNANIMOUSLY

R2024/5-2

PROCLAMATION

Mayor Buchanan declared the following proclamation:

Rare Disease Day – February 29, 2024 – read by Councillor Bell

PUBLIC INPUT PERIOD

- Bill Mason, North Vancouver, spoke regarding the Draft 2024-2028 Financial Plan and lowering the tax rate.

CONSENT AGENDA

Moved by Councillor Valente, seconded by Councillor Back

THAT the recommendation listed within the “Consent Agenda” be approved.

CARRIED UNANIMOUSLY

START OF CONSENT AGENDA

3. “Affordable Housing Reserve Fund Bylaw, 1996, No. 6757, Amendment Bylaw, 2024, No. 9007” (Text Amendment)

Moved by Councillor Valente, seconded by Councillor Back

THAT “Affordable Housing Reserve Fund Bylaw, 1996, No. 6757, Amendment Bylaw, 2024, No. 9007” (Text Amendment) be adopted, signed by the Mayor and Corporate Officer and affixed with the corporate seal.

(CARRIED UNANIMOUSLY)

R2024/5-3

END OF CONSENT AGENDA

PRESENTATION

2024 Heritage Awards

1. Residential Conservation – The James Residence – 532 East 10th Street

Mayor Buchanan presented the “2024 Residential Conservation Award” to:

- Tony Dean and Yvonne Perrault, Property Owners;
- Masoud Malboubi, Architect, Parmel Design and Construction; and
- Mark Isaac, Contractor, Alchemy Construction.

2. Heritage Project Recognition – St. Andrew’s United Church

Mayor Buchanan presented the “2024 Heritage Project Recognition Award” to:

- Bryan Altenburg, Contractor, Altenburg Painting Ltd.;
- John Eakin, Church Representative; and
- Donald Luxton, Heritage Consultant, Donald Luxton and Associates.

PUBLIC CLARIFICATION PERIOD

Nil.

COUNCIL INQUIRIES / REPORTS

Nil.

NEW ITEMS OF BUSINESS

Nil.

NOTICES OF MOTION

Nil.

RECESS TO CLOSED SESSION

Moved by Councillor Bell, seconded by Councillor Back

THAT Council recess to the Committee of the Whole, Closed Session, pursuant to the *Community Charter*, Sections 90(1)(a) [personal information], 90(1)(c) [labour relations], 90(1)(e) [land matter], 90(1)(k) [contract negotiations/proposed service] and 90(2)(b) [intergovernmental relations].

CARRIED UNANIMOUSLY

The meeting recessed to the Committee of the Whole, Closed Session, at 6:18 pm and reconvened at 8:34 pm.

REPORT OF THE COMMITTEE OF THE WHOLE (CLOSED SESSION)

4. 2022-2024 Collective Agreement – City of North Vancouver and IAFF Local 296
– File: 01-0560-20-0001/2024

Report: Manager, People and Culture, and Manager, Human Resources,
February 12, 2024

Moved by Councillor Valente, seconded by Councillor Bell

PURSUANT to the report of the Manager, People and Culture, and the Manager, Human Resources, dated February 12, 2024, entitled “2022-2024 Collective Agreement – City of North Vancouver and IAFF Local 296”:

THAT the Memorandum of Agreement, dated February 12, 2024, covering the terms of the 2022-2024 Collective Agreement between the Corporation of the City of North Vancouver and the International Association of Firefighters (IAFF) Local 296, be approved, subject to the approval of IAFF Local 296;

THAT the Mayor and Corporate Officer be authorized to execute the necessary documents;

AND THAT the report of the Manager, People and Culture, and the Manager, Human Resources, dated February 12, 2024, entitled “2022-2024 Collective Agreement – City of North Vancouver and IAFF Local 296”, remain in the Closed session.

CARRIED UNANIMOUSLY

R2024/5-4

REPORT OF THE COMMITTEE OF THE WHOLE (CLOSED SESSION) – Continued

5. Labour Relations – File: 01-0560-20-0001/2024

Report: Deputy Chief Administrative Officer, February 14, 2024

Moved by Councillor Valente, seconded by Councillor Bell

PURSUANT to the report of the Deputy Chief Administrative Officer, dated February 14, 2024, regarding labour relations:

THAT the action taken by the Committee of the Whole (Closed Session) be ratified;

AND THAT the wording of the resolution and the report of the Deputy Chief Administrative Officer, dated February 14, 2024, remain in the Closed session.

CARRIED UNANIMOUSLY

R2024/5-5

6. Land Matter – File: 12-6120-05-0002/1

Report: Park Planner 2, February 14, 2024

Moved by Councillor Valente, seconded by Councillor Bell

PURSUANT to the report of the Park Planner 2, dated February 14, 2024, regarding a land matter:

THAT the action taken by the Committee of the Whole (Closed Session) be ratified;

AND THAT the wording of the resolution and the report of the Park Planner 2, dated February 14, 2024, remain in the Closed session.

CARRIED UNANIMOUSLY

R2024/5-6

7. Land Matter / Contract Negotiations / Intergovernmental Relations
– File: 02-0800-30-0022/1

Report: Deputy Chief Administrative Officer, February 21, 2024

Moved by Councillor Valente, seconded by Councillor Bell

PURSUANT to the report of the Deputy Chief Administrative Officer, dated February 21, 2024, regarding a land matter, contract negotiations and intergovernmental relations:

THAT the action taken by the Committee of the Whole (Closed Session) be ratified;

AND THAT the wording of the resolution and the report of the Deputy Chief Administrative Officer, dated February 21, 2024, remain in the Closed session.

CARRIED UNANIMOUSLY

R2024/5-7

ADJOURN

Moved by Councillor Girard, seconded by Councillor Bell

THAT the meeting adjourn.

CARRIED UNANIMOUSLY

The meeting adjourned at 8:35 pm.

“Certified Correct by the Corporate Officer”

CORPORATE OFFICER

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Office of the Mayor

CITY OF NORTH VANCOUVER
BRITISH COLUMBIA

Proclamation

INTERNATIONAL WOMEN'S DAY

Whereas

International Women's Day is celebrated globally on March 8 by those who believe in gender equity and who seek to improve the lives of all women, girls, Two Spirit, non-binary and gender diverse people through cultural, legal, economic and social change;

Whereas

we must work towards a world where each person can make their own choices and determine their own path free from violence and discrimination;

Whereas

millions of people worldwide continue to support the courageous demonstrations in Iran for the human rights of women and girls with the rallying call "Women Life Freedom";

And Whereas

the Government of Canada's 2024 theme "Invest in Women: Accelerate Progress" is a call to action and a reminder that gender equality is one of the most effective ways to build healthier, more prosperous and more inclusive communities. We all have a role to play in building a future where everyone can reach their full potential. It is time to act – because women's success is everyone's success;

Now Therefore

I, Linda Buchanan, Mayor of the City of North Vancouver, do hereby proclaim **March 8, 2024** as **International Women's Day** in the City of North Vancouver, the traditional territories of the Squamish and Tsleil-Waututh Nations.

So proclaimed on Monday, March 4, 2024

Linda C. Buchanan

Mayor Linda Buchanan

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Immigrant Link Centre Society (Charity)

Reg. No: 761286699RR0001

Increasing Food Security through Zero Food Waste

City of North Vancouver

March 4th, 2024

1



Immigrant Link Centre Society (Charity)

Reg. No: 761286699RR0001

- **Background**
- **Objectives**
 1. Reduce Food Waste
 2. Prevent CO2 emission
 3. Address Food Insecurity
 4. Strengthen Community Cohesion
 5. Provide Canadian working experience for newcomers/ students
 6. Educating kids and students about food waste

2



Immigrant Link Centre Society (Charity)

Reg. No: 761286699RR0001

Environmental Impact and Climate Change

- **Recover more than 1,000,000 KG of Food**
Annually
- **Reduction of 1,500,000 KG CO2 Equivalent Emissions**
Annually

3



Immigrant Link Centre Society (Charity)

Reg. No: 761286699RR0001

Food Security

- 500,000 People Food Insecure in BC
- Project Aims to Support 4000 People in need biweekly, which 750 live in North Shore.

4



Immigrant Link Centre Society (Charity)

Reg. No: 761286699RR0001

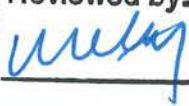
Q & A

Thank you!

Karla Graham

Subject: Presentation Request for Immigrant Link Centre Society at CNV Council
Attachments: ILCS Letter of support Tri-Cities Zero Food Waste RY April 2023.pdf; UWBC Letter of Support 2023.pdf

Sent: October-30-23 6:07 PM
To: Clerks <Clerks@cnv.org>
Cc: Shervin Shahriari (Councillor) <sshahriari@cnv.org>
Subject: Presentation Request for Immigrant Link Centre Society at CNV Council

Reviewed by:  CAO
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Hi there,

I hope this message finds you well. I am writing on behalf of the Immigrant Link Centre Society, an organization committed to providing essential food support for low-income individuals and refugees while prioritizing environmental stewardship. We've made significant progress in expanding our operations in the City of North Vancouver. With three active food rescue sites and a dedicated team of 27 volunteers, we serve over 300 individuals weekly.

In our pursuit of sustainable solutions, we've engaged in discussions with the North Vancouver City Council to enhance our collaboration with local government bodies. Our recent productive conversation with Councillor Shervin Shahriari, known for his passion for sustainability and addressing food waste, was indeed valuable. His insights have strengthened our dedication to these crucial matters.

Building on this positive interaction, we believe that presenting our progress at a City Council meeting is a crucial step towards gaining further support for our initiatives. We kindly request the opportunity to make a delegate presentation at an upcoming North Vancouver City Council meeting. This presentation will provide an overview of our work, highlight the positive outcomes achieved, and discuss the support we anticipate from the city.

In the attachment you can find two supporting letters from UBC and UWBC for your reference.

We're enthusiastic about the possibility of working together towards a more sustainable future for our community. Thank you for considering this request, and we look forward to scheduling a meeting at your earliest convenience.

Warm regards,
Melody Moheb
Director of Public Relations
Immigrant Link Centre Society



Global News-Soul Bite Food
Tel:(604) 442-4964 **Fax:**(778) 807-9904



United Way
British Columbia

Working with communities in BC's
Interior, Lower Mainland, Central
& Northern Vancouver Island

March 17th 2023

Immigrant Link Centre Society
#403-206 Therrien Street, Coquitlam, BC, V3K 4T5

To Whom It May Concern,

I am writing this letter in support of Immigrant Link Centre Society's request for funding to further their deep impactful work preventing food waste, protecting the environment, and supporting economic growth for immigrants and refugees.

Immigrant Link Centre Society (ILCS) has been a part of United Way's Food Filler's program for the past 3 years. The goal of the UWBC Food Fillers program is to develop networks to create efficiencies in the redistribution of recovered or donated food where it is needed in the community. ILCS is the largest food recovery organization that we work in this capacity across the Lower Mainland.

In addition to providing food support for the community, ILCS is an active partner and leader in our Community of Practice which provides opportunities for learning and cross-sharing among multiple organizations addressing gaps in localized food access across BC.

UWBC is committed in their support of ILCS and their impactful work and fully supports this funding ask.

Sincerely,

A handwritten signature in black ink that reads "K. Cardinal". The signature is written in a cursive style and is positioned above a horizontal line.

Kendahl Cardinal

Project Strategist Food Security
Community Impact and Investment
United Way British Columbia



THE UNIVERSITY OF BRITISH COLUMBIA

Faculty of Land and Food Systems
Office of the Dean
248-2357 Main Mall
Vancouver, BC Canada V6T 1Z4

Phone 604 822 1219
Fax 604 822 6394
lfs.dean@ubc.ca
www.landfood.ubc.ca

April 3, 2023

To whom it may concern,

Re: Support for Increasing Food Security Through Zero Food Waste, Tri-Cities Pilot Project

UBC Faculty of Land and Food System's mission is to develop change makers and leaders who improve global health through science, innovation, and positive actions. I am pleased to add our Faculty's support behind the Immigrant Link Centre Society (ILCS) as they work to turn the Tri-Cities into a zero-food waste zone to help end hunger and improve food security, a priority for our Faculty.

Our Faculty first partnered with ILCS in 2019 through our academic core, Land, Food and Community (LFC) series. The LFC series aims to create learning opportunities that encourage students to become citizens, professionals, and leaders who understand the opportunities and obstacles to food systems through an ecological, social and economical lens. Since then, ILCS has hosted two student groups per term to address food system sustainability issues and community food security through project collaboration.

In addition to supporting our undergraduates, for the past two years, they are also partnered with our Master of Food and Resource Economics professional program. Our students undertook a graduating project supporting professional development and experiential learning with deliverables. ILCS was also the organization of choice for a recent case competition providing students with experiential learning opportunities to help solve a real problem.

I strongly support their goal of turning the Tri-Cities into a zero-food waste region and would welcome any questions you have regarding Immigrant Link Centre Society.

Sincerely,

A handwritten signature in black ink that reads "Rickey Y. Yada".

Rickey Y. Yada, PhD
Professor and Dean



**Eastview Park
Improvements Project**

Presented March 2024
Engineering, Parks & Environment



Purpose and Overview

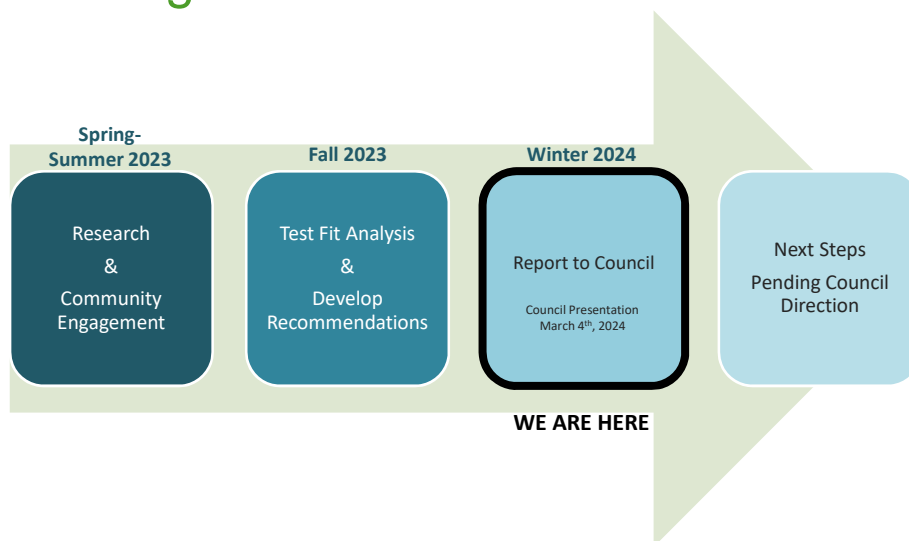
1. Background and process to date
2. Public engagement and “What We Heard”
3. Test fit analysis for the possible relocation of the disc golf course
4. Recommendation to Council and proposed next steps

Background: Direction from Council

Council Notice of Motion, February 6th 2023

- Staff to evaluate options to ensure Eastview is a welcoming and safe place.
- Address conflict through possible relocation of disc golf to another City or Metro Vancouver park.

Background: Process to Date



Public Engagement: What We Heard Report

EASTVIEW PARK IMPROVEMENTS PROJECT



WHAT WE HEARD
SUMMARY REPORT
2023



We engaged the community to better understand opportunities to improve Eastview Park

HOW THE COMMUNITY ENGAGED:



615

Project page visits

201

Survey responses



27

Locations pinned on the online map



2

In-person workshops



2

Park pop-ups =80 conversations

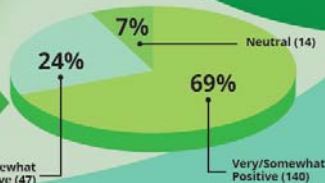


6,800

People reached on social media



How would you rate your typical experiences when visiting Eastview Park?



93%

of survey responses were North Shore residents

(172 responses)



Postal Codes: V7J and V7K

69% live in neighbourhoods close to Eastview Park

People who live within two blocks of Eastview Park typically visit the park more than once a week

54%

of survey respondents play disc golf in the park

(108/201 responses)

Over half of disc golf respondents live in neighbourhoods close to Eastview Park

Affordability and spending time with friends and family are the main reasons people enjoy playing disc golf in Eastview Park

Postal Codes: V7J and V7K

Common Themes

- Environmental Protection and Enhancement**

Eastview Park is an important natural area in the community. It is necessary to increase the restoration efforts in the park.
- Dedicated Disc Golf Course on the North Shore**

There is a strong desire for a properly-scoped, dedicated disc golf course on the North Shore.
- Reconfiguration of the Eastview Park Disc Golf Course**

The recent temporary reconfiguration did not improve safety or sightlines and reduced the quality of play.
- Park Improvements**

Trail improvements and more benches are the main upgrades users would like to see in the park.
- Feeling Safe and Welcome**

Feeling safe and welcome is the most important thing to the majority of park users, regardless of park use.
- Something for Every Age Group**

When thinking about neighbourhood parks in general, it is very important to provide a range of recreational opportunities with something for every age group.

7

There is a diversity of viewpoints and diverging opinions on Eastview Park

"I don't have a dog, but I think the park is an important space for them."

"I think the park is too small to accommodate disc golf. While I'm thankful to have these free activities for all ages, I think location is key."

"I enjoy being outside playing a free, easily accessible sport where other players are extremely friendly and inviting. It's a beautiful sport to get a bit of exercise and socialize."

"In the past two years my negative experiences have far outnumbered my enjoyable experiences."

"I fully support keeping the disc golf at Eastview even though I don't participate. It's always full of people enjoying that game which tells me, it's a great use for that space. There are several other parks in the neighborhood that can be used for dog walking, playing and enjoying nature."

Quotes are verbatim comments representing common themes and opinions shared in the survey in June 2023.

8

What We Learned...



TOP THINGS PEOPLE ENJOY MOST ABOUT EASTVIEW PARK:

1. A natural area that is quiet and peaceful.
2. The disc golf course.
3. Located close to home or school.
4. A place to socialize with others and a sense of community.




TOP THINGS PEOPLE ARE CONCERNED ABOUT EASTVIEW PARK:

1. Feels unwelcoming and unsafe.
2. The disc golf course (configuration, location).
3. Lack of bylaw enforcement.
4. Environmental impact from current uses in the park.

During the pop-ups and workshops, we also learned that feelings of safety and defining 'welcoming' are intensely personal as well as situational.

 9

Possible Relocation of Disc Golf

 10

Test Fit Analysis: CNV Parks



Evaluation Criteria

- Large enough to accommodate size (~6 acres for a 9 hole beginner course)
- Mix of canopy cover and open space
- Separation from other uses and trails
- No tree or understory removals required

Source: Professional Disc Golf Association (PDGA)

Results of Test Fit Analysis

- ~6 acres for a 9 hole beginner course cannot be accommodated in any City parks
 - Tree and understory removals would be required
 - There would be conflict with existing activities and programming
- Practice baskets (clusters of up to 3 baskets) could be potentially be considered in some parks including Eastview

Overview and Recommendation

Eastview Park is a neighbourhood scale park shared amongst different park users.

The original 9 hole disc golf course (currently 6 holes) at Eastview Park is not appropriate sized course for the site.

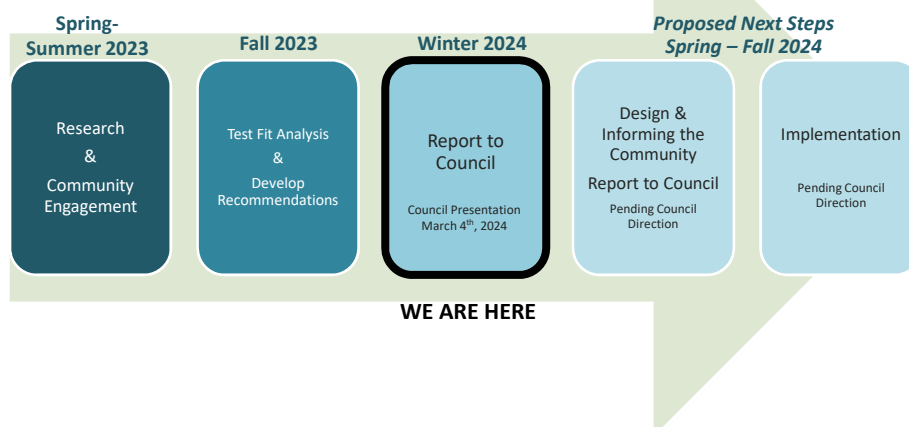
Recommendation to Council:

- Staff explore design options for Eastview Park to deliver recreational disc golf activities at a scale appropriate to a neighbourhood service level that is spatially separated from other uses;
- Additional site improvements such as fencing and trail upgrades and environmental restoration are implemented to separate uses, enhance visitor enjoyment and improve overall ecological health.

Proposed Next Steps (Pending Council Direction)

- Create new project “Eastview Park Improvement Design”;
- An estimated \$30K is accommodated in existing capital project budgets for design;
- Staff report back to Council and the community with the results of the design phase and the process on any modifications and enhancements.

Project Timeline (Pending Council Direction)





Thank you.

city
of north
vancouver

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

REPORT

To: Mayor Linda Buchanan and Members of Council
From: Chandra Lesmeister, Park Planner II
Subject: EASTVIEW PARK IMPROVEMENTS PROJECT
Date: February 21, 2024 File No: 12-6240-20-0068/1

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

RECOMMENDATION

PURSUANT to the report of the Park Planner II, dated February 21, 2024, entitled "Eastview Park Improvements Project":

THAT staff be directed to explore options to deliver recreational disc golf activities in Eastview Park at a scale appropriate to a neighbourhood service level and that is separated from other park activities;

THAT staff be directed to undertake design of additional park improvements, such as fencing, trail upgrades, and environmental restoration to separate uses, enhance visitor enjoyment, and improve overall ecological health;

THAT \$20,000 of the surplus funds from "Park Picnic Shelters" (Project #50200) be reallocated to "Eastview Park Improvement Design";

THAT \$5,000 from Park Greenways and Trails Resurfacing project (#50162) and \$5,000 from the Wooden Bridges and Stair Case Replacement project (#50120) are moved to the "Eastview Park Improvement Design";

AND THAT should any of the amount remain unexpended as at December 31, 2026, the unexpended balance shall be returned to the credit of the respective fund.

ATTACHMENTS

1. Notice of Motion (CityDocs [2465558](#))
2. Disc Golf Relocation Test Fit Analysis (CityDocs [2465324](#))
3. "What We Heard" Summary Engagement Report 2023 (CityDocs [2465323](#))

SUMMARY

Early in 2023, Council directed staff to evaluate options for Eastview Park that considered long-term sustainability of the park, safety, reduction of conflict between park uses and the possibility of relocation of the existing disc golf course. Based on public engagement outcomes and the lack of suitable sites for the relocation of disc golf to another City park or Metro Vancouver park, staff recommend exploring design options for a disc course at Eastview Park that is at a scale appropriate for a neighbourhood park and spatially separated from other park activities. A reduced course size and related park upgrades will help to separate uses and improve the experience for all park visitors.

BACKGROUND

On February 6, 2023, Council approved the following motion:

THAT staff be directed to evaluate options that ensure the long-term sustainability of Eastview Park as a welcoming and safe place for people of all ages and abilities by addressing the potential for conflict between Eastview Park uses, including disc golf users, through the possible relocation of disc golf to another City or Metro Vancouver park.

As a result of the Council motion, staff completed temporary reconfigurations to the existing nine-hole disc golf course to reduce the potential for conflict between disc golf areas of play and other park uses. In April 2023, three holes were closed and two holes were relocated.

From June to July 2023, the City engaged the community to better understand opportunities to improve Eastview Park. Engagement included two facilitated community workshop sessions, two pop-up engagements in Eastview Park, an online Let's Talk questionnaire and an interactive mapping tool.

The resulting "What We Heard" summary engagement report (Attachment #3) and related summary appendix is shared with participants on the Let's Talk project page and via email. Engagement with the community highlighted the diversity of viewpoints and diverging opinions on what should, or should not, be done in Eastview Park.

DISCUSSION

Engagement Results

Through June and July of 2023, staff undertook a multi-layered engagement process to understand how Eastview Park was currently being used, what was working well and where improvements could be made. Two in-person workshops and two pop-up sessions

in the park were held and a Let's Talk survey garnered 201 responses. A summary of the engagement process is provided as Attachment 3.

According to the results of the engagement, disc golf course usage in Eastview Park was the most divergent topic throughout the process. This was demonstrated in the responses relating to online questions such as, "what concerns you the most about Eastview" and "what do you enjoy most". Disc golf received the same number of responses for both of these questions.

During the engagement period, staff learned that feelings of safety and defining welcoming are intensely personal as well as situational. Some park visitors indicated that they felt safe because of the disc golfers and the resulting activation in the park. However, some park visitors shared that they do not feel safe because of disc golf for a range of reasons such the possibility of being struck with an errant disc and conflicts with individual players.

Engagement results indicate that there is general satisfaction amongst park visitors and typical experiences are very or somewhat positive (69%). Some disc golf players indicated that the reduction from nine to six holes decreased their enjoyment of the park and therefore selected a "negative experience" when visiting the park and visit the park less often as a result.

Points of alignment and common themes amongst respondents included a shared interest in environmental protection and enhancement. Most people enjoy the natural surroundings and find the park to be quiet and peaceful. Respondents also recognize the need for a properly-scoped, dedicated disc golf course on the North Shore and did not view the City's reconfiguration of the Eastview course layout as achieving the desired outcomes.

Based on input from a diversity of users and experiences of disc golf in Eastview Park, staff have concluded that there is not an approach that will achieve shared satisfaction amongst those with a common interest in this public space. Pending direction from Council, staff will look at solutions that separate users and uses at a scale that both preserves the opportunities to play with providing recreational facilities at a neighbourhood service level.

Alternative Locations for Disc Golf

As part of the 2023 Council Notice of Motion, staff were directed to address the potential for conflict between park uses, including disc golf, through the possible relocation of disc golf to another City or Metro Vancouver park. As directed, staff undertook a test fit analysis to review whether a nine-hole disc golf course could be accommodated at an alternate location within the City parks system.

Large parks, over five hectares in size and having a mix of open and forested area, were evaluated in a test fit analysis. The larger parks that were subject to the analysis included Heywood, Mahon, Tempe, Greenwood, Loutet, Sunrise and Eastview (Attachment #2).

The applied evaluation criteria is based on [design guidelines](#) published by the Professional Disc Golf Association (PDGA):

- Sufficient land area in the park to accommodate six acres for a nine-hole beginner course (based on a small recreational course requirement of two to three holes per acre depending on terrain);
- A mix of canopy cover and open space (mostly open is preferred) for a well-balanced course;
- Separation for other park activities, uses, and trails; and,
- No tree or understory removals required to accommodate the course.

Staff found that although some parks could accommodate the recommended size, separation from other park uses and trails could not be achieved in any parks with the exception of Sunrise Park. However, Sunrise Park would require significant understory and tree removals to achieve a mix of mostly open and wooded area. Eastview can also accommodate the recommended size; however, the course footprint covers the full area of the park which results in a lack of separation from trails and other park activities.

A regional scan of disc golf amenities found that there are limited courses on the North Shore. Other than Eastview Park, there is only one other, no-barrier course at Rockridge Secondary School in West Vancouver (beginner level six-hole course). Disc golf is available to play at Grouse Mountain and is complimentary along with the purchase of a mountain admission ticket (\$80 per adult) or with the purchase of an annual membership (\$235 per adult).

Together with Murdo Frazer Pitch and Putt, the North Shore Disc Golf Association is planning to organize occasional rounds of disc golf (\$10 per round) at the greens. The North Shore Disc Golf Association are also actively advocating for opportunities to develop a regional, intermediate level course elsewhere on the North Shore.

Eastview Park: Neighbourhood Service Level Recreation

There are limited opportunities to play disc golf on the North Shore and Eastview Park fills in the gap in service levels for this popular, low barrier sport. However, the current course layout and the lack of separation between park activities has resulted in conflict between uses. Removal of the disc golf course would be a significant loss of low-barrier recreation amenity and replacing this level of amenity would be recommended to maintain activity levels in the park, thus triggering a large park planning process.

Staff recommend that a professional disc golf designer be retained to collaborate with City staff to create a disc golf course layout that is an appropriate size for a neighbourhood park and separated from other park uses. The layout would take into account the existing trail network, pedestrian desire lines through the park and other informal park activities. Additional fencing and trail upgrades could be integrated into the design to separate park activities to reduce conflict and help protect sensitive understory and wetland habitat. Enhancements to the natural areas of the park could also be proposed. This design work by an industry expert would help to make sure that we can deliver an appropriately sized disc golf course that meets safety standards for this type of activity in this context.

Next Steps

If staff are directed by Council to proceed with the recommendation, staff would undertake exploring design options for disc golf activities that are at a scale appropriate to a neighbourhood service level and are spatially separated from other park activities.

Prior to implementation, staff will report back to Council and the community with the results of the design phase and the process to implement any modifications to the course and other park enhancements described above.

FINANCIAL IMPLICATIONS

Staff propose that the design costs be funded through reallocation of the following existing capital budgets into a new \$30,000 "Eastview Park Improvement Design" budget:

- \$20,000 of remaining surplus budget from the completed Park Picnic Shelters project (#50200);
- \$5,000 Park Greenways and Trails Resurfacing project (#50162), and;
- \$5,000 from the Wooden Bridges and Stair Case Replacement project (#50120).

The Parks and Greenways Trails Resurfacing and the Wooden Bridges and Stair Case Replacement projects are delivering on their objectives. There currently is a surplus of funding in these projects that can be reallocated towards "Eastview Park Improvement Design".

INTER-DEPARTMENTAL IMPLICATIONS

Communications and Engagement, Bylaws, Parks planning and operations work together in partnership on the Eastview Park project. This partnership ensures that staff have broad understanding of community perspectives, support monitoring the park, and can respond to related to public safety concerns. Funding re-allocations have also been reviewed with the Finance department.

STRATEGIC PLAN, OCP OR POLICY IMPLICATIONS

Eastview Park Improvements supports Council's priority to be "A Vibrant City" where dynamic public spaces and places provide opportunities for connection and enable residents to engage with their community. This project also supports Council's Strategic Plan priority to be "A City for People" that is welcoming, inclusive, safe, and accessible and supports the health and well-being of all.

RESPECTFULLY SUBMITTED:



Chandra Lesmeister
Park Planner II

MINUTES OF THE REGULAR MEETING OF COUNCIL HELD IN THE COUNCIL CHAMBER AND ELECTRONICALLY (HYBRID) FROM CITY HALL, 141 WEST 14TH STREET, NORTH VANCOUVER, BC, ON **MONDAY, FEBRUARY 6, 2023**

NOTICE OF MOTION

9. Eastview Park Safety Review – File: 12-6130-20-0014/1

Submitted by Councillor Bell, Councillor Girard and Councillor Valente

Moved by Councillor Valente, seconded by Councillor Bell

WHEREAS a key priority for the City of North Vancouver is to be a City for people that is welcoming, inclusive, safe, accessible, and supports the health and wellbeing of all;

WHEREAS City parks are natural areas of ecological diversity that allow community members to enjoy active lifestyles year round and are critical components of a healthy and complete community;

WHEREAS City parks must be adapted to changing demographics, environmental conditions and evolving patterns of community needs;

WHEREAS the City's Parks Master Plan requires the continued monitoring of impacts of use on environmental resources and adjustment of design and operations practices, as needed, to minimize these impacts;

WHEREAS the City's Parks Master Plan designates Eastview Park as a "Natural Area" that includes lands that are environmentally sensitive areas (for example, creeks, forests, etc.);

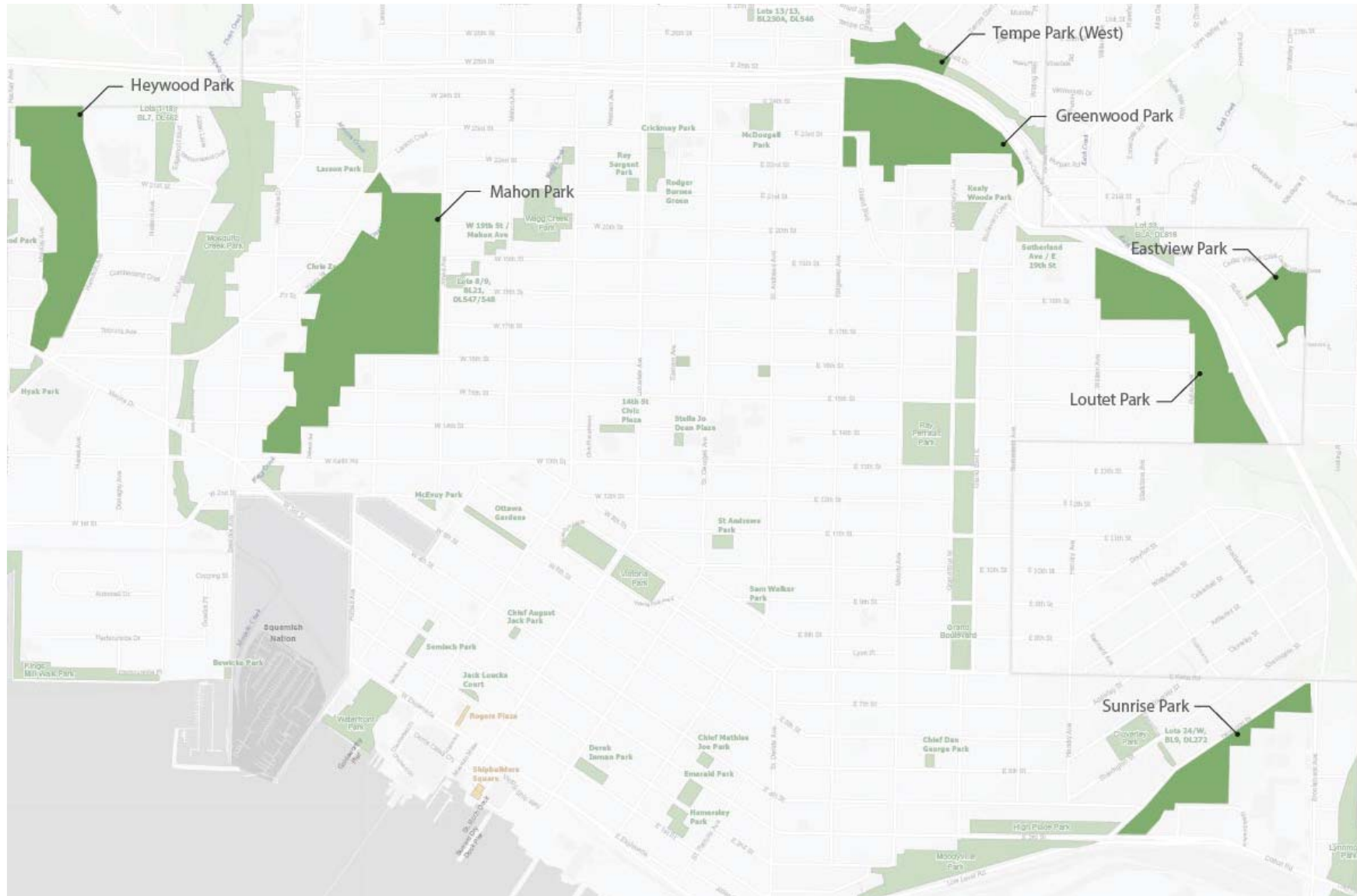
AND WHEREAS residents in the vicinity of Eastview Park and park users have communicated concerns about ongoing conflicts in park uses that are impacting the inclusivity, accessibility, and safety of this park, as well as concerns of degradation of soil and Indigenous plants and trees in the park;

THEREFORE BE IT RESOLVED that staff be directed to evaluate options that ensure the long-term sustainability of Eastview Park as a welcoming and safe place for people of all ages and abilities by addressing the potential for conflict between Eastview Park uses, including disc golf users, through the possible relocation of disc golf to another City or Metro Vancouver park.

CARRIED UNANIMOUSLY

Possible Relocation of Disc Golf: Test Fit Analysis

Test Fit Analysis: CNV Parks

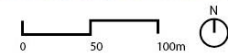


Test Fit Analysis: Greenwood Park



— Public Trail
— Stream/River

— Green Necklace



Criteria

- ✓ Can accommodate size
- ✗ Mix of canopy cover and open space
- ✗ Separation from other uses and trails
- ✗ No tree or understory removals required

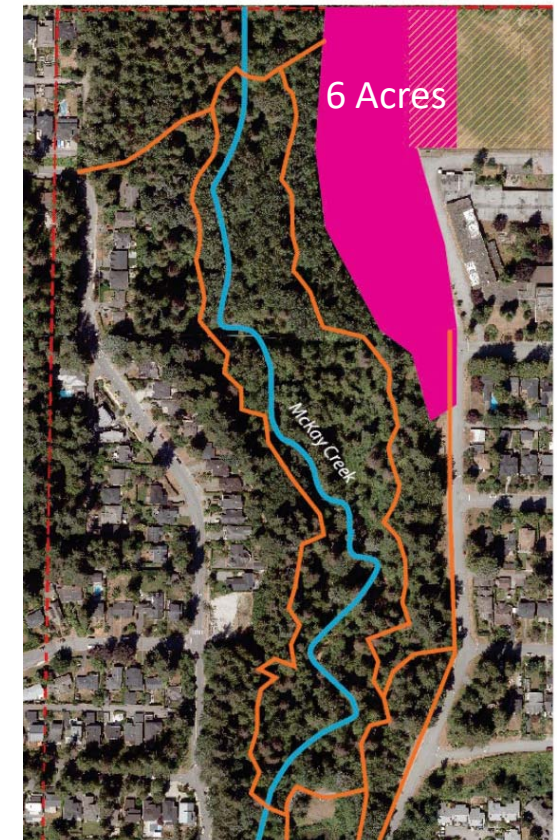
Test Fit Analysis: Loutet Park



Criteria

- ✓ Can accommodate size
- ✗ Mix of canopy cover and open space
- ✗ Separation from other uses and trails
- ✗ No tree or understory removals required

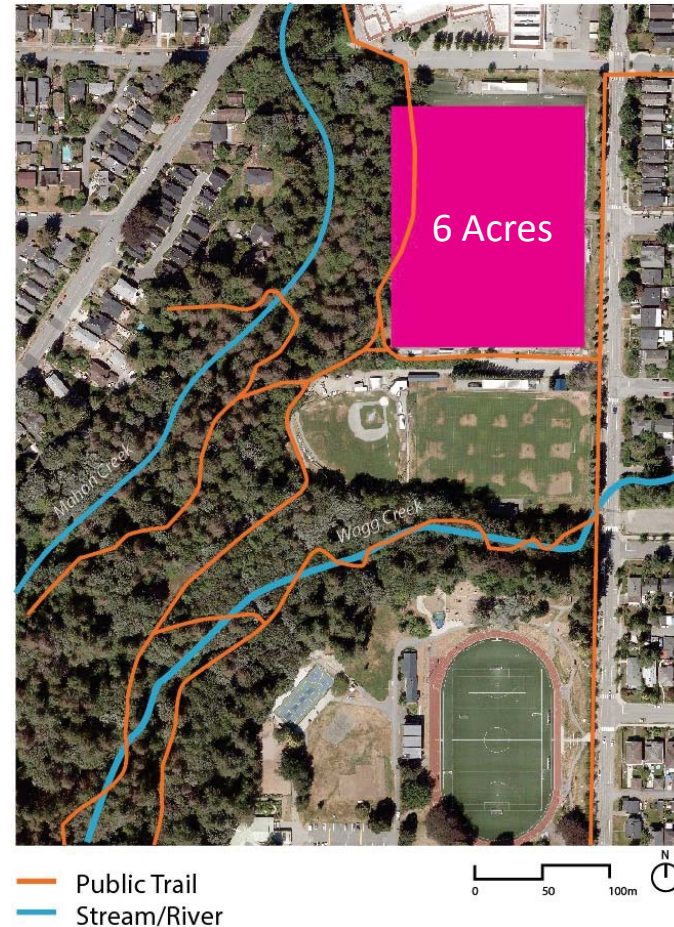
Test Fit Analysis: Heywood Park



Criteria

- ✓ Can accommodate size
- ✗ Mix of canopy cover and open space
- ✗ Separation from other uses and trails
- ✓ No tree or understory removals required

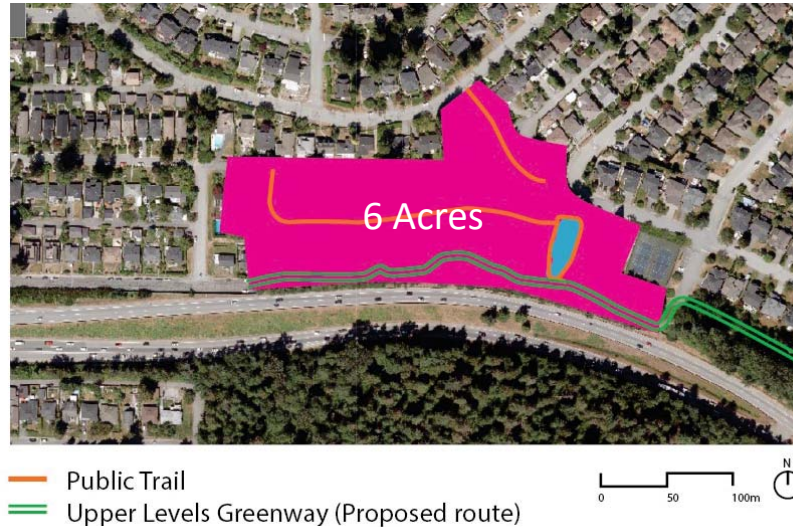
Test Fit Analysis: Mahon Park



Criteria

- ✗ Can accommodate size
- ✓ Mix of canopy cover and open space
- ✗ Separation from other uses and trails
- ✓ No tree or understory removals required

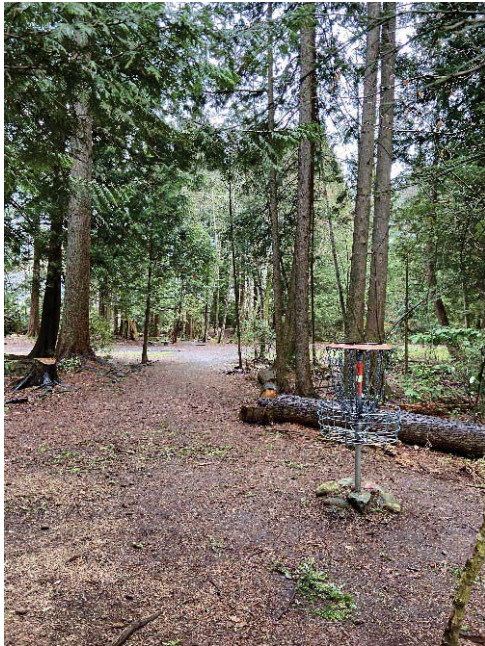
Test Fit Analysis: Tempe Park (West)



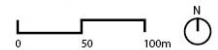
Criteria

- ✓ Can accommodate size
- ✗ Mix of canopy cover and open space
- ✗ Separation from other uses and trails
- ✓ No tree or understory removals required

Test Fit Analysis: Eastview Park



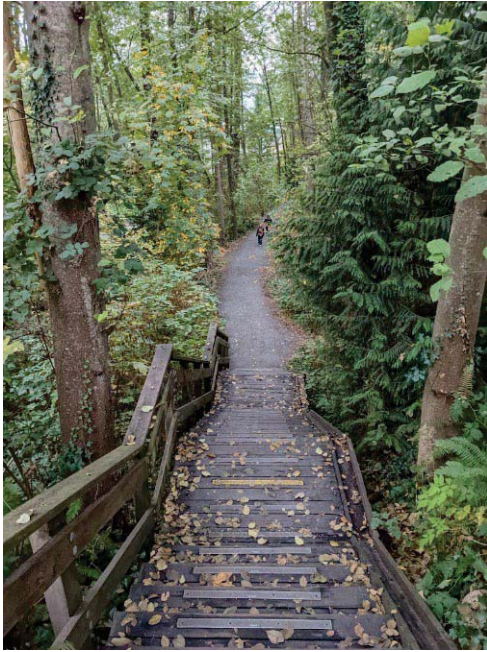
— Public Trail
- - - CNV/DNV Boundary



Criteria

- ✓ Can accommodate size
- ✓ Mix of canopy cover and open space
- ✗ Separation from other uses and trails
- ✓ No tree or understory removals required

Test Fit Analysis: Sunrise Park



Criteria

- ✓ Can accommodate size
- ✗ Mix of canopy cover and open space
- ✓ Separation from other uses and trails
- ✗ No tree or understory removals required

EASTVIEW PARK IMPROVEMENTS PROJECT



WHAT WE HEARD SUMMARY REPORT



93%

of survey responses were North Shore residents

(160/172 responses)

74% live in neighbourhoods close to Eastview Park

(Postal Codes V7J and V7K)

People who live within two blocks of Eastview Park typically visit the park more than once a week

We engaged the community to better understand opportunities to improve Eastview Park

Engagement period: June 20–July 11, 2023

HOW THE COMMUNITY ENGAGED:

615
Project page visits

201
Survey responses

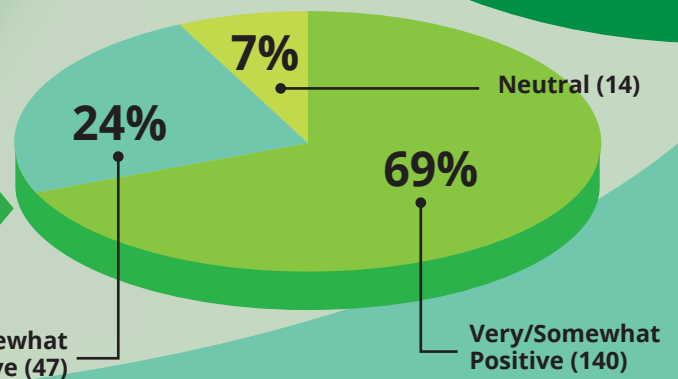
27
Locations pinned on the online map

6,800
People reached on social media

2
In-person workshops with 28 attendees

2
Park pop-ups, = 80 conversations

How would you rate your typical experiences when visiting Eastview Park?





EASTVIEW PARK IMPROVEMENTS PROJECT

WHAT WE HEARD SUMMARY REPORT



Common Themes We Heard



Environmental Protection and Enhancement

Eastview Park is an important natural area in the community. It is necessary to increase the restoration efforts in the park.



Dedicated Disc Golf Course on the North Shore

There is a strong desire for a properly-scoped, dedicated disc golf course on the North Shore.



Reconfiguration of the Eastview Park Disc Golf Course

The recent temporary reconfiguration did not improve safety or sightlines and reduced the quality of play.



Park Improvements

Trail improvements and more benches are the main upgrades users would like to see in the park.




Feeling Safe and Welcome

Feeling safe and welcome is the most important thing to the majority of park users, regardless of park use.



Something for Every Age Group

When thinking about neighbourhood parks in general, it is very important to provide a range of recreational opportunities with something for every age group.

54% 
of survey
respondents play
disc golf in the park
(108/201 responses)



Over half of disc golf respondents live in neighbourhoods close to Eastview Park
(Postal Codes V7J and V7K)



Affordability and spending time with friends and family are the main reasons people enjoy playing disc golf in Eastview Park



EASTVIEW PARK IMPROVEMENTS PROJECT

WHAT WE HEARD SUMMARY REPORT



There is a diversity of viewpoints and diverging opinions on Eastview Park

"I don't have a dog, but I think the park is an important space for them."

"I think the park is too small to accommodate disc golf. While I'm thankful to have these free activities for all ages, I think location is key."

"I fully support keeping the disc golf at Eastview even though I don't participate. It's always full of people enjoying that game which tells me, it's a great use for that space. There are several other parks in the neighborhood that can be used for dog walking, playing and enjoying nature."

"I enjoy being outside playing a free, easily accessible sport where other players are extremely friendly and inviting. It's a beautiful sport to get a bit of exercise and socialize."

"In the past two years my negative experiences have far outnumbered my enjoyable experiences."



Quotes are verbatim comments representing common themes and opinions shared in the survey in June 2023.

What We Learned...



TOP THINGS PEOPLE ENJOY MOST ABOUT EASTVIEW PARK:

1. A natural area that is quiet and peaceful.
2. The disc golf course.
3. Located close to home, work or school.
4. A place to socialize with others and a sense of community.






TOP THINGS PEOPLE ARE CONCERNED ABOUT EASTVIEW PARK:

1. Feels unwelcoming and unsafe.
2. The disc golf course (configuration, location).
3. Lack of bylaw enforcement.
4. Environmental impact from current uses in the park.

During the pop-ups and workshops, we also learned that feelings of safety and defining 'welcoming' are intensely personal as well as situational.



 Department Manager	 Director	 CAO
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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: Matthew Menzel, Planner 3

Subject: PRELIMINARY REPORT – OCP AMENDMENT APPLICATION AND
MASTER PLAN FOR THE TRAILS LANDS (WALL FINANCIAL
CORPORATION)

Date: February 21, 2024 File No: 08-3030-20-0346/1

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

RECOMMENDATION

PURSUANT to the report of the Planner 3, dated February 21, 2024, entitled “Preliminary Report –OCP Amendment Application and Master Plan for The Trails Lands (Wall Financial Corporation)”:

AND THAT staff be directed to process the Official Community Plan amendment application for The Trails Lands with Wall Financial Corporation and guide the master planning process.

ATTACHMENTS

1. Context Map (CityDocs [2454499](#))

SUMMARY

The purpose of this report is to seek Council’s direction regarding a proposed Official Community Plan (OCP) amendment for the undeveloped portion of The Trails site in Moodyville. The proposal will involve a master planning exercise to determine a revised form for future development on this site.

BACKGROUND

Wall Financial Corporation has submitted a Pre-Consultation Application proposing to amend the Official Community Plan, which would require the development of a master plan for the undeveloped portion of The Trails site. The master plan process is used to identify the land use designations, heights and density, as well as establish relevant parameters to guide future development on the site. Consultation with the community and relevant interest holders, in alignment with the City's upcoming Community Engagement Framework, will also be required.

Staff are seeking Council direction to move forward with processing this application.

Table 1. Project Information

Applicant	Wall Financial Corporation
Architect	Arcadis Group Architects Canada Inc.
Address	507, 519-609, 619, 625, 628 & 633-639 East 1st Street 82-86 & 94 St Davids Ave 603-609 & 631 East 2nd Street
Official Community Plan Designation	Residential Level 4B
Existing Zoning	Comprehensive Development CD-669 Zone <ul style="list-style-type: none"> • Existing allowable density – 1.25 FSR • Existing allowable height: <ul style="list-style-type: none"> ○ Rowhouse Residential Use – 12 metres ○ All other permitted uses – 15 metres
Metro 2050 / Transport 2050	General Urban Frequent Transit Development Area

DISCUSSION

The following sections outline the site and surrounding uses, development opportunities and constraints, master plan content, process, public engagement, and options for Council's consideration.

Site and Surrounding Uses

The proposed OCP amendment is for the undeveloped portion of The Trails lands (the 'Trails site'), outlined in Table 2.

Table 2. Site Description

Address	Site Area	Description
507 East 1st Street	557 sq.m	Temporary community garden
519-609 East 1st Street	8,824 sq.m	Construction Staging / Vacant Land
548-558 East 1 st Street	2,028 sq.m	Construction Staging / Vacant Land
619 East 1st Street	1,133 sq.m	Vacant Land / Pedestrian connection / Construction Vehicle Parking

Address	Site Area	Description
625 East 1st Street	676 sq.m	Vacant Land / Construction Vehicle Parking
628 East 1st Street	557 sq.m	Single Family Dwelling
633-639 East 1st Street	4,121 sq.m	Single Family Dwelling / Vacant Land
603-609 East 2nd Street	4,234 sq.m	Construction Staging / Vacant Land
631 East 2nd Street	2,060 sq.m	Construction Staging / Temporary Community Garden
82-86 St Davids Ave	1,036 sq.m	Vacant Land
94 St Davids Ave	557 sq.m	Temporary Community Garden
TOTAL	2.58 ha	

The Trails site is located on the southern side of East 2nd Street & East 1st Street. The site also fronts St. Davids Avenue to the west, and Alder Street to the south. Land to the east of the site includes a small stream and accommodates a CNV stormwater outlet.

The Trails site is located within proximity to existing RapidBus stops near the intersection of East 3rd Street and Ridgeway Avenue. Local bus stops are also located in proximity to the site, along East 3rd Street near the intersections of Moody Avenue and St. Patricks Avenue. The site has access to existing parks, open space, and trail networks, including Moodyville Park and the Spirit Trail.

Attachment 1 provides a map that illustrates the context for both subject sites.

Development Opportunities and Constraints

There are a number of known constraints affecting the Trails site that require investigation to determine the impacts on development potential, which include:

- Landslide and Flood Hazard Risk;
- AAA Bike network;
- Spirit Trail alignment;
- Environmental considerations and tree retention; and
- Existing access and services easements, and rights-of-way.

These site constraints also provide an opportunity to facilitate enhancements and build resiliency of existing natural features, as well as expand pedestrian and bicycle networks.

Beyond these initial constraints and opportunities, as further investigation and study progresses, there may be additional considerations or opportunities that will need to be addressed through the master planning process.

Master Plan Content

The applicant will be seeking a potential increase in height and density compared to the current OCP designation and Comprehensive Development zone. The OCP amendment process will involve developing a master plan. The overarching goal of the

master plan will be to meet and align with the objectives of the City’s Official Community Plan, Council’s Strategic Plan, and other Regional and City policies.

The master planning exercise will address, but is not limited to, the following:

- Long Range Planning considerations (e.g. housing, needs assessment, etc.);
- Incorporating other lands that are not held and/or owned by the applicant;
- Community benefits and amenities provision;
- Development density and mix;
- Building height and form;
- Place making, urban design, and public realm;
- Transportation and pedestrian networks;
- Slope stability and environmental constraints;
- Environmental sustainability; and,
- Utility and servicing infrastructure networks.

Through this process, supplementary studies and materials from the applicant may be requested to support the master plan. In addition, staff will work with the applicant to guide and inform a community benefits package for Council consideration.

Public Engagement

OCP amendment applications require consultation with persons, organizations and authorities which may be affected, consistent with the requirements of the *Local Government Act (LGA)*. This may include:

- Metro Vancouver;
- Adjacent municipalities;
- First Nations;
- School districts;
- Government agencies; and
- Others who may have an interest.

Staff will identify the groups to be consulted once a formal application has been submitted. The project would also be subject to public and advisory body consultation.

The City and the applicant will engage with members of the community and relevant interest holders in alignment with the City’s upcoming Community Engagement Framework to shape the master plan.

FINANCIAL IMPLICATIONS

There are no Financial Implications to the City as a result of processing an OCP amendment application. The applicant would be required to pay all relevant application fees to process the application.

INTER-DEPARTMENTAL IMPLICATIONS

The OCP amendment application will be reviewed in alignment with the objectives of the City's three upcoming policy strategies: Community Well-Being Strategy, Economic Strategy, and Climate and Environment Strategy, as well as the Zoning Bylaw Update. It will also be considered within the context of new legislative changes as applicable.

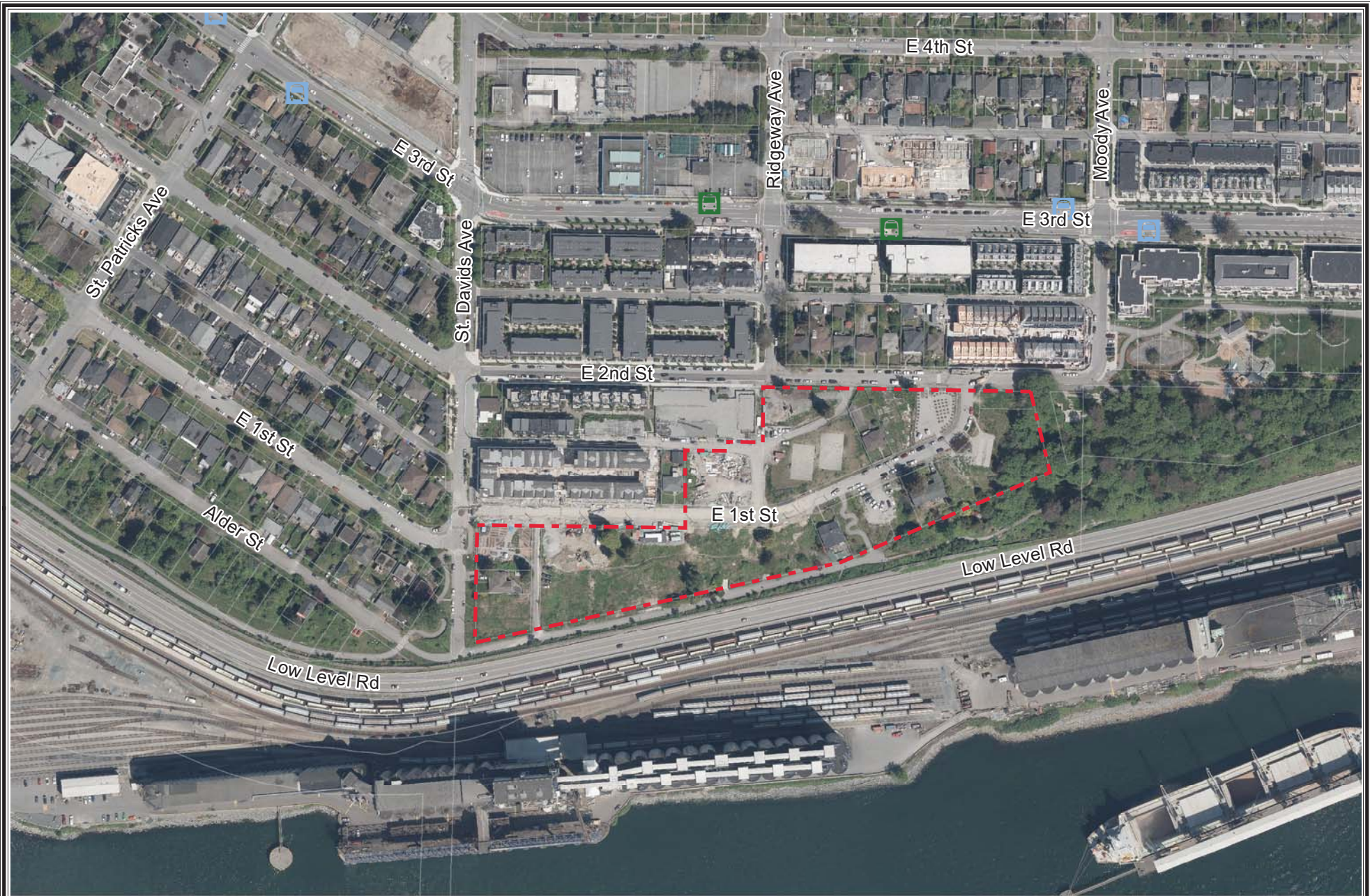
CONCLUSION

This report recommends that Council direct staff to proceed with the application which proposes an increase in height and density on the subject site. This would include a site specific OCP amendment and master plan, which would assess the proposal in context to the broader community, and ensure alignment with the City's policy frameworks and priorities.




RESPECTFULLY SUBMITTED:



Matthew Menzel - Planner 3





 Department Manager	 Director	 CAO
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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: Tim Ryce, Chief Building Official

Subject: CONSTRUCTION REGULATION BYLAW FEES UPDATE

Date: February 21, 2024 File No: 13-6410-01-0001/2024

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

RECOMMENDATION

PURSUANT to the report of the Chief Building Official, dated February 21, 2024, entitled "Construction Regulation Bylaw Fees Update":

THAT "Construction Regulation Bylaw, 2003, No. 7390, Amendment Bylaw, 2024, No. 9020" (Schedule A – Fees and Deposits) be considered.

ATTACHMENTS

1. Resolution of November 27, 2023 and Report of November 15, 2023, with Attachment #3 – Tracked Changes of Schedule A, Bylaw 7390 (CityDocs [#2474181](#))
2. "Construction Regulation Bylaw, 2003, No. 7390, Amendment Bylaw, 2023, No. 8982" – Adopted on December 4, 2023 (CityDocs [#2380476](#))
3. Tracked Changes Version of Schedule A, Bylaw 7390, for Amendment Bylaw No. 9020 (CityDocs [#2474131](#))
4. "Construction Regulation Bylaw, 2003, No. 7390, Amendment Bylaw, 2024, No. 9020" (CityDocs [#2473130](#))

SUMMARY

This report seeks Council's approval of proposed changes to "Construction Regulation Bylaw, 2003, No. 7390" (the "Bylaw") to address an administrative oversight in recent fee updates to the Bylaw. Specifically, this report recommends an amendment to the Bylaw to update the Electrical Permit fee schedule.

BACKGROUND

Council last considered updates to many of the City's fees and charges in November, 2023, and approved a number of bylaw changes to address those that are not recovering costs, not creating optimal incentives and disincentives, and were therefore collectively placing an unnecessary burden on the City's tax payers.

The City of North Vancouver is one of a select few municipalities authorized by Technical Safety BC (TSBC) to locally facilitate an Electrical Permit process. Prior to the analysis detailed in the November 2023 fee review report (see Attachment 1), the Electrical Permit process utilized a fee structure that differed from TSBC norms, resulting in an additional administrative burden for both applicants and staff.

DISCUSSION

The Electrical Permit fees approved by Council in November, 2023, were intended to closely align with TSBC's Electrical Permit fee schedule, setting fees for the installation, relocation, or upgrade of electrical service connections that scale with the size of service being installed. This fee escalation is necessary as the complexity of the connection – and therefore the City's technical oversight – grows as service capacity increases. Due to an administrative oversight, two service sizes and fees related to temporary power connections, were left out of the November 2023 updated CNV fee schedule..

The Electrical Permit fee schedule proposed in "Construction Regulation Bylaw, 2003, No. 7390, Amendment Bylaw, 2024, No. 9020" (Schedule A – Fees and Deposits) now aligns with TSBC rates as initially intended, and corrects fees for temporary power connections.

FINANCIAL IMPLICATIONS

The financial net impact of these changes on revenue are minimal.

INTER-DEPARTMENTAL IMPLICATIONS

This proposed Bylaw amendment has been reviewed by relevant staff in the Legal Services, Finance, and Planning & Development Department.

STRATEGIC PLAN, OCP OR POLICY IMPLICATIONS

Updating fees as recommended in this report supports the Council Strategic Plan, specifically "A Prosperous City", as the standardization of fees with Provincial authorities providing similar services will simplify and facilitate the application and issuance of Electrical Permits in the City of North Vancouver.

RESPECTFULLY SUBMITTED:



Tim Ryce
Chief Building Official

MINUTES OF THE REGULAR MEETING OF COUNCIL HELD IN THE COUNCIL CHAMBER AND ELECTRONICALLY (HYBRID) FROM CITY HALL, 141 WEST 14TH STREET, NORTH VANCOUVER, BC, ON **MONDAY, NOVEMBER 27, 2023**

PRESENTATION

2023 Fees and Charges Review – Chief Financial Officer

The Chief Financial Officer provided a PowerPoint presentation regarding the “2023 Fees and Charges Review” and responded to questions of Council.

REPORT

7. 2023 Fees and Charges Review – File: 05-1715-20-0001/2023

Report: Chief Financial Officer, November 15, 2023

Moved by Councillor McIlroy, seconded by Councillor Girard

PURSUANT to the report of the Chief Financial Officer, dated November 15, 2023, entitled “2023 Fees and Charges Review”:

THAT the following bylaws be considered:

- “North Vancouver Cemetery Bylaw, 2011, No. 8109, Amendment Bylaw, 2023, No. 8961” (Fee Schedule and Memorial Regulations);
- “Street and Traffic Bylaw, 1991, No. 6234, Amendment Bylaw, 2023, No. 8979” (Schedule F – Fees);
- “Water Utility Bylaw, 1994, No. 6417, Amendment Bylaw, 2023, No. 8980” (Schedule A – Water Services Fees);
- “Sewerage and Drainage Utility Bylaw 1995, No. 6746, Amendment Bylaw, 2023, No. 8981” (Schedule A – Sewer and Drainage Services Fees);
- “Construction Regulation Bylaw, 2003, No. 7390, Amendment Bylaw, 2023, No. 8982” (Schedule A – Fees and Deposits);
- “Bylaw Notice Enforcement Bylaw, 2018, No. 8675, Amendment Bylaw, 2023, No. 8983” (Schedule A – Street and Traffic Bylaw Penalties); and
- “Fees and Charges Bylaw, 1993, No. 6383, Amendment Bylaw, 2023, No. 8984” (Schedule C – Filming Fees).

CARRIED UNANIMOUSLY

MINUTES OF THE REGULAR MEETING OF COUNCIL HELD IN THE COUNCIL CHAMBER AND ELECTRONICALLY (HYBRID) FROM CITY HALL, 141 WEST 14TH STREET, NORTH VANCOUVER, BC, ON **MONDAY, NOVEMBER 27, 2023**

BYLAWS – FIRST, SECOND AND THIRD READINGS

8. “North Vancouver Cemetery Bylaw, 2011, No. 8109, Amendment Bylaw, 2023, No. 8961” (Fee Schedule and Memorial Regulations)

Moved by Councillor McIlroy, seconded by Councillor Girard

THAT “North Vancouver Cemetery Bylaw, 2011, No. 8109, Amendment Bylaw, 2023, No. 8961” (Fee Schedule and Memorial Regulations)” be given first and second readings.

CARRIED UNANIMOUSLY

Moved by Councillor McIlroy, seconded by Councillor Girard

THAT “North Vancouver Cemetery Bylaw, 2011, No. 8109, Amendment Bylaw, 2023, No. 8961” (Fee Schedule and Memorial Regulations)” be given third reading.

CARRIED UNANIMOUSLY

9. “Street and Traffic Bylaw, 1991, No. 6234, Amendment Bylaw, 2023, No. 8979” (Schedule F – Fees)

Moved by Councillor McIlroy, seconded by Councillor Girard

THAT “Street and Traffic Bylaw, 1991, No. 6234, Amendment Bylaw, 2023, No. 8979” (Schedule F – Fees) be given first and second readings.

CARRIED UNANIMOUSLY

Moved by Councillor McIlroy, seconded by Councillor Girard

THAT “Street and Traffic Bylaw, 1991, No. 6234, Amendment Bylaw, 2023, No. 8979” (Schedule F – Fees) be given third reading.

CARRIED UNANIMOUSLY

10. “Water Utility Bylaw, 1994, No. 6417, Amendment Bylaw, 2023, No. 8980” (Schedule A – Water Services Fees)

Moved by Councillor McIlroy, seconded by Councillor Girard

THAT “Water Utility Bylaw, 1994, No. 6417, Amendment Bylaw, 2023, No. 8980” (Schedule A – Water Services Fees) be given first and second readings.

CARRIED UNANIMOUSLY

Moved by Councillor McIlroy, seconded by Councillor Girard

THAT “Water Utility Bylaw, 1994, No. 6417, Amendment Bylaw, 2023, No. 8980” (Schedule A – Water Services Fees) be given third reading.

CARRIED UNANIMOUSLY

MINUTES OF THE REGULAR MEETING OF COUNCIL HELD IN THE COUNCIL CHAMBER AND ELECTRONICALLY (HYBRID) FROM CITY HALL, 141 WEST 14TH STREET, NORTH VANCOUVER, BC, ON **MONDAY, NOVEMBER 27, 2023**

BYLAWS – FIRST, SECOND AND THIRD READINGS – Continued

11. “Sewerage and Drainage Utility Bylaw, 1995, No. 6746, Amendment Bylaw, 2023, No. 8981” (Schedule A – Sewer and Drainage Services Fees)

Moved by Councillor McIlroy, seconded by Councillor Girard

THAT “Sewerage and Drainage Utility Bylaw, 1995, No. 6746, Amendment Bylaw, 2023, No. 8981” (Schedule A – Sewer and Drainage Services Fees) be given first and second readings.

CARRIED UNANIMOUSLY

Moved by Councillor McIlroy, seconded by Councillor Girard

THAT “Sewerage and Drainage Utility Bylaw, 1995, No. 6746, Amendment Bylaw, 2023, No. 8981” (Schedule A – Sewer and Drainage Services Fees) be given third reading.

CARRIED UNANIMOUSLY

12. “Construction Regulation Bylaw, 2003, No. 7390, Amendment Bylaw, 2023, No. 8982” (Schedule A – Fees and Deposits)

Moved by Councillor McIlroy, seconded by Councillor Girard

THAT “Construction Regulation Bylaw, 2003, No. 7390, Amendment Bylaw, 2023, No. 8982” (Schedule A – Fees and Deposits) be given first and second readings.

CARRIED UNANIMOUSLY

Moved by Councillor McIlroy, seconded by Councillor Girard

THAT “Construction Regulation Bylaw, 2003, No. 7390, Amendment Bylaw, 2023, No. 8982” (Schedule A – Fees and Deposits) be given third reading.

CARRIED UNANIMOUSLY

13. “Bylaw Notice Enforcement Bylaw, 2018, No. 8675, Amendment Bylaw, 2023, No. 8983” (Schedule A – Street and Traffic Bylaw Penalties)

Moved by Councillor McIlroy, seconded by Councillor Girard

THAT “Bylaw Notice Enforcement Bylaw, 2018, No. 8675, Amendment Bylaw, 2023, No. 8983” (Schedule A – Street and Traffic Bylaw Penalties) be given first and second readings.

CARRIED UNANIMOUSLY

Moved by Councillor McIlroy, seconded by Councillor Girard

THAT “Bylaw Notice Enforcement Bylaw, 2018, No. 8675, Amendment Bylaw, 2023, No. 8983” (Schedule A – Street and Traffic Bylaw Penalties) be given third reading.

CARRIED UNANIMOUSLY

MINUTES OF THE REGULAR MEETING OF COUNCIL HELD IN THE COUNCIL CHAMBER AND ELECTRONICALLY (HYBRID) FROM CITY HALL, 141 WEST 14TH STREET, NORTH VANCOUVER, BC, ON MONDAY, NOVEMBER 27, 2023

BYLAWS – FIRST, SECOND AND THIRD READINGS – Continued

14. “Fees and Charges Bylaw, 1993, No. 6383, Amendment Bylaw, 2023, No. 8984”
(Schedule C – Filming Fees)

Moved by Councillor McIlroy, seconded by Councillor Girard

THAT “Fees and Charges Bylaw, 1993, No. 6383, Amendment Bylaw, 2023, No. 8984” (Schedule C – Filming Fees) be given first and second readings.

CARRIED UNANIMOUSLY

Moved by Councillor McIlroy, seconded by Councillor Girard

THAT “Fees and Charges Bylaw, 1993, No. 6383, Amendment Bylaw, 2023, No. 8984” (Schedule C – Filming Fees) be given third reading.

CARRIED UNANIMOUSLY



 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: Larry Sawrenko, Chief Financial Officer
Subject: 2023 Fees and Charges Review
Date: November 15, 2023 File No: 05-1715-20-0001/2023

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

RECOMMENDATION

PURSUANT to the report of the Chief Financial Officer, dated November 15, 2023, entitled "2023 Fees and Charges Review":

THAT the following bylaws be considered:

- "North Vancouver Cemetery Bylaw, 2011, No. 8109, Amendment Bylaw, 2023, No. 8961" (Fee Schedule and Memorial Regulations);
- "Street and Traffic Bylaw, 1991, No. 6234, Amendment Bylaw, 2023, No. 8979" (Schedule F – Fees);
- "Water Utility Bylaw, 1994, No. 6417, Amendment Bylaw, 2023, No. 8980" (Schedule A – Water Services Fees);
- "Sewerage and Drainage Utility Bylaw 1995, No. 6746, Amendment Bylaw, 2023, No. 8981 (Schedule A – Sewer and Drainage Services Fees);
- "Construction Regulation Bylaw, 2003, No. 7390, Amendment Bylaw, 2023, No. 8982" (Schedule A – Fees and Deposits);
- "Bylaw Notice Enforcement Bylaw, 2018, No. 8675, Amendment Bylaw, 2023, No. 8983" (Schedule A – Street and Traffic Bylaw Penalties); and
- "Fees and Charges Bylaw, 1993, No. 6383, Amendment Bylaw, 2023, No. 8984" (Schedule C – Filming Fees).

ATTACHMENTS

1. Proposed Bylaw Notice Enforcement Bylaw, No. 8675, excerpt of tracked changes version (CityDocs [2383264](#))
2. Proposed Fees and Charges Bylaw, No. 6383, excerpt of tracked changes version (CityDocs [2383301](#))
3. Proposed Construction Regulation Bylaw, No.7390, excerpt of tracked changes version (CityDocs [2383230](#))
4. Proposed Street and Traffic Bylaw, No. 6234, excerpt of tracked changes version (CityDocs [2380852](#))
5. Proposed Water Utility Bylaw, 1994, No. 6417, excerpt of tracked changes version (CityDocs [2380860](#))
6. Proposed Sewerage and Drainage Utility Bylaw 1995, No. 6746, excerpt of tracked changes version (CityDocs [2380875](#))
7. Proposed North Vancouver Cemetery Bylaw, No. 8109, tracked changes version (CityDocs [2388847](#))
8. Bylaw Notice Enforcement Bylaw, 2018, No. 8675, Amendment Bylaw, 2023, No. 8983 (CityDocs [2380478](#))
9. Fees and Charges Bylaw, 1993, No. 6383, Amendment Bylaw, 2023, No. 8984 (CityDocs [2380481](#))
10. Construction Regulation Bylaw, 2003, No.7390, Amendment Bylaw, 2023, No. 8982 (CityDocs [2380476](#))
11. Street and Traffic Bylaw, 1991, No. 6234, Amendment Bylaw, 2023, No. 8979 (CityDocs [2380473](#))
12. Water Utility Bylaw, 1994, No. 6417, Amendment Bylaw, 2023, No. 8980" (CityDocs [2380474](#))
13. Sewerage and Drainage Utility Bylaw 1995, No. 6746, Amendment Bylaw, 2023, No. 8981 (CityDocs [2380475](#))
14. North Vancouver Cemetery Bylaw, 2011, No. 8109, Amendment Bylaw, 2023, No. 8961 (CityDocs [2333237](#))

SUMMARY

This report provides Council with an overview of staff's review of the City of North Vancouver's fees, charges and fines, and seeks Council's endorsement for proposed changes to select bylaws to accommodate the changes recommended by staff following the reviews.

BACKGROUND

Section 194(1) of the Community Charter allows Council to impose fees payable in respect of the following:

- a) All of part of a service of the municipality [194(1)(a)],

- b) The use of municipal property [194(1)(b)], and
- c) The exercise of authority to regulate, prohibit or impose requirements [194(1)(c)]

Local Governments are also empowered by various legislation to set fines and penalties (*Community Charter, Local Government Act, Local Government Bylaw Notice Enforcement Act and the Offense Act*).

The City of North Vancouver's ("CNV") fees and fines are captured in numerous bylaws. Many of these user fees and fines have not been increased for a considerable period.

CNV's Corporate Business Plan has a 2023-24 initiative to "Complete a Consolidated Fee Bylaw to improve the visibility of, and transparency behind, the City of North Vancouver's fees". A consolidated Fee Bylaw is also being prepared to:

- Make it more efficient for Council to consider changes
- Make it easier for the public to locate CNV's fees
- Enable straight forward annual inflationary adjustments to CNV's fees when needed

The first milestone of this 2023-24 initiative, being brought to Council at this time, is a report on select fees and charges that have been identified as the most material ones that are not recovering costs, not creating optimal incentives and disincentives, and are collectively placing an unnecessary burden on tax payers.

DISCUSSION

All departments have reviewed their fees, charges, fines and penalties with Finance to identify and quantify recommended changes. Changes proposed are primarily guided by:

- Relevant legislation
- Cost recovery analysis specific to services provided
- Market rates to reflect foregone opportunity costs when use of municipality property is involved
- Behaviour incentives and disincentives

Comparative fee levels from other municipalities or industry as well as changes in inflation since previous fee adjustments is also provided for benchmarking purposes.

The following is a summary of the changes being proposed for implementation.

Bylaw	Fee Group	Department
Bylaw Notice Enforcement	Bylaw Enforcement Fees	Public Safety
Fees & Charges	Filming Fees	Engineering, Parks & Env
Construction Regulation	Developer Permits & Fees	Planning & Development
Streets and Traffic	Street Permit Fees	Engineering, Parks & Env
Water Utility	Connection Fees	
Sewer & Drainage Utility		
NV Cemetery	Street Permit Fees	

Several of the fees included in this report for review will influence the municipal costs incurred by developers within the City. For this reason, a comparison of estimated municipal costs associated with building an average mid-block duplex to replace a single unit dwelling was undertaken across the North Shore. CNV staff created the estimates for DNV and DWV using publically available data where possible, and assumptions based on CNV actuals otherwise. This comparison does not include taxes, density related charges (not typically relevant for a mid-block duplex) or other amounts due to other levels of government or collected by the municipality on behalf of other levels of government. The comparison is intended to be a straight comparison of the charges levied and retained by CNV versus other North Shore municipalities for a model development.

	CNV Current	CNV Proposed	DNV Current	DWV Current
Building Permit Fees ¹	12,000	15,000	17,000	14,000
Density and Community Benefits ²	6,000	6,000	37,000	51,000
Utility Severance and Connection ³	20,000	29,000	24,000	29,000
Offsite Costs ⁴	25,000	25,000	12,000	25,000
	63,000	75,000	90,000	119,000

¹Building Permit Fees include building, plumbing, gas and electrical and were calculated based on an average construction value of \$1.2M.
²Density and Community Benefits include Community Amenity Contributions (CAC) and Developer Cost Charges (DCC). Community amenity contributions are not required for a duplex in the CNV. The DNV prescribes a fee of \$7,140 per new unit and the DWV using 75% of the "land lift" of the rezoning of a single unit dwelling. The most recent DWV zoning amendment to accommodate a duplex (July 2021) included a voluntary CAC of \$37,500 in cash.
³Utility Severance and Connections assume a severance and connection of sanitary, storm and water. Connections are billing differently across the three municipalities with CNV charging flat rate for most duplexes and DWV charging completely at cost. The DNV charges flat rates for connections less than 3m deep with remediation charged at cost. CNV average actual costs were as at-cost estimates for DWV in this exercise.
⁴Offsite costs include street lighting, sidewalks, curb/gutter and landscaping. CNV estimated offsite costs of \$25,000 were assumed to be equivalent for all municipalities, however, DNV's estimate was reduced by the \$13,100 assumption of at-cost remediation included within Utility connections.
⁵Temporary Building Zone (TBZ) and Temporary Street Occupancy (TBO), are typically not charged during construction of a duplex and have therefore been excluded from this calculation.

Bylaw Fines - Public Safety (Bylaws):

“Bylaw Notice Enforcement Bylaw, 2018, No. 8675”

The effective date of this bylaw amendment is January 1, 2024.

Description:

This bylaw sets out the fines and penalties for violating rules related to City streets and traffic, including parking, oversized vehicles, damage to streets, etc. as well as various other fines, including those related to disposal of lit materials, such as cigarettes. Current fines range from \$35 to \$500, depending on the type and severity of the violation, and if payments are made early or late.

CNV's fines are levied under compliance with *Local Government Bylaw Notice Enforcement Act* – Section 6(3), which states that a penalty under this section may not exceed \$500. It's possible for fines to be higher under the *Community Charter Bylaw Enforcement Ticket Regulation* or the *Offence Act*, but CNV's costs of enforcing fines using either of these tools often involves court proceedings and related legal fees, so CNV has historically relied on the *Local Government Bylaw Notice Enforcement Act* to create needed disincentives.

Analysis:

CNV faces challenges in ensuring compliance and deterring repeat offenders, as current fines may not reflect the true environmental or social impacts of parking or other violations. Raising the cost of fines will help deter individuals from contravening various local bylaws, including those relating to illegal parking and disposal of lit substances. Higher parking fines can help improve traffic flow, reduce congestion, and increase public safety on City streets, while higher fines for incorrect disposal of lit substances can improve public safety by reducing the risk of fire.

Increases to fines in the City of North Vancouver are recommended based on the following:

- **Public Safety:** Raising the cost of parking fines and incorrect disposal of lit substances can serve as a deterrent for illegal activity. Changes to parking fines can help to improve the flow of traffic and reduce congestion on City streets, while changes to fines regarding lit substances can reduce risk of fire.
- **Inflation:** Most fines have not been increased since bylaw inception in 2018. Per the Bank of Canada, inflation has increased by 20% over this period, driving the real cost of fines lower over time, reducing the disincentive to violate City bylaws.

A cost recovery analysis is not applicable for penalties, which are intended to discourage behaviour, rather than recover costs or generate revenue for CNV.

The following table outlines fines where greater or less than inflationary increases are being recommended for reasons outlined in the footnotes below:

Description	CNV Current Penalty	CNV Proposed Penalty	Increase	DNV Current Penalty
Unlawful Fire or Lit Material ¹	\$75	\$500	\$425	\$500
Within 6m of a cross walk ²	\$50	\$110	\$60	\$75
Within 6m of an intersection ³	\$50	\$110	\$60	\$75
Within 6m of a stop sign ⁴	\$50	\$110	\$60	\$75
Over 6.1Min length 6pm to 6am ⁵	\$55	\$110	\$55	\$100
Parked unattached Trailer ⁶	\$55	\$110	\$55	\$75
Parked unattached Trailer to vehicle incapable of towing trailer ⁷	\$55	\$110	\$55	\$75
Damage/Excavate Street without approval ⁸	\$100	\$450	\$350	\$130
Truck off designated truck route without approval ⁹	\$100	\$450	\$350	\$500
Vehicle Weight Loads ¹⁰	\$155	\$200	\$95	\$200
Dimensions ¹¹	\$155	\$200	\$95	\$200
Unsecured vehicle load ¹²	\$155	\$200	\$95	\$200
Jaywalking (crosswalk) ¹³	\$100	\$45	(\$55)	\$130

1) This is to ensure that the maximum allowable fine is charged across the CNV for incorrect disposal of cigarettes by aligning Parks Regulation Bylaw No. 6611 Section 901.5 – Unlawful Fire or Lit Material “No person shall throw or place upon the ground any lighted match, cigar, cigarette or other burning substance...” with Fire Bylaw No. 8852 Section 5.3(c) “A person must not:...Dispose of any lighted or extinguished cigarette, cigar, match, smoking or vaporizing equipment or other burning substance except into a garbage container or other container designed for such disposal”.

- 2-4) There is potential for serious injury when a vehicle is parked too close to a crosswalk or intersection and the frequency of occurrences warrants a larger increase to help deter drivers from putting others at risk.
- 5) CNV has two penalties associated with oversized vehicles, (1) Over 4500kg GVWR and (2) Over 6.1 m length. Different penalties for oversized vehicles cannot be charged under the same bylaw. The Over 6.1m in length penalty is proposed to be raised to match the Over 4500kg penalty, and adjusted for inflation.
- 6-7) Trailers can pose a public safety risk when unattached or attached to a vehicle incapable of towing it, especially when on hills. Loaded/unattached trailers are often left around the City and often outside of construction sites.
- 8) The cost and time to repair damaged City infrastructure can be high. The ability to recoup the costs associated with the repairs can be difficult and sometimes non-existent. The higher penalty amount would help to deter individuals or companies from causing damage to City property.
- 9-11) Arterial roads and arterial with the Truck Route designation are constructed to support greater loads including oversized vehicles. When trucks detour through other streets not designed for regular truck use, they can cause immediate damage or degrade the roadway surface at an accelerated rate.
- 12) Unsecured loads on vehicles create significant risks to all other users of the roadways and create potential for serious injuries.
- 13) The Streets and Traffic bylaw previously had two separate charges for Jaywalking with a higher penalty (\$100) imposed for jaywalking where there is a signalized or marked crosswalk. These penalties are recommended to be aligned at \$45.

The following table shows ten of the more frequent fines (accounting for 80% of CNV's parking fine related revenues) as compared to DNV (whose fines were readily available) as a benchmarking exercise only.

Description	CNV Current Penalty	CNV Proposed Penalty	Incr.	DNV Current Penalty
Overtime Parking ¹	\$50	\$60	\$10	\$60
Expired Metre ²	\$45	\$55	\$10	\$60
Within 5m of Fire Hydrant ³	\$100	\$110	\$10	\$75
Contrary to Traffic Control Device ⁴	\$50	\$60	\$10	\$75
Impeding Traffic ⁵	\$100	\$110	\$10	\$130
Parked Longer than 72 Hours ⁶	\$45	\$55	\$10	\$75
Parked on Sidewalk or Boulevard ⁷	\$100	\$110	\$10	\$75
Within 3m of Driveway ⁸	\$50	\$60	\$10	\$75
Within 3m of Lane ⁹	\$50	\$60	\$10	\$75

Parked in a Lane¹⁰	\$50	\$60	\$10	\$75
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- 1) *Overtime Parking* refers to exceeding the limit in a designated time-limited zone. Overtime parking is prohibited in some areas to ensure the smooth flow of traffic, the safety of pedestrians and cyclists, and the availability of parking spaces for other users.
- 2) An *Expired Meter* offense occurs when the time on a parking meter or pay station runs out before the user exits the space. Offenses impact circulation of residents in busy shopping and other popular areas of the City.
- 3) Parking *Within 5m of a Fire Hydrant* is prohibited as it is a safety hazard for the community. Firefighters need to access the hydrants quickly and easily, without any obstruction from parked vehicles.
- 4) Parking in a place or manner that is *Contrary to a Traffic Control Device* (ie sign, signal, line, meter, marking, space, or barrier) placed to regulate, warn, guide traffic, or that gives notice of stopping, standing, or prohibited parking is prohibited.
- 5) *Impeding Traffic* creates safety hazards and inconvenience for other road users.
- 6) *Vehicles Parked Longer than 72 hours* in a park or on a roadway create safety hazards, environmental issues, interfere with road maintenance activities, create aesthetic problems for the community, and impact circulation of residents in busy shopping and other popular areas of the City.
- 7) *Vehicles Parked on Sidewalks or Boulevards* create safety hazards, accessibility issues, and environmental damage, as well as interfere with snow removal, street cleaning, and emergency services.
- 8-10) *Vehicles Parked within 3m of Driveway/Lane/in a Lane* can block the access or visibility of the property owner or other road users, create safety hazards, and inconvenience pedestrians, cyclists, and emergency vehicles.

Other recommended changes in fines are recommended to account for inflationary changes since 2018. For a full list of recommended changes, please refer to **Attachment # 1**

Fees for Filming – Engineering, Parks & Environment:

“Fees and Charges Bylaw, 1993, No. 6383”

The effective date of this bylaw amendment is January 1, 2024.

Description:

The Fees and Charges bylaw authorizes various CNV fees, including those relating to film production, which have been included in this review. Film Liaison fees, RCMP fees,

Fire department fees and various location specific fees (Shipyards, Library, Cemetery, etc.) have been identified as those recommended for an update at this time.

Analysis:

Increases to fees for filming are based on the following analysis:

- Cost recovery: Some fees being updated, such as the hourly RCMP fees, have a direct relationship with the costs required by CNV to deliver the service.
- Inflation: some of these fees have not been increased since 2016. Per the Bank of Canada, CPI has increased by 22% over this period. Each year since 2016, revenues from filming fees have compensated CNV and residents less for use of public spaces.

A comparison has also been made across the North Shore, but as a benchmarking exercise only.

The following table highlights existing fees in this bylaw recommended for update:

Description	CNV Current Fee	CNV Proposed Fee	Increase (\$)	DNV Current Fee	DWV Current Fee
Street Meter Charges ¹	\$15	Note 1	N/A	N/A	N/A
Parking Stall Charges ²	\$15	Note 2	N/A	N/A	N/A
RCMP Officer (hourly) ³	\$155	\$163	\$8	\$163	\$140
RCMP Sergeant (hourly) ³	\$185	\$194	\$9	\$194	\$160
City Library (daily) ⁴	\$1,000	\$2,500	\$1,500	\$2,500	\$1,100 - \$5,000
Cemetery Ground Interment Preparation ⁵	\$1,600	\$1,760	\$160	N/A	N/A
Film Liaison on Site ⁶	\$75	\$80	\$5	\$85	\$86

Notes on proposed increases:

- 1) *Street Meter Charges* is a fee that allows film productions to occupy meter parking spaces at 225-275 East 15th Street and 1301-1455 St. Andrews Avenue. The current rate for film production companies is \$15 per day and it is recommended that the rate to be adjusted to correlate with the current street meter daily rates charged to other users.
- 2) Filming productions are charged *Parking Stall Charges* should they occupy parking stalls at the 112 East 1st Street surface lot and/or the Library. The current rate for film production companies is \$15 per day and it is recommended that the rate to be adjusted to correlate with the current parking stall daily rates charged to other users.

- 3) *RCMP Officer and RCMP Sergeant* fees are charged for RCMP coverage related to filming. The increase will cover the mileage rate for officers to drive to the detachment to undertake the overtime and to cover meal breaks, to enable cost recovery. Min 4 hours.
- 4) *City Library (daily)* location fee is proposed to be increased from \$1,000 per day to \$2,500 per day as this fee is no longer valuing the use of CNV’s municipal property in line with the other North Shore municipalities.
- 5) It’s recommended that the Cemetery Ground Interment Preparation fee be adjusted from \$1,600 per day to \$1,760 per day in order to align this fee with non-filming related Preparation and Placement fees approved in CNV’s Cemetery Bylaw 8109.
- 6) The *Film Liaison on Site* is the person who liaises between the film production organization and local businesses, working to ensure good relations are established and maintained between businesses and film productions. This fee has not been updated since 2020 and the increase is intended to recover the costs to have a 3rd party to assist on site, which is current practice. The 6.7% increase is less than inflation over the period.

One new fee is recommended to be added to the Bylaw as a part of this review:

Description	CNV Proposed Fee
Shipyards Public Realm Lunch Tents⁷	<ul style="list-style-type: none"> • \$250 daily for a tent no larger than 20x40 • \$500 daily per tent larger than 20x40 • \$1,000 daily for tents that encompass the entire space

- 7) It is not clearly stated in Fees & Charges Bylaw 6383 what fees apply for use of tents by film companies at the Shipyards, which is a common occurrence. It is recommended that designated areas at The Shipyards be added to the Bylaw and that the tent fees added be consistent with fees established for use of tents in parks. The current fee for lunch tents in Parks is \$250 per day, and it’s recommended that a similar fee be established for similar 20x40 tents used at the Shipyards (typical for smaller sized film projects). Higher fees have also been recommended for tents with larger footprints and tents encompassing the entire space.

Developer Permits and Fees - Planning and Development:

“Construction Regulation Bylaw, 2003, No.7390”

The effective date of this bylaw amendment is March 1, 2024.

Description:

Local governments regulate the construction and renovation of structures to ensure the safety of occupants and achievement of policy objectives in the general public interest. This bylaw has been enacted for the purpose of regulating construction and renovation within the City, and sets out the permitting of building construction, plumbing systems, and electrical and gas installations. Intended to be a fully cost recovered service, permit applicants are required to pay fees in accordance with a fee schedule.

Analysis:

CNV's permit fees were last updated in 2011. Over the past 12 years, with average construction values increasing and a 35% increase to CPI (per Bank of Canada), a gap has emerged between the fee revenue coming into CNV and the costs being incurred to deliver the services.

Municipal processing costs relating to construction administration have increased since 2011, due to several factors. For example, the City's increasingly complex built environment and regulatory changes needed to respond to climate change have increased construction administration complexity, resulting in increased staff review and inspection requirements.

A financial analysis was performed that determined a permit fee increase was necessary to enable cost recovery. This analysis is summarized in the table below:

(Thousands)	2018	2019	2020	2021	2022	Avg.
Revenues	6,047	3,099	3,370	4,817	6,298	\$4,726
Costs	5,156	4,898	5,462	7,210	7,196	5,984
Surplus (Deficit)	\$891	(\$1,799)	(\$2,092)	(\$2,393)	(\$898)	(\$1,172)
Surplus (Deficit) as a % of Revenues	15%	-58%	-62%	-50%	-14%	-27%

The analysis shows that fee increases are needed to enable cost recovery. Increasing the fees identified in **Attachment 3** by 20% is recommended.

Comparison has been made across the North Shore as a benchmarking exercise only. The following table highlights permit fees for a typical duplex.

Description	CNV Current Fee	CNV Proposed Fee	Increase (\$)	Increase (%)	DNV Current Fee	DWV Current Fee
Building Permit Fees ¹	\$10,026	\$12,031	\$2,005	20%	\$16,728	\$14,024
Plumbing Permit Fees ²	\$944	\$1,113	\$169	20%	\$1,222	\$1,203

Gas Permit Fee ³	\$156	\$330	\$174	53%	\$230	\$330
Electrical Permit Fee ⁴	\$1,295	\$1,500	\$205	14%	\$2,060	\$1,634
General Regulation Fees ⁵	-	-	-	20%	-	-
Total	\$12,421	\$14,974	\$2,553	21%	\$20,240	\$17,191

* CNV is one of 10 municipalities to have retained the authority to regulate the installation of electrical and gas systems on behalf of Technical Safety BC

Assumptions behind fee calculations for a typical duplex dwelling:

- 1) Building Permit Fee is a permit fee that is based on a \$1.2M average construction value for a duplex.
- 2) The Plumbing Permit fee consists of plumbing fixtures, sprinkler heads and service pipes and is based upon the number of fixtures, heads and meters required for installation and is based on an industry average (30 fixtures, 35 heads, 30 meters).
- 3) The Gas Permit fee is based upon the number of appliances required for installation. Above table is based on an average of 5 appliances. The proposed fee increase supports cost recovery, but changes are also proposed to better align permit fees with Technical Safety BC regulations for consistency.
- 4) The Electrical Permit fee is based upon the value of the proposed electrical installation including all material and labour (an average \$30K electrical installation is assumed in the table above). Independent of electrical value, the electrical permit also includes a Temporary Power Pole. The fee increase supports cost recovery, but proposed changes also better align permit fees with Technical Safety BC regulations for consistency.
- 5) General Regulation Fees consists of a group of fees associated with penalties, re-inspections, changes and additional applications. These fees are not anticipated on a typical project, so a nil cost is shown in the table above. An increase of 20% is however proposed across all fees in this category to align with other increases and support a balanced cost recovery.

The following table highlights permit fees for a typical (29 Unit 6 Storey) multi-unit:

Description	CNV Current Fee	CNV Proposed Fee	Increase (\$)	Increase (%)	DNV Current Fee	DWV Current Fee
Building Permit Fees ¹	\$44,856	\$53,827	\$8,971	20%	\$76,068	\$58,744
Plumbing Permit Fees ²	\$4,866	\$5,725	\$859	20%	\$6,493	\$5,740
Gas Permit Fee ³	-	-	-	53%	-	-
Electrical Permit Fee ⁴	\$6,919	\$7,850	\$931	14%	\$11,940	\$9,539

General Regulation Fees ⁵	-	-	-	20%	-	-
Total	\$56,641	\$67,402	\$10,761	19%	\$94,501	\$74,023

Assumptions behind fee calculations for a typical multi-unit dwelling:

- 1) Building Permit Fee is a permit fee that is based on a 29 Unit 6 Storey development with a construction value of \$5.5M.
- 2) The Plumbing Permit fee consists of plumbing fixtures, sprinkler heads and service pipes and is based upon the number of fixtures, heads and meters required for installation and is based on the above multi-unit (159 fixtures, 347 heads, 550 meters).
- 3) The Gas Permit fee is based upon the number of appliances required for installation. This hypothetical multi-unit is assumed not to have gas appliances.
- 4) The Electrical Permit fee is based upon the value of the proposed electrical installation including all material and labour (\$400K electrical installation value is assumed in the table above). Independent of electrical value, the electrical permit also includes a Temporary Power Pole.
- 5) General Regulation Fees consists of a group of fees associated with penalties, re-inspections, changes and additional applications. These fees are not anticipated on a typical project, so a nil cost is shown in the table above.

Changes to CNV’s Gas and Electrical fees are also proposed to align with Technical Safety BC’s fee structure and rates. As the vast majority of contractors are more familiar with the broader-reaching Technical Safety BC permit requirements, this alignment will enable more efficient permit application processes for both clients and staff.

The fee increases proposed will enable CNV to cost recover, are below inflation, and are comparable to fees in the North Shore municipalities. Additionally, any fees with applications initiated before March 1, 2024 remain under the old fee structure, providing the market with some time to adjust.

Street Permit Fees - Engineering, Parks and Environment:

Street and Traffic Bylaw, 1991, No. 6234

The effective date of this bylaw amendment is January 1, 2024.

Description:

This bylaw regulates traffic and the use of streets within the City of North Vancouver. With regards to transportation and the increase in development in the City, typical community concerns raised are around restricted access, safety, delays, and inconvenience due to construction activities that occupy portions of the road, boulevard, sidewalk, bike facilities and multi-use paths (public space). Any occupation of public space for exclusive use of adjacent construction sites therefore requires a temporary street use permit, of which there are a few options, including:

- Temporary Building Zone (“TBZ”) permit allows an on-street area adjacent to the construction site to be designated for the exclusive use of vehicles engaged in construction activities of that site.
- Temporary Street Occupancy (“TBO”) Permit allows a public space to be reserved and fenced off for the exclusive use of a construction site’s activities, including storage.

Included in the bylaw are TBZ and TSO fees.

Analysis:

CNV last increased temporary street use permit fees in 2016, and found that rates then achieved the objectives of providing sufficient space for construction-related activities, while at the same time minimizing the footprint of construction projects on public space.

Per the Bank of Canada, CPI has increased by 22% since 2016. With fees not being updated over the last 7 years, they have fallen out of line with other construction costs, resulting in public space being under priced. The incentive to minimize the footprint of construction projects on public space is therefore significantly reduced. An inflationary increase is therefore being recommended to update the TBZ and TSO fees to restore the incentive to minimize the footprint of construction projects on public space to levels established in 2016 (***Attachment 4***).

A regional comparative has been used as a benchmarking exercise only. The following table compares existing and recommended fees in this bylaw to other North Shore Municipalities, as well as the City of Vancouver, where density is similar to the City of North Vancouver:

Description	CNV Current Fee	CNV Proposed Fee	Increase (\$)	DNV Current Fee	DWV Current Fee	CoV ^(b) Current Fee
TBZ Fee (per 10sqm/day)	\$2.50	\$3.05	\$0.55	\$2.50	\$2.00	\$3.72
TSO Fee (Est. for 100sqm p.a.)	\$9,125	\$11,133	\$2,008	\$9,125	\$10,400	\$13,578
Processing Fee^(a)	\$80	\$80	-	\$134	\$115	-
Population Density		4,913/km ²		549/km ²	506/km ²	5,750/km ²

(a) Processing Fee applies both for TBZ and TSO Permits
 (b) CoV refers to the City of Vancouver

While this increase would see CNV have higher TBZ and TSO fees versus the other North Shore municipalities, these fees would still be much less than the City of Vancouver's, where density is similar to that in the City of North Vancouver. With updated fees, the overall impacts of construction activity on other users, such as pedestrians, cyclists, and nearby residents and businesses, would be reduced.

Connection Fees - Engineering, Parks and Environment:

“Water Utility Bylaw, 1994, No. 6417”
“Sewerage and Drainage Utility Bylaw 1995, No. 6746”

The effective date of these bylaw amendments is January 1, 2024.

Description:

The Water and Sewer & Drainage Utility bylaws provide for the operation and management of City utilities, including the setting of rates and fees. Within these utilities, CNV levies connection fees when developers require connections to CNV's Water, Sewer & Drainage utilities.

Analysis:

Connection fees have not been updated since 2021, and were only increased marginally between 2017 and 2021. For example, for the Sewer & Drainage utility, fees increased approximately 4% between 2017 and 2021 compared to general inflation of over 20% over that same period. The Engineering, Parks & Environment department also did a cursory review of common materials in early 2022 and found that costs on average were increasing 44% with some individual items increasing in cost up to 200% over the previous year.

There is now a shortfall between CNV's Water and Sewer & Drainage connection fees and the actual cost of providing a connection. CNV is now bearing losses on connections as highlighted in the table below:

Description	CNV's Existing Fixed Fee ^(a)	CNV Avg. Cost (2023)	Shortfall
Water Service Connection	\$5,500	\$9,227	(\$3,727)
Sewer Connection	\$5,500	\$8,209	(\$2,709)
Drainage Connection	\$5,300	\$6,626	(\$1,326)

(a) Rates are for standard size connections (Water 19 mm, Sewer 100mm, and Drainage 150mm). Oversize connection fees are currently levied at cost.

Through the first half of 2023, the total loss incurred by CNV on completed fixed fee connections is approximately \$200,000. When connection fees do not cover the associated costs, the net shortfall has a detrimental effect on Utility reserve balances and puts additional pressure on overall rates.

Staff are proposing that connection fees increase above the average actual costs incurred in 2023 to account for the timing of payments received by CNV versus the length of time it takes for developers to advance projects to the stage where they are ready for CNV to install utility connections and incur costs (Utility service connections are more likely to be installed closer to the end of a development whereas fees are set and collected at earlier project stages), as shown in **Attachment 5** and **Attachment 6**. With labour shortages and supply chain challenges, projects are taking longer to complete, and this extended timeline is putting further pressures on the fees charged as there is a greater amount of time between CNV receiving fees and the work being completed. For example, 57% of the connections completed in the first half of 2023 were initiated in 2021 or earlier. This approximate 2 year lag between the time fees are collected and work is undertaken is predicted to continue.

Description	CNV Avg. Cost (2023)	2023-2025 Inflation Adjustment ^(a)	CNV Proposed Fee
Water Service Connection	\$9,227	\$373	\$9,600
Sewer Connection	\$8,209	\$391	\$8,600
Drainage Connection	\$6,626	\$274	\$6,900

(a) Bank of Canada forecast for inflation is 3.6% for 2023, 2.3% for 2024, and 2.1% for 2025. An inflationary adjustment of 2.2% p.a. used to adjust rates for an assumed 2 years between project initiation and completion (Proposed rates were also rounded to the nearest \$100).

A regional comparative has been used as a benchmarking exercise only. The following table compares existing and recommended fees in this bylaw to the other North Shore Municipalities:

Description	CNV Current Fee	CNV Proposed Fee	DNV ^(a)	DWV
Water Connection	\$5,500	\$9,600	\$9,900	At Cost
Sewer Connection	\$5,500	\$8,600	\$11,600	At Cost
Drainage Connection	\$5,300	\$6,900	\$9,100	At Cost

(a) DNV charges a fee for standard size connections (ie Water 19 mm, Sewer 100mm, and Drainage 150mm), but unlike CNV, DNV charges separately for restoration work (ie asphalt paving at \$175 per square meter and sidewalk panels at \$2,215 for the first 3 meters or portion) and DNV charges at cost when work is below 3 meters. Therefore DNV's posted rates are not directly comparable to CNV's. DNV costs are estimates that assume (1) standard size connections (2) work is between 1.5m and 2.2m deep, and (3) typical water, sewer, and drainage restoration costs of \$4,600, \$4,600, and \$3,900, respectively.

The proposed "all in" costs are reasonable when compared to the other North Shore municipalities.

Cemetery Administration Fees - Engineering, Parks and Environment:

"North Vancouver Cemetery Bylaw, 2011, No. 8109"

Description:

The North Vancouver Cemetery was established in 1893 and since 1907 has been operated by CNV to serve the residents of both the City and District of North Vancouver without drawing from either municipalities' tax base. As a result, the cemetery is to be self-funded, relying on fee revenue to support administration and maintenance, raise capital funds for future expansion, and to support the long term care of the site once cemetery operations have ceased.

Analysis:

A regular review of rates is necessary in order to ensure the operation of the site is self-funding and to ensure that sufficient funding is contributed to the cemetery's two

dedicated reserves: the Cemetery Development Fund and the Cemetery Care Fund. Rates are set to ensure there is an appropriate budget to maintain the grounds, provide cemetery services, and to allocate 25% of the fees to the Cemetery Care Fund, which is a legally required reserve to ensure the long-term maintenance of the site. Revenue generated beyond the annual operating costs and the Cemetery Care Fund contribution is deposited in the Cemetery Development Fund, which is a dedicated reserve for capital improvements to the facility. CNV last reviewed and updated its Cemetery Fees in 2022. The proposed increase to fees is 3% in 2023 (with some small differences due to rounding) as shown in **Attachment 7**.

Description	CNV Current Fee	CNV Proposed Fee	\$ Increase
Adult Casket Single-depth (In-ground Interments Resident Fees)	\$8,250	\$8,510	\$260
Adult Casket Single-depth (In-ground Interments Non-Resident Fees)	\$13,550	\$13,980	\$430
Cremation Lot with 1st Interment (In-ground Interments Resident Fees)	\$3,300	\$3,410	\$110
Cremation Lot with 1st Interment (In-ground Interments Non-Resident Fees)	\$5,900	\$6,090	\$190
Niche with 1st Interment (mid 2 rows) (Columbarium Niche Resident Fees)	\$2,850	\$2,940	\$90
Niche with 1st Interment (mid 2 rows) (Columbarium Niche Non-Resident Fees)	\$3,630	\$3,750	\$120

This increase supports the principle of the North Vancouver Cemetery remaining self funded, providing service to City and District residents without relying on either municipality's tax base. The updated fees will also ensure that the Cemetery Care Fund continues to grow, providing sufficient funding for the long-term maintenance of the site and continuing to generate a surplus to help increase the Cemetery Development Fund. This rate increase is necessary in order to maintain existing infrastructure, plan for future development and expansion and have a reasonable reserve for the long term sustainment of the site once cemetery operations have ceased.

The annual increase rate to fees of 3% is in line with the expected inflation rate in the mid term by Bank of Canada. This rate is a conservative measure, below the current level of inflation rates as of May 2023 but in line with mid-term expectations. The increase supports the North Vancouver Cemetery remaining self funded without relying on municipality's tax base. As a result, Cemetery Care Fund continues to grow and any surplus supports the growth of Cemetery Development Fund.

The recommended changes include changes to the fees and rates in the Bylaw's Schedule A, as well as marker requirements in Schedule B to coincide with the creation of the new lots. The main Bylaw has also been updated for other minor amendments:

- Adjust timing of payment requirements relative to bookings,
- Update the amount of cremated remains (and relationships between those buried) that can be held in a burial lot,
- Updated Disinterment & Exhumation Fees for Adult Casket Double-depth Crypts to provide different fees for upper/lower levels based on work required,
- Waive the cost of laying a second casket into a double depth lot when laid at the same time as the first casket,
- Other changes such as to update engraving standards, add rules for acknowledging veterans, clarify responsibilities for maintaining curbing in the Heritage section, update requirements for providing proof of residency, clarify where in-ground flower vases are permitted, update the requirements for memorial tablets, add definitions, and update general language are also proposed.

FINANCIAL IMPLICATIONS

Financial implications are discussed throughout the report and in additional materials provided.

INTER-DEPARTMENTAL IMPLICATIONS

Finance staff relied on their close working relationship with staff in other departments to identify items to be included within this report and provide rationale for the recommended increases.

STRATEGIC PLAN, OCP OR POLICY IMPLICATIONS

Updating fees as recommended in this report is consistent with the City's Official Community Plan that notes CNV seeks to "Diversify its revenue to reduce reliance on property taxation ..." and CNV's Corporate Business Plan that includes the Outcome to be a "Fiscally Responsible Organization". The fees updated within this report are all

approved under the 2023-2027 Financial Plan, which was prepared and approved under the requirements of the *Community Charter*.

RESPECTFULLY SUBMITTED:



Larry Sawrenko
Chief Financial Officer

PART 16 – SCHEDULES

Schedule "A" – Fees and Deposits

1. GENERAL REGULATIONS

1. Penalties:

Work that has commenced without a permit is subject to a double permit fee not exceeding \$20,000.

2. Refunds:

Upon receipt of a written request for a refund, accompanied by the originally issued permit, 50% of the total permit fee may be refunded on condition that:

1. work has not commenced;
2. the permit has not expired;
3. the permit has not been extended.

3. Re-Inspection Fee:

Where more than two inspections are necessary due to non-compliance with the provisions of this Bylaw, or to correct the violations from previous inspections or a no-show or no access provided, then the third inspection shall be charged at a rate equal to the original permit fee or \$~~12000~~ (plus HST), whichever is less. A fourth re-inspection is \$~~24000~~, a fifth is \$~~36000~~, and a sixth (and greater) is \$~~48000~~ (plus HST).

4. Change of Contractor or Consultants:

An issued and valid permit may be transferred to a new applicant or assigned to new consultants upon the payment of \$75 (plus HST).

5. Interim Occupancy Certificate:

Residential Occupancies	\$ 13240 (plus HST) per dwelling unit to maximum of
	\$ 65,650 (plus HST) per 30 days
Other Occupancies	\$ 66550 (plus HST) per 30 days

6. Electronic Copy Fee:

All drawings larger than 11"x17"	\$4 per sheet (plus HST)
All drawings 11"x17" or smaller	\$1 per sheet (plus HST)

7. Strata Conversion Applications:

Application Fee	\$500 and
Legal Fees	\$500 and
Inspection Fee	
Duplex Building	\$200
Multiple unit residential, commercial, industrial or institutional buildings	\$200 per unit to a maximum of \$1,200 (plus HST)

8. Alternative Solution Fees:

Up to two applications under the same cover	\$ 540450 each (plus HST)
Each subsequent Alternate Solution under the same cover	\$ 48000 each (plus HST)

- 9. Plans and Document Revisions:**
Plan revisions are to be charged based on \$~~12000~~ (plus HST) per plan revision as determined by the Building Official.
- A charge shall be applied to any document retrieval and copying for a building permit applicant that is initiated after issuance of the building permit, and shall be charged at a rate of \$60 per half hour (plus HST).
- 10. Application Extension Fee:**
10% of the original application fee but not less than \$~~12000~~ (plus HST) to extend the life of an application beyond its 6 month expiry date for a period not exceeding 6 months
- 11. Permit Renewal Fee:**
10% of original permit fee but not less than \$~~12000~~ (plus HST) for the first extension not exceeding 6 months. The second and subsequent extension shall be charged at 15% of the original permit fee but not less than \$~~18050~~ (plus HST).
- 12. Zoning and Building Compliance Letters:**
- | | |
|--|------------------|
| Single family or duplex buildings | \$110 (plus HST) |
| Multiple unit residential (per suite), commercial, industrial or institutional buildings | \$210 (plus HST) |
- 13.** Repealed *[Bylaw 8477, May 2, 2016]*
- 14. Temporary Buildings:**
Permit fees will be charged in accordance with Section 2.5 of this schedule. A \$750 deposit is required upon application and is refundable only when the building, structure or shelter is removed in it's entirely and the site is left in a safe and sanitary condition.
- 15. Special Inspections:**
Inspections made in response to a request by those having a legal interest in establishing the status of a plumbing, electrical, gas system or building structure is \$~~12000~~ (plus HST)
- 16. Overtime Inspection Requests:**
Inspections which are requested outside of normal working hours are subject to the following hourly rate (plus HST)
- | | |
|-----------------------------------|-------------------------------|
| Monday-Friday (Minimum 1 hour) | \$ 120400 per hour |
| Saturday-Sunday (Minimum 2 hours) | \$ 1850 per hour |
- 17. Occupant Load Calculations:**
- | | |
|--|--------------------------------|
| For all licensed beverage establishments | \$ 24000 (plus HST) |
|--|--------------------------------|
- 18. Plan Retrieval and Copies:**
- | | |
|--|--------------------------------|
| For a copy of the first page of any drawing (to a max size of 11"x17") | \$ 360 (plus HST) |
| Each subsequent page (to a max size of 11"x17") | \$ 1.850 (plus HST) |
- 19. Waived Fees:** *[Bylaw 8907, January 31, 2022]*
Permit fees for City-led civic projects on City-owned land may be waived in whole or in part, at the discretion of the Director of Planning and Development.

2. BUILDING PERMIT FEES

1. Building Permit Application Fee:

An application shall be accompanied by:

for construction values up to \$200,000	50% of the fee prescribed and as set out in 2.5 of this schedule but not less than \$100
for construction values from \$200,001 to \$500,000	\$200 plus 40% of the fee prescribed and as set out in 2.5 of this schedule
for construction values more than \$500,001	\$500 plus 30% of the fee prescribed and as set out in 2.5 of this schedule

which said sum shall not be refundable.

2. Application Extension Fee:

10% of the original permit fee but not less than \$1~~2000~~ (plus HST) for an extension not exceeding 6 months.

3. Partial Permit Fees:

Building permit fees for partial permits may be based on the value of the portion of work being permitted, as determined by the building official plus \$1~~200~~ (plus HST) as a partial permit processing fee.

4. Completion Deposit:

Building permit applications for additions, alterations, renovations, move-on buildings, sign permits and tenant improvements shall be accompanied by a deposit of 2% of the total construction value, not less than \$100 and not more than \$1,000. The deposit is forfeited if the work is not completed within 2 years.

5. Scale of Building Permit Fees:

The calculation of building permit values shall be based on the total construction or demolition costs, including materials and labour, as provided by the applicant, subject to approval by the *building official*.

If, under Section 7.3.2., it has been determined by the *Manager, Inspections* that a Professional Engineer or Architect is required to Certify that the plans, or specified aspects of the plans submitted with the permit application comply with the current *Provincial Building Code* and other applicable enactments respecting safety, the fees required for that permit will be reduced by five (5) percent, to a maximum of five hundred dollars (\$500).

Building permit fees payable for a permit for the construction, demolition, addition, alteration, repair of any building or structure or any part thereof, shall be as follows:

When the cost does not exceed \$5,000 \$1~~2000~~.00

For each additional \$1,000 or part thereof by which the cost exceeds \$5,00~~10~~ up to a maximum of \$15,000 \$15.~~122.60~~

For each additional \$1,000 or part thereof by which the cost exceeds \$15,00~~10~~ up to a maximum of \$50,000 \$13.~~621.35~~

For each additional \$1,000 or part thereof by which the cost exceeds \$50,00~~01~~ up to a maximum of \$100,000 \$11.~~829.85~~

For each additional \$1,000 or part thereof by which the cost exceeds \$10~~00,0010~~ \$9.~~728.10~~

6. Residential Inspection Fees:

Where an application is made for a Building Permit with respect to the construction of a self-contained housing unit or units, there shall be, in addition to any other fees payable, an Inspection Fee for each self-contained unit of \$2~~4000~~ (plus HST)

7. Fire-stopping for Plumbing Re-Pipe Permit Fees:

Building Inspection fees for the re-inspection of fire-stopping in re-pipe installations is \$13.~~50~~ ~~4.25~~ per dwelling unit with a minimum fee of \$1~~8050~~.

3. PLUMBING PERMIT FEES

1. Plumbing Fixtures:

When the number of fixtures does not exceed 4 \$1~~2000~~.00

Each Plumbing fixture in excess of 4 installed or roughed-in \$27.~~002.50~~

(Plumbing Fixture as defined by the BC Plumbing Code including Drains, Hot Tub, Catch Basin, Junction Box, Manhole, O/G Interceptor, Sump, Neutralizer, Inspection Chamber, Back Flow Preventer, Fire Hydrant, Fire Department Connection, Fire Hose Connection, Fire Hose Station)

2. Service Pipes:

Service lines including Sanitary Sewer, Storm Sewer, and Water Services

For the first 30m or part thereof \$1~~2000~~.00

For each additional 30m (100 feet) or part thereof \$33.~~4227.85~~

3. Fire Protection Services:

Installation or alteration of fire sprinkler systems

First Sprinkler head \$1~~2000~~.00

Each Additional head \$2.~~101.75~~

4. Installation and Alteration of Piping Only:

For installation or alteration of plumbing piping where no alteration of fixtures is involved:

For the first 30m (100 feet) \$1~~2000~~.00

For each additional 30m (100 feet) of pipe, or part thereof \$27.~~8533.42~~

4. GAS PERMIT FEES

For installation, alteration or replacement of appliances, vents for each appliance, or piping for each appliance

<u>Fee Per Appliance</u>	<u>Fee Payable</u>
<u>Installation or replacement: 1 or 2 appliances</u>	<u>\$129.00</u>
<u>Next 3 to 10 appliances</u>	<u>\$67.00</u>
<u>Next 11 to 20 appliances</u>	<u>\$39.00</u>
<u>Next 21 to 100 appliances</u>	<u>\$24.00</u>
<u>For each appliance over 100</u>	<u>\$11.00</u>

For installation, alteration or replacement of up to 3 appliances, vents for each appliance, or piping for each appliance _____ \$100.00

Service Water Heater _____ \$50.00

Each appliance, vent or piping, for each appliance thereafter _____ \$27.85

5. ELECTRICAL PERMIT FEES

1. **Homeowner Installation:**
Fees based upon the total cost of materials.

<u>Service Install or upgrade/relocation</u>	<u>Fee Payable</u>
<u>Installation of each residential service of less than or equal to 125A</u>	<u>\$806</u>
<u>Installation of each residential service of 126A-200A</u>	<u>\$1,172</u>
<u>Upgrade of each residential service up to and including 200A</u>	<u>\$541</u>

<u>More Than</u>	<u>Not More Than</u>	<u>Fee Payable</u>
<u>\$0</u>	<u>\$500</u>	<u>\$100.00</u>
<u>\$500</u>	<u>\$1,000</u>	<u>\$143.75</u>
<u>\$1,000</u>	<u>\$1,500</u>	<u>\$187.75</u>
<u>\$1,500</u>	<u>\$2,000</u>	<u>\$231.50</u>
<u>\$2,000</u>	<u>\$2,500</u>	<u>\$274.50</u>
<u>\$2,500</u>	<u>\$3,000</u>	<u>\$318.25</u>
<u>\$3,000</u>	<u>\$3,500</u>	<u>\$362.00</u>
<u>\$3,500</u>	<u>\$4,000</u>	<u>\$405.00</u>

\$4,000	\$4,500	\$448.75
\$4,500	\$5,000	\$492.75
\$5,000	and over-	\$535.50 plus \$40 per \$500 or part thereof

2. Contractor Installation:

Fees based upon the value of the proposed electrical installation including all material and labour.

More Than	Not More Than	Fee Payable
\$0	\$2501,000	\$59.00
\$2511,000	\$1,000,000	\$103.00 plus \$3.04 per \$1,000 or part thereof over \$1,000
\$1,001,000	\$50,000	\$177.00 plus \$30.76 per \$1,000 or part thereof over \$10,000
\$2,501,000	\$5,000,000	\$287.00 plus \$24.40 per \$1,000 or part thereof over \$50,000
\$5,001,000	\$10,000,000	\$441.00 plus \$12.57 per \$1,000 or part thereof over \$100,000
\$10,001,000	\$20,000,000	\$722.00 plus \$11.45 per \$1,000 or part thereof over \$500,000
\$20,001,000	\$35,000,000 and over	\$1,057.00 plus \$7.53 per \$1,000 or part thereof over \$1,000
\$35,001	\$50,000	\$1,474.00
\$50,001	\$100,000	\$2,114.00
\$100,001	\$200,000	\$3,167.00
\$200,001	\$1,000,000	\$2,880.00 +0.5% of job value
\$1,000,001	and over	\$5,759.00 +0.25% of job value

3. Temporary Power Connections:

Temporary Power - Less than or equal to 125A Pole and portion thereof	\$43 per permit	\$102 per year or portion thereof
126A-200A Temporary Current Permit	\$72 per permit	\$102 per metre per year or portion thereof
201A-400A	\$1,057 per permit	
Greater than 400A	\$1,474 per permit	

4. Sign Connection:

The first sign connection	\$1200.00
Each subsequent sign connection for the same site where the permit is issued at the same time	\$600.00

5.	Electrical Permit Fees (Temporary Event Connections):	
	Each Permit	\$1 <u>4824</u> .00
	<i>[Bylaw 8762, February 24, 2020]</i>	
6.	Deleted <i>[Bylaw 8762, February 24, 2020]</i>	
7.	Electrical Permit Fees (Annual Permits):	
	1,000 H.P. or less	\$ <u>24504</u> .00
	Each additional 100 H.P. or fraction thereof	\$ <u>3126.02</u> 0
	Education Facilities per classroom, shop, laboratory, gymnasium, auditorium, or office	\$ <u>6.65</u> .50
	Maximum annual fee	\$ <u>1,952,340</u> 0.00

6. COMPRESSED GAS SYSTEMS AND OIL STORAGE TANKS

For the installation, replacement, renewal, alteration, removal or repair of any oil or compressed gas system or storage tank:

1.	Commercial or domestic oil burner	\$100.00
2.	Fuel dispensing nozzle	\$100.00
3.	Flammable or combustible liquid storage tank:	
	Up to 4,546 L	\$100.00
	Over 4,546 L	\$141.00
4.	Compressed gas system	\$100.00

THE CORPORATION OF THE CITY OF NORTH VANCOUVER

BYLAW NO. 8982

A Bylaw to amend “Construction Regulation Bylaw, 2003, No. 7390”

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 “**Construction Regulation Bylaw, 2003, No. 7390, Amendment Bylaw, 2023, No. 8982**” (Schedule A – Fees and Deposits).
2. “Construction Regulation Bylaw, 2003, No. 7390” is amended as follows:
 - A. By deleting Schedule A – Fees and Deposits in its entirety and replacing it with the new Schedule A attached to this bylaw.
3. The effective date of this bylaw is March 1, 2024.

READ a first time on the 27th day of November, 2023.

READ a second time on the 27th day of November, 2023.

READ a third time on the 27th day of November, 2023.

ADOPTED on the 4th day of December, 2023.

“Linda C. Buchanan”

MAYOR

“Amelia Cifarelli”

CORPORATE OFFICER

PART 16 – SCHEDULES

Schedule “A” – Fees and Deposits

1. GENERAL REGULATIONS

1. **Penalties:**
Work that has commenced without a permit is subject to a double permit fee not exceeding \$20,000.
2. **Refunds:**
Upon receipt of a written request for a refund, accompanied by the originally issued permit, 50% of the total permit fee may be refunded on condition that:
 1. work has not commenced;
 2. the permit has not expired;
 3. the permit has not been extended.
3. **Re-Inspection Fee:**
Where more than two inspections are necessary due to non-compliance with the provisions of this Bylaw, or to correct the violations from previous inspections or a no-show or no access provided, then the third inspection shall be charged at a rate equal to the original permit fee or \$120 (plus HST), whichever is less. A fourth re-inspection is \$240, a fifth is \$360, and a sixth (and greater) is \$480 (plus HST).
4. **Change of Contractor or Consultants:**
An issued and valid permit may be transferred to a new applicant or assigned to new consultants upon the payment of \$75 (plus HST).
5. **Interim Occupancy Certificate:**

Residential Occupancies	\$132 (plus HST) per dwelling unit to maximum of \$6,600 (plus HST) per 30 days
Other Occupancies	\$660 (plus HST) per 30 days
6. **Electronic Copy Fee:**

All drawings larger than 11”x17”	\$4 per sheet (plus HST)
All drawings 11”x17” or smaller	\$1 per sheet (plus HST)
7. **Strata Conversion Applications:**

Application Fee	\$500 and
Legal Fees	\$500 and
Inspection Fee	
Duplex Building	\$200
Multiple unit residential, commercial, industrial or institutional buildings	\$200 per unit to a maximum of \$1,200 (plus HST)
8. **Alternative Solution Fees:**

Up to two applications under the same cover	\$540 each (plus HST)
Each subsequent Alternate Solution under the same cover	\$480 each (plus HST)

9. **Plans and Document Revisions:**
Plan revisions are to be charged based on \$120 (plus HST) per plan revision as determined by the Building Official.

A charge shall be applied to any document retrieval and copying for a building permit applicant that is initiated after issuance of the building permit, and shall be charged at a rate of \$60 per half hour (plus HST).
10. **Application Extension Fee:**
10% of the original application fee but not less than \$120 (plus HST) to extend the life of an application beyond its 6 month expiry date for a period not exceeding 6 months
11. **Permit Renewal Fee:**
10% of original permit fee but not less than \$120 (plus HST) for the first extension not exceeding 6 months. The second and subsequent extension shall be charged at 15% of the original permit fee but not less than \$180 (plus HST).
12. **Zoning and Building Compliance Letters:**

Single family or duplex buildings	\$110 (plus HST)
Multiple unit residential (per suite), commercial, industrial or institutional buildings	\$210 (plus HST)
13. Repealed *[Bylaw 8477, May 2, 2016]*
14. **Temporary Buildings:**
Permit fees will be charged in accordance with Section 2.5 of this schedule. A \$750 deposit is required upon application and is refundable only when the building, structure or shelter is removed in it's entirely and the site is left in a safe and sanitary condition.
15. **Special Inspections:**
Inspections made in response to a request by those having a legal interest in establishing the status of a plumbing, electrical, gas system or building structure is \$120 (plus HST)
16. **Overtime Inspection Requests:**
Inspections which are requested outside of normal working hours are subject to the following hourly rate (plus HST)

Monday-Friday (Minimum 1 hour)	\$120 per hour
Saturday-Sunday (Minimum 2 hours)	\$180 per hour
17. **Occupant Load Calculations:**

For all licensed beverage establishments	\$240 (plus HST)
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18. **Plan Retrieval and Copies:**

For a copy of the first page of any drawing (to a max size of 11"x17")	\$36 (plus HST)
Each subsequent page (to a max size of 11"x17")	\$1.80 (plus HST)
19. **Waived Fees:** *[Bylaw 8907, January 31, 2022]*
Permit fees for City-led civic projects on City-owned land may be waived in whole or in part, at the discretion of the Director of Planning and Development.

2. BUILDING PERMIT FEES

1. Building Permit Application Fee:

An application shall be accompanied by:

for construction values up to \$200,000	50% of the fee prescribed and as set out in 2.5 of this schedule but not less than \$100
for construction values from \$200,001 to \$500,000	\$200 plus 40% of the fee prescribed and as set out in 2.5 of this schedule
for construction values more than \$500,001	\$500 plus 30% of the fee prescribed and as set out in 2.5 of this schedule

which said sum shall not be refundable.

2. Application Extension Fee:

10% of the original permit fee but not less than \$120 (plus HST) for an extension not exceeding 6 months.

3. Partial Permit Fees:

Building permit fees for partial permits may be based on the value of the portion of work being permitted, as determined by the building official plus \$120 (plus HST) as a partial permit processing fee.

4. Completion Deposit:

Building permit applications for additions, alterations, renovations, move-on buildings, sign permits and tenant improvements shall be accompanied by a deposit of 2% of the total construction value, not less than \$100 and not more than \$1,000. The deposit is forfeited if the work is not completed within 2 years.

5. Scale of Building Permit Fees:

The calculation of building permit values shall be based on the total construction or demolition costs, including materials and labour, as provided by the applicant, subject to approval by the *building official*.

If, under Section 7.3.2., it has been determined by the *Manager, Inspections* that a Professional Engineer or Architect is required to Certify that the plans, or specified aspects of the plans submitted with the permit application comply with the current *Provincial Building Code* and other applicable enactments respecting safety, the fees required for that permit will be reduced by five (5) percent, to a maximum of five hundred dollars (\$500).

Building permit fees payable for a permit for the construction, demolition, addition, alteration, repair of any building or structure or any part thereof, shall be as follows:

When the cost does not exceed \$5,000 \$120.00

For each additional \$1,000 or part thereof by which the cost exceeds \$5,001 up to a maximum of \$15,000 \$15.12

For each additional \$1,000 or part thereof by which the cost exceeds \$15,001 up to a maximum of \$50,000 \$13.62

For each additional \$1,000 or part thereof by which the cost exceeds \$50,001 up to a maximum of \$100,000 \$11.82

For each additional \$1,000 or part thereof by which the cost exceeds \$100,001 \$9.72

6. **Residential Inspection Fees:**

Where an application is made for a Building Permit with respect to the construction of a self-contained housing unit or units, there shall be, in addition to any other fees payable, an Inspection Fee for each self-contained unit of \$240 (plus HST)

7. **Fire-stopping for Plumbing Re-Pipe Permit Fees:**

Building Inspection fees for the re-inspection of fire-stopping in re-pipe installations is \$13.50 per dwelling unit with a minimum fee of \$180.

3. **PLUMBING PERMIT FEES**

1. **Plumbing Fixtures:**

When the number of fixtures does not exceed 4 \$120.00

Each Plumbing fixture in excess of 4 installed or roughed-in \$27.00

(Plumbing Fixture as defined by the BC Plumbing Code including Drains, Hot Tub, Catch Basin, Junction Box, Manhole, O/G Interceptor, Sump, Neutralizer, Inspection Chamber, Back Flow Preventer, Fire Hydrant, Fire Department Connection, Fire Hose Connection, Fire Hose Station)

2. **Service Pipes:**

Service lines including Sanitary Sewer, Storm Sewer, and Water Services

For the first 30m or part thereof \$120.00

For each additional 30m (100 feet) or part thereof \$33.42

3. **Fire Protection Services:**

Installation or alteration of fire sprinkler systems

First Sprinkler head \$120.00

Each Additional head \$2.10

4. **Installation and Alteration of Piping Only:**

For installation or alteration of plumbing piping where no alteration of fixtures is involved:

For the first 30m (100 feet) \$120.00

For each additional 30m (100 feet) of pipe, or part thereof \$33.42

4. GAS PERMIT FEES

For installation, alteration or replacement of appliances, vents for each appliance, or piping for each appliance:

Fee Per Appliance	Fee Payable
Installation or replacement: 1 or 2 appliances	\$129.00
Next 3 to 10 appliances	\$67.00
Next 11 to 20 appliances	\$39.00
Next 21 to 100 appliances	\$24.00
For each appliance over 100	\$11.00

5. ELECTRICAL PERMIT FEES

1. Homeowner Installation:

Fees based upon the total cost of materials.

Service Install or upgrade/relocation	Fee Payable
Installation of each residential service of less than or equal to 125A	\$806
Installation of each residential service of 126A-200A	\$1,172
Upgrade of each residential service up to and including 200A	\$541

2. Contractor Installation:

Fees based upon the value of the proposed electrical installation including all material and labour.

More Than	Not More Than	Fee Payable
\$0	\$250	\$59.00
\$251	\$1,000	\$103.00
\$1,001	\$2,500	\$177.00
\$2,501	\$5,000	\$287.00
\$5,001	\$10,000	\$441.00
\$10,001	\$20,000	\$722.00
\$20,001	\$35,000	\$1,057.00
\$35,001	\$50,000	\$1,474.00
\$50,001	\$100,000	\$2,114.00
\$100,001	\$200,000	\$3,167.00
\$200,001	\$1,000,000	\$2,880.00 +0.5% of job value
\$1,000,001	and over	\$5,759.00 +0.25% of job value

3.	Temporary Power Connections:	
	Less than or equal to 125A	\$443 per permit
	126A-200A	\$772 per permit
	201A-400A	\$1,057 per permit
	Greater than 400A	\$1,474 per permit
4.	Sign Connection:	
	The first sign connection	\$120.00
	Each subsequent sign connection for the same site where the permit is issued at the same time	\$60.00
5.	Electrical Permit Fees (Temporary Event Connections):	
	Each Permit	\$148.00
	<i>[Bylaw 8762, February 24, 2020]</i>	
6.	Deleted <i>[Bylaw 8762, February 24, 2020]</i>	
7.	Electrical Permit Fees (Annual Permits):	
	1,000 H.P. or less	\$245.00
	Each additional 100 H.P. or fraction thereof	\$31.20
	Education Facilities per classroom, shop, laboratory, gymnasium, auditorium, or office	\$6.60
	Maximum annual fee	\$2,340.00

6. COMPRESSED GAS SYSTEMS AND OIL STORAGE TANKS

For the installation, replacement, renewal, alteration, removal or repair of any oil or compressed gas system or storage tank:

1.	Commercial or domestic oil burner	\$100.00
2.	Fuel dispensing nozzle	\$100.00
3.	Flammable or combustible liquid storage tank:	
	Up to 4,546 L	\$100.00
	Over 4,546 L	\$141.00
4.	Compressed gas system	\$100.00

Excerpt of Schedule A from consolidated version of "Construction Regulation Bylaw, 2003, No. 7390" to accompany Amendment Bylaw No. 9020

PART 16 – SCHEDULES

Schedule "A" – Fees and Deposits

1. GENERAL REGULATIONS

1. Penalties:

Work that has commenced without a permit is subject to a double permit fee not exceeding \$20,000.

2. Refunds:

Upon receipt of a written request for a refund, accompanied by the originally issued permit, 50% of the total permit fee may be refunded on condition that:

1. work has not commenced;
2. the permit has not expired;
3. the permit has not been extended.

3. Re-Inspection Fee:

Where more than two inspections are necessary due to non-compliance with the provisions of this Bylaw, or to correct the violations from previous inspections or a no-show or no access provided, then the third inspection shall be charged at a rate equal to the original permit fee or \$120 (plus GST), whichever is less. A fourth re-inspection is \$240, a fifth is \$360, and a sixth (and greater) is \$480 (plus GST).

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4. Change of Contractor or Consultants:

An issued and valid permit may be transferred to a new applicant or assigned to new consultants upon the payment of \$75 (plus GST).

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5. Interim Occupancy Certificate:

Residential Occupancies \$132 (plus GST) per dwelling unit to maximum of \$6,600 (plus GST) per 30 days
Other Occupancies \$660 (plus GST) per 30 days

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6. Electronic Copy Fee:

All drawings larger than 11"x17" \$4 per sheet (plus GST)
All drawings 11"x17" or smaller \$1 per sheet (plus GST)

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7. Strata Conversion Applications:

Application Fee \$500 and
Legal Fees \$500 and
Inspection Fee
Duplex Building \$200
Multiple unit residential, commercial, industrial or institutional buildings \$200 per unit to a maximum of \$1,200 (plus GST)

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8. Alternative Solution Fees:

Up to two applications under the same cover \$540 each (plus GST)
Each subsequent Alternate Solution under the same cover \$480 each (plus GST)

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9. **Plans and Document Revisions:**

Plan revisions are to be charged based on \$120 (plus ~~GST~~) per plan revision as determined by the Building Official.

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A charge shall be applied to any document retrieval and copying for a building permit applicant that is initiated after issuance of the building permit, and shall be charged at a rate of \$60 per half hour (plus ~~GST~~).

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10. **Application Extension Fee:**

10% of the original application fee but not less than \$120 (plus ~~GST~~) to extend the life of an application beyond its 6 month expiry date for a period not exceeding 6 months

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11. **Permit Renewal Fee:**

10% of original permit fee but not less than \$120 (plus ~~GST~~) for the first extension not exceeding 6 months. The second and subsequent extension shall be charged at 15% of the original permit fee but not less than \$180 (plus ~~GST~~).

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12. **Zoning and Building Compliance Letters:**

Single family or duplex buildings \$110 (plus ~~GST~~)

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Multiple unit residential (per suite), commercial, industrial or institutional buildings \$210 (plus ~~GST~~)

~~Deleted: HST~~

13. Repealed [Bylaw 8477, May 2, 2016]

14. **Temporary Buildings:**

Permit fees will be charged in accordance with Section 2.5 of this schedule. A \$750 deposit is required upon application and is refundable only when the building, structure or shelter is removed in it's entirety and the site is left in a safe and sanitary condition.

15. **Special Inspections:**

Inspections made in response to a request by those having a legal interest in establishing the status of a plumbing, electrical, gas system or building structure is \$120 (plus ~~GST~~).

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16. **Overtime Inspection Requests:**

Inspections which are requested outside of normal working hours are subject to the following hourly rate (plus ~~GST~~)

~~Deleted: HST~~

Monday-Friday (Minimum 1 hour) \$120 per hour

Saturday-Sunday (Minimum 2 hours) \$180 per hour

17. **Occupant Load Calculations:**

For all licensed beverage establishments \$240 (plus ~~GST~~)

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18. **Plan Retrieval and Copies:**

For a copy of the first page of any drawing (to a max size of 11"x17") \$36 (plus ~~GST~~)

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Each subsequent page (to a max size of 11"x17") \$1.80 (plus ~~GST~~)

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19. **Waived Fees:** [Bylaw 8907, January 31, 2022]

Permit fees for City-led civic projects on City-owned land may be waived in whole or in part, at the discretion of the Director of Planning and Development.

2. BUILDING PERMIT FEES

1. Building Permit Application Fee:

An application shall be accompanied by:

for construction values up to \$200,000	50% of the fee prescribed and as set out in 2.5 of this schedule but not less than \$100
for construction values from \$200,001 to \$500,000	\$200 plus 40% of the fee prescribed and as set out in 2.5 of this schedule
for construction values more than \$500,001	\$500 plus 30% of the fee prescribed and as set out in 2.5 of this schedule

which said sum shall not be refundable.

2. Application Extension Fee:

10% of the original permit fee but not less than \$120 (plus ~~GST~~) for an extension not exceeding 6 months.

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3. Partial Permit Fees:

Building permit fees for partial permits may be based on the value of the portion of work being permitted, as determined by the building official plus \$120 (plus ~~GST~~) as a partial permit processing fee.

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4. Completion Deposit:

Building permit applications for additions, alterations, renovations, move-on buildings, sign permits and tenant improvements shall be accompanied by a deposit of 2% of the total construction value, not less than \$100 and not more than \$1,000. The deposit is forfeited if the work is not completed within 2 years.

5. Scale of Building Permit Fees:

The calculation of building permit values shall be based on the total construction or demolition costs, including materials and labour, as provided by the applicant, subject to approval by the *building official*.

If, under Section 7.3.2., it has been determined by the *Manager, Inspections* that a Professional Engineer or Architect is required to Certify that the plans, or specified aspects of the plans submitted with the permit application comply with the current *Provincial Building Code* and other applicable enactments respecting safety, the fees required for that permit will be reduced by five (5) percent, to a maximum of five hundred dollars (\$500).

Building permit fees payable for a permit for the construction, demolition, addition, alteration, repair of any building or structure or any part thereof, shall be as follows:

When the cost does not exceed \$5,000 \$120.00

For each additional \$1,000 or part thereof by which the cost exceeds \$5,000 up to a maximum of \$15,000 \$15.12

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For each additional \$1,000 or part thereof by which the cost exceeds \$15,000 up to a maximum of \$50,000 \$13.62

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For each additional \$1,000 or part thereof by which the cost exceeds \$50,000 up to a maximum of \$100,000 \$11.82

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For each additional \$1,000 or part thereof by which the cost exceeds \$100,000 \$9.72

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6. **Residential Inspection Fees:**

Where an application is made for a Building Permit with respect to the construction of a self-contained housing unit or units, there shall be, in addition to any other fees payable, an Inspection Fee for each self-contained unit of \$240 (plus GST)

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7. **Fire-stopping for Plumbing Re-Pipe Permit Fees:**

Building Inspection fees for the re-inspection of fire-stopping in re-pipe installations is \$13.50 per dwelling unit with a minimum fee of \$180.

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3. **PLUMBING PERMIT FEES**

1. **Plumbing Fixtures:**

When the number of fixtures does not exceed 4 \$120.00
Each Plumbing fixture in excess of 4 installed or roughed-in \$27.00

(Plumbing Fixture as defined by the BC Plumbing Code including Drains, Hot Tub, Catch Basin, Junction Box, Manhole, O/G Interceptor, Sump, Neutralizer, Inspection Chamber, Back Flow Preventer, Fire Hydrant, Fire Department Connection, Fire Hose Connection, Fire Hose Station)

2. **Service Pipes:**

Service lines including Sanitary Sewer, Storm Sewer, and Water Services
For the first 30m or part thereof \$120.00
For each additional 30m (100 feet) or part thereof \$33.42

3. **Fire Protection Services:**

Installation or alteration of fire sprinkler systems
First Sprinkler head \$120.00
Each Additional head \$2.10

4. **Installation and Alteration of Piping Only:**

For installation or alteration of plumbing piping where no alteration of fixtures is involved:
For the first 30m (100 feet) \$120.00
For each additional 30m (100 feet) of pipe, or part thereof \$33.42

4. GAS PERMIT FEES

For installation, alteration or replacement of appliances, vents for each appliance, or piping for each appliance:

Fee Per Appliance	Fee Payable
Installation or replacement: 1 or 2 appliances	\$129.00
Next 3 to 10 appliances	\$67.00
Next 11 to 20 appliances	\$39.00
Next 21 to 100 appliances	\$24.00
For each appliance over 100	\$11.00

5. ELECTRICAL PERMIT FEES

1. **Service Installation, Upgrade or Relocation:**

Fees based upon final rating of each service installation, upgrade or relocation,

Service Install, Upgrade or Relocation	Fee Payable
<u>Less than or equal to 125A</u>	<u>\$443</u>
<u>126A-200A</u>	<u>\$722</u>
<u>201A-400A</u>	<u>\$1,057</u>
<u>Greater than 400A</u>	<u>\$1,474</u>

2. **Electrical Installation:**

Fees based upon the value of the proposed electrical installation including all material and labour.

From	To	Fee Payable
\$0	\$250	\$59.00
\$251	\$1,000	\$103.00
\$1,001	\$2,500	\$177.00
\$2,501	\$5,000	\$287.00
\$5,001	\$10,000	\$441.00
\$10,001	\$20,000	\$722.00
\$20,001	\$35,000	\$1,057.00
\$35,001	\$50,000	\$1,474.00
\$50,001	\$100,000	\$2,114.00
\$100,001	\$200,000	\$3,167.00
\$200,001	\$1,000,000	\$2,880.00
\$1,000,001	and over	+0.5% of job value \$5,759.00 +0.25% of job value

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3. **Temporary Power Connections:**

~~Temporary Power Pole and Temporary Current Permit~~ ~~\$120 per year or portion thereof~~
~~\$120 per meter per year or portion thereof~~

4. **Sign Connection:**

The first sign connection \$120.00
Each subsequent sign connection for the same site where the permit is issued at the same time \$60.00

5. **Electrical Permit Fees (Temporary Event Connections):**

Each Permit \$148.00
[Bylaw 8762, February 24, 2020]

6. Deleted *[Bylaw 8762, February 24, 2020]*

7. **Electrical Permit Fees (Annual Permits):**

1,000 H.P. or less \$245.00
Each additional 100 H.P. or fraction thereof \$31.20
Education Facilities per classroom, shop, laboratory, gymnasium, auditorium, or office \$6.60
Maximum annual fee \$2,340.00

6. **COMPRESSED GAS SYSTEMS AND OIL STORAGE TANKS**

For the installation, replacement, renewal, alteration, removal or repair of any oil or compressed gas system or storage tank:

- 1. Commercial or domestic oil burner \$100.00
- 2. Fuel dispensing nozzle \$100.00
- 3. Flammable or combustible liquid storage tank:
 - Up to 4,546 L \$100.00
 - Over 4,546 L \$141.00
- 4. Compressed gas system \$100.00

[Bylaw 8982, December 4, 2023]

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THE CORPORATION OF THE CITY OF NORTH VANCOUVER

BYLAW NO. 9020

A Bylaw to amend “Construction Regulation Bylaw, 2003, No. 7390”

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 “**Construction Regulation Bylaw, 2003, No. 7390, Amendment Bylaw, 2024, No. 9020**” (Schedule A – Fees and Deposits).
2. “Construction Regulation Bylaw, 2003, No. 7390” is amended as follows:
 - A. By deleting Schedule A – Fees and Deposits in its entirety and replacing it with the new Schedule A attached to this bylaw.
3. This bylaw takes effect upon adoption.

READ a first time on the <> day of <>, 2024.

READ a second time on the <> day of <>, 2024.

READ a third time on the <> day of <>, 2024.

ADOPTED on the <> day of <>, 2024.

MAYOR

CORPORATE OFFICER

PART 16 – SCHEDULES

Schedule “A” – Fees and Deposits

1. GENERAL REGULATIONS

1. **Penalties:**

Work that has commenced without a permit is subject to a double permit fee not exceeding \$20,000.

2. **Refunds:**

Upon receipt of a written request for a refund, accompanied by the originally issued permit, 50% of the total permit fee may be refunded on condition that:

1. work has not commenced;
2. the permit has not expired;
3. the permit has not been extended.

3. **Re-Inspection Fee:**

Where more than two inspections are necessary due to non-compliance with the provisions of this Bylaw, or to correct the violations from previous inspections or a no-show or no access provided, then the third inspection shall be charged at a rate equal to the original permit fee or \$120 (plus GST), whichever is less. A fourth re-inspection is \$240, a fifth is \$360, and a sixth (and greater) is \$480 (plus GST).

4. **Change of Contractor or Consultants:**

An issued and valid permit may be transferred to a new applicant or assigned to new consultants upon the payment of \$75 (plus HST).

5. **Interim Occupancy Certificate:**

Residential Occupancies	\$132 (plus GST) per dwelling unit to maximum of \$6,600 (plus GST) per 30 days
Other Occupancies	\$660 (plus GST) per 30 days

6. **Electronic Copy Fee:**

All drawings larger than 11”x17”	\$4 per sheet (plus GST)
All drawings 11”x17” or smaller	\$1 per sheet (plus GST)

7. **Strata Conversion Applications:**

Application Fee	\$500 and
Legal Fees	\$500 and
Inspection Fee	
Duplex Building	\$200
Multiple unit residential, commercial, industrial or institutional buildings	\$200 per unit to a maximum of \$1,200 (plus GST)

8. **Alternative Solution Fees:**

Up to two applications under the same cover	\$540 each (plus GST)
Each subsequent Alternate Solution under the same cover	\$480 each (plus GST)

9. **Plans and Document Revisions:**
Plan revisions are to be charged based on \$120 (plus GST) per plan revision as determined by the Building Official.
- A charge shall be applied to any document retrieval and copying for a building permit applicant that is initiated after issuance of the building permit, and shall be charged at a rate of \$60 per half hour (plus GST).
10. **Application Extension Fee:**
10% of the original application fee but not less than \$120 (plus GST) to extend the life of an application beyond its 6 month expiry date for a period not exceeding 6 months
11. **Permit Renewal Fee:**
10% of original permit fee but not less than \$120 (plus GST) for the first extension not exceeding 6 months. The second and subsequent extension shall be charged at 15% of the original permit fee but not less than \$180 (plus GST).
12. **Zoning and Building Compliance Letters:**
- | | |
|---|------------------|
| Single family or duplex buildings | \$110 (plus GST) |
| Multiple unit residential (per suite),
commercial, industrial or institutional buildings | \$210 (plus GST) |
13. Repealed *[Bylaw 8477, May 2, 2016]*
14. **Temporary Buildings:**
Permit fees will be charged in accordance with Section 2.5 of this schedule. A \$750 deposit is required upon application and is refundable only when the building, structure or shelter is removed in it's entirely and the site is left in a safe and sanitary condition.
15. **Special Inspections:**
Inspections made in response to a request by those having a legal interest in establishing the status of a plumbing, electrical, gas system or building structure is \$120 (plus GST)
16. **Overtime Inspection Requests:**
Inspections which are requested outside of normal working hours are subject to the following hourly rate (plus GST)
- | | |
|-----------------------------------|----------------|
| Monday-Friday (Minimum 1 hour) | \$120 per hour |
| Saturday-Sunday (Minimum 2 hours) | \$180 per hour |
17. **Occupant Load Calculations:**
- | | |
|--|------------------|
| For all licensed beverage establishments | \$240 (plus GST) |
|--|------------------|
18. **Plan Retrieval and Copies:**
- | | |
|---|-------------------|
| For a copy of the first page of any drawing
(to a max size of 11"x17") | \$36 (plus GST) |
| Each subsequent page (to a max size of 11"x17") | \$1.80 (plus GST) |
19. **Waived Fees:** *[Bylaw 8907, January 31, 2022]*
Permit fees for City-led civic projects on City-owned land may be waived in whole or in part, at the discretion of the Director of Planning and Development.

2. BUILDING PERMIT FEES

1. Building Permit Application Fee:

An application shall be accompanied by:

for construction values up to \$200,000	50% of the fee prescribed and as set out in 2.5 of this schedule but not less than \$100
for construction values from \$200,001 to \$500,000	\$200 plus 40% of the fee prescribed and as set out in 2.5 of this schedule
for construction values more than \$500,001	\$500 plus 30% of the fee prescribed and as set out in 2.5 of this schedule

which said sum shall not be refundable.

2. Application Extension Fee:

10% of the original permit fee but not less than \$120 (plus GST) for an extension not exceeding 6 months.

3. Partial Permit Fees:

Building permit fees for partial permits may be based on the value of the portion of work being permitted, as determined by the building official plus \$120 (plus GST) as a partial permit processing fee.

4. Completion Deposit:

Building permit applications for additions, alterations, renovations, move-on buildings, sign permits and tenant improvements shall be accompanied by a deposit of 2% of the total construction value, not less than \$100 and not more than \$1,000. The deposit is forfeited if the work is not completed within 2 years.

5. Scale of Building Permit Fees:

The calculation of building permit values shall be based on the total construction or demolition costs, including materials and labour, as provided by the applicant, subject to approval by the *building official*.

If, under Section 7.3.2., it has been determined by the *Manager, Inspections* that a Professional Engineer or Architect is required to Certify that the plans, or specified aspects of the plans submitted with the permit application comply with the current *Provincial Building Code* and other applicable enactments respecting safety, the fees required for that permit will be reduced by five (5) percent, to a maximum of five hundred dollars (\$500).

Building permit fees payable for a permit for the construction, demolition, addition, alteration, repair of any building or structure or any part thereof, shall be as follows:

When the cost does not exceed \$5,000	\$120.00
For each additional \$1,000 or part thereof by which the cost exceeds \$5,000 up to a maximum of \$15,000	\$15.12
For each additional \$1,000 or part thereof by which the cost exceeds \$15,000 up to a maximum of \$50,000	\$13.62
For each additional \$1,000 or part thereof by which the cost exceeds \$50,000 up to a maximum of \$100,000	\$11.82
For each additional \$1,000 or part thereof by which the cost exceeds \$100,000	\$9.72

6. **Residential Inspection Fees:**

Where an application is made for a Building Permit with respect to the construction of a self-contained housing unit or units, there shall be, in addition to any other fees payable, an Inspection Fee for each self-contained unit of \$240 (plus GST)

7. **Fire-stopping for Plumbing Re-Pipe Permit Fees:**

Building Inspection fees for the re-inspection of fire-stopping in re-pipe installations is \$13.50 per dwelling unit with a minimum fee of \$180.

3. **PLUMBING PERMIT FEES**

1. **Plumbing Fixtures:**

When the number of fixtures does not exceed 4	\$120.00
Each Plumbing fixture in excess of 4 installed or roughed-in	\$27.00

(Plumbing Fixture as defined by the BC Plumbing Code including Drains, Hot Tub, Catch Basin, Junction Box, Manhole, O/G Interceptor, Sump, Neutralizer, Inspection Chamber, Back Flow Preventer, Fire Hydrant, Fire Department Connection, Fire Hose Connection, Fire Hose Station)

2. **Service Pipes:**

Service lines including Sanitary Sewer, Storm Sewer, and Water Services	
For the first 30m or part thereof	\$120.00
For each additional 30m (100 feet) or part thereof	\$33.42

3. **Fire Protection Services:**

Installation or alteration of fire sprinkler systems	
First Sprinkler head	\$120.00
Each Additional head	\$2.10

4. **Installation and Alteration of Piping Only:**

For installation or alteration of plumbing piping where no alteration of fixtures is involved:	
For the first 30m (100 feet)	\$120.00
For each additional 30m (100 feet) of pipe, or part thereof	\$33.42

4. GAS PERMIT FEES

For installation, alteration or replacement of appliances, vents for each appliance, or piping for each appliance:

Fee Per Appliance	Fee Payable
Installation or replacement: 1 or 2 appliances	\$129.00
Next 3 to 10 appliances	\$67.00
Next 11 to 20 appliances	\$39.00
Next 21 to 100 appliances	\$24.00
For each appliance over 100	\$11.00

5. ELECTRICAL PERMIT FEES

1. Service Installation, Upgrade or Relocation:

Fees based upon final rating of each service installation, upgrade or relocation.

Service Install, Upgrade or Relocation	Fee Payable
Less than or equal to 125A	\$443
126A-200A	\$722
201A-400A	\$1,057
Greater than 400A	\$1,474

2. Electrical Installation:

Fees based upon the value of the proposed electrical installation including all material and labour.

From	To	Fee Payable
\$0	\$250	\$59.00
\$251	\$1,000	\$103.00
\$1,001	\$2,500	\$177.00
\$2,501	\$5,000	\$287.00
\$5,001	\$10,000	\$441.00
\$10,001	\$20,000	\$722.00
\$20,001	\$35,000	\$1,057.00
\$35,001	\$50,000	\$1,474.00
\$50,001	\$100,000	\$2,114.00
\$100,001	\$200,000	\$3,167.00
\$200,001	\$1,000,000	\$2,880.00 +0.5% of job value
\$1,000,001	and over	\$5,759.00 +0.25% of job value

3.	Temporary Power Connections: Temporary Power Pole and Temporary Current Permit	\$120 per year or portion thereof \$120 per meter per year or portion thereof
4.	Sign Connection: The first sign connection Each subsequent sign connection for the same site where the permit is issued at the same time	\$120.00 \$60.00
5.	Electrical Permit Fees (Temporary Event Connections): Each Permit <i>[Bylaw 8762, February 24, 2020]</i>	\$148.00
6.	Deleted <i>[Bylaw 8762, February 24, 2020]</i>	
7.	Electrical Permit Fees (Annual Permits): 1,000 H.P. or less Each additional 100 H.P. or fraction thereof Education Facilities per classroom, shop, laboratory, gymnasium, auditorium, or office Maximum annual fee	\$245.00 \$31.20 \$6.60 \$2,340.00

6. COMPRESSED GAS SYSTEMS AND OIL STORAGE TANKS

For the installation, replacement, renewal, alteration, removal or repair of any oil or compressed gas system or storage tank:

1.	Commercial or domestic oil burner	\$100.00
2.	Fuel dispensing nozzle	\$100.00
3.	Flammable or combustible liquid storage tank: Up to 4,546 L Over 4,546 L	\$100.00 \$141.00
4.	Compressed gas system	\$100.00

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NOTICE OF MOTION

8. Zoning Bylaw and Development Guidelines Consideration for Green Roof Options – File: 09-3900-30-0006/1

Submitted by Councillor Valente

RECOMMENDATION:

WHEREAS the City of North Vancouver, as the urban core of the North Shore, faces pressure to make best use of scarce land resources and in many cases rooftops in the City are large and underutilized spaces;

WHEREAS some buildings in the City of North Vancouver possess green roofs (including the City Market building at 17th Street and Lonsdale Avenue), solar panels, and rooftop patios that enhance the quality of urban life while providing important benefits, such as increased bioretention and source treatment of stormwater runoff;

WHEREAS these treatments remain the exception and many barriers are faced by projects that seek to add rooftop features including zoning regulations, FSR barriers, and difficulty securing building insurance;

WHEREAS the City of North Vancouver has begun work to update its Zoning Bylaw and Development Permit Guidelines and modifying regulations and creating incentives could offset the costs of installing rooftop gardens;

THEREFORE BE IT RESOLVED THAT staff be directed to explore, as part of the Zoning Bylaw and Development Permit Guidelines review process, ways of reducing barriers to and increasing incentives that permit innovative uses of the rooftop, including, but not limited to, green roofs, green solar roofs, blue-green roofs, rooftop urban agriculture and rooftop patios.

Background Information, February 5, 2024

**Zoning Bylaw and Development Guideline Considerations for Green Roof Options –
Backgrounder:**

Possible outcomes for work from this motion may include:

- Reviewing best practices from other jurisdictions;
- Researching existing rooftop installations to gain a better sense of existing barriers;
- Leveraging knowledge of local advocates including Green Roof Infrastructure Network (GRIN); and,
- Expanding the requirements and application of the Natural Systems section of the City of North Vancouver Sustainable Development Guidelines including to encourage water catchment systems, food production, and other practices that align with the City's sustainability goals.

Also attached to this package are:

- Backgrounder on green roof technologies entitled *Green and Solar: Making the Case for Hybrid Roofing Solutions and Multi-Pronged Approaches* provided by GRIN BC (Green Roof Infrastructure Network of BC) [<https://grinbc.org/>]
- Article by Danny Schleien entitled *10 Reasons Why Green Roofs Are The Wave Of A Climate Resilient Urban Future*

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10 Reasons Why Green Roofs Are The Wave Of A Climate Resilient Urban Future

An ancient technology brings a host of benefits to help cities become more climate resilient.



Danny Schleien · [Follow](#)

Published in Future Proof Cities · 8 min read · Mar 19, 2021

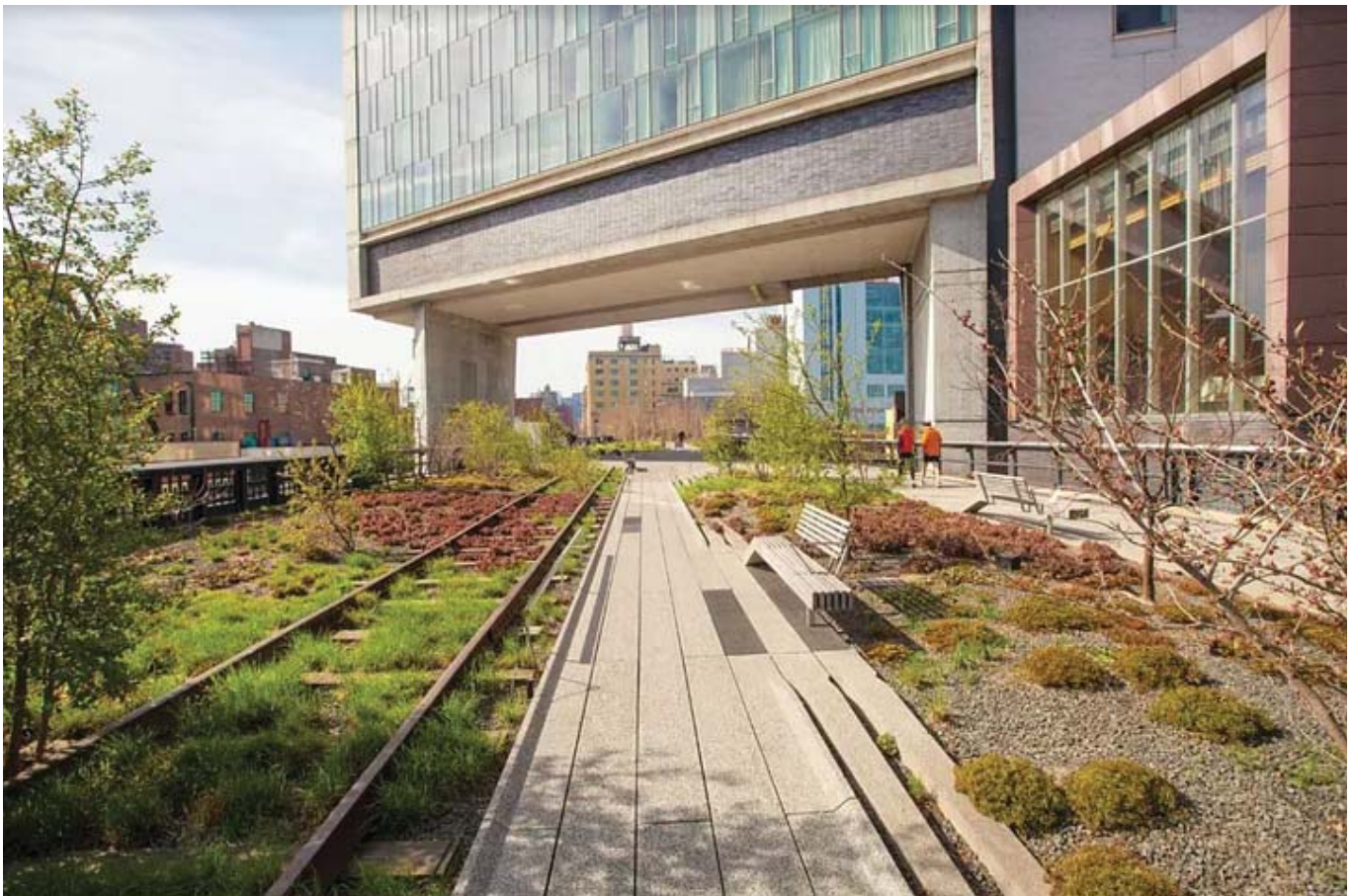


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Credit: Wavin

Once upon a time, innovative builders used overlooked roof space for gardening and irrigation. This was long before tractor-trailers and paving machines could've done such a job. Some of that roof space still stands high above a canyon in the Peruvian Andes.

I'm talking about Machu Picchu, built before Columbus reached the Americas and colonization overtook the world. The Incas used a technology that should be used on every street corner around the world:

Green roofs.

Green Roofs Have Not Progressed Much Since The Incas

The Incas may have mastered green roofs long ago, but until recently, green roofs were far from global. Scandinavians have used thick sod roofs for centuries for thermal regulation; imagine braving those long, cold winters without modern heating! And many of our ancestors put vegetation on their shelters to keep cool when it got warm and keep warm when it got cool.

The first wave of modern green roofs arose in Germany in the 1960s. German research Reinhard Bornkamm published his work on green roofs in 1961. That coincided with a period of technical research on the different components of green roofing technologies.

As one paper recounted: “The development of green roof markets in Germany expanded quickly in the 1980s, with average annual growth of fifteen to twenty percent. By 1989, 1 million square meters of green roofs were installed in Germany. By 1996, this number had ballooned to 10 million square meters. This remarkable growth was encouraged by state legislation and municipal government grants.”

In Germany, more than 14% of all roof area is green. Cities like Singapore, Vancouver, and Chicago have also led the way on green roofs. But these places are outliers; in most of the world, green roofs are more of a novelty than a common sight.

Urbanization Gives Green Roofs Great Potential To Make A Big Difference

When Macchu Picchu, the human population was a fraction of what it is now — a few hundred million. Few lived in big cities.

Now, eight billion people roam the Earth, and most of them live in densely populated cities. Of all the notable societal trends of recent times, urbanization is one of the most defining. Urban populations are burgeoning and will mushroom going forward.

Unlike their rural counterparts, many of those urban residents live in big buildings with large roofs. These buildings are an overlooked but key piece of the climate change puzzle. According to the United Nations Environmental Programme, buildings and their construction account for almost 40% of global greenhouse gas emissions. We could view this as a risk to future climate mitigation efforts or we could see it as a golden opportunity.

One of the easiest ways to make buildings green is to make their roofs green. As you'll see below, there are different paths to doing so, but the end results are quite beneficial across the board — for the people who occupy buildings, for the bottom lines of all sorts of building-related businesses, and most importantly for the planet.

How Roofs Can Go Green

One way to categorize green roofs is by the depth of their respective planting mediums. Extensive green roofs are shallower. As such, they're more common for single-family or multi-family residences. Given their lower depth, extensive green roofs lend themselves to plants that have shallower roots and require less water, like drought-tolerant sedums (i.e. succulent plants) and grasses. These roofs are lighter on the wallet and physically lighter on the buildings they cover compared to their deeper counterparts: intensive green roofs.

Intensive green roofs give commercial building operators flexibility to really make their green roofs shine. They're heavier and more expensive, but they allow for greater biodiversity and more offerings for the humans who live and work below them. Flowers and trees give pollinators and other creatures a welcome escape from the concrete jungles that often surround these intensive green roofs. Amenities like pathways, benches, and tables make these roofs human-friendly too. As such, intensive green roofs are often called "rooftop gardens."

The steps to turn a green roof from an idea to an actuality are simple but not always easy to implement. First, approval to build a green roof must be verified. Certain types of real estate, like co-ops and condos, may involve more red tape if the party that owns the roof isn't the same party that maintains the roof (often management).

This clash between regulations, developers, and other involved parties can get messy if not handled properly. Furthermore, the decentralized nature of governmental decision-makers who can influence the necessity (by regulation) or, conversely, the degree of difficulty (also by regulation among other means) of enacting green roofs can make it hard for businesses large and small to understand what they can and cannot do.

If that hurdle is cleared, builders must evaluate what type of roof can be built given the building structure among other factors. Then, aesthetic and engineering questions enter the scene. And I haven't even mentioned perhaps the biggest hurdle of all: money.

Alternatively, green roofing can be incorporated into construction planning before the property is even built. That gives all stakeholders a chance to provide input and execute on a vision of a green roof hand-in-hand with

turning a blueprint into a building. For something like a green roof, it's easier to *start* at the drawing board rather than going *back* to the drawing board.

After all, it's one thing to recreate the natural environment on the ground. It's another thing altogether to do so in the air.

But as you'll see below, green roofs are well worth the costs.

Thermal Regulation

In urban areas, structures like buildings and roads absorb the sun's heat more than natural features like plants and water. The resulting urban heat island effect can make cities feel much warmer than surrounding areas. By replicating more natural patterns of solar absorption, green roofs help reduce the urban heat island effect. As extreme heat frequency rises in dense cities across the world, city dwellers will look for every bit of cooling they can find. They should look no further than the roofs over their heads.

Energy Conservation

Piggybacking off the urban heat island effect, green roofs reduce energy costs by absorbing solar energy and providing natural building insulation. This natural protection against extreme heat extends the lifespan of green roofs, helping them last twice as long as traditional roofs. Even six inches of green roofing can save 75% of a building's summer energy costs. So in addition to cooling surrounding areas, green roofs cool buildings too. And this lowered need for air conditioning leads into another benefit: pollution mitigation.

Air Pollution Mitigation

With energy conservation comes less pollution. But even better, since green roofs consist of plants, they remove particulates from the air. In cities with frequent air quality problems (like Mexico City, Sao Paulo, and Shanghai among many others who often have high levels of dust and smog), this is particularly impactful. And given what we've learned about the public health impacts of air pollution, this cannot be understated.

Carbon Sequestration

Not only do the plants on green roofs absorb particulates, they absorb the biggest cause of the climate crisis: excess carbon dioxide in the air. One study from China indicates a simple green roof can absorb 1.79 kg of CO2 per square meter annually. On a 1,000 square meter urban green roof, that translates to almost two tonnes of annual carbon dioxide absorption.

Stormwater Management

Traditional roofs shed water, potentially overloading city streets during major storms. A typical city block generates five times more runoff than a similarly sized woodland area. As climate change amplifies the frequency and severity of storms, urban runoff will become increasingly harmful.

Green roofs retain up to 90% of summer precipitation and 40% of winter precipitation. By absorbing water, green roofs help ease the strain on city drains and pipes. This significantly lowers the risk of flash floods and another aspect of modern cities: water pollution.

Water Pollution Mitigation

When rain falls in cities, it carries pollutants into groundwater, which then ends up in rivers and lakes. Green roofs filter rainwater and remove toxins, thereby reducing the risk of water contamination. In a world where almost

two million people die every year from drinking contaminated water (and where climate change will make water increasingly scarce), green roofs can help cities sustainably provide as much clean water for residents as possible.

Food Security

Many urban residents lack reliable and affordable access to healthy foods. Green roofs can be used to grow produce. This is harder and more expensive than implementing typical green rooftops, but it gives residents safe, cheap food right in their vertical backyard. It also has a double benefit for the planet: locally grown food does not need to be transported or refrigerated, making it much less greenhouse gas-intensive than alternatives (and easier on the wallet).

Social Benefits

One of the greatest areas of opportunity in public health is to leverage nature to easily improve health outcomes. Hospitals have adopted this insight to improve COVID-19 outcomes, for instance. Green roofs can boost the physical and mental health of city residents. Being near greenery improves your memory, reduces your stress levels, and lowers your blood pressure among other physiological benefits.

Exposure to greenery even makes children smarter, according to a study conducted by Spanish researchers. If that doesn't convince parents and policymakers alike to push for green roofs, I don't know what will!

Greenery deprivation is sadly far too prevalent in urban areas across the world. People deserve access to nearby green open spaces; it directly helps them and indirectly helps the rest of us.

Furthermore, green roofs provide easy opportunities for neighbors to socialize. As we reckon with a global loneliness epidemic that COVID has only exacerbated, we cannot overlook these quick wins to make people happier and healthier.

Biodiversity

By giving native species green spaces to roam, green roofs boost biodiversity in urban areas. Planting a diverse range of species can attract a variety of fauna like butterflies and beetles. It's not easy to design proper habitat with a green roof, but the benefits can be immense if done right.

Green roofs are especially helpful for promoting the biodiversity of endangered pollinators. We have selfish reasons to protect pollinators — we *really* need the birds and the bees for our food supply!

Property Value

Let's imagine you're looking for a house to buy. You have two options in mind that you like equally before you consider one factor: one house has a solar roof but the other doesn't. Assuming the houses are equally priced, you'll buy the house with the solar roof, right?

Well, the same principle applies to green roofs. We don't have a lot of published research to draw on to back this claim, but researchers at the University of Technology Sydney found increases in residential property values of between six and 15 percent thanks to green roofs.

Conclusion

As city planners look to augur a greener future, green roofs represent a straightforward, multipronged approach to climate resilience in urban areas. They've been around for millennia but have never achieved the broad-scale adoption that would make them a ubiquitous instrument of improving climate resilience in cities. They bring a host of complimentary benefits — pollution mitigation and carbon sequestration among many others — that reflect a holistic, equitable approach toward keeping cities cool and clean.

And let's not forget green roofs are both green for the planet and green for the wallet.

Future Proof Cities is a Medium publication by Wavin. Danny Schleien writes for the publication as an independent writer.

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Written by Danny Schleien



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Writer, editor, explorer, lifelong learner. Social distancing expert since 1994, big fan of semicolons and Oxford commas. Think green.

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Green and Solar: Making the Case for Hybrid Roofing Solutions and Multi-Pronged Approaches

Summary

This summary was assembled to support municipal motions that seek to mandate multi-functional roofing solutions. **To best address the urgency of climate change, BC's towns and cities must create functioning roofscapes**, i.e. roofs that simultaneously provide thermal insulation; improve air quality; reduce GHG emissions; support pollinators; mitigate stormwater; enhance material durability and provide natural views, AND generate energy when the sun shines.

This is not a pipe dream nor does it require 'reinventing the wheel'. These are proven technologies already supporting today's economy, which have the potential to effectively offset the impacts of climate change. A multi-pronged approach offering the option of hybrid roofing solutions would also level the playing field by offering flexibility to suppliers, developers, designers and building owners, while steadily improving living conditions of the overall community.

This document provides two perspectives prepared by the Green Roof :

1. The Case for Hybrid Roofing Solutions and Multi-Pronged Approaches
2. GRIN's Recommendation

1) The Case for Hybrid Roofing Solutions (with Policy Examples)

As most BC municipalities lie north of the 49th parallel, this is not a big market for cool roofs or pure solar roofs, but absolutely so for green roofs, green solar roofs, and blue-green roofs. Hybrid roofs and multi-option roofing policies help ensure optimal performance by a roof, while promoting adaptability. Encouraged by the example of other progressive cities, we advocate for multi-functional systems that climate-proof buildings, protect biodiversity and local ecosystems, offer residents healthy, safe, and affordable homes, while producing local renewable energy. As elaborated below, multi-pronged approaches and hybrid solutions are safer investments in addressing climate change than underutilised stand-alone systems.

Synergy: Green roofs and solar panels

Green roofs enhance the efficiency of solar panels by cooling the air around them. In exchange, rooftop solar panels create microclimates through shading and condensation, which benefit green roof floristic and biodiversity. Combined, these technologies are *synergistic*: their interaction produces a combined effect greater than the sum of their separate effects.

Numerous studies have compared the sustainable roofing systems described above, and the conclusions are consistent. "Green roofs were the most sustainable alternative for all the scenarios evaluated, by virtue of their insulation, recycling, cost, energy, water and ecosystem-related benefits. Consequently, this type of roof emerges as a multifunctional solution to be strongly considered in the design of planning strategies seeking urban regeneration." (Guzmán-Sánchez et al., 2018)

A study that compared green-, gravel-, cool, and solar PV roofs found that “green roofs had the best performance across the most objectives, while cool roofs performed respectively poor. Cool roofs, on the other hand, performed best in only one objective when combined with PV (median cooling demand was 8% lower than black roofs), but performed worst for median heating demand and global warming potential.

Extensive green roofs had the best (lowest) median heating demand and global warming potential (11 and 71% lower than cool roofs, respectively). Gravel roofs held the lowest investment costs (74 \$/m² compared to 416 \$/m² for semi-intensive PV green roofs), while maintenance costs were lowest for black and gravel roofs (0.23 \$/m²) and electricity costs lowest for the PV options (~14.5 CHF/m² compared to ~23 CHF/m² for non-PV roofs).” (Maurer et al., 2023) (p. 13).

Policy examples of solar green roofs

Following are some examples of cities that promote combined systems.

Better Roofs Ordinance, City of San Francisco, California

In January 2017, San Francisco became the first U.S. city to mandate solar and living roofs, in varying combinations, on between 15% - 30% roof space of most new construction. While the area coverage mandate can include a combination, green roofs are valued twice as much as solar panels.

Green Building Ordinance, Denver, Colorado

In November 2018, Denver passed its [Green Building Ordinance](#), which requires developers to select combinations of cool roof, green roof, renewables, building certification, energy program and green space on most large new buildings and retrofits.

Rooftop for Climate Survival Act, Washington State

In January 2022, [Senate Bill 5732](#) was submitted to require all new large commercial and multifamily buildings in WA to have 1 of 4 combinations (varying proportions) of PV and green roof.

Option	Solar panel	Extensive	Intensive
(i)	50 percent		50 percent
(ii)	50 percent	100 percent	
(iii)	25 percent	75 percent	
(iv)	25 percent	50 percent	25 percent (food production)

Read more:

- [Living Architecture Monitor, Press Release \(Jan. 26, 2022\)](#)
- [Greenroofs.com, Jan. 2022. New legislation to require large commercial multi-family buildings to have green roofs submitted in Washington State](#)

The Better Flat Roof campaign, Basel, Switzerland

Starting in the 1990s, the City of Basel promoted green roof coverage through a series and combination of financial incentives and building regulations. The initial motivators were to

reduce energy consumption of buildings and protect biodiversity. Delivered twice, The Better Flat Roof campaign provided subsidies for green roof installation. The programmes were funded by the Energy Saving Fund, which was drawn from 5% of residential energy bills.

GRIN's Recommendations

We propose that hybrid and multifunctional roofing solutions be widely implemented to address the needs of our community. This should be supported by a flexible policy framework that allows individual owners choice in roofing solutions to best meet individual needs. There are many sustainable rooftop technologies to consider, including green roofs, blue roofs, agriculture roofs and cool roofs.

Solar photovoltaics (PV) and solar hot water (SHW) systems are great methods for increasing the supply of renewable energy and reducing GHG emissions. On their own, however, they lack the environmental, economic, and social returns granted from green or blue roofs. Solar roofs do not manage stormwater, support biodiversity, reduce urban heat island nor peak demand, and they do not directly improve air or water quality.

Every roofing technology has advantages and limitations. Furthermore, the benefits delivered are oftentimes project dependent, hence the potency of combined technologies. Some projects may be suited to a single technology. For example, while PV is a better candidate on a tall and exposed rooftop, a blue roof might be a better candidate on a building in a flood-prone area. Other projects benefit greatly from a hybrid roofing approach. For example, combining green roofs and PV can improve both PV performance as well as plant health, as they are synergistic. Another example is the blue-green roof, which offers all the ecoservices of a green roof with enhanced stormwater detention to prevent flash floods during heavy rainfall. These hybrid roofing solutions encompass a wider selection of benefits and overall performance.

Not surprisingly, proactive cities and visionary policy-makers are offering developers choices to combine multiple rooftop technologies to achieve their sustainability goals. The positive effects of this approach are felt industry wide. It provides planners, architects and engineers an adaptable framework best suited to an individual project, in which they are experts. At the same time, it provides developers flexibility, helping them respond to financial, industry, & market needs. From a city's point of view, the choices offer a wider range of benefits and better address climate change on a united front, all while balancing constituents' individual needs and interests.

Resources

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