

THE CORPORATION OF THE CITY OF PORT COQUITLAM

COMMITTEE MEETING AGENDA

December 14th, 1992

Description of Item

Item No.

Page No.

- | | | |
|---|--|---|
| 1 | Mr. H. Towfigh, Ranotech Canada Ltd.,
re: Sale of N.E. Corner Shaughnessy & Pitt River Road | 1 |
|---|--|---|

NOTE: Mr. Towfigh and his Architect Mr. Adab will be in attendance.

- | | | |
|---|---|---|
| 2 | Director of Planning,
re: 1121, 1071, 1191 Lougheed Highway & 1192 Dominion Avenue | 2 |
|---|---|---|

NOTE: ① Mr. Chris ~~Phelps~~ ^{② Philips}, a representative of PCI Development will be in attendance.

② Art Phillips - Hamilton & Associates.

③ Andrew Grant - PCI Development

I don't have copy of Dec 8 memo.

COMMITTEE

DEC - 7 1992

DEC 14 1992

Ranotech Canada Ltd.

December 2, 1992

4449 Angus Drive
Vancouver, B.C. V6J 4J2
Canada
TeL: (604) 736 5951
Fax: (604) 688 5948

City of Port Coquitlam
2580 Shaughnessy Street
Port Coquitlam
V3C 2A8

Attention: Ms. Susan Rauh / City Clerk
Subject: Sale of N.E. Corner Shaughnessy & Pitt River

Dear Ms. Rauh,

We are the successful bidder for the above property. One of the conditions stated in the tender call is to complete the transaction of the property by January 19th, 1993 or earlier.

After obtaining the confirmation of being the successful bidder, we immediately hired the services of an experienced architect and applied for the rezoning and development permit for the project.

We have been informed by the Planning Department that, it is unlikely to rezone the property before January 4th, 1993.

Therefore we respectfully request to extend the date of amending the By Law to a more realistic date.

Provision for this consent was also indicated in paragraph 5, of the terms of sale.

Yours truly,



H. Towfigh

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DEC 14 1992

MEMORANDUM

TO: Mr. B.R. Kirk
City Administrator

DATE: December 9, 1992
File: 81/92 and 82/92

FROM: Carlos Felip
Director of Planning

RE: 1121, 1071 & 1191 Lougheed Highway and 1192 Dominion Avenue
Rezoning Application 81/92 and Official Community Plan Amendment 82/92

RECOMMENDATION:

1. That Council reaffirm the approval to proceed granted to this application on November 16, 1992, subject to the conditions noted in the report from Planning and Development Committee of November 10, 1992 and attached to this report as Document #1;
2. That the applicant be advised that the above mentioned approval to proceed was based on close compliance with the guidelines of the Dominion Triangle Area Control Plan, and that Council is not prepared to support significant departures from these guidelines; and
3. That the Director of Planning and the Municipal Clerk be instructed to prepare the appropriate bylaws, ensuring that the areas to be rezoned for the different commercial and industrial uses closely reflect the overall "Land Use Concept Plan" included in the Dominion Triangle Area Control Plan and attached to this report as Document #2.

BACKGROUND:

The subject property received approval to proceed on November 16, 1992; after receiving some needed information from the applicant, the Planning Department prepared the memorandum attached as Document #3, requesting introduction of the authorizing bylaw.

The land uses proposed by this memorandum closely followed the land use designation in the Dominion Triangle Area Concept Plan, thus reflecting the approval to proceed granted by Council.

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At the request of the applicant, the memorandum was withdrawn. The applicant contended that it had been the understanding that there would be some flexibility on the interpretation of the designations noted in the Dominion Triangle Area Control Plan: They had assumed that Highway Commercial uses would be permitted throughout the parcel designated as CD zone (see Appendix I of Document #3).

On December 7, 1992 the Planning Committee discussed the request from the applicant to extend the Highway Commercial uses to include the whole of the CD designated lot.

The decision of the Committee was to recommend that the request from the Applicant be supported and reflected in a revised request for introduction of the bylaw, subject to reducing the number of permissible uses within the Highway Commercial zone. The most significant of the uses to be left out was "cafes, restaurants, and food catering facilities".

By leaving restaurants out of the permitted CS-1 uses, cafes and restaurants would still be permissible on the site, but only under the provisions of the M-4 zone that requires that restaurants, pubs and similar uses do not occupy more than 50% of the gross floor area of a building (see Documents #4 and #5 attached).

DEVELOPER'S POSITION:

On Tuesday, December 8, 1992 a representative of the applicant contacted the Planning Department to indicate that the elimination of the following uses from the Highway Commercial zone was not acceptable to them:

- "retail sale of building, home improvements and gardening supplies, including lumber yards and nurseries",
- "cafes, restaurants and food catering facilities".

While these uses are permissible within the M-4 zoning, the Developer was concerned that these changes would not allow:

1. The opportunity to accommodate retail sale of home improvements within a small building or a small retail component, since the M-4 zone will only permit these uses as a "warehouse retail" use; and
2. The opportunity to erect some free standing cafes and/or restaurants as part of the development.

PLANNING DEPARTMENTS REACTION:

The Director of Planning advised the applicant that the intent of Dominion Triangle Area Concept Plan was to facilitate development of an industrial park and not a Highway Commercial development. As such, it was not desirable to encourage conventional Highway Commercial development, except in those areas specifically designated within the Dominion Triangle Plan.

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...3/

The applicant was reminded that their initial design concept (attached as Document #6), which show a number of small freestanding buildings along Loughheed Highway, including 2 fast food restaurants and 1 convenience store, had been rejected, because it did not follow Council's directions for development of this area.

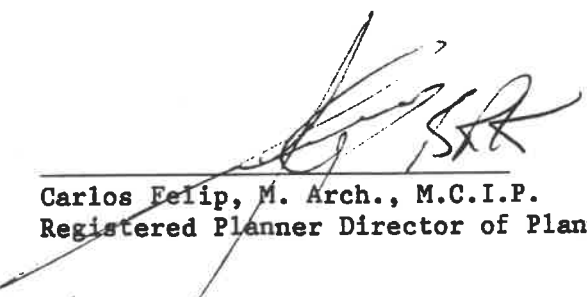
The concerns of the applicant were brought to the attention of the Chairman of Planning Committee who instructed that no Bylaw should be submitted to Council for introduction, until the whole issue is considered by Council in Committee, for a discussion on Council's vision for the Dominion Triangle.

DISCUSSION:

To this date, the Municipal Council has been quite consistent as to the desire to have the Dominion Triangle developed as a high quality, employment generating industrial area.

Through public participation, including that of the current applicant and previous owners of these properties, Council has allowed for relatively extensive areas (+/- 15.8 acres) at the west extreme of the Dominion Triangle to be designated for Highway Commercial uses. The P.C.I. proposal as supported by Planning Committee will increase the highway commercial a further +/- 1.7 acres on the east of the east side of Ottawa Street.

The applicant's current request to expand the Highway Commercial uses a further +/- 7 acres East of the area designated in the Dominion Triangle constitutes a significant departure from the Dominion Triangle Area Control Plan and therefore it is appropriate that all members of Council participate in making a decision with regard to this request.


Carlos Felip, M. Arch., M.C.I.P.
Registered Planner Director of Planning

NOTE: Also attached for Councils information:

Document #7: Text of CS-1, Highway Commercial Zone
Document #8: Design guidelines for the PCI Development

CF/klr

ID601-34/36

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MEMORANDUM

TO: Mr. B.R. Kirk
City Administrator

DATE: November 6, 1992
File: 81/92 and 82/92

FROM: Carlos Felip
Director of Planning

RE: 1071, 1191, 1211 Lougheed Highway and 1192 Dominion Avenue
Rezoning Application 81/92 - Official Community Plan Amendment 82/92
Planning and Development Committee - November 10, 1992

RECOMMENDATION:

THAT this application be approved to proceed:

For Rezoning from A-1 (Agricultural) to CS-1 (Highway Commercial), C-2 (Neighbourhood Commercial), M-4 (Business Industrial Park) and CD (Comprehensive Development) under Section 963 of the Municipal Act; and

For amendment of the Official Community Plan designation from "Reserve Employment" to "Highway Commercial" and "General Employment", subject to:

- a. Submission of a subdivision plan to the satisfaction of the Approving Officer, and in accordance with the Dominion Triangle Area Control Plan;
- b. Satisfaction of Engineering Departments requirements;
- c. Completion of an overall conceptual landscaping plan to the satisfaction of the Parks and Recreation Department;
- d. Issuance of a Development Permit; and
- e. Registration of Section 215 "No Build" covenants on each of the new lots created by subdivision.

BACKGROUND:

This Rezoning and Official Community Plan Amendment application is for a 35-acre parcel located in the Dominion Triangle. The subject properties are currently zoned A-1 (Agricultural) and designated as "Reserve Employment".

This area is subject to the guidelines of the Dominion Triangle Area Control Plan, which was adopted by Council as the official guide for development in this area, and is within Development Permit Area XII.

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DESCRIPTION:

The proposed application is to rezone the properties to CS-1 (Highway Commercial), C-2 (Neighbourhood Commercial), M-4 (Business Industrial Park) and CD (Comprehensive Development) to enable the development of a Light Industrial Park and Convenience Center (Home and Business Center).

The applicant has submitted a preliminary subdivision layout for the subject parcels, indicating road patterns, landscaping along major roads, proposed lots and proposed zoning. The proposed subdivision and zoning plan is attached as Figure I, and complies with the conceptual layout included with the Dominion Triangle Area Control Plan.

No building schemes have been submitted at this time. This application is to enable the creation of the proposed lots.

COMMENTS FROM OTHER DEPARTMENTS:

Engineering Department:

1. Off site servicing drawings required from consultant which must conform to the Dominion Triangle Area Control Plan;
2. Department of Highways access approval - Loughheed Highway/Ottawa and Nicola/Freemont;
3. Review sanitary sewer requirements;
4. Dominion Avenue upgrade; and
5. Development Cost Charges (Riverwood Area/Dominion Triangle).

Building Department:

City bylaws will be applied at the time of Building Permit application.

Parks and Recreation Department:

Landscaping to be approved by the Parks and Recreation Department.

R.C.M.P. and Fire Department:

No comment.

DISCUSSION:

In the Dominion Triangle Area Control Plan, this area is designated as "Business Park". A new zone, called M-4 (Business Industrial Park), which was approved in principle by Council on December 16, 1992, will have to be created to accommodate uses typically found in business parks. The Zoning Bylaw amendment for the creation of this zone will be introduced concurrently with the Rezoning and Official Community Plan Bylaw Amendments. The Official Community Plan land use designation for these properties will also be amended to "Highway Commercial" and "General Employment" (see Figure 2) to reflect proposed uses.


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...3/

As no buildings are proposed at this time, it is recommended that a "no build" covenant be placed on each lot created by subdivision to ensure that future proposed buildings are designed in accordance with City policies. Future buildings will also require a Development Permit to be approved by Council to ensure appropriate design standards.

The developer has retained the services of an architect to draft a comprehensive set of design guidelines for future development. These guidelines are much more detailed than the generalized design guidelines in the Official Community Plan. They refer to specific elements of building design and landscaping to ensure that the Home and Business Center maintains a coordinated, unified setting and identity. After approval by the Planning Department, the design guidelines will form part of the initial Development Permit that regulates the overall subdivision.

As the Rezoning and Official Community Plan Amendment applications generally conform to the guidelines of the Dominion Triangle Area Control Plan, it is recommended that this application be approved subject to the conditions noted above.



Carlos Felipe, M. Arch., M.C.I.P.
Registered Planner, Director of Planning

JL/klr

ID599-9/11

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All distances are in metres

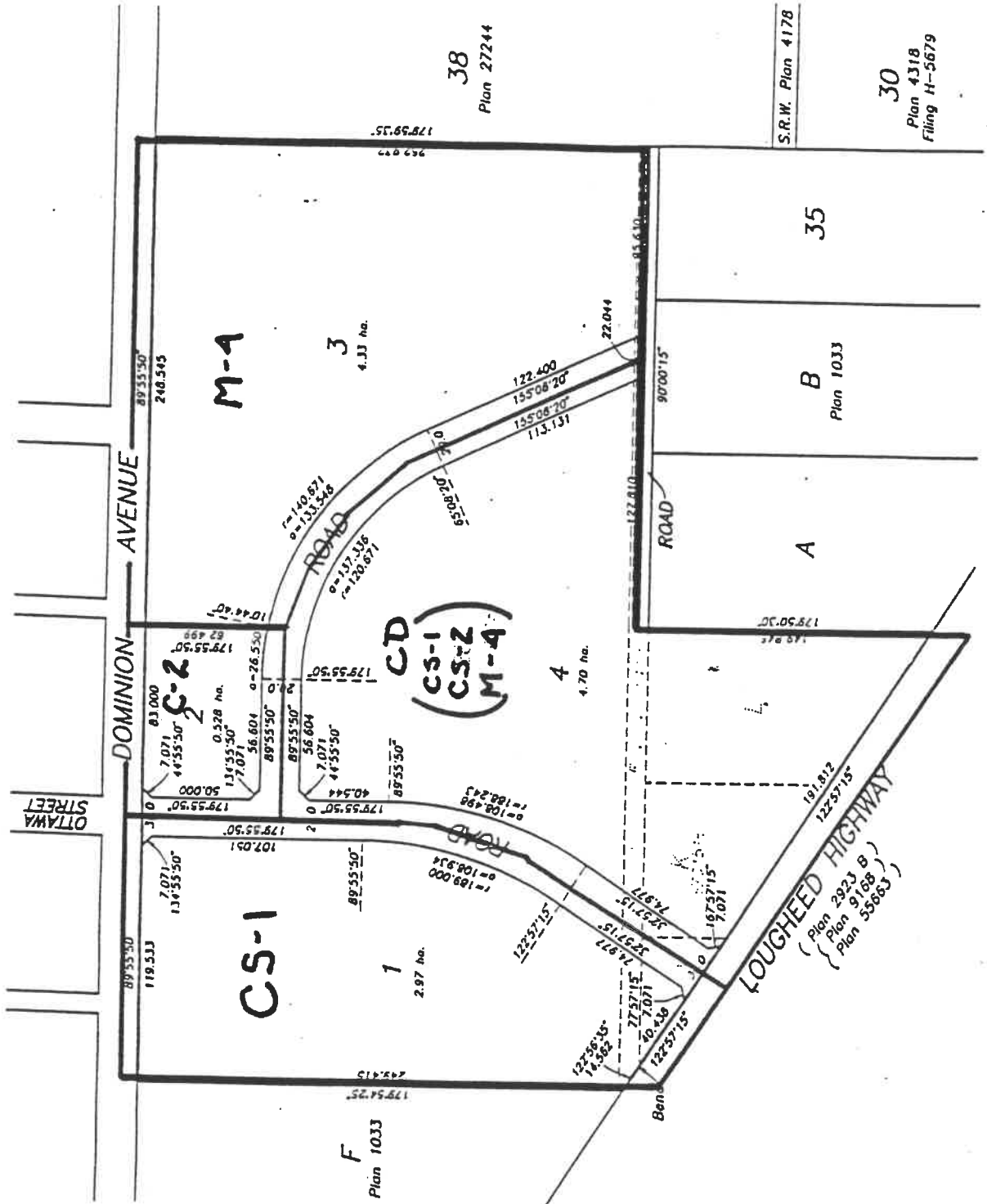
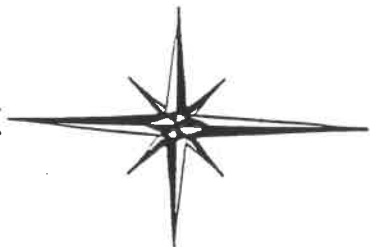


FIGURE I

PROPOSED SUBDIVISION AND ZONING

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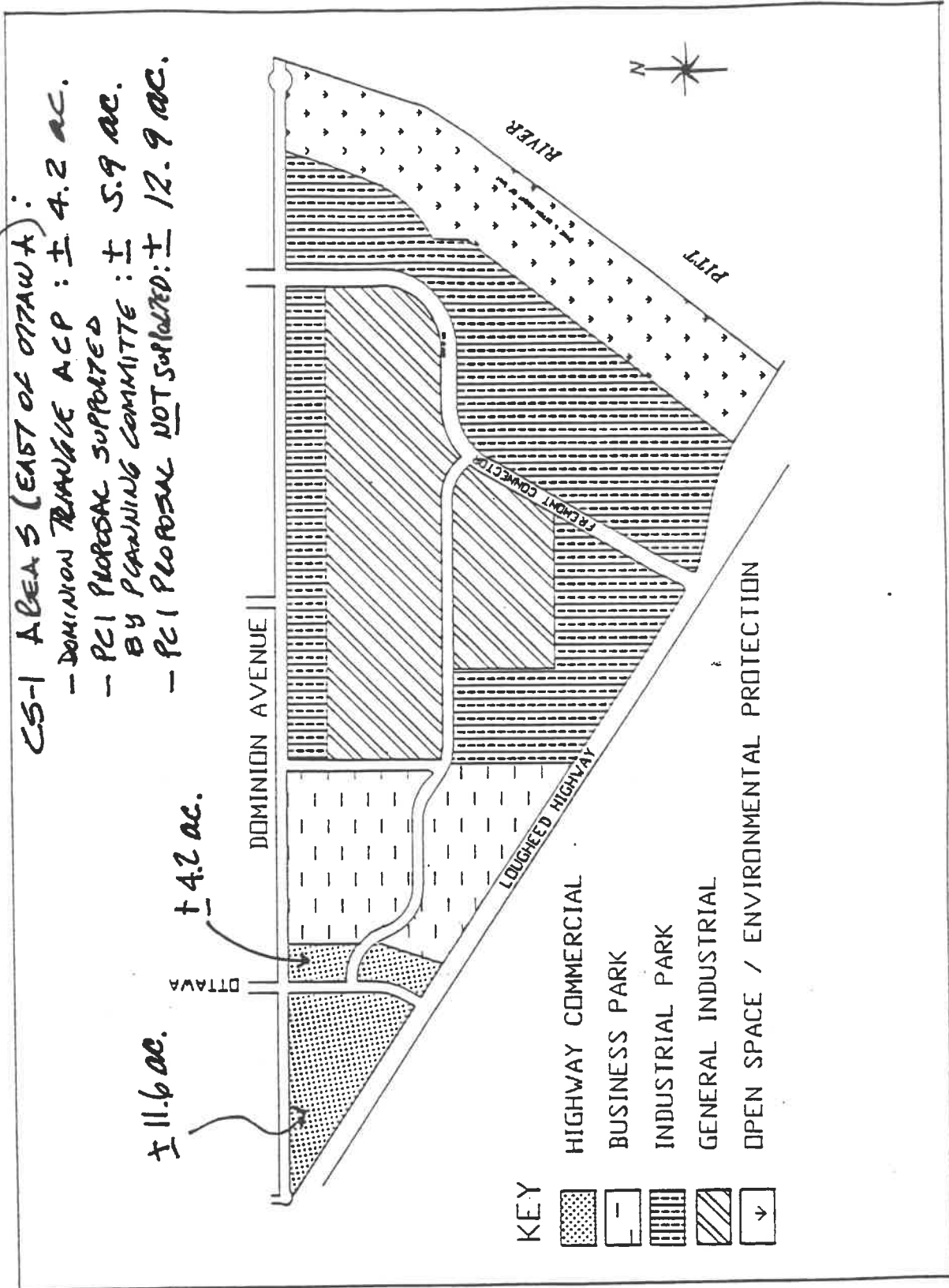


FIGURE 6: DOMINION TRIANGLE OVERALL LAND USE CONCEPT PLAN

THE CORPORATION OF THE
CITY OF PORT COQUITLAM

DOCUMENT # 3
P. 1

MEMORANDUM

TO: Susan Rauh
Municipal Clerk

DATE: November 27, 1992
File No: 81/92 and 82/92

FROM: Carlos Felip
Director of Planning

SUBJECT: Rezoning Application No. 81/92
Official Community Plan 82/92

ADDRESS: 1071, 1191, 1211 Lougheed Highway and 1192 Dominion Avenue

APPLICANT: P.C.I. Group
400-576 Seymour Street
Vancouver B.C.
V6B 4K1

PROPOSAL: To rezone the above property from A-1 to CS-1, C-2, M-4 and CD
and to amend the Official Community Plan designation from
"Reserve Employment" to "Highway Commercial" and "Employment
General" to permit subdivision of the property.

This application was given preliminary approval by Council on November 16, 1992.

It is now in order to introduce the authorizing bylaw and set a date for Public Hearing. Maps showing the location of the proposed zones and land use designations are attached as Appendix I and II. A draft CD - Comprehensive Development Zone Bylaw is also attached as Appendix III.

Please introduce these amending bylaws with the bylaw amendment to create the M-4 zone.

The application is in order for Third Reading after Public Hearing.

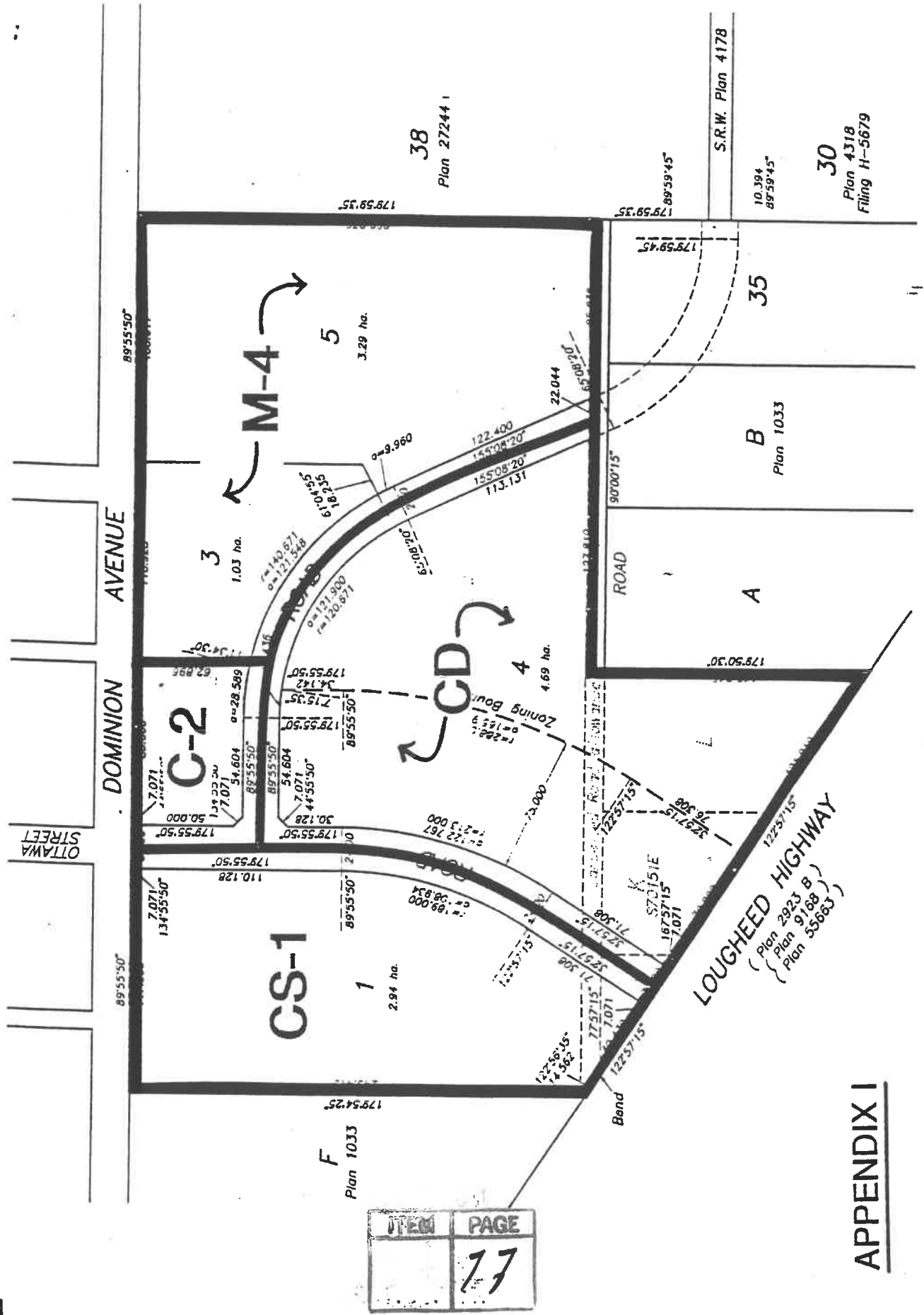
Carlos Felip, M. Arch., M.C.I.P.
Registered Planner, Director of Planning

WITHDRAWN ON DEC. 2 - 9
- AS PER CHRIS PHILIPS (COUNCIL)

JL/klr

ID598-99

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APPENDIX I

PROPOSED ZONES

APPENDIX III

PROPOSED COMPREHENSIVE DEVELOPMENT ZONE

FROM "AGRICULTURAL (A-1)" TO "COMPREHENSIVE DEVELOPMENT (CD)"

LOT 4 OF SECTIONS 7 AND 8, BLOCK 6 NORTH, RANGE 1 EAST, N.W.D. PLAN LMP ____

1. Notwithstanding the permitted uses described under Park XII. - Comprehensive Development Zone", the uses permitted within the aforementioned land shall be restricted to those listed in Schedule "I" which is attached hereto and forms part of this bylaw.
2. This bylaw may be cited for all purposes as "Port Coquitlam Zoning Bylaw, 1987, No 2240, Amendment Bylaw, 1992, No. ____".

ID598-100

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SCHEDULE I

"Port Coquitlam Zoning Bylaw, 1987, No. 2240, Amendment Bylaw, 1992, No. _____"

SCHEDULE OF PERMITTED LAND USE:

The aforementioned properties shall be restricted to the following uses only in the approximate location as illustrated on Schedule "II" of this bylaw:

Lot 1:A. The following uses permitted under the "Highway Commercial (CS-1)" Zone:

- (a) Retail sale, rental and repair of automobiles, motorbikes, light trucks, trailers, boats, household machines, and small agricultural equipment, including retail sale of new and reconditioned parts and accessories, but not including the process of salvaging, wrecking, or preparing parts for resale.
- (b) Trade contractors, including building, electrical, heating, ventilating, air conditioning, painting, plumbing, refrigerating, roofing, septic tank, sign and similar contractors, provided that no manufacturing or assembly of products takes place on the lot.
- (c) Retail sale of building, home improvement and gardening supplies, including lumber yards and nurseries.
- (d) Retail sale and repair of household furniture, appliances, tools, and electronic equipment.
- (e) Hotels and motor hotels.
- (f) Warehouse retail or supermarkets.
- (g) Recreation facilities, including but not limited to bowling alleys, gymnasiums, dance studios, pools and fitness centres.
- (h) Cafes, restaurants and food catering facilities.
- (i) Public vehicle dispatch, including ambulances, taxis and similar services.
- (j) Retail branch facilities for financial institutions.
- (k) Drive-in establishments, limited to uses permitted in this zone.
- (l) Accessory offices to uses permitted in this zone, provided that such offices are located in the same building as the principal use;
- (m) Accessory off-street parking and accessory loading; and

B. All uses permitted under the "Service Station (CS-2)" Zone.

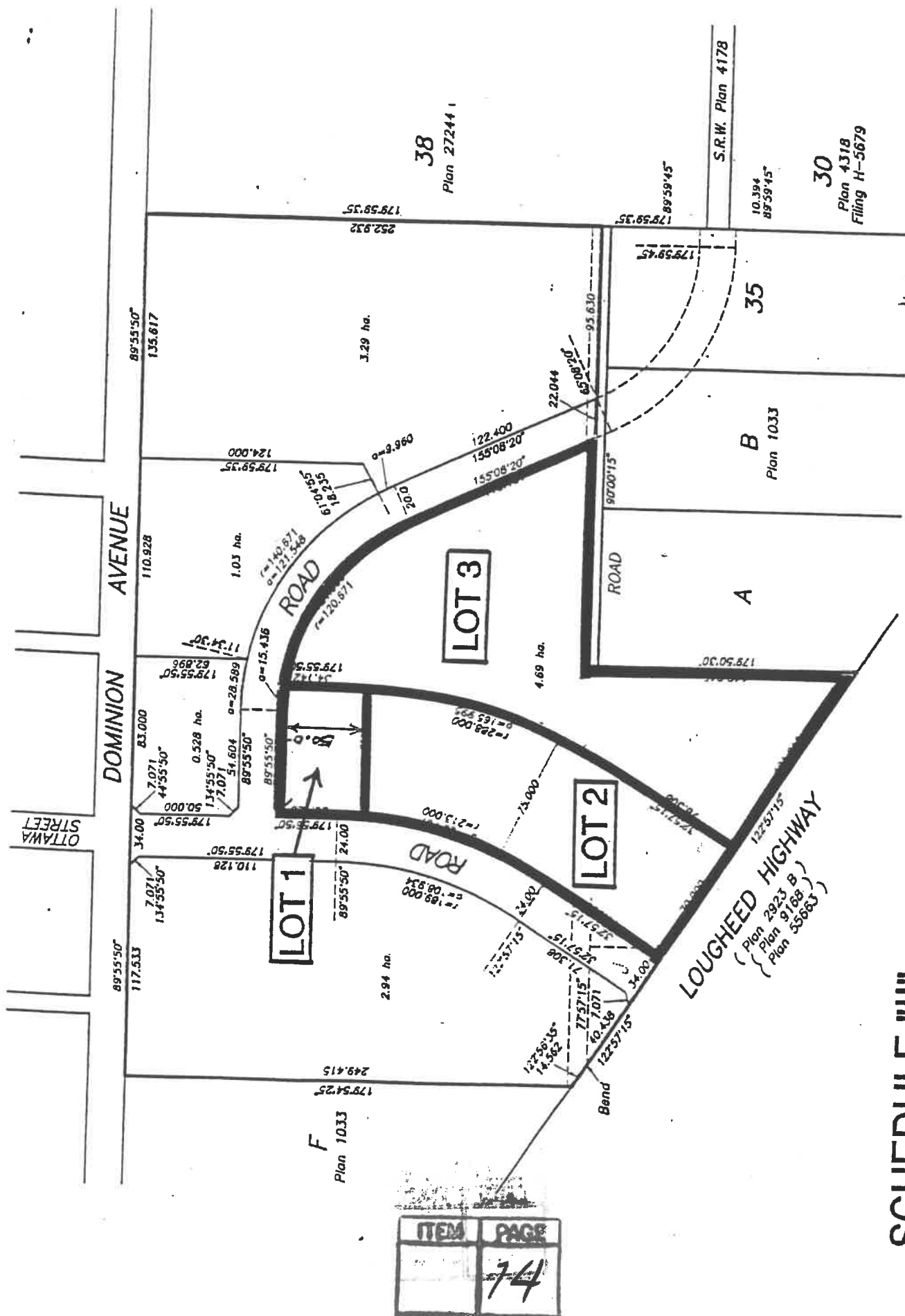
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- LOT 2: The uses permitted under the "Highway Commercial (CS-1)" Zone, as described above for Lot 1.
- LOT 3: All uses permitted under the "Business Industrial Park (M-4)" Zone.

JL/klr

ID598-101/102

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MEMORANDUM

TO: Susan Rauh
Municipal Clerk

DATE: December 8, 1992
File No: 81/92 and 82/92

FROM: Carlos Felip
Director of Planning

SUBJECT: Rezoning Application No. 81/92
Official Community Plan 82/92

ADDRESS: 1071, 1191, 1211 Lougheed Highway and 1192 Dominion Avenue

APPLICANT: P.C.I. Group
400-576 Seymour Street
Vancouver B.C.
V6B 4K1

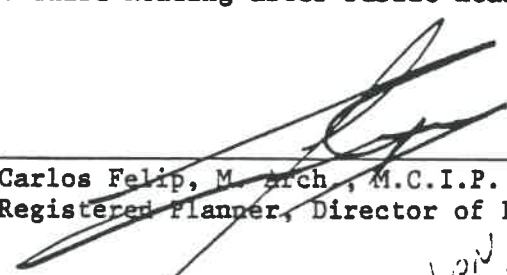
PROPOSAL: To rezone the above property from A-1 to CS-1, C-2, M-4 and CD and to amend the Official Community Plan designation from "Reserve Employment" to "Highway Commercial" and "Employment General" to permit subdivision of the property.

This application was given preliminary approval by Council on November 16, 1992.

It is now in order to introduce the authorizing bylaw and set a date for Public Hearing. Maps showing the location of the proposed zones and land use designations are attached as Appendix I and II. A draft CD - Comprehensive Development Zone Bylaw is also attached as Appendix III.

Please introduce these amending bylaws with the bylaw amendment to create the M-4 zone.

The application is in order for Third Reading after Public Hearing.

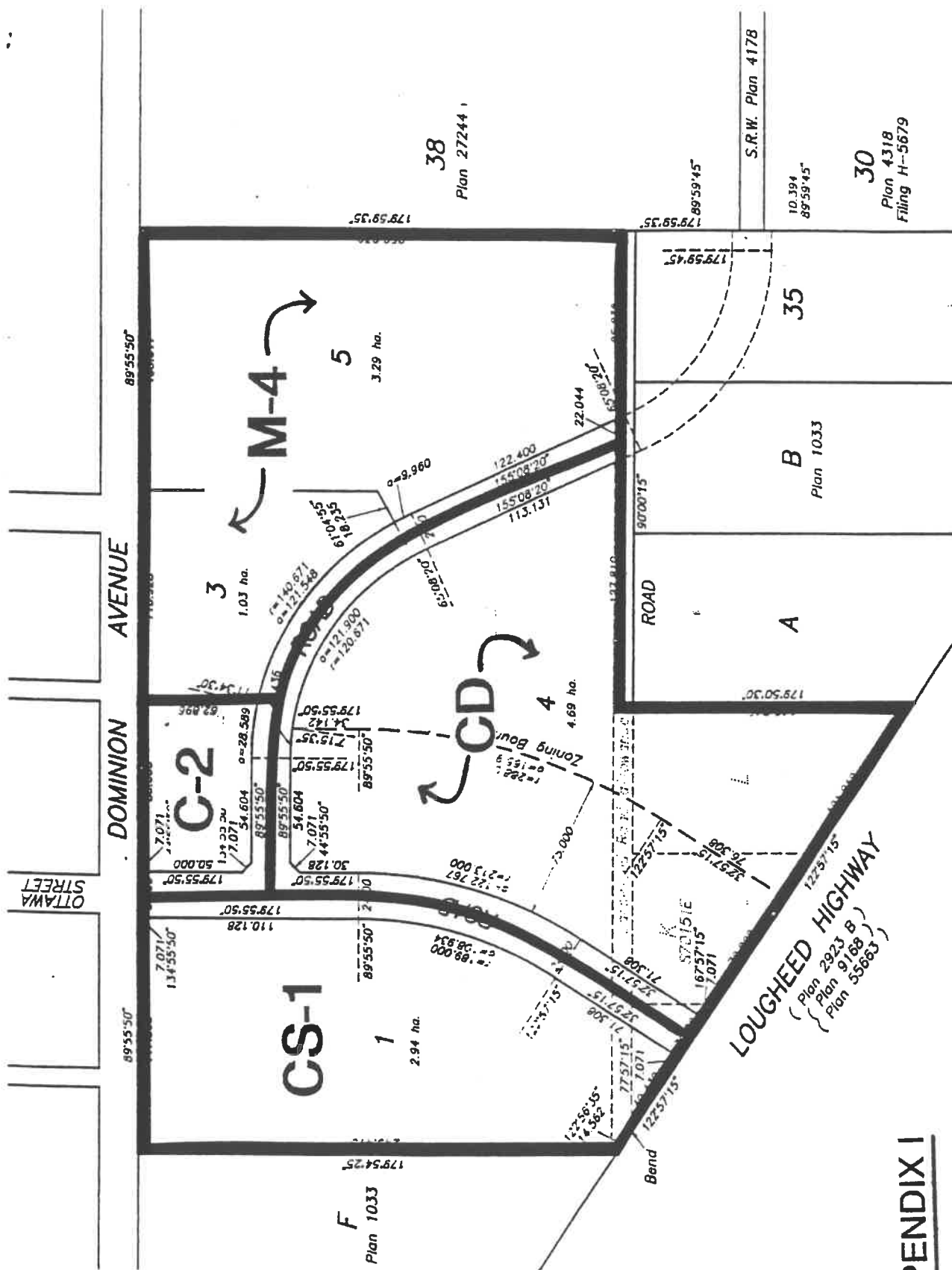

Carlos Felip, M. Arch., M.C.I.P.
Registered Planner, Director of Planning

JL/klr

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W. T. D. 10/11/92
Dec 9 - 1992 A1
PER COUNCIL
W. T. D. 10/11/92
CF



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APPENDIX I

PROPOSED ZONES

APPENDIX III

PROPOSED COMPREHENSIVE DEVELOPMENT ZONE

FROM "AGRICULTURAL (A-1)" TO "COMPREHENSIVE DEVELOPMENT (CD)"

LOT 4 OF SECTIONS 7 AND 8, BLOCK 6 NORTH, RANGE 1 EAST, N.W.D. PLAN LMP _____

1. Notwithstanding the permitted uses described under Part XII. - Comprehensive Development Zone", of the "Port Coquitlam Zoning Bylaw, 1987, No. 2240", the uses permitted within the aforementioned land shall be restricted to those listed in Schedule "I" which is attached hereto and forms part of this bylaw.
2. Notwithstanding the "conditions of uses" described under "Part XII - Comprehensive Development Zone" of the "Port Coquitlam Zoning Bylaw, 1987, No. 2240", the provisions under sub-sections (3) Siting of Uses, (13) Front Yard, (14) Rear Yard, (15) Side Yard, (16) Off-Street Parking, (17) Off-Street Loading, (18) Design and Appearance, (19) Landscaping and (20) Notes of Section 1004, Part X of the Port Coquitlam Zoning Bylaw, 1987, No. 2240" shall apply to all uses permitted within the aforementioned land.
3. This bylaw may be cited for all purposes as "Port Coquitlam Zoning Bylaw, 1987, No 2240, Amendment Bylaw, 1992, No. _____".

D #4 P4

SCHEDULE I

"Port Coquitlam Zoning Bylaw, 1987, No. 2240, Amendment Bylaw, 1992, No.____"

SCHEDULE OF PERMITTED LAND USE:

The aforementioned properties shall be restricted to the following uses only in the approximate location as illustrated on Schedule "II" of this bylaw:

Lot 1:A. The following uses permitted under the "Highway Commercial (CS-1)" Zone:

- (a) Retail sale, rental and repair of automobiles, motorbikes, light trucks, trailers, boats, household machines, and small agricultural equipment, including retail sale of new and reconditioned parts and accessories, but not including the process of salvaging, wrecking, or preparing parts for resale.
- (b) Trade contractors, including building, electrical, heating, ventilating, air conditioning, painting, plumbing, refrigerating, roofing, septic tank, sign and similar contractors, provided that no manufacturing or assembly of products takes place on the lot.
- (c) Retail sale and repair of household furniture, appliances, tools, and electronic equipment.
- (d) Hotels and motor hotels.
- (e) Warehouse retail or supermarkets.
- (f) Recreation facilities, including but not limited to bowling alleys, gymnasiums, dance studios, pools and fitness centres.
- (g) Public vehicle dispatch, including ambulances, taxis and similar services.
- (h) Retail branch facilities for financial institutions.
- (i) Drive-in establishments, limited to uses permitted in this zone.
- (j) Accessory offices to uses permitted in this zone, provided that such offices are located in the same building as the principal use;
- (k) Accessory off-street parking and accessory loading; and

B. All uses permitted under the "Service Station (CS-2)" Zone.

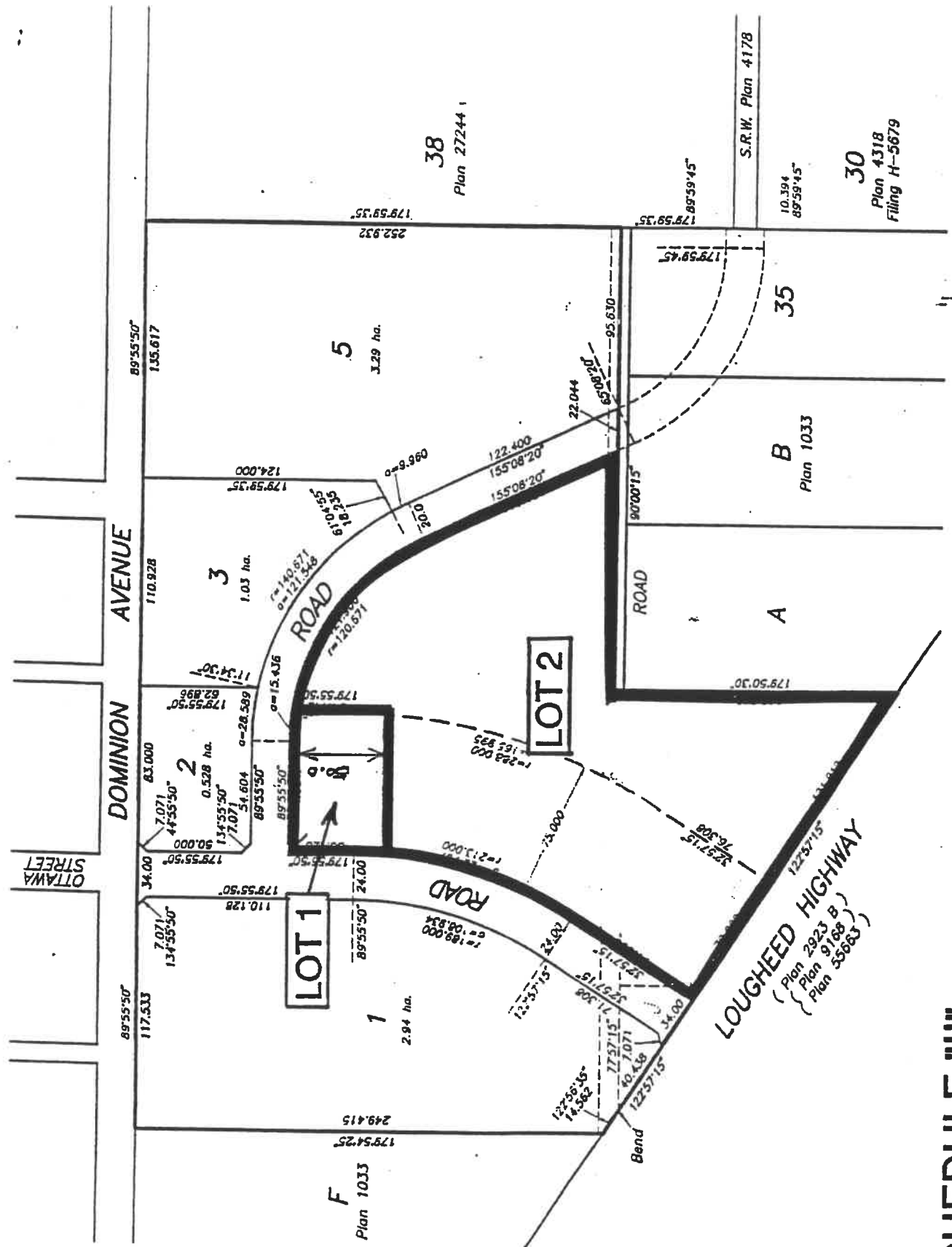
LOT 2: The uses permitted under the "Highway Commercial (CS-1)" Zone, as described above for Lot 1, and all uses permitted under the "Business Industrial Park (M-4)" Zone.

JL/klr

ID598-101

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SCHEDULE "II"

APPENDIX I

PROPOSED AMENDMENTS TO PORT COQUITLAM ZONING BYLAW NO. 2240

BUSINESS INDUSTRIAL PARK (M-4) ZONE

1. Add Section 1004 as follows:

"1004. BUSINESS INDUSTRIAL PARK (M-4)(1) INTENT

To provide a high-quality setting for low impact industrial, warehouse retail and large office uses.

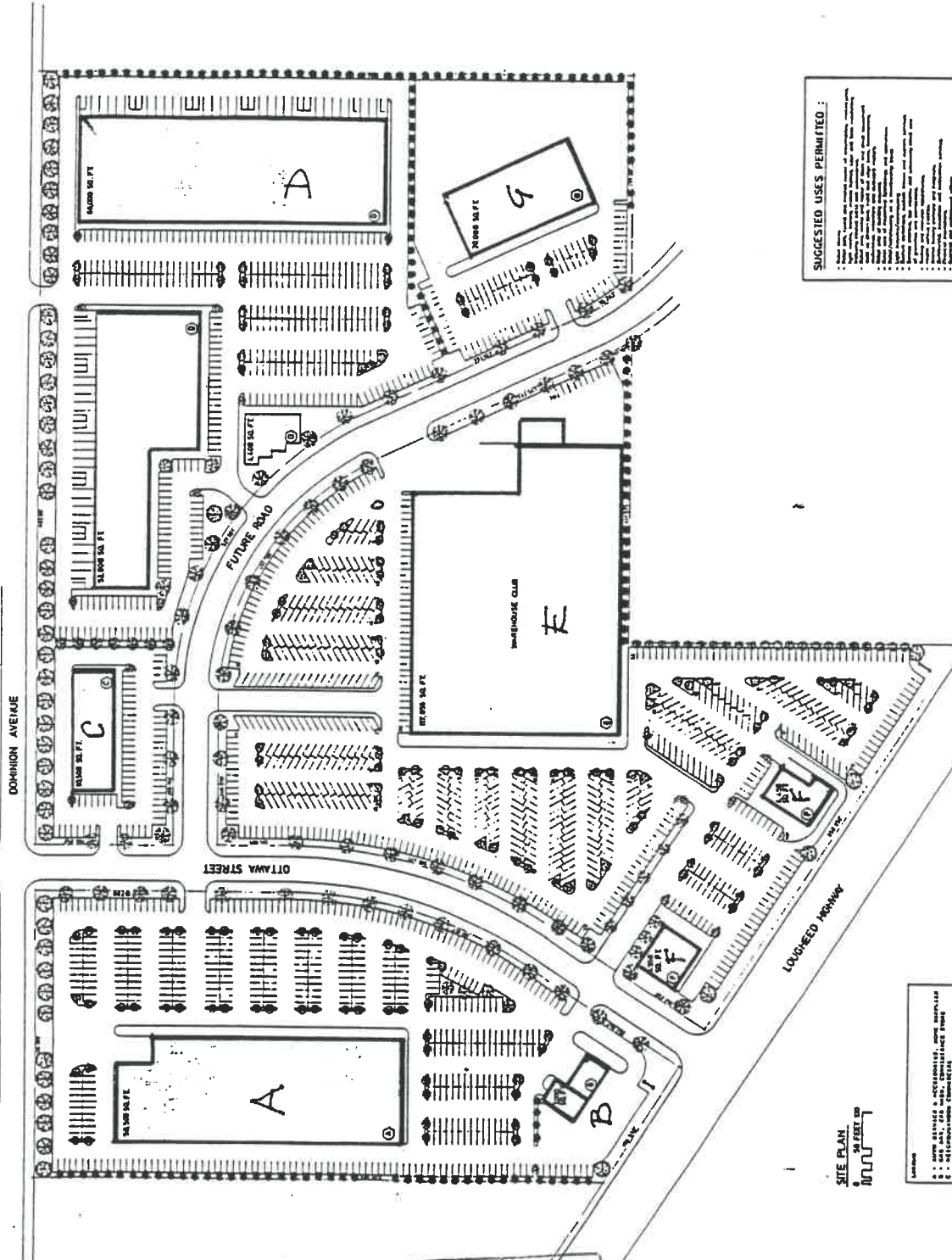
(2) USES PERMITTED

- (a) Processing and finishing of manufactured goods;
- (b) Warehousing, storage and distribution of manufactured or processed products;
- (c) Wholesale and warehouse retail sales;
- (d) Mail delivery business, sorting and distribution plant;
- (e) Automotive sales and accessory automotive service;
- (f) Accessory retail sales;
- (g) Laboratories and scientific and technical research establishments;
- (h) Trade, technical, professional and vocational schools;
- (i) Business, professional and technical offices;
- (j) Restaurants, pubs and similar uses may be permitted, provided that all such uses combined shall not occupy more than 50% of the gross floor area of a building;
- (k) Indoor recreation uses including fitness centres, mini-golf, racquet sports and similar uses, provided that the minimum area occupied by each individual indoor recreation use is at least 550 m² (5,920 sq. ft.);

DOCUMENT # 6



HAMILTON ASSOCIATES 2250 SHEPPARD AVENUE EAST, SUITE 100 SCARBOROUGH, ONTARIO M1S 1T6 TEL: (416) 291-1111 FAX: (416) 291-1112		C. martin civil architect 1000 SHEPPARD AVENUE EAST, SUITE 100 SCARBOROUGH, ONTARIO M1S 1T6 TEL: (416) 291-1111 FAX: (416) 291-1112	
COMMERCIAL SUBDIVISION FOR PCI PCI GROUP		SITE PLAN 1" = 100' - 0" ALL DIM. IN FEET 9107 AT 1	



SUGGESTED USES PERMITTED:

1. RETAIL STORES
2. RESTAURANTS
3. HOTELS
4. OFFICES
5. PROFESSIONAL SERVICES
6. SERVICE STATIONS
7. CAR WASHES
8. DRIVE-THRU RESTAURANTS
9. DRIVE-THRU BANKS
10. DRIVE-THRU POST OFFICES
11. DRIVE-THRU VOTING STATIONS
12. DRIVE-THRU POSTAL SERVICES
13. DRIVE-THRU PHARMACIES
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2. RESTAURANTS
3. HOTELS
4. OFFICES
5. PROFESSIONAL SERVICES
6. SERVICE STATIONS
7. CAR WASHES
8. DRIVE-THRU RESTAURANTS
9. DRIVE-THRU BANKS
10. DRIVE-THRU POST OFFICES
11. DRIVE-THRU VOTING STATIONS
12. DRIVE-THRU POSTAL SERVICES
13. DRIVE-THRU PHARMACIES
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A: AUTO SERVICE & ACCESSORIES, HOME SUPPLIES
 B: GAS BAR, CASH, CONVENIENCE STORE
 C: NEIGHBOURHOOD COMMERCIAL
 D: BUSINESS PARK
 E: WAREHOUSE CLUB
 F: DRIVE-THRU RESTAURANT

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905. HIGHWAY COMMERCIAL (CS-1)

(1) USES PERMITTED:

- (a) Retail sale, rental and repair of automobiles, motorbikes, light trucks, trailers, boats, household machines, and small agricultural equipment, including retail sale of new and reconditioned parts and accessories, but not including the process of salvaging, wrecking, or preparing parts for resale.
- (b) Trade contractors, including building, electrical, heating, ventilating, air conditioning, painting, plumbing, refrigerating, roofing, septic tank, sign and similar contractors, provided that no manufacturing or assembly of products takes place on the lot.
- * 2 — (c) Retail sale of building, home improvement and gardening supplies, including lumber yards and nurseries.
- (d) Retail sale and repair of household furniture, appliances, tools, and electronic equipment.
- (e) Hotels and motor hotels.
- (f) Warehouse retail or supermarkets.
- (g) Recreation facilities, including but not limited to bowling alleys, gymnasiums, dance studios, pools and fitness centres.
- * 1 — (h) Auction rooms.
- * 2 — (i) Cafes, restaurants and food catering facilities.
- * 1 — (j) Mortuaries.
- (k) Public vehicle dispatch, including ambulances, taxis and similar services.
- * 1 — (l) Care and health centres for household animals, but not including animal boarding facilities.
- (m) Retail branch facilities for financial institutions.
- (n) Drive-in establishments, limited to uses permitted in this zone.
- (o) Accessory offices to uses permitted in this zone, provided that such offices are located in the same building as the principal use;
- (p) Accessory off-street parking and accessory loading.

(2) ACCESSORY OFFICES

Accessory office uses permitted by subsection (2)(0) shall not occupy more than 50% of the gross floor area of a building.

(3) HEIGHT OF BUILDINGS:

The height of any principal building shall not exceed 12 m. (39.4 ft.). Accessory buildings shall not exceed 6 m. (19.7 ft.) in height.

(4) LOT COVERAGE:

All buildings and structures together shall occupy not more than 50% of the surface of the lot.

* - 1 → USES EXCLUDED FROM DOCUMENT # 3 & # 4

* - 2 → USES EXCLUDED FROM DOCUMENT # 4

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Port Coquitlam Home & Business Centre

•Design Guidelines•

PCI Group

Christopher Bozyk Architects Ltd.
November 24, 1992

CITY OF PORT COQUITLAM PLANNING DEPT.		
NOV 26 1992		
FILE # _____		
TO	REC'D.	DATE

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1.0 Introduction

The design guidelines which follow have been developed to assist owners, developers and their consultants in the preparation of development plans which will lead to establishing a coordinated identity for the Port Coquitlam Home & Business Centre within a unified setting through the harmonious use of common landscape and building elements.

These guidelines are intended to be used in conjunction with the City of Port Coquitlam zoning bylaw no. 2240 and sign bylaw no. 2638 and all other bylaws, regulations, or codes which may be in effect. Restrictions in these guidelines which are more stringent than those of the City bylaws will have priority.

The Corporation and its consultants and the Planning Department of the City of Port Coquitlam will use these guidelines in the evaluation of all projects. The corporation will also use these guidelines in its ongoing monitoring of development and maintenance.

Lot owners are advised to provide a copy of these design guidelines to all consultants, contractors and others involved in the design, construction and maintenance of their project. This should be done as early as possible to ensure a smooth and timely design approval process.

1.1 Contact Persons

Approving Agent

PCI Group
400 - 576 Seymour Street
Vancouver, BC
V6B 3K1

Telephone: 684-1151
Facsimile: 688-2328

Coordinating Architect

Christopher Bozyk Architects Ltd.
414 - 611 Alexander Street
Vancouver, BC
V6A 1E1

Telephone: 251-3440
Facsimile: 251-3848

City of Port Coquitlam

City Hall
2580 Shaughnessy
Port Coquitlam, BC
V3C 2A8

Telephone: 944-5411
Facsimile: 944-5402

Planning Department

Telephone: 944-5442
Facsimile: 944-5404

Building Department

Telephone: 944-5444
Facsimile: 944-5404

Parks Department
2253 Leigh Square
Port Coquitlam, BC
V3C 3B8

Telephone: 944-5411
Facsimile: 944-5405

2.0 Site Planning

The Port Coquitlam Home & Business Centre will develop a cohesive identity through the harmonious use of common landscape and building elements.

2.1 Site Layout

Building's public face and principal entry should be oriented towards the street.

The site should be organized with distinct separation of visitor parking, employee parking, loading and service areas.

Set backs shall be as defined in the Port Coquitlam Zoning bylaw for each applicable zone.

Site organization should address the entire property to ensure there are no leftover spaces.

Areas of the site not used for building, parking, loading or service are to be landscaped.

2.2 Services

All services including power and telecommunications are to be placed underground.

2.3 Site Lighting

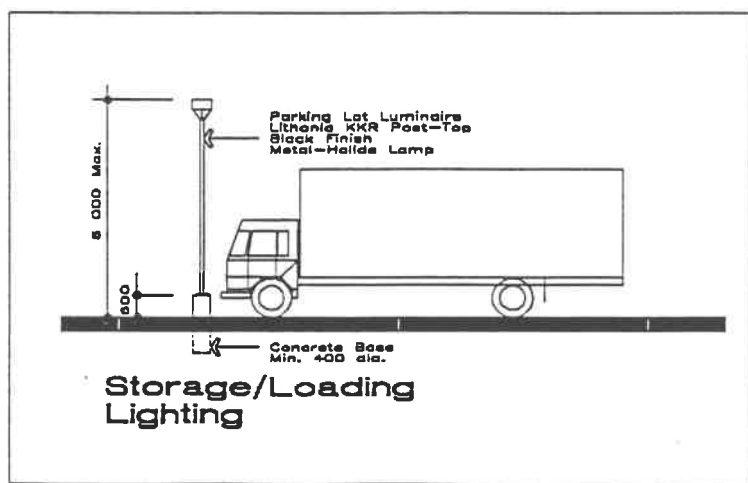
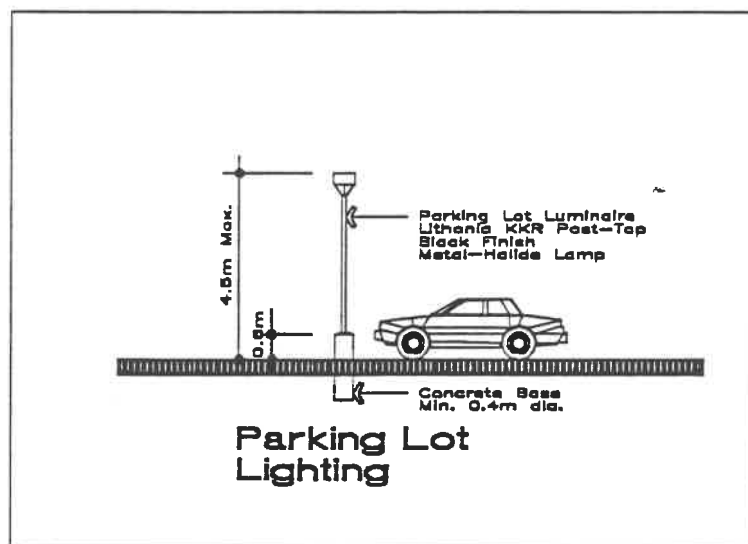
Site lighting is to be designed to provide adequate levels of illumination, for both safety and security.

Throughout the Port Coquitlam Home & Business Centre site lighting will use a uniform fixture mounted at a uniform height. This fixture will be Lithonia KKR Post-top Luminaire with black finish.

Illumination of buildings must be done in away that the lamps are not visible from the adjacent streets.

Illumination of entry signs is to be provided by light source concealed in landscaping - See Section 5.2..

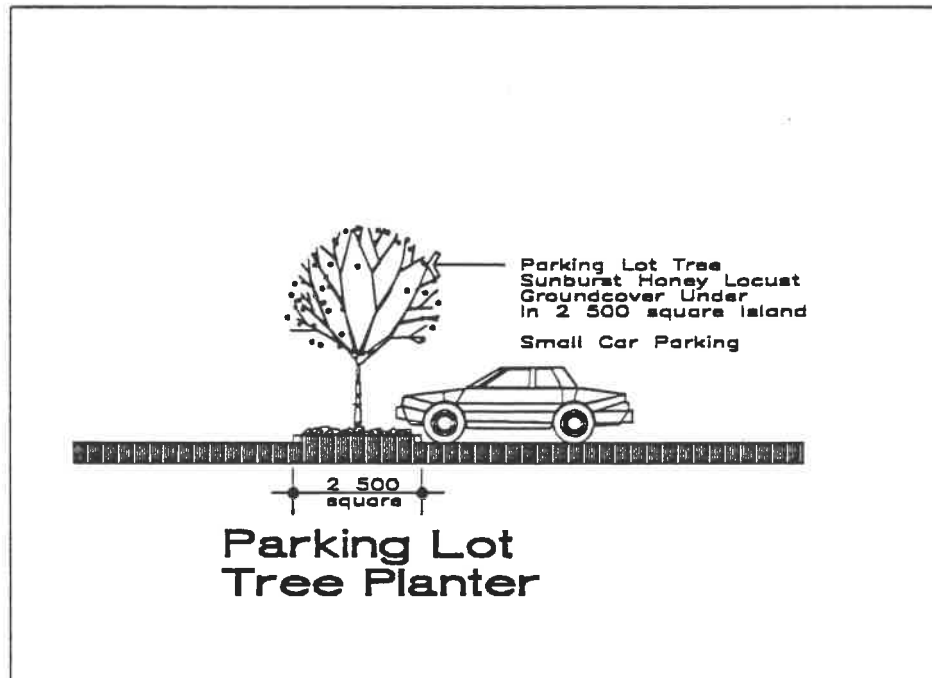
Pathway illumination is to be by bollard



2.4 Parking Lots

Where parking abuts landscaping or a walkway, the curb is to be moved 0.6 m into the parking space to act as a wheel stop.

Islands at ends of parking rows are to be planted with groundcovers, shrubs and trees. Within parking areas curbed tree planters 2.5 m square shall be placed at a ratio of not less than one tree per twenty-five parking spaces. The curbs of these tree planters shall form the wheel stop for small car parking spaces.



Parking lots are to be fully paved, providing a dust free surface with painted lines delineating parking stalls and proper drainage.

All curbs defining driveways and parking areas are to be concrete. Extruded concrete curbs must be bonded to the parking surface. No asphalt or timber curbs will be permitted. No speed bumps will be permitted.

2.5 Driveways

At entries to each lot, driveways crossings are to be constructed of pattern-stamped coloured concrete, not less than 5 m in length.

2.6 Fences

No fences are to be erected between the building and Ottawa Avenue, Lougheed Highway or the Internal Road. Fences may be erected between buildings and Dominion Avenue.

Fences within the Port Coquitlam Home & Business Centre should be used only for security of outdoor storage areas or for screening of loading and garbage areas.

The use of security fencing should be limited only to areas actually requiring secure storage.

Barbed wire shall not be permitted .

Colours and materials for fencing are to be reviewed for approval by the Corporation. See Section 3.1.6.

3.0 Building Design

Within the Port Coquitlam Home & Business Centre, buildings should be designed with appropriate differentiation between front, side and rear facades, public and private functions, and principal and accessory uses.

The public area and front facade should be oriented toward the main street frontage and the entry should be clearly identifiable.

Multiple unit buildings should have clear distinction for each unit entry.

Facades of buildings should be articulated to establish scale and identify.

Service and loading areas are to be located at sides and rear of buildings.

3.1 Building Elements

The following guidelines addressing building components are intended to identify those elements which will be reviewed to ensure consistent quality of building design and construction materials.

3.1.1 Articulation

To reduce the visual impact of large building mass and to assist in clearly expressing relationships between a building's various functions, articulation in plan, elevation, and materials is encouraged. Large undifferentiated walls should be avoided.

3.1.2 Windows

The proportion and relationship between fenestration and overall building design will be carefully reviewed by the corporation.

Window size and orientation should respond to building activities and function within.

Only commercial quality glazing systems will be acceptable. No residential style windows will be permitted.

3.1.3 Entrances

Entrances to all buildings are to be clearly identifiable from the street. Main entries should be given architectural emphasis to provide both character and amenity.

Employee and service entrances are to be clearly identified.

3.1.4 Roofs

Roofs are to be designed to reduce exposure of venting and mechanical equipment.

On flat roofs, parapets are to be extended such that all mechanical equipment and venting are obscured from view or adjacent properties and from flanking streets.

On sloped roofs, vents shall be located to the rear of the building, and any mechanical equipment not housed within an attic shall be suitably screened in a manner consistent with the buildings architecture.

Rooftop signs are prohibited by the City of Port Coquitlam.

3.1.5 Materials and Finishes

Materials within the Port Coquitlam Home & Business Centre are to be of high quality and are to be used with proper care and attention to architectural details to all facades.

Where concrete block is used specific attention is to be paid to texture, pattern and finishing. Concrete blockwork is to be installed in compliance with The Masonry Trade handbook.

Where sheet metal is used, large wall areas are to be articulated. All metal products are to be preformed, prefinished and installed using appropriate manufacturers' accessories.

Where concrete block or sheet metal are proposed, detailing is to carefully consider joints at fenestration, corners, and flashings as well as connections to adjacent materials.

Wood siding will not be permitted, except as an accent material.

Vinyl siding will not be permitted.

Poured in place or tilt-up concrete panels must be well detailed. Detailing must carefully consider joints between pours or adjacent panels, fenestration, corners, flashing, drips as well as connections to adjacent materials.

Stucco must be carefully detailed to ensure endurance and resistance to weathering.

All materials are to be installed to manufacturers specifications using recommended accessories.

3.1.6 Colour

Colour within the Port Coquitlam Home & Business Centre must be carefully coordinated to present a unified image.

While specific colours are not prescribed for use in Port Coquitlam Home & Business Centre, all colours must be reviewed for approval by the corporation.

Colour boards are to form a part of the Development Plans to be submitted to the corporation for approval.

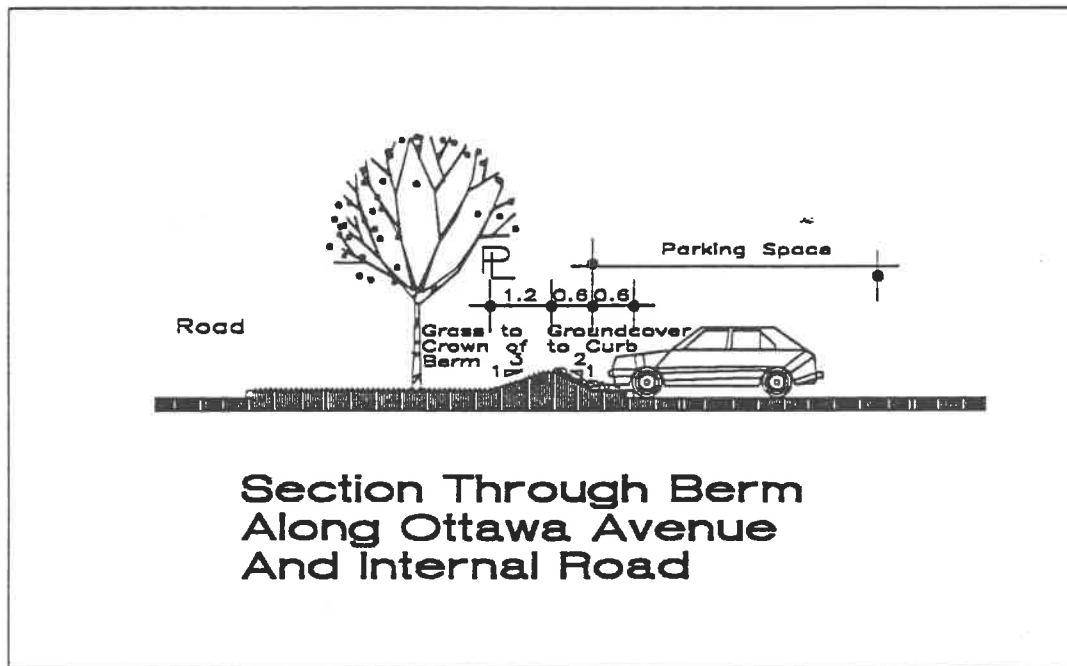
4.0 Landscaping

4.1 Streetscape

All roads within the Port Coquitlam Home & Business Centre are to be planted with a continuous turfed boulevard from the curb to the property line of each lot. Canopy street trees are to be planted at uniform on centre spacing within the road right-of-way.

4.2 Adjacent to Ottawa Avenue and Internal Road

Grass boulevard to continue inside each lot on a uniformly sloped berm to a height of not less than 0.3 m. Interior slopes of berms are to be planted with groundcovers from recommended plant list. Street trees are to be planted at 12m centres. See Section 4.6.



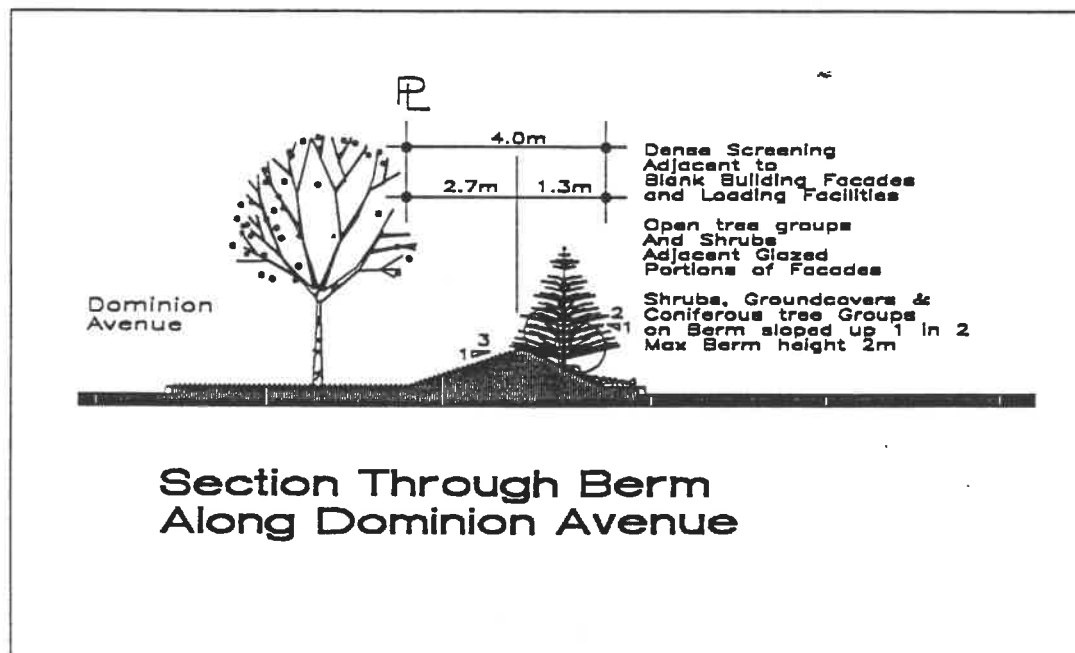
4.3 Adjacent Dominion Avenue

Continuous landscaping flanking Dominion Avenue shall be provided by lot owner. A grass boulevard shall continue from the edge of Dominion Avenue to the property line, planted with street trees spaced at 12 m centres. See Section 4.6.

Inside the property line of each lot the grass boulevard will continue as a uniformly sloped berm sloped at 1 in 3 to a maximum height of 1 m. The interior slope of the berm is to be planted with coniferous trees spaced no further than 3 m on centre, shrubs and groundcover, providing a screen not less than 2 m high.

Where the berm is adjacent a loading or storage area or blank building walls, the berm planting will consist of coniferous trees planted not more than 2.5 m on centre.

Where the berm is adjacent windows of the building the planting may consist of groundcovers with loosely spaced shrubs.



4.4 Adjacent to Lougheed Highway

On properties abutting Lougheed Highway a landscaped yard with a minimum depth of 4 m. is to be provided and maintained.

Landscaping within this yard is to be comprised of groundcovers and low shrubs, predominantly *Arctostaphylos uva ursi* "Vancouver Jade", and *Juniperus horizontalis* "wiltonii".

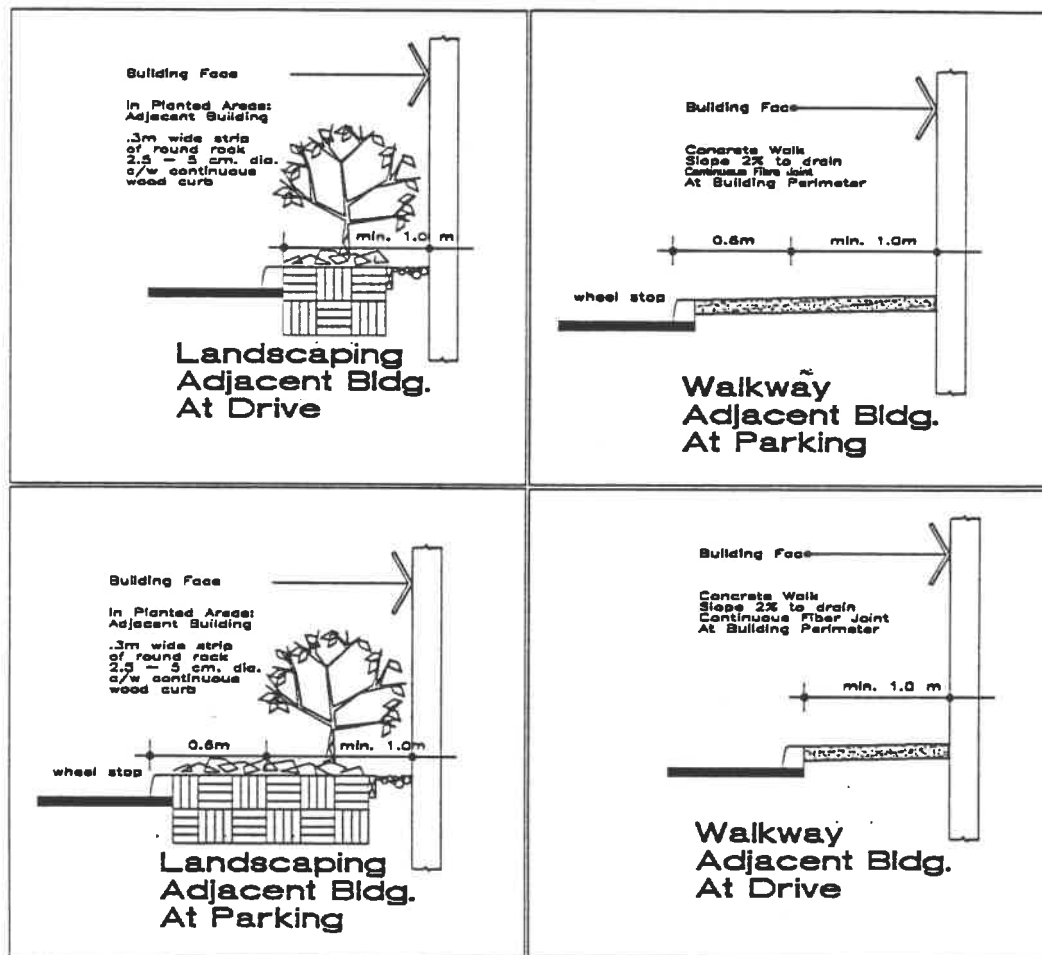
Grading of landscaping of this yard is to be smooth and continuous within the property . The crown of landscaping is to be no more than 0.3 m above finished floor level of buildings within the lot.

4.5 Landscaping Adjacent Buildings

Continuous landscaping including groundcovers, shrubs, walkways shall be provided around buildings except at entries, loading, storage yards and walkways, or areas not visible from the street.

No building shall have continuous perimeter walkways to the exclusion of plants.

Where parking is perpendicular to walls of buildings, the curb shall form a wheel stop 0.6 m into the parking space.



4.6 Plant Material

Within the Port Coquitlam Home & Business Centre street trees with a minimum planting size of 7.0 cm caliper are to be provided at a 12 m spacing as shown on the base landscaping plan, and listed as follows:

Along Ottawa Avenue	<i>Acer rubrum "Armstrong"</i> Armstrong Red Maple
Road "A":	<i>Gleditsia t.i. "Sunburst"</i> Sunburst honey locust
Dominion Avenue:	<i>Betula verrucosa</i> European white birch

Parking Lots

Minimum planting size	6.0 cm (deciduous) 3.0 m (coniferous)
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Parking lot island planting is to include trees selected from the following list:

<i>Gleditsia t.i. rubylace</i>	Rubylace Honey Locust
<i>Picea omorika</i>	Serbian Spruce
<i>Pinus nigra</i>	Austrian Pine
<i>Prunus serrulata "Kwanzan"</i>	Kwanzan Cherry

The following plant materials, due to their negative association with the industrial landscape will not be permitted in landscaping at the Port Coquitlam Home & Business Centre:

<i>Berberis julianae</i>	Julian barberry
<i>Cytisus varieties</i>	Broom
<i>Juniperus varieties except J.h. "Wiltonii"</i>	Juniper
<i>Photinia varieties</i>	Photinia
<i>Pyracantha varieties</i>	Firethorn

Bark mulch and round river rock mulch will not be permitted.

Wood cribbing, log walls or railway ties will not be permitted.

4.7 Landscape Standards

Landscaping within the Port Coquitlam Home & Business Centre is to be installed using materials and workmanship of accepted industry standards. The B.C. Landscape Standard as prepared by the B.C. Nursery Trades Association and the B.C. Society of Landscape Architects is to be used as a basis for specifying all landscaping.

A written specification is to form a part of all landscaping plans.

All landscaping is to be completed inspected and approved by the corporation within one year from commencement of construction.

Landscaping is to include a full one-year guarantee for a period of at least one year following substantial performance of the landscape contract.

5.0 Signage

5.1 Building Signs

Signage on buildings will be limited to canopy signs and fascia signs where permitted by the Port Coquitlam sign by-law.

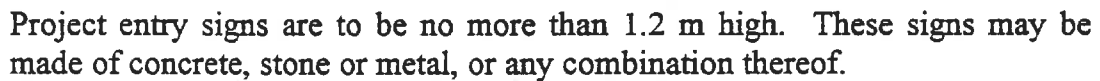
Canopy sign copy is to be limited to the name of a company or business within the building and may include a logo.

Fascia signs may be used on buildings only where individual letters are attached to the wall surface.

Fascia sign copy shall be limited to the name of a single company or business operating within the building, and may include a logo.

Fascia signs may be illuminated internally or externally provided the light source of the external illumination is not visible from outside the property.

Entries are to have project identity signs either side of the drive set in landscaping. Illumination of entry signs is to be by a light located in the ground rather than internal illumination.



Sign letters shall not exceed 0.3 m in height.

Pylon signs must conform to the Port Coquitlam Sign By-law.

Pylon signs are to be reviewed and approved by the corporation prior to applying to the City for permits.

6.0 Maintenance

All landscape areas shall be maintained to a "medium" level in accordance with Section 13 of the BCNTA Landscape Standard.

7.0 Design Requirements

Two copies of all Development Plans are to be submitted to the approving agent for all improvements including landscaping, and approval must be obtained by the lot owner before beginning construction. Construction, once commenced, must continue without undue delay until completion.

Development Plans shall generally include:

1. A detailed, fully dimensioned site plan at a scale not less than 1:200 prepared by an architect or engineer.
2. Landscape plans at a scale not less than 1:200 prepared by an landscape architect.
3. Architectural drawings to include elevations of all building faces, at a scale sufficient to clearly identify design intentions identifying all exterior finish materials.
4. Specifications.
5. Colour chips.
6. Signage details.

7.1 Irrevocable Letter of Credit

An irrevocable letter of credit for 15% of the value of the landscaping, as estimated by the lot owner's landscape architect must be provided to the Approving Agent along with the Development Plans and the landscape architect's written rationale and verification of the estimated price.

7.2 Municipal Requirements

All intended uses, building designs, yards, set backs, parking, signs, and other matters within the jurisdiction of the City of Port Coquitlam must also comply with all applicable municipal bylaws, regulations and codes.

No preloading, excavation, application for a building permit or start of construction is to take place until the Development Plans and design approval has been obtained in writing from the Approving Agent.

7.3 Approval Process

1. The lot owner or his agent must submit to the Approving Agent two sets of Development Plans as described above, together with an irrevocable letter of credit for 15% of the estimated landscaping cost.

The letter of credit must be issued

" in connection with the construction, installation and completion of Landscaping works at
(Legal description of the lot)
to the complete satisfaction of the Approving Agent, in accordance with the Declaration of Building Scheme registered on title to the land."

The letter of credit must be irrevocable for a period of one year from date of issue or such earlier time as may be agreed to by the Approving Agent.

2. The Approving Agent will review the Development Plans.
3. If revisions are required to the submission, then required changes will be discussed with the applicant to be incorporated into revised Development Plans.
4. When the Approving Agent is satisfied that Development Plans conform to these guidelines, the drawing and specifications will be stamped "reviewed" and signed and dated by the Approving Agent.

A letter will be prepared by the Approving Agent (appendix A and B) which together with one set of the stamped drawings will be submitted by the lot owner the City of Port Coquitlam for the normal municipal process.

After all construction including landscaping is completed, the Approving Agent will make a final inspection of the exterior portions of the site and will submit an inspection report to the lot owner. If there are deficiencies, then if and when they are corrected the letter of credit will be returned.

APPROVAL PROCESS

