

CITY OF CHILLIWACK
Regular Meeting of Council

Tuesday, May 7, 2024, 2:00 pm

8550 Young Road,
Chilliwack, BC V2P 8A4

1. Call to Order

The City of Chilliwack acknowledges that we are honoured to live, work and play on the traditional, ancestral and unceded territory of the Stó:lō Coast Salish peoples.

2. Delegations/Hearings

3. Adoption of Minutes

Recommendation

That the Minutes of the Special Regular Meeting of Council held April 11, 2024, and the Minutes of the Regular Meeting of Council held April 16, 2024, be adopted as circulated.

4. Business Arising

5. Consent Agenda

Recommendation

That “Rates Bylaw 2024, No. 5393” be adopted:

and further, that the Minutes of the following Committee meetings be received for information:

Public Safety Advisory Committee, held March 20, 2024;
Design Review Advisory Committee, held April 9, 2024; and,
Accessibility and Inclusion Advisory Committee, held April 15, 2024.

6. Quarterly Reports

Recommendation

That the First Quarter Reports for City departments for the period of January to March 2024, be received for information.

7. Departmental Reports

7.1 Engineering - Fraser Valley Regional District Sub-Regional Transit Service Area Amendment Bylaw

Recommendation

That Council provide statutory consent to the Fraser Valley Regional District for the adoption of the "Fraser Valley Regional District Sub-Regional Transit Service Area Amendment Bylaw No. 1729, 2024".

7.2 Engineering - Traffic Calming Policy

Recommendation

That Policy Directive F-13 - 'Traffic Calming Policy' be approved by Council, as amended.

7.3 Engineering - 2024 Active Transportation - Knight & Mary Cycling Improvement Tender Award

Recommendation

That Council award the tender for the "2024 Active Transportation - Knight & Mary Cycling Improvements", to B.A. Blacktop Infrastructure Inc., in the amount of \$2,190,295.30 (including applicable taxes); and further, that the Mayor and Corporate Officer be authorized to sign any necessary documentation.

7.4 Engineering - Yale Road-Breezeway Projects Tender Award

Recommendation

That Council award the tender for the "Yale Road-Breezeway Projects" to Marex Constructors Ltd., in the amount of \$1,571,850.00 (including applicable taxes); and further, that the Mayor and Corporate Officer be authorized to sign any necessary documentation.

7.5 Engineering - 2024 Asphalt Rehabilitation Consulting and Administration

Recommendation

That Council authorize staff to award the contract for the "2024 Asphalt Rehabilitation Consulting and Administration Services" to R.F. Binnie & Associates Ltd., in the amount of \$161,593.00 (plus applicable taxes); and further, that the Mayor and Corporate Officer be authorized to sign any necessary documentation.

7.6 Recreation and Culture - Townsend Park Concession Operations

Recommendation

That Council approve the Contract Services Agreement, as contained within the staff report dated April 23, 2024, for Corner Kicks Concession, to operate the Townsend Park Concession from May 9, 2024 until December 31, 2025; and further, that the Mayor and Corporate Officer be authorized to sign any necessary documentation.

7.7 Recreation and Culture - Request for Qualifications - Chilliwack Firehall Expansion and Renovation Construction Project

Recommendation

That Council authorize staff to forward Request for Proposal documents to the following selected proponents for the "Chilliwack Firehall Expansion and Renovation Construction Project":

1. Gerry Enns Contracting Ltd.;
2. n. Wallace & Company Ltd.; and,
3. West Alliance Construction Ltd.

7.8 Recreation and Culture - Chilliwack Landing Leisure Centre Strength Equipment Replacement

Recommendation

That Council approve the purchase of strength and cardio equipment from LIVunLtd, in the amount of \$344,972.45 (plus applicable taxes); and further, that the Mayor and Corporate Officer be authorized to sign any necessary documentation.

7.9 Finance - 2023 Audited Financial Statements

Recommendation

That the 2023 Audited Financial Statements of the City of Chilliwack, be approved. (Presentation)

7.10 Planning - RZ001729 - 9378 and 9396 McNaught Road

Recommendation

That "Zoning Bylaw Amendment Bylaw 2024, No. 5377", which proposes to rezone properties located at 9378 and 9396 McNaught Road from an R1-A (Urban Residential) Zone to an R1-C (Urban Infill) Zone, be given first and second reading.

Recommendation

That "Zoning Bylaw Amendment Bylaw 2024, No. 5377", which proposes to rezone properties located at 9378 and 9396 McNaught Road from an R1-A (Urban Residential) Zone to an R1-C (Urban Infill) Zone, be given third reading.

7.11 Planning - RZ001735 - 45495 Campus Drive

Recommendation

That "Zoning Bylaw Amendment Bylaw 2024, No. 5392", which proposes to amend the text of the CD-24 (Comprehensive Development-24) Zone to increase the maximum permitted density, increase the maximum permitted building height and permit storage lockers to be located within individual apartment units, be given first and second reading.

Recommendation

That "Zoning Bylaw Amendment Bylaw 2024, No. 5392", which proposes to amend the text of the CD-24 (Comprehensive Development-24) Zone to increase the maximum permitted density, increase the maximum permitted building height and permit storage lockers to be located within individual apartment units, be given third reading.

8. Mayor and Councillors' Reports

9. Motion to Adjourn to a Closed Session – Regular Meeting to Reconvene at 6:30 pm

10. Meeting Reconvened

The City of Chilliwack acknowledges that we are honoured to live, work and play on the traditional, ancestral and unceded territory of the Stó:lō Coast Salish peoples.

11. Delegations/Hearings

11.1 Delegations

11.2 Section 57 Hearing / Section 74 Hearing / Unsightly Premises Hearing

11.3 Public Hearing

11.3.1 Temporary Use Permit TUP00225
(1701-5260 Goldspring Place)

11.4 Public Information Meeting

11.4.1 Development Variance Permit DVP01292
(43757 Progress Way)

11.4.2 Development Variance Permit DVP01397
(8190 Brannick Place)

11.4.3 Development Variance Permit DVP01413
(9284 Hazel Street)

12. **Clerk's Reports**

13. **Application Reports**

13.1 Temporary Use Permit TUP00225

Recommendation

That Council approve the issuance of Temporary Use Permit TUP00225 with respect to property located at 1701-5260 Goldspring Place, subject to the recommendations as stipulated within the draft Temporary Use Permit.

13.2 Development Variance Permit DVP01292 and Development Permit DP001606

Recommendation

That, subject to public representation, Council approve the issuance of Development Variance Permit DVP01292 with respect to property located at 43757 Progress Way, subject to the recommendations as stipulated within the draft Development Variance Permit.

Recommendation

That Council approve the issuance of Development Permit DP001606, with respect to property located at 43757 Progress Way, subject to the recommendations of the Design Review Advisory Committee and the conditions as set out within the draft Development Permit.

13.3 Development Variance Permit DVP01397 and Development Permit DP001792

Recommendation

That, subject to public representation, Council approve the issuance of Development Variance Permit DVP01397 with respect to property located at 8190 Brannick Place, subject to the recommendations as stipulated within the draft Development Variance Permit.

Recommendation

That Council approve the issuance of Development Permit DP001792, with respect to property located at 8190 Brannick Place, subject to the recommendations of the Design Review Advisory Committee and the conditions as set out within the draft Development Permit.

13.4 Development Variance Permit DVP01413 and Development Permit DP001801

Recommendation

That, subject to public representation, Council approve the issuance of Development Variance Permit DVP01413 with respect to property located at 9284 Hazel Street, subject to the recommendations as stipulated within the draft Development Variance Permit.

Recommendation

That Council approve the issuance of Development Permit DP001801, with respect to property located at 9284 Hazel Street, subject to the recommendations of the Design Review Advisory Committee and the conditions as set out within the draft Development Permit.

14. **Items Deferred**

15. Other Business

15.1 Decisions Referred from Closed Session

15.2 Additional Items

16. Public Questions

17. Adjournment

AGENDA ITEM NO: 3.

MEETING DATE: May 7, 2024

STAFF REPORT - COVER SHEET

SUBJECT: Adoption of Minutes Date: April 29, 2024

DEPARTMENT: Clerk's Prepared by: Jacqueline Morgan

1. SUMMARY OF ISSUE:

Minutes of the Special Regular Meeting of Council held April 11, 2024, and the Minutes of the Regular Meeting of Council held April 16, 2024, for adoption.

2. RECOMMENDATION:

That the Minutes of the Special Regular Meeting of Council held April 11, 2024, and the Minutes of the Regular Meeting of Council held April 16, 2024, be adopted as circulated.



Jacqueline Morgan, CMC
Manager of Legislative Services/
Corporate Officer

City of Chilliwack
Special Regular Meeting Minutes

April 11, 2024, 12:00 pm
8550 Young Road
Chilliwack, BC V2P 8A4

Present: All members of Council

Staff Present: D. Blain, Chief Administrative Officer
J. Morgan, Manager of Legislative Services/Corporate Officer
J. Hahn, Deputy Chief Administrative Officer/Director of Human Resources
J. Leggatt, Director of Communications and Legislative Services
G. Villeneuve, Director of Planning
G. White, Director of Development and Regulatory Enforcement Services
K. Jefford, Director of Engineering
R. Koole, Manager of Long Range Planning
E. Leary, Manager of Development Planning
G. Palaniuk, Manager of IT Business Solutions

Call to Order

The City of Chilliwack acknowledges that we are honoured to live, work and play on the traditional, ancestral and unceded territory of the Stó:lō Coast Salish peoples.

Mayor Popove was Chair and called the meeting to order at 12:05 pm.

Adoption of Minutes

Moved / Lum

Seconded / Read

That the Minutes of the Regular Meeting of Council held April 2, 2024, be adopted as circulated.

Carried unanimously

Motion to Adjourn to a Closed Session

Moved / Mercer
Seconded / Shields

That in accordance with Section 90(1)(i) of the *Community Charter*, Council hold a Closed Meeting to discuss matters subject to solicitor-client privilege.

Carried unanimously

Adjournment

Moved / Mercer
Seconded / Shields

On a motion of Councillor Mercer, and seconded by Councillor Shields, the meeting adjourned at 12:07 pm.

Carried unanimously

Mayor

Corporate Officer

City of Chilliwack
Regular Meeting Minutes

April 16, 2024, 2:00 pm
8550 Young Road
Chilliwack, BC V2P 8A4

Present: All members of Council with the exception of Councillor Mercer

Staff Present: D. Blain, Chief Administrative Officer
J. Morgan, Manager of Legislative Services/Corporate Officer
J. Leggatt, Director of Communications and Legislative Services
G. Savard, Director of Finance
G. Villeneuve, Director of Planning
K. Stanton, Director of Public Safety and Social Development
G. White, Director of Development and Regulatory Enforcement Services
E. Leidekker, Director of Information Technology
J. Koczkur, Director of Public Works and Parks
A. Brown, Fire Chief
G. Schipper, Deputy Director of Development and Regulatory Enforcement Services
S. Hamilton, Director of Utility Operations
T. Friesen, Manager of Environmental Services
C. Marleau, Manager of Recreation Services and Corporate Wellness
R. Koole, Manager of Long Range Planning
E. Leary, Manager of Development Planning
R. Goertzen, Manager of Building and Inspections
C. Weston, Manager of Bylaw Enforcement
D. Mossey, Manager of Transportation and Drainage
C. Nwaoha, Manager of Utilities
M. Peters, Senior Planner - Long Range Planning
C. Carruthers, Deputy Director of Information Technology
G. Palaniuk, Manager of IT Business Solutions
I. Kaur, IT Support Technician
A. Boan, GIS Supervisor
C. Wilkinson, Deputy Corporate Officer/Recording Secretary

Call to Order

The City of Chilliwack acknowledges that we are honoured to live, work and play on the traditional, ancestral and unceded territory of the Stó:lō Coast Salish peoples.

Mayor Popove was Chair and called the meeting to order at 2:00 pm.

Consent Agenda

Moved / Lum

Seconded / Westeringh

That the following bylaws be adopted:

“Zoning Bylaw Amendment Bylaw 2024, No. 5385”;

“Waterworks Regulation Bylaw Amendment Bylaw 2024, No. 5390”; and,

“Sanitary Sewer System Regulation Bylaw Amendment Bylaw 2024, No. 5391”;

and further, that the Minutes of the Heritage Advisory Committee meeting held March 7, 2024, be received for information.

Carried unanimously

Departmental Reports

Engineering - 2024 Asphalt Rehabilitation Construction RFEI

Moved / Kloot

Seconded / Westeringh

That Council authorize staff to forward Tender documents to the following selected proponents to provide construction services for the "2024 Asphalt Rehabilitation Construction Project":

1. B.A. Blacktop Ltd.;
2. All Roads Construction Ltd.; and,
3. Lafarge Canada Inc.

Carried unanimously

Utility Operations - Equipment Acquisition - Asphalt Patch Truck

Moved / Westeringh

Seconded / Lum

That Council approve Sourcewell/Canoe Contract #060920-NVS for the purchase of one "Asphalt Patch Truck", from Harbour International, in the amount of \$540,507.00 (plus applicable taxes); and further, that the Mayor and Corporate Officer be authorized to sign any necessary documentation.

Carried unanimously

Finance - Annual Tax Rates Bylaw for 2024

Moved / Kloot

Seconded / Shields

That "Rates Bylaw 2024, No. 5393", be given first and second reading.

Carried unanimously

Moved / Lum

Seconded / Read

That "Rates Bylaw 2024, No. 5393", be given third reading.

Carried unanimously

Planning - Chilliwack City and Neighborhood Profiles

M. Peters, Senior Planner, Long Range Planning, provided Council with a presentation on "Chilliwack City and Neighbourhood Profiles".

Moved / Westeringh

Seconded / Lum

That the report "Chilliwack City and Neighbourhood Profiles", as contained within the Staff Report dated April 9, 2024, be received for information.

Carried unanimously

Information Technology - 2024 - Orthoimagery RFP

Moved / Kloot

Seconded / Shields

That Council accept the proposal for the "2024 Orthoimagery Acquisition" from Aeroquest Mapcon, in the amount of \$96,550.00 (plus applicable taxes); and further, that the Mayor and Corporate Officer be authorized to sign any necessary documentation.

Carried unanimously

Mayor and Councillors' Reports

The Mayor and Councillors' reports were received for information.

Motion to Adjourn to a Closed Session

Moved / Westeringh

Seconded / Read

That, in accordance with Section 90(1)(i) and (k) and Section 90(2)(b) of the *Community Charter*, Council hold a Closed Meeting to discuss solicitor-client privileged information; proposed services; and, negotiations between municipality and provincial and/or federal government.

Carried unanimously

Adjournment

Moved / Westeringh

Seconded / Read

On a motion of Councillor Westeringh, and seconded by Councillor Read, the meeting adjourned at 2:20 pm.

Carried unanimously

Mayor

Corporate Officer

AGENDA ITEM NO: 5.

MEETING DATE: May 7, 2024

STAFF REPORT - COVER SHEET

SUBJECT: Consent Agenda Date: April 29, 2024

DEPARTMENT: Clerk's Prepared by: Jacqueline Morgan

1. SUMMARY OF ISSUE:

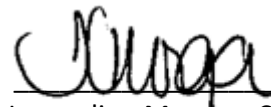
Consent Agenda items for Council's consideration.

2. RECOMMENDATION:

That "Rates Bylaw 2024, No. 5393" be adopted:

and further, that the Minutes of the following Committee meetings be received for information:

Public Safety Advisory Committee, held March 20, 2024;
Design Review Advisory Committee, held April 9, 2024; and,
Accessibility and Inclusion Advisory Committee, held April 15, 2024.



Jacqueline Morgan, CMC
Manager of Legislative Services/
Corporate Officer

City of Chilliwack

Bylaw No. 5393

A bylaw for the levying of rates for Municipal, Transit Service, Hospital and Regional District purposes for the year 2024

The Council of the City of Chilliwack in open meeting assembled enacts as follows:

1. This bylaw may be cited for all purposes as the **“Rates Bylaw 2024, No. 5393”**.
2. The following rates are hereby imposed and levied for the year 2024:
 - (a) For all lawful general municipal services of the municipality on the assessed value of land and improvements taxable for general municipal purposes, rates appearing in Column “A” of Schedule “A”, attached hereto and forming part of this Bylaw.
 - (b) For transit services on the assessed value of land and improvements taxable for regional hospital district purposes, rates appearing in Column “B” of Schedule “A”, attached hereto and forming part of this Bylaw.
 - (c) For dyking purposes on the assessed value of land and improvements taxable for general municipal purposes, rates appearing in Column “C” of Schedule “A”, attached hereto and forming part of this Bylaw.
 - (d) For drainage purposes on the assessed value of land taxable for general municipal purposes, rates appearing in Column “D” of Schedule “A”, attached hereto and forming part of this Bylaw.
 - (e) For hospital purposes on the assessed value of land and improvements taxable for regional hospital district purposes, rates appearing in Column “E” of Schedule “A”, attached hereto and forming part of this Bylaw.
 - (f) For purposes of the Fraser Valley Regional District on the assessed value of land and improvements taxable for general purposes, rates appearing in Column “F” of Schedule “A”, attached hereto and forming part of this Bylaw.
 - (g) For the purpose of recovering monies granted in respect of the “Business Improvement Area Bylaw 2019, No. 4742” on the assessed value of land and improvements within the specified area, taxable for general municipal purposes, \$1.10511 per \$1,000 taxable value in Area A, and \$0.51946 per \$1,000 taxable value in Area B.
3. The said rates are due and payable from the first day of January, 2024, and shall be payable to the Collector at City Hall of the City of Chilliwack on or before midnight on July 2, 2024.

4. On the 3rd day of July, 2024, an additional amount of 5% shall be added to the current year’s tax amounts that remain unpaid, and on the 2nd day of August, 2024, a further 5% shall be added to the current year’s tax amounts that remain unpaid.

5. The rates, together with the percentage addition, which are unpaid on the 31st day of December, 2024, shall bear interest from that date as prescribed by the Lieutenant Governor in Council under Section 11(3) of the *Taxation (Rural Area) Act*.

Received first and second reading on the 16th day of April, 2024.

Received third reading on the 16th day of April, 2024.

Received adoption on the

Mayor

Corporate Officer

“Rates Bylaw 2024, No. 5393”– Schedule “A”

“Rates Bylaw 2024, No. 5393”

Schedule “A”

2024 TAX RATES (DOLLARS OF TAX PER \$1,000 TAXABLE VALUE)

Property Class	A General Municipal Services	B Transit	C Dyking	D Drainage	E Hospital	F Regional District	Muni. A, B, & C Improv.	Muni. A, B, C, & D Land
1 Residential	2.57212	0.06761	0.03443	0.13424	0.08964	0.08711	2.67416	2.80840
2 Utilities	32.45694	0.23664	0.43443	1.69396	0.31373	1.09923	33.12801	34.82197
3 Supportive Housing	2.57212	0.06761	0.03443	0.13424	0.08964	0.08711	2.67416	2.80840
4 Major Industry	3.25241	0.22988	0.04353	0.16975	0.30476	0.11015	3.52582	3.69557
5 Light Industry	3.25241	0.22988	0.04353	0.16975	0.30476	0.11015	3.52582	3.69557
6 Business/Other	4.51466	0.16565	0.06043	0.23563	0.21961	0.15290	4.74074	4.97636
7 Managed Forest	7.71635	0.20284	0.10328	0.40272	0.26891	0.26133	8.02247	8.42519
8 Rec/Non-Profit	4.11952	0.06761	0.05514	0.21500	0.08964	0.13952	4.24227	4.45728
9 Farm	28.10866	0.06761	0.37623	1.46702	0.08964	0.95197	28.55250	30.01952

City of Chilliwack
PUBLIC SAFETY ADVISORY COMMITTEE
MINUTES OF REGULAR SESSION
WEDNESDAY, March 20, 2024 – 8:00 am
VIDEO CONFERENCE / DOGWOOD ROOM

In attendance:

Councillor Bud Mercer, Chair	Councillor Nicole Read, Vice-Chair
Karen Stanton, Director of Public Safety and Social Development	Inspector, Harinder Kheleh, Operations Officer, RCMP
Andy Brown, Fire Chief	Krista Minar, Assistant Fire Chief
Holly Ferris, Manager of Social Development	Garrett Schipper, D/Director of Development and Regulatory Enforcement
Mark Klassen, SD33, Manager of Facilities	Trevor McDonald, Executive Director, Downtown BIA
Michelle Wulff, Chilliwack Crime Prevention Services	Leanna Kemp, Chamber of Commerce
Chuck Stam, Community Member	Joe Koczur, Director of Public Works and Parks
Paisley Hammerton, Recording Secretary	Lilly Yakmission, Recording Secretary

Regrets:

Corporal, Carmen Kiener, Media Relations Officer, RCMP	Steve Roukema, Executive Director, Restorative Justice
Tanis Bieber, ICBC	Michelle Price, Community Member
Brian Foote, Education/Crime Prevention	Joanne Jefferson, Stó:lō Justice

1. CALL TO ORDER

Chair Mercer called the meeting to order at 8:00 am and provided territorial acknowledgement.

2. ADOPTION OF AGENDA

Moved /) That the Agenda of the Regular Meeting of the Public Safety Advisory Committee held
 Seconded (Wednesday, March 20, 2024, be adopted as circulated.

Carried Unanimously

3. ADOPTION OF MINUTES

Moved /) That the Minutes of the Regular Meeting of the Public Safety Advisory Committee held
 Seconded (Wednesday, February 21, 2024, be adopted as circulated.

Carried Unanimously

4. DELEGATION

5. PRESENTATION / COMMITTEE DISCUSSION

6. CURRENT ISSUES TO ADDRESS

7. ITEMS FOR INFORMATION

8. GOALS AND OBJECTIVES

9. REPORTS

a) RCMP

Inspector Harinder Kheleh, Operations Officer, RCMP, reported on the following:

1. Working on Traffic initiatives for February and March.
2. March is distracted driving month. Partnering Crime Prevention, ICBC and the City on initiatives. Targeting high traffic areas such as Vedder and Luckakuck.
3. Increase in youth out and about during Spring Break. Have ramped up patrols through areas such as Garrison and Webster Park.
4. February saw an increase in calls for service, 2508 calls, 400 more calls than 2023. Information officers took 358 calls off RCMP members plates.
5. Saw a slight drop in property crime. Increase in assist the general public calls such as unwanted guests and loitering.

Councillor Mercer asked Inspector Kheleh to provide a brief presentation during the next meeting on the Alexa Team Awards.

b) Fire Department

Fire Chief, Andy Brown, reported on the following:

1. Actively hiring a new Assistant Fire Chief of Training and Operations and Fire Clerk.
2. Hiring paid-on-call brigade chiefs for Hall 2 and Hall 4.
3. Third annual youth camp on March 25 – students attending from local high schools.
4. 19 paid-on-call members are graduating on March 27th.
5. Hosted program called “responding to interface fire.” This program is designed to combine wildfire and structural firefighting. Pilot project funded through the Federal Gov. First community in BC to complete this training. 125 firefighters participated from 6 different fire departments.
6. 16 career firefighters are completing emergency management 2 which is a part of the Fire Officer Program.

Assistant Fire Chief, Krista Minar, reported on the following:

1. Mobile food trucks can be inspected through Fire Department. Concerns can be brought forward to the Fire Department.
2. Open burning season starts from March through April.

c) BIA

Trevor McDonald, BIA, reported on the following:

1. Biggest spend for BIA this year has been glass grants. Broken windows are a very big concern downtown.
2. Grateful for the Wellness Centre on Trethewey. Saw a difference downtown when it was closed for a week in February.
3. Continue communication with building owners.
4. Kudos to graffiti teams – 7 days a week graffiti removal.
5. Events coming up: Party in the Park on May 4 and 5. Car show on June 23.

d) Bylaw Department

Garrett Schipper, Deputy Director of Development and Regulatory Services, reported on the following:

1. Making annual transition from Winter to Spring and Summer. Having challenges around Ruth and Naomi's, the Wellness Centre, and the rail trail
2. Seeing residual effects of Island 22 encampment.
3. Getting three electric bikes tuned up in order to hit the rotary trail and rail trail
4. Parks have been pretty good for the last few months but expecting tents to start popping up with the weather getting warmer

e) ICBC

Tanis Hatch, ICBC, reported on the following:

1. March is distracted driving month ICBC is working with police and volunteers to help remind drivers to focus on the road and leave their phones alone.
2. ICBC's learn to drive smart manual is now available in 6 language's; English, Farsi, Arabic, Punjabi, Chinese and Vietnamese. These manuals are available online or at a local driver licensing office.
3. Upcoming Think of Me project in partnership with local police and the city for May's speed campaign to help address speed concerns at elementary schools The project will start as a pilot at three schools and may expand to others based on feedback

f) School District

Mark Klassen, Manager of Facilities, School District 33, reported on the following:

1. Spring Break has officially begun.
2. Working to ensure that people experiencing homelessness are not on school district sites over the break

g) Public Works & Parks

Joe Koczur, Director of Public Works and Parks Operations, reported on the following:

1. Operations is completing winter cleanup - sweeping sidewalks, roads, and bike lanes.
2. Dyke inspection is complete – finalizing report
3. Gearing up for drainage maintenance program – cleaning ditches throughout spring and summer.

h) Social Development

Holly Ferris, Manager of Social Development, reported on the following:

1. Emergency weather shelter was open for three nights in February.
2. Average of 180 people in shelters for the month of February
3. Youth shelter was full every single night.
4. Wellness Centre was closed due to construction for 6 days
5. Council approved Prevention and Diversion plans for Wilma's and Chilliwack and District Resources Society, case management services for the housing hub to PCRS, and coordinated community outreach.

i) Restorative Justice

Steve Roukema, Executive Director, Restorative Justice, reported on the following:

1. 49 Active files as of end of February
2. 7 New Restorative Justice Referrals for Month (Feb) from: RCMP School - 3 (1 uttering threats, 2 theft under \$5k), Loss Prevention Officers - 4 (theft under \$500).

3. 4 Restorative Circles completed in Feb (2 VOC/2 CAP) by volunteers
4. 53 Peace Circles in 7 different schools in Chilliwack
5. Community events in February: VOC training, mentor training on March 2, and the GALA Fundraiser on April 6.
6. 40 active volunteers, 120 total volunteer hours in February

j) Stó:lō Justice

No report.

k) Chilliwack Crime Prevention Services (City of Chilliwack)

Michelle Wulff, Chilliwack Crime Prevention Services, reported on the following:

1. Working on hiring a Block Watch Program Clerk. This is a new position, Michelle is working on the framework which includes three phases. Want to work with Leanna and Trevor to enhance the program. Focusing on group business areas such as Southgate and Garrison; covering from Yarrow to Rosedale, not focusing on particular area.
2. 439.5 volunteer hours in the month of February.
3. Speed Watch working with the City, ICBC, and RCMP on speed and distracted driving initiatives.
4. 14 Speed Watch deployments, highest speed was 97 kms/hr on Bradner Lane and Teskey Way
5. Sent out 62 warning letters
6. Block Watch is focusing on business watch program. Still busy with the problematic area in Fairfield Island.
7. CPS completed one senior safety presentation.
8. Interviewed 3 new volunteers
9. Gearing up for upcoming events

l) Legal Representative

No report.

m) Chamber of Commerce

Leanna Kemp, Chamber of Commerce, reported on the following:

1. Chamber have surveyed members and 4 key pain points include: digital marketing support, HR – people and retention, legislative advocacy, and public safety. The Chamber has decided to have a meeting for businesses. The idea is to invite speakers from the RCMP, tourism, and community futures. Speakers would have 5-10 to present and then open up for a Q&A. Want to allow businesses to gather resources. Aiming for May 15

Chair Mercer noted the importance of education surrounding Public Safety

2. The Chamber is working to create a video series for local businesses Leanna noted that they will interview several individuals surrounding topics and or content that is valid for local businesses For example, they interviewed an economist to give tips to individuals and businesses last year Topics may include fire safety and inspections, supporting the community through disaster, bylaws and enforcement, etc. The goal of this initiative is to provide the community with key messages in 60-90 seconds

n) Corrections

No report.

o) Community Members

1. No report

10. FUTURE AGENDA ITEMS

11. ADJOURNMENT TO CLOSED SESSION

Moved /) That, in accordance with Section 90 (1)(f) of the *Community Charter*, the Committee hold a
Seconded (Closed meeting.

Carried Unanimously


For: _____
Councillor Mercer, Chair

**City of Chilliwack
DESIGN REVIEW ADVISORY COMMITTEE
MINUTES OF MEETING
TUESDAY, APRIL 9, 2024 – 3:00 pm
DOGWOOD ROOM**

Council Members:

Councillor Chris Kloot, Chair
Councillor Bud Mercer, Vice-Chair

Design Review Advisory Committee:

Chris Klaassen, Development
Tyler Jones, AIBC Representative
Jessica Thiessen, BCSLA Representative
Daryl Moniz, CADREB Representative
Carmen Peters, Community Member

City Staff:

Erin Leary, Manager of Development Planning
Gillian Villeneuve, Director of Planning
Richard Fortin, Manager of Parks Planning
Joty Rai, Planner
Trish Alsip, Recording Secretary

Regrets:

Quintin van Dyk, Design
Michelle Savich, Community Member
Jennifer Perigo, Community Member
Scott Pelletier, Planning
Constable Mark Janzen, RCMP

1. CALL TO ORDER

Councillor Kloot was Chair, called the meeting to order at 3:00 pm and provided territorial acknowledgement.

2. ADOPTION OF AGENDA

Moved /) That the agenda for the Design Review Advisory Committee meeting of Tuesday,
Seconded (April 9, 2024, be adopted as circulated.

Carried unanimously

3. ADOPTION OF MINUTES

Moved /) That the Minutes for the Design Review Advisory Committee meeting of Tuesday,
Seconded (January 16, 2024, be adopted as circulated.

Carried unanimously

4. DEVELOPMENT PERMIT APPLICATIONS

Moved /) That the agenda be varied by bringing forward Agenda Item No. 3, with respect to
Seconded (DP001792 – 8190 Brannick Place.

Carried unanimously

Jessica Thiessen, BCSLA Representative, joined the meeting at 3:03 pm.

Hal Owen, Hal Owen & Associates, Selina Liu and Oren Mizrahi, Connect Landscape Architecture and Pablo Yuste, Omicron, were present.

1. **DP001792 – 8190 Brannick Place**

The Manager of Development Planning provided a presentation regarding this application for the form and character of a new industrial building within Development Permit Area No. 7 (Industrial). The presentation included an overview of the proposal, location map, ortho map, site plan, proposed elevations, landscaping, and recommendations. A Crime Prevention Through Environmental Design (CPTED) report was prepared in conjunction with this application.

Discussion ensued with respect to the landscaping plans, irrigation and maintenance schedule of the proposed meadow. The applicant provided clarification with respect to the maintenance schedule of the proposed landscape plan. Comment was provided regarding the type of fencing proposed; the applicant noted a flat anti-trespass security fence is planned along all property lines.

Moved /) That the Design Review Advisory Committee supports DP001792 with respect to
Seconded (property located at 8190 Brannick Place and recommend Council approve the application subject to the following conditions:

- That a detailed lighting plan be submitted, prior to the issuance of a Building Permit, to ensure adequate lighting is provided for all walkways, parking areas, mailboxes, the parkade entrance and any address/complex signage;
- That an irrigation system be included into the landscaped areas within the site (excluding the meadow);
- That a maintenance plan for the meadow be provided for review and approval by staff at time of Building Permit application which includes the following:
 - planting and irrigation plan at time of establishment of the meadow which meets best practices for plant health;
 - annual trimming/cutting schedule with parameters to ensure plant health and prevent overgrowth;
 - commitment to prevent invasive species from encroaching into the meadow area;
 - measures to prevent unwanted trespass; and,
 - measures to prevent and/or manage litter accumulation.
- That glazing, in the form of side lights or glazed doors, be provided for all entrances into stairwells, exits and communal spaces in accordance with BC Building Code requirements;
- That all utility equipment be screened from public view through installation of landscaping fencing, or vinyl wrapping;
- That any rooftop equipment such as heaters, mechanical units, air conditioners, etc. should be located near one another, buffered to reduce noise and screened from view;

4. DEVELOPMENT PERMIT APPLICATIONS (continued)

- That a survey be submitted prior to Building Permit issuance to confirm the height of the building meets the Chilliwack Airport Zoning Regulations; and,
- That 149 of the 170 trees to be provided on site are a species included within the approved species list of the Tree Management (Land Development) Bylaw.

Carried unanimously

Hal Owen, Selina Liu, Pablo Yuste and Oren Mizrahi left the meeting at 3:13 pm.

Baljit Heer and Kulwinder Heer, Owners, joined the meeting at 3:14 pm.

Brandon Cheema, Diverse Properties and Colin Hogan, Focus Architecture, joined the meeting at 3:14 pm with respect to DP001760 – 45495 Campus Drive.

2. DP001683 – 45873 Trethewey Avenue

The Manager of Development Planning provided a presentation regarding this application for the form and character of a new industrial development within Development Permit Area No. 7 (Industrial). The presentation included an overview of the proposal, location map, ortho map, site plan, proposed elevations, landscaping, and recommendations. A Crime Prevention Through Environmental Design (CPTED) report was prepared in conjunction with this application.

The application was reviewed by the Design Review Advisory Committee (DRAC) on January 16, 2024. At that time, the application was referred back to staff for the applicant to update the south and west building facades to enhance the visual appeal of the development.

The applicant has now updated the building elevations to replace the red accents surrounding the window and signage to a light blue stripe framing the entrance and the perimeter to the south and west facades.

Comment was provided regarding the lack of visual enhancement included in the updated proposed renderings (as provided by the applicant). Committee members expressed a desire to see further variation by way of cladding materials and articulation in addition to the light blue band of colour to the south and west elevations. Discussion ensued regarding the small landscaped area in the neighbouring property facing the west. Chair Kloot spoke with the applicant to enquire whether the applicant is working with a designer; the applicant noted he is working with a designer and is amenable to having further discussion with his designer regarding the application.

Moved /) That the Design Review Advisory Committee reviewed DP001683 with respect to property
Seconded (located at 45873 Trethewey Avenue and requested the application be referred to staff
in order for the applicant to provide the following additional information for review
by the Committee prior to making recommendation to Council:

- That the applicant provide updated elevations to include variation in building materials in addition to accent colours on the south and west building facades to break up the massing of the structure, create greater visual interest and ensure the development meets the design guidelines for a high quality industrial development; and,
- That any proposed alterations to the south building façade be wrapped to include the east building elevation (where it is not directly adjacent to the structure on the neighbouring lot).

Carried unanimously

4. DEVELOPMENT PERMIT APPLICATIONS (continued)**3. DP001760 – 45495 Campus Drive**

The Manager of Development Planning provided a presentation regarding this application for the form and character of a new residential development including three new apartment buildings within Development Permit Area No. 6 (Infill). The presentation included an overview of the proposal, location map, ortho map, site plan, proposed elevations, landscaping, and recommendations. A Crime Prevention Through Environmental Design (CPTED) report was prepared in conjunction with this application.

Comment was provided with respect to the proposed materials within the balconies and the screening of rooftop mechanical equipment. Discussion ensued with the architect regarding the peak on Building 'F'. The committee discussed parking requirements and parking pockets as well as the off-site amenity areas; staff provided clarification noting that due to the development being part of a comprehensive development area, the common amenity area for the entire development consists of 2 parks (Campus Park and Dieppe Park) that will be designed to be useable, accessible, and highly visible for the general public and neighbouring residents.

Moved /) That the Design Review Advisory Committee supports DP001760 with respect to property
Seconded (located at 45495 Campus Drive and recommend Council approve the application subject to the following conditions:

- That a detailed lighting plan be submitted, prior to the issuance of a Building Permit, to ensure adequate lighting is provided for all walkways, parking areas, mailboxes, the parkade entrance and any address/complex signage;
- That non-combustible cladding and soffits be provided within the balconies;
- That an irrigation system be included into the landscaped areas within the site;
- That glazing, in the form of side lights or glazed doors, be provided for all entrances into stairwells, exits and communal spaces in accordance with BC Building Code requirements;
- That all utility equipment be screened from public view through installation of landscaping fencing, or vinyl wrapping;
- That signage/labeling stating "NO PARKING – FIRE LANE" be provided to maintain the minimum required clear width and to ensure that no parking or obstruction occurs within the strata road;
- That a statutory right-of-way be registered on title for the existing public sidewalk on Keith Wilson Road prior to Building Permit issuance to maintain public access where the sidewalk crosses into the subject property; and,
- That the existing City street tree located on the south-east corner of Keith Wilson Road and Dieppe Street be retained and protected throughout development.

Carried unanimously

Brandon Cheema and Colin Hogan left the meeting at 3:35 pm. Baljit Heer and Kulwinder Heer left the meeting at 3:36 pm.

Carrie Dyck, Applicant and Doug Luteyn, Luteyn Architecture, joined the meeting at 3:39 pm.

4. DP001801 – 9284 Hazel Street

The Manager of Development Planning provided a presentation regarding this application for the form and character of a new apartment development within Development Permit Area No. 6 (Infill). The presentation included an overview of the proposal, location map, ortho map, site plan, proposed elevations, landscaping, and recommendations. A Crime Prevention Through Environmental Design (CPTED) report was prepared in conjunction with this application.

4. DEVELOPMENT PERMIT APPLICATIONS (continued)

Discussion ensued regarding the flood construction level and the north side of the first floor of the parkade roof. Comment was provided with respect to play equipment in the amenity space; the applicant noted that while there is no play equipment proposed, the development is a 560m² outdoor common amenity area made of a rubber surface complete with seating areas, activity tables and play areas which are easily accessible to residents.

Moved /) That the Design Review Advisory Committee supports Development Permit Application
Seconded (DP001801 with respect to property located at 9284 Hazel Street and recommend Council approve the application subject to the following conditions:

- That a detailed lighting plan be submitted, prior to the issuance of a Building Permit, to ensure adequate lighting is provided for all walkways, parking areas, and elevations of the building;
- That glazing, in the form of side lights or glazed doors, be provided for all entrances into and out of stairwells, exits and communal spaces in accordance with BC Building Code requirements;
- That a well-lit complex sign be provided along Hazel Street;
- That all utility equipment be screened from public view through installation of landscaping fencing, or vinyl wrapping;
- That an irrigation system be included into the landscaped areas within the site;
- That non-combustible cladding and soffits be provided within the balconies; and,
- That passive programming (children’s seating, painted games areas, etc.) be included within the common amenity area to maximize the use of the play space for future residents.

Carried unanimously

5. DELEGATION / PRESENTATION

6. INFORMATION

• **Discussion Notes – February 13, 2024**

The Discussion Notes from the February 13, 2024 meeting were provided for information.

7. NEXT MEETING

Due to a scheduling conflict, the regularly scheduled meeting for Tuesday, May 14, 2024 at 3:00 pm has been rescheduled to **Monday, May 13, 2024** at 3:00 pm.

8. ADJOURNMENT

There being no further business, the meeting adjourned at 3:50 pm.

Councillor Chris Kloot, Chair

City of Chilliwack
ACCESSIBILITY and INCLUSION ADVISORY COMMITTEE
MINUTES OF MEETING
MONDAY, APRIL 15, 2024 – 4:00 pm
DOGWOOD ROOM / Held Electronically

Council Members:

Councillor Jason Lum, Chair
Councillor Jeff Shields, Vice-Chair

Accessibility and Inclusion Advisory Members:

Julia Lamb, Community Advocate and Chair of Disability Alliance BC
Debbie Denault, Plain Language Specialist
Leah Kelley, Writer/Consultant, UBC Faculty of Education
Zeeshan Khan, Educational Assistant, SD33
Alyson Seale, Associate Professor, University of the Fraser Valley
Sheralie Taylor, Ministry of Social Development and Poverty Reduction
Katie Bartel, Chilliwack District Parent Advisory Council

City Staff: Jamie Leggatt, Director of Communications and Legislative Services,
Staff Liaison
Trish Alsip, Recording Secretary

Regrets: Jim Ryan, Certified Accessibility Professional and Rick Hansen
Foundation Ambassador
Anya McRae, Community Member
Matt Yeomans, Chilliwack People First, President

1. CALL TO ORDER

Councillor Lum was Chair, and called the meeting to order at 4:00 pm and provided a territorial acknowledgement.

2. ADOPTION OF AGENDA

Moved /) That the Agenda for the Accessibility and Inclusion Advisory
Seconded (Committee of Monday, April 15, 2024, be adopted as
circulated.

Carried unanimously

3. ADOPTION OF MINUTES

Moved /) That the Minutes for the Accessibility and Inclusion Advisory
Seconded (Committee of Monday, February 5, 2023, be adopted as
circulated.

Carried unanimously

4. OLD BUSINESS / ACTION ITEMS

Julia Lamb, Community Advocate and Chair of Disability Alliance BC led today's discussion with respect to community engagement which is a required part of the Accessibility Plan creation process.

Alyson Seale, Associate Professor, University of the Fraser Valley, joined the meeting at 4:07 pm.

a) Identify opportunities for community engagement

The committee discussed the proposed engagement process for community engagement, beginning with how to disseminate information to the public as well as what events will look like. Opportunities to consider may include the City of Chilliwack's website and social media channels, information displays, newsletters, short videos, and webinars. Other opportunities for community engagement may include public meetings, surveys, 1-on-1's and engaging with community stakeholders.

The proposed timeline for community engagement is from July to September 2024.

4. OLD BUSINESS / ACTION ITEMS (continued)

Jamie Leggatt, Director of Communications and Legislative Services, Staff Liaison, provided a brief presentation regarding her experience at a recent Abbotsford Accessibility event held at the University of the Fraser Valley, Abbotsford Campus.

A suggestion was made to create an online shared document that includes the names of disability serving organizations in order to allow the committee to connect with various groups regarding engagement events and feedback opportunities.

The Committee's feedback was provided, which J. Lamb will gather and send out to the committee based on today's discussion. J. Lamb will create a shared online document and circulate it as suggested above.

Next Steps:

Chair Lum noted draft information and engagement content will be circulated to the Committee prior to the next meeting in June.

- June 24, 2024 – review of community engagement plan.

Chair Lum thanked J. Lamb for the presentation.

5. PRESENTATIONS/DELEGATION

6. NEW BUSINESS

7. INFORMATION

8. NEXT MEETING

The next meeting is scheduled for Monday, June 24, 2024, at 4:00 pm in the Dogwood Room and via zoom.

9. ADJOURNMENT

There being no further business, the meeting adjourned at 5:25 pm.

Chair

AGENDA ITEM NO: 6.

MEETING DATE: May 7, 2024

STAFF REPORT – COVER SHEET

SUBJECT: Departmental First Quarter Reports: 2024 DATE: April 16, 2024

DEPARTMENT: Communications PREPARED BY: Liana Wiebe

1. SUMMARY OF ISSUE:

Quarterly reports from individual departments are grouped together into one quarterly report, covering most aspects of City operations for the previous quarter.

The 2024 First Quarter Reports from City departments are presented for Council's review.

2. RECOMMENDATION:

Recommendation that the First Quarter Reports for City departments for the period of January to March 2024 be received for information.



Jamie Leggatt, Director of Communications and
Legislative Services

**3. CHIEF ADMINISTRATIVE OFFICER'S
RECOMMENDATION/COMMENTS:**

Supports recommendation.



David Blain, CAO

FIRST QUARTER REPORTS: 2024



CITY OF
CHILLIWACK

FIRST QUARTER REPORT SUMMARY JANUARY - MARCH, 2024



New Business Licenses

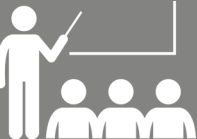


Building Permits



Bylaw Complaints



 **16** Emergency Operations Centre staff completed a Community Evacuations Course

19 Paid on-call firefighters graduated recruit program



1,400 Residents utilized the Celebration and Activity Grant



7

Crosswalks chosen for Rectangular Rapid Flashing Beacons



1,158

Calls for Fire Department service

529

People attended the free Family Day skates at the arenas



53 media inquiries



51 new e-newsletter subscribers



16 print ads placed in the local paper



4 press releases issued



ENGINEERING
UTILITIES
TRANSPORTATION
DRAINAGE
ENVIRONMENTAL SERVICES

FIRST QUARTER REPORT, 2024

ENGINEERING UTILITIES



LINEAR UTILITIES UPGRADES

This project combines upgrades to seven water mains and two sanitary sewers. They have been combined to increase scope and economy of scale.

The water main upgrades will increase fire flows, protect water quality and provide capacity to meet future demand. The sanitary sewer upgrades will replace aging infrastructure and increase capacity to support development.

Construction began in September 2023 and the Sandpiper Contracting / Wedler Engineering design-build team has already completed water main upgrades on Ashwell Road / Wellington Avenue and Wells Road (Vedder Road to Rochester Avenue).

Upcoming works include:

- Andrews Avenue water main upgrades
- Candow Street / Henley Avenue / George Street
- Chilliwack Mountain Road water main upgrades
- Knight Road sewer main upgrades
- Nowell Street water main upgrades
- Reece Avenue water main upgrades
- Schweyey Road sewer force main upgrades
- Wells Road water main upgrades

NONLINEAR UTILITIES UPGRADE PREDESIGNS

Predesigns are underway for a new concrete reservoir at Chilliwack Mountain, including the replacements of one existing reservoir on Marble Hill and a water pressure reducing valve at Sunrise Drive.

The redesigns will evaluate different design options and provide cost estimates for recommending the most feasible solution. The objective is to provide adequate water demand flexibility, redundancy and reliability within the water distribution system.

The pre-designs are due to be completed by May 2024.

WWTP BIOLOGICAL TREATMENT SYSTEM EXPANSION

The current Waste Water Treatment Plant (WWTP) relies on biological treatment to meet federal and provincial effluent quality. The City's WWTP biological treatment process requires the use of a trickling filter. This piece of infrastructure is at the end of its service life.

The design-build team of Trittech Group Ltd. / Stantec Consulting Ltd. has been selected to complete the Biological Treatment System Expansion project to upgrade the biological treatment process at a cost of \$36 million. The project is due to be completed by March 2026.

ENGINEERING UTILITIES



WWTP OUTFALL REHABILITATION PROJECT

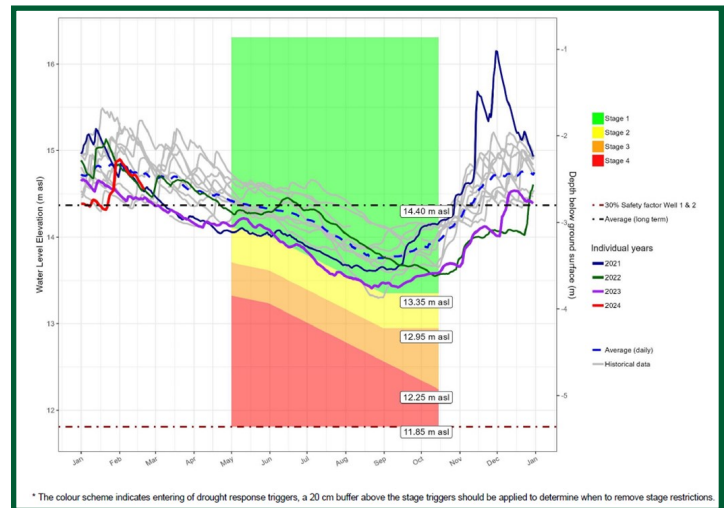
The WWTP outfall is critical infrastructure that must be maintained to ensure that the WWTP remains in compliance with legislation governing its discharge. A Bathymetric survey and concurrent follow up dive inspection in November 2023 confirmed that a section of the outfall in the Fraser River was broken.

Jakes Construction was hired to replace 160m of the existing steel pipe with HDPE pipe and rock armoring from the grassy bar to the diffusers. The work is permitted through the federal and provincial government under emergency work. Jakes Construction is actively replacing the outfall so work is completed before peak freshet season begins.



WATER CONSERVATION PLAN UPDATE

On March 19, 2024, Council approved the updated Water Conservation Plan. The annual water restrictions period will now start on May 1 instead of June 1, to mitigate the increasing risk of drought. The City also changed its watering restrictions stages to a four-stage system instead of a five-stage system to align with other municipalities in the Lower Mainland.



ENGINEERING TRANSPORTATION & DRAINAGE

TYSON - KEITH WILSON DESIGN-BUILD PROJECT

This project includes two separate urbanization projects to provide enhanced safety, more efficient vehicular movements and increased pedestrian and cyclist facilities.

During the first quarter vegetation clearing and fence removal occurred on Keith Wilson Road and Tyson Road to prepare for the road widening. Detailed design works and utility relocation design continues.



RECTANGULAR RAPID FLASHING BEACONS PROGRAM

Installation of Rectangular Rapid Flashing Beacons (RRFBs) began in March and work will be completed in April. There are seven crosswalk locations where rectangular rapid flashing beacons will be installed:

- 7256 Chilliwack River Rd. (S.A.Y. Lands Office)
- Chilliwack River Rd. at Edna Lane
- First Ave. at Nowell St.
- Yale Rd. at Hazel St.
- Yale Rd. at Kipp Ave.
- Young Rd. at Lewis Ave.
- Young Rd. at Reece Ave.

RAILWAY CROSSINGS

CN Rail, in collaboration with the City, completed the rebuild of the tracks, ties, ballast and surface panels for their railway crossings on Upper Prairie Road and Yale Road this quarter. The next location for repair will be Lickman Road, scheduled for April 2024.



ASPHALT REHABILITATION

Road paving continued when weather allowed. Lickman Road from Luckakuck Road to Sumas Central Road was paved and widened to add bike lanes. Uplands Road from Promontory Road to 46419 Uplands Road was paved and widened with minor drainage improvements.



ENGINEERING ENVIRONMENTAL SERVICES

BAILEY LANDFILL LINER EXTENSION PROJECT

The design-build team of Metric Civil Contractors Ltd. and Sperling Hansen Associates substantially completed a liner extension project at the Bailey Landfill. The project involved:

- Importing soil fill material to provide a smooth and consistent ground base over the liner extension area.
- Installing a liner system and leachate collection pipes on top of the base.
- Rerouting some of the existing leachate collection pipes and groundwater and stormwater pipes within the area.

The fill plan for the Bailey Landfill involves the commencement of filling in the new area with commercial and residential refuse likely sometime during the summer of this year.



2023 ENVIRONMENTAL STEWARDSHIP AWARD

The City of Chilliwack sponsors the Environmental Stewardship Award as part of the Chilliwack Chamber of Commerce's Business Excellence Awards event. The winner of the 2023 Environmental Stewardship Award is Platinum Electric.

Platinum Electric strives to provide products and services that save energy and create renewable energy. In their recent work, they joined forces with other contractors at Dicklands Farms for a biogas project that uses anaerobic digestion to produce renewable natural gas using the manure from the farm's dairy cows and other organic waste. Platinum Electric is passionate about continuing to develop similar biogas plants locally and advocating for all renewable energy solutions. In addition, they are committed to sustainable business practices in their every day operations such as installing an energy-efficient lighting system, optimizing waste reduction and promoting biking to work to their staff.



ENGINEERING ENVIRONMENTAL SERVICES



GO BY BIKE WEEK

The City partnered with Cycle Chilliwack and Go By Bike BC to promote Go By Bike Week from February 5 – February 11. The event aimed to encourage residents to leave their cars at home for their personal health, the health of our community, and the health of the environment. To encourage residents to Go By Bike, the City contributed three \$100 gift cards from local bike shops for residents to win.



CHRISTMAS TREE COMPOSTING

The City's annual curbside Christmas tree collection program started off the new year with Emterra Environmental collecting trees from curbside customers for composting. Residents also dropped off 110 trees for free composting at the Parr Road Green Depot.

Combined, these two annual options provide Chilliwack residents with convenient ways to compost Christmas trees and help to reduce illegal dumping and burning.



**PUBLIC WORKS,
PARKS, &
UTILITY
OPERATIONS**

FIRST QUARTER REPORT, 2024

PARKS



WEEDEN PARK

The City's Greenspace Plan identifies park services levels throughout the city. Weeden Park is part of the park service levels outlined in the Greenspace Plan for Promontory. It is across the street from the new Crimson Ridge Park. Weeden Park playground was specifically designed for children 2-5 years of age. This playground area was completed with two guardian areas equipped with benches for supervision. Moreover, it seamlessly integrates with the larger Weeden Park and trail system, linking sections of the neighbourhood that are separated by hilly terrain to this playground area.



YARROW PIONEER PARK

During this period, the renovation project at Yarrow Pioneer Park was completed. The project involved the removal of an existing play structure and its replacement with a new accessible playground area with a pour-in-place rubber surface. This initiative aligns with the objectives of the Mayor's Task Force on Accessibility, Diversity, and Inclusiveness Action Plan to enhance accessibility in the city's community and sub-community parks.



PARKS



ORNAMENTAL PLUM TREE REPLACEMENT PROGRAM

The City of Chilliwack undertook its first tree planting program in 1985 and 1986. This consisted of planting approximately 650 Ornamental Plums (*Prunus cerasifera 'Pissardii'*). These trees previously lined many streets and boulevards in downtown Chilliwack. They were planted in landscape boxes of 3x3 feet or in small concrete planters and under power lines. Plum trees have not done well in this urban setting and they are coming to the end of their safe useful life expectancy. Every year, many of these trees are removed and replaced due to defects or failures. The replacement trees are then inventoried and scheduled for regular maintenance. The City has applied for a Community ReGreening Grant to support the continued replacement of these trees with the appropriate species for the planting site. This grant will assist the City in bringing this program near completion.



UTILITY OPERATIONS



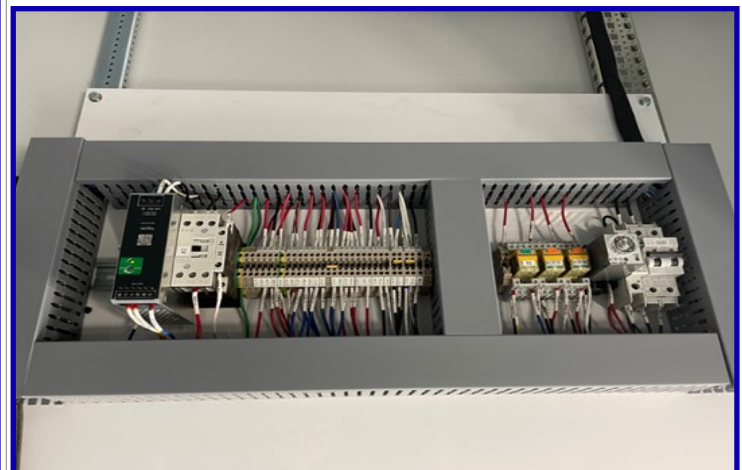
SEWER MANHOLE REHABILITATION

Sewer manhole rehabilitation programs offer numerous benefits to both municipalities and utility systems. It is not uncommon, in high ground water conditions, for manholes to begin showing signs of water penetration through cracks and seams. In order to prevent ground water from entering sanitary sewer manholes, the Underground Utilities Department recently purchased equipment to seal manholes when ground water is present. This equipment uses an injection pump and a two-part expanding foam to prevent water from entering. From there, staff drill and insert injection ports to the internal surface of the manhole, where unwanted ground water is entering, and then pump a water stop foam into the side wall. The flexible foam expands 30 to 40 times its volume and fills voids within the concrete and on the outer wall of the manhole. Manhole rehabilitation initiatives increase system longevity, saves money on costly repairs and reduces treatment costs while minimizing disruptions to daily operation.



MCGILLIVRAY PUMP STATION

McGillivray is the biggest of four drainage stations within the City of Chilliwack. Built in 1974, it was designed to drain all of the Greendale area's waterways and drainage ditches back to the Vedder Canal and pump into the Fraser River. The pumping is accomplished by two 600 horsepower 600 volt vertical axial flow style pumps that are run through two variable frequency drives (VFDs) that give the pumps the ability to run at variable speeds. The VFDs were recently replaced to improve reliability at this critical station for years to come.





**RECREATION &
CULTURE**
COMMUNITY EVENTS
FACILITIES
PROGRAMS

FIRST QUARTER REPORT, 2024

RECREATION & CULTURE COMMUNITY EVENTS

CELEBRATION AND ACTIVITY GRANT

- Three community events supported.
- 1,400 residents impacted.
- \$1,391 in funding provided.



RECREATION FACILITIES

- Received an additional \$56,250 grant, for a total grant of \$112,500, towards a new energy efficient dehumidifier for the Sardis Sports Complex. Construction to start June 2024.
- Both arenas held Family Day skates.
 - 211 people attended at the Chilliwack Coliseum.
 - 318 people attended at the Sardis Sports Complex.
 - 132 cups of hot chocolate were handed out at the Sardis Sports Complex.

COMMUNITY EVENTS

- One special event supported: Ann Davis' Coldest Night of the Year.



RECREATION & CULTURE FACILITIES & PROGRAMS

GREAT BLUE HERON NATURE RESERVE

Programs held included:

- Free events: The annual Salmon, Cedar and Water event, with Tourism Chilliwack supporting the event by creating flags and a sign for the Education Pavilion. Two waterfowl programs, two heron walks and the two-day Family Nature Festival.
- 33 school programs, two preschool programs, 13 community programs and spring break camps were held.
- Conservation/research projects: salmonberry phenology, amphibian egg mass surveys, amphibian trapping, fedderwatch, heron colony monitoring and temperature log data collection.



CHEAM & LANDING LEISURE CENTRES

- Swimming lessons this quarter:
 - 92 lessons with average 826 participants weekly at Landing Leisure Centre.
 - 79 lessons with average 488 participants weekly at Cheam Centre .
- Family Day toonie swim held at both locations.
- Facility hours increased to 108 hours per week at both locations.
- Successful second term of Graham Y program.



RECREATION & CULTURE FACILITIES & PROGRAMS

HERITAGE PARK

Programs held included:

- Homeshow.
- Taste of the Valley.
- Dog Shows.
- Outdoor Show.
- Historical Arms Show.
- Women's Show.



CHILLIWACK MUSEUM & ARCHIVES

- Archive visitors—114.
- Museum visitors—877.
- Feature exhibits:
 - ◇ "Our Journey for Inclusion: 70 Years of Innovation". In partnership with Chilliwack Society for Community Living and Inclusion BC.
 - ◇ "Woven Together". Commemorated the Chilliwack Spinners and Weavers' Guild's 50th anniversary.
- Collaborated with the UFV on 3 courses: History 301, History 440 and the TASK program.
- Teachers from School District #33 visited the Museum and Archives as a Pro-D Day activity as an introduction to the Museum and Archives for teachers that are new to the district. A second visit is scheduled for April 26, 2024.
- Archives have extended hours to include Saturday research and donation appointments by request.
- Hosted a successful vintage pop-up market with Bobbypin's Curiosities. A second market is planned for April.

RECREATION & CULTURE FACILITIES & PROGRAMS



FRASER VALLEY REGIONAL LIBRARIES

Chilliwack Library Programs

- “Freedom to Read” week in February.
- Very popular “Dog Man”, with the Chilliwack RCMP and their police dog Knox and other therapy dogs in attendance to socialize with the crowds.



Yarrow Library programs:

- Children’s programs, including family story time and make and take’s for children.
- Scavenger hunts held for Family Literacy Day, Valentine’s Day and Spring Break.



FRASER VALLEY REGIONAL LIBRARIES (CONT’D)

Sardis Library Programs:

- Streams Foundation Canada hosted a Coffee with Seniors event.



- The Director & Chair of the Climate Change Action Group shared about initiatives the Rotary Club of Chilliwack is participating in, including tree planting programs and climate change kits for schools.
- “Bee Mine” was a popular theme for the kids encouraging them to earn stickers when they told staff about their favorite bee.
- Interactive displays remain popular. Visitors shared their favorite book titles or authors, as well as Valentine’s colouring pages.

RECREATION & CULTURE FACILITIES & PROGRAMS

COMMUNITY SCHOOL PROGRAMS

Yarrow Community School Society (YCSS)

- Family Day free skate at Sardis Sports Complex had 50 skaters of all ages enjoying themselves.
- Super Science Club introduced primary age kids to high quality science fun. Taught by UFV students.
- Two great dads in the Yarrow community ran free youth floor hockey twice a month. Thirty kids attended each session.

Greendale Elementary Community School Society (GECSS)

- Students and staff participated in the 'Coldest Night Challenge' in support of Ann Davis Transition Society.
- Held an eight-week after school acting program that ended with a performance of Annie's Orphans performed to standing room only.



Rosedale Traditional Community School Society

- Spring break camps featuring themes such as: band, space, and art. Activities held during the camp were crafts, food art, game and science experiments.
- A variety of programs offered such as piano and guitar lessons, and kids' programs such as science, home alone, babysitting training, and cooking lessons.



Promontory Heights Elementary Community School Association (PHECSA)

Programs delivered included:

- Ceramics and crafts workshops
- Baking classes
- Floor hockey
- Basketball
- Hatha yoga
- Zumba & karate



RECREATION & CULTURE FACILITIES & PROGRAMS



CHILLIWACK CULTURAL CENTRE

- New \$36,184 complete digital sound board was installed at the Cultural Centre.
- Received a \$40,000 grant towards a theatre lighting upgrade project.
- Hosted Spring Break art camps.
- Welcomed the Year of the Dragon and celebrated the Lunar New Year.



CHILLIWACK AND DISTRICT SENIORS RESOURCES SOCIETY

- Awarded the Not For Profit of the Year from the Chilliwack Chamber of Commerce.
- Free Income Tax program offered again this year. Thank you to the volunteers and trainers.
- Funding from Reaching Home assisted the food hamper program by adding fresh produce and meat monthly.
- Various trips/outings scheduled, including local and day trips that provide learning, socialization, and fun for all.



FIRE DEPARTMENT

ADMINISTRATION
FIRE OPERATIONS
FIRE PREVENTION
TRAINING AND EDUCATION
EMERGENCY MANAGEMENT



FIRST QUARTER REPORT, 2024

FIRE DEPARTMENT ADMINISTRATION



PERSONNEL

Career Staff:

Retirement:
Fire Chief Ian Josephson
March 2024



Chief Josephson began his fire service career with Langley City Fire Department in 1995. He was hired as Assistant Chief, Fire Prevention for the Chilliwack Fire Department in 2001, and in 2013 was appointed to the role of Fire Chief. We thank Chief Josephson for his 23 years of dedicated service, leadership, and commitment to our department and community.



New Appointment:

Andrew Brown
Fire Chief
March 2024



New Appointment:

Jordan Nicol
Firefighter
March 2024



Retirement, Fire Chief Ian Josephson



Paid on-Call (POC) Firefighters:

Nineteen recruits graduated from the department's POC Recruit Training Program in March. Our department's new POC firefighters will begin serving our community at their respective fire halls in April 2024 as follows:

- Hall 1, Downtown - 1 new firefighter
- Hall 2, Rosedale - 4 new firefighters
- Hall 3, Yarrow - 3 new firefighters
- Hall 4, Sardis - 7 new firefighters
- Hall 5, Ryder Lake - 2 new firefighters
- Hall 6, Greendale - 2 new firefighters



POC Recruit Training Program

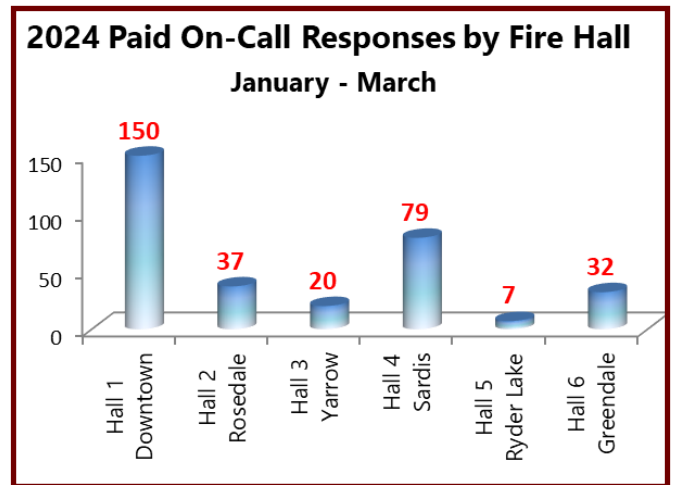
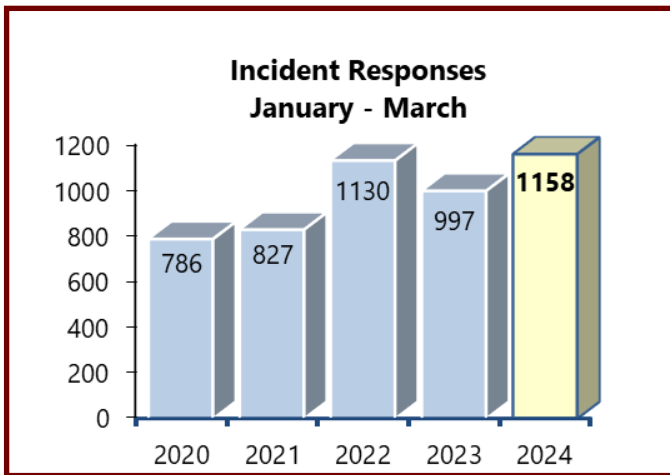
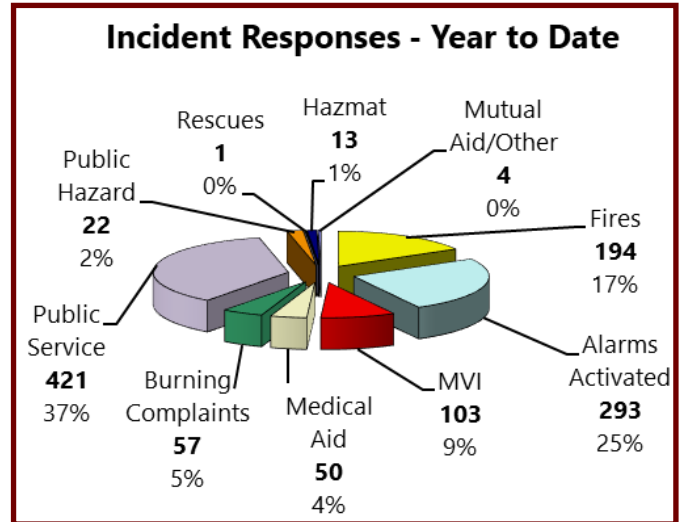


FIRE DEPARTMENT FIRE OPERATIONS

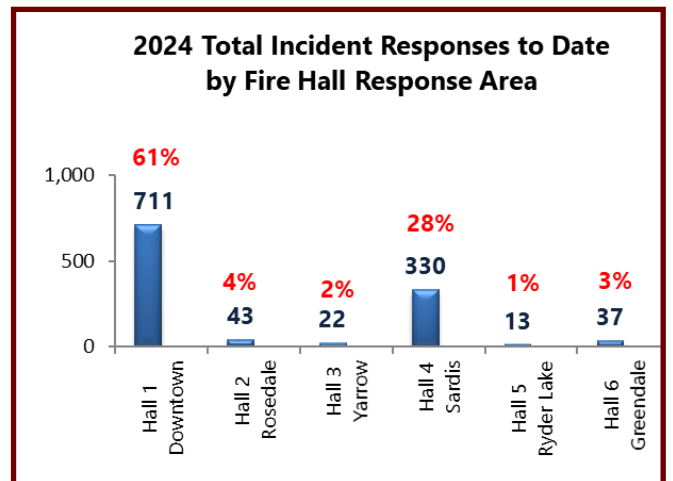


INCIDENT RESPONSES

The department responded to 1,158 calls for service in the first quarter. This is an increase of 161 calls compared to this time in 2023. Incidents for this quarter included 194 fires, 103 motor vehicle incidents, 57 burning complaints, and 50 emergency medical aid calls. So far in 2024, the three leading calls for service were public service, alarms activated, and fire incident responses. These three incident response types accounted for 908 incidents or 79% of the total calls responded to date. Of the total incidents for this quarter, 89% occurred in Fire Hall 1 and Fire Hall 4 response areas.



Vehicle Fire Incident, Yale Road
March 2024



FIRE DEPARTMENT FIRE OPERATIONS



INCIDENT RESPONSES

	Monthly Summary			Totals – 1 st Qtr.
	Jan.	Feb.	Mar.	
FIRES	53	66	75	194
Structures	12	8	13	33
Vehicle	5	3	7	15
Outdoor / Other	36	55	55	146
ALARMS ACTIVATED	115	91	87	293
Single family residential	33	41	43	117
Multi-family residential	43	20	28	91
Non-residential	39	30	16	85
MVI (NO FIRE)	40	32	31	103
Auto extrication	0	0	2	2
Provide medical care	20	18	18	56
Routine cleanup / No injuries	17	14	9	40
Cancelled / Fire not required	3	0	2	5
EMERGENCY MEDICAL AID	8	17	25	50
BURNING COMPLAINTS	9	18	30	57
Illegal	7	17	24	48
Legal	2	1	6	9
PUBLIC SERVICE	148	117	156	421
Investigate safety complaints and hazards	37	19	38	94
Assist other agencies (BCAS, RCMP etc.)	76	84	103	263
Home smoke alarm/Carbon monoxide alarm	13	4	6	23
Post fire recheck / Post fire investigation	1	1	0	2
Trapped in elevator	3	1	2	6
Assist with lift or entry (non-medical/private)	3	4	3	10
Assist with water issue	14	3	1	18
Other	1	1	3	5
PUBLIC HAZARD	12	6	4	22
RESCUES	0	0	1	1
HAZARDOUS MATERIALS	4	3	6	13
MUTUAL AID	0	3	1	4
Totals	389	353	416	1,158

Previous Years:

2023
2022
2021
2020
2019

1st Qtr

Annual Totals

997	4,591
1,130	4,570
827	4,136
786	3,470
725	3,218

FIRE DEPARTMENT FIRE PREVENTION



FIRE SAFETY & PRE-CONSTRUCTION INSPECTIONS

The Prevention Division has been hard at work in the first quarter, completing 238 fire safety and pre-construction inspections. From the early stages of new building construction to tenant improvements, the team collaborates closely with the Building Department, providing subject matter expertise. Furthermore, inspectors review Short-Term Rental applications and conduct business and complaint-driven inspections, including special event and Health & Safety Bylaw Inspections.

As the weather warms up, staff are preparing for increased mobile food truck inspections in partnership with the Greater Vancouver Fire Chiefs Association. Chilliwack leads the charge in ensuring food truck safety in the Lower Mainland. Meanwhile, suppression crews continue to conduct company level inspections, further fortifying our commitment to safety.

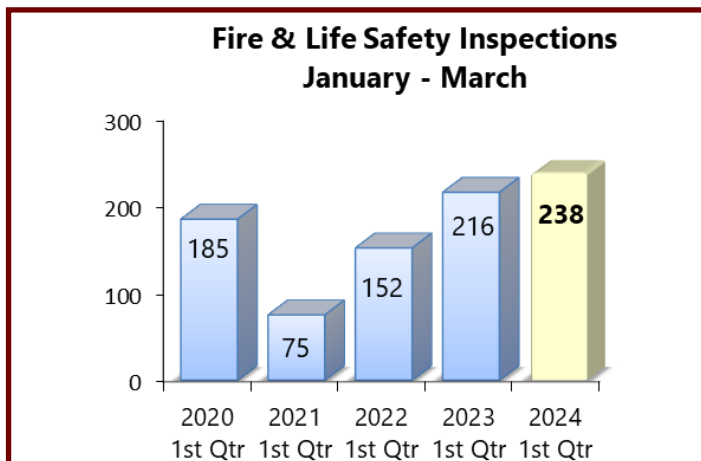
Exciting changes are on the horizon as staff prepare to onboard a new data management system. This upgrade will not only boost efficiency, but will also enhance the department's capacity to serve our community.

FIRE & LIFE SAFETY EDUCATION

Due to COVID-19, the Prevention division faced a backlog from restricted site inspections. Staff have restructured public education efforts, prioritizing large-scale events like the Home & Garden Expo to aid in addressing this backlog. To date in 2024, nine sessions educated 1,051 residents in fire and life safety, and emergency preparedness. Notably, the Fire Department's social media presence has seen a significant boost, with Facebook reach surging from 7.2k to 38k compared to last year. Leveraging this platform, staff aim to promote fire safety education, acknowledge staff efforts, and highlight member contributions.

FIRE INVESTIGATIONS/LOSSES

Fire losses for the first quarter were \$1,397,890. There were eight civilian fire related injuries during this quarter. A total of 33 dollar loss structure fires occurred this quarter with 26 (79%) occurring in residential occupancies. Of the 33 dollar loss structure fires that occurred this quarter, 30 (91%) occurred in the Fire Hall 1 (Downtown) and Fire Hall 4 (Sardis) response zones. Fire origin and cause investigations were completed to identify fire loss trends and focus education efforts to prevent future losses.



Chilliwack Home, Leisure, and Outdoor Living Expo
January 2024

FIRE DEPARTMENT TRAINING AND EDUCATION



TRAINING

The department continually strives to improve the services and programs it provides to the citizens of the community. The year began with the continuation of the busy winter session.

Paid on-Call (POC) Recruit Training Program

- The fall POC Recruit Training Program concluded this year with a live fire training session at the Justice Institute of British Columbia. The 300 plus hour training program meets the Office of the Fire Commissioner provincial training requirements for the Interior Firefighting Level of Service and First Responder Level III. In March, 19 new recruit firefighters completed the program and are now proudly serving our community. The success of the Recruit Training Program would not be possible without the assistance of paid on-call and career members, with over 40 members participating.

Career Recruit Training

- One new career firefighter began an intense recruit training program focusing on firefighting, rope rescue, vehicle rescue, confined space rescue, medical aid, etc. The training program builds off their paid on-call training.

Education:

- **Pre-Hospital Care** is a large component of the training curriculum and includes regularly scheduled CPR, AED, and FR 3 classes that are taught by in-house instructors. All firefighters are certified in this program through the Ministry of Health.
- **Rapid Intervention Training (RIT)** – RIT teams are required as a rescue team for firefighters in the event of a catastrophic event at a structure fire injuring or trapping fire crews.
- **Topic of the Month** – All career firefighters participated in refresher training in pre-determined topics of the month. During this quarter the topics were: RIT/Mayday, Confined Space, and Vehicle Rescue.

Education (continued):

- **Chainsaw Training** – All paid on-call firefighters participated in refresher chainsaw training and safety practices.
- **Responding to Interface Fires** – 125 firefighters from six fire departments participated in a training program designed to enhance candidates' knowledge, skills, and abilities in mitigating interface fires.
- **Firefighter Youth Camp** - During spring break, 15 students from Chilliwack high schools participated in a six day, 48-hour Firefighter Youth Camp. Students participated in both theory and practical sessions in program skills, including First Aid, Fire Behaviour, Fire Extinguishers, Hoses, Ropes & Knots, Ladders, Personal Protective Equipment, Self-Contained Breathing Apparatus, and Fire Prevention and Education.
- **Emergency Scene Management II (ESM)** – Safely mitigating an incident requires knowledge, skills, and systematic processes and procedures. 16 career firefighters participated in 40 hours of theoretical and practical training in ESM in accordance with NFPA 1021.

Career Recruit Training, Vehicles into Water



Responding to Interface Fires (RTI Training)



FIRE DEPARTMENT

EMERGENCY MANAGEMENT



EMERGENCY PROGRAM UPDATE

In the first quarter, staff continued to focus on reviewing the new BC Emergency and Disaster Management Act (EDMA) and proposed regulations. Staff submitted comments on proposed changes to Emergency Management Regulations, including proposed revisions to the Disaster Financial Regulation. It is anticipated that regulations to support EDMA will be developed and implemented by the Province of BC over the next 12-24 months. Staff continue to stay well-connected to the regulation development process. This quarter, staff began planning for an in-house workshop for public information officers as part of skills development and seasonal readiness initiatives.

On March 11, staff took part in a Hazard, Risk, and Vulnerability Assessment workshop with Sqwá First Nation. Extreme weather events, wildfires, and structure fires were discussed, with an overall goal of the assessment being used to inform emergency mitigation, preparedness, response, and recovery efforts for the community.

On March 18, the City hosted the Justice Institute of B.C. "Community Evacuations" course, which provides skills in evacuation planning as well as conducting evacuations of community members during an emergency incident. Sixteen members of Chilliwack's Emergency Operations Centre (EOC) team successfully completed this course, which was provided free of charge by the Ministry of Emergency Management and Climate Readiness.

The Chilliwack Emergency Support Services (ESS) team was activated four times in the quarter to support residents displaced from residential structure fires. ESS volunteers were heavily active in training and exercises in the quarter, with team members taking part in the following courses/exercises:

- Reception Centre functional exercise (with Abbotsford, Mission, and Langley ESS teams)
- Introduction to ESS (with the Leq'á:mel First Nation)
- ESS Registration and Referrals (with the Leq'á:mel First Nation)
- Evacuee Registration and Assistance Tool (delivered in-house)

The continued dedication and efforts of our ESS team's leadership and volunteers contributes to a high level of readiness and maintains Chilliwack's reputation as a "go-to community" to support evacuees from large scale events throughout the province.



**Structure Fire, Broadway
February 2024**



**LEGISLATIVE
SERVICES
VANDALISM TO
CITY FACILITIES**

FIRST QUARTER REPORT, 2024

LEGISLATIVE SERVICES

VANDALISM TO CITY FACILITIES



VANDALISM REPORT SUMMARY TABLE

CITY OF CHILLIWACK													
2024 First Quarter - Vandalism Report Summary													
January, February, March 2024													
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Year to Date
Public Works and Parks	\$ 1,289	\$ 3,814	\$ 4,001										
Recreation Facilities	\$ 350	\$ 1,189	\$ 250										
Civic Facilities	\$ 135	-	-										
Engineering - Wire Theft	\$ 2,883	-	-										
Fire	-	-	-										
2024 TOTALS	\$ 4,657	\$ 5,003	\$ 4,251										\$ 13,911
2023 TOTALS	\$ 14,624	\$13,075	\$ 21,125	\$ 12,771	\$ 11,543	\$ 11,818	\$ 17,421	\$ 8,076	\$ 14,490	\$12,053	\$ 8,361	\$18,163	\$ 163,520



LEGISLATIVE SERVICES

VANDALISM TO CITY FACILITIES



PUBLIC WORKS AND PARKS

Month	Item	Cost
January	Graffiti	\$674.00
	Vandalism	\$615.00
February	Graffiti	\$1,484.00
	Vandalism	\$2,330.00
March	Graffiti	\$1,881.00
	Vandalism	\$2,120.00
	Total:	\$9,104.00

RECREATION FACILITIES

Month	Item	Cost
January	Graffiti	\$350.00
	Vandalism	\$0.00
February	Graffiti	\$320.00
	Vandalism	\$869.00
March	Graffiti	\$250.00
	Vandalism	\$0.00
	Total:	\$1,789.00

CIVIC FACILITIES

Month	Item	Cost
January	Graffiti	\$135.00
	Vandalism	\$0.00
February	Graffiti	\$0.00
	Vandalism	\$0.00
March	Graffiti	\$0.00
	Vandalism	\$0.00
	Total:	\$135.00

STREETLIGHTING—WIRE THEFT

Month	Item	Cost
January	Vandalism / Wire Theft	\$2,883.00
February	Vandalism / Wire Theft	\$0.00
March	Vandalism / Wire Theft	\$0.00
	Total:	\$2,883.00

FIRE DEPARTMENT

There were no significant acts of vandalism to the Fire Department this quarter.



MUNICIPAL DEVELOPMENT

**PLANNING
BUILDING
LAND DEVELOPMENT
BYLAW ENFORCEMENT**

FIRST QUARTER REPORT, 2024

MUNICIPAL DEVELOPMENT PLANNING DEPARTMENT

ECONOMY AND HOUSING MARKET STARTS

According to Central 1 Credit Union, Canada's housing market held steady in March with national home sales and average prices unchanged from the previous month. Despite softer sales, the national average home price remained steady at \$665,000. At a national level, the pace of new home construction climbed 14% in February compared to January, but then decreased 7% in March compared to February, according to Canada Mortgage and Housing Corporation (CMHC). In spite of this drop, major Canadian cities of Toronto, Vancouver and Calgary saw an increase in total housing starts with record-high levels of apartment construction.

Chilliwack and District Real Estate Board (CADREB) and Fraser Valley Real Estate Board (FVREB) statistics indicate an increase in home pricing throughout the Fraser Valley, despite high interest rates and slow sales activity. Compared to March 2023's benchmark prices, CADREB reports the current benchmark price for a single-detached dwelling (two storey) increased 5.7% (\$1,005,300), townhomes increased 6.9% (\$620,200), and apartments increased 8% (\$414,700). In communities to the west (Abbotsford, Langley, Mission, North Delta, Surrey, and White Rock), the FVREB reports the current benchmark price for a single-detached dwelling increased 8.8% (\$1,517,100), townhomes increased 7.2% (\$846,900), and apartments increased 6.9% (\$555,000), compared to March 2023.

Residential building permits in Chilliwack are trending higher for the first quarter of 2024 compared to the same period last year. Chilliwack's total new residential building permit units are 216 (44 single detached and 172 apartment units) compared to 76 residential units for the same period in 2023. No new residential units for duplexes or townhouses have been issued so far this year. Sources: Central 1 Credit Union, City of Chilliwack Building Permit Records, Chilliwack & District Real Estate Board, CMHC, Fraser Valley Real Estate Board

IMPLEMENTING NEW PROVINCIAL HOUSING LEGISLATION

Planning staff have been working towards complying with the Provincial deadlines for Bills 44 and 47 for Small-Scale Multi-Unit Housing (SSMUH) and Transit-Oriented Areas (TOA). Through inter-departmental workshops and discussions, a draft approach will be presented to various Council Committees during the second quarter of 2024. Planning staff also prepared and circulated four Request for Proposals/ Quotations: 1) 2050 Official Community Plan Review, 2) Design Guidelines Review & Update, 3) Heritage Conservation Area Creation Project, and 4) Residential Development Financial Analysis. The closing dates, consultant contract agreements, and project initiations are planned throughout the second quarter of 2024. Opportunities for public engagement will be announced when these projects are underway.

CITY & NEIGHBOURHOOD PROFILES

Progress continues on completing the City-wide and neighbourhood demographic profiles and ten-year community trends report, using data from the 2011, 2016, and 2021 Census years. The project is on track to be presented to Council during the second quarter of 2024.

HERITAGE STRATEGIC ACTION PLAN: NEXT STEPS

In January 2024, Council endorsed the new Heritage Interest Inventory, identifying 92 heritage resources that remain from a list first prepared in 1991. This updated list will be used to further implement the Heritage Strategic Action Plan. Following this, Planning staff met with the City's Heritage Advisory Committee in March to review and discuss those next steps. Topics of discussion included the proposed work plan for creating a community heritage register as well as explore creating a heritage conservation area in the "Village Walk" area.

MUNICIPAL DEVELOPMENT PLANNING DEPARTMENT



PLANNING APPLICATION SUMMARY – 2023

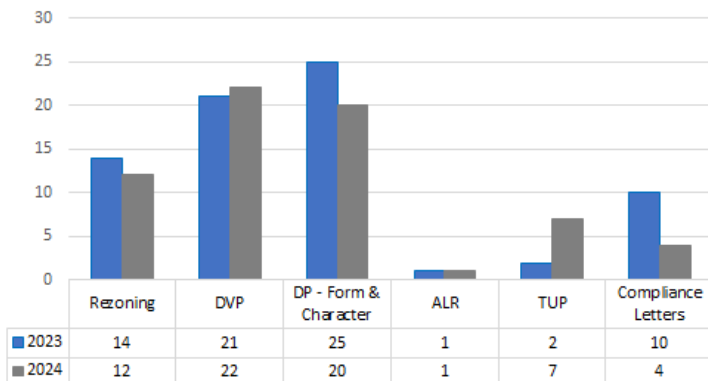
APPLICATION	JAN	FEB	MAR	APR	MAY	JUN	JULY	AUG	SEPT	OCT	NOV	DEC	Q1 Totals	2023 YTD Totals
Rezoning	7	3	4										14	14
DVP	9	5	7										21	21
DP - Form & Character	8	6	11										25	25
ALR	0	0	1										1	1
TUP	2	0	0										2	2
Compliance Letters	5	1	4										10	10
New Business Licences	35	77	38										150	150

PLANNING APPLICATION SUMMARY – 2024

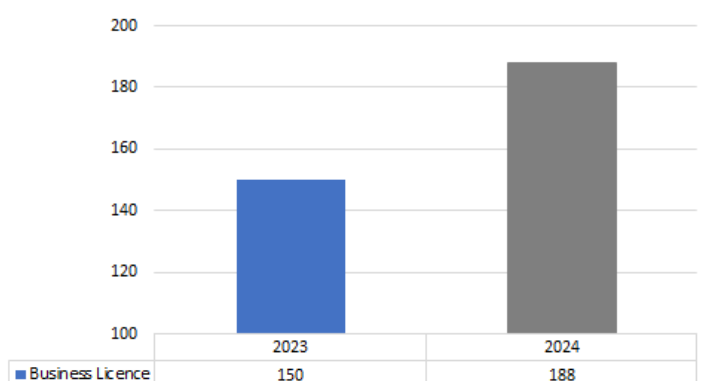
APPLICATION	JAN	FEB	MAR	APR	MAY	JUN	JULY	AUG	SEPT	OCT	NOV	DEC	Q1 Totals	2024 YTD Totals
Rezoning	1	4	7										12	12
DVP	8	2	12										22	22
DP - Form & Character	5	5	10										20	20
ALR	1	0	0										1	1
TUP	3	4	0										7	7
Compliance Letters	2	0	2										4	4
New Business Licences	58	63	67										188	188



1st Quarter - 2023/2024 Comparison



1st Quarter - 2023/2024 New Business Licence



MUNICIPAL DEVELOPMENT PLANNING DEPARTMENT



APPLICATIONS RECEIVED BY NEIGHBOURHOOD - 1st QUARTER

	Rezoning	Development Variance Permits	Development Permits Form & Character	ALR	TUP	*Business Licences
Fairfield		1				7
Little Mountain						2
Chilliwack Proper	6	10	9		3	82
Chilliwack Mountain		1				5
Cattermole						
Village West	1	3	2		1	10
Sardis	1		2			23
Vedder	2	1	1		2	43
Greendale						13
Greendale Area		1		1		
Yarrow	1		1			5
Promontory		1			1	20
Ryder Lake						3
Majuba Hill						3
Eastern Hillside		1	1			8
Rosedale			1			2
Valley North	1	3	3			12
Valley South						2
Non Resident Businesses						39
TOTAL APPLICATIONS	12	22	20	1	7	279

*Note: Business Licences include new, change of address, ownership changes and non-resident.



MUNICIPAL DEVELOPMENT BUILDING & LAND DEVELOPMENT



BUILDING PERMIT INFORMATION

2024 BUILDING PERMITS - 1ST QUARTER

2024 BUILDING PERMITS - 1ST QUARTER												
	1st Quarter 2024			2024 YEAR-TO-DATE			1st Quarter 2023			2023 YEAR-TO-DATE		
	PERMITS	UNITS	VALUE	PERMITS	UNITS	VALUE	PERMITS	UNITS	VALUE	PERMITS	UNITS	VALUE
RESIDENTIAL												
New single family (fee simple)	13	21	6,216,154	13	21	6,216,154	8	11	5,450,000	8	11	5,450,000
New single family (strata)	8	15	3,775,000	8	15	3,775,000	4	6	2,500,000	4	6	2,500,000
First Nations Lease	0	0	0	0	0	0	0	0	0	0	0	0
New 2 family duplex (fee simple)	0	0	0	0	0	0	0	0	0	0	0	0
New 2 family duplex (strata)	0	0	0	0	0	0	0	0	0	0	0	0
New townhouses	0	0	0	0	0	0	3	10	3,300,000	3	10	3,300,000
New apartments	3	172	28,150,000	3	172	28,150,000	1	44	12,000,000	1	44	12,000,000
Mobile / manufactured homes	1	1	240,000	1	1	240,000	1	1	300,000	1	1	300,000
Secondary suites, TADs, etc.	4	4	101,000	4	4	101,000	0	0	0	0	0	0
Miscellaneous residential	32	3	5,194,279	32	3	5,194,279	46	4	6,035,860	46	4	6,035,860
TOTAL RESIDENTIAL	61	216	43,676,433	61	216	43,676,433	63	76	29,585,860	63	76	29,585,860
COMMERCIAL	PERMITS	M2	VALUE	PERMITS	M2	VALUE	PERMITS	M2	VALUE	PERMITS	M2	VALUE
New commercial buildings	1	139	75,000	1	139	75,000	0	0	0	0	0	0
Misc. commercial (additions, improvements, etc.)	20	0	5,838,100	20	0	5,838,100	10	0	4,168,850	10	0	4,168,850
Commercial Signs	13	0	137,518	13	0	137,518	15	0	107,468	15	0	107,468
TOTAL COMMERCIAL	34	139	6,050,618	34	139	6,050,618	25	0	4,276,318	25	0	4,276,318
INDUSTRIAL	PERMITS	M2	VALUE	PERMITS	M2	VALUE	PERMITS	M2	VALUE	PERMITS	M2	VALUE
New industrial buildings	0	0	0	0	0	0	1	342	1,250,000	1	342	1,250,000
Misc. industrial (additions, improvements, etc.)	1	0	470,000	1	0	470,000	3	0	167,000	3	0	167,000
TOTAL INDUSTRIAL	1	0	470,000	1	0	470,000	4	342	1,417,000	4	342	1,417,000
INSTITUTIONAL	PERMITS	M2	VALUE	PERMITS	M2	VALUE	PERMITS	M2	VALUE	PERMITS	M2	VALUE
New institutional buildings	0	0	0	0	0	0	0	0	0	0	0	0
Misc. institutional (additions, improvements, etc.)	3	0	6,049,653	3	0	6,049,653	1	0	450,000	1	0	450,000
TOTAL INSTITUTIONAL	3	0	6,049,653	3	0	6,049,653	1	0	450,000	1	0	450,000
AGRICULTURAL	PERMITS	M2	VALUE	PERMITS	M2	VALUE	PERMITS	M2	VALUE	PERMITS	M2	VALUE
New agricultural buildings	9	10,201	3,102,000	9	10,201	3,102,000	8	5,924	2,491,186	8	5,924	2,491,186
Misc. agricultural (additions, etc.)	1	265	250,000	1	265	250,000	4	3,514	1,480,000	4	3,514	1,480,000
TOTAL AGRICULTURAL	10	10,466	3,352,000	10	10,466	3,352,000	12	9,438	3,971,186	12	9,438	3,971,186
OTHER	1st Quarter 2024	2024 YTD	1st Quarter 2023	2023 YTD								
Demolition	11	11	17	17	BUILDING INSPECTIONS							
Service Permits	5	5	9	9								
					1st Quarter 2024							
					2024 YEAR-TO-DATE							
					1st Quarter 2023							
					2023 YEAR-TO-DATE							
MONTH-END TOTALS	125	216	59,598,704	125	216	59,598,704	131	76	39,700,364	131	76	39,700,364

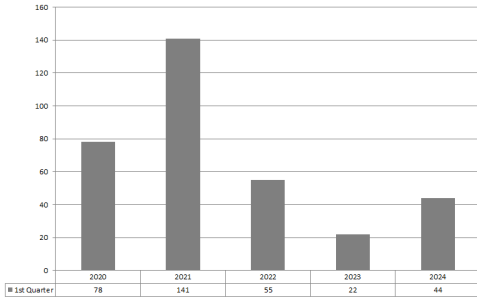


MUNICIPAL DEVELOPMENT BUILDING & LAND DEVELOPMENT

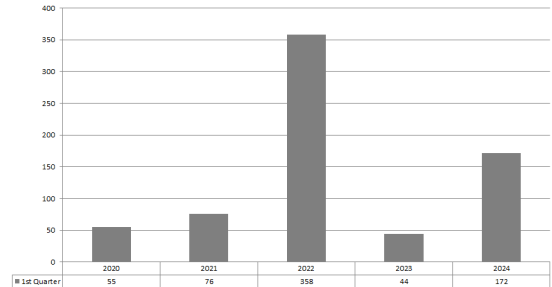


BUILDING PERMIT INFORMATION

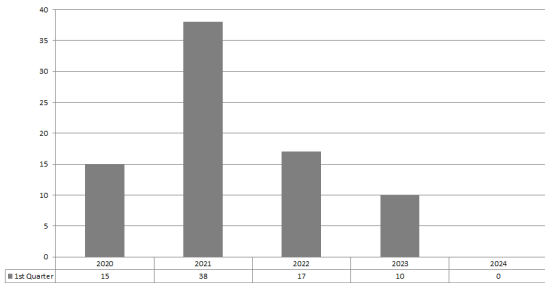
Single Family
1st Quarter 5-Year Comparison



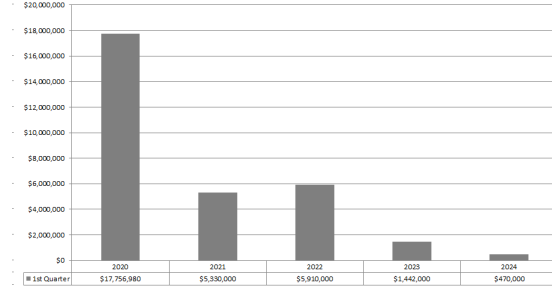
Multi-Family Apartments
1st Quarter 5-Year Comparison



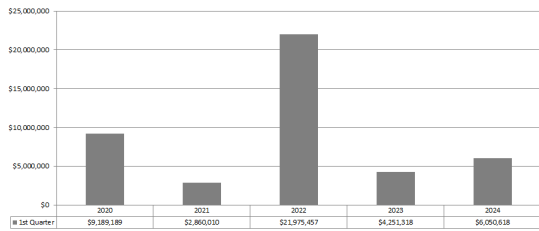
Townhouses
1st Quarter 5-Year Comparison



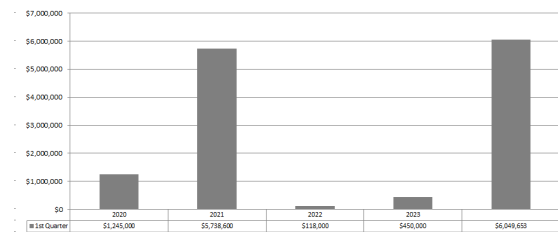
Industrial
1st Quarter 5-Year Comparison



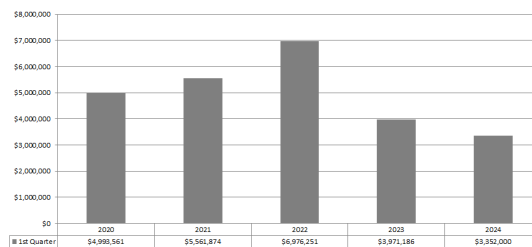
Commercial
1st Quarter 5-Year Comparison



Institutional
1st Quarter 5-Year Comparison



Agricultural
1st Quarter 5-Year Comparison

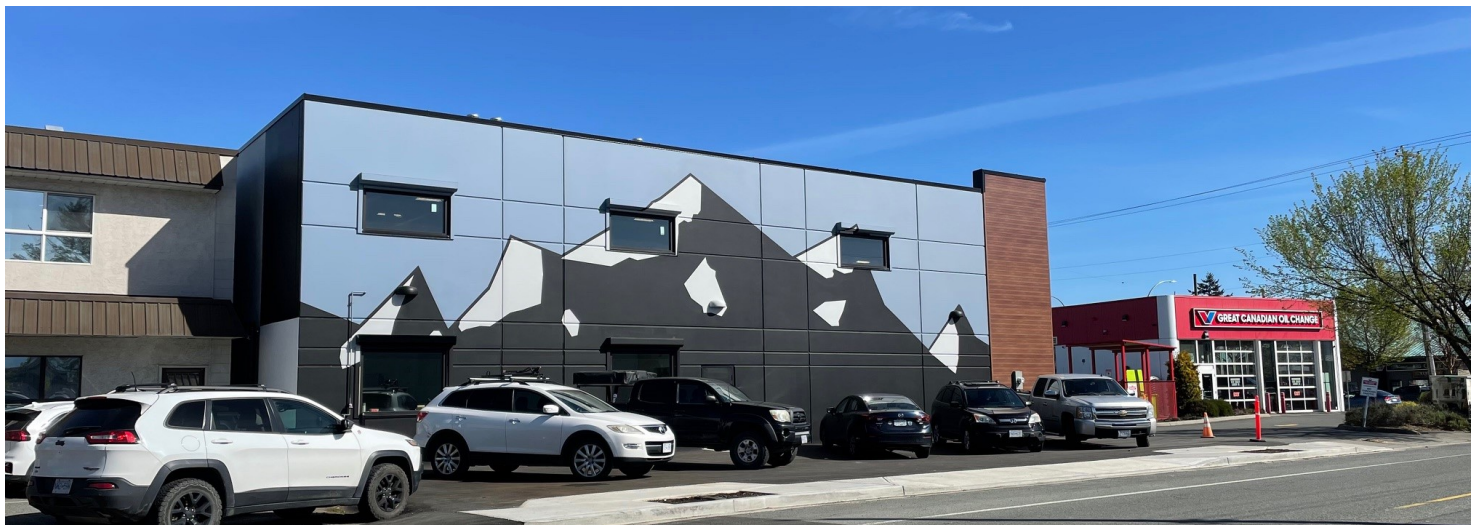
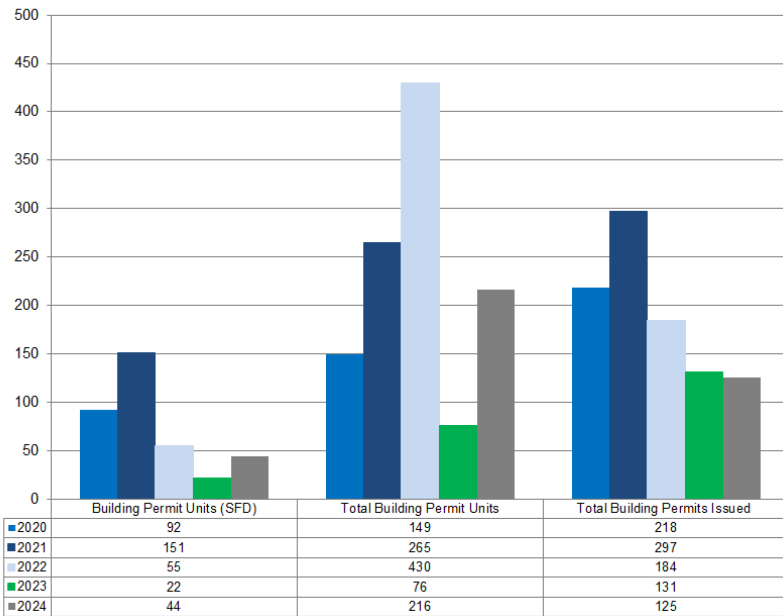


MUNICIPAL DEVELOPMENT BUILDING & LAND DEVELOPMENT



BUILDING PERMIT INFORMATION

1st Quarter 5-Year Comparison
Building Permits

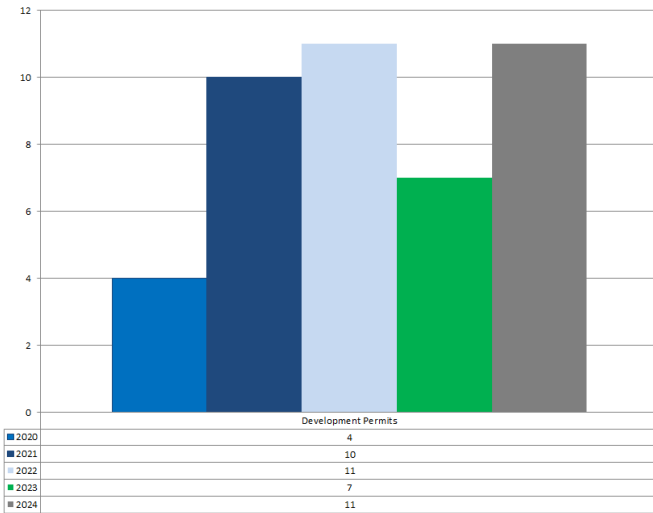


MUNICIPAL DEVELOPMENT BUILDING & LAND DEVELOPMENT

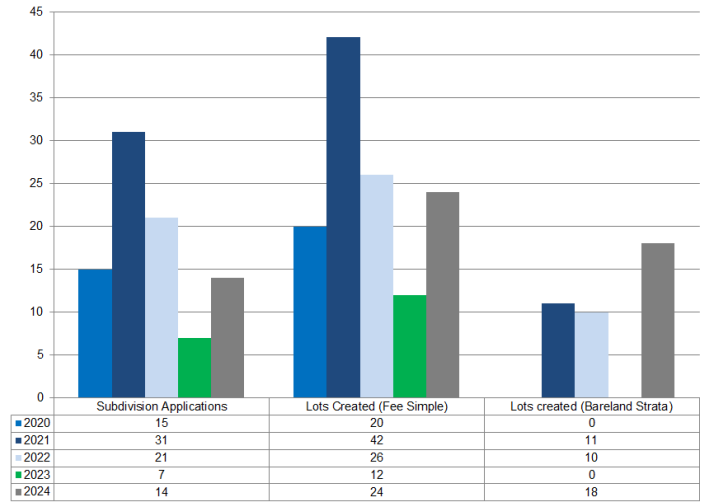


LAND DEVELOPMENT INFORMATION

1st Quarter 5-Year Comparison
Development Permits



1st Quarter 5-Year Comparison
Subdivision

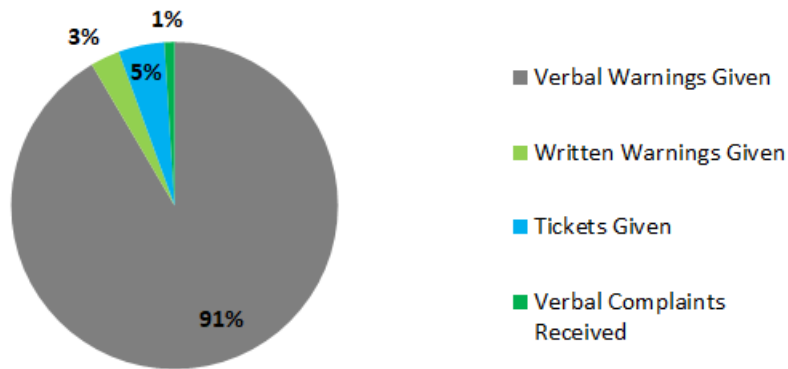


MUNICIPAL DEVELOPMENT BYLAW ENFORCEMENT

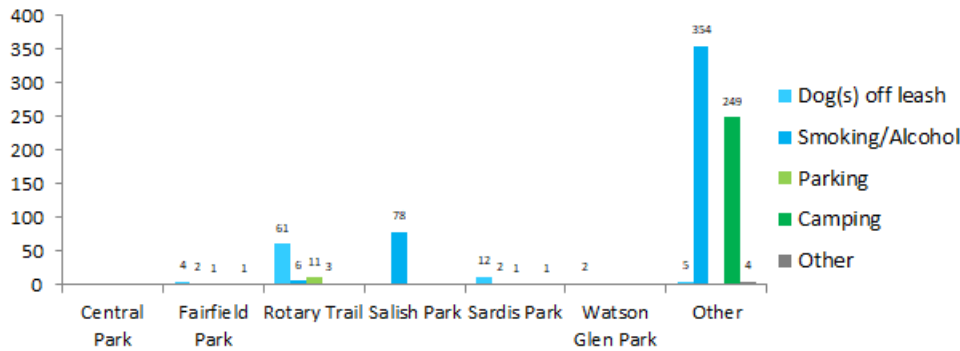


BYLAW BIKE PATROL INFORMATION

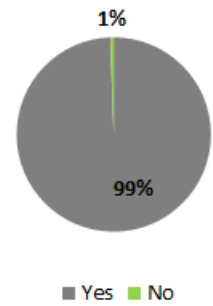
Total Monthly Stats



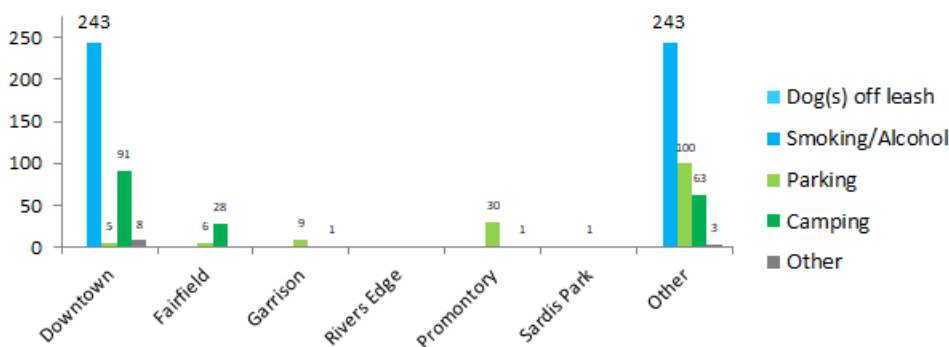
Verbal Warnings (Parks)



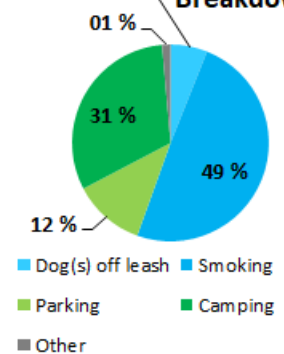
Verbal Warning - Compliance Achieved



Verbal Warnings (Neighbourhoods)



Verbal Warning Breakdown

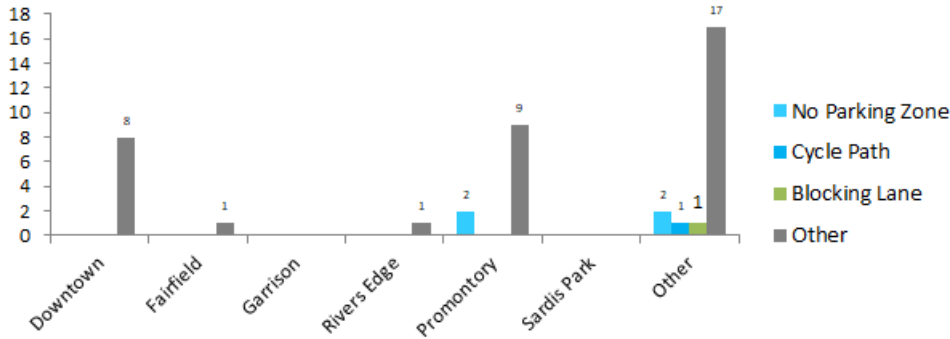


MUNICIPAL DEVELOPMENT BYLAW ENFORCEMENT

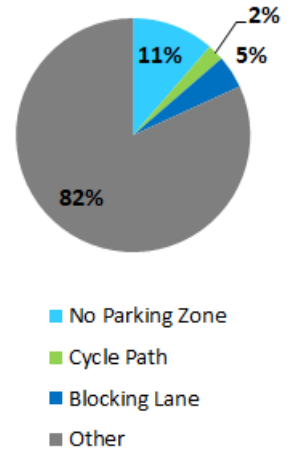


BYLAW BIKE PATROL INFORMATION

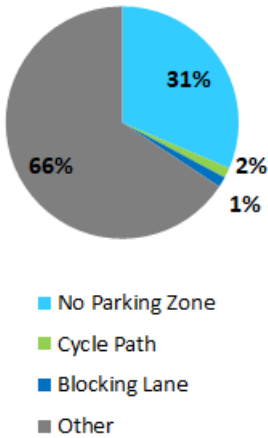
Written Warnings (Neighbourhoods)



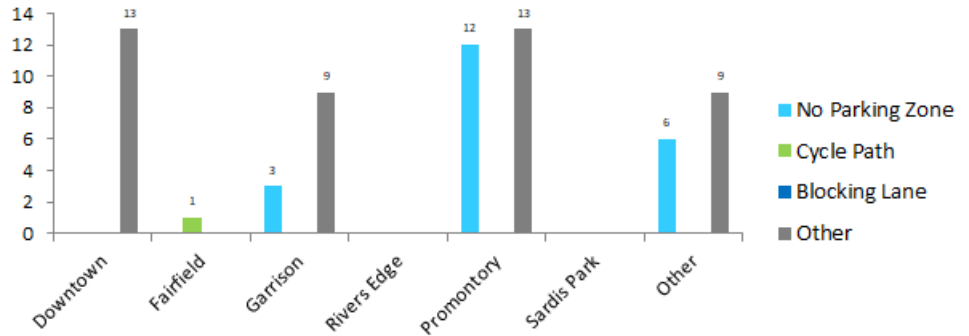
Written Warning Breakdown



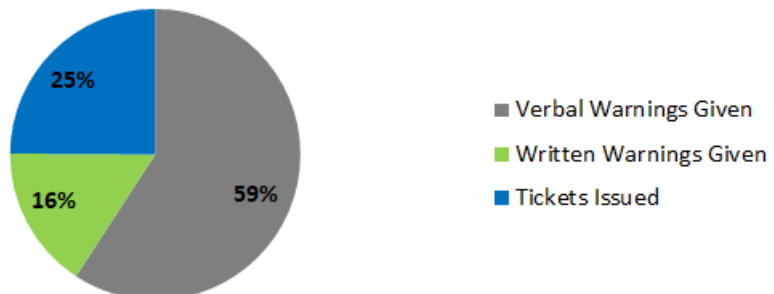
Ticket Breakdown



Tickets Issued (Neighbourhoods)



Parking Enforcement Type

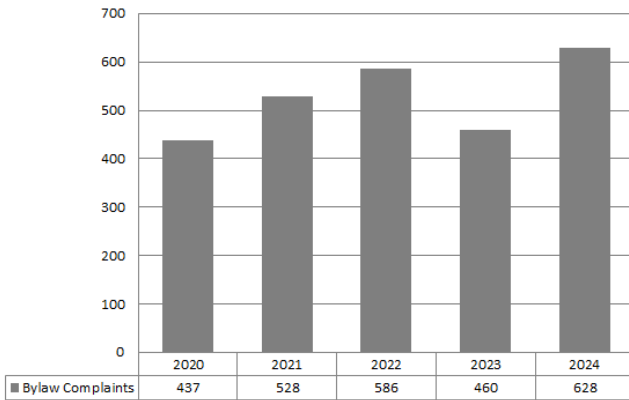


MUNICIPAL DEVELOPMENT BYLAW ENFORCEMENT

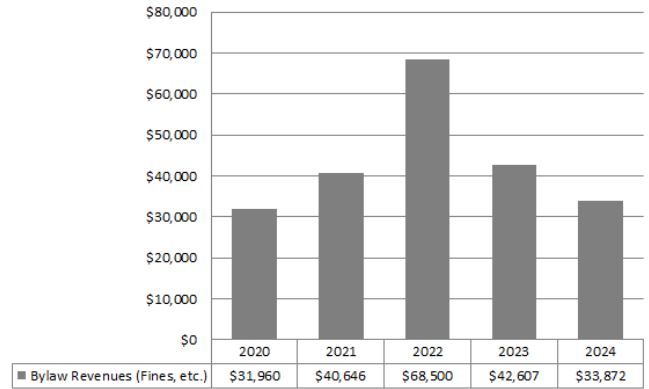


BYLAW ENFORCEMENT INFORMATION

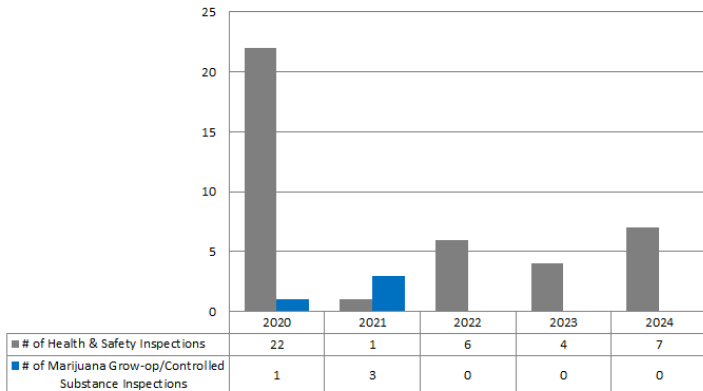
Bylaw Enforcement
1st Quarter 5-Year Comparison Complaints



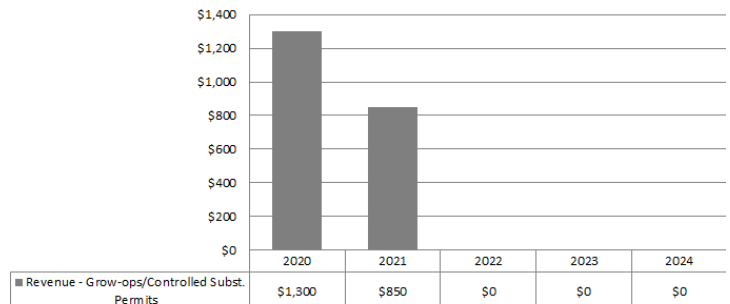
Bylaw Enforcement
1st Quarter 5-Year Comparison Revenues



Health & Safety Enforcement Inspections
1st Quarter 5-Year Comparison



Health & Safety
1st Quarter 5-Year Comparison Revenues



A woman with long dark hair, wearing a white shirt, is holding a large, clear glass sphere. The sphere reflects a street scene with buildings and trees. The background is a blurred outdoor setting with trees and a building.

SOCIAL DEVELOPMENT

**COMMUNITY SAFETY PLAN
HOMELESSNESS ACTION PLAN
REACHING HOME
CHILLIWACK HEALTHIER
COMMUNITY**

FIRST QUARTER REPORT, 2024

SOCIAL DEVELOPMENT COMMUNITY SAFETY PLAN

COMMUNITY SAFETY PLAN

Through the first quarter of 2024, significant work continued to support implementation of the Chilliwack Community Safety Plan. The Community Safety Governance Committee met in February to review objectives, actions, and opportunities to increase momentum on projects that have struggled to advance. Focus group meetings will be scheduled with subject matter experts to review the various items in the plan that require further collaboration with a focus on Corrections including, discharge planning, detox and treatment services, youth programming, and early interventions.

Highlights for this quarter include:

Street Based Outreach

- **Pacific Community Resources Society** made 1,052 contacts, accompanying the Community Response Team's daily patrols; and 651 contacts during daily outreach.
- **Cyrus Centre** supported 90 youth with an average of 10-25 contacts daily. Staff made 150 referrals to outside agencies and 100 food hampers were distributed.

Through this work, individuals experiencing homelessness are connected to services such as health services, housing and residential treatment. Funding will continue in 2024-2025, with a focus on a more collaborative and coordinated approach. The contract for this work was awarded in March to Pacific Community Resources Society (PCRS) in partnership with Cyrus Centre to provide services to youth and adults seven days a week.

Case Management—Continues in conjunction with daily Community Response Team/outreach patrols, as well as through weekly Situation Table (CIRT) and bi-weekly Shop Talk meetings. A Case Management Services Sub-Project was awarded to PCRS—Housing Hub.

Public Safety Advisory Committee (PSAC) – Continued to meet monthly in quarter four.

Assertive Community Treatment (ACT) and Car 67 –

The Mobile Integrated Crisis Response (MICR) team has continued working in the community through a partnership between the RCMP and Fraser Health. Efforts to advocate for an ACT team by the Community Safety Governance Committee are ongoing.

Early Interventions — A focus group will be scheduled in quarter two to gain a better understanding of the issues affecting young people and identify future opportunities for next steps.

Funding for Indigenous Homelessness – Reaching Home funding continued to provide the following supports to Indigenous peoples experiencing homelessness:

- Indigenous Housing Support Facilitator (Housing Hub)
- Indigenous shelter staff (Wellness Centre)
- Indigenous Youth Outreach

Culturally Appropriate Outreach and Training/

Collaboration – Historical Impact Training was provided on two occasions by Kelowa Edel, from Stó:lō Service Agency. 33 staff from local service agencies attended these two day sessions. Given the great feedback and growing waitlist this will be held again in quarters two and three.

Mobile Health Supports – Fraser Health's Integrated Homelessness Action Response Team (IHART) and Intensive Case Management (ICM) Team remain active in Chilliwack. Team members are connected and collaborating with RCMP and local service providers and continue to provide mobile, on-call outreach, including medical and mental health supports. IHART operationalized a mobile treatment centre (van) which is operating in Chilliwack two days a week. Services include wound care, harm reduction, testing and care for Sexually Transmitted Infections (STIs), foot care, etc.

SOCIAL DEVELOPMENT HOMELESSNESS ACTION PLAN

HOMELESSNESS ACTION PLAN

In this quarter, the following actions were taken by the City, Province, and non-profit partners to implement objectives of Chilliwack’s Homelessness Action Plan:

Develop and Implement Housing First: Housing Hub, operated by PCRS, receives funding from Reaching Home for two Housing Support Facilitators that work to house and support individuals and families that are experiencing or at risk of homelessness. They were awarded funding in 2024-2025 to continue this work. The Housing Support Facilitator has a caseload of 22 participants with 12 attached children. A highlight for Housing Hub this quarter was a participant graduated from the program and is slated to move to new affordable housing at the Paramount. The Indigenous Housing Support Facilitator has a caseload of 14 with 8 attached children.

The CHC Housing First Task Team meets regularly to discuss shelter and housing services, vacancies, opportunities and challenges. At the meetings in quarter one, challenges included toxic drug supply, complex care issues, the high rate of illness amongst people experiencing homelessness, and lack of doctors to assist participants in the Persons with Disabilities (PWD) application process. Opportunities included a super clinic for participants to receive assistance with getting new ID, taxes and Income Assistance (IA) and PWD applications, new dental supports for seniors, a mobile health clinic, rental subsidies through BC Housing and enhanced supports for immigrants that may be experiencing, or are at imminent risk, of homelessness.

Wellness Centre: open from 7 am to 7 pm daily, provides a safe space to rest, eat, do laundry, and get help with Income Assistance applications, identification, minor medical care, and housing applications. This quarter, the Wellness Centre had 8,048 unique visits. In quarter one, it was determined that BC Housing will fund the Wellness Centre, with Lookout Housing and Health Society taking over operations on April 1.

Increase coordination amongst agencies to prevent homelessness: weekly Chilliwack Interagency Response Team (Situation Table) meetings continue to take place, providing partners with an update regarding vulnerable individuals with immediate high risks. Seven individuals were supported, including three youth referrals from School District 33 and four adult referrals from PCRS, PearlLife Renewal and the Chilliwack General Hospital Peer Program.

Bi-weekly Shop Talk meetings continued, where front-line staff meet. This meeting is facilitated through a partnership with the City and PCRS and supported by Reaching Home funding. In quarter one, Shop Talk members presented 60 individuals experiencing homelessness and had the highest attendance rate to date at the February 8 meeting, with a total of 28 front line staff participating.

The following agencies participate in this meeting on a regular basis:

- Connective Support Society
- PCRS
- Ministry of Social Development and Poverty Reduction (MSDPR)
- Rain City Housing Society
- Chilliwack Probation
- RCMP
- Chilliwack Community Living BC
- Fraser Health—IHART, Rapid Access to Additions Care (RAAC) and, Intensive Case Management (ICM)
- PearlLife Renewal
- Ann Davis Transition Society (ADTS)
- Cyrus Centre
- Salvation Army
- Wilma's Transition Society
- Canadian Addiction Treatment Centres

Shop Talk Stats	
Females	20
Males	40
< 20	0
20's	16
30's	29
40's	12
50's	1
70's	2
Indigenous	35
Use Substances	59
Mental Health	57
Cognitive Impairment	25



Photo of February 8 Shop Talk meeting

SOCIAL DEVELOPMENT REACHING HOME

REACHING HOME—CANADA'S STRATEGY TO END HOMELESSNESS

Reaching Home – is a community-based, federally funded program aimed at preventing and reducing homelessness by providing direct support and funding to designated communities. In 2020, Chilliwack became a designated community. A contract renewal was received in quarter one to extend the program for a minimum of two years. An additional two years may be provided pending implementation of Coordinated Access and HIFIS.

The 2023-2024 funded programs included a Housing Support Facilitator, Indigenous Housing Support Facilitator, Street Outreach, Indigenous Youth and Youth Outreach and Prevention and Diversion and the Wellness Centre. These successful programs concluded on March 31, 2024.

In quarter one, the Community Advisory Board determined the 2024-2025 funding priorities. Requests for Proposals (RFP) were posted and submissions were evaluated. The following sub-projects were successful in receiving funding:

- PCRS and Cyrus Centre—Coordinated Community Outreach
- Chilliwack and District Seniors' Resources Society—Prevention and Diversion
- Wilma's Transition Society—Prevention and Diversion
- PCRS—Housing Hub—Case Management Services

Photo: Coldest Night of the Year Walk on February 24

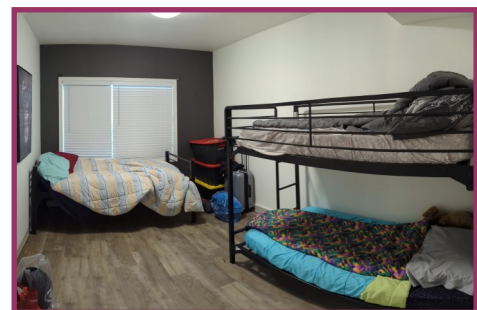


Coordinated Access (CA) – Staff continued to meet with service providers, Infrastructure Canada, HPD and BC Housing regarding federal and provincial alignment on CA and HIFIS implementation during the first quarter. Significant steps have been made to advance HIFIS implementation including:

- Training for Governance Committee members
- Attendance at a 3-day conference on CA/HIFIS
- Staff testing the HIFIS sandbox environment
- Shared administration documents such as the Project Charter, Privacy Impact Assessment, User Manual, Data Flow Map, Data Sharing agreement, Integrated Program Agreement and Client Consent Forms

Winter Funding Top-Up— Infrastructure Canada notified the City of available top up funds in the amount of \$298,933 to address winter unsheltered homelessness. A winter funding investment plan was submitted in January and the following sub-projects were awarded funding:

- Chilliwack and District Seniors' Resources Society—Prevention and Diversion and Rental Supplements.
- Salvation Army—Prevention and Diversion and Food Insecurity.
- Wilma's Transition Society—Prevention and Diversion.
- Ruth and Naomi's—shelter bathroom renovation and 50 shelter mats.
- PCRS—Wellness Centre and Indigenous Clinical and Treatment Services.
- Cyrus Centre—bunk bed mats for the youth shelter—see photo below.



SOCIAL DEVELOPMENT

CHILLIWACK HEALTHIER COMMUNITY



CHILLIWACK HEALTHIER COMMUNITY

Regular CHC Partner and Task Team Meetings -

Hybrid in-person/virtual bi-monthly partner meetings took place the fourth Tuesday in January and March.

In the spirit of collaboration, the bi-monthly meetings provide a platform to celebrate successes, tackle challenges and identify opportunities brought forward by appointed task team and working group leaders. Through discussion, shared insights and fresh perspectives, the partnership continues to support the work of CHC.

The CHC Coordinator met regularly with task teams and working groups, supporting new initiatives and ongoing business.

First Quarter Highlights

The **Poverty Reduction Task Team** continued to work closely with Urban Matters on the development of a localized poverty reduction plan for Chilliwack. Engagement activities included CHC stakeholder discussions with the Healthy Aging and Housing First Task Teams, and the Chilliwack Food Council.

A second round of public engagement, for people with lived and/or living experience, took place on February 7 and 8. The four focus group sessions were held in an effort to capture a better sense of how poverty impacts local residents. The populations that were engaged included:

- Families and single parents.
- Individuals experiencing or at imminent risk of homelessness.
- Older adults (those aged 55 years or older).
- Urban and Indigenous people living away from home.

Sessions were well attended, with a total 38 participants. Urban Matters strategically gathered concrete information to better understand strengths, gaps and opportunities in relation to poverty alleviation in Chilliwack. Moving into the second quarter, next steps will include drafting the Plan and coordinating a presentation for the April 23 CHC Information and Networking Event.

The **Chilliwack Food Council (CFC)** finalized their 2024 version of the Free Food Programs in Chilliwack resource. The directory of food providers is publicly available on the CHC website. Monitoring and evaluating improvements in food insecurity remains one of the CFC's key priorities, therefore the resource will undergo a rigorous review and updates on a bi-annual basis or as needed.

Both the **Substance Use Continuum of Care Working Group** and **Opening Doors Task Team** wrapped up the first quarter by tackling important updates to their resource cards. The 2024 versions will soon be printed and uploaded to the CHC website. A waitlist for hardcopy rack cards continues to be maintained by the Coordinator.

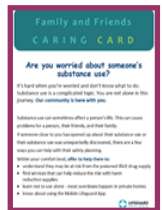
The **Sexuality and Gender Equity Working Group** completed work in researching, compiling and reviewing content to create a resource card for 2SLGBTQIA+ people, their allies, and community.

The **Healthy Aging Task Team** embarked upon planning for the 2024 Aging Well Expo. The free event, slated for the middle of October, is intended to connect, inform and empower older adults in the community with a wide range of services, as well as provide information and products to support the aging process. Monthly meetings will continue to focus on actionable work to support strategic planning. More details will be provided in the second quarter report.

Community Events

The Coordinator attended several community events and engagement opportunities throughout the first quarter including, but not limited to:

- Chilliwack Child & Youth Committee Strategic Planning Day.
- National Mental Health and Substance Use Health Summit.
- Community conversation with Dan Levitt, provincially appointed seniors advocate.
- RAN Talk – presentation by Jennifer Hawkins and Kim Friesen.
- Every Door is the Right Door Workshop and panel discussion with Chilliwack Channeling Youth Voices



SOCIAL DEVELOPMENT

CHILLIWACK HEALTHIER COMMUNITY



CHILLIWACK HEALTHIER COMMUNITY

CHC/CYC Friday Mailout –

CHC continues to send out weekly newsletters every



The CHC / CYC Mailout

Friday, updating and connecting partners and organizations on what is happening in the community including information on local events, grant programs, continuous learning opportunities and employment postings. The weekly mailout reaches almost 900 subscribers.

Information and Networking Breakfasts -

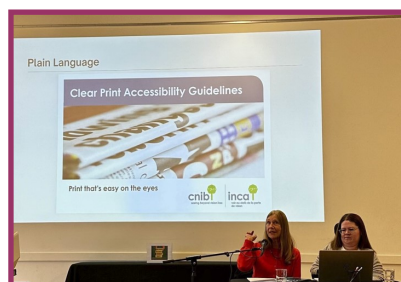
The February 27 Information and Networking breakfast event introduced the topic of Inclusion, Diversity and Accessibility. Participants were guided through an interactive workshop geared towards people who have at least one disability, or know colleagues, family, friends, program participants or clients who do.

The presenters challenged attendees to:

- Think about prominent perceptions and norms.
- Learn about “supporting actions” that lead to inclusion and accessibility.
- Identify what individuals, organizations and businesses can do better.



An engaged audience of 37 people included representation by local service providers, government and community members. Event evaluations and feedback reflected an interest in CHC offering additional professional development on the topics of both Gender Diversity and Workplace Diversity & Inclusion.



AGENDA ITEM NO: 7.1

MEETING DATE: May 7, 2024

STAFF REPORT – COVER SHEET

SUBJECT: Fraser Valley Regional District Sub-Regional Transit Service Area Amendment Bylaw DATE: March 25, 2024

DEPARTMENT: Engineering PREPARED BY: Doug Mossey

1. SUMMARY OF ISSUE:

The “Fraser Valley Regional District Sub-Regional Transit Service Area Amendment Bylaw No. 1729, 2024” was given three readings by the Fraser Valley Regional District Board of Directors on March 21, 2024.

The Fraser Valley Regional District is seeking the necessary statutory consents from the participants in accordance with Section 346 of the *Local Government Act*, prior to requesting approval by the Inspector of Municipalities.

As such, the Fraser Valley Regional District is requesting the City of Chilliwack Council give their consent by way of formal resolution.

2. RECOMMENDATION:

That Council provide statutory consent to the Fraser Valley Regional District for the adoption of the “Fraser Valley Regional District Sub-Regional Transit Service Area Amendment Bylaw No. 1729, 2024”.


Kara Jefford, Director of Engineering

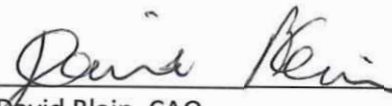
3. FINANCE COMMENTS:

The proposed bylaw amendment will have no direct impact on the City’s Financial Plan or general municipal taxation requirements. However, additional costs attributed to the service level increase will have an effect on the Chilliwack property owners’ tax requisitions that are collected and remitted on behalf of the Fraser Valley Regional District.


Glen Savard, Director of Finance

4. CHIEF ADMINISTRATIVE OFFICER’S RECOMMENDATION/COMMENTS:

Supports recommendation.


David Blain, CAO



www.fvrd.bc.ca | info@fvrd.bc.ca

March 22, 2024

City of Chilliwack
8550 Young Road
Chilliwack, BC V2P 8A4

Re: Request for Statutory Municipal Consent for Proposed Fraser Valley Regional District Sub-Regional Transit Service Area Amendment Bylaw No. 1729, 2024.

Fraser Valley Regional District Sub-Regional Transit Service Area Amendment Bylaw No. 1729, 2024 was given three readings by the Fraser Valley Regional District Board of Directors on March 21, 2024, a certified copy of which is enclosed for your reference. Also enclosed is a background memorandum which will provide your council with further information. We are seeking the necessary statutory consents from the participants in accordance with S. 346 of the *Local Government Act* prior to requesting approval by the Inspector of Municipalities.

In view of the foregoing, we are requesting that your Council give its consent, by way of formal resolution, to *Fraser Valley Regional District Sub-Regional Transit Service Area Amendment Bylaw No. 1729, 2024* at your earliest convenience.

Your prompt attention to this matter is greatly appreciated. If you have any questions or concerns regarding the bylaw, please do not hesitate to contact me at (604)-702-5019.

Regards,

Lauren Olynick,
Deputy Corporate Officer
Enc.

To: Regional and Corporate Services Committee

Date: 2024-02-08

From: Beth Klein, Controller

File No:

Subject: Sub-Regional Transit Service Area Establishment Bylaw Amendment – Requisition Increase 2024

RECOMMENDATION

THAT the Fraser Valley Regional District Board give three readings and adoption to the *Fraser Valley Regional District Sub-Regional Transit Service Area Amendment Bylaw No. 1729, 2024*.

BACKGROUND

As part of the 2024 Financial Planning process, the FVRD sets annual tax requisition levels through the Financial Planning Bylaw. As required by the Local Government Act, the FVRD is also required to adopt Service Area Establishing Bylaws, setting the maximum allowable requisition for each Service Area, with some exceptions. As services and taxation evolve, Staff complete a review to ensure the Financial Plan does not exceed the maximum requisition stated in the Establishing bylaw.

The Sub-Regional Transit Service Area was established in 2012 to provide transit services in a portion of the FVRD. This Service Area is partially funded by the Village of Harrison, District of Kent, City of Chilliwack, and Electoral Area D. In 2017, the 2012 Establishing bylaw was amended to increase the maximum annual tax requisition to \$250,000.

DISCUSSION

As part of the 2024 Financial Planning process an administrative review was conducted to ensure the proposed budget is in compliance with the bylaw. An update to the maximum allowable requisition amount is needed.

Staff are proposing to increase the maximum requisition by an amount “less than or equal to 25% of the baseline value”. This language provides for the proposed taxation levels, allows for future growth, and exempts a Board adopted bylaw from Inspector approval as provided under BC Reg 113/2007.

An increase to the current maximum by 25%, would equal \$315,500. There has been no change to the allocations each Municipality or Electoral Area contribute to the maximum value.

The next step in this process is for this bylaw to receive municipal consent.

COST

There is no cost to writing this report. Taxation requisition amounts are set by the Board through adoption of the annual Financial Plan.

CONCLUSION

As a step in the 2024 Financial Planning process, Staff are proposing an increase to the Sub-Regional Transit Service Area bylaw to increase the maximum taxation requisition by 25%.

COMMENTS BY:

Kelly Lownsborough, Director of Corporate Services/CFO: Reviewed and supported.

Jennifer Kinneman, Chief Administrative Officer: Reviewed and supported.

**FRASER VALLEY REGIONAL DISTRICT
BYLAW NO. 1729, 2024**

A Bylaw to increase the requisition limit for the Sub-Regional Transit Service Area

WHEREAS *Fraser Valley Regional District Sub-Regional Transit Service Area Establishment Bylaw No. 1178, 2012* was adopted by the Fraser Valley Regional District Board of Directors (“the Board”) on November 27, 2012;

AND WHEREAS the maximum annual requisition for the Sub-Regional Transit Service Area (“the Service Area”) is currently \$250,000;

AND WHEREAS the Board wishes to increase the maximum amount that may be requisitioned under Bylaw No. 1178, 2012 by an amount less than or equal to 25% of the baseline value;

AND WHEREAS BC Reg 113/2007 exempts amendments to an establishing bylaw from inspector approval where the increase in maximum requisition under the bylaw is less than or equal to 25% of the baseline value;

AND WHEREAS consent on behalf of electoral and municipal participating areas has been obtained;

THEREFORE the Board enacts as follows:

1) CITATION

This Bylaw may be cited as *Fraser Valley Regional District Sub-Regional Transit Service Area Amendment Bylaw No. 1729, 2024*.

2) ENACTMENTS

That *Fraser Valley Regional District Sub-Regional Transit Service Area Establishment Bylaw No. 1178, 2012* is amended by:

a) deleting Section 2. e) in its entirety and substituting the following:

“e) The maximum amount that may be requisitioned annually for the Sub-Regional Transit Service Area shall be \$312,500.”

b) Deleting Section 2. f) in its entirety and substituting the following:

“f) The net share of the annual costs to be recovered for the Sub-Regional Transit Service shall be allocated to the municipal and electoral participating areas as follows:

Village of Harrison Hot Springs

32% of the total annual requisition

<u>District of Kent</u>	36% of the total annual requisition
<u>City of Chilliwack</u>	25% of the total annual requisition
<u>Electoral Area D</u>	7% of the total annual requisition

3) **SEVERABILITY**

If a portion of this bylaw is found invalid by a court, it will be severed and the remainder of the bylaw will remain in effect.

4) **READINGS AND ADOPTION**

READ A FIRST TIME THIS	29 th	day of February, 2024
READ A SECOND TIME THIS	29 th	day of February, 2024
READ A THIRD TIME THIS	29 th	day of February, 2024
FIRST READING RESCINDED THIS	21 st	day of March, 2024
SECOND READING RESCINDED THIS	21 st	day of March, 2024
THIRD READING RESCINDED THIS	21 st	day of March, 2024
RE-READ A FIRST TIME THIS	21 st	day of March, 2024
RE-READ A SECOND TIME THIS	21 st	day of March, 2024
RE-READ A THIRD TIME THIS	21 st	day of March, 2024
ADOPTED THIS		

Chair/Vice-Chair

Corporate Officer/Deputy

5) CERTIFICATION

I hereby certify the foregoing to be a true and correct copy of *Fraser Valley Regional District Sub-Regional Transit Service Area Amendment Bylaw No. 1729, 2024* as read a third time by the Board of Directors of the Fraser Valley Regional District on March 21, 2024

Dated at Chilliwack, BC on March 21, 2024.



Corporate Officer/Deputy

AGENDA ITEM NO: 7.2

MEETING DATE: May 7, 2024

STAFF REPORT – COVER SHEET

SUBJECT: Traffic Calming Policy DATE: April 26, 2024

DEPARTMENT: Engineering PREPARED BY: Doug Mossey

1. SUMMARY OF ISSUE:

The City receives road safety complaints on a weekly basis. Current practice is to address speed concerns through targeted education and enforcement through the City's Safe Roads program. Physical changes to the road network to improve road safety are often implemented through capital or active transportation projects. Council approved Traffic Calming Policy F-13 in 2000 to deal with neighbourhood speed concerns, however Council placed a moratorium on traffic calming in 2002. Over the past several months, staff have reviewed current best practices and the effectiveness of previous traffic calming installations. This information was presented to the Transportation Advisory Committee for feedback and a new policy has been drafted for Council's consideration.

A decision is required whether to withdraw the moratorium and approve the amended traffic calming policy.

2. RECOMMENDATION:


That Policy Directive F-13 'Traffic Calming Policy' be approved by Council, as amended.



Kara Jefford, Director of Engineering

3. FINANCE COMMENTS:

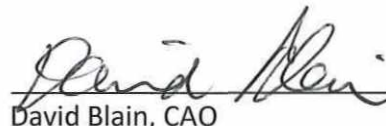
Traffic calming measures can be implemented, where appropriate, as part of upcoming identified capital roads projects and development. A dedicated traffic calming fund may be considered as part of Council's future budget deliberations.



Glen Savard, Director of Finance

**4. CHIEF ADMINISTRATIVE OFFICER'S
RECOMMENDATION/COMMENTS:**

Supports recommendation.



David Blain, CAO

**STAFF REPORT ON
Traffic Calming Policy**

PREPARED BY: Andrew Pipke DATE: April 25, 2024
POSITION: Senior Road Safety Specialist DEPARTMENT: Engineering

1. DEFINITION OF ISSUE:

The City receives road safety complaints on a weekly basis. Current practice is to address speed concerns through targeted education and enforcement through the City's Safe Roads program. Physical changes to the road network to improve road safety are often implemented through capital or active transportation projects. Council approved Traffic Calming Policy F-13 in 2000 to deal with neighbourhood speed concerns, however Council placed a moratorium on traffic calming in 2002. Over the past several months, staff have reviewed current best practices and the effectiveness of previous traffic calming installations. This information was presented to the Transportation Advisory Committee for feedback and a new policy has been drafted for Council's consideration.

A decision is required whether to withdraw the moratorium and approve the amended traffic calming policy.

2. BACKGROUND:

- 2.1 In the mid-1990s the City faced pressure to slow traffic and reduce cut-through traffic along some local roads. Residents pushed for traffic calming on several streets throughout the City.
- 2.2 Traffic Calming is defined by the Institute of Transportation Engineers (ITE) as "the combination of mainly physical measures to reduce the negative effects of motor vehicle use, alter driver behavior, and improve conditions for non-motorized street users."
- 2.3 In response to speed concerns from residents of McNaught Road, speed humps and curb bulges were installed as part of the 1999 Asphalt Rehabilitation program.



Figure 1: Speed Hump on McNaught Road (1999)

- 2.4 Initially the speed humps were seen as a success. A survey of 76 McNaught area residents was conducted by a research firm who noted that 73% of residents perceived slower driver speeds. A speed study completed before and after the project confirmed the resident's observations, noting a drop in average speed by 11km/h and a 53% decrease in vehicle volumes.
- 2.5 Not long after the works on McNaught Road were completed, residents from other areas of the City noticed the changes and wanted similar improvements on their streets. To more consistently and fairly respond to these requests, Council directed staff to create a Traffic Calming Policy, which was approved in fall of 2000 (see Appendix A).
- 2.6 Traffic on McNaught Road decreased because drivers diverted to use other parallel routes. The City received complaints from the residents of Carleton Street to the west of McNaught Road, which had a 20% increase in traffic volumes following the McNaught Road speed hump project. In response, the City installed curb extensions and traffic buttons on all nearby parallel routes between Broadway and McNaught Road, as shown below.



Figures 2 & 3: Traffic Buttons on Coote Street and Windsor Street (2001)

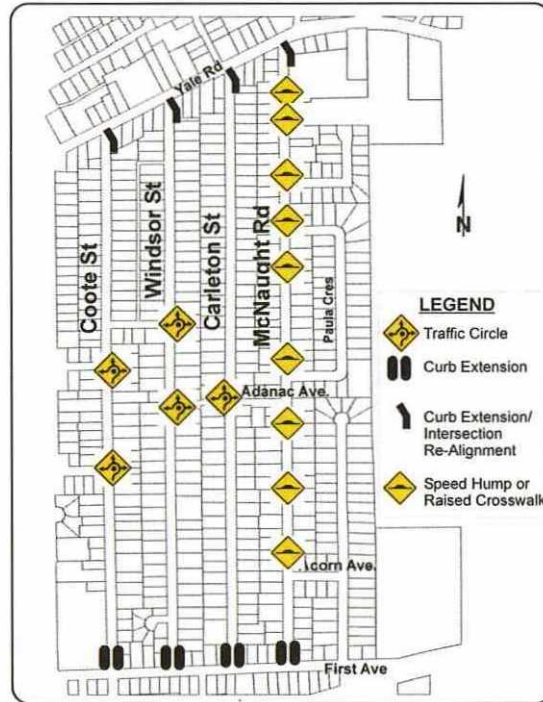


Figure 4: Coote, Windsor, Carleton, and McNaught Traffic Calming Plan

- 2.7 Around the same time, speed reductions were installed on Wiltshire Street following resident requests for a road reclassification to allow for traffic calming, removal of transit services, and lower speed limits. After installation of the signs, the City conducted a survey of fronting residents to see their opinions about the changes, and 75% of residents felt the changes were ineffective.
- 2.8 Additional discontent built along McNaught, Coote, Carleton, and Windsor. People were driving the wrong way around the traffic buttons and emergency services expressed concerns about significant delays in emergency response times over the speed humps.
- 2.9 Residents were also growing frustrated in areas where traffic calming was not approved based on the Traffic Calming Policy. They spent hours organizing a petition only to find out that they were not eligible for improvements.
- 2.10 The City placed a moratorium on new traffic calming in 2002. Reasons included negative resident feedback, slower emergency response, risks associated with speed humps at higher speeds, and resource intensive policy implementation. Further discussions on amending the policy occurred in late 2004, however the moratorium is still in place 20 years later.

3. ANALYSIS:

- 3.1 Between January 1 and April 24, 2024 the City has received over 50 speeding and traffic calming requests, showing that road safety continues to be a concern of residents.

3.2 Although the moratorium on traffic calming is still in place, in practice it has effectively been a moratorium on speed humps and traffic buttons. Road safety improvements continue to be implemented throughout the City on new capital and development projects, although not explicitly described as traffic calming. This includes road narrowing (road diets), boulevard vegetation, roundabouts, parking pockets, speed reader boards, and Rectangular Rapid Flashing Beacon (RRFB) crosswalks, as shown below. These measures are generally supported and do not face the same level of scrutiny and concern as speed humps and traffic buttons did.



Figure 4: Teskey and Ross Roundabout



Figure 5: Spadina Avenue Improvement Project



Figure 6: Garrison Crossing Development



Figure 7: Manuel Road RRFB Crosswalk

3.3 This draft policy is more detailed than the previous policy and includes information about the policy’s purpose, definition, objective, application, guiding principles, permitted traffic calming measures, finances, and procedure for implementing traffic calming requests.

3.4 This policy shares many similarities with other policies in the region, but staff implemented several changes to better reflect the needs and feedback from the community. These major differences include:

a. **Speed Hump Moratorium**

While speed humps have noted evidence for slowing traffic, they will not be considered further due to negative impacts on emergency services response times and the other factors noted earlier in this report.

b. **Options for Arterial Roads**

While the primary goal of arterial roads is to convey traffic efficiently and maintain clear emergency service access, the routes also have some of the City's highest collision rates. Staff included emergency services friendly measures such as raised medians, driveway turn restrictions, boulevards, entrance gateways, speed reader boards, and vegetation as options to improve safety on these roads.

c. **Multiple Warrant Criteria**

There are many factors when evaluating safety. Whereas many communities only assess a complaint if there is a minimum traffic volume or speed on the roadway, staff do not want to base decisions based on a limited criterion. Instead, this draft policy analyzes potential projects on a lengthy review criterion, such as:

- Traffic speeds
- Traffic, pedestrian, and cyclist volumes
- Collision history
- Impact to emergency services, transit, and school buses
- Cost / benefit ratio
- Connections to long term plans
- Current and future land use
- Road classification
- Proximity to key amenities

d. **No Petition Process**

The majority of traffic calming policies in other municipalities require a lengthy petition and a minimum threshold of public support before a project will be implemented. Staff do not recommend such a system for the following reasons:

- i. *Many petitions do not warrant action:* The majority of residents rarely engage with their municipality. The petition process is one of the first opportunities where most residents take an active approach to civic engagement. Speed studies that follow successful neighbour petition submissions rarely meet the minimum warrant for changes. When this occurs and residents are informed that their hard work will not lead to changes, this can create a negative interaction between the City and a community.

- ii. *Equity is not a major factor in decision making:* Petition based policies benefit the most engaged communities which are often in the higher socio-economic areas, leaving the most vulnerable road users with fewer improvements.
- iii. *Petitions only capture fronting resident feedback:* Petitions only capture the feedback of residents at the time of consultation and do not reflect the perspectives of all road users, such as cyclists, pedestrians, and drivers who also use the facility. While more weight should be placed upon fronting residents, the City's roads are funded by all residents and decisions should be made equitably.

3.5 Even though this policy aims to take a better supported data driven approach to traffic calming, staff anticipate a few challenges in its successful execution. Those challenges and proposed mitigation techniques are as follows:

a. **Balancing Speed Warrants, Equity and Popular Opinion**

- i. *Challenge:* Safety measures aren't always popular and choosing support thresholds and consultation limits aren't easy. Installing infrastructure where it's most supported doesn't usually match where projects are most warranted based on speed data and accident history due to varying levels of civic engagement among communities.
- ii. *Solution:* Balancing investments in all areas of the City will be factored into project prioritization. If projects are warranted based on speed or safety, communications such as letters, social media, or surveys will be sent to residents providing an opportunity for feedback on upcoming works.

b. **Managing a Lengthy Priority List**

- i. *Challenge:* Staff anticipate a high volume of traffic calming requests, which can be a strain on resources. There will be high expectations from the public and it will be challenging to meet resident demands.
- ii. *Solution:* There are multiple opportunities for traffic calming implementation. It can be included with major capital projects, new developments and, partnered with other minor capital projects such as concrete works (sidewalks) and Cycle Vision projects. Additionally, safety is a major factor in receiving grants through ICBC and the provincial and the federal governments. Having such a policy may unlock new funding opportunities.

3.6 Staff collaborated with the Transportation Advisory Committee throughout the development of the policy, as attached in Appendix B. During the April 18, 2024 meeting, the Committee unanimously voted for the following recommendation:

- a. That the Transportation Advisory Committee supports the draft Traffic Calming Policy; and further, that the draft Traffic Calming Policy be forwarded to Council for approval.

4. RECOMMENDATION & SUBSTANTIATION:

Recommendation:

That Policy Directive F-13 'Traffic Calming Policy' be approved by Council, as amended.

Substantiation:

The City receives a high volume of traffic calming requests. The City placed a moratorium on Traffic Calming in 2002, however a review of the policy is recommended. Having a policy will better allow staff to respond to resident concerns, bring the City more in accordance with today's best speed management practices, and provide more tools to improve road safety.

MAY 2002

~~"THIS POLICY HAS BEEN SUSPENDED BY COUNCIL UNTIL FURTHER NOTICE"~~

POLICY DIRECTIVE NO. F-13

SUBJECT: TRAFFIC CALMING POLICY

APPROVAL DATE _____ LAST REVIEW DATE _____

REFERENCE: _____

1. ~~Council recognizes the value of traffic calming as a tool to discourage nuisance traffic from local residential roads and therefore enacts this Policy.~~
2. ~~Traffic calming measures are appropriate, and will only be considered for installation on roads classified as "Local" with reference to the Official Community Plan, Figure 10.~~
3. ~~Traffic calming measures will only be considered where affected property owners are substantially in agreement. The majority of those affected by the improvement must stipulate agreement in writing.~~
4. ~~Traffic calming measures will only be considered where traffic volumes and traffic speed exceed that experienced on other comparable roads. Primarily, comparable roads within the neighborhood will be utilized followed by other similar roads in the community.~~
5. ~~Traffic calming installations must be approved by Council~~

Purpose:

The Traffic Calming Policy has been enacted for the purpose of establishing and maintaining a consistent procedure for traffic calming applications in the City of Chilliwack. Additionally, this document provides some basic information regarding traffic calming solutions and when they can be effectively implemented.

A. Definition:

Traffic calming is the implementation of engineering measures to influence driver behaviours on a road to address speeding or safety issues. The goal of traffic calming is to improve safety and the quality of life of a neighbourhood without unduly compromising the accesses to residents' homes and businesses. These measures can come in various forms to suit each unique scenario and problem, including horizontal deflection (curb extensions, traffic circles, etc), signs and signals (right on red restrictions, left turn phasing, etc) and obstructions (raised medians, right-in/right-out islands, etc).

B. Objective:

All road users are prone to error and that must be accounted for in the City's transportation system. Roads should be safe for all street users including pedestrians, cyclists, and drivers. Traffic calming measures are intended to reduce the number of conflicts or risk of conflicts between users, and when conflicts occur, reduce the harm of the conflict. The objective of this policy is to reduce excessive vehicle speeds and introduce safety buffers through engineering measures.

C. Application:

This policy shall be used for traffic calming requests on City owned streets within the boundaries of the City of Chilliwack. Traffic calming measures shall be consistent with the measures identified below, and where direction is not explicitly given, shall follow best practices such as the Transportation Association of Canada's (TAC) Canadian Guide to Neighbourhood Traffic Calming or the Province of British Columbia's BC Community Road Safety Toolkit.

Policy and Guiding Principles:

The traffic calming policy will be dictated by the following guiding principles which will be applicable to all traffic calming measures. They will ensure that all cases are analyzed based on the same criteria.

1. Identify the Real Problem:

It is essential to thoroughly analyze each situation independently and determine the root of the problem. Traffic networks are complex, therefore collecting and carefully reviewing reliable data is essential to have an informed decision-making process. Addressing the immediate concern without this detailed review could exacerbate the original problem.

2. Road Classification:

While traffic calming measures will be considered on all roads in the City, the majority of calming installations will take place on local or collector roads to ensure sufficient emergency response times can be maintained Citywide. The City's road classifications can be found on the online GIS map at maps.chilliwack.com. Traffic calming measures should be carefully considered on certain roads, such as high demand truck routes, arterial routes, agricultural routes, transit routes, emergency response routes and major roads leading to fire stations and police stations. The types of traffic calming measures that are recommended for the various classifications of roads can be seen in Table 1 below.

3. Area Wide Traffic Calming Consideration:

Traffic calming measures shall not be considered for individual streets until the impact on adjacent streets are first examined. The entire neighbourhood network that is affected by the proposed traffic calming measures should be clearly defined and considered for spillover effects;

otherwise the issue may simply shift to other streets. Traffic calming will only be considered on individual locations when a neighborhood-wide traffic calming plan is deemed inappropriate. Additionally, nearby higher classification routes will be analyzed for possible improvements that may alleviate the traffic safety concern.

4. Road Network Connectivity:

To maintain road network connectivity, major neighbourhood accesses and egresses should not be fully restricted to ensure minimal impact to residents, emergency vehicles, and other community stakeholders.

5. Pedestrians and Cyclists Considerations:

Any improved safety measures should not in any way impede or slow other non-motorized modes of transportation such as cycling and walking. Improvements are to be in accordance with the City’s Active Transportation Plan and Cycle Vision Plan.

6. Data Driven Improvements:

Most traffic calming policies in other municipalities require a petition and/or a minimum threshold of public support and a clearly defined warrant before a project will be implemented. This policy does not utilize a petition-based process, however several warrants will be considered as part of the traffic calming study and plan. Although resident support is a factor in determining priorities, this is to reduce the politicization of safety measures and to ensure that resources go to where they are most impactful.

7. Focus on Horizontal Deflection and Obstruction Based Calming:

Although vertical deflection such as speed cushions, speed tables, raised crosswalks, and speed humps may be effective in certain circumstances, their positive impacts are limited due to the requirement for sufficient emergency services response times and resident feedback about noise, discomfort, and some drivers travelling more dangerously over speed humps than before. With this in mind, the City is focussing its traffic calming efforts on horizontal deflection, road diets, and obstructions to calm traffic. Current permitted traffic calming tools are listed below. To account for changing best practices, Staff may add additional traffic calming tools throughout the life of the policy. Further information about each calming method can be found by clicking on the link attached to each title or by visiting the Pedestrian Safety Guide and Countermeasure Selection System at <http://www.pedbikesafe.org/PEDSAFE/countermeasures.cfm> .

Table 1: Potential Traffic Calming Measures Based on Road Classification

	<u>Traffic Calming Method</u>	<u>Local Roads</u>	<u>Major and Minor Collector Roads</u>	<u>Major and Minor Arterial Roads</u>
<u>Horizontal Deflection</u>	<u>Choker / Chicane – One</u>	<u>✓</u>		

	<u>Lane</u>			
	<u>Choker / Chicane – Two Lane</u>	✓	✓	★
	<u>Curb Extension</u>	✓	✓	★
	<u>Curb Radius Reduction</u>	✓	✓	★
	<u>On Street Parking</u>	✓	✓	★
	<u>Raised Median Island</u>	✓	✓	✓
	<u>Traffic Circle / Roundabout</u>	✓	✓	✓
	<u>Cycle Lane / Multi -Use Pathway</u>	★	✓	✓
	<u>Traffic Button</u>	✓	✓	
	<u>Road Diets</u>	✓	✓	★
	<u>Gateways</u>		★	✓
<u>Vertical Deflection</u>	<u>Speed Humps / Bumps</u>			
	<u>Raised Crosswalk</u>			
	<u>Speed Cushions</u>			
	<u>Raised Intersection</u>			
	<u>Left Turn Calming</u>	★	✓	✓
<u>Signals and Signs</u>	<u>Right Turn on Red Restriction</u>	★	★	★
	<u>Left Turn Phasing</u>	★	★	✓
	<u>Rectangular Rapid Flashing Beacon (RRFB) Crossings</u>	★	✓	✓
	<u>Leading Pedestrian Intervals</u>	★	★	★
	<u>Speed Reader Boards</u>	★	✓	✓
<u>Obstruction</u>	<u>Intersection Channelization</u>	✓	✓	✓

<u>Right In / Right Out Island</u>	<u>★</u>	<u>✓</u>	<u>✓</u>
<u>Diagonal Diverter</u>	<u>✓</u>	<u>★</u>	
<u>Vegetation / Trees</u>	<u>✓</u>	<u>✓</u>	<u>✓</u>
<u>Bollards</u>	<u>✓</u>	<u>✓</u>	<u>✓</u>

✓ : Typical Practice

★: Implemented Under Special Conditions

Finance:

Projects will be prioritized and implemented based on annual budget allocations, however additional funding may also come as a part of other capital improvements when there are shared goals. Projects will be prioritized based on the criteria described further in the next section. In addition to individual traffic calming projects, traffic calming measures can be implemented as part of project development standards. When a new development is planned, the developer may be required to provide certain neighbourhood improvements at the discretion of the Director of Engineering.

Procedure:

The procedure for a traffic calming request can be split into the following phases, further described below:

- Determine if study will be initiated
- Initiate the study
- Identify the issues
- Develop a plan
- Implement the plan

1. Determine if study will be initiated

Should a resident have traffic calming concerns within their neighbourhood, the requestor shall submit a traffic calming request to the City’s Engineering Department by phone, email, or in person. Engineering Staff will follow up with the resident to gather all relevant information and share further information about the City’s traffic calming policy.

Many requests stem from individual or unique circumstances. Staff will determine whether additional study is required and respond to the resident accordingly to inform them of how the City will proceed.

2. Initiate a study

Once the request is determined to fall within the conditions of the guiding principles of the policy, an initial traffic calming study will be initiated to determine whether traffic calming may be implemented. Timing of this initial study will depend on staff capacity and the volume of requests.

Traffic volumes and speed data will be collected to warrant further analysis for traffic calming. Although there is no minimum traffic volume required to warrant review, roads with daily traffic volumes of greater than 1000 vehicles per day and 85th percentile speeds that exceed the posted speed by 10km/h or more will have greatest priority.

Note: 85th percentile speed is the speed that 85% of vehicles are travelling at or below and is a standard measure for speeding.

3. Identify the Issues

An engineering analysis will be performed on the location by Engineering staff once a requested location has satisfied the above conditions. In this step, information and data will be collected to input during the engineering analysis, such as traffic volumes, speed, and collision history.

Part of this process will be used to determine the extent of traffic calming measures that will be implemented for the project. For example, in some cases providing traffic calming measures on one street may exacerbate the issue on another adjacent street. In this case, the traffic calming solution may require a more comprehensive neighbourhood traffic calming plan or improvements to the major road network.

4. Determine if Project is Warranted

The factors that go into determining whether a project is warranted are complex and difficult to fully quantify, therefore there is no scoring identified to determine whether a project meets the threshold of being warranted. Potential projects will be analyzed based on the following criteria, ranked in no specific order:

- Traffic speeds (85th percentile speed, percentage of speeders)
- Traffic, pedestrian and cyclist volumes
- ICBC collision history
- Impact to emergency service response times
- Implementation cost vs benefit
- Connection to long term plans such as Active Transportation Plan, Cycle Vision Plan, or the Transportation Plan
- Potential for inclusion as part of other DCC or capital projects
- Current and future land use
- Road classification
- Proximity to public transit
- Proximity to schools, parks, and other community amenities

- Proximity to vulnerable populations such as seniors, persons with disabilities, and children
- Existing traffic calming treatments
- Presence of sidewalks or multi-use paths
- Cut-through traffic from a higher classification or capacity roadway
- Sightlines
- Nearby improvements
- Traffic diversion potential.

5. Develop a Plan

Once a traffic calming project is determined to be warranted, the prioritization of traffic calming projects is determined based on the aforementioned criteria.

The highest ranked projects will be provided with a high level (Class D) cost estimate, in some cases identifying multiple solutions. The top ranked projects that are planned for the current or upcoming capital year will have a preliminary design completed.

Study analysis results and the preliminary design may be sent out to affected residents, informing them of the proposed traffic calming measures in their neighbourhood. It should contain some general information on the proposed traffic calming measure, a map of where they will be implemented, the design speed, and basic dimensions.

The communications will encourage residents to provide feedback on the preliminary design and encourage a response if they are in support or opposed to the recommendations. If the public is overwhelmingly opposed to the project, then the traffic calming measure may not be implemented and further public consultation with alternative designs may be initiated.

6. Implement the Plan

Residents will have 45 days after the date on the initial notice to respond to the City's Engineering department with concerns. As long as the area residents aren't significantly opposed to the proposed actions, the final design will be completed and submitted for implementation with the allotted funding. Soon after implementation, City staff will visit the site to evaluate the success of the traffic calming measures.

4. ~~Council recognizes the value of traffic calming as a tool to discourage nuisance traffic from local residential roads and therefore enacts this Policy.~~
5. ~~Traffic calming measures are appropriate, and will only be considered for installation on roads classified as "Local" with reference to the Official Community Plan, Figure 10.~~

- ~~6. Traffic calming measures will only be considered where affected property owners are substantially in agreement. The majority of those affected by the improvement must stipulate agreement in writing.~~
- ~~4. Traffic calming measures will only be considered where traffic volumes and traffic speed exceed that experienced on other comparable roads. Primarily, comparable roads within the neighborhood will be utilized followed by other similar roads in the community.~~
- ~~5. Traffic calming installations must be approved by Council.~~

Chief Administrative Officer

POLICY DIRECTIVE NO. F-13

SUBJECT: TRAFFIC CALMING

APPROVAL DATE: November 6, 2000 LAST REVIEW DATE: _____

REFERENCE: _____

A. **PURPOSE**

The Traffic Calming Policy has been enacted for the purpose of establishing and maintaining a consistent procedure for traffic calming applications in the City of Chilliwack. Additionally, this document provides some basic information regarding traffic calming solutions and when they can be effectively implemented.

B. **DEFINITION**

Traffic calming is the implementation of engineering measures to influence driver behaviours on a road to address speeding or safety issues. The goal of traffic calming is to improve safety and the quality of life of a neighbourhood without unduly compromising the accesses to residents' homes and businesses. These measures can come in various forms to suit each unique scenario and problem, including horizontal deflection (curb extensions, traffic circles, etc), signs and signals (right on red restrictions, left turn phasing, etc) and obstructions (raised medians, right-in/right-out islands, etc).

C. **OBJECTIVE**

All road users are prone to error and that must be accounted for in the City's transportation system. Roads should be safe for all street users including pedestrians, cyclists, and drivers. Traffic calming measures are intended to reduce the number of conflicts or risk of conflicts between users, and when conflicts occur, reduce the harm of the conflict. The objective of this policy is to reduce excessive vehicle speeds and introduce safety buffers through engineering measures.

D. **APPLICATION**

This policy shall be used for traffic calming requests on City owned streets within the boundaries of the City of Chilliwack. Traffic calming measures shall be consistent with the measures identified below, and where direction is not explicitly given, shall follow best practices such as the Transportation Association of Canada's (TAC) Canadian Guide to Neighbourhood Traffic Calming or the Province of British Columbia's BC Community Road Safety Toolkit.

E. POLICY AND GUIDING PRINCIPLES

The traffic calming policy will be dictated by the following guiding principles which will be applicable to all traffic calming measures. They will ensure that all cases are analyzed based on the same criteria.

1. Identify the Real Problem

It is essential to thoroughly analyze each situation independently and determine the root of the problem. Traffic networks are complex, therefore collecting and carefully reviewing reliable data is essential to have an informed decision-making process. Addressing the immediate concern without this detailed review could exacerbate the original problem.

2. Road Classification

While traffic calming measures will be considered on all roads in the City, the majority of calming installations will take place on local or collector roads to ensure sufficient emergency response times can be maintained Citywide. The City's road classifications can be found on the online GIS map at maps.chilliwack.com. Traffic calming measures should be carefully considered on certain roads, such as high demand truck routes, arterial routes, agricultural routes, transit routes, emergency response routes and major roads leading to fire stations and police stations. The types of traffic calming measures that are recommended for the various classifications of roads can be seen in Table 1 below.

3. Area Wide Traffic Calming Consideration

Traffic calming measures shall not be considered for individual streets until the impact on adjacent streets are first examined. The entire neighbourhood network that is affected by the proposed traffic calming measures should be clearly defined and considered for spillover effects, otherwise the issue may simply shift to other streets. Traffic calming will only be considered on individual locations when a neighborhood-wide traffic calming plan is deemed inappropriate. Additionally, nearby higher classification routes will be analyzed for possible improvements that may alleviate the traffic safety concern.

4. Road Network Connectivity

To maintain road network connectivity, major neighbourhood accesses and egresses should not be fully restricted to ensure minimal impact to residents, emergency vehicles, and other community stakeholders.

5. Pedestrians and Cyclists Considerations

Any improved safety measures should not in any way impede or slow other non-motorized modes of transportation such as cycling and walking. Improvements are to be in accordance with the City's Active Transportation Plan and Cycle Vision Plan.

6. Data Driven Improvements

Most traffic calming policies in other municipalities require a petition and/or a minimum threshold of public support and a clearly defined warrant before a project will be implemented. This policy does not utilize a petition-based process; however, several warrants will be considered as part of the traffic calming study and plan. Although resident support is a factor in determining priorities, this is to reduce the politicization of safety measures and to ensure that resources go to where they are most impactful.

7. Focus on Horizontal Deflection and Obstruction Based Calming

Although vertical deflection such as speed cushions, speed tables, raised crosswalks, and speed humps may be effective in certain circumstances, their positive impacts are limited due to the requirement for sufficient emergency services response times and resident feedback about noise, discomfort, and some drivers travelling more dangerously over speed humps than before. With this in mind, the City is focusing its traffic calming efforts on horizontal deflection, road diets, and obstructions to calm traffic. Current permitted traffic calming tools are listed below. To account for changing best practices, staff may add additional traffic calming tools throughout the life of the policy. Further information about each calming method can be found by clicking on the link attached to each title or by visiting the Pedestrian Safety Guide and Countermeasure Selection System at <http://www.pedbikesafe.org/PEDSAFE/countermeasures.cfm>

Table 1: Potential Traffic Calming Measures Based on Road Classification

	Traffic Calming Method	Local Roads	Major and Minor Collector Roads	Major and Minor Arterial Roads
Horizontal Deflection	Choker / Chicane – One Lane	✓		
	Choker / Chicane – Two Lane	✓	✓	★
	Curb Extension	✓	✓	★
	Curb Radius Reduction	✓	✓	★
	On Street Parking	✓	✓	★
	Raised Median Island	✓	✓	✓
	Traffic Circle / Roundabout	✓	✓	✓
	Cycle Lane / Multi -Use Pathway	★	✓	✓
	Traffic Button	✓	✓	
	Road Diets	✓	✓	★
	Gateways		★	✓
	Vertical Deflection	Speed Humps / Bumps		
Raised Crosswalk				
Speed Cushions				
Raised Intersection				
Left Turn Calming		★	✓	✓
Signals and Signs	Right Turn on Red Restriction	★	★	★
	Left Turn Phasing	★	★	✓
	Rectangular Rapid Flashing Beacon (RRFB) Crossings	★	✓	✓
	Leading Pedestrian Intervals	★	★	★
	Speed Reader Boards	★	✓	✓
	Obstruction	Intersection Channelization	✓	✓
Right In / Right Out Island		★	✓	✓
Diagonal Diverter		✓	★	
Vegetation / Trees		✓	✓	✓
Bollards		✓	✓	✓

✓ : Typical Practice

★: Implemented Under Special Conditions

F. FINANCE

Projects will be prioritized and implemented based on annual budget allocations; however, additional funding may also come as a part of other capital improvements when there are shared goals. Projects will be prioritized based on the criteria described further in the next section. In addition to individual traffic calming projects, traffic calming measures can be implemented as part of project development standards. When a new development is planned, the developer may be required to provide certain neighbourhood improvements at the discretion of the Director of Engineering.

G. PROCEDURE

The procedure for a traffic calming request can be split into the following phases, further described below:

- Determine if study will be initiated;
- Initiate the study;
- Identify the issues;
- Develop a plan; and,
- Implement the plan.

1. Determine if study will be initiated

Should a resident have traffic calming concerns within their neighbourhood, the requestor shall submit a traffic calming request to the City's Engineering Department by phone, email, or in person. Engineering Staff will follow up with the resident to gather all relevant information and share further information about the City's traffic calming policy.

Many requests stem from individual or unique circumstances. Staff will determine whether additional study is required and respond to the resident accordingly to inform them of how the City will proceed.

2. Initiate a study

Once the request is determined to fall within the conditions of the guiding principles of the policy, an initial traffic calming study will be initiated to determine whether traffic calming may be implemented. Timing of this initial study will depend on staff capacity and the volume of requests.

Traffic volumes and speed data will be collected to warrant further analysis for traffic calming. Although there is no minimum traffic volume required to warrant review, roads with daily traffic volumes of greater than 1000 vehicles per day and 85th percentile speeds that exceed the posted speed by 10km/h or more will have greatest priority.

Note: 85th percentile speed is the speed that 85% of vehicles are travelling at or below and is a standard measure for speeding.

3. Identify the Issues

An engineering analysis will be performed on the location by Engineering staff once a requested location has satisfied the above conditions. In this step, information and data will be collected to input during the engineering analysis, such as traffic volumes, speed, and collision history.

Part of this process will be used to determine the extent of traffic calming measures that will be implemented for the project. For example, in some cases providing traffic calming measures on one street may exacerbate the issue on another adjacent street. In this case, the traffic calming solution may require a more comprehensive neighbourhood traffic calming plan or improvements to the major road network.

4. Determine if Project is Warranted

The factors that go into determining whether a project is warranted are complex and difficult to fully quantify, therefore there is no scoring identified to determine whether a project meets the threshold of being warranted. Potential projects will be analyzed based on the following criteria, ranked in no specific order:

- Traffic speeds (85th percentile speed, percentage of speeders);
- Traffic, pedestrian and cyclist volumes;
- ICBC collision history;
- Impact to emergency service response times;
- Implementation cost vs benefit;
- Connection to long term plans such as Active Transportation Plan, Cycle Vision Plan, or the Transportation Plan;
- Potential for inclusion as part of other DCC or capital projects;
- Current and future land use;
- Road classification;
- Proximity to public transit;
- Proximity to schools, parks, and other community amenities;
- Proximity to vulnerable populations such as seniors, persons with disabilities, and children;
- Existing traffic calming treatments
- Presence of sidewalks or multi-use paths
- Cut-through traffic from a higher classification or capacity roadway;
- Sightlines;
- Nearby improvements; and,
- Traffic diversion potential.

5. Develop a Plan

Once a traffic calming project is determined to be warranted, the prioritization of traffic calming projects is determined based on the aforementioned criteria.

The highest ranked projects will be provided with a high level (Class D) cost estimate, in some cases identifying multiple solutions. The top ranked projects that are planned for the current or upcoming capital year will have a preliminary design completed.

Study analysis results and the preliminary design may be sent out to affected residents, informing them of the proposed traffic calming measures in their neighbourhood. It should contain some general information on the proposed traffic calming measure, a map of where they will be implemented, the design speed, and basic dimensions.

The communications will encourage residents to provide feedback on the preliminary design and encourage a response if they are in support or opposed to the recommendations. If the public is overwhelmingly opposed to the project, then the traffic calming measure may not be implemented and further public consultation with alternative designs may be initiated.

6. Implement the Plan

Residents will have 45 days after the date on the initial notice to respond to the City's Engineering department with concerns. As long as the area residents aren't significantly opposed to the proposed actions, the final design will be completed and submitted for implementation with the allotted funding. Soon after implementation, City staff will visit the site to evaluate the success of the traffic calming measures.

Chief Administrative Officer

AGENDA ITEM NO: 7.3

MEETING DATE: May 7, 2024

STAFF REPORT – COVER SHEET

SUBJECT: 2024 Active Transportation – Knight & Mary Cycling Improvement Tender Award DATE: April 29, 2024

DEPARTMENT: Engineering PREPARED BY: Doug Mossey

1. SUMMARY OF ISSUE:

Four tenders were received for the 2024 Active Transportation Knight & Mary Cycling Improvements Tender before the stipulated deadline. The low bid submission was compliant. The project includes the civil and electrical works necessary to complete approximately 2.9 km of new bike lanes, improving cycling facilities and road safety.

A decision to award the Tender is required.

2. RECOMMENDATION:

Recommendation that Council award the tender for the Active Transportation Knight & Mary Cycling Improvements to B.A. Blacktop Infrastructure Inc. in the amount of \$2,190,295.30 (including applicable taxes); and further, that the Mayor and Corporate Officer be authorized to sign any necessary documentation.


Kara Jefford, Director of Engineering

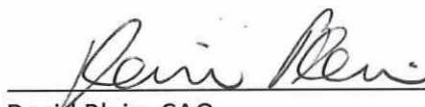
3. FINANCE COMMENTS:

Sufficient funding has been allocated within the approved 2024 Financial Plan.


Glen Savard, Director of Finance

4. CHIEF ADMINISTRATIVE OFFICER'S RECOMMENDATION/COMMENTS:

Supports recommendation.


David Blain, CAO

**STAFF REPORT ON
2024 ACTIVE TRANSPORTATION – KNIGHT & MARY CYCLING IMPROVEMENTS**

PREPARED BY: Colette McDiarmid DATE: April 29, 2024

POSITION: Supervisor – Roads,
Transportation, Drainage and
Dyking DEPARTMENT: Engineering

1. DEFINITION OF ISSUE:

Four tenders were received for the 2024 Active Transportation Knight & Mary Cycling Improvements Tender before the stipulated deadline. The low bid submission was compliant. The project includes civil and electrical works necessary to complete approximately 2.9 km of new bike lanes, improving cycling facilities and road safety.

A decision to award the Tender is required.

2. FACTORS:

- 2.1 Knight Road from Evans Road to Topaz Drive will see the installation of civil works creating protected bike lanes, transit rider refuge areas, curb bulges at the mid-block crossing, improved road markings, signage, signal activation and pavement resurfacing.
- 2.2 Mary Street from Hodgins Avenue to Princess Avenue will see the adjustments of on-street parking to parallel parking, installation of on-street bike lanes, curb bulges at Patten Avenue and at Spadina Avenue intersections, improved road markings, signage and pavement resurfacing.
- 2.3 Both Knight Road and Mary Street projects have successfully been through the public consultation process.
- 2.4 Four tender submissions were received for the 2024-03 Active Transportation Knight & Mary Cycling Improvements Tender and are summarized below.

Tenderer	Tender Price (including applicable taxes)
B.A. Blacktop Infrastructure Inc.	\$2,190,295.30
All Roads Construction Ltd.	\$2,557,607.12
Marex Constructors Ltd.	\$2,830,800.00
Lafarge Canada Inc.	\$3,006,138.45

- 2.5 The evaluation criteria are based on compliance to the tender requirements, the cost of the required work falling within the City's budget, experience of the tenderer and its personnel,

work schedule, WCB clearance, available equipment, proposed subcontractors and submission of a bid security.

- 2.6 The lowest bid submitted a compliant tender.
- 2.5 There are sufficient funds allocated within the CMP to complete the project.
- 2.6 These projects add infrastructure to our City-wide Cycling Network as identified in the Cycle Vision Plan.
- 2.7 The next phase of the Knight Road active transportation infrastructure is currently in detailed design and will include a multi-use path from the Valley Rail Trail to Chilliwack River Road. This work is planned to be tendered this year if budgets allow.

3. RECOMMENDATION & SUBSTANTIATION:

Recommendation:

Recommendation that Council award the tender for the Active Transportation Knight & Mary Cycling Improvements to B.A. Blacktop Infrastructure Inc. in the amount of \$2,190,295.30 (including applicable taxes); and further, that the Mayor and Corporate Officer be authorized to sign any necessary documentation.

Substantiation:

B.A. Blacktop Infrastructure Inc. has completed several years of the Asphalt Rehabilitation program which include comparable civil and electrical works to this project. The City has been satisfied with their work.

AGENDA ITEM NO: 7.4

MEETING DATE: May 7th, 2024

STAFF REPORT – COVER SHEET

SUBJECT: Yale Road-Breezeway Projects DATE: April 29, 2024
Tender Award

DEPARTMENT: Engineering PREPARED BY: Doug Mossey

1. SUMMARY OF ISSUE:

Five tender submissions were received for the Yale Road-Breezeway Projects Tender before the stipulated deadline. The low bid submission was non-compliant. The project includes four projects.
A decision to award the Tender is required.

2. RECOMMENDATION:

Recommendation that Council award the tender for the Yale Road-Breezeway Projects Tender to Marex Constructors Ltd. in the amount of \$1,571,850.00 (including applicable taxes); and further, that the Mayor and Corporate Officer be authorized to sign any necessary documentation.



Kara Jefford, Director of Engineering

3. FINANCE COMMENTS:

Sufficient funding has been allocated within the approved 2024 Financial Plan.



Glen Savard, Director of Finance

4. CHIEF ADMINISTRATIVE OFFICER'S RECOMMENDATION/COMMENTS:

Supports recommendation.



David Blain, CAO

**STAFF REPORT ON
Yale Road-Breezeway Projects Tender Award**

PREPARED BY:	<u>Kevin Pollard</u>	DATE:	<u>April 29th, 2024</u>
POSITION:	<u>Assistant Manager of Transportation and Drainage</u>	DEPARTMENT:	<u>Engineering</u>

1. DEFINITION OF ISSUE:

Five tender submissions were received for the Yale Road-Breezeway Projects Tender before the stipulated deadline. The low bid submission was non-compliant. The project includes four projects.

A decision to award the Tender is required.

2. FACTORS:

- 2.1 Four projects are included in this Tender going to construction this Spring with completion this summer. Details of each project are summarized below.
- 2.2 **Yale Rd Multi-Use Pathway (MUP) – Westside Kerr Ave to Parr Rd**
Approx. 170m of Multi-Use Pathway, concrete curb, boulevard with street trees, streetlight relocations, signage, road markings, and restoration.
- 2.3 **Edwards St Sidewalk – Eastside Hocking Ave to Spadina Ave**
Approx. 190m of sidewalk, curb repairs and boulevard restoration.
- 2.4 **Yale Rd – Crosswalk to Nowell St**
Approx. 110m of concrete curb, sidewalk, stamped coloured concrete, street trees, drainage, ornamental street lighting, RRFB and relocated crosswalk, paving, signage, road markings and restoration. Appendix 'A' provides further details of the project.
- 2.5 **Downtown Breezeway – Yale Rd to Victoria Parking Lot**
Approx. 370 square meters of public plaza construction including stamped concrete, drainage, ornamental lighting, landscaping, street trees, concrete planters, bike storage lockers/bike racks, benches, chess tables, food truck pad, archway, arbors and trellises. Appendix 'A' provides further details of the project.

- 2.6 Five tender submissions were received for the Yale Road-Breezeway Projects Tender. The low bid submission was non-compliant.

Tenderer	Tender Price (including applicable taxes)
Breakwater Contracting Ltd.	\$1,388,073.75
Marex Constructors Ltd.	\$1,571,850.00
Strohmaier Excavating Ltd	\$1,700,562.09
Lafarge	\$1,708,018.20
All Roads	\$1,884,750.00

- 2.7 The evaluation criteria are based on compliance to the tender requirements, the cost of the required work falling within the City's budget for the work, experience of the tenderer and its personnel, past performance working with the City, work schedule, WCB clearance and submission of a bid security.
- 2.8 The second lowest bid submitted a compliant tender.
- 2.9 There are sufficient funds allocated within the CMP to complete the project.
- 2.10 The Yale Road-Breezeway Projects Tender was procured through the competitive tender process as per City Purchasing Policy C-14.
- 2.11 Aplin & Martin Consulting completed the engineering design and has been retained for the project duration for design compliance and quality control.
- 2.12 The projects are intended to be constructed this Spring/Summer with all projects completed by mid-September.

3. RECOMMENDATION & SUBSTANTIATION:

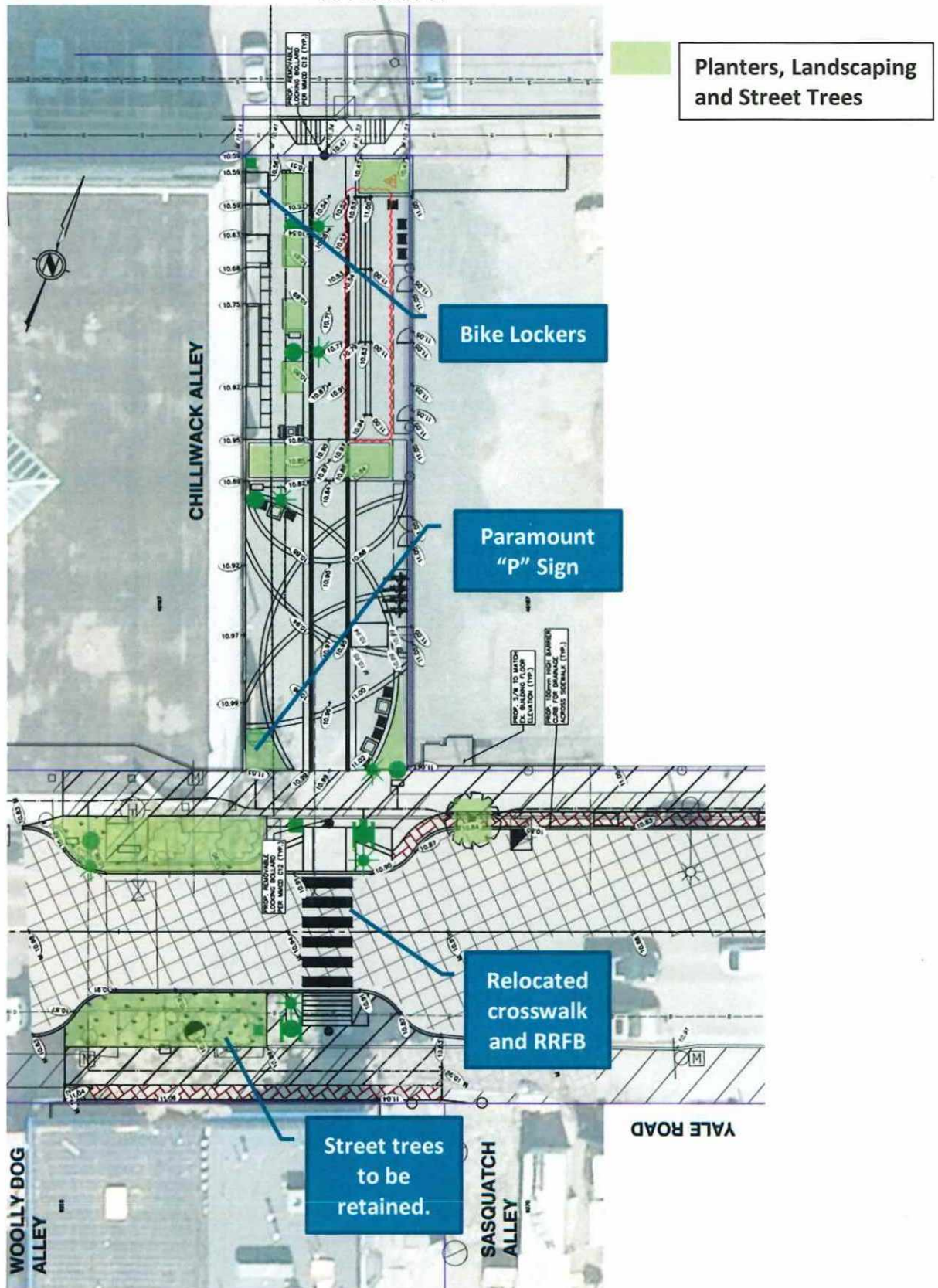
Recommendation:

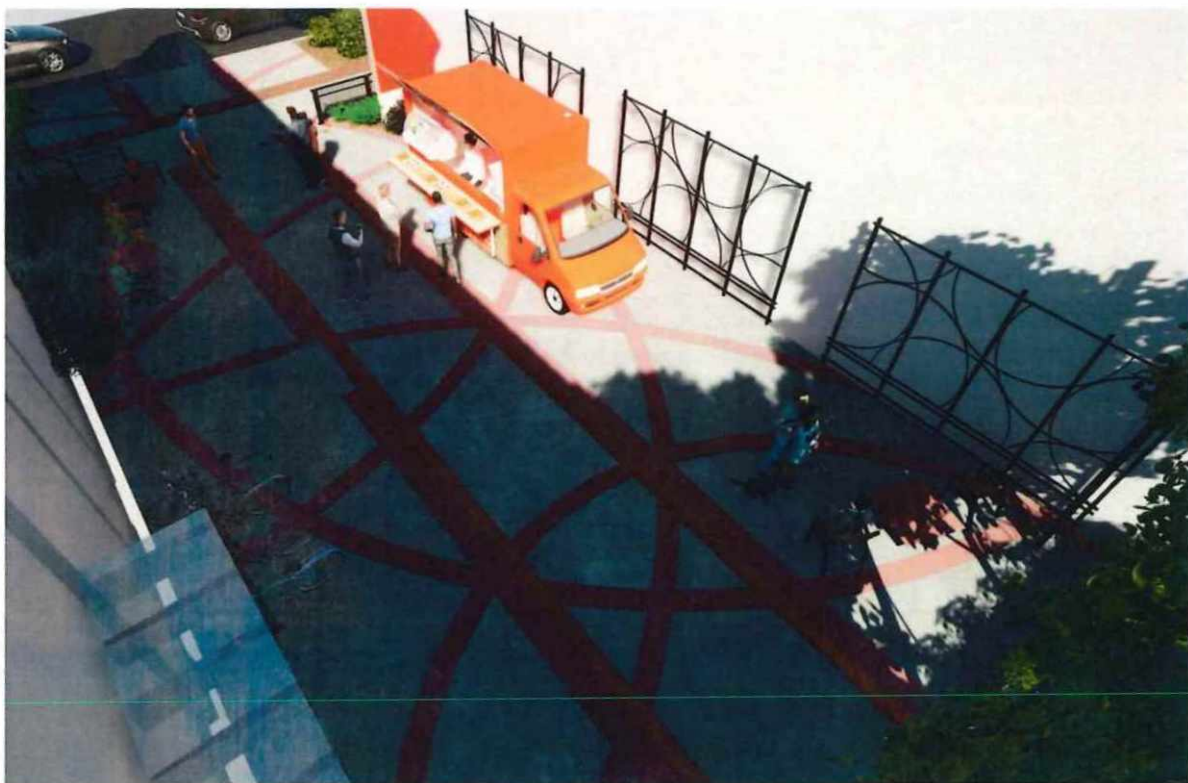
Recommendation that Council award the tender for the Yale Road-Breezeway Projects Tender to Marex Constructors Ltd. in the amount of \$1,571,850.00 (including applicable taxes); and further, that the Mayor and Corporate Officer be authorized to sign any necessary documentation.

Substantiation:

Marex Constructors Ltd. submitted a compliant bid and has similar project experience in the Fraser Valley.

APPENDIX 'A'







AGENDA ITEM NO: 7.5

MEETING DATE: May 7, 2024

STAFF REPORT – COVER SHEET

SUBJECT: 2024 Asphalt Rehabilitation Consulting and Administration DATE: April 26, 2024

DEPARTMENT: Engineering PREPARED BY: Doug Mossey


1. SUMMARY OF ISSUE:

The City of Chilliwack invited quotations from three civil engineering consultants for services for the 2024 Asphalt Rehabilitation Consulting and Administration Project.

A decision to award the Project is required.

2. RECOMMENDATION:

Recommendation that Council authorize staff to award the contract for the 2024 Asphalt Rehabilitation Consulting and Administration Services to R.F. Binnie & Associates Ltd. in the amount of \$161,593.00 (plus applicable taxes); and further, that the Mayor and Corporate Officer be authorized to sign any necessary documentation.



K. Jefford, Director of Engineering

3. FINANCE COMMENTS:

Funding is allocated within the 2024 Financial Plan for this project.



Glen Savard, Director of Finance

4. CHIEF ADMINISTRATIVE OFFICER'S RECOMMENDATION/COMMENTS:

Supports recommendation.



David Blain, CAO

**STAFF REPORT ON
2024 ASPHALT REHABILITATION CONSULTING AND ADMINISTRATION SERVICES**

PREPARED BY: Kristian Biela DATE: April 23, 2024

POSITION: Senior Engineering DEPARTMENT: Engineering
 Technologist

1. DEFINITION OF ISSUE:

To follow industry best practices, asphalt rehabilitation concepts need to evolve into a detailed design that aligns with expectations of contractors and that provide the City with the best final product, which results in savings over the long term. Retaining the services of civil engineering consultants ensures that the City of Chilliwack is receiving the best asphalt rehabilitation strategies that are unique to the challenges presented with each road’s issues.

The City of Chilliwack invited quotations from three civil engineering consultants for services for the 2024 Asphalt Rehabilitation Consulting and Administration Project, including:

- 1) Aplin and Martin Consultants Ltd.
- 2) R.F. Binnie and Associates Ltd.
- 3) ISL Engineering and Land Services Ltd.

A decision to award the Project is required.

BACKGROUND:

1.1 The City released an RFP for the Project to procure services for the scope of works outlined in Table 2.1 below and including: geotechnical testing, preparation of design drawings and tender documents, contract administration, and construction inspection.

TABLE 2.1 - PROJECT LIST

ROAD	FROM	TO	PQI (2023)
South Sumas Road	Chadsey Road	West End of Pavement	3.1
Garden Drive	Charles Street	First Avenue	3.7
Poplar Road	Yarrow Central Road	North End of Pavement	3.5
McMillan Road	Mercer Road	South to End of Pavement	2.9
Yale Road	Chilliwack Creek Bridge	Airport Road	5.5
Lickman Road	Sumas Central Road	South Sumas Road	5.5
Southlands Drive	Young Road	Southlands Crescent	5.6
Kingston Drive	Kingston Drive – Ph 1	East End of Pavement	8.1

- 1.2 The RFP received zero submissions. Consultants’ feedback included concerns with timeline and responsibility requirements as the reason for not providing a submission. Using this feedback, staff requested quotes from well-known regional consultants with an adjusted scope and responsibility requirements that would entice more interest and provide good pricing.
- 1.3 Three quotes were requested from Aplin & Martin Consultants Ltd., ISL Engineering and Land Services Ltd., and R.F. Binnie and Associates Ltd. The resultant submissions are shown in Table 2.2 below.

TABLE 2.2 – SUBMISSION RESULTS

Consultant	Quoted Price (plus applicable taxes)
Aplin & Martin Consultants Ltd.	\$125,873.00
R.F. Binnie & Associates Ltd.	\$130,888.00
ISL Engineering and Land Services Ltd.	\$155,703.00

- 1.4 Staff analyzed each of the of the proposal submissions for completeness and compared the provided services to the scope of works requested.
- 1.5 Aplin & Martin Consultants Ltd. did not include requested field inspection services as requested by the City in the request for quotations.
- 1.6 R.F. Binnie & Associates Ltd. included three-hundred (300) hours of construction inspection services, and therefore is the preferred consultant for contract award.
- 1.7 Further information leading to reprioritization of roads required the City to negotiate with the preferred consultant to increase consultant services for several more roads. The City requested pricing for the additional scope of works beyond the original RFP scope, including:
 - a. Elk View Road – Lindell Road to Ryder Lake Road, including slope stabilization
 - b. Lickman Road – South Sumas Road to Sumas Central Road, widening to support a bike lane in the south bound lane
 - c. Airport Road, west of Yale Road – Modifications to pavement markings to increase the efficiency of the intersection
 - d. Additional geotechnical drilling for roads requiring subsurface investigations
- 1.8 The additional project scope resulted in a total contract price increase of \$30,705.00, resulting in a total contract award price of \$161,593.00 (plus applicable taxes).

2. RECOMMENDATION & SUBSTANTIATION:

Recommendation:

Recommendation that Council authorize staff to award the contract for the 2024 Asphalt Rehabilitation Consulting and Administration Services to R.F. Binnie & Associates Ltd. in the amount of \$161,593.00; and further, that the Mayor and Corporate Officer be authorized to sign any

necessary documentation.

Substantiation:

Soliciting consulting and administrative services for the City's asphalt rehabilitation program will provide optimal solutions unique to the City's road network, ensuring longer road lifespans and better contract prices.

AGENDA ITEM NO: 7.6

MEETING DATE: May 7, 2024

STAFF REPORT – COVER SHEET

SUBJECT: Townsend Park Concession Operations DATE: April 23, 2024

DEPARTMENT: Recreation and Culture PREPARED BY: Carol Marleau

1. SUMMARY OF ISSUE:

The concession kiosk at the Townsend Park ball diamonds provides on-site food and beverage services to local sports groups and the public.

With the recent retirement of the previous concession operator, the City of Chilliwack issued a Request for Quotations and received one compliant submission from Corner Kicks Concession, owned and operated by Dave Ashley.

Dave Ashley currently operates the concession kiosk in the Chilliwack Coliseum as well as a number of mobile food units around the Fraser Valley. Based on the submitted proposal, the proponent has the resources and experience to successfully operate the kiosk at Townsend Park. Corner Kicks has agreed to compensate the City of Chilliwack with the fee structure below allowing the City to recover the utility and annual certification costs associated with operating the facility. Service levels have been built into the agreement which covers the period of May 9, 2024 to December 31, 2025, with the option to extend the agreement for up to three additional one-year terms.

Fee Payable to the City of Chilliwack	Price per year
Year One Monthly Rental (April to September)	\$3,600.00
Year Two Monthly Rental (April to September)	\$4,320.00
Year Three Monthly Rental (April to September)	\$4,420.00

2. RECOMMENDATION:

That Council approve the Contract Services Agreement, as contained within the staff report dated April 23, 2024, for Corner Kicks Concession to operate the Townsend Park Concession from May 9, 2024 until December 31, 2025; and further, that the Mayor and Corporate Officer be authorized to sign any necessary documentation.



Darrell Lindhout,
Director of Recreation and Culture

3. FINANCE:

The minimal revenues received will be credited to general revenue, which will be utilized to offset the costs associated with the concession utilities and annual certification.


Glen Savard, Director of Finance

**4. CHIEF ADMINISTRATIVE OFFICER'S
RECOMMENDATION/COMMENTS:**

Supports recommendation.


David Blain, CAO

This sample agreement will be filled out by the City of Chilliwack once a Contractor has been selected. Bidders are encouraged to read this before they submit their quotation.

CONTRACT SERVICES AGREEMENT

TOWNSEND PARK CONCESSION OPERATIONS

THIS AGREEMENT dated for reference _____, _____ IS

BETWEEN

CITY OF CHILLIWACK
8550 Young Road
Chilliwack, BC
V2P 8A4

(the "**City**")

AND

[INSERT CONTRACTOR NAME]
[Insert Contractor Address]

(the "**Contractor**")

GIVEN THAT

- A The City wishes to contract for the services described in this Agreement, and
- B The City and the Contractor wish to enter into this Agreement for the Contractor to provide the services in accordance with this Agreement

This Agreement is evidence that in consideration of the covenants exchanged below, the sufficiency of which each party acknowledges, the City and the Contractor agree as follows

Definitions

- 1 In this Agreement, in addition to the terms defined above, the following words and terms have the following meanings
 - (a) "**Capital Items**" means foundations, roof, external facades, windows, fire alarms, emergency lighting, HVAC systems, plumbing and electrical systems, lighting, flooring, interior walls, soft goods and all other capital items within, comprising or otherwise connected to or forming part of the Facility
 - (b) "**City Personnel**" means the City's elected officials, employees, agents, servants, contractors and any one else for whom the City is responsible
 - (c) "**City's Representative**" means the individual designated as such in Schedule A to this Agreement
 - (d) "**Facility**" means the concession stand located on the Premises
 - (e) "**Fee**" means the fee the Contractor will pay the City as outlined in Schedule B
 - (f) "**Gross Revenue**" means the total amount of revenue generated by the Contractor from providing the Services prior to any deductions

This sample agreement will be filled out by the City of Chilliwack once a Contractor has been selected. Bidders are encouraged to read this before they submit their quotation.

- (g) "**Premises**" means Townsend Park, which is located at 45130 Wolfe Road in Chilliwack, BC
- (h) "**Services**" means the services the Contractor will provide to the City as described in Schedule A
- (i) "**Taxes**" means all taxes, rates, and assessments assessed or levied by the City of Chilliwack or any other government authority and payable in respect of the Premises and the Facility
- (j) "**Contractor's Taxes**" means all taxes, licences, rates, duties, and assessments imposed or levied by a government authority covering any period during the Term and relating to or in respect of the business of the Contractor, or its personal property, business and trade fixtures, machinery and equipment
- (k) "**Term**" means the period beginning _____, 2024, and ending _____, 2025, and any extension of that Term under section 5
- (l) "**Work**" means all the work performed or carried out to perform the Services

Interpretation and Governing Law

2 In this Agreement

- (a) reference to the singular includes a reference to the plural, and vice versa, unless the context requires otherwise,
- (b) reference to a particular numbered section or Schedule is a reference to the correspondingly numbered section or Schedule of this Agreement,
- (c) the word "enactment" has the meaning given to it in the *Interpretation Act* (British Columbia) on the reference date of this Agreement,
- (d) reference to any enactment is a reference to that enactment as amended, unless otherwise expressly provided,
- (e) unless the context otherwise indicates, reference to a "party" or the "parties" is a reference to a party, or the parties, to this Agreement and their respective successors, subcontractors, trustees, administrators and receivers,
- (f) reference to the City, where context requires, includes the elected and appointed officials, officers, employees, agents and contractors of the City, and
- (g) section headings have been inserted for ease of reference only and are not to be used in interpreting this Agreement

3 This Agreement is governed by, and is to be interpreted according to, the laws of British Columbia

Services, Term and Fee

- 4 The Contractor agrees to perform the Services, on the terms and conditions of this Agreement, for the Term
- 5 Upon agreement, the parties may extend the Agreement for up to three additional one-year terms

This sample agreement will be filled out by the City of Chilliwack once a Contractor has been selected. Bidders are encouraged to read this before they submit their quotation.

6 The Contractor will pay the Fee to the City for the use of the Facility in accordance with Schedule B

City's Covenants

7 The City

- (a) must use reasonable efforts to respond reasonably promptly to any communication from the Contractor,
- (b) must, at its sole expense, maintain and repair or cause to be maintained or repaired Capital Items,
- (c) authorizes the Contractor to use the equipment outlined in Schedule C in its provision of the Services,
- (d) will provide, at the City's sole cost, electricity, water, and all other utilities consumed or used by the Contractor while providing the Services,
- (e) will pay any Taxes, excluding the Tenants Taxes, imposed on the Facility, and
- (f) will provide access to washroom facilities located on the Premises to the Contractor and its members, officers, directors, employees, contractors, agents, volunteers or others for whom the Contractor is responsible

8 Notwithstanding section 7(b), the City is not obliged to maintain, repair or replace Capital Items if any of the following apply:

- (a) not previously identified by the Contractor as a Capital Item needing maintenance, repair or replacement, except in the case of an emergency, or
- (b) if the cost of the maintenance, repair or replacement exceeds that allocated for capital expenditures for the Facility as approved by the City through its annual budgeting processes, or
- (c) the need maintenance, repair or replacement as a direct or indirect result of the neglect, misuse, negligence, wrongful act or omissions of the Contractor or its members, officers, directors, employees, contractors, agents, volunteers or others for whom the Contractor is responsible

Contractor's Representations and Warranties

9 The Contractor represents and warrants to the City that

- (a) it has full power, authority and capacity to enter into this Agreement and to perform its obligations under this Agreement, and
- (b) it has taken all necessary actions, steps and other proceedings to approve and authorize, validly and effectively, the entering into, execution, delivery and performance of this Agreement

Contractor's Covenants

10 The Contractor agrees

- (a) to use the Facility only to provide the Services and for ancillary purposes,

This sample agreement will be filled out by the City of Chilliwack once a Contractor has been selected. Bidders are encouraged to read this before they submit their quotation.

- (b) to clean, repair and maintain the interior of the Facility, including, without limitation, all equipment and machinery therein, including the equipment outlined in Schedule C,
- (c) to keep the areas of the Premises immediately adjacent to the Facility free of any rubbish or debris originating from the Facility,
- (d) to provide good quality service commensurate with the general level expected by the patrons of the Premises,
- (e) inform the City of any Capital Item needing maintenance, repair or replacement,
- (f) not to alter, remove or replace any fixtures within the Facility or without the consent of the City,
- (g) not make any alterations, installations, removals, additions, or improvements to Facility or Premises,
- (h) not to do or permit to be done anything that may void any insurance required to be carried by the Contractor pursuant to this Agreement,
- (i) that it will not erect or display any signage on or within the Facility or Premises except with the express written consent of the City, such consent the City may withhold for any reason,
- (j) to provide the Services in conformance with all applicable enactments, and with any relevant codes, rules, regulations or standards of any professional or industry organization or association, including, without limitation, all food safety and health enactments, standards and regulations, and
- (k) that the employees, volunteers, contractors, and anyone else providing the Services on behalf of the Contractor will have the education, training, skill, experience and resources necessary to perform the Services in accordance with this Agreement

State of Premises on Termination

- 11 Upon termination of the Agreement the Contractor shall remove all personal property belonging to the Contractor, including machinery and equipment, from the Facility and leave the Facility in the condition it was on the day immediately preceding the day the first day of the Term, normal wear and tear excepted
- 12 Any personal property owned by the Contractor left in the Facility or on the Premises after the Term expires will become the property of the City without further compensation to the Contractor

City's Representative

- 13 The Contractor acknowledges and agrees that
 - (a) the City's Representative is the sole person authorized by the City to communicate with the Contractor or to make determinations, decisions or give directions in respect of this Agreement, and
 - (b) the City is not bound by any communication, determination, decision or direction of any person other than the City's Representative

This sample agreement will be filled out by the City of Chilliwack once a Contractor has been selected. Bidders are encouraged to read this before they submit their quotation.

Access and Contractor Easement

- 14 The City may access and inspect the Facility by giving 24 hours notice of such access to the Contractor
- 15 The City hereby grants to the Contractor, including its members, officers, directors, employees, volunteers, agents, contractors, and invitees, the full, free, and unlimited right, liberty, and irrevocable easement for the Contractor during the times the Contractor is providing the Services, in common with the City, to enter, go, pass, and repass upon, along, over and through and otherwise use the Premises for the purposes of accessing the Facility

Indemnity

- 16 The Contractor will and hereby does release, indemnify and save harmless the City and the City Personnel from any and all suits, actions, causes of action, liabilities, damages, costs, claims, expenses (including actual fees of professional advisors) and harm, of any nature or kind whatsoever, whether related to death, bodily injury, property loss, property damage or consequential loss or damage, which may be directly or indirectly connected with or arise from this Agreement, including
- (a) any breach of any obligation set forth in this Agreement to be observed or performed by the Contractor,
 - (b) any act, omission, or negligence of the Contractor, its members, officers, directors, employees, volunteers, agents, contractors, subcontractors, invitees or others for whom the Contractor is responsible,
 - (c) the use, management or occupation of the Facility, and
 - (d) the provision of the Services

except if (and to the extent that) such loss, costs, damages and expenses are as a result of the negligence of the City or the City Personnel

Insurance

- 17 The Contractor shall, at its sole expense, obtain and maintain during the term
- (a) automobile liability insurance with respect to owned and leased automobiles used directly or indirectly in the performance of the Services covering liability for bodily injury, death and damage to property with a limit of not less than \$2,000,000 inclusive for each loss,
 - (b) comprehensive general liability insurance providing coverage for death, bodily harm and injury, property loss and damage, and all other losses arising out of or in connection with the Contractor's operation, use and occupation of the Facility in an amount of not less than \$5,000,000 per occurrence,
 - (c) where applicable, WorkSafe BC insurance or any replacement workers' compensation insurance, and
 - (d) any other form or forms of insurance that the City may reasonably require from time to time in amounts and for such perils against which a prudent operator acting reasonably would protect itself in similar circumstances
- 18 All policies of insurance required to be taken out by the Contractor must, as applicable

This sample agreement will be filled out by the City of Chilliwack once a Contractor has been selected. Bidders are encouraged to read this before they submit their quotation.

- (a) name the City as an additional insured,
 - (b) include that the City is protected notwithstanding any act, neglect or misrepresentation by the Contractor which might otherwise result in the avoidance of a claim and that such policies are not affected or invalidated by any act, omission or negligence of any third party which is not within the knowledge or control of the insureds,
 - (c) be issued by an insurance company entitled to carry on the business of insurance under the laws of British Columbia,
 - (d) be primary and non-contributing with respect to any policies carried by the City and that any coverage carried by the City is excess coverage,
 - (e) not be cancelled without the insurer providing the City with 60 days' written notice to the Director stating when such cancellation is to be effective,
 - (f) not include a deductible greater than \$5,000 00 per occurrence,
 - (g) include a cross liability clause, and
 - (h) be on other terms acceptable to the City, acting reasonably
- 19 The Contractor must obtain all required insurance at its sole expense and must provide the City with certificates of insurance confirming the placement and maintenance of all required insurance on taking possession of the Facility and as otherwise reasonably requested by the City
- 20 The City may, but is not required to, take out any additional insurance in respect of the Facility that it considers necessary or desirable including, without limitation, fire insurance
- 21 If the Contractor fails to insure or provide proof of insurance as required, the City may, immediately and without notice to the Contractor, effect the insurance in the name of and at the expense of the Contractor For clarity, the City has no obligation to effect such insurance during the Term or otherwise

Delay in Performance

- 22 Neither the City nor the Contractor shall be deemed to be in default of this Agreement for delays in performance caused by circumstances beyond the reasonable control of the non-performing party For purposes of the Agreement, such circumstances include, but are not limited to abnormal weather conditions, flood, earthquake, fire, pandemic, epidemic, war, riot and other civil disturbance, strike, lockout, work slowdown and other labor disturbances, sabotage, judicial restraint and inability to procure permits, licenses or authorizations from any local, provincial or federal agency for any of the supplies, materials, accesses or services required to be provided by either the City or the Contractor under this Agreement If any such circumstances occur, the non-performing party shall, as soon as possible after being prevented from performing, give written notice to the other party describing the circumstances preventing continued performance and the efforts being made to resume performance of this Agreement

Termination or Suspension for Convenience

- 23 The City may, in its sole discretion, by giving not less than 15 days' notice to the Contractor, terminate this Agreement The Contractor is not entitled to, and irrevocably waives and releases, damages or compensation for costs incurred, loss of profit, or loss of opportunity, directly or indirectly arising out of termination of this Agreement

This sample agreement will be filled out by the City of Chilliwack once a Contractor has been selected. Bidders are encouraged to read this before they submit their quotation.

Survival

- 24 The terms and conditions of sections 16 and 23 shall survive the termination of this Agreement indefinitely

Agreement for Services

- 25 This is an Agreement for the performance of Services and the Contractor is engaged under the Agreement as an independent contractor for the sole purpose of providing the Services. Except as is otherwise expressly prescribed in this Agreement, neither the Contractor nor any of its employees or contractors is engaged by the City as an agent of the City. The Contractor is solely responsible for any and all remuneration and benefits payable to its employees and contractors, and all payments or deductions required to be made by any enactment, including those required for Canada Pension Plan, unemployment insurance, workers' compensation and income tax. This Agreement does not create a joint venture or partnership.

Conflict of Interest

- 26 The Contractor must not perform, for gain, any services for any person other than the City, or have an interest in any contract other than this Agreement, if the City determines, acting reasonably, that performance of the services, or the Contractor's interest in the contract, creates a conflict of interest between the obligations of the Contractor to the City under this Agreement and the obligations of the Contractor to the other person or between the obligations of the Contractor to the City under this Agreement and the Contractor's pecuniary interest.

Assignment

- 27 No part of this Agreement may be assigned or subcontracted by the Contractor without the prior written consent of the City, which consent the City may withhold for any reason.
- 28 A permitted subcontract does not relieve the Contractor from any obligation already incurred or accrued under this Agreement or impose any liability upon the City.

Time of the Essence

- 29 Time is of the essence of this Agreement.

Alternative Rights and Remedies

- 30 Exercise by a party to this Agreement of any right or remedy of that party, whether granted in or under this Agreement or at law or equity, does not limit or affect any other right or remedy of any kind, whatever its source, that the party may have against the other party and does not affect the right of the party exercising the right or remedy to exercise other rights or remedies against the other party.

Severance

- 31 If any portion of this Agreement is held to be illegal or invalid by a court of competent jurisdiction, the illegal or invalid portion must be severed and the decision that it is illegal or invalid does not affect the validity of the remainder of this Agreement.

This sample agreement will be filled out by the City of Chilliwack once a Contractor has been selected. Bidders are encouraged to read this before they submit their quotation.

Notice

32 Any notice, direction, demand, approval, certificate or waiver which may be or is required to be given under this Agreement must be in writing and be delivered or sent by scan, or facsimile transmission, addressed as follows

(a) To the City

Attention Manager of Recreation Services and Corporate Wellness
City of Chilliwack
8550 Young Road
Chilliwack, B C V2P 8A4

Email marleau@chilliwack.com

Phone 604-793-2904

(b) To the Contractor

Attn

[Insert Contractor Address]

Email

Phone

Any notice, direction, demand, approval or waiver that is delivered is to be considered to have been given on the next business day after it is dispatched for delivery Any notice, direction, demand, approval or waiver that is sent by email is to be considered to have been given on the day it is sent, if that day is a business day and if that day is not a business day, it is to be considered to have been given on the next business day after the date it is sent If a party changes its address, email address or both, it must immediately give notice of its new address, email address, or both, to the other party as provided in this section

Entire Agreement

33 This Agreement is the entire agreement between the parties and it terminates and supersedes all previous communications, representations, warranties, covenants and agreements, whether verbal or written, between the parties with respect to the subject matter of this Agreement

Waiver

34 Waiver of any default by either party must be express and in writing to be effective, and a waiver of a particular default does not waive any other default

This sample agreement will be filled out by the City of Chilliwack once a Contractor has been selected. Bidders are encouraged to read this before they submit their quotation.

Counterparts and Electronic Delivery

35 This Agreement may be executed in any number of counterparts and delivered by email, each of which shall be deemed to be an original and all of which taken together shall be deemed to constitute one and the same instrument, provided that any party delivering this Agreement by email shall also deliver to the other party an originally executed copy of this Agreement

As evidence of the agreement of the parties to be bound by the above terms and conditions of this Agreement, attested to by the signatures of their respective officers duly authorized for that purpose, on the dates set out below

THE CITY OF CHILLIWACK by its' authorized signatories

Signature

Name

Title

Date

Signature

Name

Title

Date

[Insert Contractor] by its' authorized signatories

Signature

Name

Title

Date

Signature

Name

Title

Date

This sample agreement will be filled out by the City of Chilliwack once a Contractor has been selected. Bidders are encouraged to read this before they submit their quotation.

Schedule A

Services and City Representative

- 1 The Contractor will provide the following Services
 - (a) operate the Facility as a concession stand selling a variety of food and beverages
- 2 The Contractor will provide the Services at the following times from April 1 of until September 30 of each year of the Term
 - (a) Monday through Friday for not less than 120 continuous minutes between 5 00pm and 9 00pm
 - (b) Saturday and Sunday for not less than 240 continuous minutes between 10 00am and 6 00pm, and
 - (c) during any other event at the Premises requested by the City, provided the City provides the Contractor with notice of such event not less than 7 days prior to the event taking place
- 3 If the Contractor determines that it will not be able to meet the capacity of an event held at the Premises, it will inform the City of this not less than 5 days prior to the event of its inability to meet the capacity and propose outside vendor or vendors that may be brought in to meet the capacity. The City will review the Contractor's proposal and, if it agrees to allow such outside vendor or vendors, will grant permission to the Contractor in writing. The City's permission will be conditional upon the vendor or vendors entering into an agreement to provide services during the event that is satisfactory to the City, in its sole discretion.
- 4 The City's Representative will be

[Insert name and contact information]

This sample agreement will be filled out by the City of Chilliwack once a Contractor has been selected. Bidders are encouraged to read this before they submit their quotation.

Schedule B

Fees

- 1 The Contractor will pay to the City of Chilliwack 5% of Gross Revenue during the Term
- 2 The Contractor will, on or before the 12th day of each month during the Term and, if applicable, the 12th day of the month following the end of the Term, furnish the City with a statement in writing certified by the Contractor showing in reasonable detail and in such form as the City may require the Gross Revenue for the immediately preceding month and the statement of Gross Revenue for such month will be accompanied by payment to the City of 5% of the Gross Revenue for such month
- 3 All payments by the Contractor to the City of whatsoever nature required or contemplated by this Agreement will be paid to the City by the Contractor in lawful currency of Canada
- 4 The Contractor
 - (a) must keep proper accounts and records of its performance of the Services, including invoices, receipts and vouchers, together with such other supporting or ancillary records and vouchers as will enable an audit of the Contractor's statement of Gross Revenue to be conducted, and accounts and records must at all reasonable times be open to audit and inspection by the City, which may make copies and take extracts from the accounts and records,
 - (b) must keep reasonably detailed records of performance of the Services by the Contractor, which must at all reasonable times be open to inspection by the City, which may make copies and take extracts from the records,
 - (c) must afford access to accounts and records for audit and inspection by the City and must furnish the City with such information as the City may from time to time require regarding those documents, and
 - (d) must preserve, and keep available for audit and inspection, all accounts records described in this section for at least two years after termination of this Agreement
- 5 The Contractor agrees to pay to the City at the times required by the applicable legislation all goods and services taxes or harmonized sales taxes payable under the *Excise Tax Act*, R S C 1985, c E-15, or such other tax as may be substituted for those taxes from time to time
- 6 If the City terminates this Agreement, the Contractor must immediately deliver to the City, without request, all proper accounts and records of its performance of the Services, including invoices, receipts and vouchers, together with such other supporting or ancillary records and vouchers as will enable an audit in the Contractor's possession or under its control

This sample agreement will be filled out by the City of Chilliwack once a Contractor has been selected. Bidders are encouraged to read this before they submit their quotation.

Schedule C

Inventory of City Equipment

1 The following equipment will be located in the Premises when the Term commences

- Frigidaire stand-up freezer
- Garland 24"x36" griddle
- Pitco deep fryer
- 3 door stand up cooler



This sample agreement will be filled out by the City of Chilliwack once a Contractor has been selected. Bidders are encouraged to read this before they submit their quotation.



AGENDA ITEM NO: 7.7

MEETING DATE: May 7, 2024

STAFF REPORT – COVER SHEET

SUBJECT: Request for Qualifications - Chilliwack Firehall Expansion and Renovation Construction Project DATE: April 3, 2024

DEPARTMENT: Recreation & Culture PREPARED BY: Darrell Lindhout

1. SUMMARY OF ISSUE:

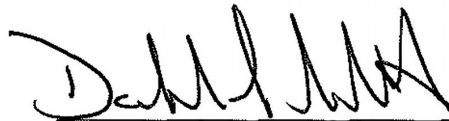
The City of Chilliwack issued a Request for Qualifications from respondents to indicate their interest in and provide their qualifications for the Chilliwack Firehall Expansion and Renovation Construction Project. Five (5) responses were received by the stipulated closing date.

A decision to advance three (3) respondents to the Request for Proposal (RFP) stage is required.

2. RECOMMENDATION:

That Council authorize staff to forward Request for Proposal documents to the following selected proponents for the Chilliwack Firehall Expansion and Renovation Construction Project.

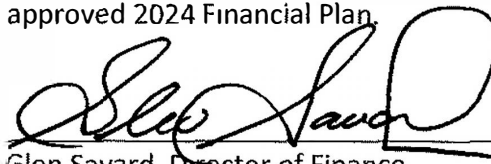
1. Gerry Enns Contracting Ltd.
2. n. Wallace & Company Ltd.
3. West Alliance Construction Ltd.



Darrell Lindhout, Director of Recreation & Culture

3. FINANCE COMMENTS:

Funding for this project has been allocated within the approved 2024 Financial Plan.



Glen Savard, Director of Finance

4. CHIEF ADMINISTRATIVE OFFICER'S RECOMMENDATION/COMMENTS:

Supports recommendation.



David Blain, CAO

**STAFF REPORT ON
FIREHALL EXPANSION AND RENOVATION CONSTRUCTION PROJECT – RFQ PROPONENT SELECTION**

PREPARED BY:	<u>Darrell Lindhout</u>	DATE:	<u>April 3, 2024</u>
POSITION:	<u>Director of Recreation and Culture</u>	DEPARTMENT:	<u>Recreation & Culture</u>

1. DEFINITION OF ISSUE:

The City of Chilliwack issued a Request for Qualifications from respondents to indicate their interest in and provide their qualifications for the Chilliwack Firehall Expansion and Renovation Construction Project. Five (5) responses were received by the stipulated closing date.

A decision to advance three (3) respondents to the Request for Proposal (RFP) stage is required.

2. FACTORS:

2.1 The City of Chilliwack is seeking a proponent for the construction of an addition to the Rosedale Firehall and renovation of the existing Fire Department Training Centre garage.

2.2 The scope of work will include:

Rosedale Firehall Expansion

- Construction of a new vehicle and equipment bay adjacent to the Rosedale Firehall.
- Full site preparation works which includes the re-routing of affected existing underground services, necessary geotechnical improvements, and parking lot reconfiguration to accommodate the building expansion.

Fire Department Training Centre Garage Renovation

- Construction of interior offices, washrooms and training spaces.
- Works will also include HVAC, lighting, fire suppression and electrical upgrades.

3. ANALYSIS

3.1 Five (5) respondents submitted responses to the RFQ, as follows:

1. Gerry Enns Contracting Ltd.
2. Jacob Bros. Construction Inc.
3. Novacom Building Partners
4. n. Wallace & Company Ltd.
5. West Alliance Construction Ltd.

Staff Report – Request for Qualifications - Chilliwack Firehall Expansion and Renovation Construction Project

- 3.2 The Evaluation Team evaluated each response based on the following criteria:
- a. Team composition and organization.
 - b. Relevant experience, including team members and key personnel.
 - c. Capability to undertake various projects.
 - d. Project understanding and vision.
- 3.3 The Evaluation Team ranked the RFQ responses based on information and details provided by each respondent.

<i>Proponent</i>	<i>Evaluation Points</i>	<i>Ranking</i>
Gerry Enns Contracting Ltd	82	1
n Wallace & Company Ltd.	82	2
West Alliance Construction Ltd.	82	3
Jacob Bros. Construction Inc.	73	4
Novacom Building Partners	64	5

(Total available evaluation points = 100)

- 3.4 The RFP is scheduled to be released in July 2024 to the three selected proponents. The Evaluation Team will evaluate each proposal and subsequently recommend to Council the preferred proponent to carry out the work. The RFP closing date is scheduled for September 2024.

4. RECOMMENDATION & SUBSTANTIATION:

Recommendation:

That Council authorize staff to forward Request for Proposal documents to the following selected proponents for the Chilliwack Firehall Expansion and Renovation Construction Project.

1. Gerry Enns Contracting Ltd.
2. n. Wallace & Company Ltd.
3. West Alliance Construction Ltd.

Substantiation:

The three (3) proponents selected by the Evaluation Team to proceed to the RFP stage were selected based on their abilities to complete the project while meeting the expectations of the project planning process.

AGENDA ITEM NO: 7.8

MEETING DATE: May 7, 2024

STAFF REPORT – COVER SHEET

SUBJECT: Chilliwack Landing Leisure Centre DATE: April 8, 2024
Strength Equipment Replacement

DEPARTMENT: Recreation & Culture PREPARED BY: Eric Schulz

1. SUMMARY OF ISSUE:

A decision is required to approve the Sourcewell Contract #081120-LFF for the supply of weight room strength equipment, select cardio equipment and associated accessories at the Chilliwack Landing Leisure Centre.

Company	Amount
LIVunLtd	\$344,972.45

2. RECOMMENDATION:

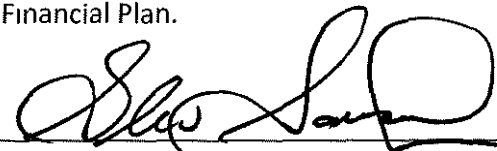
Recommendation that Council approve the purchase of strength and cardio equipment from LIVunLtd in the amount of \$344,972.45 (plus applicable taxes); and further, that the Mayor and Corporate Officer be authorized to sign any necessary documentation.



Darrell Lindhout, Director of Recreation and Culture

3. FINANCE COMMENTS:

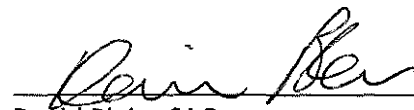
Funding has been allocated within the approved 2024 Financial Plan.



Glen Savard, Director of Finance

4. CHIEF ADMINISTRATIVE OFFICER'S RECOMMENDATION/COMMENTS:

Supports recommendation.



David Blain, CAO

STAFF REPORT ON
Sourcewell Contract #081120-LFF
Chilliwack Landing Leisure Centre Strength Equipment Replacement

PREPARED BY:	<u>Eric Schulz</u>	DATE:	<u>April 8, 2024</u>
POSITION:	<u>Project Manager – Recreation & Civic Services</u>	DEPARTMENT:	<u>Recreation & Culture</u>

1. BACKGROUND:

The existing large plate weight and selectorized strength equipment in the Chilliwack Landing Leisure Centre weight room have come to the end of their service life and require replacement. Although the heavy strength equipment is structurally sound, the cables, seat pads, grips, paint and wear parts require continual adjustment and replacement. Because of age, replacement parts are increasingly difficult to source which results in extended down time of this equipment. Additionally, the replacement equipment would include updated strength and cardio machines that utilize better ergonomics, functionality and esthetics.

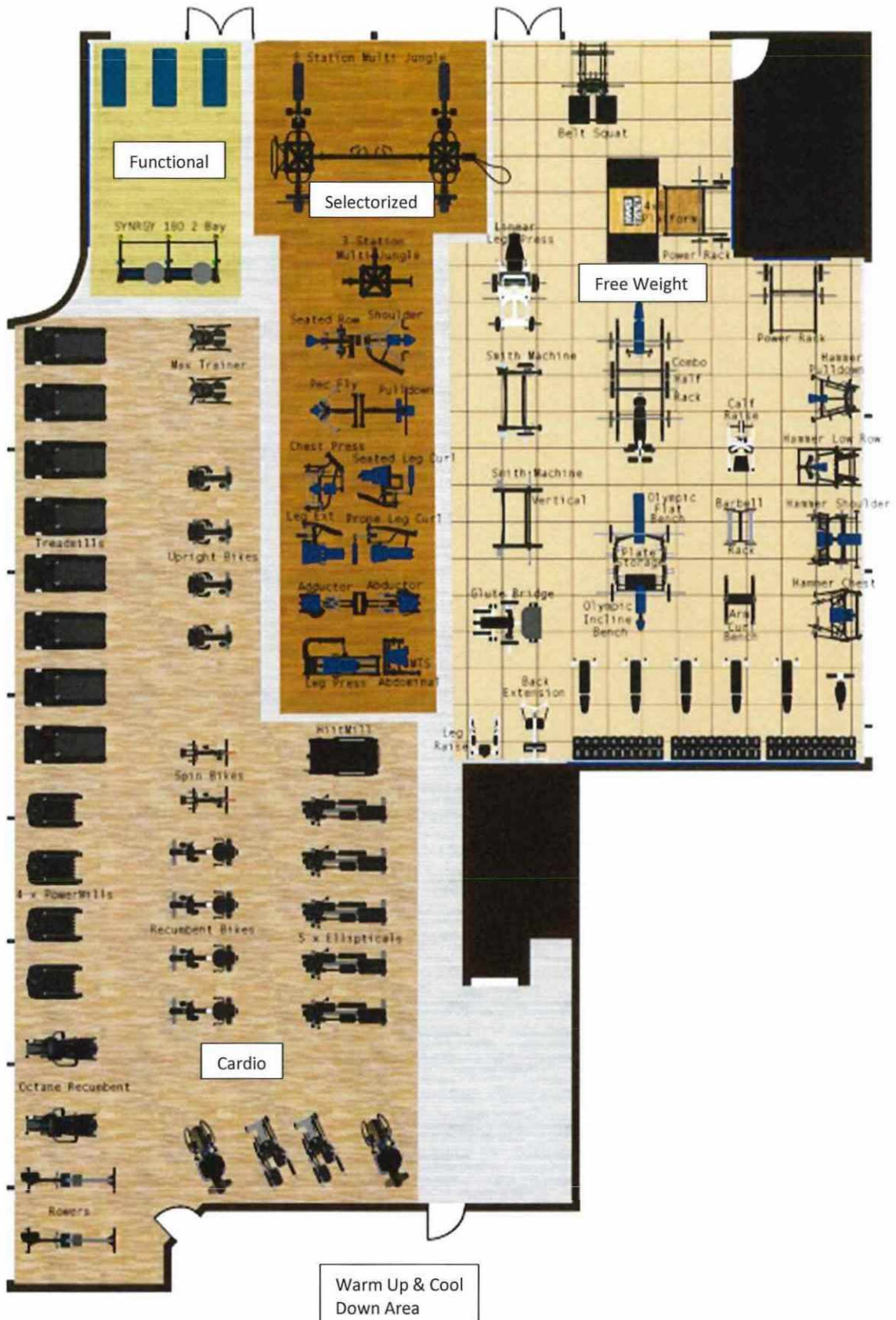
A project design team consisting of a fitness design professional, multiple YMCA personnel and City staff met onsite and reviewed the existing equipment and current layout. Various design options and layouts were reviewed to ensure that the selected equipment met current trends and maximized available space within the facility.

Through the design process, additional floor space was identified by eliminating redundant machines and incorporating more space efficient equipment. The additional floor space will allow for the creation of a new functional fitness area to increase patron physical fitness options. A dedicated stretching area will also be created in the mezzanine to allow for a defined warm up and cool down area. Finally, additional electrical circuits will be installed to allow for an expanded powered cardio equipment area.

While the Sourcewell Contract specified a contractual discount for equipment, the City of Chilliwack was able to negotiate an additional 2% to 10% discount on select equipment types due to the relationship the YMCA has with LIVunLtd. Costing for new pieces of equipment range from \$57,540 for the eight-station Multi Jungle to \$11,141 for the cardio PowerMills and down to \$25 for individual stability balls. The costs are broken out categorically below:

- \$133,780.90 for selectorized (cable machines with pin weight selection)
- \$88,533.98 for free weights and plate loaded machines
- \$81,711.77 for PowerMill and elliptical cardio machines
- \$18,995.80 for functional fitness, stretching and storage
- \$21,950 for extraction, delivery, install and testing of new equipment

The new weight room design layout and fitness equipment locations are depicted in the image below. A more comprehensive overview of the LIVunLtd consultation, equipment selection and layout process is included in the attached documentation supplied by LIVunLtd.



Shown below are some examples of older free weight and selectorized equipment that will be replaced.



2. ABOUT SOURCEWELL:

Sourcewell is a cooperative buying group of over 50,000 members that are comprised of public sector, education and nonprofit organizations. They help organizations save time and money by combining the buying power of all members to provide discounted pricing that would otherwise be unavailable.

Life Fitness ranked No. 1 out of 14 companies graded on the Sourcewell Fitness Equipment proposal evaluation. Additionally, Life Fitness ranked No. 1 on each of the 8 individual Sourcewell scoring categories, including pricing. LIVunLtd is the master distributor of Life Fitness equipment in Canada.

3. RECOMMENDATION & SUBSTANTIATION:

Recommendation:

Recommendation that Council approve the purchase of strength and cardio equipment from LIVunLtd, in the amount of \$344,972.45 (plus applicable taxes); and further, that the Mayor and Corporate Officer be authorized to sign any necessary documentation.

Substantiation:

The Life Fitness proposal from Sourcewell Contract #081120-LFF meets budgetary, functionality and performance goals and objectives. Life Fitness ranked No. 1 out of 14 companies graded on the Sourcewell Fitness Equipment proposal evaluation, including pricing. The City of Chilliwack has predominately used Life Fitness products throughout its fitness centers for many years and the continued standardization of products would provide familiarity and comfort to its users.

Attachment

Information on the LIVunLtd consultation process, layout map and examples of specific selected equipment and accessories.

Objective

To provide patrons with a more up-to-date selection of reliable, high-quality fitness equipment, configured in a more intentional layout, which is not only safe and easy to use, but also enhances the patron's exercise experience for more effective outcomes.

Consultative Equipment Selection

When it comes to guiding you through the process of equipment selection, LIVunLtd's consultative approach is a combination of data and usage metrics, client input and feedback, and our 20+ years of experience equipping and operating a vast variety of fitness and wellness centres across Canada.

Overview of Highlights

- Re-configuring the space with a more logical order and flow (please see rendering attached)
- Updating equipment selection to reflect the more current workout practices (please see examples attached)
- Adding popular accessories which are widely used in today's workouts
- Adding useful storage racks to create a more organized and safer environment.

Comparative Properties

Our depth of experience runs deep with a large base of Municipalities, Recreational Facilities, JCCs and YMCAs, including:

- Robert Lee YMCA / Vancouver, BC
- Tong Louie YMCA / Surrey, BC


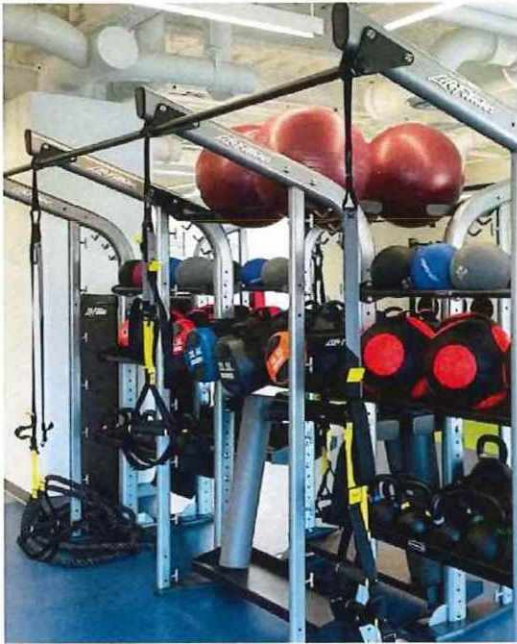
Parts / Access Availability - Our manufacturer, Life Fitness, commits to manufacturing parts for 7 years after a product is deemed "retired" from the line. To further ensure prompt service and repair, we make it our job to maintain or have fast access to a vast inventory of parts for up to 15 years after the usual life cycle of the product.

Company Overview

Founded in 2016 and formerly known as LIV North, LIVunLtd is the result of decades in the fitness and wellness industry with a long list of success stories equipping, servicing and even operating Municipalities, Commercial Gyms, Corporate Fitness & Wellness Centres, Campuses, Recreational Centres and more.

Additional information and images of specific equipment are shown below.





HAMMER STRENGTH BELT SQUAT

Increase leg strength and power with the Hammer Strength Plate Loaded Belt Squat. The unique design allows for a more natural squatting motion and targets the glutes, hamstrings, and quads. With the ability to load up to 1000 pounds, this machine is perfect for athletes and serious weightlifters looking to enhance their lower body strength.



LIFE FITNESS

Integrity+ PowerMill w/SL Console

A smooth stepping motion and 26 different speeds make the PowerMill ideal for exercisers who prefer slow climbs or those looking for one of the most challenging and intense cardio workouts at the gym. The large step space and anti-toe-pinch design ensure secure footing during everything from high-intensity to moderate workouts. And a reliable AC motor ensures consistent motion during all of them. Fitness facilities have several console options, ranging from simple and intuitive to entertainment rich and engaging.



LIFE FITNESS

SYNRGY S180 (2 BAYS)

The SYNRGY180 training system saves space by doubling as a wall-adjacent accessory storage unit and functional training rig. It's designed for small group training—instructor led or not—to fit any exerciser's fitness level or coach's programming needs. It's a modular system that can be custom-configured as a simple single-bay training rig or expanded to be a full room multi-bay training rig with a variety of HIIT elements.



HAMMER STRENGTH

HD ATHLETIC NX HALF RACK COMBO

The most popular rack configuration, the HD Athletic NX Half Rack combines space efficiency with a full storage solution.

AGENDA ITEM NO: 7.9

MEETING DATE: May 7, 2024

STAFF REPORT - COVER SHEET

SUBJECT: 2023 Audited Financial Statements Date: April 30, 2024
DEPARTMENT: Finance Prepared by: Glen Savard

1. SUMMARY OF ISSUE:

In accordance with Section 171 of the *Community Charter*, the municipal auditor must report to Council on the annual financial statements of the municipality.

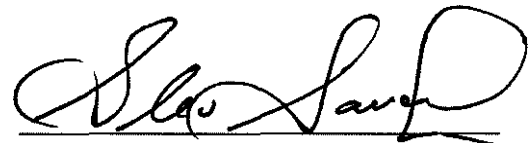
The 2023 financial statements have been prepared to the auditors' satisfaction in accordance with the CPA Canada Public Sector Accounting Handbook and Canadian accounting standards for public sector. They are prepared in a consolidated format, which includes the operations and financial position of the City, along with its subsidiaries, Chilliwack Economic Partners Corporation (CEPCO) and Tourism Chilliwack Inc.

Overall, the City continues to be in a strong financial position and continues to invest and re-invest in infrastructure, while funding all capital priorities and infrastructure without debt, in accordance with a pay-as-you-go capital financing policy.

KPMG LLP, will provide a brief presentation to Council regarding the results of their audit process.

2. RECOMMENDATION:

That the 2023 Audited Financial Statements of the City of Chilliwack be approved.



Glen Savard, Director of Finance

3. CHIEF ADMINISTRATIVE OFFICER'S RECOMMENDATION/COMMENTS:

Supports recommendation.



David Blain, CAO

DRAFT Consolidated Financial Statements of

CITY OF CHILLIWACK

And Independent Auditor's Report thereon

Year ended December 31, 2023

INDEPENDENT AUDITOR'S REPORT

To the Mayor and Council of City of Chilliwack

Opinion

We have audited the financial statements of City of Chilliwack (the "City"), which comprise

- the consolidated statement of financial position as at December 31, 2023
- the consolidated statement of operations and accumulated surplus for the year then ended
- the consolidated statement of changes in net financial assets for the year then ended
- the consolidated statement of cash flows for the year then ended
- and notes to the consolidated financial statements, including a summary of significant accounting policies

(Hereinafter referred to as the "financial statements").

In our opinion, the accompanying financial statements present fairly, in all material respects, the financial position of the City as at December 31, 2023, and its results of operations, its consolidated changes in net financial assets and its consolidated cash flows for the year then ended in accordance with Canadian public sector accounting standards.

Basis for Opinion

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the "***Auditor's Responsibilities for the Audit of the Financial Statements***" section of our auditor's report.

We are independent of the City in accordance with the ethical requirements that are relevant to our audit of the financial statements in Canada and we have fulfilled our other ethical responsibilities in accordance with these requirements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Responsibilities of Management for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with Canadian public sector accounting standards, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is responsible for assessing the City's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the City or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the City's financial reporting process

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion.

Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists.

Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of the financial statements.

As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion.

The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.

- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the City's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the City's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are

based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the City to cease to continue as a going concern.

- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation
- Communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

DRAFT

Chartered Professional Accountants

Chilliwack, Canada

[DATE]

City of Chilliwack
Consolidated Statement of Financial Position
Year Ended December 31, 2023 with comparative information for 2022

	2023	2022
Financial Assets		
Cash (Note 3)	\$ 86,980,019	\$ 68,269,879
Portfolio investments (Note 3)	145,897,831	141,693,710
Accounts receivable (Note 4)	26,919,132	24,808,284
	<u>259,796,982</u>	<u>234,771,873</u>
Liabilities		
Accounts payable and accrued liabilities (Note 5)	32,886,602	41,415,295
Development cost charges (Note 6)	55,267,817	44,468,884
Unearned revenue	21,305,948	20,772,236
Refundable deposits	20,937,689	22,700,832
Asset retirement obligation (Note 2)	11,354,632	-
	<u>141,752,688</u>	<u>129,357,247</u>
Net Financial Assets	<u>118,044,294</u>	<u>105,414,626</u>
Non-Financial Assets		
Property under development (Note 7)	9,754,271	9,090,099
Tangible capital assets (Note 8)	899,579,966	877,118,573
Inventories	1,881,952	1,707,085
Prepaid expenses	3,713,322	3,213,117
	<u>914,929,511</u>	<u>891,128,874</u>
Accumulated Surplus (Note 10)	<u>\$ 1,032,973,805</u>	<u>\$ 996,543,500</u>

Contingent liabilities (Note 12)
Commitments (Note 14)
Contractual rights (Note 15)

Glen Savard, CPA, CGA
Director of Finance

See accompanying notes to consolidated financial statements

City of Chilliwack
Consolidated Statement of Operations and Accumulated Surplus
Year Ended December 31, 2023 with comparative information for 2022

	2023 Actual	2023 Budget (Note 16)	2022 Actual
Revenues			
Municipal taxation and grants-in-lieu of taxes	\$ 103,856,044	\$ 103,093,000	\$ 97,966,460
Government grants and transfers (Note 9)	32,556,542	16,596,391	16,952,148
Sale of services	55,917,578	51,952,692	51,718,960
Licences, permits, penalties and fines	5,090,279	4,441,000	5,013,351
Return on investments	7,288,132	1,542,970	3,967,252
Development cost charges	6,307,431	38,202,500	12,107,375
Contributed tangible capital assets (Note 8)	4,820,496	6,580,000	1,343,747
Other revenue	7,394,158	2,259,000	2,584,002
	223,230,660	224,667,553	191,653,295
Expenses			
General government services	13,482,212	13,921,650	13,220,128
Protective services	56,870,177	57,212,350	52,930,738
Engineering, transportation and public works services	31,898,472	37,076,000	29,705,276
Solid waste and environmental services	15,242,471	15,189,700	13,538,313
Water and sewer services	29,007,510	27,444,500	28,561,919
Parks, recreation and cultural services	30,184,180	33,064,300	26,578,244
Planning and development	8,181,604	7,879,442	6,811,208
Interest and other	1,632,478	326,500	618,240
	186,499,104	192,114,442	171,964,066
Annual Surplus Before Other Revenue (Loss)	36,731,556	32,553,111	19,689,229
Other revenue (loss)			
Loss on disposal of tangible capital assets	(301,251)	-	(1,853,998)
Annual Surplus	36,430,305	32,553,111	17,835,231
Accumulated Surplus, beginning of year	996,543,500	996,543,500	978,708,269
Accumulated Surplus, End of Year	\$ 1,032,973,805	\$ 1,029,096,611	\$ 996,543,500

See accompanying notes to consolidated financial statements

City of Chilliwack
Consolidated Statement of Change in Net Financial Assets
Year Ended December 31, 2023 with comparative information for 2022

	2023 Actual	2023 Budget (Note 16)	2022 Actual
Annual surplus	\$ 36,430,305	\$ 32,553,111	\$ 17,835,231
Acquisition of tangible capital assets	(33,503,546)	(111,904,000)	(44,995,188)
Acquisition of property under development	(664,172)	-	(744,591)
Amortization of tangible capital assets	26,319,505	23,182,339	24,730,743
Capitalization of initial asset retirement obligation (Note 2)	(10,876,887)	-	-
Contributed tangible capital assets	(4,820,496)	(6,580,000)	(1,343,747)
Loss on disposal of tangible capital assets	301,251	-	1,853,998
Proceeds on disposal of tangible capital assets	118,780	-	230,972
	13,304,740	(62,748,550)	(2,432,582)
Change in inventories	(174,867)	-	(168,514)
Change in prepaid expenses	(500,205)	-	639,154
Change in net financial assets	12,629,668	(62,748,550)	(1,961,942)
Net financial assets, beginning of year	105,414,626	105,414,626	107,376,568
Net financial assets, end of year	\$ 118,044,294	\$ 42,666,076	\$ 105,414,626

See accompanying notes to consolidated financial statements

City of Chilliwack
Consolidated Statement of Cash Flows
Year Ended December 31, 2023 with comparative information for 2022

	2023	2022
Cash provided by (used for):		
Operating Activities:		
Annual surplus	\$ 36,430,305	\$ 17,835,231
Non-cash items.		
Amortization of tangible capital assets	26,319,505	24,730,743
Accretion of asset retirement obligation	477,745	-
Developer contributions	(4,820,496)	(1,343,747)
Loss on sale of tangible capital assets	301,251	1,853,998
Change in non-cash assets and liabilities.		
Accounts receivable	(2,110,848)	(1,509,468)
Inventories	(174,867)	(168,514)
Prepaid expenses	(500,205)	639,154
Accounts payable and accrued liabilities	(8,528,693)	(2,427,177)
Development cost charges	10,798,933	2,493,124
Unearned revenue	533,712	2,343,615
Refundable deposits	(1,763,143)	(841,809)
	56,963,199	43,605,150
Capital Activities:		
Proceeds on disposal of tangible capital assets	118,780	230,972
Acquisition of tangible capital assets	(33,503,546)	(44,995,188)
Acquisition of property under development	(664,172)	(744,591)
	(34,048,938)	(45,508,807)
Investing Activities:		
Change in portfolio investments	(4,204,121)	32,212,446
	(4,204,121)	32,212,446
Increase in cash	18,710,140	30,308,789
Cash, beginning of year	68,269,879	37,961,090
Cash, end of year	\$ 86,980,019	\$ 68,269,879
Non-cash transaction.		
Initial recognition of asset retirement obligation capitalized to tangible capital assets	\$ 10,876,887	\$ -

See accompanying notes to consolidated financial statements

General

The Municipality was reincorporated as a City in 1999 by way of Letters Patent under the Municipal Act, now the Local Government Act, a statute of the Province of British Columbia. Its principal activities include the provision of local government services to the residents of the incorporated area. These services include administrative, protective, transportation, recreational, water, sewer and fiscal services.

1 Significant accounting policies

(a) Basis of presentation

It is the City of Chilliwack's (the "City") policy to follow accounting principles generally accepted for British Columbia local governments and to apply such principles consistently. These consolidated financial statements include the operations of the General, Water, Sewer and Reserve Funds and the City's wholly owned subsidiaries, Chilliwack Economic Partners Corporation ("CEPCO") and Tourism Chilliwack Inc ("Tourism"). These consolidated statements have been prepared using standards issued by the CPA Canada Public Sector Accounting Handbook. All material interfund and intercompany accounts and transactions have been eliminated.

(b) Portfolio investments

Portfolio investments are carried at amortized cost. If it is determined that there is a permanent impairment in the value of an investment, it is written down to net realizable value.

(c) Property under development

Property under development is recorded at the lower of cost or net realizable value and includes direct costs attributable to the project plus any capitalized interest if incurred. The properties are tangible capital assets under development.

(d) Tangible capital assets

Tangible capital assets are recorded on the basis of cost less accumulated amortization. Cost includes amounts that are directly attributable to acquisition, construction, development or betterment of the asset. The cost is amortized on a straight line basis over their estimated useful lives as follows:

Asset	Useful Life - Years
Land	n/a
Land improvements	0-40
Buildings	40-50
Equipment	4-20
Vehicles	7-25
Engineering structures	10-100

Annual amortization is charged in the year of acquisition. Assets under construction are not amortized until the asset is available for productive use. Infrastructure related tangible capital assets that are contributed from developers as part of a development project, are recorded at fair market value at the date of contribution and recorded in revenue as developer contributions. Works of art and cultural and historic assets are not recorded as assets in these financial statements.

(e) Inventories

Inventories of supplies are valued at the lower of cost and net realizable value, on a weighted average basis.

(f) Revenue recognition

Revenues from municipal taxation, grants in lieu of taxes and utility charges are recognized when the levies are billed or billable to the property owner. Revenue from sales of services is recognized when the services are provided. Government grants are recognized when they are approved by senior governments and the conditions required to earn the grants have been completed. Development cost charges are recognized as revenue in the period the funds are expended on an eligible development project. Development cost charges collected, but not yet expended, are reported as an unearned revenue.

(g) Use of estimates

The preparation of financial statements requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities, the disclosure of contingent assets and liabilities and reported amounts of revenues and expenses as at the date of the financial statements. Areas that contain estimates include assumptions used in estimating provisions for accrued liabilities, contingent liabilities, estimated useful lives of tangible capital assets and the value of assets contributed to the City.

Actual results could differ from these estimates.

(h) Contaminated sites

A liability for contaminated sites is recognized when a site is not in productive use and the following criteria are met

- (i) An environmental standard exists,
- (ii) Contamination exceeds the environmental standard,
- (iii) The City is directly responsible or accepts responsibility,
- (iv) It is expected that future economic benefits will be given up, and
- (v) A reasonable estimate of the amount can be made

The liability is recognized as management's estimate of the cost of post-remediation including operation, maintenance and monitoring that are an integral part of the remediation strategy for a contaminated site

2 Adoption of new accounting standards

(a) PS3280 Asset Retirement Obligations

On January 1, 2023, the City adopted Canadian public sector accounting standard PS3280 Asset Retirement Obligations (PS3280). An asset retirement obligation is recognized when, as at financial reporting date, all of the following criteria are met

- (i) There is a legal obligation to incur retirement costs in relation to a tangible capital asset,
- (ii) The past transaction or event giving rise to the liability has occurred,
- (iii) It is expected that future economic benefits will be given up, and,
- (iv) A reasonable estimate of the amount can be made

The estimate of the asset retirement obligation includes costs directly attributable to the asset retirement activities and is recorded as a liability and increase to the related tangible capital assets if the tangible capital asset is in productive use. The asset retirement obligation is recorded as a liability and expense if the related tangible capital asset is unrecognized or no longer in productive use. The City determined that there were significant asset retirement obligations associated with its tangible capital assets as at December 31, 2023 and December 31, 2022 and has adopted of this standard on a prospective basis.

As a result of the introduction of PS3280, PS3270 Solid Waste Landfill Closure and Post-Closure Liability was withdrawn and the City landfill is now accounted for under the provisions of PS3280.

As a result of the adoption of the new standard, the City set up an obligation of \$10,876,887 as of January 1, 2023 and increased the corresponding tangible capital asset by the same amount. The obligation is then increased over time as the underlying asset approaches its expected retirement date.

The prior provision for the landfill liability of \$5,031,200 is recorded as a recovery of expenses and is included in other revenue in the consolidated statement of operations and accumulated surplus.

The impact of the adoption of the standard is as follows:

Landfill liability as at December 31, 2022	\$	5,031,200
Recovery of expenses		(5,031,200)
Initial adoption of PS3280		10,876,887
Accretion expense		477,745
Asset retirement obligation as at December 31, 2023	\$	11,354,632

(b) PS3450 Financial Instruments and related standards

On January 1, 2023, the City adopted Canadian public sector accounting standard PS3450 Financial Instruments, PS2601 Foreign Currency Translation, PS1201 Financial Statement Presentation and PS3041 Portfolio Investments. Under PS3450 Financial Instruments, all financial instruments are included on the statement of financial position and are measured at either fair value or cost or amortized cost based on characteristics of the instrument and the City's accounting policy choices (see note 1(b)).

The adoption of these standards did not have an impact on the amounts presented in these financial statements.

3 Restricted assets

The City has restrictions on the portfolio investments and cash available for operational use as follows:

	2023	2022
Cash	\$ 86,980,019	\$ 68,269,879
Portfolio Investments	145,897,831	141,693,710
	232,877,850	209,963,589
Less restricted for		
Statutory Reserve Funds	35,173,453	22,960,547
Restricted Revenue	55,762,379	43,028,607
	90,935,832	65,989,154
Funds available for operational use	\$ 141,942,018	\$ 143,974,435

The investment portfolio includes bonds of chartered banks, the Government of Canada and provincial governments, deposits and notes of chartered banks, credit unions, the Government of Canada and provincial governments, and deposits in the Municipal Finance Authority short term investment pools.

4 Accounts receivable

	2023	2022
Taxes	\$ 5,530,064	\$ 4,372,988
Province of British Columbia	3,383,988	3,182,916
Government of Canada	1,176,864	1,458,580
Regional and local governments	594,014	343,305
Trade receivables	5,011,692	4,670,817
Accrued interest	3,065,916	1,630,375
Water trade receivables	3,374,395	3,418,063
Sewer trade receivables	4,287,637	4,290,963
Development cost charges	494,562	1,440,277
	\$ 26,919,132	\$ 24,808,284

5 Accounts payable and accrued liabilities

	2023	2022
Trade payables	\$ 20,324,277	\$ 18,152,599
Province of British Columbia	3,344,737	3,002,730
Government of Canada	8,659,029	13,056,667
Regional and local governments	558,559	2,172,099
Landfill closure and post-closure costs	-	5,031,200
	\$ 32,886,602	\$ 41,415,295

6 Development cost charges

The development cost charge liability, reported as unearned revenue, represents funds received from developers for capital infrastructure expenditures required as a result of their development projects. As these funds are expended on eligible projects, the liability is reduced and the amount expended reported as revenue.

Developers are entitled to pay development cost charges (DCCs) in equal installments over two years if the total amount payable is equal to or greater than \$50,000. Installments due for the next two years are included in accounts receivable and are guaranteed by the developer by providing an irrevocable letter of credit payable to the City of Chilliwack for the remaining amount of DCCs owing. As at December 31, 2023, the amount of the DCCs due over the next two years is \$494,562 (2023 - \$1,440,277).

Assets are not physically segregated to meet the requirements of the restricted revenues. As related expenditures are incurred, revenue is recognized.

7 Property under development

The property under development relates to projects of Chilliwack Economic Partners Corporation as follows:

	2023	2022
Canada Education Park	\$ 3,258,792	\$ 3,258,792
Downtown Redevelopment	6,495,479	5,831,307
	\$ 9,754,271	\$ 9,090,099

8 Tangible capital assets

		2023					
		Opening		Initial asset		Change - Under	Closing
		Cost	Additions	retirement obligation	Disposals	Construction	Cost
General							
Land	\$	153,062,208	\$ 5,308,312	\$	\$ -	\$ -	\$ 158,370,520
Buildings		147,900,301	18,306,655	2,205,225	(393,921)	-	168,018,260
Equipment and vehicles		49,956,088	4,435,415	-	(797,728)	-	53,593,775
Engineering structures		444,610,796	19,350,628	8,444,741	(1,321,322)	-	471,084,843
Under construction		33,870,442	-	-	-	(15,990,440)	17,880,002
		829,399,835	47,401,010	10,649,966	(2,512,971)	(15,990,440)	868,947,400
Water							
Land		2,026,328	-	-	-	-	2,026,328
Buildings		27,173	-	-	-	-	27,173
Equipment and vehicles		4,212,885	775,420	-	-	-	4,988,305
Engineering structures		205,543,439	5,459,631	153,194	(12,774)	-	211,143,490
Under construction		4,097,216	-	-	-	(2,461,379)	1,635,837
		215,907,041	6,235,051	153,194	(12,774)	(2,461,379)	219,821,133
Sewer							
Land		1,643,155	-	-	-	-	1,643,155
Equipment and vehicles		3,211,189	10,205	-	-	-	3,221,394
Engineering structures		286,714,581	2,379,061	-	-	-	289,093,642
Under construction		2,455,821	-	-	-	685,781	3,141,602
		294,024,746	2,389,266	-	-	685,781	297,099,793
CEPCO							
Land		196,196	-	-	-	-	196,196
Buildings		5,388,816	3,815	73,727	-	-	5,466,358
Equipment		293,332	1,863	-	-	-	295,195
		5,878,344	5,678	73,727	-	-	5,957,749
Tounsm Chilliwack							
Goodwill		6,120	-	-	-	-	6,120
Buildings		127,913	-	-	-	-	127,913
Equipment		226,662	59,075	-	-	-	285,737
		360,695	59,075	-	-	-	419,770
	\$	1,345,570,661	\$ 56,090,080	\$ 10,876,887	\$ (2,525,745)	\$ (17,766,038)	\$ 1,392,245,845

8 Tangible capital assets (continued)

	Opening Accum Amort	2023 Amortization	Disposals	Ending Accum Amort	NBV 2023	NBV 2022
General						
Land	\$ -	\$ -	\$ -	\$ -	158,370,520	153,062,208
Buildings	63,407,662	3,962,413	(100,152)	67,269,923	100,748,337	84,492,639
Equipment and vehicles	30,039,427	3,230,567	(756,482)	32,513,512	21,080,263	19,916,661
Engineering structures	185,339,870	9,535,759	(1,236,306)	193,639,323	277,445,520	259,270,926
Under construction	-	-	-	-	17,880,002	33,870,442
	278,786,959	16,728,739	(2,092,940)	293,422,758	575,524,642	550,612,876
Water						
Land	-	-	-	-	2,026,328	2,026,328
Buildings	6,824	1,949	-	8,773	18,400	20,349
Equipment and vehicles	1,789,095	475,245	-	2,264,340	2,723,965	2,423,790
Engineering structures	76,575,624	3,398,460	(12,774)	79,961,310	131,182,180	128,967,815
Under construction	-	-	-	-	1,635,837	4,097,216
	78,371,543	3,875,654	(12,774)	82,234,423	137,586,710	137,535,498
Sewer						
Land	-	-	-	-	1,643,155	1,643,155
Equipment and vehicles	1,692,509	209,155	-	1,901,664	1,319,730	1,518,680
Engineering structures	107,245,839	5,312,510	-	112,558,349	176,535,293	179,468,742
Under construction	-	-	-	-	3,141,602	2,455,821
	108,938,348	5,521,665	-	114,460,013	182,639,780	185,086,398
CEPCO						
Land	-	-	-	-	196,196	196,196
Buildings	1,760,550	151,465	-	1,912,015	3,554,343	3,628,266
Equipment	256,205	7,850	-	264,055	31,140	37,127
	2,016,755	159,315	-	2,176,070	3,781,679	3,861,589
Townsm Chilliwack						
Goodwill	-	-	-	-	6,120	6,120
Buildings	120,128	756	-	120,884	7,029	7,785
Equipment	218,355	33,376	-	251,731	34,006	8,307
	338,483	34,132	-	372,615	47,155	22,212
	\$ 468,452,088	\$ 26,319,505	\$ (2,105,714)	\$ 492,665,879	\$ 899,579,966	\$ 877,118,573

The fair value of tangible capital assets contributed to the City during the year is as follows

	2023	2022
Engineering structures	\$ 3,358,116	\$ 1,263,547
Water	359,246	78,175
Sewer	869,134	2,025
Land	234,000	-
	\$ 4,820,496	\$ 1,343,747

9 Government grants and transfers

Included in government grants and transfers are Federal Gas Tax Revenue Agreement Funds of \$3,907,240 (2022 - \$3,745,554)

Gas Tax funding is provided by the Government of Canada. The use of the funding is established through a funding agreement between the Municipality and the Union of British Columbia Municipalities. Gas Tax funding may be used towards designated public transit, local roads and bridges, community energy, water, wastewater, solid waste, disaster mitigation, amateur sport and recreation, culture, tourism and capacity building projects as specified in the funding agreement.

Also included in government grants and transfers are funds received through the Growing Communities Fund (GCF).

The Province of British Columbia distributed conditional GCF grants to communities at the end of March 2023 to help local governments build community infrastructure and amenities to meet the demands of population growth. The GCF provided a one-time total of \$1 billion in grants to all 161 municipalities and 27 regional districts in British Columbia.

The City of Chilliwack received \$16,392,000 of GCF funding in March 2023.

Growing Communities Fund	2023
Balance, beginning of year	\$ -
Funding received	16,392,000
Less: eligible costs	
Public safety/emergency management equipment and facilities	(129,251)
Active transportation amenities	(39,521)
Park upgrades and amenities	(976,722)
Add interest earnings	256,372
Growing Communities Fund Surplus, End of Year	\$ 15,502,878

10 Accumulated surplus:

Accumulated surplus consists of individual fund surplus, statutory reserves and surplus invested in tangible capital assets as follows:

	2023	2022
Operating Funds		
Unrestricted		
General	\$ 10,064,027	\$ 10,747,330
CEPCO	1,865,083	1,829,079
Tourism	1,522,888	1,110,827
Water Fund	3,450,000	3,350,000
Sewer Fund	3,560,000	3,560,000
Building - Protective Services	502,957	2,957
Landfill	15,372,109	11,530,809
Sewer future works	13,998,785	9,125,650
Water future works	12,404,838	10,896,923
Work-in-progress	8,064,400	10,635,500
Soil removal	394,256	450,976
Federal Gas Tax Agreement funds	13,980,399	12,735,704
Other	14,163,260	11,398,525
	99,343,002	87,374,280
Statutory Reserve Funds		
General Capital	11,900,275	15,605,524
Equipment Replacement	6,490,287	6,152,016
Growing Communities	15,502,878	-
Subdivision Control	1,280,013	1,203,008
	35,173,453	22,960,548
Investment in Tangible Capital Assets & Property Under Development		
General	564,874,676	550,612,876
Water	137,433,516	137,535,498
Sewer	182,639,780	185,086,398
CEPCO	13,462,223	12,951,688
Tourism	47,155	22,212
	898,457,350	886,208,672
	\$ 1,032,973,805	\$ 996,543,500

11 Collections for other governments

The City collects and remits taxes on behalf of other government jurisdictions as follows

	2023	2022
B C Assessment Authority	\$ 1,494,105	\$ 1,336,956
Fraser Valley Regional Hospital District	3,694,089	3,447,450
Municipal Finance Authority	8,509	7,233
Ministry of Education	54,197,174	47,816,863
Fraser Valley Regional District	2,758,144	2,643,441
	\$ 62,152,021	\$ 55,251,943

These taxes are not included in revenues within the Consolidated Statement of Operations and Accumulated Surplus of the City

12 Contingent liabilities

- (a) The City, as a member of the Fraser Valley Regional District, is responsible for its proportion of any operating deficits or long term debt related to functions in which it participates. Any liability which may arise as a result will be accounted for in the period in which the required payment is made.
- (b) The City is currently engaged in certain legal actions. Of the claims the City is defending, certain claims are covered by the City's insurers and/or other parties. The City accrues for claims for which the amounts are known or can be reasonably estimated. The outcome of other claims is undeterminable at this time and, accordingly, no provision has been made for these actions.
- (c) The City and its employees contribute to the Municipal Pension Plan (a jointly trustee pension plan). The board of trustees, representing plan members and employers, is responsible for administering the plan, including investment of assets and administration of benefits. The plan is a multi-employer defined benefit pension plan. Basic pension benefits are based on a formula. As at December 31, 2023, the plan has about 240,000 active members and approximately 124,000 retired members. Active members include approximately 43,000 contributors from local governments.

Every three years, an actuarial valuation is performed to assess the financial position of the plan and adequacy of plan funding. The actuary determines an appropriate combined employer and member contribution rate to fund the plan. The actuary's calculated contribution rate is based on entry-age normal cost method, which produces the long-term rate of member and employer contributions sufficient to provide benefits for average future entrants to the plan. This rate may be adjusted for the amortization of any actuarial funding surplus and will be adjusted for the amortization of an unfunded actuarial liability.

The most recent actuarial valuation for the Municipal Pension Plan as of December 31, 2022, indicated a \$3,761 million funding surplus for basic pension benefits on a going concern basis.

The City expensed \$3,226,740 (2022 - \$3,106,376) for employer contributions to the Plan in fiscal 2023.

The next valuation will be as at December 31, 2024.

Employers participating in the plan record their pension expense as the amount of employer contributions made during the fiscal year (defined contribution pension plan accounting). This is because the plan records accrued liabilities and accrued assets for the plan in aggregate, resulting in no consistent and reliable basis for allocating the obligation, assets and cost to individual employers participating in the plan.

- (d) The City has issued various letters of credit on behalf of the Department of Fisheries and Oceans totalling \$853,243 (2022 - \$21,243).

13 Fair value of financial assets and financial liabilities:

The fair value of the City's cash, accounts receivable, accounts payable, accrued liabilities and refundable deposits approximate their carrying amounts due to the immediate or short term maturity of these financial instruments.

The fair value of portfolio investments at December 31, 2023 was \$148,982,092 (2022 - \$142,724,962). Included in the fair market estimate is accrued interest of \$3,065,916 (2022 - \$1,630,375), which is reported within accounts receivable.

14 Commitments

In 2004, the City of Chilliwack entered into a 25 year agreement with the Chilliwack Chiefs Development Group Ltd. (CDG) for the provision of community priority time in the Chilliwack Coliseum. As part of the agreement, the City pays \$400,000 annually to CDG for the operation of the facility and \$175,000 as a reimbursement for revenues collected directly by the City.

15 Contractual rights:

The City has entered into contracts for various property rentals and leases, and is scheduled to receive the following amounts under those contracts

Year	Amount
2024	1,060,901
2025	931,815
2026	431,731
2027	97,990
2028	49,707
Thereafter	93,000
	\$ 2,665,144

16 Budget figures

The operating and capital budget figures, presented on a basis consistent with that used for actual results, were approved by Council as the 2023 Financial Plan Bylaw 2023, No 5165. The chart below reconciles the approved budget to the budget figures reported in these financial statements

	2023 Budget
Revenues	
Operating budget	\$ 210,164,900
Capital budget	
Development cost charges	37,676,500
Contributed tangible capital assets	6,580,000
Statutory reserve funds	17,197,000
Operating reserves	35,066,000
Current operations	9,574,500
Government grants and transfers	5,810,000
Total revenue per approved budget	322,068,900
Add	
CEPCO	1,533,856
Tourism	2,741,797
Less	
Transfers from other funds	(100,477,000)
Inter-entity eliminations	(1,200,000)
Total budgeted revenue as reported	224,667,553
Expenses	
Operating budget	187,164,900
Capital budget	111,904,000
	299,068,900
Add	
CEPCO	1,115,688
Tourism	2,623,765
Amortization	23,182,339
Less	
Transfers to other funds	(132,676,250)
Inter-entity eliminations	(1,200,000)
Total budgeted expenses as reported	192,114,442
Budgeted surplus as reported	\$ 32,553,111

17 Financial risks

The City is exposed to financial risks from its use of financial instruments. Management does not believe that the City's financial instruments are exposed to significant liquidity risk.

Market risk is the risk where changes in market prices, such as interest rates, can affect the City's income. The City's cash and portfolio investments include amounts on deposits with financial institutions that earn interest at market rates. The City manages its cash by maximizing the interest income earned on excess funds while maintaining the liquidity necessary to conduct operations on a day-to-day basis. Fluctuations in market rates of interest would not have a significant effect on the City's income.

Credit risk is the risk that one party to the financial instrument will cause a financial loss for the other party by failing to discharge an obligation. Management does not believe that the City is exposed to significant credit risk.

There has been no change to the risk exposures outlined above from 2022.

18 Segmented information:

The City is a diversified municipal government institution that provides a wide range of services to its citizens, including Protective Services, Transportation Services, Landfill Operations, Water and Sewer Services, Recreation and Cultural Services and Environmental Development Services. For management reporting purposes, the Government's operations and activities are organized and reported by Service Areas. Service Areas were created for the purpose of recording specific activities to attain certain objectives in accordance with regulations, restrictions or limitations.

General Government Services

General government services include all activities associated with adopting bylaws, mayor and council support, financial management, municipal facilities and the cost effective delivery of services. Items included are Mayor and Council, administration, clerks and legislative services, corporate services, management information systems, graphical information systems, finance and procurement and maintenance of municipal facilities.

Protective Services

Protective services includes all activities associated with community safety including the enforcement of laws and the prevention of crime. Items include police protection, fire protection, bylaw enforcement, emergency services and building inspection.

Engineering, Transportation and Public Works Services

Engineering, transportation and public works services include all activities associated with transportation including roads and drainage networks. Items included are services of the engineering department, traffic services, street lighting, transit, winter snow and ice control, maintenance and to roads, road shoulders, open drainage, storm sewers and dykes.

Solid Waste and Environmental Services

Solid waste and environmental services include all activities associated with solid waste and environmental health. Items include landfill operations, special waste programs, clean up campaigns, operation of the Green Depot and the curbside collection and recycling programs.

Water and Sewer Services

Water and sewer services include all activities associated with water and sanitary sewer operations. Items included are maintenance and enhancements of the water supply system, water pumps stations, water distribution system, water meters, hydrants, sanitary sewer collection system, sewer lift stations, and sewer treatment and disposal.

Parks, Recreation and Cultural Services

Parks, recreation and cultural services include all activities associated with parks, recreation and cultural activities and operations. Items include costs associated with Evergreen Hall, Landing Sports Centre, Rotary Pool, Cheam Centre, Leisure Centre, Coliseum, Heritage Park, Great Blue Heron Nature Reserve, Grandstands, Cultural Centre, community fee for services, parks and trails, urban trees and plantings, sports fields, and libraries.

Planning and Development Services

Planning and development services include all activities associated with community planning and economic development. Items include costs associated with community planning, development, economic development and tourism activities.

The following table outlines the City's revenues and expenses by operating segment.

Table of Segmented Information


	General Government Services	Protective Services	Engineering Transportation & Public Works Services	Solid Waste & Environmental Services	Water & Sewer Services	Parks Recreation & Culture Services	Planning & Development Services	Interest & Other	2023	2022
Revenues										
Municipal taxation and grants-in lieu of taxes	\$ 7,260,677	\$ 52,614,678	\$ 18,109,881	\$ -	\$ 7,990	\$ 25,288,861	\$ -	\$ 573,957	\$ 103,856,044	\$ 97,966,460
Government grants & transfers	23,196,125	3,625,636	2,659,223	312,082	75,000	776,700	1,911,776	-	32,556,542	16,952,148
Sales of services	1,710,007	47,174	969,384	16,843,445	30,720,788	3,144,463	2,482,317	-	55,917,578	51,718,960
Licences, permits, penalties and fines	1,171,164	137,825	76,075	-	-	-	3,705,215	-	5,090,279	5,013,351
Return on investments	5,108,217	-	-	-	1,100,616	-	55,978	1,023,321	7,288,132	3,967,252
Development cost charges	-	-	5,400,752	-	109,219	797,460	-	-	6,307,431	12,107,375
Contributed tangible capital assets	-	-	3,592,116	-	1,228,380	-	-	-	4,820,496	1,343,747
Other revenue	540,215	444,864	1,091,041	4,979,230	-	176,696	162,112	-	7,394,158	2,584,002
	38,986,405	56,870,177	31,898,472	22,134,757	33,241,993	30,184,180	8,317,398	1,597,278	223,230,660	191,653,295
Expenses										
Salaries and benefits	8,461,998	18,514,865	5,202,302	807,858	6,199,102	5,406,285	4,548,998	-	49,141,408	44,830,988
Goods and services	6,150,327	37,371,453	17,337,903	13,128,540	10,908,410	20,755,140	3,023,771	-	108,675,544	101,784,095
Administration allocation	(2,505,000)	-	-	-	2,505,000	-	-	-	-	-
Asset retirement obligations accretion	-	-	-	370,724	-	-	-	107,021	477,745	-
Interest and other	-	-	-	-	-	-	-	1,525,457	1,525,457	618,240
Amortization of tangible capital assets	1,374,887	983,859	9,358,267	935,349	9,394,998	4,022,755	249,390	-	26,319,505	24,730,743
Transfer of collections	-	-	-	-	-	-	359,445	-	359,445	-
	13,482,212	56,870,177	31,898,472	15,242,471	29,007,510	30,184,180	8,181,604	1,632,478	186,499,104	171,964,066
Annual Surplus Before Other Revenue (Loss)	25,504,193	-	-	6,892,286	4,234,483	-	135,794	(35,200)	36,731,556	19,689,229
Other revenue (loss)										
Loss on disposal of tangible capital assets	(301,251)	-	-	-	-	-	-	-	(301,251)	(1,853,998)
Annual Surplus (Deficit)	\$ 25,202,942	\$ -	\$ -	\$ 6,892,286	\$ 4,234,483	\$ -	\$ 135,794	\$ (35,200)	\$ 36,430,305	\$ 17,835,231

AGENDA ITEM NO: 7.10

MEETING DATE: May 7, 2024

STAFF REPORT – COVER SHEET

SUBJECT: Eiger Construction Corporation
Rezoning / 9378 & 9396 McNaught
Road DATE: April 29, 2024

DEPARTMENT: Planning Department
RZ001729 PREPARED BY:  Krista Goodman / mb

1. SUMMARY OF ISSUE:


The applicant wishes to rezone the subject property from an R1-A (Urban Residential) Zone to an R1-C (Urban Infill) Zone to facilitate a future subdivision.

Staff recommend that the bylaw be held at third reading pending registration of a voluntary restrictive covenant limiting the density to one single detached dwelling with a secondary suite per lot.

2. RECOMMENDATION:

Recommendation that "Zoning Bylaw Amendment Bylaw 2024, No. 5377", which proposes to rezone properties located at 9378 and 9396 McNaught Road from an R1-A (Urban Residential) Zone to an R1-C (Urban Infill) Zone, be given first and second reading.

Recommendation that "Zoning Bylaw Amendment Bylaw 2024, No. 5377", which proposes to rezone properties located at 9378 and 9396 McNaught Road from an R1-A (Urban Residential) Zone to an R1-C (Urban Infill) Zone, be given third reading. (RZ001729)



Gillian Villeneuve
Director of Planning

3. CHIEF ADMINISTRATIVE OFFICER'S RECOMMENDATION/COMMENTS:

Supports recommendation.



David Blain
Chief Administrative Officer

STAFF REPORT ON REZONING APPLICATION RZ001729

PREPARED BY: Krista Goodman DATE: April 29, 2024

POSITION: Planner I DEPARTMENT: Planning Department

1. DEFINITION OF ISSUE:

The applicant wishes to rezone the subject properties from an R1-A (Urban Residential) Zone to an R1-C (Urban Infill) Zone to facilitate a future subdivision.

Staff recommend that the bylaw be held at third reading pending registration of a voluntary restrictive covenant limiting the density to one single detached dwelling with a secondary suite per lot.

2. BACKGROUND:

Through Bill 44, the Province made substantial changes to municipal procedures related to zoning and approvals for residential development, including a prohibition on public hearings for rezoning applications which are consistent with the Official Community Plan designation. As such, a public hearing is not permitted for this application under the Local Government Act. Properties within 30m of the subject property will be provided a notice of the application in accordance with the Public Hearing/Public Information Meeting Procedural Bylaw and provincial legislation. As part of the notification process, any written submissions received will be presented in an information package to Council.

3. PROPOSAL:

The proposal is to rezone the subject properties from an R1-A Zone to an R1-C Zone to facilitate a future 5-lot subdivision. As shown on the attached conceptual plan, the proposal meets the minimum required lot area and dimensions of the R1-C Zone. In addition, the applicant has submitted a zoning compliance table, concept plan, detailed plan and site assessment plan to support the proposal as required by the R1-C Policy and as outlined in the attached Schedule A.

As a result of the recent Provincial legislation changes, after June 30, 2024 the subject properties and future subdivided lots will be permitted to include up to 4 units per lot; however, the applicant has volunteered to register a restrictive covenant on title for the subject properties to limit density and built form to no more than one single detached dwelling and Accessory Dwelling Unit (ADU) in the form of a secondary suite per lot. These provisions are consistent with the existing restrictions within the R1-C Zone and as such, if approved, the proposed redevelopment will be limited to 2 units per lot (10 potential dwelling units total on the 5 proposed lots). As such, staff recommend the application be held at third reading pending registration of a voluntary restrictive covenant limiting density and built form as detailed above.

Final lot layout must comply with City Bylaws and include urban half road frontage improvements with LED street lighting, and “no parking” signs to be installed along the frontage for the existing 1.8m bike lane. The requirements of the Floodplain Regulation Bylaw, Tree Management (Land Development) Bylaw and Land Development Bylaw will apply at time of subdivision.

As the property is not serviced by a rear lane, a 12m long and 4m wide driveway is provided for each lot to ensure adequate on-site parking, in accordance with the City’s Infill Development Policy. At this time, the applicant has not committed to a specific design for the single detached dwellings to be constructed at the time of redevelopment; however, building height within the proposed R1-C Zone is limited to 8.5m. The applicant has advised that they intend to demolish the existing single detached dwelling on 9378 McNaught Road, should the requested rezoning be approved.

4. FACTORS:

4.1 2040 Official Community Plan (OCP) / Land Use / Community Engagement

Official Community Plan: “Residential 1 – One and Two Family Housing” as designated in the Chilliwack Proper & Fairfield Island Neighbourhoods Plan. The proposal is consistent with this designation.

Land Use: Single detached dwelling at 9378 McNaught Road (to be demolished at time of subdivision approval) and a vacant lot at 9396 McNaught Road. The applicant has indicated that the house on the property is currently occupied by tenants and has provided information detailing how the site will be maintained throughout the redevelopment process, attached as “Schedule B”.

Community Engagement: The applicant received 16 signatures of support from the surrounding property owners, including support from the closest impacted properties at 9402 & 9364 McNaught Road. A copy of these signatures has been included in the information package to Council.

4.2 Neighbourhood Character

The subject properties are located within the Mountainview East neighbourhood within the Chilliwack Proper & Fairfield Island Neighbourhood, surrounded by properties within the R1-A, R1-C, and R1-B (Urban Duplex Residential) Zones.

The proposed rezoning is consistent with the “Residential 1 – One and Two Family Housing” designation of the Chilliwack Proper & Fairfield Island Neighbourhoods Plan and the City’s Infill Development Policy, which support infill development to accommodate future growth and increased housing options at an appropriate scale. The required urban half road frontage improvements will ensure a safe and inviting streetscape and the recommended 12m long driveways in accordance with the Infill Development Policy, ensures the provision of adequate off-

street parking. The proposed rezoning is considered to be consistent with and complementary to the existing neighbourhood.

4.3 Technical Issues:

Floodplain:	The subject properties are within the protected floodplain and subject to the Floodplain Regulation Bylaw.
Watercourses:	There are no known watercourses within or in the immediate vicinity of the subject properties.
Geotechnical:	The properties are not subject to any known geotechnical hazards or earthquake-related risks.

5. RECOMMENDATION & SUBSTANTIATION:

Recommendation:

Recommendation that “Zoning Bylaw Amendment Bylaw 2024, No. 5377”, which proposes to rezone properties located at 9378 and 9396 McNaught Road from an R1-A (Urban Residential) Zone to an R1-C (Urban Infill) Zone, be given first and second reading.

Recommendation that “Zoning Bylaw Amendment Bylaw 2024, No. 5377”, which proposes to rezone properties located at 9378 and 9396 McNaught Road from an R1-A (Urban Residential) Zone to an R1-C (Urban Infill) Zone, be given third reading. (RZ001729)

Substantiation:

The proposed rezoning is consistent with the City’s OCP designation, Infill Development Policy and the existing low-density residential development in the surrounding area, and as such, is anticipated to complement the neighbourhood and provide additional housing options at an appropriate scale.

6. SOURCES OF INFORMATION:

- Rezoning Application (RZ001729) – July 31, 2023
- Subdivision Application (SUB02461) – August 3, 2023
- Development Application Review Team (DART) Minutes – August 24, 2023
- Building Permit Application (BP034889) – December 4, 2023

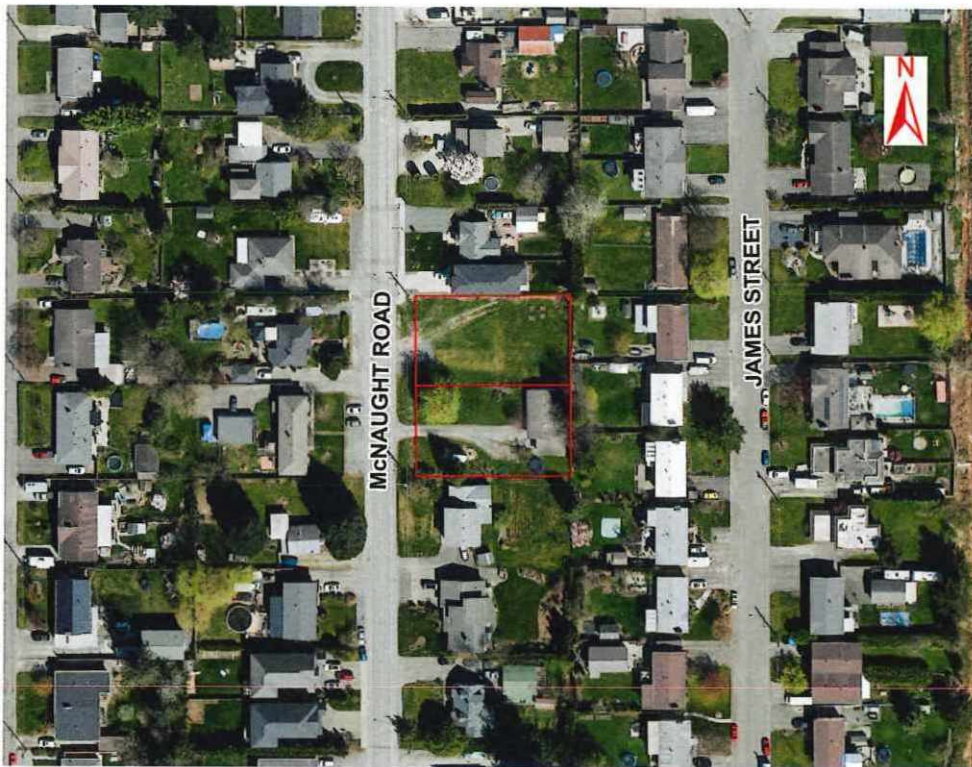
Attachments

- “Schedule A” – R1-C Policy Compliance Summary
- “Schedule B” – Property Owner’s Site Maintenance Plan – September 6, 2023

Location Map



Orthophoto



Conceptual Site Plan (as provided by the applicant)

LEGAL DESCRIPTION	
LOT:	3 & 4
DISTRICT LOT:	334
GROUP:	2
NWD PLAN:	9063
ADDRESS:	8978 & 8996 MCNAUGHT ROAD CHILLIWACK, BC V2P 6E8
ZONING COMPLIANCE	
EXISTING ZONING:	R1-A
PROPOSED ZONING:	R1-C
TOTAL LOT AREAS (A5)	4855 SQ. FT. (451.06 SQ. M.)
MIN. LOT AREA - 300 SQ. M.	
TOTAL HOUSE FOOTPRINT:	1345 SQ. FT. (124.95 SQ. M.)
SITE COVERAGE:	27.7%
LOT DIMENSIONS:	10.24m ACTUAL LOT WIDTH 10M MINIMUM WIDTH 46.04M ACTUAL LOT DEPTH 30M MINIMUM DEPTH
SETBACKS:	1.2M RLL 6M FLL (GARAGE) 4.5M FLL (BUILDING FACE) 12M FLL (ZONING) 5M RLL BUILDING FACE
MAX. BUILDING HEIGHT:	8.5M / ACTUAL -
FLOOR AREA RATIO:	N/A
PARKING:	2 DRIVEWAY STALLS 1 GARAGE STALL
ELEVATIONS	
FLOOD CONSTRUCTION LEVEL (FCL):	12.25m
ESTIMATED EXISTING LOT GRADE:	9.40m
TOP OF UPPER FLOOR:	-m
TOP OF MAIN FLOOR:	-m
TOP OF GARAGE SLAB (AT CHD):	30.00m
TOP OF HOUSE FOOTING:	-m
BUS OF HOUSE FOOTING:	-m
SEWERY INVERT:	-m
M.B.E.:	-m
AREAS	
MAIN FLOOR:	979 SQ. FT.
UPPER FLOOR:	1345 SQ. FT.
GARAGE:	366 SQ. FT.
PORCH:	- SQ. FT.
DRIVEWAY:	- SQ. FT.
NOTES	
1. EXISTING SITE GRADES SHOWN FROM ONLINE CITY MAPPING LAND SURVEYOR TO PROVIDE ACCURATE GRADES FOR FURTHER DESIGN DEVELOPMENT.	

LANDSCAPING LEGEND

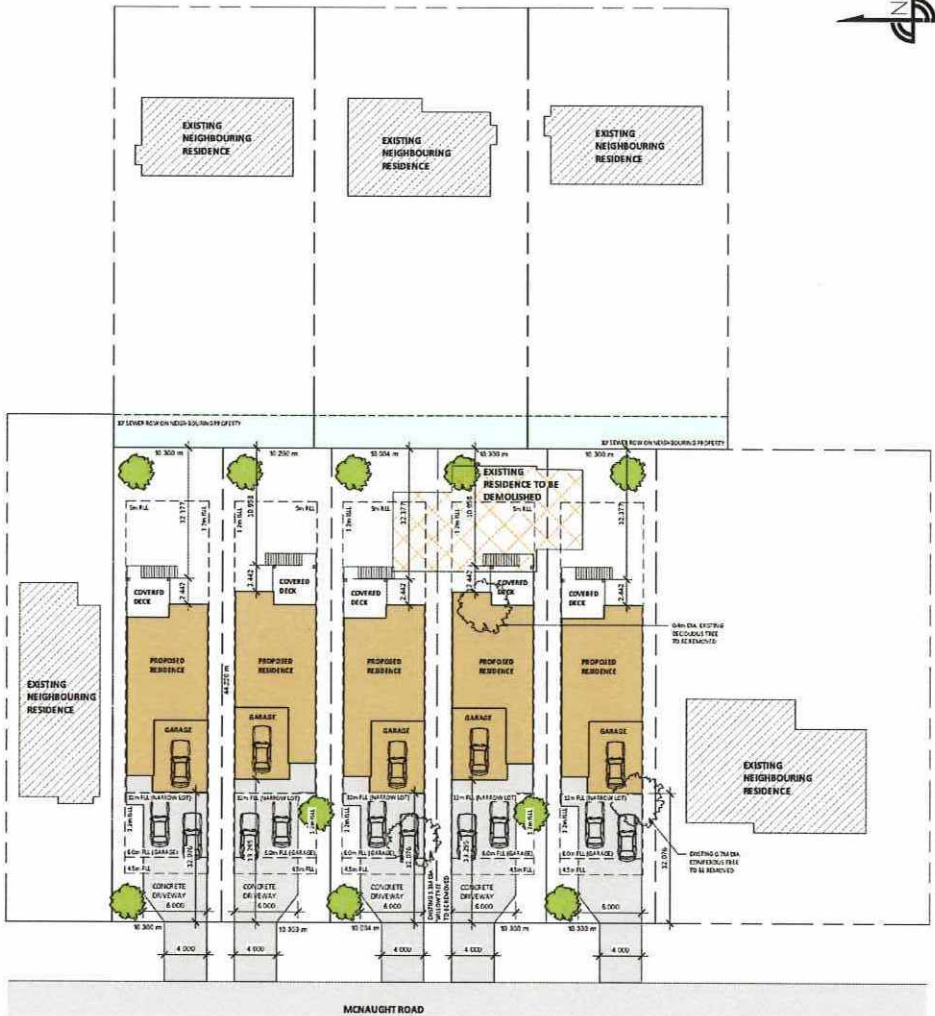


Detailed Site Plan (as provided by the applicant)



LEGAL DESCRIPTION	
LOT:	3 B 4
DISTRICT LOT:	314
GROUP:	2
NVD PLAN:	5053
ADDRESS:	9178 & 9195 MCNAUGHT ROAD CHILLIWACK, BC V2P 6E8
ZONING COMPLIANCE	
EXISTING ZONING:	R1-A
PROPOSED ZONING:	R1-C
TOTAL LOT AREAS (±5):	4555 SQ. FT. (451.06 SQ. M.) MIN. LOT AREA - 3000 SQ. M.
TOTAL HOUSE FOOTPRINT:	1345 SQ. FT. (124.95 SQ. M.)
SITE COVERAGE:	27.7%
LOT DIMENSIONS:	10.24m ACTUAL LOT WIDTH 10M MINIMUM WIDTH 44.04M ACTUAL LOT DEPTH 30M MINIMUM DEPTH
SETBACKS:	1.2M GLL 6M FLL (GARAGE) 4.5M FLL (BUILDING FACE) 2.2M FLL (DOWNING) 5M RLL BUILDING FACE
MAX. BUILDING HEIGHT:	8.5M / ACTUAL -
FLOOR AREA RATIO:	N/A
PARKING:	2 DRIVEWAY STALLS 1 GARAGE STALL
ELEVATIONS	
FLOOD CONSTRUCTION LEVEL (FCL):	12.25m
ESTIMATED EXISTING LOT GRADE:	9.40m
TOP OF UPPER FLOOR:	-m
TOP OF MAIN FLOOR:	-m
TOP OF GARAGE SLAB (AT OHD):	10.00m
TOP OF HOUSE FOOTING:	-m
U/S OF HOUSE FOOTING:	-m
SANITARY INVERT:	-m
M.B.E.:	-m
AREAS	
MAIN FLOOR:	979 SQ. FT.
UPPER FLOOR:	1345 SQ. FT.
GARAGE:	366 SQ. FT.
PORCH:	- SQ. FT.
DRIVEWAY:	- SQ. FT.
NOTES	
1. EXISTING SITE GRADES SHOWN FROM ONLINE CITY MAPPING. LAND SURVEYOR TO PROVIDE ACCURATE GRADES FOR FURTHER DESIGN DEVELOPMENT.	

LANDSCAPING LEGEND	
	GREEN ASH

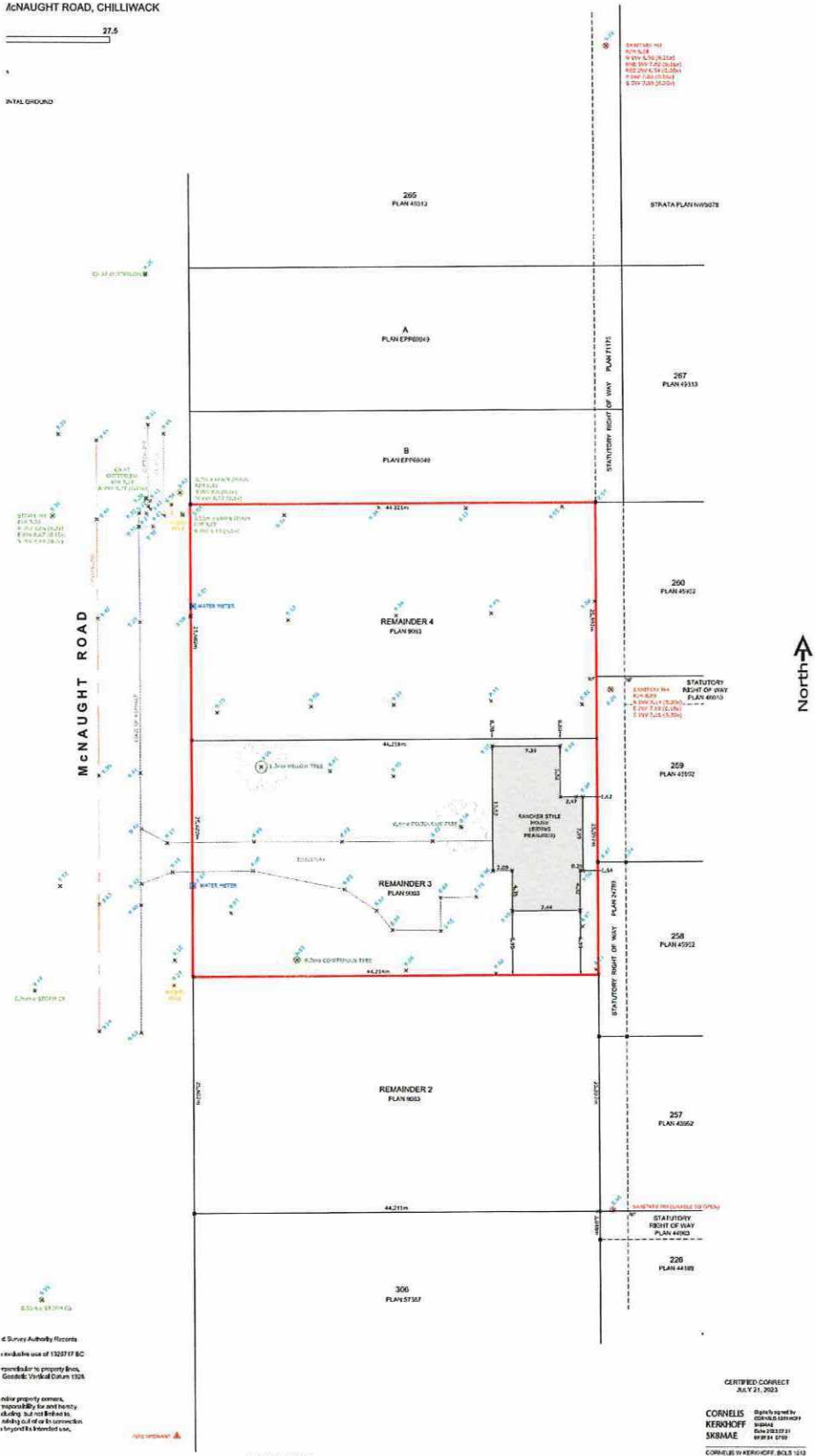


Site Assessment Plan (as provided by the applicant)

WESTMINSTER DISTRICT PLAN 9063
McNAUGHT ROAD, CHILLIWACK

27.5

ITAL GROUND



Survey Authority Records
 include use of 132017 BC
 comparable to property lines,
 Goodall, Vertical Datum 1928

Indie property owner,
 responsibility for and liability
 checking, but not liable to
 ability of it or its connection
 is provided to be used.

CERTIFIED CORRECT
 JULY 21, 2023
 CORNELIS
 KERCHOFF
 SKBMAE
 Cornelis Kerchhoff, BOLS 1213

Schedule "A" – R1-C Policy Compliance Summary

APPENDIX A

R1-C Rezoning – Application Submission Requirements

The applicant is required to use this as a checklist and submit with the application package

1. General requirements

The Concept Plan, Detailed Plan, and Site Assessment Plan must:

- Be prepared by a Professional and certified in compliance with any applicable professional association standards;
- Be scaled to 1:200 or 1:100, with metric dimensions, and include a North arrow;
- Include a legend and title block that identifies the project name (if any), civic address, applicant and contact information, date of plans, and plan revisions, and,
- Include measurements based on definitions and standards of the City's Zoning Bylaw

2. Specific requirements

The Concept Plan must include:

- Parcel size and dimensions showing all property lines;
- Road dedication requirements (easement, statutory right of way or dedication),
- Size and location of all proposed buildings and structures, clearly showing proposed variances (if any); and,
- Proposed driveway locations and vehicular access, showing dimensions and grades.

The Detailed Plan must include:

- Parcel size and dimensions showing all property lines;
- Road dedication requirements (easement, statutory right of way or dedication),
- Size and location of all proposed and retained buildings and structures, clearly showing proposed variances (if any);
- Proposed driveway locations and vehicular access, showing dimensions and grades;
- Proposed parking layout, showing dimensioned depth and width of parking stalls;
- Location, size, and species of existing and new/proposed trees, and any measures to protect existing trees,
- Location of buildings on adjacent parcels, and,
- Any easements and utility corridors on the parcel

The Site Assessment Plan must include

- Site assessment of any existing natural features (rock outcrops, watercourses, grades, environmental areas, etc.);
- Size and location of all existing buildings and structures on the property, clearly dimensioned and labeled;
- Existing driveway locations and vehicular access, showing dimensions and grades, and,
- All existing or proposed infrastructure (utility pipes and poles, fire hydrants, etc.) on the subject property and in the adjacent City right-of-way

Schedule "B" – Property Owner's Site Maintenance Plan

Property maintenance plan:

9378 McNaught Road has been tenanted for the past few years and will continue until demolition. As part of the tenancy agreement the tenant maintains both 9378 and mows/uses the lawns on the vacant lot of 9396 McNaught.

Thank you,
Lukas

City of Chilliwack

Bylaw No. 5377

A bylaw to amend the “Zoning Bylaw 2020, No. 5000”

The Council of the City of Chilliwack in open meeting assembled enacts as follows:

1. This bylaw may be cited as **“Zoning Bylaw Amendment Bylaw 2024, No. 5377”**.
2. “Zoning Bylaw 2020, No. 5000” is hereby amended by rezoning properties described as:
 3. PID: 009-362-029, Lot 3 Except: Part Subdivided By Plan 45952, District Lot 334 Group 2 New Westminster District Plan 9063 (9378 McNaught Road); and,
 4. PID: 011-366-613, Lot 4 District Lot 334 Group 2 New Westminster District Plan 9063 Except Part Subdivided By Plan 45952 (9396 McNaught Road);from an R1-A (Urban Residential) Zone to an R1-C (Urban Infill) Zone.

Received first and second reading on the
Public hearing held on the
Received third reading on the
Received adoption on the

Mayor

Corporate Officer

“Zoning Bylaw Amendment Bylaw 2024, No. 5377”



From: Lukas@eigerconstruction.com <Lukas@eigerconstruction.com>

Sent: May 1, 2024 8:51 AM

To: Mayor <mayor@chilliwack.com>

Subject: Rezoning Application RZ001729

Good morning Mayor and Council,

As way of introduction my name is Lukas Stam, I am the applicant for rezoning application RZ001729. (9378 & 9396 McNaught Road). This application is scheduled for 1st and 2nd reading at your council meeting on Tuesday, May 7th.

In light of cancelled public hearings, my main purpose in emailing is to make myself available for any questions you may have regarding this application; to aid your decision making.

If the rezoning is approved, we plan to subdivide the existing 2 lots into 5 for single-family homes and start building this May, with anticipated completion in March of 2025. While we did the required neighbourhood engagements back in September of 2023, if there are neighbours who have new questions at this time, please don't hesitate to have them connect with me.

Thank you for the time! My cell is listed below, please feel free to reach out should you need any clarification on the application.

Lukas Stam
Eiger Construction
10392 Wedgewood Drive, Chilliwack

Lukas@eigerconstruction.com

AGENDA ITEM NO: 7.11

MEETING DATE: May 7, 2024

STAFF REPORT – COVER SHEET

SUBJECT: Dieppe Developments Ltd.
Rezoning / 45495 Campus Drive DATE: April 29, 2024

DEPARTMENT: Planning Department
RZ001735 PREPARED BY:  Adam Roberts / mb

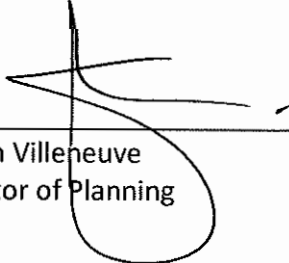
1. SUMMARY OF ISSUE:

The applicant wishes to amend the text of the CD-24 (Comprehensive Development-24) Zone to increase the maximum permitted density, increase the maximum permitted building height and permit storage lockers to be located within individual apartment units, to facilitate a future apartment development.

2. RECOMMENDATION:

Recommendation that "Zoning Bylaw Amendment Bylaw 2024, No. 5392", which proposes to amend the text of the CD-24 Zone to increase the maximum permitted density, increase the maximum permitted building height and permit storage lockers to be located within individual apartment units, be given first and second reading.

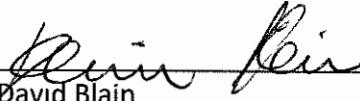
Recommendation that "Zoning Bylaw Amendment Bylaw 2024, No. 5392", which proposes to amend the text of the CD-24 Zone to increase the maximum permitted density, increase the maximum permitted building height and permit storage lockers to be located within individual apartment units, be given third reading. (RZ001735)



Gillian Villeneuve
Director of Planning

**3. CHIEF ADMINISTRATIVE OFFICER'S
RECOMMENDATION/COMMENTS:**

Supports recommendation.



David Blain
Chief Administrative Officer

STAFF REPORT ON REZONING APPLICATION RZ001735

PREPARED BY: Adam Roberts DATE: April 29, 2024

POSITION: Planner III DEPARTMENT: Planning Department

1. DEFINITION OF ISSUE:

The applicant wishes to amend the text of the CD-24 (Comprehensive Development-24) Zone to increase the maximum permitted density from 280 dwelling units per hectare to 344 dwelling units per hectare, increase the maximum permitted building height from 20m to 21.5m and permit 50% of the storage lockers required to be located within individual apartment units, to facilitate the construction of 3 apartment buildings.

2. BACKGROUND:

Through Bill 44, the Province made substantial changes to municipal procedures related to zoning and approvals for residential development, including a prohibition on public hearings for rezoning applications which are consistent with the Official Community Plan designation. As such, a public hearing is not permitted for this application under the Local Government Act. Properties within 30m of the subject property will be provided a notice of the application in accordance with the Public Hearing/Public Information Meeting Procedural Bylaw and provincial legislation. As part of the notification process, any written submissions received will be presented in an information package to Council.

3. PROPOSAL:

Density

The applicant requests an increase to the maximum permitted density within the CD-24 Zone from 280 dwelling units per hectare to 344 dwelling units per hectare within Lot D as identified within the draft CD-24 Zone only. Given the size of the lot, this results in an increase from 238 to 293 units (55 additional units). The applicant has stated that the requested increase is intended to provide more affordable housing options through the incorporation of varied unit sizes including a larger number of small unit apartments (74 units proposed) while meeting the majority of the Zoning Bylaw standards.

Height

The applicant requests to increase the maximum building height for all three buildings from 20m to 21.5m to accommodate changes to roof thickness that may occur as the plans progress from the Development Permit to Building Permit stage. At this time, the proposed height of Building D is

20.71m, Building E is 20.4m and Building F is 19.85m. The requested increase is considered minor in this instance and will facilitate the incorporation of additional articulation in the buildings' rooflines.

Storage Lockers

A total of 322 storage lockers have been proposed within the development, which exceeds the minimum requirement of 293. The applicant intends to provide 150 storage lockers in the parkade and 172 lockers within individual units. Of the 172 units that include lockers inside, 9 are small unit apartments which are permitted to include storage lockers inside the unit. As a result, 46% of the units do not meet the requirement for storage lockers to be located within centralized location (rather than the individual unit) and as such, a text amendment is necessary. Considering this, the applicant proposes an amendment to the CD-24 Zone to permit 50% of the units within Lot D to include storage lockers inside the unit.

The proposed floor plans indicate that the majority of the units with proposed storage internal to the unit are adaptable units (86%), which the applicant suggests will make the lockers more accessible for those residents with mobility issues who are more likely to inhabit adaptable units. As the minimum number and dimensions of lockers are met and all lockers are easily accessible by elevator, the proposed text amendment is not anticipated to have an impact on future residents.

Proposed Text Amendments

To facilitate the proposed text amendments, the attached draft Zoning Bylaw amendments include the creation of "Area D" within the CD-24 Zone map. Currently, 2 areas are within "Area C", and as the proposed amendments impact only the subject property, the creation of "Area D" was required.

Development Variance Permit and Development Permit Applications

The applicant has also submitted Development Variance Permit and Development Permit applications to approve the form and character of the proposed apartment development and vary setbacks within the Zoning Bylaw. If the rezoning application is approved by Council, these applications will be brought forward at a future date for Council consideration.

4. FACTORS:

4.1 2040 Official Community Plan (OCP) / Land Use / Community Engagement

Official Community Plan:	"Comprehensive Development Area" as designated within the 2040 Official Community Plan.
Land Use:	Bare land.
Community Engagement:	The applicant contacted adjacent neighbours to inform them of the proposed rezoning. The applicant will submit an engagement summary has been included in the information package to Council.

4.2 Neighbourhood Character

The subject property is located within the Vedder neighbourhood and is part of the last phase of the multi-phase comprehensive development within the CD-24 (Comprehensive Development 24) Zone.

East: Apartment buildings under construction within the CD-24 Zone, Campus Park and All Sappers Memorial Park.

West: Vacant lots within the P6 (University Village) Zone.

South: Townhouse complex within the CD-24 Zone and Dieppe Park.

North: Garrison Crossing.

4.3 Technical Issues:

Floodplain: The subject property is not located within the protected floodplain.

Watercourses: There are no known watercourses within or in the immediate vicinity of the subject property.

Geotechnical: The property is not subject to any known geotechnical hazards or earthquake-related risks.

Aquifers: The subject property is located within Development Permit Area 1 (Municipal Watersheds and Aquifers for Drinking Water) and forms part of the Sardis-Vedder Aquifer Capture Zone. Therefore, a Development Permit (DP) is required, to ensure community water sources and supplies are protected against contamination, flow reduction and quality degradation

5. RECOMMENDATION & SUBSTANTIATION:

Recommendation:

Recommendation that “Zoning Bylaw Amendment Bylaw 2024, No. 5392”, which proposes to amend the text of the CD-24 Zone to increase the maximum permitted density, increase the maximum permitted building height and permit storage lockers to be located within individual apartment units, be given first and second reading.

Recommendation that “Zoning Bylaw Amendment Bylaw 2024, No. 5392”, which proposes to amend the text of the CD-24 Zone to increase the maximum permitted density, increase the maximum permitted building height and permit storage lockers to be located within individual apartment units, be given third reading. (RZ001735)

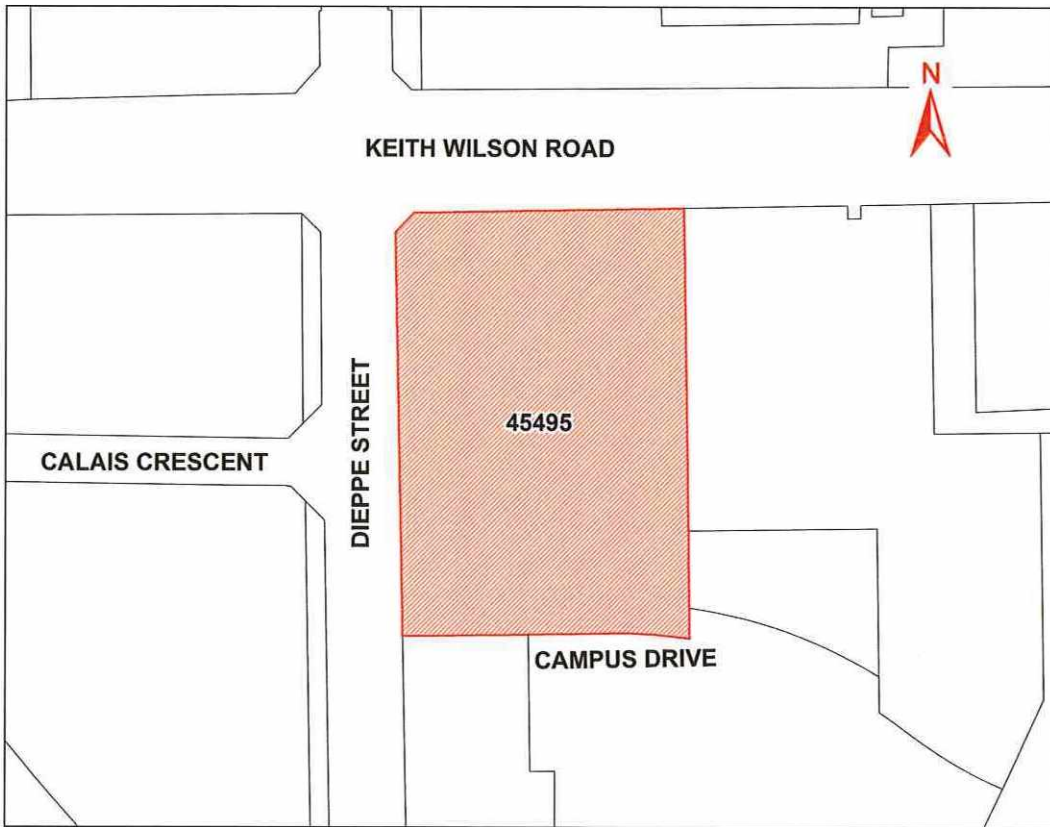
Substantiation:

The proposed rezoning is consistent with the City's OCP designation and ongoing comprehensive development occurring within the CD-24 zoned area. The proposed text amendments are anticipated to complement the neighbourhood and provide additional housing options, while limiting impact to adjacent properties.

6. SOURCES OF INFORMATION:

- Development Application Review Team (DART) minutes – December 21, 2023
- Development Permit Application DP001760 – October 12, 2023
- Rezoning Application RZ001735 – October 12, 2023
- Development Permit Application DP001335 – December 23, 2020
- Development Permit Applications DP001220 & DP001221 – November 29, 2019
- Subdivision Application SUB02073 – October 29, 2018
- Rezoning Application RZ001312 – October 16, 2018
- Crime Prevention Through Environmental Design (CPTED) Report, prepared by *Kacy Otter and Raissa Popara* – September 14, 2023

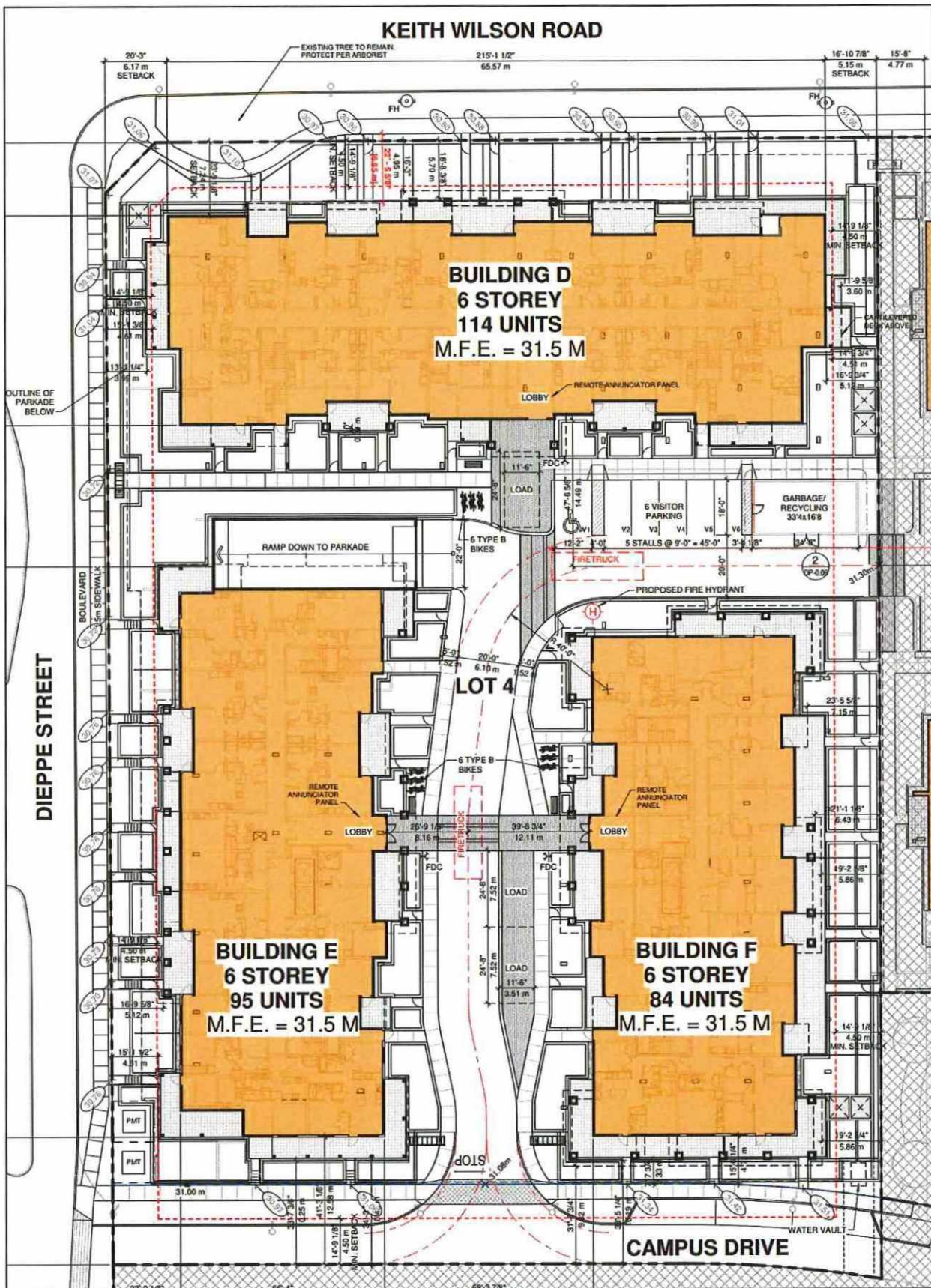
Location Map



Ortho Photo



Conceptual Site Plan (as provided by the applicant)



Proposed Building D Elevation (as provided by the applicant)



Proposed Building E Elevation (as provided by the applicant)



Proposed Building F Elevation (as provided by the applicant)



13.24 CD-24 (COMPREHENSIVE DEVELOPMENT-24) ZONE

(1) PERMITTED USES

PRINCIPAL USES

- (a) APARTMENT
- (b) GENERAL COMMERCIAL
- (c) INDEPENDENT LIVING HOUSING
- (d) RESIDENTIAL CARE
- (e) TOWNHOUSE

ANCILLARY USES

- (f) ACCESSORY HOME OCCUPATION
- (g) OFF-STREET PARKING
- (h) OFF-STREET LOADING
- (i) TOWNHOUSE ACCESSORY DWELLING UNIT
- (j) URBAN ANCILLARY USES

(2) LOT AREA (MINIMUM)

USE	MINIMUM LOT AREA
(a) All uses	700m ²

(3) LOT DIMENSIONS (MINIMUM)

USE	MINIMUM LOT WIDTH	MINIMUM LOT DEPTH
(a) All uses	25m	30m

(4) DENSITY (MAXIMUM)

- (a) AREA A (as indicated in "Appendix I - CD-24 ZONE Map") 40 DU per ha
- (b) AREA B (as indicated in "Appendix I - CD-24 ZONE Map") 82 DU per ha
- (c) AREA C (as indicated in "Appendix I - CD-24 ZONE Map") 280 DU per ha
- ~~(e)(d)~~ AREA D (as indicated in "Appendix I - CD-24 ZONE Map") 344 DU per ha

(5) LOT COVERAGE (MAXIMUM)

- (a) AREA A (as indicated in "Appendix I - CD-24 ZONE Map") 50%
- (b) AREA B (as indicated in "Appendix I - CD-24 ZONE Map") 50%

(c) AREA C AREAS C and D (as indicated in "Appendix I" - CD-24 ZONE Map")

- (i) RESIDENTIAL USE 50%
- (ii) INDEPENDENT LIVING HOUSING 60%

(6) FLOOR AREA RATIO (MAXIMUM)

(a) N/A

(7) SETBACKS (MINIMUM)

USE	FLL	RLL	ISLL	ESLL
(a) AREA A (as indicated in "Appendix I – CD-24 ZONE Map")	3m	4.5m	3m	N/A
(b) AREA B (as indicated in "Appendix I – CD-24 ZONE Map")	1.5m	7.5m	3m	N/A
(c) <u>AREA C AREAS C and D</u> (as indicated in "Appendix I – CD-24 ZONE Map")	4.5m	4.5m	4.5m	4.5m

(8) SITING

(a) Parking and waste container facilities shall be located behind or under commercial and residential units so as to be screened from public areas.

(9) BUILDING HEIGHT (MAXIMUM)

USE	MAXIMUM BUILDING HEIGHT
(a) AREA A (as indicated in "Appendix I – CD-24 ZONE Map")	11m
(b) AREA B (as indicated in "Appendix I – CD-24 ZONE Map")	17.5m
(c) AREA C (as indicated in "Appendix I – CD-24 ZONE Map")	20m plus 2m for elevator shaft enclosures and roof deck trellises
<u>(d) AREA D (as indicated in "Appendix I – CD-24 ZONE Map")</u>	<u>21.5m plus 2m for elevator shaft enclosures and roof deck trellises</u>
<u>(d)(e)</u> All Areas: rooftop enclosures for roof access stairs are not included in BUILDING HEIGHT determination provided that the area of such enclosures do not exceed 10% of the roof area	

(10) SPECIAL REGULATIONS

(a) Notwithstanding Section 5.03 MINIMUM OFF-STREET PARKING SPACE REQUIREMENTS:

- (i) 1 space per 1-bedroom APARTMENT unit over 51m²
- (ii) 1.5 spaces per 2-bedroom APARTMENT unit
- (iii) 1 space per TOWNHOUSE ACCESSORY DWELLING UNIT
- (iv) 0.1 space per TOWNHOUSE ACCESSORY DWELLING UNIT accessible to the public and designated as visitor parking
- (v) 6 visitor bicycle parking spaces (type "B" parking device) for each APARTMENT or TOWNHOUSE BUILDING.

(b) Notwithstanding Section 5.04 MINIMUM OFF-STREET LOADING SPACE REQUIREMENTS:

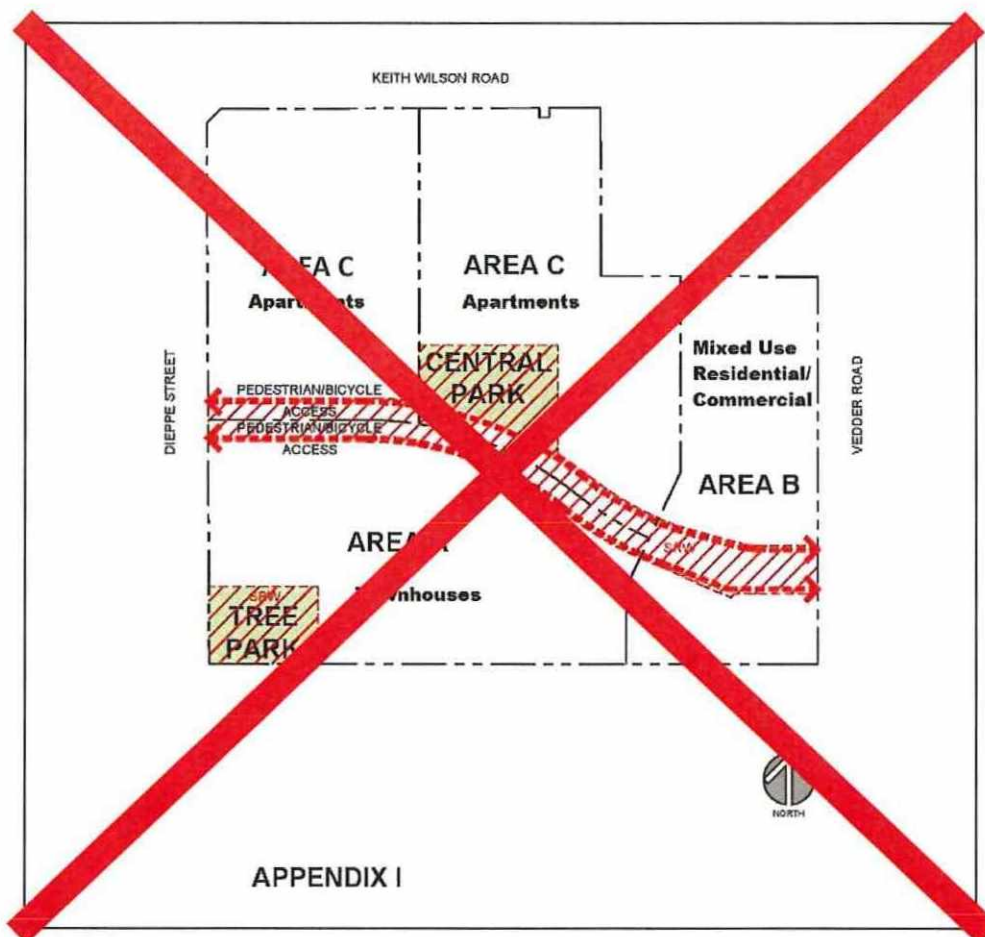
- (i) 1 space for INDEPENDENT LIVING HOUSING.

- (c) To satisfy the parkland dedication pursuant to the *Local Government Act*, the following classes and amount of open space shall be provided and secured for public use to the satisfaction of the CITY:
- (i) a minimum of 1050m² of public open space shown as Tree Park (as indicated in "Appendix I – CD-24 ZONE Map"). Within this area pedestrian access trails shall be developed approximately as indicated in "Appendix I – CD-24 ZONE Map"
 - (ii) a minimum of 1350m² of public open space, shown as Central Park (as indicated in "Appendix I – CD-24 ZONE Map") shall be provided with PLAYGROUND equipment, site furnishings, and associated landscape
 - (iii) public pedestrian and bicycle access routes shown as Pedestrian/Bicycle Access (as indicated in "Appendix I – CD-24 ZONE Map"), to provide connection from Vedder Road to Dieppe Street, shall be developed approximately (as indicated in "Appendix I – CD-24 ZONE Map")
 - (iv) statutory rights of way and covenants shall be registered over the corridor and park areas as indicated in "Appendix I – CD-24 ZONE Map" ensuring continuous public pedestrian and bicycle access to the corridor and park areas
 - (v) outdoor amenity is provided in the park areas; no additional on-site outdoor amenity area is required
 - (vi) a storage locker developed in accordance with Section 4.08(6) shall be provided for each APARTMENT DWELLING UNIT
 - ~~(vi)~~(vii) notwithstanding (10)(c)(vi) above, a maximum of 50% of the storage lockers required within Area D may be provided within individual apartment units rather than in a centralized location
 - ~~(vii)~~(viii) a PRIVATE AMENITY AREA not less than 10m² in area shall be provided for and contiguous to each TOWNHOUSE unit and ground-oriented DWELLING UNIT
 - ~~(viii)~~(ix) a PRIVATE AMENITY AREA not less than 5m² in area and having minimum dimensions of not less than 1.5m shall be provided for and contiguous to each DWELLING UNIT in APARTMENT use, except for DWELLING UNITS less than 46m², or
 - ~~(ix)~~(x) for INDEPENDENT LIVING HOUSING development, at least 20% of the total residential BUILDING space shall be devoted to Common FACILITY use and indoor COMMON AMENITY AREA
 - ~~(x)~~(xi) the public open space provided under (c) above shall be developed and landscaped by the developer at time of development in general conformance to the CD-24 ZONE.
- (d) GENERAL COMMERCIAL use shall specifically exclude:
- (i) an AMUSEMENT CENTRE
 - (ii) an ADULT ENTERTAINMENT FACILITY within 1 km of any SCHOOL
 - (iii) BEVERAGE CONTAINER RETURN DEPOT
 - (iv) a PAWNBROKER
 - (v) THEATRE, and
 - (vi) only 1 LIQUOR STORE and 1 BREW PUB are permitted in Area B as indicated in "Appendix I – CD-24 ZONE Map".
- (e) URBAN ANCILLARY USES shall be limited to:
- (i) gardening and recreational activities

- (ii) household storage and maintenance
 - (iii) keeping of household PETS not exceeding 3 in number, and
 - (iv) OFF-STREET PARKING of licensed MOTOR VEHICLES in association with the RESIDENTIAL USE.
- (f) TOWNHOUSE ACCESSORY DWELLING UNIT shall:
- (i) have a maximum suite size of 56m², and
 - (ii) not be permitted to be separated legally from the strata unit in which it is located.
- (g) Common FACILITY use in INDEPENDENT LIVING HOUSING development shall include communal dining rooms, communal kitchens, common recreation or leisure areas, communal workshops, indoor swimming pools, jacuzzi's and similar facilities.
- (h) The qualification of a residential development as INDEPENDENT LIVING HOUSING use shall be conditional on the applicant's entering a housing agreement with the CITY pursuant to the *Local Government Act*, which specifies the group(s) of residents to be accommodated at the proposed development.

Review General Regulations for Additional Development Requirement

"Appendix I - CD-24 ZONE Map"



City of Chilliwack

Bylaw No. 5392

A bylaw to amend the “Zoning Bylaw 2020, No. 5000”

The Council of the City of Chilliwack in open meeting assembled enacts as follows:

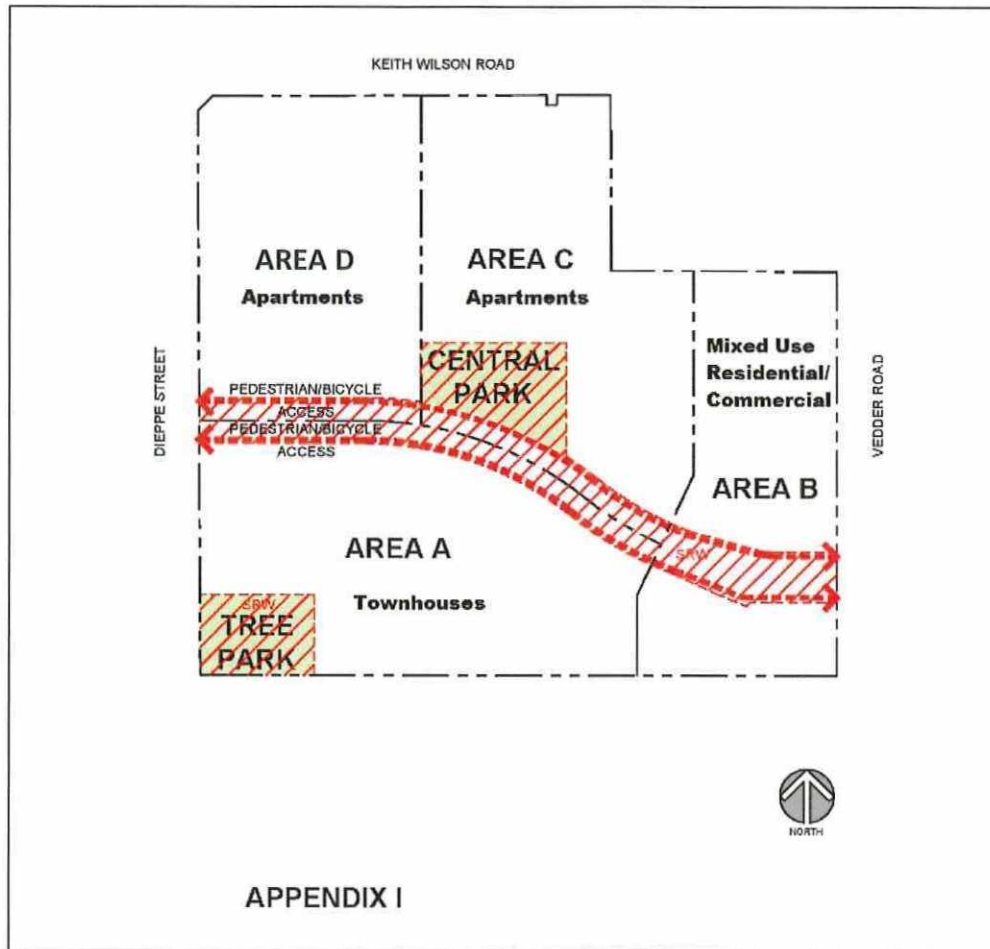
1. This bylaw may be cited as **“Zoning Bylaw Amendment Bylaw 2024, No. 5392”**.
2. “Zoning Bylaw 2020, No. 5000” is hereby amended in Section 13 COMPREHENSIVE DEVELOPMENT ZONES, Subsection 13.24 CD-24 (COMPREHENSIVE DEVELOPMENT-24) ZONE, Paragraph (4) DENSITY (MAXIMUM), by adding a new Subparagraph (d), as follows:
“(d) AREA D (as indicated in “Appendix I - CD-24 344 DU per ha ZONE Map”)
3. Said Bylaw is hereby further amended in Section 13 COMPREHENSIVE DEVELOPMENT ZONES, Subsection 13.24 CD-24 (COMPREHENSIVE DEVELOPMENT-24) ZONE, Paragraphs (5) and (7), Subparagraphs (c), by deleting the words “AREA C” and substituting with the words “AREAS C and D” before the words “as indicated”.
4. Said Bylaw is hereby further amended in Section 13 COMPREHENSIVE DEVELOPMENT ZONES, Subsection 13.24 CD-24 (COMPREHENSIVE DEVELOPMENT-24) ZONE, Paragraph (9) BUILDING HEIGHT (MAXIMUM), by inserting a new Subparagraph (d), as follows, and re-alphabetizing the existing Subparagraph accordingly:
“(d) AREA D (as indicated in “Appendix I - CD-24 21.5m plus 2m for elevator shaft enclosures and roof deck trellises” ZONE Map”)
5. Said Bylaw is hereby further amended in Section 13 COMPREHENSIVE DEVELOPMENT ZONES, Subsection 13.24 CD-24 (COMPREHENSIVE DEVELOPMENT-24) ZONE, Paragraph (10) SPECIAL REGULATIONS, Subparagraph (c), by inserting a new Clause (vii), as follows, and renumbering the existing Clauses accordingly”
“(vii) notwithstanding (10)(c)(vi) above, a maximum of 50% of the storage lockers required within Area D may be provided within individual apartment units rather than in a centralized location.”
6. Said Bylaw is hereby further amended in Section 13 COMPREHENSIVE DEVELOPMENT ZONES, Subsection 13.24 CD-24 (COMPREHENSIVE DEVELOPMENT-24) ZONE, Paragraph (10) SPECIAL REGULATIONS, by deleting “Appendix I – CD-24 ZONE Map”, and substituting with a new “Appendix I – CD-24 ZONE Map”, as attached.

Received first and second reading on the
Public hearing held on the
Received third reading on the
Received adoption on the

Mayor

Corporate Officer

“Appendix I - CD-24 ZONE Map”



April 12th, 2024

Re: 45495 Campus Drive Development – Public Consultation
City File No. RZ001735/DP001760

Dear Neighbour

We hope this letter finds you well. As a formality of the development process, we are excited to share with you that we are moving forward with the final phase of the overall Campus project at the above address. This phase will include the construction of three modern apartment buildings, offering a total of 293 residential units designed to meet the needs of our growing population.

To ensure that this development maximizes its potential benefits to our community, we are proposing three zoning text amendment and two development variances. We believe these changes are essential for creating a vibrant, accessible, and sustainable living space for future residents. The rezoning text amendments include:

1. Permitting 143 storage lockers to be provided within individual apartment units rather than in a centralized location, offering more convenience and privacy for the residents.
2. Raising the maximum building height from 20m to 21.5m for all three buildings, which will enable us to achieve a harmonious architectural design.
3. Increasing the maximum permitted density from 280 to 344 dwelling units per hectare. Please note, this does not increase the developable area or lot coverage, rather the buildings would remain the same size, and smaller units would be implemented to increase the affordability of this site.

The development variances include:

1. Reducing the minimum interior side lot line setback along the east property line from 4.5m to 3.6m to accommodate balcony and roof projections, thus enhancing outdoor living spaces for residents. Ground level setbacks will remain standard, to ensure connectivity, and walkability within the site.
2. Reducing the minimum required setback of a garbage, compost, and recycling container to a residential use from 6m to 5.5m, ensuring efficient waste management while maintaining aesthetics and functionality.

We are committed to engaging with our neighbors throughout the development process. Should you have any thoughts, concerns, or questions about this development, please reach out to us at the contact information below. A summary of received comments will be submitted to the City of Chilliwack and included within public record for the above application. Please indicate your name, address, any comments you have, as well as indicating your support or opposition to this proposal. Comments must be received by April 26th to be included with the council report.

Sincerely,

Brandon Cheema
Development Manager
Diverse Properties
778-345-8370
Brandon.cheema@diverseproperties.com

Date Received: April 29, 2024
Received From: Brandon Cheema
Folder Number: RZ001735 + DP001760
Subject Property: 45495 Campus Drive
Council Date: May 7, 2024
page 1 of 3

Application Number: RZ001735/DP001760

Development Application: Public Engagement Summary

Property Address(es): 45495 Campus Drive, Chilliwack BC

Applicant Contact Information: Diverse Properties 778-345-8370 brandon.cheema@diverseproperties.com

Purpose: The purpose of this application is to allow for the development of 3 apartment buildings, in the final phase of the Campus Dr project with the included text amendments and variances.

The above-required application number, property address, applicant contact information, and purpose statement must be included on each page of the summary chart.

Name	Address	Method of Contact	Support	Oppose	Comments/Responses
Edwinn Enns	45511 Campus Dr	Email	<input checked="" type="checkbox"/>	<input type="checkbox"/>	No objection to the zoning text and variances described in the letter
	45500 Campus Dr	Email	<input type="checkbox"/>	<input type="checkbox"/>	No responses recieved.
	45438 Keith Wilson RD	Mail	<input type="checkbox"/>	<input type="checkbox"/>	No responses received.
	45454 Calais Cres	Mail	<input type="checkbox"/>	<input type="checkbox"/>	No responses received.
	5571 Dieppe St	Mail	<input type="checkbox"/>	<input type="checkbox"/>	No responses received.
	45460 Calais Cres	Mail	<input type="checkbox"/>	<input type="checkbox"/>	No responses received.
			<input type="checkbox"/>	<input type="checkbox"/>	
			<input type="checkbox"/>	<input type="checkbox"/>	
			<input type="checkbox"/>	<input type="checkbox"/>	
			<input type="checkbox"/>	<input type="checkbox"/>	
			<input type="checkbox"/>	<input type="checkbox"/>	
			<input type="checkbox"/>	<input type="checkbox"/>	

Council Date: May 7, 2024
 Subject Property: 45495 Campus Drive
 Date Received: April 29, 2024
 Received From: Brandon Cheema
 Folder Number: RZ001735 + DP001760
 page 2 of 3

This summary will be submitted to the City of Chilliwack, to be included within the public record, for the above-noted application. By providing personal information on this document you are providing your consent to permit all information provided therein to be viewed by the public.

Benz, Melissa

From: Ed Enns
Sent: April 15, 2024 8:57 AM
To: Brandon Cheema
Subject: Zoning text and Development Variances

Hi Brandon

As an owner in 45511 Campus Dr., I have no objection to the zoning text and variances described in the letter.

Edwin Enns

Fraser Valley Construction Ltd.

38763 Old Yale Rd.

Abbotsford B.C.

V3G 1X5

Date Received: April 29, 2024
Received From: Brandon Cheema
Folder Number: 22001735 + DP001760
Subject Property: 45495 Campus Drive
Council Date: May 7, 2024
page 3 of 3

AGENDA ITEM NO: 11.3.1

MEETING DATE: May 7, 2024

STAFF REPORT – COVER SHEET

SUBJECT: Laura Gravere DATE: _____
Temporary Use Permit / 1701 - 5260
Goldspring Place April 29, 2024


DEPARTMENT: Planning PREPARED BY: Joty Rai / mb
TUP00225

1. SUMMARY OF ISSUE:

The applicant requests to permit the operation of a child care facility for up to 8 children within a townhouse on the subject property within the CD-1 (Comprehensive Development-1) Zone.

2. RECOMMENDATION:

Recommendation that, Council approve the issuance of Temporary Use Permit (TUP00225), with respect to property located at 1701 - 5260 Goldspring Place, subject to the recommendations as stipulated within the draft Temporary Use Permit.



Gillian Villeneuve
Director of Planning

3. CHIEF ADMINISTRATIVE OFFICER'S RECOMMENDATION/COMMENTS:

Supports recommendation.



David Blain
Chief Administrative Officer

STAFF REPORT ON TEMPORARY USE PERMIT TUP00225

PREPARED BY: Joty Rai DATE: April 29, 2024

POSITION: Planner I DEPARTMENT: Planning

1. DEFINITION OF ISSUE:

The applicant requests to permit the operation of a child care facility for up to 8 children within a townhouse on the subject property within the CD-1 (Comprehensive Development-1) Zone. As Accessory Home Occupation regulations only permit in home multi age child care within single detached dwellings, a Temporary Use Permit is required.

After three years, a renewal of the TUP will be required to continue to use the site for an additional three years. Once the proposed Temporary Use Permit has been to Public Hearing, staff recommend that Council approve Temporary Use Permit TUP00225 with respect to property located at 1701 - 5260 Goldspring Place.

A TUP can be renewed only once. After which, rezoning or relocation to an appropriate zone is recommended or a new TUP application must be submitted.

2. PROPOSAL:

The applicant is proposing to operate a child care facility within a townhouse on the subject property as a home-based business. The facility will occupy the existing lower floor of the dwelling and is approximately 43m² in size with a 55m² fenced outdoor area. The facility will be operated by the applicant, who lives on site, with the help of 1 part time employee at a time and will provide care for a maximum of 8 children. The applicant has stated that this location is well suited for child care due to its close proximity to an elementary school and multiple parks, providing accessible daycare service for the local community. The applicant has also demonstrated their commitment to a safe and functional care environment within their proposal letter which is attached as "Schedule A" for information.

To address parking and traffic flow, the applicant has submitted a plan of the subject property's existing driveway and garage which demonstrates that off-street parking for both the child care facility and residential use is adequately accommodated. Drop off has been designated between 7:00am and 10:00am with pick up from 4:00pm to 5:30pm. A copy of the applicant's plan is attached and a photo of the driveway is shown below.

The townhouse dwelling will require modifications to meet additional BC Building Code requirements for a child care facility. The applicant is aware and has made application for a Building Permit.

Photo of Existing Driveway



3. FACTORS:

3.1 2040 Official Community Plan (OCP) / Land Use / Community Engagement

OCP: "Comprehensive Development Area" within the Official Community Plan.

Land Use: Townhouse unit within a larger townhouse complex.

Community Engagement: The applicant has conducted independent public engagement with neighbouring units and properties via door knocking, receiving 9 supportive responses. A copy of the applicant's public engagement package has been submitted for the public record.

3.2 Neighbourhood Character

The subject property is located in the Promontory neighbourhood and contains a townhouse development with multiple strata units. The applicant has received support for their proposal from the Strata Council.

The neighbouring properties contain single detached dwellings within the CD-1 Zone, SR (Suburban Residential) Zone and R3 (Small Lot Residential) Zone. The subject property is located near the Philippon Family Park, Russell Road Park, and Promontory Park, and is within close distance of Promontory Heights Elementary.

3.3 Technical Considerations

Floodplain: The subject property is not located within the floodplain.

Watercourses: There are no known watercourses within, or in the immediate vicinity of, the subject property.

Geotechnical Issues: The property is located within the geotechnical “red” area which indicates that the property is subject to significant geotechnical hazard due to steep slopes. Geotechnical review is not required as the proposal is limited to a child care facility within an existing dwelling and no new construction is proposed.

3.4 Conditions of Issuance of Temporary Use Permit

Staff support the requested use as proposed by the applicant and recommend approval of the draft Temporary Use Permit subject to the following conditions:

1. The business use of the lands shall consist of a child care facility for up to 8 children in care at any one time;
2. A City of Chilliwack Business License must be applied for and issued prior to operation of the proposed child care facility;
3. The child care facility shall operate Monday to Friday from 7:00 a.m. to 5:30 p.m.;
4. Up to one employee permitted on site in addition to the owner/operator;
5. The owner and/or operator must reside on site;
6. Employee parking must be located within the subject property;
7. Drop-off and pick-up are restricted to the available off-street parking areas within the subject property. If parking or driveway queues generate complaints, the Temporary Use Permit may be forwarded to Council for reconsideration;
8. The business must comply with all requirements of Fraser Health and the City of Chilliwack Fire Department and Building Department for child care facilities; and,
9. Two months before the expiration of this Permit, the applicant shall indicate to the Director of Planning of their intention to either cease the business activity, rezone the property, or apply for a further three-year permit.

4. RECOMMENDATION & SUBSTANTIATION:**Recommendation:**

Recommendation that, Council approve the issuance of Temporary Use Permit (TUP00225), with respect to property located at 1701 - 5260 Goldspring Place, subject to the recommendations as stipulated within the draft Temporary Use Permit.

Substantiation:

The proposal is supportable as it is not anticipated to have an impact on the neighbourhood given that it is limited in size (8 children) and parking is adequately accommodated. Additionally, the proposed child care facility will provide an essential service for the local community in a convenient location for parents seeking child care within close proximity to their home.

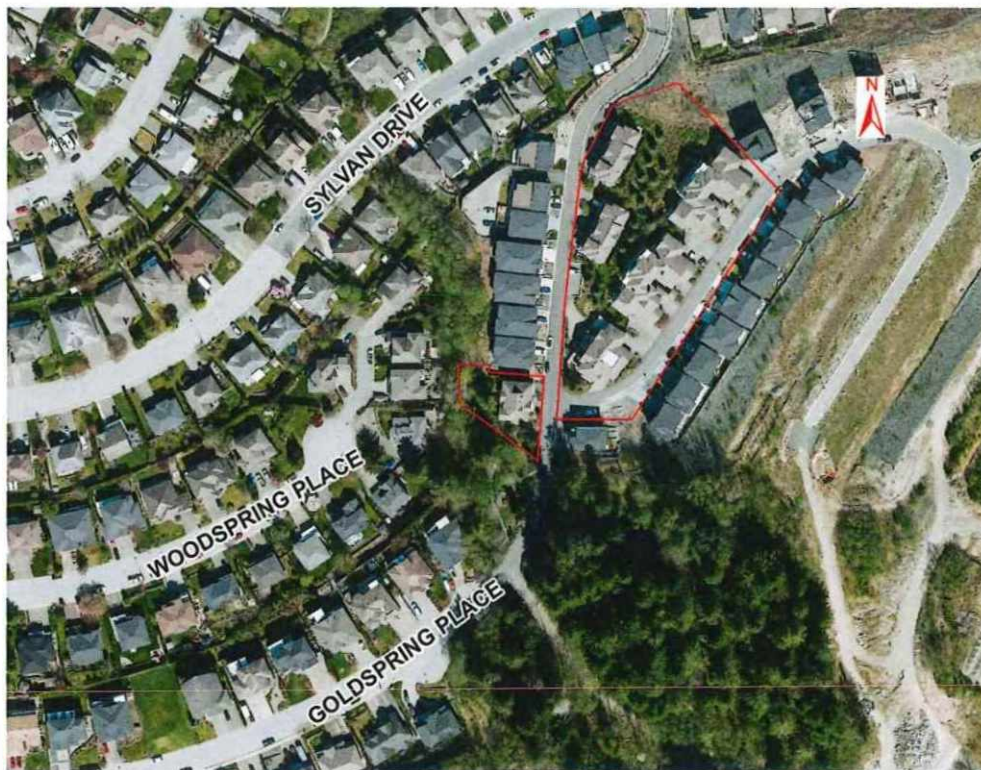
5. SOURCES OF INFORMATION:

- Temporary Use Permit Application TUP00225 – January 2, 2024
- Building Permit Application BP034954 – January 15, 2024

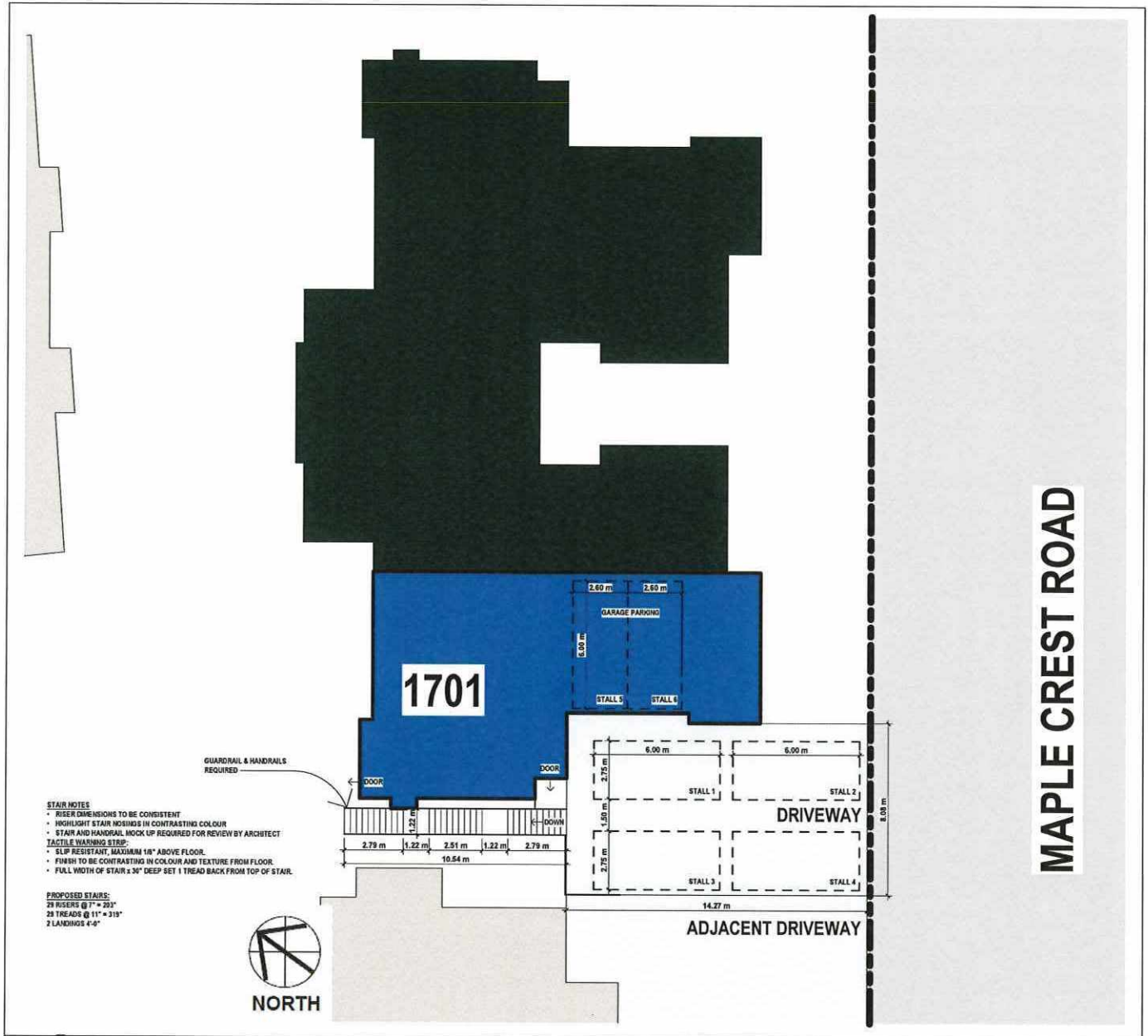
Location Map



Ortho Photo



Proposed Site Plan (as provided by the applicant)



Schedule A:

Applicant's Proposal Letter

Subject: Proposal for In-Home Multi-Age Daycare Facility in Townhome Basement

Dear Chilliwack City Council,

I am writing to present a proposal for the establishment of an in-home multi-age daycare facility in the basement of a townhome located within our community. The purpose of this proposal is to provide a comprehensive overview of the plan, demonstrating compliance with Fraser Health standards and highlighting the strategic location near an elementary school and multiple parks.

I. Overview of the Proposed Daycare Facility:

1. Location: The proposed in-home multi-age daycare will be situated in the basement of a townhome located at 1701-5260 Goldspring Place. The space is well-suited for childcare activities, offering ample room for play, learning, and rest areas. The townhome is conveniently located within our community, promoting accessibility for parents and ensuring a safe environment for the children.

2. Capacity: The facility is designed to accommodate a maximum of 8 children, ensuring a *manageable and personalized approach to caregiving*. This capacity aligns with Fraser Health standards, ensuring that the daycare can provide high-quality care while maintaining a safe and nurturing environment.

II. Compliance with Fraser Health Standards:

1. Safety Measures: The proposed daycare facility will adhere to all safety regulations outlined by Fraser Health. This includes implementing childproofing measures, emergency response plans, and regular safety inspections to guarantee a secure environment for the children.

2. Health and Sanitation: Stringent hygiene practices will be enforced to maintain a clean and healthy environment. Regular cleaning schedules, proper waste disposal, and adherence to Fraser Health's guidelines for sanitation will be strictly followed.

3. Qualified Staff: Experienced and certified childcare providers will staff the facility, meeting Fraser Health's standards for caregiver qualifications. Continuous training will be provided to ensure staff members stay updated on the latest best practices in childcare.

III. Proximity to Elementary School:

The proposed daycare is strategically located in close proximity to Promontory Heights Elementary School. This proximity facilitates easy drop-off and pick-up for parents, contributing to the overall convenience of the daycare service. Additionally, the close connection with the school can foster potential collaborations and enriching activities for the children.

IV. Access to Parks:

The townhome is also conveniently situated near multiple parks. This provides an opportunity for outdoor activities, promoting physical exercise and enhancing the children's overall well-being. Visits to these parks will be incorporated into the daycare program, aligning with the city's commitment to promoting a healthy lifestyle for its residents.

In conclusion, the proposed in-home multi-age daycare facility aligns with Fraser Health standards and is strategically located near an elementary school and multiple parks. This proposal reflects our dedication to providing a safe, nurturing, and enriching environment for the children of our community. We seek the support and approval of the Chilliwack City Council to move forward with this endeavor.

Thank you for your time and consideration.

Sincerely,

Laura Gravere | 778-223-3242 Laura.gravere@gmail.com



**City of Chilliwack
Notice of Public Hearing
Council Chambers
8550 Young Road, Chilliwack BC V2P 8A4**

When: Tuesday, May 7, 2024 at 2:00 PM

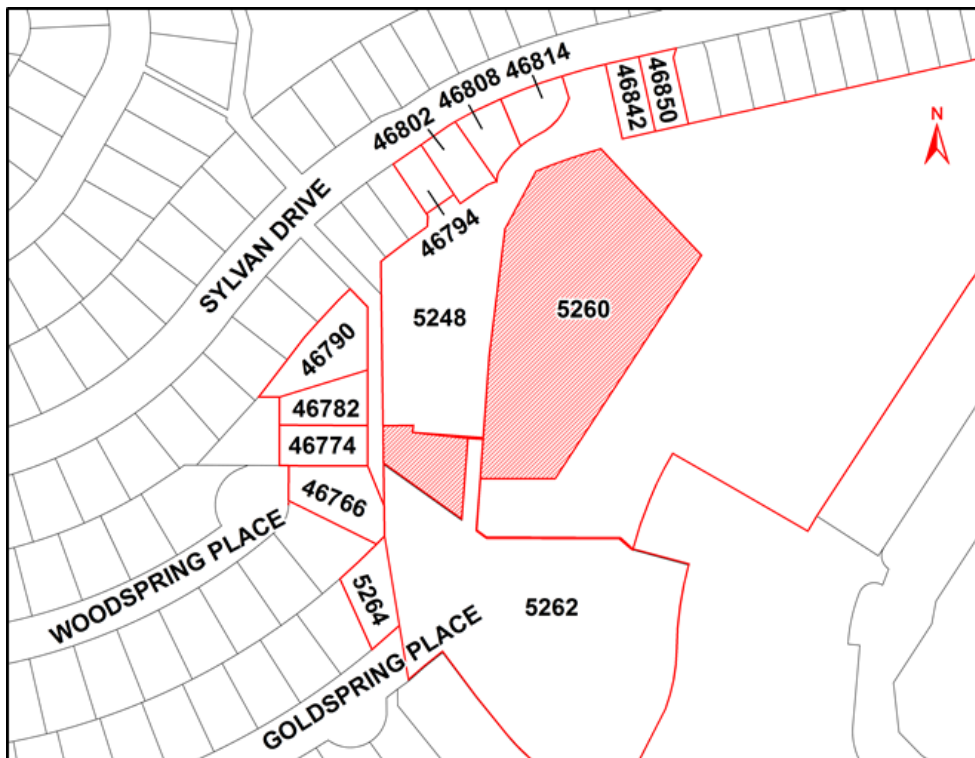
Watch: The live council meeting broadcast at Chilliwack.com/live

TEMPORARY USE PERMIT APPLICATION (TUP00225)

Location: 1701-5260 Goldspring Place

Applicant: Laura Gravere

Purpose: To permit the operation of a child care facility for up to 8 children on the subject property, as shown on the included map.



How to share your feedback:



Attend the Public Hearing/Public Information Meeting in person (8550 Young Road)

Mail or email our Legislative Services Department:



Mail: 8550 Young Road, Chilliwack BC V2P 8A4

Email: clerks@chilliwack.com

- Submissions will be accepted until 4:00 pm on May 6, 2024. Any submissions received after this time will not be considered by Council.
- Please include your name and address.
- **All mail and emails, including your name and address, will be recorded and form part of the official record.**

Contact our Planning Department between Wednesday, April 24, 2024 and Tuesday, May 7, 2024 for a copy of the proposed permit at planning@chilliwack.com or 604-793-2906.

Jacqueline Morgan, CMC
Corporate Officer

Rezoning Application: Public Engagement Petition

Property Address: 1701-5260 Goldspring Place V2R 5S5

Purpose: Daycare

Applicant contact information: Laura Gravere

Name	Address	Signature	Support	Oppose	Comments/Concerns
Booker An	1604-5260 Goldspring	[Signature]	Yes		
[Redacted]	[Redacted]	[Signature]	Yes		
Michelle Grace		[Signature]	Yes		
ANA2 SAMARA	1402-5260 Goldspring Pl.	[Signature]	Yes		
Emma Roy	1504-5260 Gold "	[Signature]	yes		
Gerd Pifer	1605-5260 Goldspring	[Signature]	yes.		
ZENAL PATIC	[Redacted]	[Signature]	Yes		
DONALD RAO	[Redacted]	[Signature]	Yes		
Val meter	[Redacted]	[Signature]	Yes		
					Date Received: <u>December 22, 2023</u>
					Received From: <u>Laura Gravere</u>
					Folder Number: <u>TUP00225</u>
					Subject Property: <u>1701-5260 Goldspring Place</u>
					Council Date: <u>May 7, 2024</u>

This petition will be submitted to the City of Chilliwack, to be included within the public record, for the above-noted application. By providing personal information on this petition, you consent to permit all information provided therein to be viewed by the public.

From:
To: [Clerks Dept Email](#)
Subject: Temporary use permit TUP00225 [EXTERNAL]
Date: May 2, 2024 1:13:28 PM

Location 1701 - 5260 Goldspring Place, Chilliwack, BC.

As a senior, I object to having a child care facility at this location. I love children but object to hearing their loud noise all day, everyday. I have retired here to enjoy the peacefulness that my property provides. The creek and closeness to the woods where bears are frequently seen is not safe for children. I've had a bear that felt my fish pond was his private bath..... I had to fill it in for the safety of my own grandchildren.

Thank you for listening to my submission.

Cathy McNabb
46774 Woodspring Place, Chilliwack, BC V2R 3W6

From:
To: [Clerks Dept Email](#)
Subject: TUP00225 [EXTERNAL]
Date: May 5, 2024 5:05:39 PM

Hello

Feedback in regards to TUPOO225..

My name is Karen Schroeder
Address is #26 5248 Goldspring place Chilliwack BC

My only concerns to the daycare is... where the parents will park to drop off or pick up the children. We are having lots of issues with parking, as there is no street parking in this development and only a few visitor parking and unfortunately they are mostly used by the renters in this development. I can foresee this becoming a safety issue for the children.

Sincerely
Karen Schroeder



CITY OF CHILLIWACK

TEMPORARY USE PERMIT NO. TUP00225

To: Laura Gravere & Blake Strauts
1701 - 5260 Goldspring Place
Chilliwack, BC V2R 5S5

1. WHEREAS Section 493 of *the Local Government Act* permits the issuance of Temporary Use Permits; and WHEREAS the Council of the City of Chilliwack in an open meeting assembled is prepared to issue such a permit on the terms and conditions set out below.
2. IT IS HEREBY RESOLVED that a Temporary Use Permit be issued as affecting the following:

Parcel Identifier No. 023-435-275
Legal Description: STRATA LOT 6 SECTION 5 TOWNSHIP 26 NEW WESTMINSTER DISTRICT STRATA PLAN LMS2385 TOGETHER WITH AN INTEREST IN THE COMMON PROPERTY IN PROPORTION TO THE UNIT ENTITLEMENT OF THE STRATA LOT AS SHOWN ON FORM 1
Address: 1701 - 5260 Goldspring Place

3. General Intent of Permit

To permit the operation of an in home child multi age care facility for up to 8 children within a townhouse dwelling on the subject property.

4. Validity of Permit

Three calendar years from the date of issuance of this Permit.

5. Renewal of Permit

In accordance with Section 497(2), this permit may be renewed once only, following application to and at the pleasure of the Council of the City of Chilliwack, following observance of due procedure.

DRAFT

6. Terms and Conditions of Permit

1. The business use of the lands shall consist of a child care facility for up to 8 children in care at any one time;
2. A City of Chilliwack Business Licence must be applied for and issued prior to operation of the proposed child care facility;
3. The child care facility shall operate Monday to Friday from 7:00 a.m. to 5:30 p.m.;
4. Up to one employee permitted on site in addition to the owner/operator;
5. The owner and/or operator must reside on site;
6. Employee parking must be located within the subject property;
7. Drop-off and pick-up are restricted to the available off-street parking areas within the subject property. If parking or driveway queues generate complaints, the Temporary Use Permit may be forwarded to Council for reconsideration;
8. The business must comply with all requirements of Fraser Health and the City of Chilliwack Fire Department and Building Department for child care facilities; and,
9. Two months before the expiration of this Permit, the applicant shall indicate to the Director of Planning of their intention to either cease the business activity, rezone the property, or apply for a further three-year permit.
10. For sake of clarity, this Permit constitutes a temporary Official Community Plan designation for a Temporary Use area.

APPROVED BY COUNCIL ON THE ___ DAY OF _____, 2024

ISSUED THIS ___ DAY OF _____, 2024.

CORPORATE OFFICER


DRAFT

AGENDA ITEM NO: 11.4.1

MEETING DATE: May 7, 2024

STAFF REPORT – COVER SHEET

SUBJECT: Colliers Project Leaders and WSP Canada Inc.
Development Variance Permit and
Development Permit / 43757 Progress Way DATE: April 29, 2024

DEPARTMENT: Planning Department
DVP01292 & DP001606 PREPARED BY:  Krista Goodman /mb

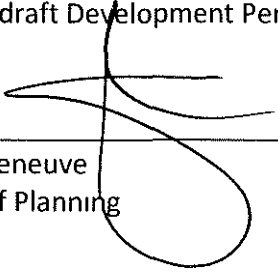
1. SUMMARY OF ISSUE:

The applicant requests to vary a number of Zoning Bylaw standards, as detailed in the report, to facilitate a new industrial development within the subject property. As the property is located within Development Permit Area (DPA) 7 (Industrial), a concurrent Development Permit for the form and character of the proposed development is required.

2. RECOMMENDATION:

Recommendation that, subject to public representation, Council approve the issuance of Development Variance Permit DVP01292 with respect to property located at 43757 Progress Way, subject to the recommendations as stipulated within the draft Development Variance Permit.

Recommendation that Council approve the issuance of Development Permit DP001606 with respect to property located at 43757 Progress Way, subject to the recommendations of the Design Review Advisory Committee and the conditions as stipulated within the draft Development Permit.



Gillian Villeneuve
Director of Planning

3. CHIEF ADMINISTRATIVE OFFICER'S RECOMMENDATION/COMMENTS:

Supports recommendation.



David Blain
Chief Administrative Officer

**STAFF REPORT ON DEVELOPMENT VARIANCE PERMIT DVP01292
AND DEVELOPMENT PERMIT DP001606**

PREPARED BY: Krista Goodman DATE: April 29, 2024
POSITION: Planner I DEPARTMENT: Planning Department

1. DEFINITION OF ISSUE:

The applicant requests to vary the following Zoning Bylaw standards to facilitate a new industrial development within the subject property:

- Reduce the front lot line (FLL) setback of the main building from 6m to 5.5m to accommodate the roof overhang at the main entrance;
- Increase the permitted accessory office and sales area from 20% of the gross floor area to 31% (911m² to 1,425m²);
- Reduce the width of the maneuvering aisle from 7.5m to 7.1m;
- Waive the requirement for a maneuvering aisle to have an additional 0.5m width where adjacent to a fence or structure over 0.2m in height;
- Reduce the width of the landscape strip between the vehicular use area and Progress Way from 2m to 0.5m; and,
- Waive the requirement for interior landscaping of the parking lot areas, including raised landscaped areas for all parking spaces directly adjacent to the south and west sides of the building.

As the property is located within Development Permit Area (DPA) 7 (Industrial) a concurrent Development Permit (DP) for the form and character of the proposed development is required.

2. PROPOSAL:

In summary, the proposal includes:

- A new two-storey 4,368m² building and a 455m² outbuilding for service industrial, warehouse, and accessory office and sales uses for BC Hydro's Regional Operations facility;
- A 1,192m² open storage area, including a 131m² covered gravel pit storage structure;
- 87 off-street parking spaces and 3 off-street loading spaces (62 parking and 2 loading spaces are required);
- 66 trees (49 trees are required); and,
- An outdoor employee amenity area with picnic tables.

An Indigenous art installation is also proposed but not included within this report for Council's consideration. Once the design of the installation has been finalized, it will be brought to the Public Art Advisory Committee for review and recommendation to Council.

As designs for a free-standing sign have not yet been finalized, the proposed free-standing sign is not included within this application. A new Development Permit application will be required to consider any future free-standing signage.

A separate Development Variance Permit application (DVP01292) has been submitted to be reviewed concurrently with the subject Development Permit application.

3. DISCUSSION REGARDING VARIANCES:

Overall, the design of the building and site is visually appealing and constitutes a positive addition to the area. A discussion in relation to the proposed variances is provided below.

Front Lot Line Setback

While the building walls meet minimum setback requirements, a portion of the roof covering the main entrance protrudes into the front lot line setback area. While a variance is required, this roof protrusion is on the side of the property adjacent to the road and is directly separated from the road by two trees and shrubs, reducing the visual impact of this overhang. Furthermore, the overhang provides visual articulation for the building and contributes to the enhancement of the streetscape while limiting the impact of the massing of the building. While the building itself is not immediately oriented towards Progress Way, the roof overhang provides a moderate impression of street-orientation. As such, the requested variance is considered supportable in this instance.

Accessory Office and Sales Area

As the proposed development is for BC Hydro's new regional operations facility, as a consolidation of operations from two existing locations within the City, a greater amount of office space is required for administrative purposes. As the remainder of the property and the majority of the buildings and structures are used for industrial purposes, and the number of parking spaces provided exceeds the Zoning Bylaw requirements by 23 spaces, the requested variance is considered supportable.

Maneuvering Aisle

Due to the unique shape of the property, existing watercourse and associated riparian area, and proposed site design, it is not feasible to maintain a maneuvering aisle width of 7.5m throughout the entire site and accommodate an additional 0.5m width where adjacent to a building or structure. As such, a section of the maneuvering aisle spanning approximately 19m long at the northwest side of the property is 7.1m wide and located adjacent to a covered structure connected to the main building. As this portion of the site is only for the movement of employee and smaller fleet vehicles, no concerns are posed from the reduction request. Furthermore, this variance is supported by the Land Development Department as the proposal complies with the minimum 6m width requirement for firetruck access.

Landscaping

The request to reduce the width of the landscape strip between the parking area and Progress Way is considered supportable due to the small size of the area requiring the reduction, as well as the extensive landscaping, including trees, provided along the remainder of the front lot line setback area.

The applicant has also requested to waive the requirement that a landscape strip be provided between a parking space and building within specific areas of the site. As ample landscaping is provided throughout the development, exceeding all other Zoning Bylaw requirements, the *proposed reduction is considered minor in nature*. Furthermore, the proximity of the majority of the parking spaces to the perimeter landscaped areas and the watercourse to the northwest serve to soften the impact of the parking on site and screen it from view from the street. Additionally, the parking spaces have been dispersed into multiple smaller sections throughout the property, further reducing the impact of the paved areas. As the requested variance is to facilitate vehicle (and not truck) parking spaces, the proposed variances are in line with the Policy Directive No. G-34 - Industrial Land Policy in limiting variances for landscaping specifically in relation to truck parking and vehicle storage compound uses.

4. DEVELOPMENT PERMIT CONSIDERATIONS:

As demonstrated by the attached checklist evaluation for DPA 7, the proposed development complies with the Industrial Design Guidelines. A summary of the DPA 7 guidelines can be found below. For information, a copy of the proposed site plan and colour elevations are attached within the draft Development Permit.

Summary and CPTED Review

In support of the application, the applicant has also submitted a CPTED (Crime Prevention Through Environmental Design) report prepared by *WSP Canada Inc.* A summary of the CPTED assessment is shown in the table below:

CPTED Elements	Recommendations	
	✓ included in the design	* not included in the design
Natural Access Control	<ul style="list-style-type: none"> ✓ All doors into and out of a building should have a large peephole or window to allow those inside to see clearly who is outside, and what is happening on the street in front of their entrance/exit.* ✓ Illuminate signs identifying addresses, building names, the facility, pathways connecting to parking lots, public sidewalks and building entrances.* ✓ Use fencing and motorized vehicle gates to restrict off-hours access. ✓ Deploy security group and corporate policy including CCTV and intrusion monitoring.** ✓ Landscape throughout using the 7-3 Rule – trim bushes down to 3 feet tall, limb trees up to 7 feet under the canopy.** 	
Natural Surveillance	<ul style="list-style-type: none"> ✓ Remove any objects obstructing usable light, including maintaining any tree branches or bushes obscuring lighting.** 	
Territoriality	<ul style="list-style-type: none"> ✓ Place signs throughout the development to define the boundaries, 	

	<p>provide operational hours, identify permitted users, and display regulations of uses with standardized colours and layouts.**</p> <ul style="list-style-type: none"> ✓ Visitors should be directed to the main entrance.** ✓ Provide architectural light washes over landscaping to distinguish site features.*
<p>Maintenance</p>	<ul style="list-style-type: none"> ✓ Remove any graffiti, stickers and utility markings on paved surfaces to maintain a visually appealing place.** ✓ Monitor areas where fence lines abut sidewalks for litter.** ✓ Lock up all waste disposal containers.** ✓ Repair the fence along the public walkway along the west side of the property.
<p>* Included as a recommended condition of the draft Development Permit. ** All landscaping and building maintenance and operational procedures will be at the discretion of the property owner.</p>	

5. DESIGN REVIEW AND ADVISORY COMMITTEE:

The Design Review Advisory Committee (DRAC) reviewed the subject Development Permit application and associated variances on November 14, 2023, and made the following recommendations:

That the Design Review Advisory Committee supports DP001606 and recommend Council approve the application subject to the following conditions:

1. *That the street tree locations be reviewed to ensure adequate spacing is provided for tree health while accommodating any utility services and/or infrastructure;*
2. *That a detailed lighting plan be submitted, prior to the issuance of a Building Permit, to ensure adequate lighting is provided for all walkways, parking areas, building entrances, exterior signage, and throughout the landscaping;*
3. *That arrows be provided on internal maneuvering aisles to guide the direction of vehicle movement;*
4. *That all signage provided is architecturally coordinated with the building and landscaping;*
5. *That, subject to BC Building Code requirements, glazing be provided for all doors directly connecting the building to the exterior;*
6. *That all at grade utility equipment be screened from public view through installation of landscaping, fencing, or vinyl wrapping; and,*
7. *That an irrigation system be included into the landscaped areas within the site.*

The applicant was present and agreed to all conditions as recommended by DRAC.

In response to Condition 1, the street tree placement will be reviewed and finalized at the time of Building Permit.

6. FACTORS:

6.1 2040 Official Community Plan (OCP) / Land Use

OCP: “Industrial” as designated in the 2040 Official Community Plan.

Land Use: The subject property is currently a vacant lot.

6.2 Neighbourhood Character

The subject property is located within the Village West neighbourhood, which has been experiencing significant redevelopment in the recent past. Surrounding properties are within the CD-10 (Comprehensive Development Area 10) Zone to the north, east, and south, and within the AL (Agricultural Lowland) Zone to the west.

6.3 Technical Issues

Floodplain: Approximately 2% of the subject property is not located within the floodplain, while 98% is located within the protected floodplain, and as such, the affected portion is subject to the Floodplain Regulation Bylaw.

Watercourses: The subject property is located adjacent to an artificial biofiltration pond, which is outside of DPA 3 (Riparian Areas). As such, a DP 3 and assessment by a Qualified Environmental Professional was determined to not be required for the proposed development.

Geotechnical: While the majority of the subject property is not subject to any known geotechnical hazards or earthquake-related risks, a portion of the property at the north is mapped as having “potential” geotechnical hazards. The portion of the property intended for development is located outside of this risk area.

MoTI: The subject property is located within 800m from the intersection of Highway #1 (Hwy #1) and Lickman Road, and the proposed industrial building exceeds 4,500m². As such, the proposal was referred to the Ministry of Transportation and Infrastructure (MoTI) on October 17, 2023. The MoTI responded on November 7, 2023, indicating that there were no comments or objections to the proposed development.

6.4 Conditions of Issuance

Staff support the requested variances as proposed by the applicant and recommend approval of the draft DVP and DP, subject to DRAC’s recommended conditions.

7. RECOMMENDATION & SUBSTANTIATION:**Recommendation:**

Recommendation that, subject to public representation, Council approve the issuance of Development Variance Permit DVP01292 with respect to property located at 43757 Progress Way, subject to the recommendations as stipulated within the draft Development Variance Permit.

Recommendation that Council approve the issuance of Development Permit DP001606 with respect to property located at 43757 Progress Way, subject to the recommendations of the Design Review Advisory Committee and the conditions as stipulated within the draft Development Permit.

Substantiation:

The proposed variances to the front lot line setback and landscaping are not expected to impact neighbouring properties due to the provision of sufficient landscaping along Progress Way as well as throughout the site to create an attractive streetscape and buffer between differing land uses, in addition to the thoughtful building design bringing the development closer to the street while limiting the impact of massing through the creation of a covered front entrance area. A reduction to the maneuvering aisle width is considered supportable as it remains wide enough to facilitate emergency vehicle maneuvering. In addition, the proposed increase to the accessory office and sales area is also considered supportable due to the retention of the majority of the building and the remainder of the site for industrial uses, and the resulting consolidation of BC Hydro's operations from two existing sites onto one larger site.

The consolidation of two existing BC Hydro sites through relocation to the proposed development meets the intent of the Industrial Land Policy to improve land use efficiency through intensifying land uses for industrial purposes. Furthermore, the development is consistent with the Design Guidelines for Development Permit Area 7 (Industrial) by creating a visually appealing frontage through the use of varied building materials and a coordinated and comprehensive site design.

8. DEVELOPMENT PERMIT AREA NO. 7 DESIGN GUIDELINE CHECKLIST:

Design Guidelines		Yes/No	Comments
1.	Building form and character		
1.1	All structures are comprehensively planned and architecturally coordinated	Yes	All buildings and structures are comprehensively planned and architecturally coordinated.
1.2	Consideration is given to relationship between buildings and open space, circulation patterns, and design compatibility with surrounding buildings and streets	Yes	The circulation patterns, design compatibility and relationship between the proposed building and structures and open space are all well-considered.
1.3	Building(s) are oriented toward the street with an emphasis on glazing, and designed to create visually enhanced streetscapes	Partial	While the building is not accessed directly from the street, the front entrance of the main building is moderately street-oriented. Glazing is emphasized with large windows provided around the main entrance.
1.4	Building design, materials, exterior finishes and	Yes	Attractive and high-quality design and landscaping

	landscaping support the creation of an attractive, high quality estate industrial environment		is proposed, with the use of durable and aesthetically pleasing materials and exterior finishes.
1.5	Building design, layout, siting, landscaping, screening and buffering are designed to mitigate noise from Hwy#1 and between industrial/commercial uses	Yes	Along with a larger distance between the proposed building and Hwy #1, appropriate screening and landscape buffering are provided to reduce any noise between the proposed site and adjacent industrial uses.
1.6	Buildings on corner lots, or fronting more than one road, give design consideration to each frontage	N/A	The subject property only fronts one road.
1.7	Low profile building designs are incorporated, particularly adjacent to Hwy#1	Yes	The building design is low-profile.
1.8	Box-like structures with little surface articulation and long expanses of uninterrupted roof lines are avoided	Yes	The use of varied rooflines and articulation breaks the rectangular building into modular units.
1.9	Loading bays and service compounds are screened or minimally visible from the public view	Yes	All loading bays and service compounds are screened from public view via landscaped trees along the south side of the property. As they are all located at the western portion of the building, the larger distance from the road provides additional buffering. Loading spaces located at the northwest end of the property are screened from public view by the main building.
1.10	Materials are of high quality, untreated or unfinished concrete, metal and/or prefabricated metal structures are not used	Partial	Most of the proposed materials include a combination of fibre cement boards, corrugated metal, naturally stained wood and clear glazing for large windows. Although the gravel storage structure is comprised of metal, it is not anticipated to impact the overall quality of the site as the structure is strictly for storage, located at the rear of the property and matches the overall design of the site.
1.11	Roof top equipment is positioned to minimize exposure or properly screened	Yes	Rooftop equipment is properly screened.
1.12	Public entrance is clearly identified and accessible from the street	Yes	The public entrance is accessible and clearly identifiable from the western side of Progress Way via signage.
1.13	Garish or neon colours are not used	Yes	Proposed colours are of a natural colour scheme, with no garish or neon colours.
2.	General		
2.1	Buildings and open space are well integrated, minimize untreated space	Yes	Minimal untreated spaces are proposed.
2.2	Vehicle and pedestrian routes are clearly defined	Yes	The shared vehicle and pedestrian entryway is well-defined; the proposed Indigenous art installation and free standing sign (not included within this DP) will provide additional indication of the main entrance.
2.3	Garbage and recycling facilities located away	Yes	Garbage and recycling facilities are proposed to be

	from street and screened from public view		located within the main building, out of public view.
3.	Parking		
3.1	Parking provided at back and side of property	Partial	Most parking is provided at the back and both sides of the property; all parking provided near the front of the property is screened by landscaping.
3.2	Parking and loading areas facilitate safe and efficient vehicle and pedestrian movement	Yes	Clear delineations between parking and loading areas facilitate safe and efficient movement. A condition has been included in the draft Development Permit for arrows on internal maneuvering aisles to guide the direction of vehicle movement.
3.3	Parking areas screened from street	Yes	Ample landscaping provides screening for parking areas adjacent to Progress Way except for a small portion of the frontage which has a reduced width which will be formalized through the proposed DVP application.
4.	Screening & Landscaping		
4.1	Berms, shrubs, beds, low walls and plantings used to screen unaesthetic features	Yes	Shrubs and vegetation, in conjunction with fencing, screens the view of unaesthetic features of the open storage yard area.
4.2	Landscaping creates visual interest along the street frontage and entire development with variety throughout the year	Yes	A variety of trees and shrubs are proposed along the street frontage, with a mixture of coniferous and deciduous trees to create visual variety throughout the year.
4.3	Landscaping creates an attractive high-quality development	Yes	Varied landscaping throughout the site with the additional inclusion of features such as a rain garden and decorative boulders facilitates an attractive and high-quality development.
4.4	Street trees along road frontage are in compliance with the Tree Management Bylaw	Yes	All proposed street trees are in accordance with the species listed within Schedule E of the Tree Management Bylaw.
4.5	Landscaping includes decorative fence design (black chain-link fencing hidden within landscaping may be provided, plain chain-link fencing along street frontage is avoided)	Yes	Black chain-link fencing is proposed, either as retention or replacement of existing fencing. Fencing will also be softened by shrubs and hedges planted directly adjacent.
4.6	Natural vegetation or berming adjacent to Hwy#1 not removed unless approved by Development Permit	N/A	The property is not adjacent to Highway #1.
4.7	Adjacent to Hwy#1, where no vegetation exists of, vegetation that is permitted to be altered, is replaced by a combination of landscaping and berming	N/A	The property is not adjacent to Highway #1.

4.8	Outside storage areas are screened. Screening along Hwy#1 does not compromise the visibility of the building(s) on site	Yes	Screening is provided along all sides of outdoor storage areas by locating materials within a covered structure, providing perimeter fencing and landscaping, and orientation of the proposed building, outbuilding, and entryways.
5.	Lighting		
5.1	Adequate lighting of all pedestrian and vehicle movement areas to ensure security and public safety	No	A lighting plan was not provided. A condition has been included in the draft Development Permit requiring a lighting plan at time of Building Permit application.
6.	Crime Prevention Through Environmental Design (CEPTD)		
6.1	Application of CEPTD principals for building design, lighting, signage, etc.	Yes	CPTED principals are evident in the site layout, building design, landscaping, and additional site design features.
7.	Public Open Space and Recreational Pathways		
7.1	Open space areas should be designed for passive and active recreational opportunities for employees	Yes	In addition to a rain garden, the Lickman Ponds Trail running along the rear of the site provides active recreational opportunities.
7.2	Outside employee amenity area provided (an encouragement)	Yes	Two picnic tables are provided on the east side of the main building for employee use.
7.3	Secure bicycle storage provided (an encouragement)	Yes	Bicycle parking is visually secured at the front of the main building internally from the building and externally from the road.
8.	Outdoor Storage		
8.1	Outdoor storage areas should be located at the rear or side of the building and visually buffered.	Yes	Outdoor storage area is located at the east side of the property and is visually buffered by fencing and vegetative screening.
9.	Signage		
9.1	Signage is architecturally coordinated with the overall design of the building and landscaping	No	No specific signage design has been provided within the current proposal, a condition has been included in the draft Development Permit requiring that any signage is architecturally coordinated with the building and landscaping design. A new Development Permit application will be required to consider any future proposed free-standing signage.
9.2	Complies with the Sign Bylaw	N/A	Any proposed signage to comply with Sign Bylaw and reviewed at time of Building Permit application.

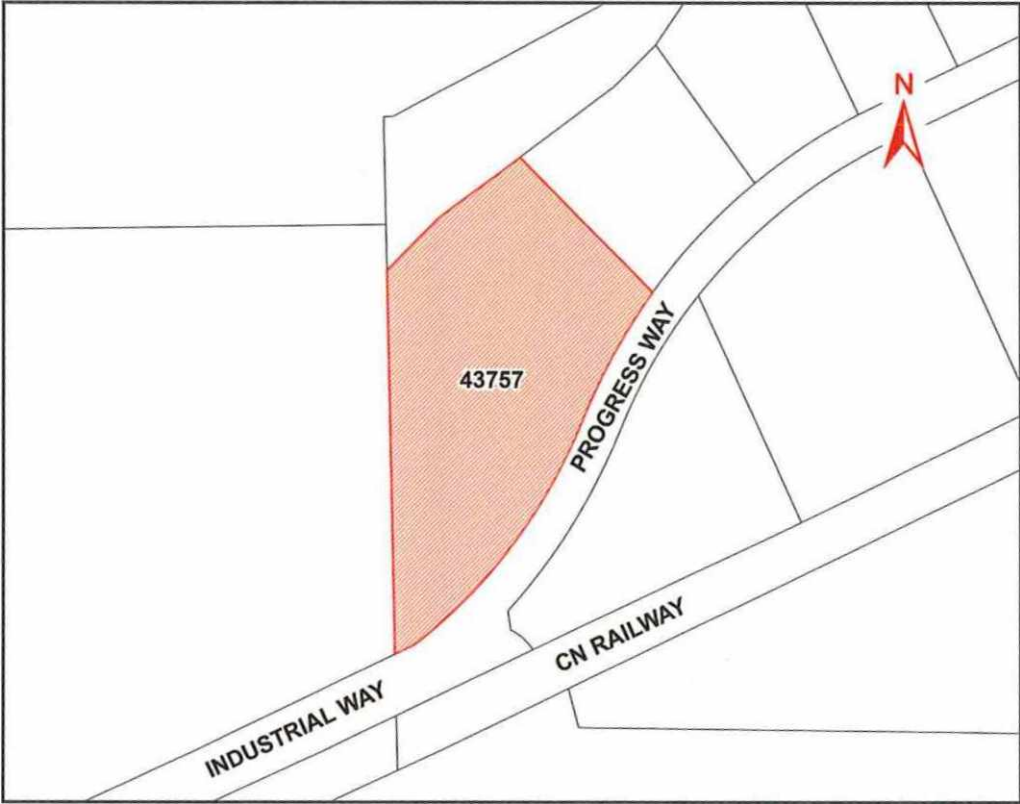
9. SOURCES OF INFORMATION:

- Development Variance Permit Application (DVP01292) – August 9, 2022
- Development Permit Application (DP001606) – August 9, 2022
- Development Application Review Team (DART) Minutes - May 11, 2023
- CPTED Report, prepared by *WSP Canada Inc.*– July 21, 2022

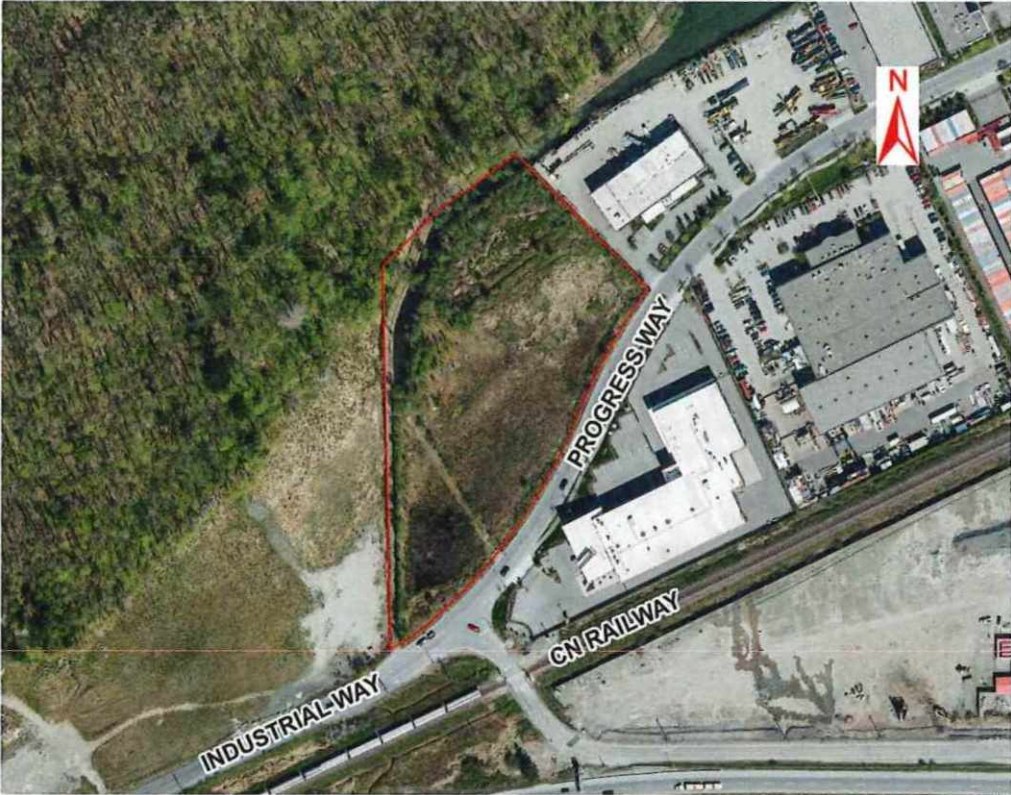
Site Photo



Location Map



Orthophoto





**City of Chilliwack
Notice of Public Information Meeting
Council Chambers
8550 Young Road, Chilliwack BC V2P 8A4**

When: Tuesday May 7, 2024, 2024 at 6:30 PM

Watch: The live council meeting broadcast at [Chilliwack.com/live](https://www.chilliwack.com/live)

DEVELOPMENT VARIANCE PERMIT (DVP01292)

Location: 43757 Progress Way

Applicants: Colliers Project Leaders and WSP Canada Inc.

Purpose: To vary the front lot line (FLL) setback, accessory office and sales area, maneuvering aisle width, and landscaping standards within the Zoning Bylaw, to facilitate a new industrial development within the subject property, as shown on the included map.

Location Map



How to share your feedback:



Attend the Public Information Meeting in person (8550 Young Road)

Mail or email our Legislative Services Department:



Mail: 8550 Young Road, Chilliwack BC V2P 8A4

Email: clerks@chilliwack.com

- Mail and email submissions will be accepted until 4:00PM on Monday, May 6, 2024. Any submissions received after this time will not be considered by Council.
- Please include your name and address.
- **All submissions, including your name and address, will be recorded and form part of the record.**

Contact our Planning Department between Wednesday, April 24, 2024 and Tuesday, May 7, 2024 for a copy of the proposed permit at planning@chilliwack.com or 604-793-2906.

Jacqueline Morgan, CMC
Corporate Officer



SCHEDULE "A"

CITY OF CHILLIWACK

DEVELOPMENT VARIANCE PERMIT NO. DVP01292

1. This Development Variance Permit is issued subject to compliance with all of the Bylaws of the City of Chilliwack applicable thereto, except as specifically varied or supplemented by this Permit.
2. This Development Variance Permit applies only to those lands within the City of Chilliwack described below, to facilitate a new industrial development, and, does not apply to any additions or subsequent replacement of any and all buildings and structures and other development thereon:

Parcel Identifier No. 032-037-163
Legal Description: LOT A DISTRICT LOT 72 GROUP 2 NEW WESTMINSTER
DISTRICT PLAN EPP126862
Address: 43757 Progress Way

3. In accordance with the provisions of Section 498 of the *Local Government Act* the following sections of "Zoning Bylaw 2020, No. 5000" are varied as stated:

Section 4.06(4)(a)(i) Accessory and Ancillary Uses Requirements is varied by increasing the permitted maximum accessory office and sales area from 20% to 31% of the gross floor area of all buildings and structures on the lot;

Section 4.09(2)(ii) Landscaping Requirements is varied by reducing the minimum width of the landscape strip between the vehicular use area and Progress Way from 2m to 0.5m;

Section 5.01(2)(e) Off-Street Loading Requirements is varied by reducing the minimum width of the maneuvering aisle from 7.5m to 7.1m;

Section 5.03(1)(f) Off-Street Parking Requirements is varied by waiving the requirement that where a maneuvering aisle adjoins a fence or structure over 0.2m in height, an additional 0.5m width shall be added to the aisle width;

Section 5.03(4)(g)(i) Off-Street Parking Requirements is varied by waiving the requirement for raised landscaped areas for all parking spaces directly adjacent to a building; and,

Section 13.10(7)(a) within the CD-10 (Comprehensive Development - 10) Zone is varied by reducing the front lot line (FLL) setback of the main building from 6m to 5.5m to accommodate the roof overhang at the main building entrance.

4. The land described herein shall be developed strictly in accordance with the terms and conditions and provisions of this Permit and the plans and information contained within the application. The following condition applies:
 - a) That the development be in accordance with the plans found in Schedule "A".

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5. Pursuant to Section 504 of the *Local Government Act*, if the permittee does not substantially start any construction permitted by this Permit within two years of the date of this Permit, this Permit shall lapse.
6. This Permit is not a Building Permit.

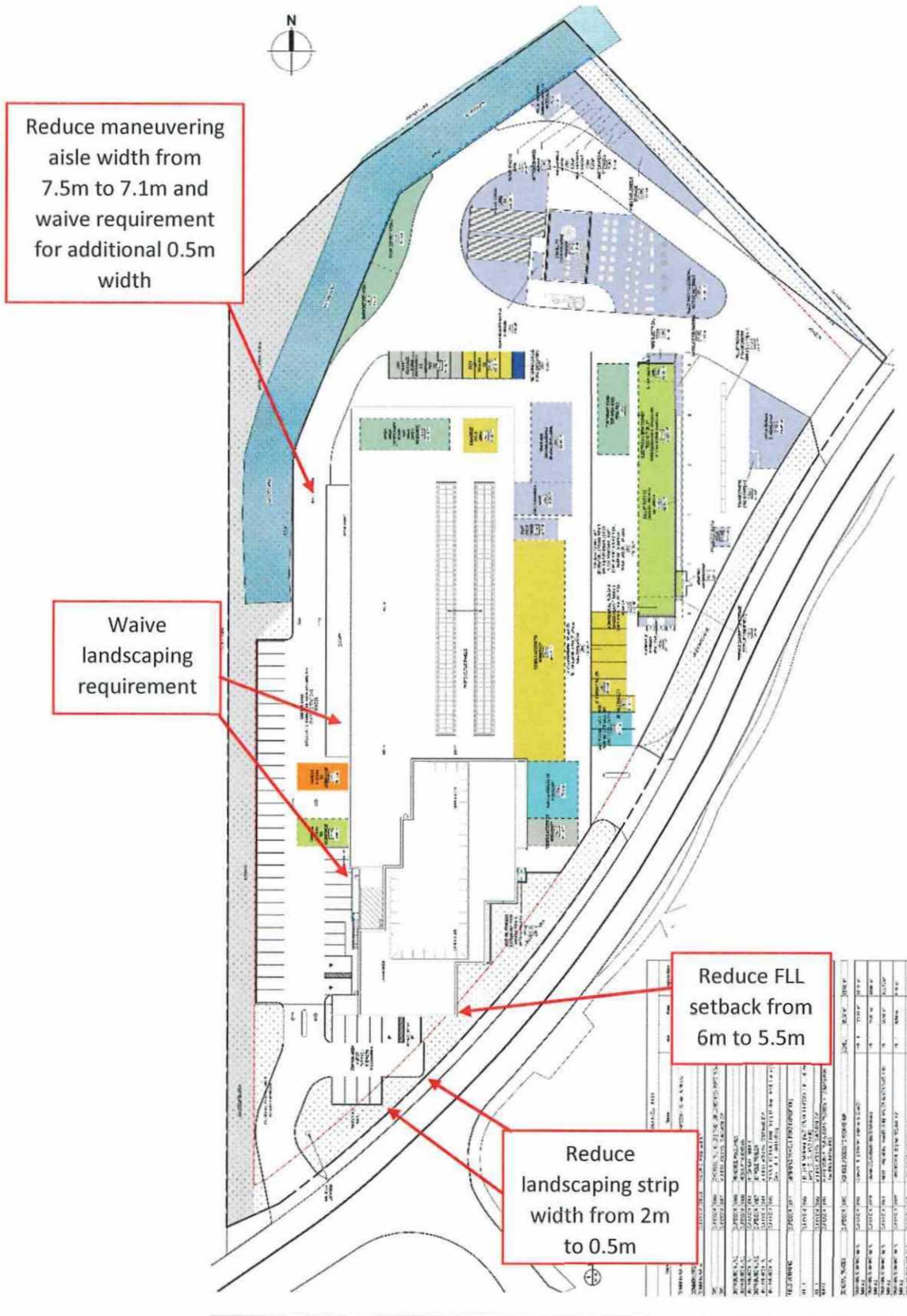
APPROVED BY COUNCIL ON THE ___ DAY OF ___, 2024.

ISSUED THIS ___ DAY OF ___, 2024.

CORPORATE OFFICER

DRAFT

Site Plan



DRAFT



CITY OF CHILLIWACK

DEVELOPMENT PERMIT NO. DP001606

(Portion of Development Permit Area No. 7 of the Official Community Plan)

1. This Development Permit applies to the following property:

Parcel Identifier No. 032-037-163
Legal Description: LOT A DISTRICT LOT 72 GROUP 2 NEW WESTMINSTER
DISTRICT PLAN EPP126862
Address: 43757 Progress Way

2. Development of the subject property shall be substantially in conformance to the following:

- Development shall be in accordance with the approved site plan and elevations attached with Schedule "A";
- That the street tree locations be reviewed to ensure adequate spacing is provided for tree health while accommodating any utility services and/or infrastructure;
- That a detailed lighting plan be submitted, prior to the issuance of a Building Permit, to ensure adequate lighting is provided for all walkways, parking areas, building entrances, exterior signage, and throughout the landscaping;
- That arrows be provided on internal maneuvering aisles to guide the direction of vehicle movement;
- That all signage provided is architecturally coordinated with the building and landscaping;
- That, subject to BC Building Code requirements, glazing be provided for all doors directly connecting the building to the exterior;
- That all at-grade utility equipment be screened from public view through installation of landscaping, fencing, or vinyl wrapping;
- That an irrigation system be included into the landscaped areas within the site; and,
- Specifications of Development Permit Area No. 7 (Industrial) of the City of Chilliwack Official Community Plan.

N.B. The above technical information is retained on file in the Planning Department.

3. This Development Permit is not a Building Permit and does not constitute approval of any proposed subdivision.

DRAFT

4. Pursuant to Section 504 of the *Local Government Act*, if the permittee does not substantially start any construction permitted by this Permit within two years of the date of this Permit, this Permit shall lapse.

APPROVED BY COUNCIL ON THE ___ DAY OF ___, 2024.

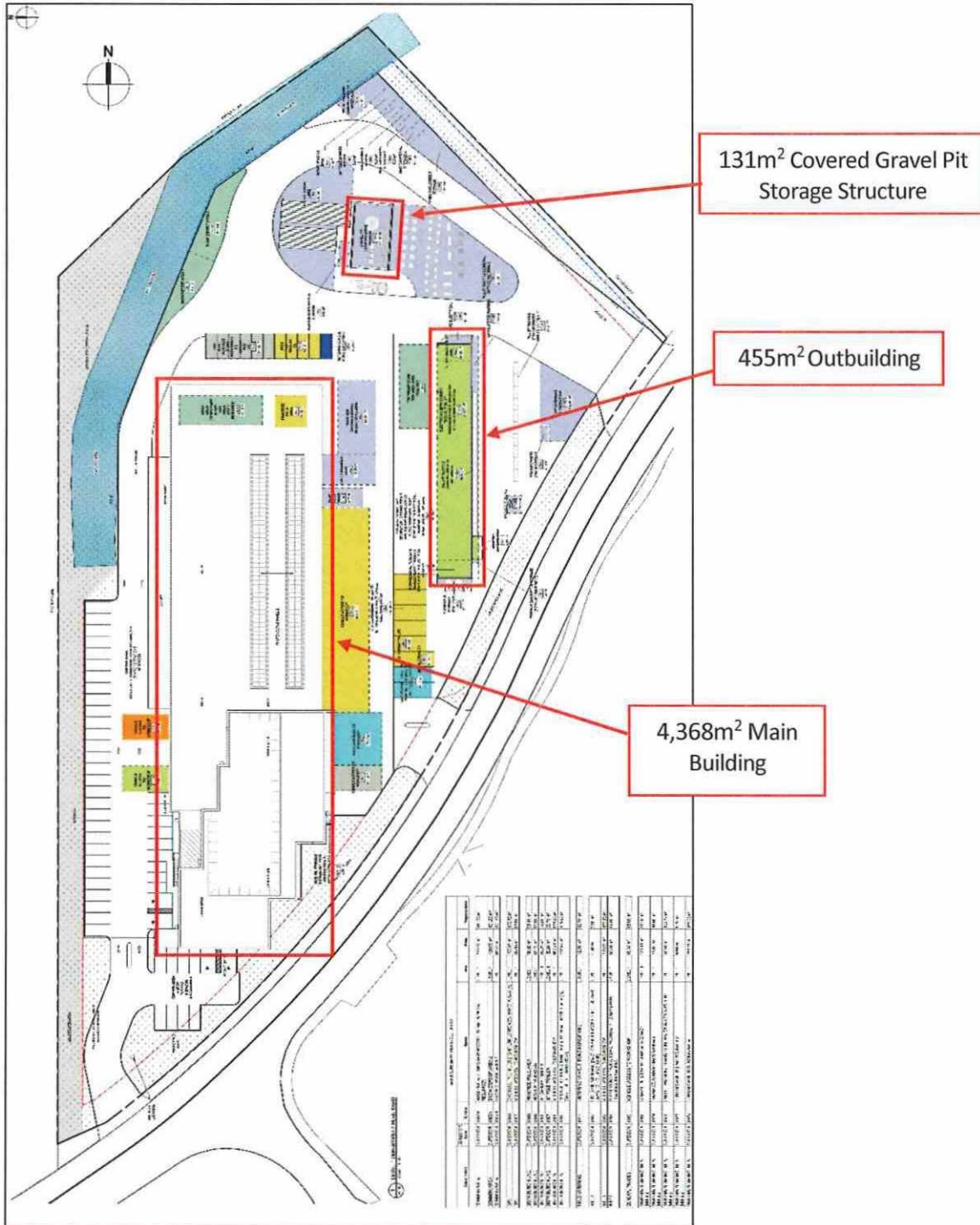
ISSUED THIS ___ DAY OF ___, 2024.

CORPORATE OFFICER

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Schedule "A"

Site Plan

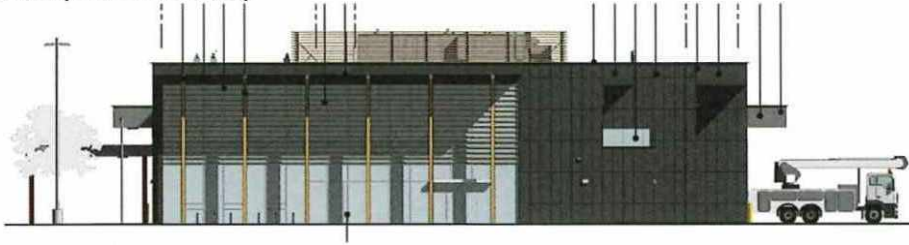


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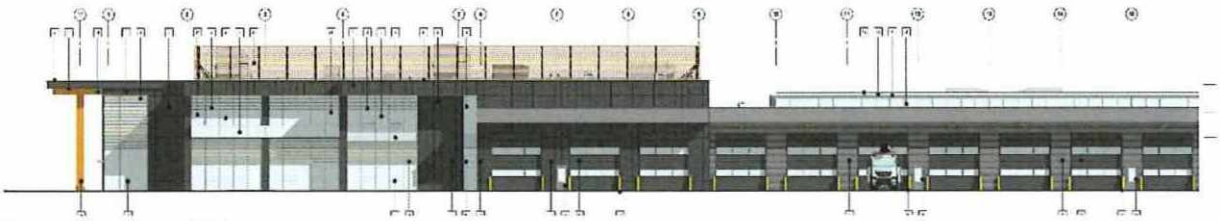
Elevations

Main Building

South (Main Entrance)



East - Southern Side



East - Northern Side



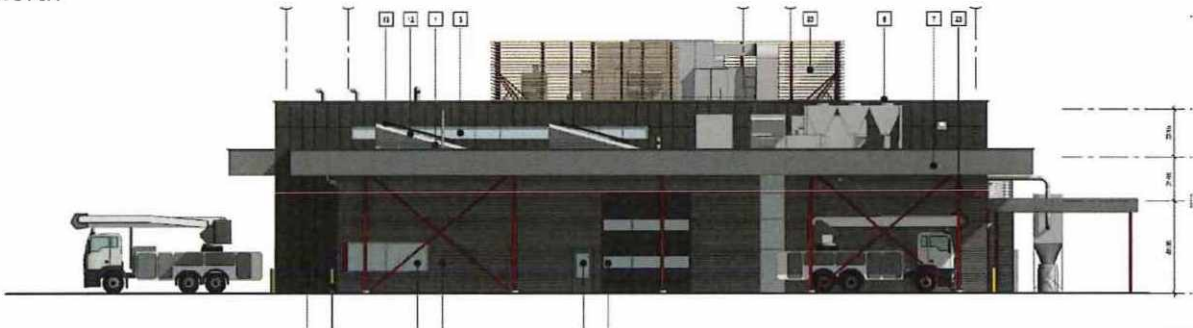
West - Southern Side



West - Northern Side



North



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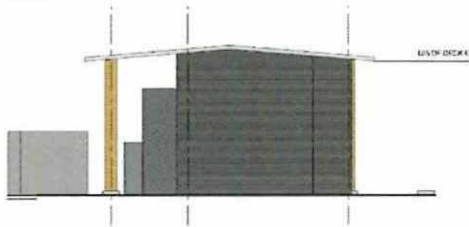
Elevations (con't)

Outbuilding

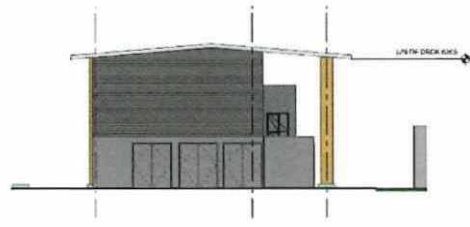
West



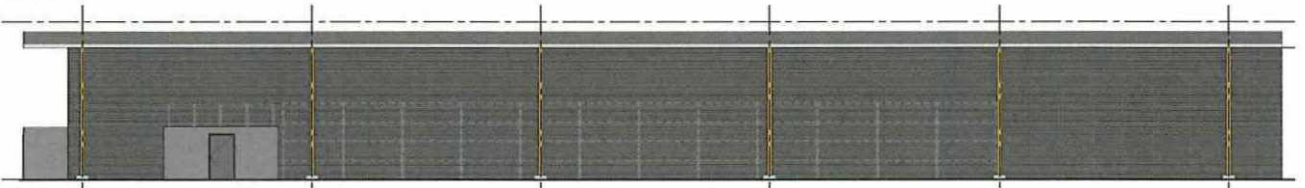
North



South

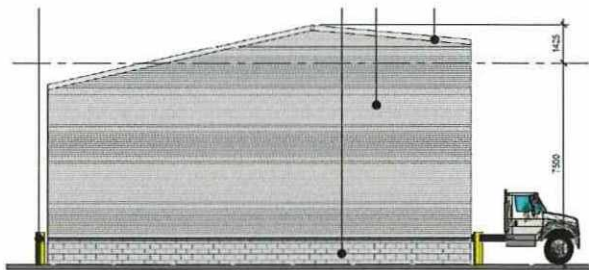


East

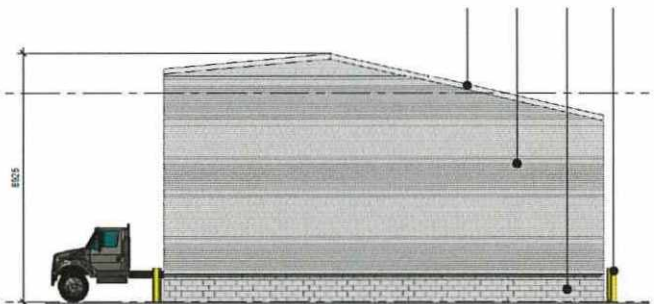


Gravel Storage Structure

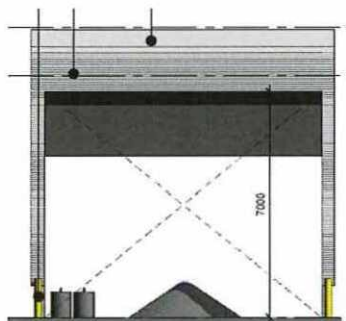
East



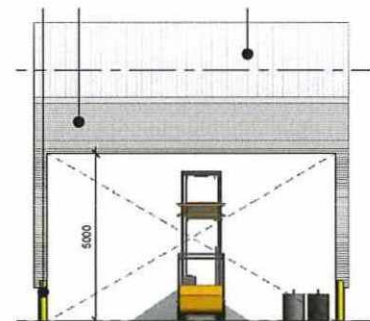
West



North



South



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Renderings






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



Renderings (con't)







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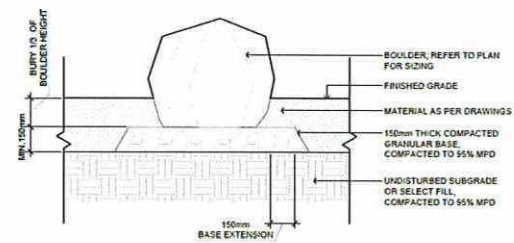
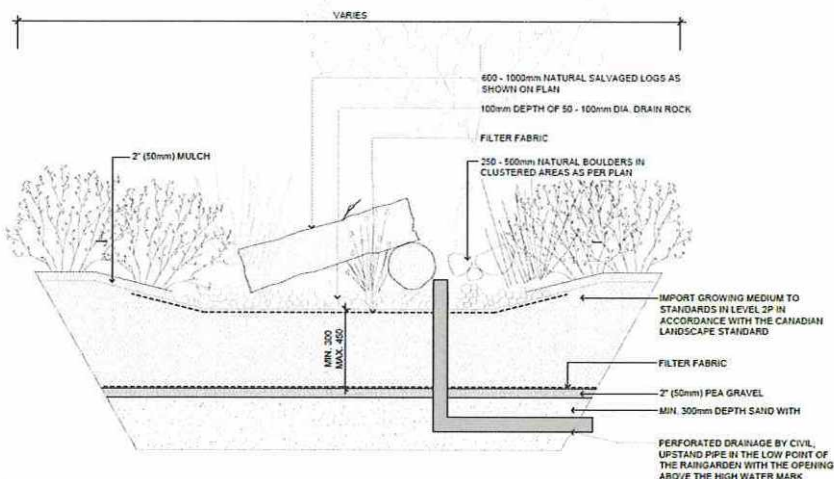
Landscape Plan (con't)

STREET TREE SPECIES					
	QTY	BOTANICAL NAME	COMMON NAME	SIZE	SPACING
	2	Acer platanoides	Norway Maple	B&B, 8cm cal., 1.8m ht standard	As shown
	1	Fraxinus pennsylvanica	Green Ash	B&B, 8cm cal.	As shown
	6	Quercus palustris	Pin Oak	B&B, 8cm cal.	As shown

TREE SPECIES					
	QTY	BOTANICAL NAME	COMMON NAME	SIZE	SPACING
	5	Acer x freemanii 'Jeffersred'	Autumn Blaze maple	B&B, 6cm cal.	As shown
	23	Carpinus betulus 'Fastigiata'	Pyramidal European Hornbeam	B&B, 6cm cal., 7.0M o.c	
	12	Hamamelis x intermedia 'Arnold Promise'	Witch Hazel	M.S, B&B, min 1.5m ht	As shown
	7	Nyssa sylvatica 'WFH1'	Tupelo Tower Black Gum	B&B, 6cm cal.	As shown
	10	Rhamnus purshiana	Cascara	B&B, 6cm cal.	As shown

SOFTSCAPE LEGEND	
	PROPOSED TREES Minimum 800mm depth import growing medium, complete with mulch. Refer to details. Installed as per Canadian Landscape Standards.
	SHRUB PLANTING Minimum 400mm import growing medium, complete with mulch. Refer to details. Installed as per Canadian Landscape Standards.
	SOIL Minimum 150mm import growing medium. Refer to details.
	RAIN GARDEN / RIVER ROCK IN RAIN GARDEN Rain garden to hold on-site detention. See civil for drainage, inlets and overflow.

HARDSCAPE LEGEND	
	CONCRETE Pedestrian concrete - refer to civil for details. Shown on Landscape drawing for reference only.
	DRIP STRIP / MAINTENANCE ACCESS STRIP Refer to Detail



- NOTES:
- NO CRACKED OR BROKEN EDGES, SHARP CORNERS, OR PROJECTIONS SHALL BE EXPOSED ABOVE FINISHED GRADE (SMOOTH EDGES ONLY)
 - ENSURE BOULDERS ARE BURIED MINIMUM 10' DEEP IN AREAS OF TRANSITION OR TOPOGRAPHICAL CHANGE
 - COMPACT BASE AND SUBGRADE TO 95% MFD, UNLESS SPECIFIED OTHERWISE BY GEOTECHNICAL REPORT

3 BOULDER

MBE-0870-0001 MBE - 0870 - 00025
Legacy # MLB870-PCC



MATERIALS: Bench ends are made from solid cast aluminum. The seat employs high density paper composite (HDPC) slats - ~~Chaparral teak~~ **IPE wood top**

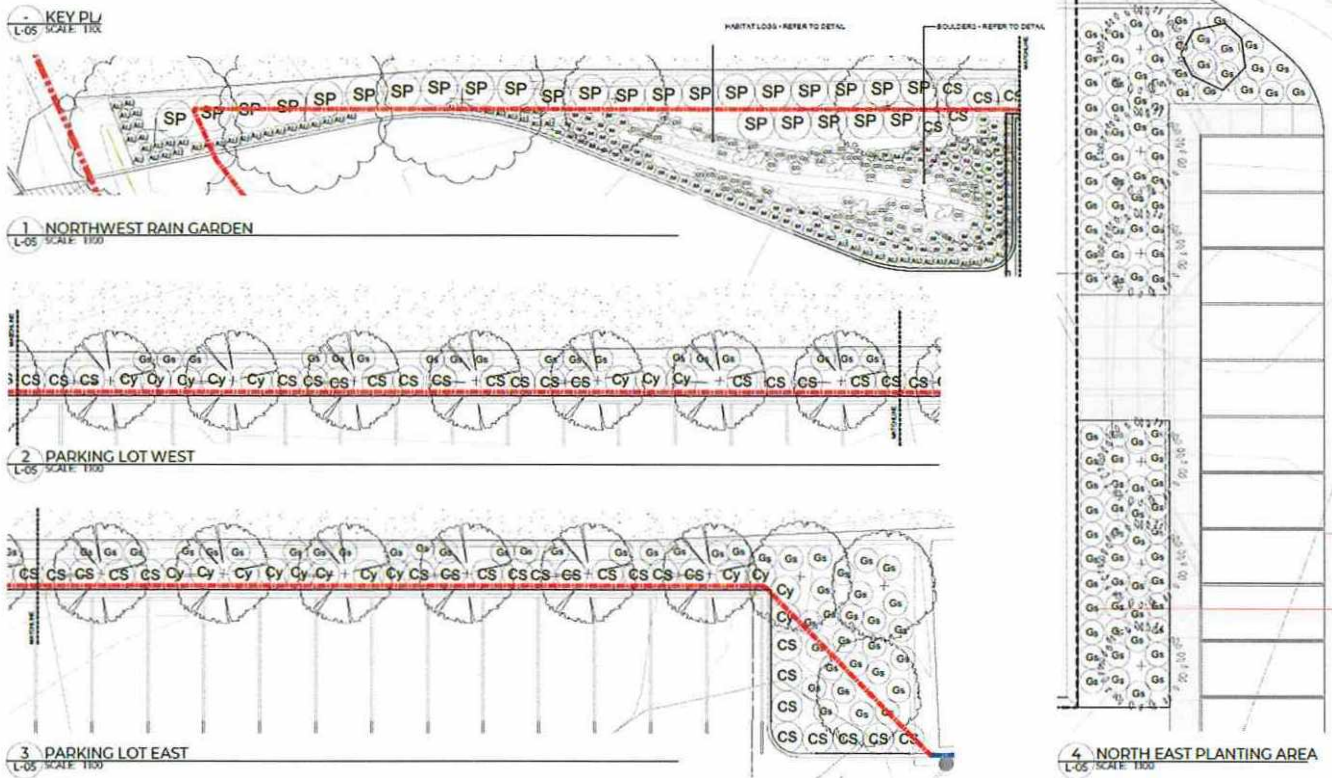
FINISH: All steel components are protected with E-Coat rust proofing. The MagIn Powdercoat System provides a durable finish on all metal surfaces.

2 RAIN GARDEN
L-09 SCALE 1/8"



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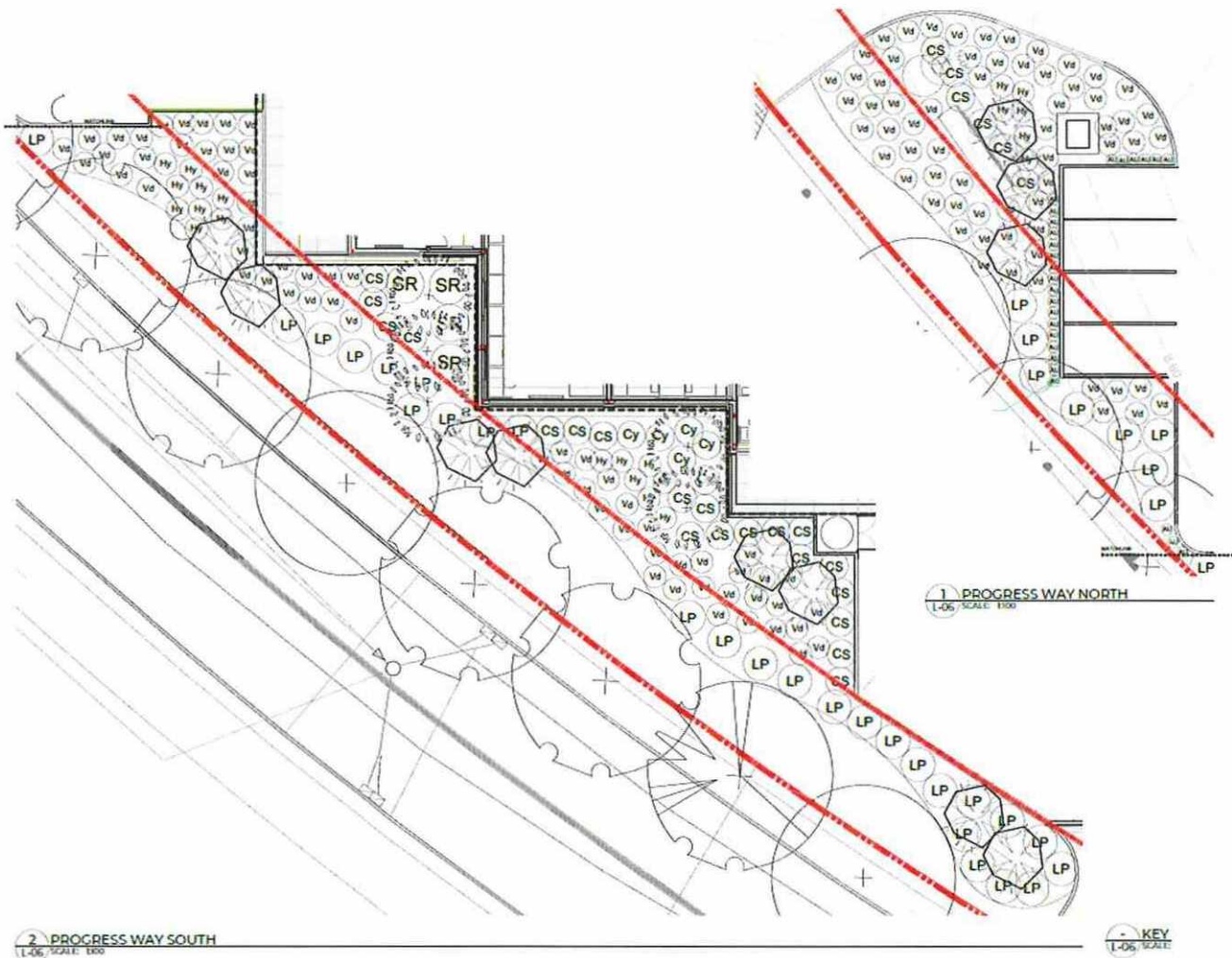
Landscape Plan (con't)



SHRUB SPECIES					
SYM	QTY	BOTANTICAL NAME	COMMON NAME	SIZE	SPACING
AU	126	Arctostaphylos uva-ursi	Kinnikinnick	#2 Pot, full	600mm o.c.
CO	63	Carex obnupta	Slough sedge	#2 Pot, full	600mm o.c.
CS	72	Cornus sericea 'Kelseyi'	Red twig dogwood	#3 Pot, full	1500mm o.c.
Cy	26	Cornus sericea 'Flaviramea'	Yellow twig dogwood	#3 Pot, full	1500mm o.c.
Gs	163	Gaultheria shallon	Salal	#2 Pot, full	900mm o.c.
Hy	22	Hydrangea quercifolia	Oakleaf Hydrangea	#2 Pot, full	1100mm o.c.
IM	103	Iris missouriensis	Western blue flag	#2 Pot, full	600mm o.c.
PR	44	Prunus laurocerasus 'Otto Luyken'	'Otto Luyken' laurel	#3 Pot, full	1500mm o.c.
RS	43	Rubus spectabilis	Salmonberry	#3 Pot, full	2000mm o.c.
SP	105	Salix purpurea 'Nana'	Dwarf arctic willow	#3 Pot, full	1800mm o.c.
LP	35	Lonicera pileata	Privet honeysuckle	#2 Pot, full	1800mm o.c.
Vd	126	Viburnum davidii	David Viburnum	#2 Pot, full	1100mm o.c.

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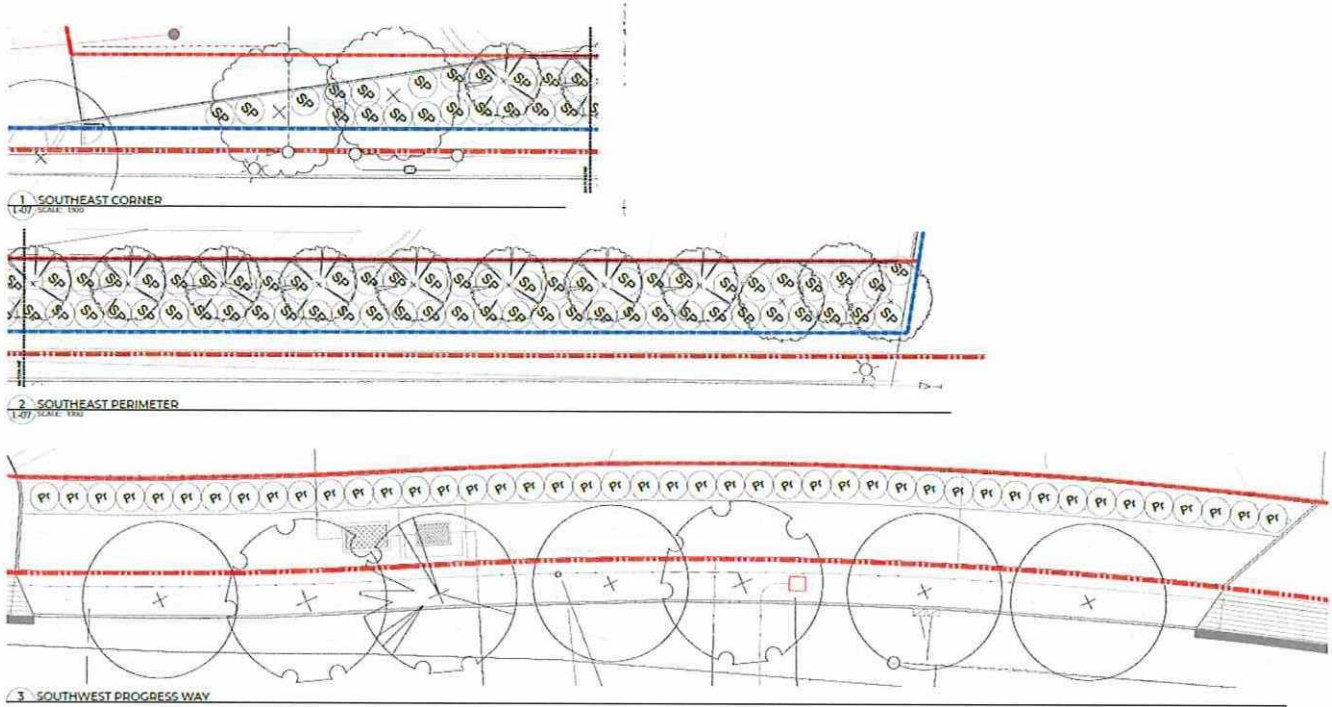
Landscape Plan (con't)



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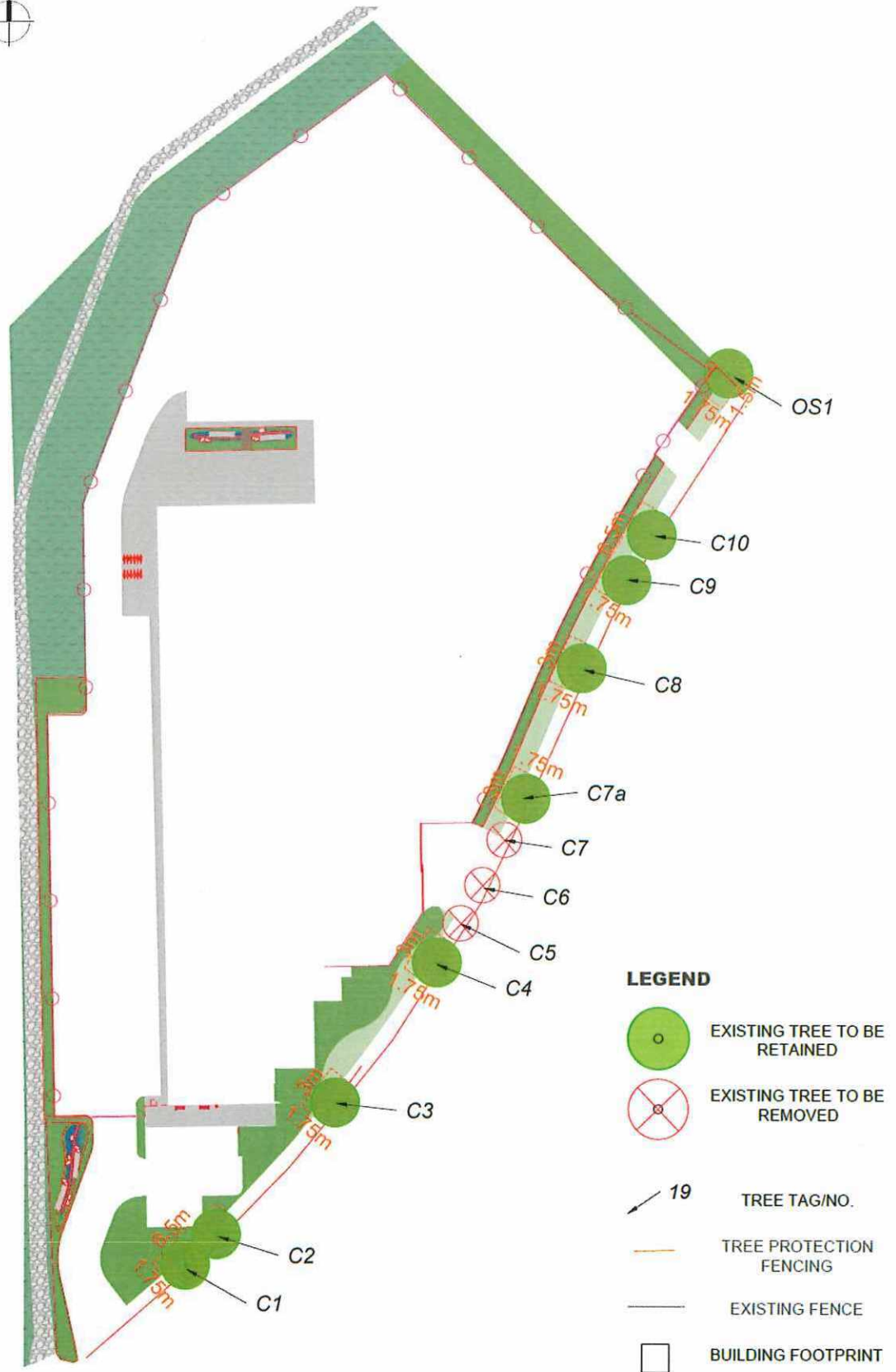
Landscape Plan (con't)








SHRUB SPECIES					
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Vd	126	Viburnum davidii	David Viburnum	#2 Pot, full	1100mm o.c.

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Landscape Plan (con't) – Tree Management Plan



LEGEND

-  EXISTING TREE TO BE RETAINED
-  EXISTING TREE TO BE REMOVED
-  TREE TAG/NO.
-  TREE PROTECTION FENCING
-  EXISTING FENCE
-  BUILDING FOOTPRINT

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Colours & Materials



Fence Material Specifications:

- 1.8m Height Chain Link Fence w/ barbed wire
- 0.3m barbed wire top overhang
- 6 gauge galvanized wire mesh
- 1" max. mesh opening
- Powder coated black

MATERIAL LEGEND:

1	PAINTED CORRUGATED METAL EXTERIOR CLADDING SYSTEM
2	METAL SUNSCREEN DEVICE
3	DOUBLE GLAZED SSG CURTAIN WALL SYSTEM
4	GLASS SPANDREL
5	TEMPERED GLASS GUARD
6	TEMPERED GLASS CANOPY
7	PREFINISHED FIBRE CEMENT EXTERIOR CLADDING SYSTEM
8	PAINTED METAL FLASHING CAP
9	CLEAR SEALED GLULAM COLUMN
10	CLEAR SEALED GLULAM BEAM
11	CLEAR SEALED CLT DECK
12	STANDING SEAM METAL ROOF
13	PHOTOVOLTAIC PANELS
14	ARCHITECTURAL LOUVERS
15	PAINTED INSULATED STEEL OVERHEAD DOOR
16	PAINTED INSULATED HOLLOW METAL DOOR
17	PAINTED STEEL BOLLARD
18	STEEL CHAINLINK WALL SYSTEM
19	STEEL LADDER
20	LOUVERED SCREEN
21	GLASS DOOR
22	CONCRETE - SEALED
23	PAINTED STEEL COLUMN

DRAFT

AGENDA ITEM NO: 11.4.2

MEETING DATE: May 7, 2024

STAFF REPORT – COVER SHEET

SUBJECT: Omicron AEC
Development Permit / 8190 Brannick
Place DATE: April 29, 2024

DEPARTMENT: Planning Department
DVP01397 & DP001792 PREPARED BY:  Adam Roberts / mb

1. SUMMARY OF ISSUE:

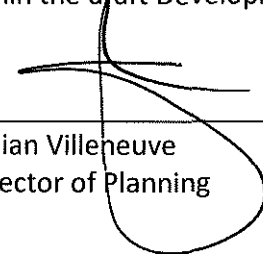
The applicant wishes to increase the maximum height permitted within the AFP (Agricultural Food Processing) Zone and reduce the minimum required number of parking spaces to facilitate construction of an industrial development within the subject property.

The applicant is seeking approval of the form and character of a new industrial development within the subject property. As the property is within Development Permit Area No. 7 (Industrial), a Development Permit is required.

2. RECOMMENDATION:

Recommendation that, subject to public representation, Council approve the issuance of Development Variance Permit DVP01397 with respect to property located at 8190 Brannick Place, subject to the recommendations as stipulated within the draft Development Variance Permit.

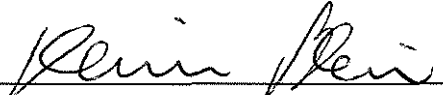
Recommendation that Council approve the issuance of Development Permit DP001792 with respect to property located at 8190 Brannick Place, subject to the recommendations of the Design Review Advisory Committee and the conditions as stipulated within the draft Development Permit.



Gillian Villeneuve
Director of Planning

**3. CHIEF ADMINISTRATIVE OFFICER'S
RECOMMENDATION/COMMENTS:**

Supports recommendation.



David Blain
Chief Administrative Officer

STAFF REPORT ON DEVELOPMENT VARIANCE PERMIT DVP01397 & DEVELOPMENT PERMIT DP001792

PREPARED BY: Adam Roberts DATE: April 29, 2024

POSITION: Planner III DEPARTMENT: Planning Department

1. DEFINITION OF ISSUE:

The applicant wishes to increase the maximum height permitted within the AFP (Agricultural Food Processing) Zone from 15m to 18.1m and reduce the minimum required number of parking spaces from 210 to 91 to facilitate construction of an industrial development on the subject property.

The applicant is seeking approval of the form and character of a new industrial development within the subject property. As the property is within Development Permit Area No. 7 (Industrial), a Development Permit is required.

2. PROPOSAL:

In summary the proposal includes:

- A new 4-storey 18,784m² industrial building (18.1m in height);
- 91 parking spaces (210 spaces required);
- 170 trees (149 trees required); and,
- A future expansion area to add 7,600m² warehouse space and 56 parking spaces. Until the area is constructed, it will be landscaped as a planted meadow.

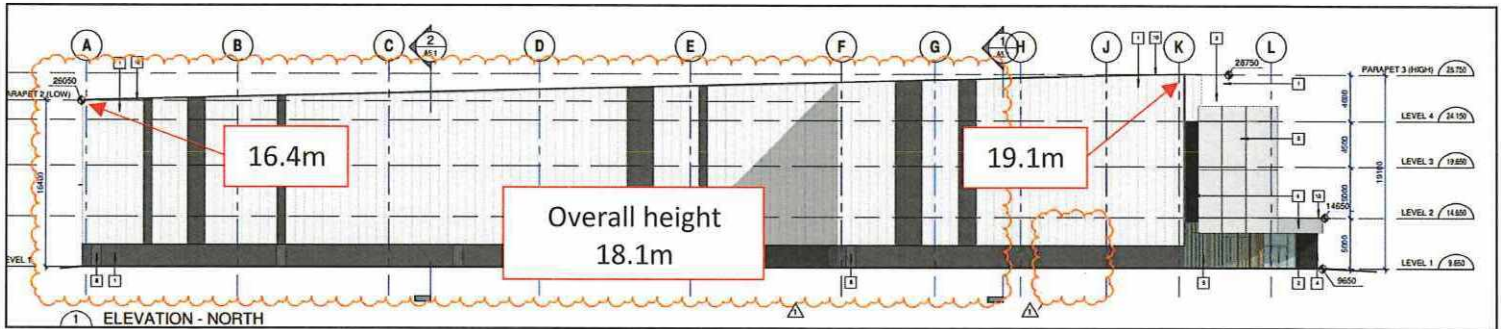
A separate Development Variance Permit (DVP01397) application has been submitted to vary the following Zoning Bylaw standards:

- increase the maximum height permitted within the AFP (Agricultural Food Processing) Zone from 15m to 18.1m; and,
- reduce the minimum required number of parking spaces from 210 to 91.

3. DISCUSSION REGARDING PROPOSED VARIANCES:

Height

The applicant requests to increase the maximum height for the proposed building from 15m to 18.1m. Given the sloped roofline of the building, the height of the roof along the east side is 16.4m, while the height on the west side increases to 19.1m (as shown below). As building height is measured from the grade at the centre of all walls of a building to the midpoint of a roof, the overall building height is 18.1m.



The applicant has indicated that the facility will contain equipment and processes that generally require a 17m clear interior height within the warehouse. As such, the warehouse portion of the building is a single floor, while the remainder of the building includes up to four floors. Given the proximity of the property to the Chilliwack Airport, the applicant has reviewed the proposed height with a geomatic consultant to ensure it meets the Transport Canada Airport Zoning Regulations (under the Aeronautics Act). To ensure the proposed building does not exceed the maximum height permitted, a survey (completed by a BC Land Surveyor) will be required prior to Building Permit issuance as well as after construction to ensure the proposed height is not exceeded.

The requested increase is considered supportable in this instance given the varied roofline and variety of materials and colours provided. The stepping down of the building's form along the front elevation and in the southwest corner serves to reduce the impact of the increased height. In addition, the proposed height is consistent with the surrounding area, including the Molson Brewery building located at 45620 Kerr Avenue which is 24.5m in height in portions of the structure.

Off-street Parking

The applicant requests a reduction to the minimum number of parking spaces required from 210 to 91. The applicant has indicated that 45% amount of floor area within the building is entirely automated, and as such, the number of staff required within the building is significantly less than the Zoning Bylaw requires. In addition, to the fully automated space within the building, the processing areas include a mix of automated machines and employees. The applicant and future operator have confirmed the number of parking spaces proposed meet all current and future vehicle counts for staff, contractors, drivers and visitors. In addition, the amount of parking required for the proposed office space is met (78 spaces required for office). To support the requested reduction, and promote less reliance on vehicles, a covered and secured bike parking area has been provided which includes chargers for electric bicycles. In addition, a future expansion area includes a parking area to accommodate 54 more spaces.

Considering the above, and in particular the high proportion of floor area dedicated to automated equipment involved in the operation of the facility, staff support the requested variance in this instance.

4. DEVELOPMENT PERMIT CONSIDERATIONS:

Overall, the design of the building and site is visually appealing and constitutes a positive addition to the area. As demonstrated by the attached checklist evaluation for DPA 7, the proposed industrial development substantially complies with intent of the Industrial Design Guidelines. A copy of the proposed site plan, landscape plan and colour elevations are attached within the draft permits.

Summary and CPTED Review

In support of the application, the applicant has submitted a CPTED (Crime Prevention Through Environmental Design) report prepared by *AMR Systems*. The report concluded that the proposed development will be a positive activity generator for the area and is compatible with surrounding development. A summary of the CPTED assessment is shown in the table below:

CPTED Elements	Recommendations	
	✓ included in the design	✗ not included in the design
Natural Access Control	✓ The front façade of the building is visually appealing and includes a large amount of landscaping to break up the size of the building. The front elevation of the building includes significant glazing to promote transparency between indoor and outdoor spaces, and to further direct users to the front entrance.	
Natural Surveillance	✓ Sightlines from within the building, in particular the front administration and foyer space, create “eyes on the street”.	
Territoriality	✓ The proposed development has extensive landscaping along Brannick Place promoting ownership of the site and clear delineation between public and private space. The inclusion of a security fence along all property lines will promote further ownership of the site and deter negative activity.*	
Maintenance	✓ The fencing and vegetation on the site should be maintained to provide long sightlines from the street and ensure public and private spaces are well defined. Any damage or vandalism should be repaired within a timely manner.	
*The CPTED report recommended anti-climb fencing be provided to deter unauthorized entry onto the property. The applicant has confirmed the fencing proposed is designed to resist climbing (Omega Fence Systems).		

5. DESIGN REVIEW AND ADVISORY COMMITTEE:

The application was reviewed by the Design Review Advisory Committee (DRAC) on April 9, 2024. Based on this, the following recommendation was made:

That the Design Review Advisory Committee supports DP001792 and recommend Council approve the application subject to the following conditions:

1. *that a detailed lighting plan be submitted, prior to the issuance of a Building Permit, to ensure adequate lighting is provided for all walkways, parking areas, mailboxes, and any address/complex signage;*
2. *that an irrigation system be included into the landscaped areas within the site (excluding the meadow);*
3. *that a maintenance plan for the meadow be provided for review and approval by staff at time of Building Permit application which includes the following:*
 - a. *planting and irrigation plan at time of establishment of the meadow which meets best practices for plant health;*
 - b. *annual trimming/cutting schedule with parameters to ensure plant health and prevent overgrowth;*
 - c. *commitment to prevent invasive species from encroaching into the meadow area;*
 - d. *measures to prevent unwanted trespass; and,*
 - e. *measures to prevent and/or manage litter accumulation.*
4. *that glazing, in the form of side lights or glazed doors, be provided for all entrances into stairwells, exits and communal spaces in accordance with BC Building Code requirements;*
5. *that all utility equipment be screened from public view through installation of landscaping fencing, or vinyl wrapping;*
6. *that any rooftop equipment such as heaters, mechanical units, air conditioners, etc. should be located near one another, buffered to reduce noise and screened from view;*
7. *that a survey be submitted prior to Building Permit issuance to confirm the height of the building meets the Chilliwack Airport Zoning Regulations; and,*
8. *that 149 of the 170 trees to be provided on site are a species included within the approved species list of the Tree Management (Land Development) Bylaw.*

In response to condition 3, the applicant has submitted a revised landscape plan that details the requirements for planting, irrigation, trimming, invasive species removal, litter removal and conditions for final acceptance of the landscaping installation by the Landscape Architect for the meadow. The applicant has also confirmed 24/7 security will be on-site with cameras and intrusion detection technology to ensure unwanted trespass is mitigated. As such, condition 3 has been updated within the draft Development Permit to the following:

- *that the Meadow Landscape Maintenance Notes provided within the landscape plan be followed.*

A copy of the Meadow Landscape Maintenance Notes is included within the draft Development Permit.

6. FACTORS:

6.1 2040 Official Community Plan (OCP) / Land Use / Public Engagement

OCP: "Agri-business Park" as designated within the 2040 Official Community Plan.

Land Use: Bare land.

Public Engagement: The applicant contacted adjacent neighbours to inform them of the proposal and requested variances. At the time this report was written, the applicant had received one email of support from 8105 Young Road. The applicant will submit an engagement summary to be included within the public record for Council's consideration.

6.2 Neighbourhood Character

The subject property is located within the Chilliwack Proper neighbourhood and is surrounded by properties similarly zoned AFP (Agricultural Food Processing). These properties are within the Agricultural Land Reserve and have been approved for non-farm uses related to food processing, including the processing of soft drinks. The Southern Railway is located immediately to the east of the subject property, including the Valley Rail Trail. The Chilliwack Airport is located further east, which limits the height of the proposed building due to the flightpath height restrictions.

6.3 Technical Issues

Floodplain: The subject property is located within the protected floodplain and subject to the Floodplain Regulation Bylaw.

Watercourses: Chilliwack Creek, a Class A watercourse, is located to the north of the subject property. The proposed building location is greater than 30m from the natural boundary of Chilliwack Creek, which meets the standard riparian area setback established within Development Permit Area No. 3 (Riparian Area).

Geotechnical Issues: The property is not subject to any known geotechnical hazards or earthquake related risks.

6.4 Conditions of Issuance

Staff support the requested variances as proposed by the applicant and recommend approval of the draft DVP and DP, subject to the recommendations of the Design Review Advisory Committee and the conditions as stipulated within the draft Development Variance Permit and Development Permit.

7. RECOMMENDATION & SUBSTANTIATION:

Recommendation:

Recommendation that, subject to public representation, Council approve the issuance of Development Variance Permit DVP01397 with respect to property located at 8190 Brannick Place, subject to the recommendations as stipulated within the draft Development Variance Permit.

Recommendation that Council approve the issuance of Development Permit DP001792 with respect to property located at 8190 Brannick Place, subject to the recommendations of the Design Review Advisory Committee and the conditions as stipulated within the draft Development Permit.

Substantiation:

The requested variances are supportable in this instance and are not anticipated to impact neighbouring properties or the function of the site.

The proposed industrial development meets the intent of the Design Guidelines for Development Permit Area No. 7 through the use of extensive landscaping, a neutral building design and ample employee amenities.

8. DEVELOPMENT PERMIT AREA NO. 7 DESIGN GUIDELINE CHECKLIST:

	Design Guidelines	Yes/No	Comments
1.	Building form and character		
1.1	All structures are comprehensively planned and architecturally coordinated	Yes	The proposed development is architecturally coordinated and creates an easily identifiable façade that integrates well with neighbouring industrial developments.
1.2	Consideration is given to relationship between buildings and open space, circulation patterns, and design compatibility with surrounding buildings and streets	Yes	The proposed building and associated landscaping have been designed to ensure a positive relationship between the building, open spaces, surrounding properties and the street.
1.3	Building(s) are oriented toward the street with an emphasis on glazing, and designed to create visually enhanced streetscapes	Yes	The front entrance to the building is oriented to the street. The use of extensive landscaping and outdoor amenity space creates a welcoming entrance for pedestrians
1.4	Building design, materials, exterior finishes and landscaping support the creation of an attractive, high quality estate industrial environment	Yes	Overall, the architectural design and materials used achieves an attractive and high-quality industrial development
1.5	Building design, layout, siting, landscaping, screening and buffering are designed to mitigate noise from Hwy#1 and between industrial/commercial uses	N/A	The property is not located adjacent to Highway 1
1.6	Buildings on corner lots, or fronting more than one road, give design consideration to each frontage	N/A	The property is not located on a corner, however, the eastern elevation has been revised with additional colour to ensure an attractive presence along the Valley Rail Trail.
1.7	Low profile building designs are incorporated, particularly adjacent to Hwy#1	N/A	The property is not located adjacent to Highway 1; however, the proposal includes an 18 1m tall building with a large footprint. As such, a low-profile building design is not achieved. To soften the impact of the building's massing, extensive landscaping and variation in building material and colour has been provided. In addition, the proposed roofline is sloped in accordance the Chilliwack Airport flight path height requirements, which creates additional visual interest.

1.8	Box-like structures with little surface articulation and long expanses of uninterrupted roof lines are avoided	Partial	The proposed roofline is sloped from east to west, which breaks up the box-like structure appearance from the north and south perspectives. Despite this, the front of the building will appear box-like along Brannick Place. As such, the applicant has provided extensive landscaping and variation in building material and colour along the front of the building (west elevation). As part of the review of the application, the applicant has provided additional colour along the rear of the building (east elevation) to help break up break the large expanse of roof and building wall along the Valley Rail Trail.
1.9	Loading bays and service compounds are screened or minimally visible from the public view	Yes	The loading bay doors are located along the east side of the building and screened from the street by a bump-out in the building for "driver's services" and the extensive landscaping provided along the street.
1.10	Materials are of high quality, untreated or unfinished concrete, metal and/or prefabricated metal structures are not used	No	The exterior building materials are primarily metal, including insulated metal panels, perforated aluminum and metal screen, in addition to glass and wood slats. The metal proposed includes varied finishes and colours, which creates a high-quality appearance that is normally found with other materials. As such, the proposed departure is acceptable in this instance.
1.11	Roof top equipment is positioned to minimize exposure or properly screened	No	The plans do not indicate if any rooftop equipment is proposed. As such, a recommended condition requires that any rooftop equipment should be positioned to minimize exposure or be adequately screened.
1.12	Public entrance is clearly identified and accessible from the street	Yes	The use of landscaping and sidewalks creates a welcoming entry for pedestrians and directs users to the front entrance of the building.
1.13	Garish or neon colours are not used	Yes	A neutral colour scheme is proposed.
2.	General		
2.1	Buildings and open space are well integrated; Minimize untreated space	Yes	The site has been comprehensively planned and is well integrated with no "leftover" space.
2.2	Vehicle and pedestrian routes are clearly defined	Yes	Vehicle parking and maneuvering spaces are clearly separated from pedestrian routes through the use of landscaping beds and curbing. Pedestrian routes are identified by raised sidewalks with letdowns to direct pedestrian traffic.
2.3	Garbage and recycling facilities located away from street and screened from public view	Yes	The garbage and recycling facilities are located within the building.
3.	Parking		
3.1	Parking provided at back and side of property	No	The majority of parking spaces are located between the front entrance and front lot line. Despite this, extensive landscaping is provided within the front setback area to screen vehicle parking.
3.2	Parking and loading areas facilitate safe and efficient vehicle and pedestrian movement	Yes	Pedestrian routes are clearly defined by sidewalks located close to parking spaces to ensure efficient vehicle and pedestrian movement. Truck movement and loading is clearly separated by gate-access to the side of the site.
3.3	Parking areas screened from street	Yes	The parking area is screened from the street by the extensive landscaping within front setback area.

4.	Screening & Landscaping		
4.1	Berms, shrubs, beds, low walls and plantings used to screen unaesthetic features	Yes	The proposal includes substantial landscaping to screen the vehicle parking area from the street
4.2	Landscaping creates visual interest along the street frontage and entire development with variety throughout the year	Yes	The landscaping is varied and creates year-long interest through the use of a variety of trees and ground cover plants
4.3	Landscaping creates an attractive high-quality development	Yes	The proposed landscaping is attractive and has a positive impact on the development
4.4	Street trees along road frontage are in compliance with the Tree Management Bylaw	Partial	The proposed number of trees and caliber meet and/or exceed the Tree Management Bylaw requirements. Despite this, some of the proposed species are not from the approved species list. As such, a recommended condition has been included to ensure that the minimum number of trees required (149) are from the approved species list.
4.5	Landscaping includes decorative fence design (black chain-link fencing hidden within landscaping may be provided, plain chain-link fencing along street frontage is avoided)	Yes	Plain galvanized chain-link fence is not proposed. A simple black metal fence (Omega Fence Systems) is proposed along the south, east and north property lines. A solid concrete wall is proposed along Brannick Place, which will be screened by substantial landscaping both in front and behind the wall.
4.6	Natural vegetation or berming adjacent to Hwy#1 not removed unless approved by Development Permit	N/A	
4.7	Adjacent to Hwy#1, where no vegetation exists, vegetation that is permitted to be altered, is replaced by a combination of landscaping and berming	N/A	
4.8	Outside storage areas are screened. Screening along Hwy#1 does not compromise the visibility of the building(s) on site.	N/A	Open storage areas are not proposed.
5.	Lighting		
5.1	Adequate lighting of all pedestrian and vehicle movement areas to ensure security and public safety	No	A recommended condition requires that a lighting plan be submitted prior to the issuance of a Building Permit to ensure adequate lighting is provided for the building and parking area.
6.	Crime Prevention Through Environmental Design (CPTED)		
6.1	Application of CPTED principals for building design, lighting, signage, etc	Yes	As outlined in the attached CPTED Assessment, prepared by <i>AMR Systems</i> , the proposal incorporates key CPTED principles into the design.
7.	Public Open Space and Recreational Pathways		
7.1	Open space areas should be designed for passive and active recreational opportunities for employees	Yes	An outdoor walking loop complete with benches is proposed around the detention pond on the north end of the site.
7.2	Outside employee amenity area provided (an encouragement)	Yes	Multiple outdoor amenity areas are proposed, including at the front entrance of the building, on the first floor in an open-air courtyard, and on the fourth floor on a rooftop terrace.
7.3	Secure bicycle storage provided (an encouragement)	Yes	Eight bicycle parking spaces are located at the front entrance of the building and easily accessible from the sidewalk. This includes three spaces with charging for electric bicycles.

8.	Outdoor Storage		
8.1	Outdoor storage areas should be located at the rear or side of the building and visually buffered	N/A	Outdoor storage areas are not proposed
9.	Signage		
9.1	Signage is architecturally coordinated with the overall design of the building and landscaping	Yes	A Sign Permit is required for new signage as per the Sign Bylaw.
9.2	Complies with the Sign Bylaw	Yes	Same as above.

9. SOURCES OF INFORMATION:

- Development Permit Application (DP001792) – December 29, 2023
- Development Variance Permit Application (DVP01397) – December 29, 2023
- Development Application Review Team (DART) Minutes – February 22, 2024
- Schedule A – CPTED Report, prepared by *AMR Systems* – December 14, 2023

Location Map



Ortho Photo





**City of Chilliwack
Notice of Public Information Meeting
Council Chambers
8550 Young Road, Chilliwack BC V2P 8A4**

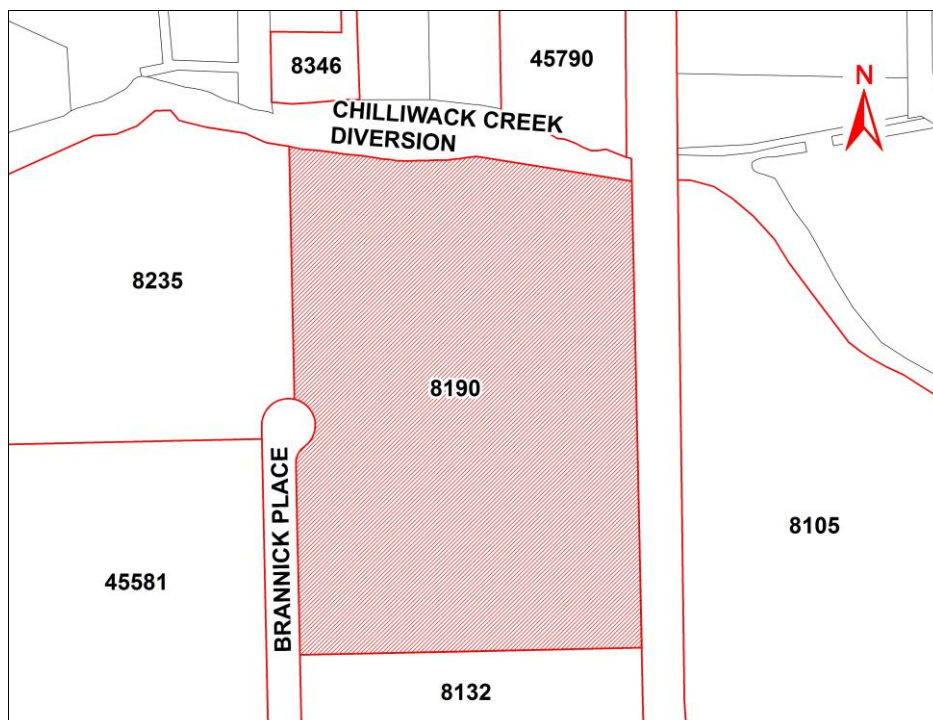
When: Tuesday May 7, 2024, 2024 at 6:30 PM

Watch: The live council meeting broadcast at [Chilliwack.com/live](https://www.chilliwack.com/live)

DEVELOPMENT VARIANCE PERMIT (DVP01397)

Location: 8190 Brannick Place
Applicant: Omicron AEC
Purpose: To increase the maximum height permitted within the AFP (Agricultural Food Processing) Zone and reduce the minimum required number of parking spaces, to facilitate a new industrial development, on the subject property, as shown on the included map.

Location Map



How to share your feedback:



Attend the Public Information Meeting in person (8550 Young Road)

Mail or email our Legislative Services Department:



Mail: 8550 Young Road, Chilliwack BC V2P 8A4

Email: clerks@chilliwack.com

- Mail and email submissions will be accepted until 4:00PM on Monday, May 6, 2024. Any submissions received after this time will not be considered by Council.
- Please include your name and address.
- **All submissions, including your name and address, will be recorded and form part of the record.**

Contact our Planning Department between Wednesday, April 24, 2024 and Tuesday, May 7, 2024 for a copy of the proposed permit at planning@chilliwack.com or 604-793-2906.

Jacqueline Morgan, CMC
Corporate Officer

Benz, Melissa

From: Pablo Yuste <pyuste@omicronaec.com>
Sent: April 22, 2024 12:22 PM
To: Roberts, Adam
Cc: Hal Owens; Matt Pelletier
Subject: FW: [EXTERNAL]RE: Red Bull - Development & Variance Permit

Hi Adam,
We have reached out to each of six neighbours showing them the proposed development , height and parking variances. We will provide you with a summary of this outreach prior to May 7th.
Please see below from owner of 8105 Young Rd. in support of the Red Bull development.

Pablo Yuste B.Sc., B.E.S., M.Arch., Architect AIBC, MRAIC, LEED AP
Senior Vice President, Architecture

OMICRON
T: +1 604 632 4140 M: +1 604 809 5431 E: pyuste@omicronaec.com

From: Brian Bilkes <brian@kooymangroup.ca>
Sent: Monday, April 22, 2024 11:23 AM
To: Natalie Ashcroft <NAshcroft@omicronaec.com>
Cc: Pablo Yuste <pyuste@omicronaec.com>; Hal Owens <HOWens@omicronaec.com>; Matt Pelletier <MPelletier@omicronaec.com>; Brian Coombes <coombes@chilliwackpartners.com>
Subject: RE: [EXTERNAL]RE: Red Bull - Development & Variance Permit

Hi Natalie:
My name is Brian Bilkes and I represent the property owner (0563492 B.C. Ltd.) of the property to the East of 8190 Brannick Place which is 8105 Young Road. Thank you for sharing the development plans with us and providing the notice of an application of Development and Variance permits. We are in support of your project and would love to have Red Bull Canada as a neighbour to our property. We support the variance requests as well.
Regards,
Brian Bilkes

From: Natalie Ashcroft <NAshcroft@omicronaec.com>
Sent: Monday, April 22, 2024 8:20 AM
To: Brian Bilkes <brian@kooymangroup.ca>
Cc: Pablo Yuste <pyuste@omicronaec.com>; Hal Owens <HOWens@omicronaec.com>; Matt Pelletier <MPelletier@omicronaec.com>
Subject: RE: [EXTERNAL]RE: Red Bull - Development & Variance Permit

Good morning Brian,
Thank you for your email.

Date Received: April 22, 2024
Received From: Pablo Yuste
Folder Number: NVP01397
Subject Property: 8190 Brannick Place
Council Date: May 7, 2024
Pg. 1 of 3

You are welcome to comment in support by email back to us and we can submit to Chilliwack, or you may do so directly yourself.

Regards,
Natalie

Natalie Ashcroft

Project Coordinator

(She/Her)

OMICRON

T: +1 604 632 1178 M: +1 604 613 6682 E: NAshcroft@omicronaec.com

From: Brian Bilkes <brian@kooymangroup.ca>
Sent: Friday, April 19, 2024 8:08 PM
To: Natalie Ashcroft <NAshcroft@omicronaec.com>
Subject: [EXTERNAL]RE: Red Bull - Development & Variance Permit

Hi Natalie – are you looking for written support for this development permit/variance? If you are, let me know and we will see what we can do.


Thanks.
Brian Bilkes

From: Natalie Ashcroft <NAshcroft@omicronaec.com>
Sent: Thursday, April 18, 2024 4:00 PM
To: Brian Bilkes <brian@kooymangroup.ca>
Cc: Pablo Yuste <pyuste@omicronaec.com>; Hal Owens <HOWens@omicronaec.com>; Matt Pelletier <MPelletier@omicronaec.com>
Subject: Red Bull - Development & Variance Permit

Good afternoon,

We are writing to inform you that Omicron Canada has applied for a development permit with the City of Chilliwack to allow development of an industrial building at 8190 Brannick Place on behalf of Red Bull Canada. The purpose of this notice is to provide neighboring property owners details regarding the development and to offer an opportunity for questions and comments.

Please use the link below to access the project information.

 [LTR 18Apr2024 -Red Bull Development & Variance \(Brian Bilkes\).pdf](#)

Regards,
Natalie

Natalie Ashcroft

Project Coordinator

Date Received: April 22, 2024
Received From: Pablo Yuste
Folder Number: DVP01397
Subject Property: 8190 Brannick Place
Council Date: May 7, 2024
Pg. 2 of 3

(She/Her)



T: +1 604 632 1178 | M: +1 604 613 6682
NAshcroft@omicronaec.com
Fifth Floor Three Bentall Centre 595 Burrard Street
Vancouver, BC, V7X 1L4, Canada
Visit omicronaec.com



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Date Received: April 22, 2024
Received From: Pablo Yuste
Folder Number: DVP01397
Subject Property: 8190 Brannick Place
Council Date: May 7, 2024
Pg - 3 of 3



CITY OF CHILLIWACK

DEVELOPMENT VARIANCE PERMIT NO. DVP01397

1. This Development Variance Permit is issued subject to compliance with all of the Bylaws of the City of Chilliwack applicable thereto, except as specifically varied or supplemented by this Permit.
2. This Development Variance Permit applies only to those lands within the City of Chilliwack described below, to facilitate the construction of a new industrial development, and does not apply to any additions or subsequent replacement of any and all buildings and structures and other development thereon:

Parcel Identifier No. 032-072-481
Legal Description: LOT 1 DISTRICT LOT 264 GROUP 2 NEW WESTMINSTER DISTRICT
PLAN EPP131248
Address: 8190 Brannick Place

3. In accordance with the provisions of Section 498 of the *Local Government Act* the following section(s) of "Zoning Bylaw 2020, No. 5000" are varied as stated:

Section 6.06(9)(a) within the AFP (Agricultural Food Processing) Zone is varied by increasing the maximum permitted building height from 15m to 18.1m; and,

Section 5.04 Minimum Off-Street Parking Space Requirements is varied by reducing the minimum required number of parking spaces from 210 to 91.

4. The land described herein shall be developed strictly in accordance with the terms and conditions and provisions of this Permit and the plans and information contained within the application. The following condition applies:
 - a) that the development be in accordance with the plans found in Schedule "A".
5. Pursuant to Section 504 of the *Local Government Act*, if the permittee does not substantially start any construction permitted by this Permit within two years of the date of this Permit, this Permit shall lapse.
6. This Permit is not a Building Permit.

DRAFT

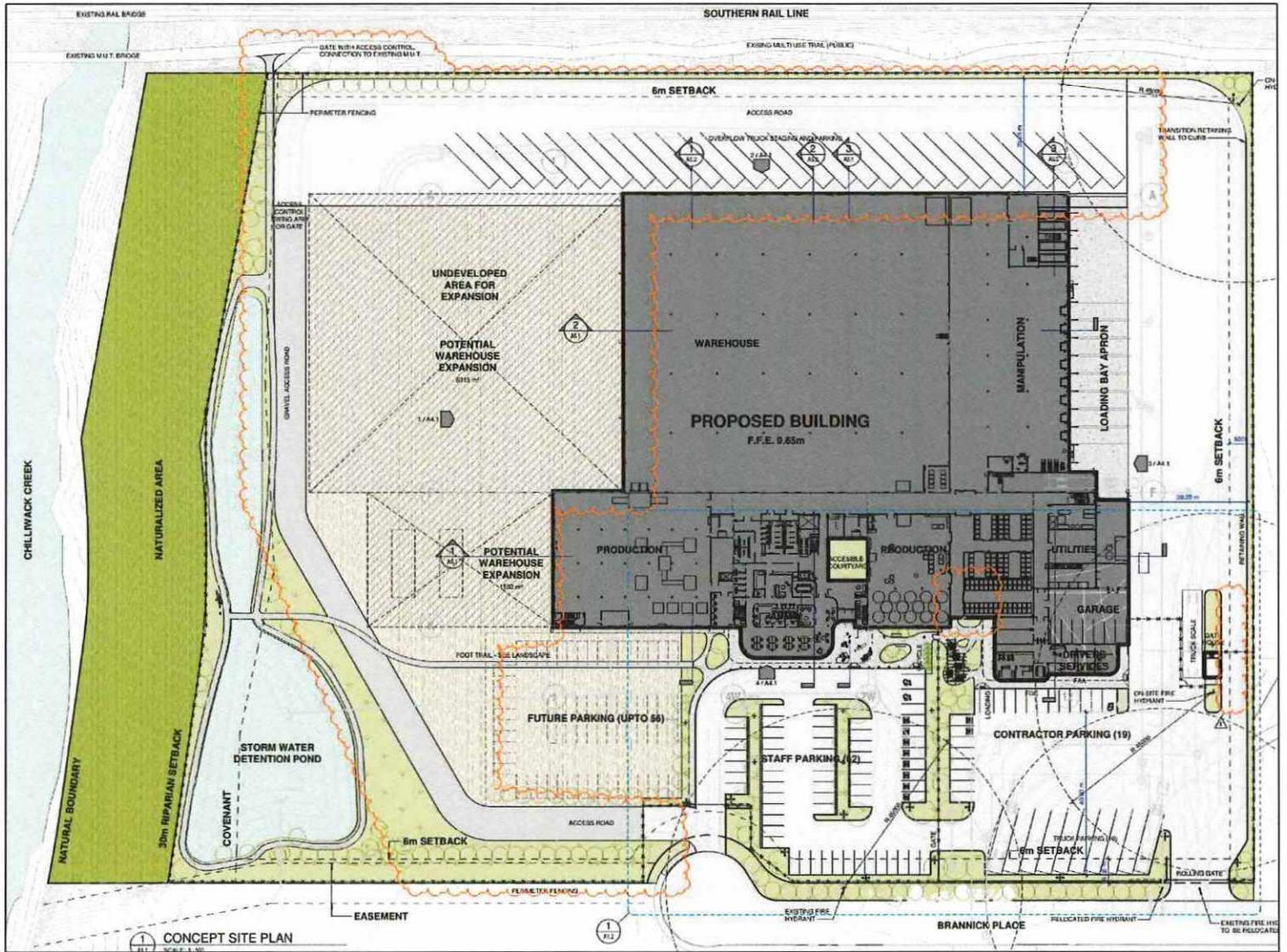
APPROVED BY COUNCIL ON THE ___ DAY OF ___, 2024.

ISSUED THIS ___ DAY OF ___, 2024.

CORPORATE OFFICER

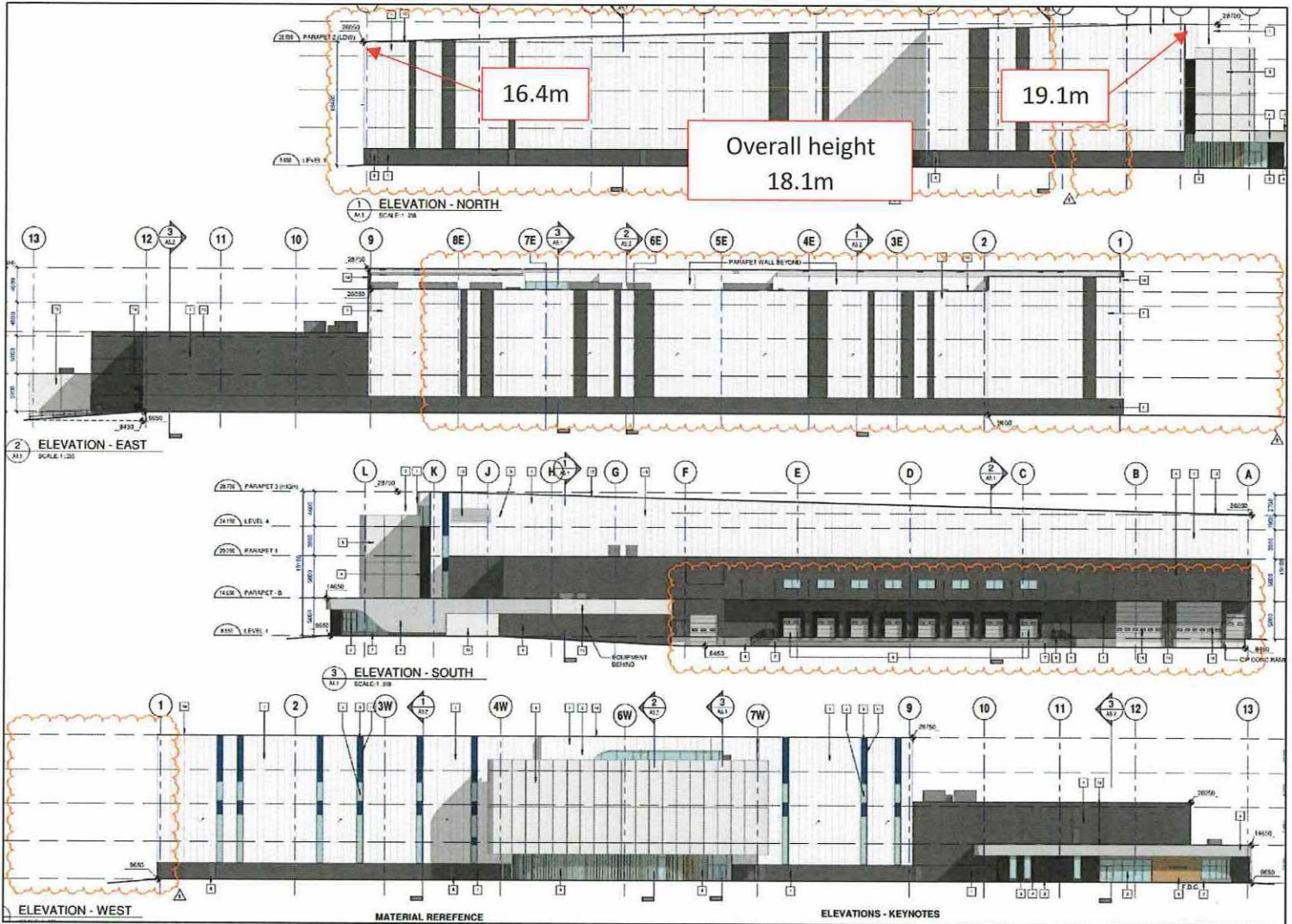
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Site Plan (as provided by the applicant)



DRAFT

Elevations (as provided by the applicant)



DRAFT



CITY OF CHILLIWACK

DEVELOPMENT PERMIT NO. DP001792

(Portion of Development Permit Area No. 7 of the Official Community Plan)

1. This Development Permit applies to the following property:

Parcel Identifier No. 032-072-481

Legal Description: LOT 1 DISTRICT LOT 264 GROUP 2 NEW WESTMINSTER DISTRICT PLAN
EPP131248

Address: 8190 Brannick Place

2. Development of the subject property shall be substantially in conformance to the following:

- Development shall be in accordance with the approved site plan and elevations attached within Schedule "A";
- That a detailed lighting plan be submitted, prior to the issuance of a Building Permit, to ensure adequate lighting is provided for all walkways, parking areas, mailboxes and any address/complex signage;
- That an irrigation system be included into the landscaped areas within the site (excluding the meadow);
- That the Meadow Landscape Maintenance Notes provided within the landscape plan be followed;
- That glazing, in the form of side lights or glazed doors, be provided for all entrances into stairwells, exits and communal spaces in accordance with BC Building Code requirements;
- That all utility equipment be screened from public view through installation of landscaping fencing, or vinyl wrapping;
- That any rooftop equipment such as heaters, mechanical units, air conditioners, etc. should be located near one another, buffered to reduce noise and screened from view;
- That a survey be submitted prior to Building Permit issuance to confirm the height of the building meets the Chilliwack Airport Zoning Regulations;
- That 149 of the 170 trees to be provided on site are a species included within the approved species list of the Tree Management (Land Development) Bylaw; and,
- Specifications of Development Permit Area No. 7 (Industrial Form and Character) of the City of Chilliwack Official Community Plan.

DRAFT

N.B. The above technical information is retained on file in the Planning Department.

3. This Development Permit is not a Building Permit and does not constitute approval of any proposed subdivision.
4. Pursuant to Section 504 of the *Local Government Act*, if the permittee does not substantially start any construction permitted by this Permit within two years of the date of this Permit, this Permit shall lapse.

APPROVED BY COUNCIL ON THE ___ DAY OF ___, 2024.

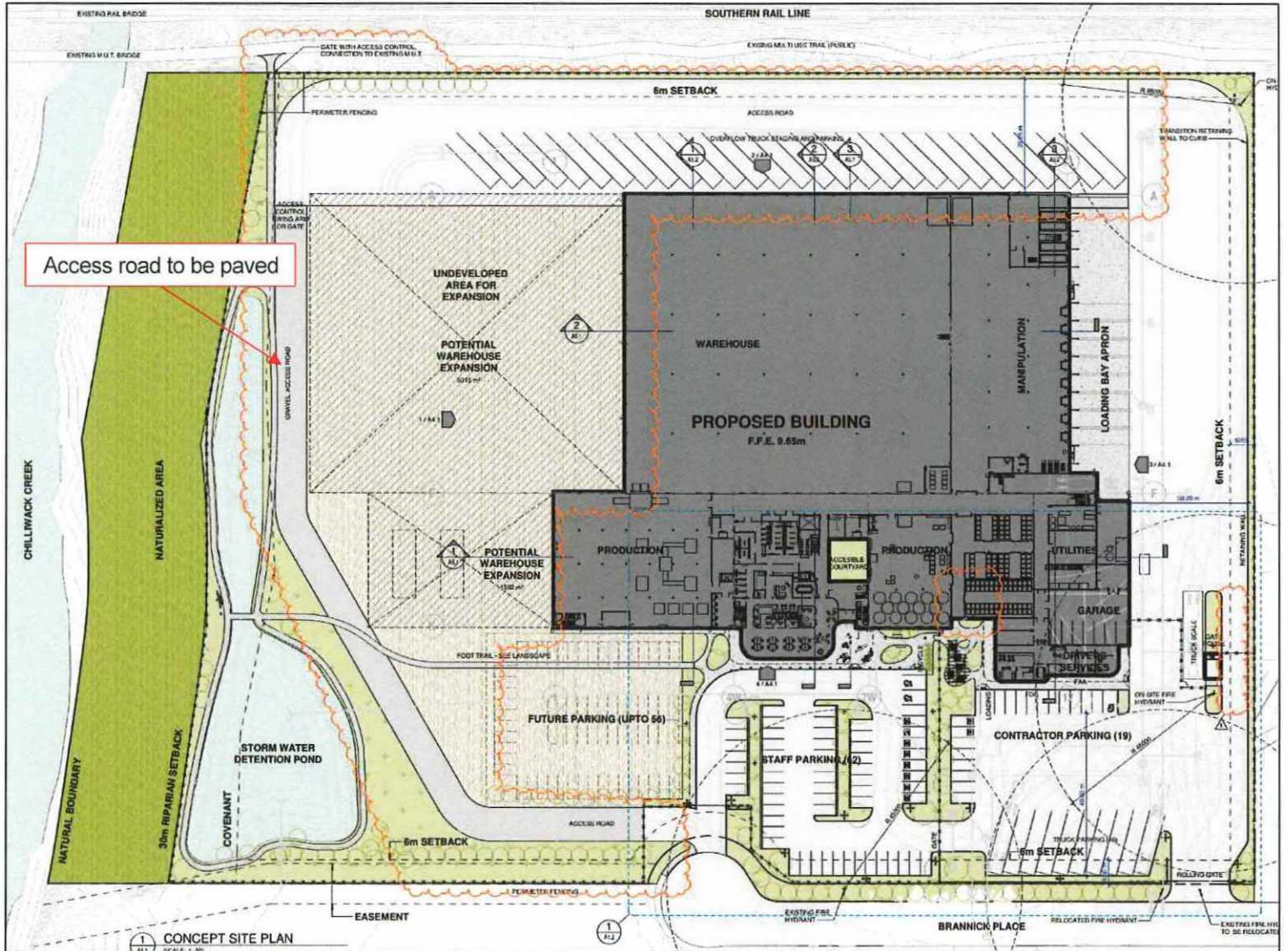
ISSUED THIS ___ DAY OF ___, 2024.

CORPORATE OFFICER

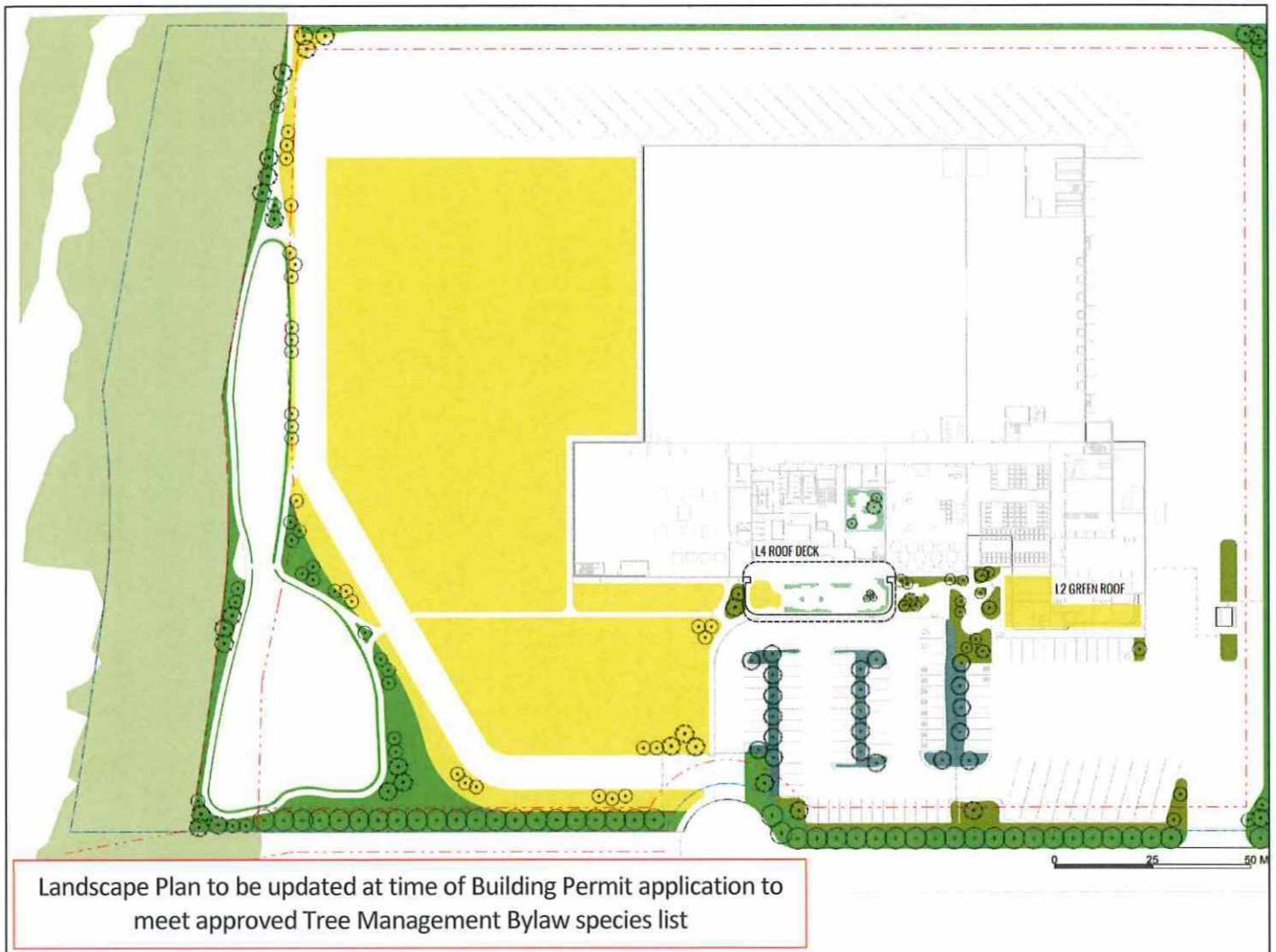
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Schedule "A"

Site Plan (as provided by the applicant)



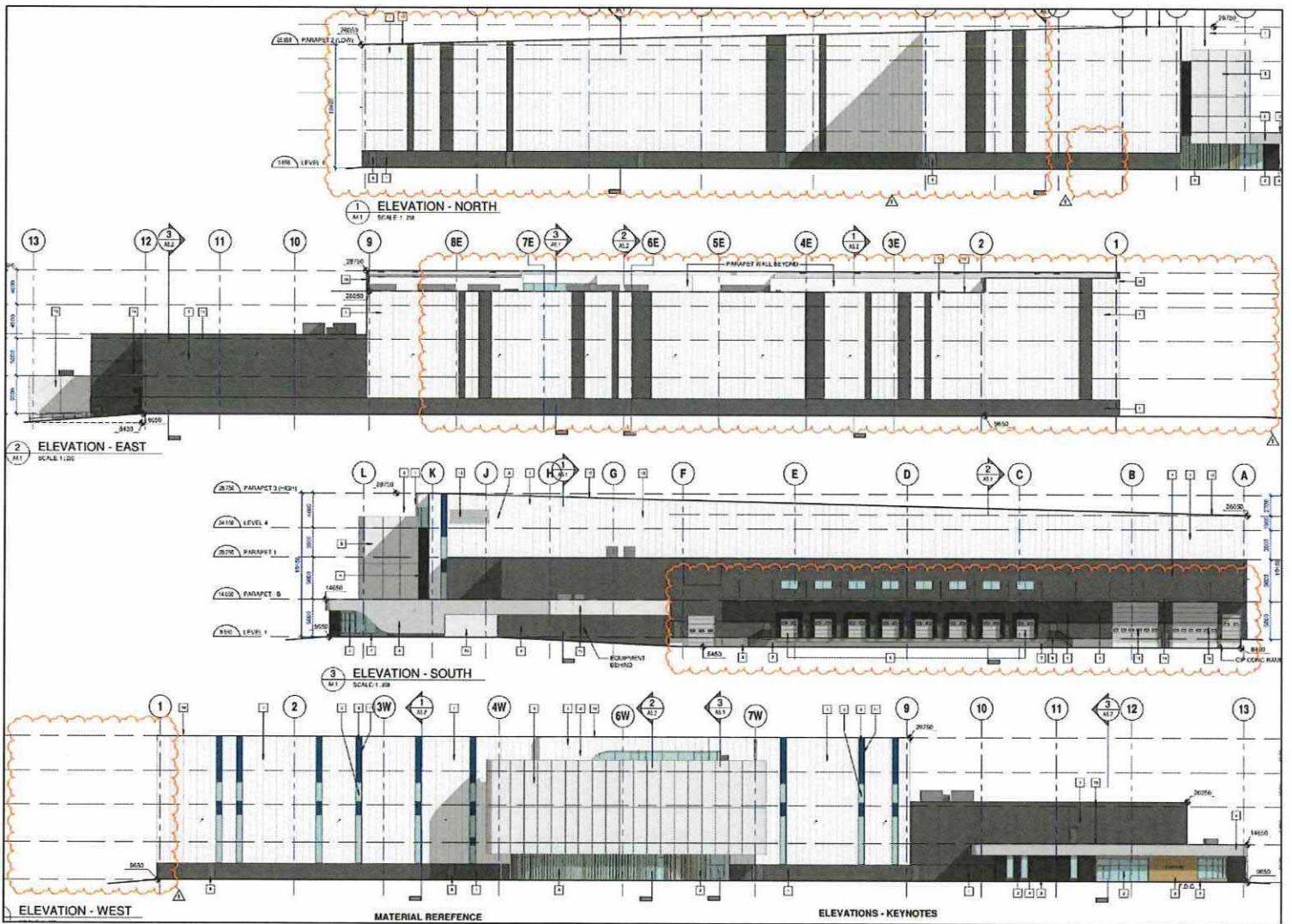
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Landscape Plan (as provided by the applicant)**Meadow Landscape Maintenance Plan (as provided by the applicant)****MEADOW LANDSCAPE MAINTENANCE NOTES**

1. PROVIDE TEMPORARY AUTOMATIC IRRIGATION SYSTEM DURING 1-2 YEAR ESTABLISHMENT PERIOD
2. CARRY OUT SEEDING OF GRASS DURING PERIODS WHICH ARE MOST FAVOURABLE FOR GERMINATION AND ESTABLISHMENT (PREFERRED GENERALLY FROM MARCH TO END OF MAY, OR MID AUGUST TO MID SEPTEMBER). IF THIS CANNOT BE ACHIEVED, ALTERNATE SEED MIX, COMBINED WITH WATERING, MULCH, AND EROSION CONTROL IS TO BE PROVIDED FOR APPROVAL BY CONSULTANT.
3. MAINTENANCE OF SEEDED AREAS TO CONFORM TO CANADIAN LANDSCAPE STANDARDS (LATEST EDITION), LEVEL 5 & 6.
4. THE CONTRACTOR IS RESPONSIBLE FOR THE REMOVAL OF ALL LITTER AND LANDSCAPE WASTE THROUGH THE DURATION OF THE ESTABLISHMENT PERIOD.
5. SEEDED AREAS TO BE MOWN MAXIMUM 2X PER YEAR (IN EARLY OCTOBER AND MID-JUNE) TO PRESERVE BIODIVERSITY AND MEADOW FUNCTIONING.
6. HEIGHT OF CUT GRASS AREAS TO BE MINIMUM 100-150MM. REMOVE CLIPPINGS WHICH WILL SMOTHER GRASS.
7. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE REGULAR INSPECTION AND REMOVAL OF WEEDS FROM ALL LANDSCAPE PORTIONS OF THE PROJECT.
8. WEEDING SHALL BE DONE MANUALLY AT A BI-WEEKLY INTERVAL DURING THE MAINTENANCE PERIOD. WEEDS IDENTIFIED SHALL BE REMOVED WITHIN 1 WEEK OF INSPECTION AND NOT ALLOWED TO BE GREATER THAN 50 MM IN SPREAD. WEEDS SHOULD BE REMOVED IN THEIR ENTIRETY, INCLUDING ROOT SYSTEMS.
9. WEEDS ARE DEFINED AS UNDESIRABLE PLANTS AND WILL INCLUDE ALL PLANT SPECIES NOT INTENTIONALLY PLANTED OR SEEDED AND WILL ALSO INCLUDE INVASIVE, NON-NATIVE SPECIES SUCH AS SCOTCH BROOM, JAPANESE KNOTWEED, HIMALAYAN BLACKBERRY, PURPLE LOOSESTRIFE.
10. FOR THE CONDITION OF FINAL ACCEPTANCE TO BE MET THE FOLLOWING IS REQUIRED:
 - A. THE PRESENCE OF WEEDS IN PLANTED AREAS ARE LIMITED TO 5% OF THE SURFACE AREA.
 - B. SUBSTANTIAL PERFORMANCE FOR THE PROJECT SHALL HAVE BEEN DECLARED AND AREAS HAVE BEEN MAINTAINED AS SPECIFIED FOR A MINIMUM OF 1-YEAR.
 - C. GROWING MEDIUM, FERTILITY LEVELS, DEPTHS AND SURFACE CONDITIONS ARE AS SPECIFIED.
 - D. AREAS HAVE BEEN MOWN AT LEAST TWICE AND FERTILIZED.
 - E. MEADOW ESTABLISHMENT MEETS THE CRITERIA FOR 95% COVERAGE BY HYDROSEEDED PLANT SPECIES.

DRAFT

Elevations (as provided by the applicant)



DRAFT

Colours and Materials (as provided by the applicant)



ADMIN AREAS

- SSG CURTAIN WALL GLAZING / SPANDREL
- RANDOM PERFORATED ALUMINUM SCRIM
- WOOD LOOK SLATS / CLADDING

MAIN BUILDING

- INSULATED METAL PANELS
- VARIED ORIENTATION & COLOUR
- CURTAIN WALL SLOTS
- SHADOWLINE WALL FINIS

COLOUR PALETTE

			
REGAL WHITE	BRIGHT SILVER	CHARCOAL	REGAL BLUE

PLANES FROM THE GRAPHIC SYSTEM OF COLOURS BY VOLVO

INSULATED METAL PANEL



DRAFT

Renderings (as provided by the applicant)



DRAFT

Renderings continued (as provided by the applicant)



DRAFT

AGENDA ITEM NO: 11.4.3

MEETING DATE: May 7, 2024

STAFF REPORT – COVER SHEET

SUBJECT: 1448007 BC Ltd
Development Variance Permit &
Development Permit / 9284 Hazel
Street DATE: April 29, 2024

DEPARTMENT: Planning Department
DVP01413 & DP001801 PREPARED BY:  Krista Goodman / mb

1. SUMMARY OF ISSUE:


The applicant is requesting to increase the maximum permitted lot coverage for a parkade to be constructed on the subject property.

In addition, the applicant is seeking approval for the form and character of a new apartment development within the subject property. As the property is located within Development Permit Area No. 6 (Infill Development), a Development Permit is required.

2. RECOMMENDATION:

Recommendation that, subject to public representation, Council approve the issuance of Development Variance Permit DVP01413 with respect to property located at 9284 Hazel Street, subject to the recommendations as stipulated within the draft Development Variance Permit.

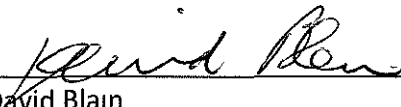
Recommendation that Council approve the issuance of Development Permit DP001801 with respect to property located at 9284 Hazel Street, subject to the recommendations of the Design Review Advisory Committee and the conditions as stipulated within the draft Development Permit.



Gillian Villeneuve
Director of Planning

3. CHIEF ADMINISTRATIVE OFFICER'S RECOMMENDATION/COMMENTS:

Supports recommendation.



David Blain
Chief Administrative Officer

STAFF REPORT ON DEVELOPMENT VARIANCE PERMIT DVP01413 & DEVELOPMENT PERMIT DP001801

PREPARED BY: Krista Goodman DATE: April 29, 2024

POSITION: Planner I DEPARTMENT: Planning Department

1. DEFINITION OF ISSUE:

The applicant is requesting to increase the maximum permitted lot coverage for residential uses within the R5 (Low Rise Residential) Zone from 50% to 60% for a parkade to be constructed within the subject property.

In addition, the applicant is seeking approval for the form and character of a new apartment development within the subject property. As the property is located within Development Permit Area No. 6 (Infill Development), a Development Permit is required.

2. PROPOSAL:

In summary the proposal includes:

- 5-storey apartment building (1 storey above-ground parkade with 4 residential floors above);
- 71 apartment units;
- 121 off-street parking spaces including 14 visitor parking spaces (121 required);
- 89 bicycle parking spaces (89 are required); and,
- 24 trees (24 are required).

A separate Development Variance Permit (DVP01413) application has been submitted to be reviewed concurrently with the subject Development Permit application as detailed below.

3. DISCUSSION REGARDING VARIANCE:

The applicant requests an increase to the maximum permitted lot coverage from 50% to 60% for an above ground parkade. The residential footprint of the apartment building has a proposed lot coverage of 28%, well under the 50% maximum for residential uses, which results in a stepping back effect for the entire development. Furthermore, the use of extensive landscaping along the frontage as well as the southern property line serves to enhance the visual appeal of the development and minimize the impact of the larger parkade within the context of the surrounding neighbourhood. Considering the parkade meets the minimum required setbacks and the residential footprint of the apartment is under the maximum permitted lot coverage, the visual impact of the massing of the proposed development is reduced and the proposed variance is considered supportable.

4. DEVELOPMENT PERMIT CONSIDERATIONS:

Overall, the design of the building and site is visually appealing and constitutes a high-quality addition to the area. As demonstrated by the attached checklist evaluation for DPA 6, the proposed development substantially complies with the Infill Development Design Guidelines. A copy of the proposed site plan, landscape plan and colour elevations are attached within the draft Development Permit for information.

Summary and CPTED Review

In support of the application, the applicant has submitted a CPTED (Crime Prevention Through Environmental Design) report prepared by AMR Systems Ltd. A summary of the CPTED assessment is shown in the table below:

CPTED Elements	Recommendations	
	✓ included in the design	✗ not included in the design
Natural Access Control	<ul style="list-style-type: none"> ✓ The use of sidewalks provides a clear and safe form of travel for users and creates a well-defined physical means to the front entrance which will deter unwanted loitering. ✓ Stepped wall faces, varying roof lines, windows, decks, and multiple exterior materials all serve to provide visual interest and a strong sense of ownership. ✓ The main entrance should have a well-lit complex sign along Hazel Street to clearly identify all entrances to the building. * ✗ Visible hydro/electrical boxes to be vinyl wrapped to deter graffiti or be screen from public view. * 	
Natural Surveillance	<ul style="list-style-type: none"> ✓ Use of large windows and decks on all sides of the building will promote natural surveillance. ✓ Proposed site is centrally located among other residential properties which will assist in providing natural surveillance. ✓ Use of windows, decks, building materials and articulation provide a visually appealing building which draws eyes in from the street and provides secondary natural surveillance. ✓ Various materials, colours and details on the exterior will assist in deterring vandalism and mitigate nuisance behavior. ✗ Glazing, either in the form of side lights or glazed doors should be included in all entrances into and out of stairwells, exists and communal spaces to promote visibility and safety and remove any possible entrapment areas. * 	
Territoriality	<ul style="list-style-type: none"> ✓ Distinct separation of private and public spaces is created through landscaping. ✓ Pedestrian access and landscaping brought out to Hazel Street establishes a distinct line distinguishing between the public and private spaces. 	

	<ul style="list-style-type: none"> ✓ Maintaining the landscaping and keeping the site clean will be critical in controlling the definition of the space and not letting it become overrun by unwanted users. **
<p>Maintenance</p>	<ul style="list-style-type: none"> ✓ Proposed landscaping should include ground-cover shrubs around the building which do not grow taller than the underside of any windowsill, and which are located at least 2 feet from all entrances. ** ✓ Any large vegetation, such as trees, should be regularly trimmed in order to ensure sightlines of 6 feet under the canopy. **
<p>*included as a condition within the draft Development Permit ** all landscape and building maintenance will be at the discretion of the strata once the building is occupied.</p>	

5. DESIGN REVIEW ADVISORY COMMITTEE (DRAC):

The application was reviewed by the Design Review Advisory Committee (DRAC) on April 9, 2024. Based on this, the following recommendation was made:

That the Design Review Advisory Committee supports DP001801 and recommend Council approve the application subject to the following conditions:

- *that a detailed lighting plan be submitted, prior to the issuance of a Building Permit, to ensure adequate lighting is provided for all walkways, parking areas and elevations of the building;*
- *that glazing, in the form of side lights or glazed doors, be provided for all entrances into and out of stairwells, exits and communal spaces in accordance with BC Building Code requirements;*
- *that a well-lit complex sign be provided along Hazel Street;*
- *that all utility equipment be screened from public view through installation of landscaping, fencing or vinyl wrapping;*
- *that an irrigation system be included into the landscaped areas within the site;*
- *that non-combustible cladding and soffits be provided within the balconies; and,*
- *that passive programming (children’s seating, painted games areas, etc.) be included within the common amenity area to maximize the use of the play space for future residents.*

The applicant was present at the meeting and agreeable to all conditions.

6. FACTORS:

6.1 2040 Official Community Plan (OCP) / Land Use / Community Engagement

Official Community Plan: “Residential 2 – Medium Density Townhouses” within the Downtown Land Use and Development Plan.

Land Use:	The property is currently vacant.
Community Engagement:	The applicant conducted independent public consultation by sending a letter to the surrounding property owners informing them of the proposed development. The applicant has not received any response as of the date of this report. A copy of the applicant's public engagement package is included within the public record for the application.

6.2 Neighbourhood Character

The subject property is located within the downtown neighbourhood and is surrounded by townhouses and apartments within the R5 and R4 (Low Density Multi-Unit Residential) Zone.

6.3 Technical Issues

Floodplain:	The subject property is located within the protected floodplain and is subject to the Floodplain Regulation Bylaw.
Watercourses:	There are no known watercourses within or in the immediate vicinity of the subject property.
Geotechnical:	The property is not subject to any known geotechnical hazards or earthquake related risks.

6.4 Conditions of Issuance

Staff support the requested variance as proposed by the applicant and recommend approval of the draft DVP and DP, subject to the recommendations of the Design Review Advisory Committee and the conditions as stipulated within the draft Development Variance Permit and Development Permit.

7. RECOMMENDATION & SUBSTANTIATION:

Recommendation:

Recommendation that, subject to public representation, Council approve the issuance of Development Variance Permit DVP01413 with respect to property located at 9284 Hazel Street, subject to the recommendations as stipulated within the draft Development Variance Permit.

Recommendation that Council approve the issuance of Development Permit DP001801 with respect to property located at 9284 Hazel Street, subject to the recommendations of the Design Review Advisory Committee and the conditions as stipulated within the draft Development Permit.

Substantiation:

The requested variance is supportable as the increased parkade lot coverage is not anticipated to significantly impact neighbouring properties or the character of the neighbourhood as a whole. It is anticipated that the proposed landscaping along the frontage and southern property line will mitigate potential impacts to neighbouring properties and soften the appearance of the development from the street.

The proposed apartment development meets the intent of the Design Guidelines for Development Permit Area No. 6 through the use of extensive landscaping, building articulation and varied design features that are expected to create an appealing streetscape.

8. DEVELOPMENT PERMIT AREA NO. 6 DESIGN GUIDELINE CHECKLIST:

Design Guidelines	Yes/No	Comments
1.1 Landscaping & building materials		
Preserve existing trees where possible	No	No existing trees are retained
Utilize tree species & vegetation common to area	Yes	Tree species are consistent with the Tree Management Bylaw
Use varied building materials (i.e. combinations of wood, brick, rock, etc.)	Yes	The proposed exterior finishes for the building include materials such as horizontal hardie siding (beige, piedmont gray), hardie panel and trims (swiss coffee, gray), thin brick (coal creek), and black aluminum railings, windows and door trim
2.1 Building shape & form		
Provide visual variety in building form, shape & character	Yes	Building projections, recesses, balconies and the incorporation of various building materials create a visually appealing design.
Avoid large expanses of blank façade	Yes	The apartment design avoids large expanses of blank façade by using a variety of materials, colours and building articulation.
Use a variety of complementary colors	Yes	The proposed exterior finishes include a variety of colours that complement each other
3.1 Physically integrate development with adjacent development		
Shared access, consolidate open space, etc.	N/A	As the property is adjacent to a single detached dwelling to the south and an established townhouse development to the north, shared access or open space is not possible
3.2 Scale, mass & form is sensitive to adjacent properties		
Height not to exceed more than 8m above adjacent historically significant home	N/A	There are no significant historical buildings adjacent to the site.
Use articulation, vary materials and colors to provide visual relief	Yes	A complementary colour scheme with diverse building materials and building articulation in the façade serves to create a visually appealing development
Series of modules fit together	Yes	Roof articulation and varying architectural treatments create a design where the building appears as a series of units or modules that fit together.

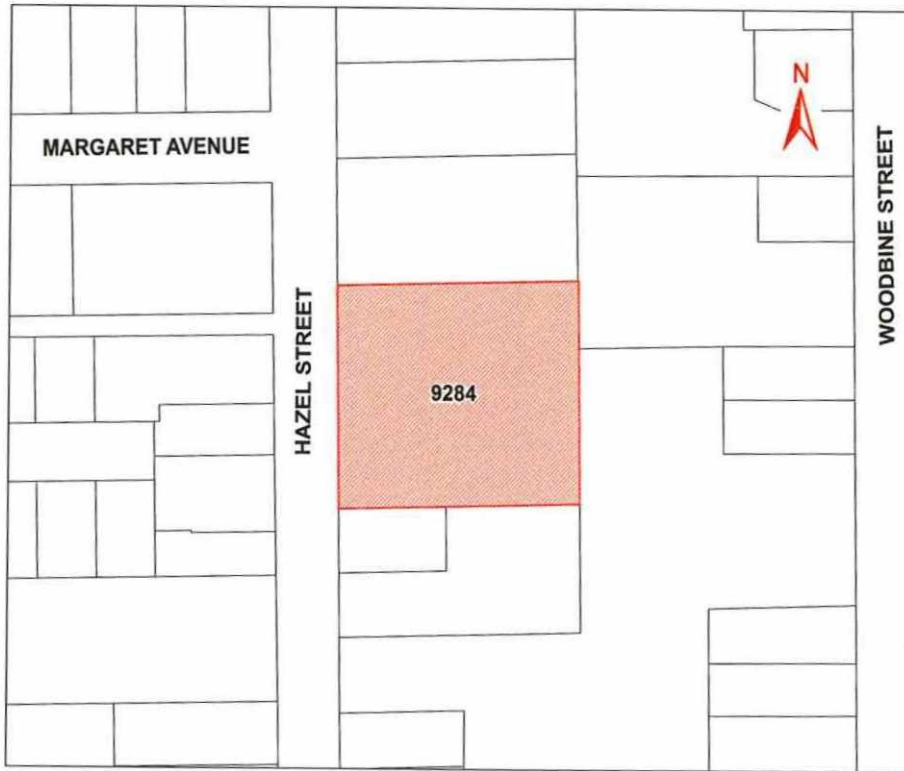
	Differentiate between pedestrian-level commercial and upper level residential development	N/A	No commercial development proposed
	Complement existing size, mass, and scale of surrounding development	Yes	The proposed building has been designed in a comprehensive manner and respects the existing character of the area by using articulation and a variety of materials along all four elevations.
	Consideration of views from adjacent developments	Partial	Given the proposed building height of 17 25m, views that are currently experienced by adjacent properties will inevitably be impacted The use of various materials and articulation will minimize impacts to views from neighbouring properties.
4.1	Maximize a positive impact on the street		
	Preserve & integrate existing natural features where possible	N/A	No existing natural features to be preserved.
	Orient development towards street	Yes	The proposed building is oriented towards Hazel Street and includes a welcoming entrance with extensive landscaping
	Locate development close to & parallel to street	Yes	Same as above.
	Consider impact of sun, wind & shadows on site	Yes	The proposed site design/layout minimizes any impacts by providing articulation, recesses and landscaping to soften the exterior.
4.2	Locate mechanical equipment and service areas out of public view		
	Locate or screen mechanical and operational equipment from the view of tenants and from the street	Yes	A condition has been included in the draft permit that all utility equipment be screened from public view through a combination of landscaping, fencing or vinyl wrapping The proposed site plan includes a PMT that is surrounded by landscaping and river pebbles
5.1	Entrances into the development must be highly visible, easy to find and logical in location.		
	Emphasize vehicle entrance through additional landscaping, tree planting, appropriate signage & lighting	Yes	The pedestrian entrance is clearly defined by extensive landscaping and signage. A condition has been included in the draft permit that a lighting plan be submitted prior to the issuance of a Building Permit to ensure adequate lighting is provided throughout the development
	Define pedestrian & vehicle corridors	Yes	The proposal includes pedestrian and vehicle access that is clearly marked/defined.
5.2	Parking areas must be adequate in size, efficient in layout and safe in location and design		
	Parking areas are visually secured all day	Yes	All parking is located within the front of the building or within the proposed parkade
	Provide parking areas that are easily accessible but do not dominate the user's first impression of the site	Partial	An easily accessible parking area is provided in the front of the apartment Given the extensive landscaping within the front setback, this parking area is screened from view from the street and does not dominate the user's first impression of the site
	Avoid the provision of parking in the front yard	No	Although parking is located within the front setback, the siting of the building, pedestrian pathway and landscaping serve to lessen the impact of this parking area
	Adequate conceal underground parking	Yes	Landscaping and fencing serve to screen the parkade wall from view from the street and neighbouring properties.

	Avoid large expanses of contiguous parking	Yes	Large expanses of parking are avoided as the majority of the spaces are located within the parkade. There are only 31 outdoor parking spaces which are provided on each side of the maneuvering aisle and surrounded by landscaping and screening.
	Use landscaping to soften the impact of parking area	Yes	Landscaping has been included surrounding the parking area
6.1	Building entrances must be highly visible, attractive and inviting to the pedestrian		
	Clearly identify and orient the primary pedestrian entrance to the street	Yes	The main entrance is clearly defined through the use of landscaping and signage
	Provide separate ground-level entrances for commercial and residential developments	N/A	Commercial uses are not proposed.
	Provide a suitable transition from public (street) to semi-private to private (entrance) through scale, detail, and sense of enclosure	Yes	The proposed front landscaping and emphasized front entry area provides a suitable transition between public, semi-private and private space.
6.2	Enhance the pedestrian experience by providing interest at the street level		
	Set back building facades to create amenity areas that interact with the street	Yes	The building is set back 6m from the street where substantial landscaping and pedestrian pathways are provided to interact with the City sidewalk
	Use various materials and design techniques to create through-visibility or transparency, (e.g. windows, see-through landscaping and fencing, etc.) at ground level	Yes	Low level landscaping has been provided at ground level.
	Have a pedestrian oriented building base of 1 to 3 storeys that is distinct from upper storey developments	Partial	While pedestrian connection and orientation is limited as the first storey is predominantly occupied by a parking structure, the scale and design distinguish this level from the residential units on the storeys above.
	Provide architectural detail to capture pedestrian attention	Yes	The building articulation, variety of building materials/colours and the incorporation of landscaping serve to capture pedestrian attention
6.3	Design outdoor spaces to provide a sanctuary for its occupants		
	Create useable, accessible and highly visible onsite people places and amenity areas (e.g. paths, courtyards, upper level decks, playground areas, etc.)	Yes	The development includes a 560m ² outdoor common amenity area complete with seating areas, activity tables and play areas which are easily accessible to residents
	Accommodate the year-round use of outdoor spaces by considering environmental conditions (e.g. sun angles and prevailing winds)	Yes	Private amenity areas include balconies that may be used on a year-round basis. The proposed development includes an outdoor common amenity area, most of which will benefit from sunlight year-round

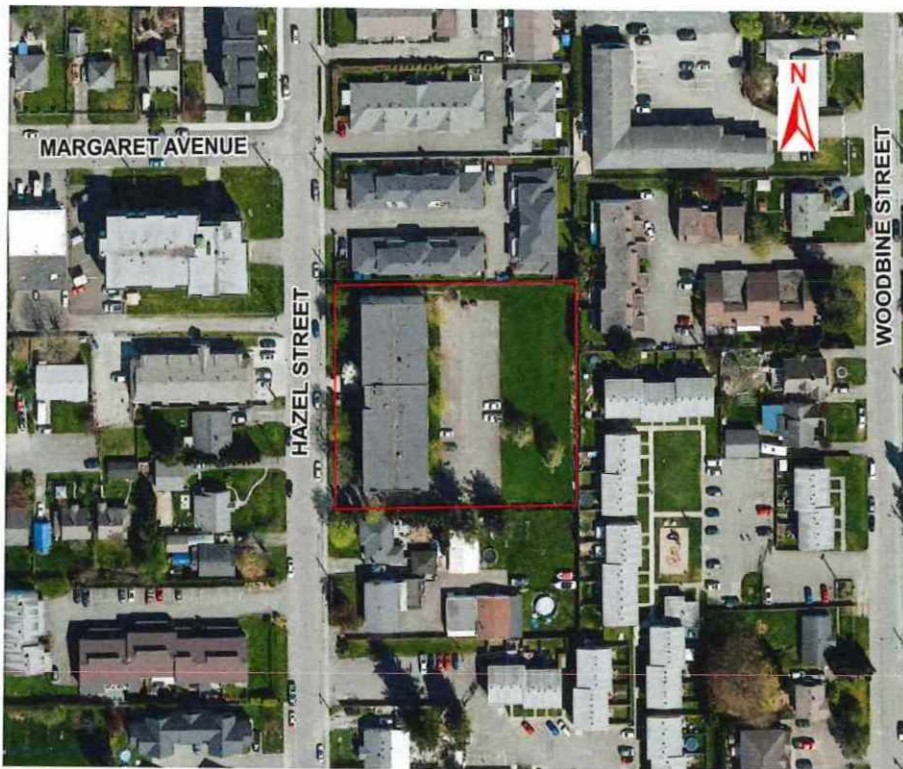
9. SOURCES OF INFORMATION:

- Demolition Permit Application (DEM01585) – December 2, 2021
- Development Permit Application (DP001801) – January 23, 2024
- Building Permit Application (BP035043) – March 6, 2024
- Development Variance Permit Application (DVP01413) – March 13, 2024
- Development Application Review Team (DART) Minutes – February 22, 2024

Location Map



Ortho Photo





**City of Chilliwack
Notice of Public Information Meeting
Council Chambers
8550 Young Road, Chilliwack BC V2P 8A4**

When: Tuesday May 7, 2024, 2024 at 6:30 PM

Watch: The live council meeting broadcast at [Chilliwack.com/live](https://www.chilliwack.com/live)

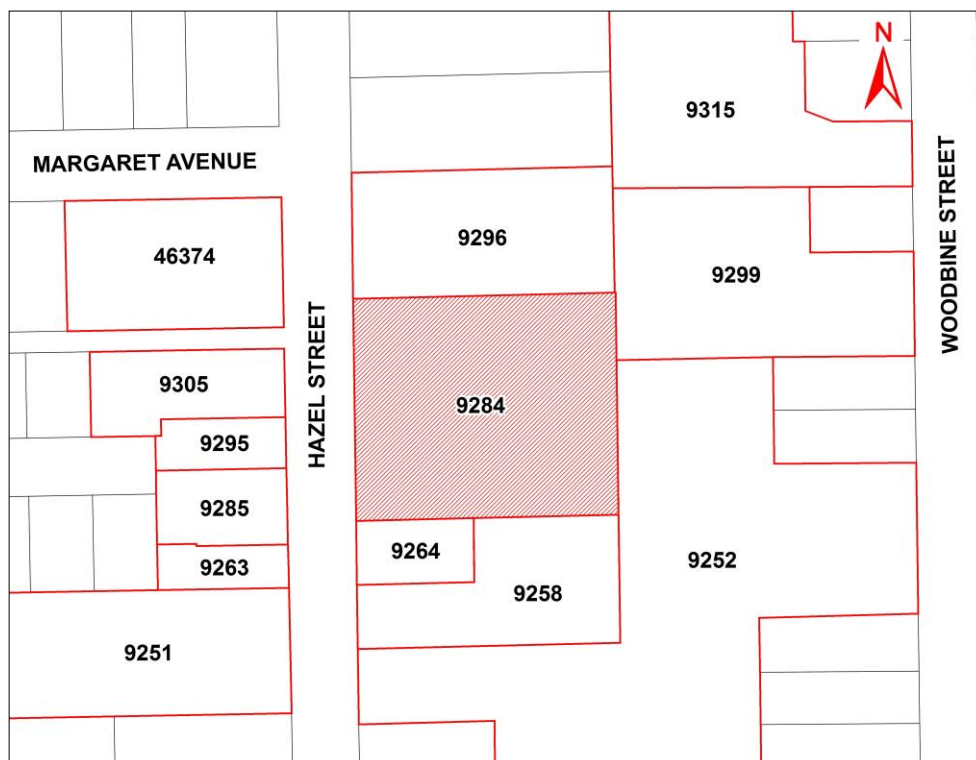
DEVELOPMENT VARIANCE PERMIT (DVP01413)

Location: 9284 Hazel Street

Applicant: Ratzlaff Development Corp.

Purpose: To increase the maximum permitted lot coverage for a parkade on the subject property, as shown on the included map.

Location Map



How to share your feedback:



Attend the Public Information Meeting in person (8550 Young Road)

Mail or email our Legislative Services Department:



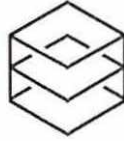
Mail: 8550 Young Road, Chilliwack BC V2P 8A4

Email: clerks@chilliwack.com

- Mail and email submissions will be accepted until 4:00PM on Monday, May 6, 2024. Any submissions received after this time will not be considered by Council.
- Please include your name and address.
- **All submissions, including your name and address, will be recorded and form part of the record.**

Contact our Planning Department between Wednesday, April 24, 2024 and Tuesday, May 7, 2024 for a copy of the proposed permit at planning@chilliwack.com or 604-793-2906.

Jacqueline Morgan, CMC
Corporate Officer



RATZLAFF & Co.
EST. 1971

April 15, 2024

9305 Hazel Street
Chilliwack, BC
V2P 5N7

RE: 9284 Hazel Street, Chilliwack, BC

Dear Neighbor:

We are writing to introduce our company, Ratzlaff & Co, as we are the new owner of the vacant property located at 9284 Hazel Street – see attached location map. We are a second-generation family-owned company based in the Fraser Valley since 1971, and we are currently proposing to develop a 4-storey wood-frame apartment building on a concrete parkade. This project will be a quality purpose-built rental building with a total of 71 units, which we envision to be a new and modern addition to the neighborhood, replacing the older condo building that burned down in 2021.

This proposal will include a good selection of both 1- and 2-bedroom rental units to meet the diversified housing needs of the community. We have designed the building to include an outdoor amenity space for the residents, and all necessary parking required by the City of Chilliwack has been provided on the site of 121 stalls - see the attached site plan. We intend to develop the site and continue to manage the rental building in an orderly and professional manner, as required by municipal and provincial authorities, using reputable contractors and trades that we have been doing business with for decades. Our management team is well experienced, and we take our job seriously, building back into each community where we serve.

The timeline of this project depends on various factors that are not always under our control, but it would be our hope to start sometime later this year. Our intention with this letter is to simply introduce ourselves and to keep our neighbors well informed.

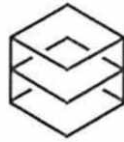
If you have any other questions, the best way to reach us is by email at office@ratzloffco.ca - please write "Hazel Street project" in the subject line.

Thank you for your time to read this letter.

Sincerely,

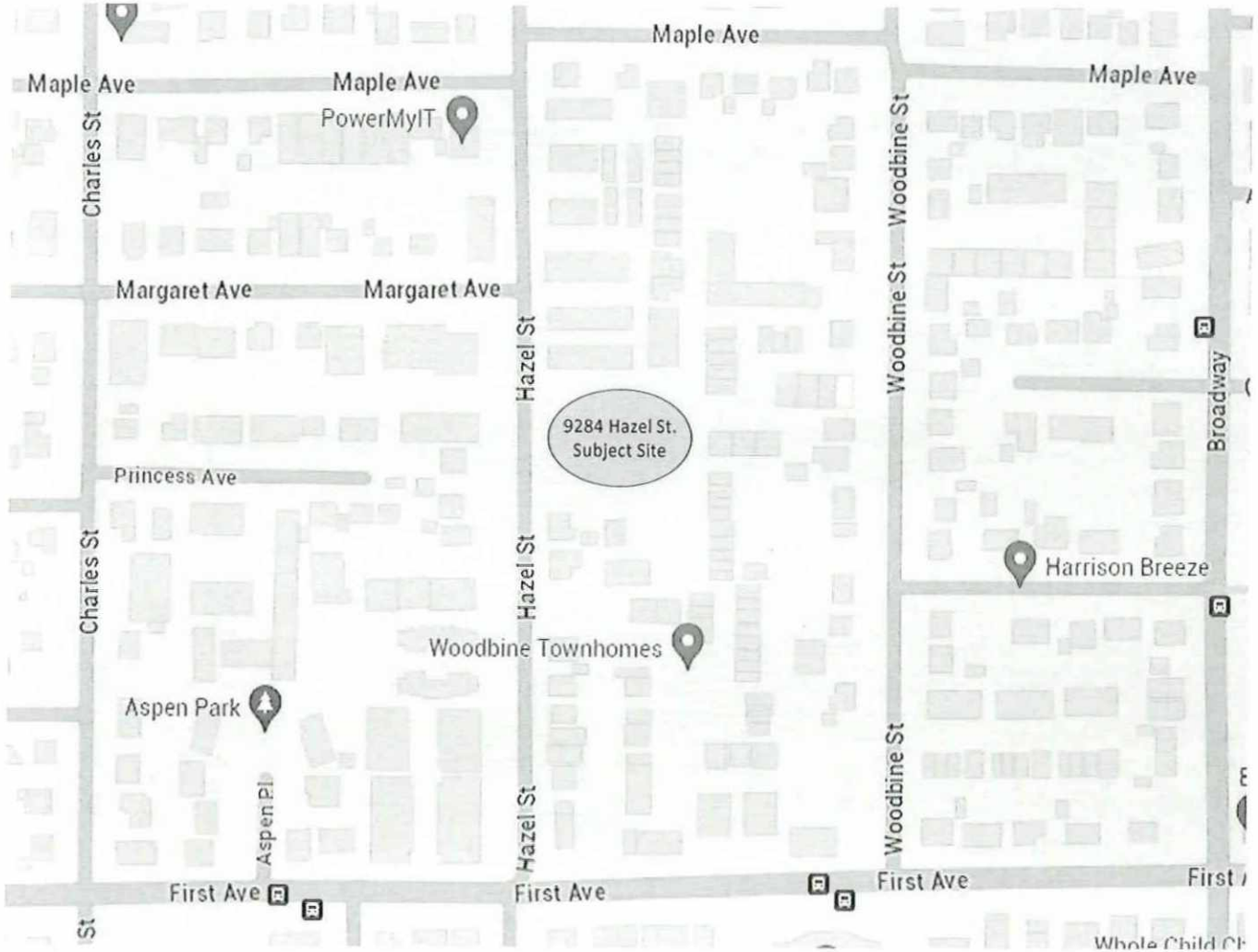
Carrie Dyck, Director
carrie@ratzloffco.ca

Date Received: April 25, 2024
Received From: Carrie Dyck
Folder Number: DVPO 1413
Subject Property: 9284 Hazel Street
Council Date: May 7, 2024
page 1 of 5



RATZLAFF & Co.
EST. 1971

9284 Hazel Street - Location Map



Date Received: April 25, 2024

Received From: Carrie Dyck

Folder Number: DUP01413

Subject Property: 9284 Hazel Street

Council Date: May 7, 2024

page 2 of 5

Ratzlaff & Co.

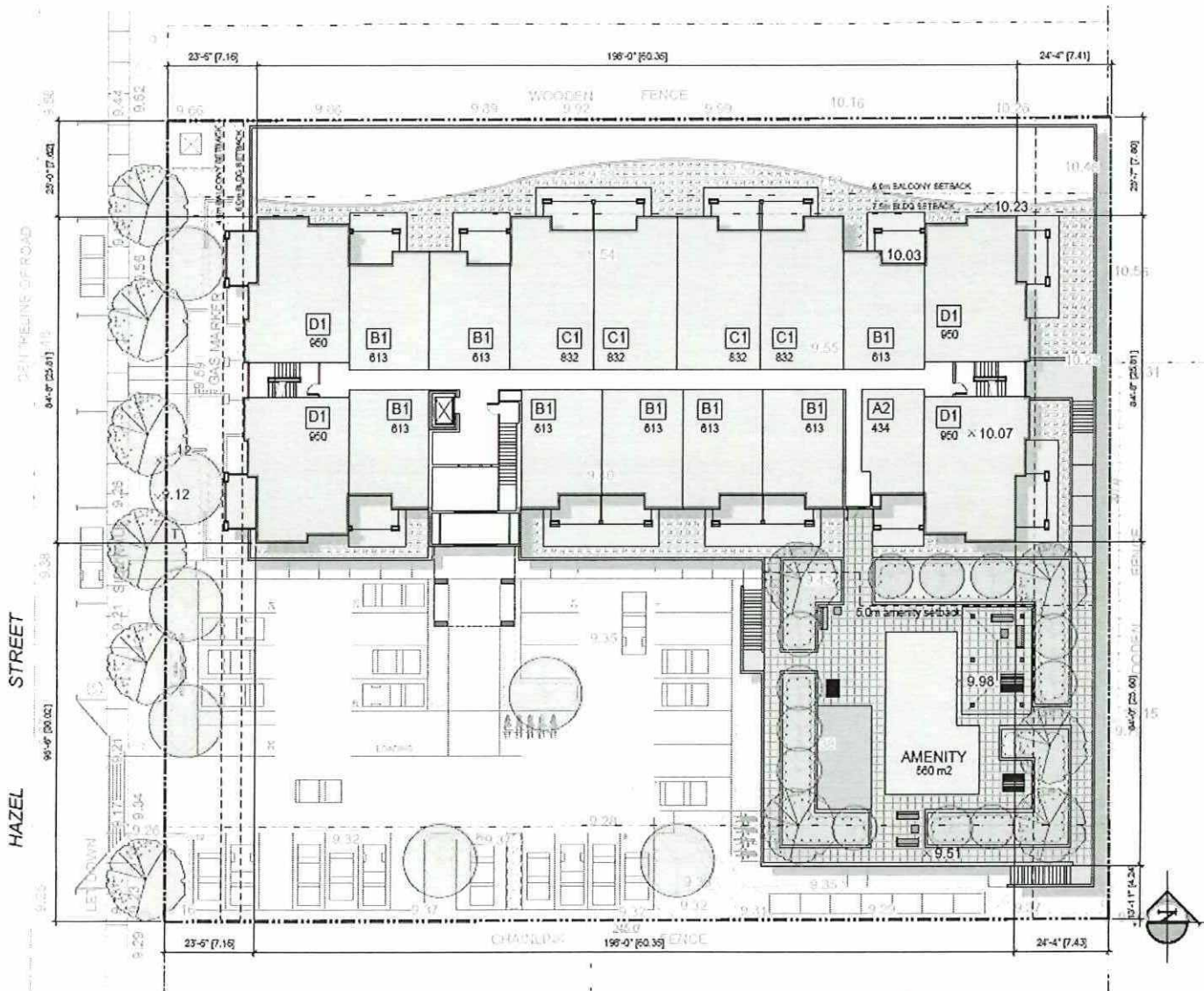
101 – 32838 Ventura Ave., Abbotsford, BC V2S 0M5

Ph: 604-853-3421 | office@ratzloffco.ca | www.ratzloffco.ca



RATZLAFF & Co.
EST. 1971

9284 Hazel Street - Site Plan



Floor & Site Plan

Client: RATZLAFF & CO.
Project: HAZEL STREET - APARTMENT SITE
Date: JANUARY 1, 2024
Scale: 1:100

Date Received: April 25, 2024
Received From: Carrie Dyck
Folder Number: DWP014/13
Subject Property: 9284 Hazel Street
Council Date: May 7, 2024
page 3 of 5

Ratzlaff & Co.
101 – 32838 Ventura Ave., Abbotsford, BC V2S 0M5
Ph: 604-853-3421 | office@ratzloffco.ca | www.ratzloffco.ca

Letter to Neighbours

2024-04-17

Count	Unit	Street Number	Street Name	City	Postal Code
1	101	46374	Margaret Ave	Chilliwack	V2P 2H1
2	102	46374	Margaret Ave	Chilliwack	V2P 2H1
3	103	46374	Margaret Ave	Chilliwack	V2P 2H1
4	104	46374	Margaret Ave	Chilliwack	V2P 2H1
5	105	46374	Margaret Ave	Chilliwack	V2P 2H1
6	106	46374	Margaret Ave	Chilliwack	V2P 2H1
7	107	46374	Margaret Ave	Chilliwack	V2P 2H1
8	108	46374	Margaret Ave	Chilliwack	V2P 2H1
9	109	46374	Margaret Ave	Chilliwack	V2P 2H1
10	201	46374	Margaret Ave	Chilliwack	V2P 2H1
11	202	46374	Margaret Ave	Chilliwack	V2P 2H1
12	203	46374	Margaret Ave	Chilliwack	V2P 2H1
13	204	46374	Margaret Ave	Chilliwack	V2P 2H1
14	205	46374	Margaret Ave	Chilliwack	V2P 2H1
15	206	46374	Margaret Ave	Chilliwack	V2P 2H1
16	207	46374	Margaret Ave	Chilliwack	V2P 2H1
17	208	46374	Margaret Ave	Chilliwack	V2P 2H1
18	209	46374	Margaret Ave	Chilliwack	V2P 2H1
19	301	46374	Margaret Ave	Chilliwack	V2P 2H1
20	302	46374	Margaret Ave	Chilliwack	V2P 2H1
21	303	46374	Margaret Ave	Chilliwack	V2P 2H1
22	304	46374	Margaret Ave	Chilliwack	V2P 2H1
23	305	46374	Margaret Ave	Chilliwack	V2P 2H1
24	306	46374	Margaret Ave	Chilliwack	V2P 2H1
25	307	46374	Margaret Ave	Chilliwack	V2P 2H1
26	308	46374	Margaret Ave	Chilliwack	V2P 2H1
27	309	46374	Margaret Ave	Chilliwack	V2P 2H1
28	1	9305	Hazel St	Chilliwack	V2P 5N7
29	2	9305	Hazel St	Chilliwack	V2P 5N7
30	3	9305	Hazel St	Chilliwack	V2P 5N7
31	4	9305	Hazel St	Chilliwack	V2P 5N7
32	5	9305	Hazel St	Chilliwack	V2P 5N7
33	6	9305	Hazel St	Chilliwack	V2P 5N7
34	7	9305	Hazel St	Chilliwack	V2P 5N7
35	8	9305	Hazel St	Chilliwack	V2P 5N7
36	9	9305	Hazel St	Chilliwack	V2P 5N7
37	10	9305	Hazel St	Chilliwack	V2P 5N7
38		9295	Hazel St	Chilliwack	V2P 5N7
39		9285	Hazel St	Chilliwack	V2P 5N7
40		9263	Hazel St	Chilliwack	V2P 5N7
41	1	9251	Hazel St	Chilliwack	V2P 5N7
42	2	9251	Hazel St	Chilliwack	V2P 5N7
43	3	9251	Hazel St	Chilliwack	V2P 5N7
44	4	9251	Hazel St	Chilliwack	V2P 5N7
45	5	9251	Hazel St	Chilliwack	V2P 5N7
46	6	9251	Hazel St	Chilliwack	V2P 5N7

Received: April 25, 2024

From: Carrie Dyck

Folder: DV201413

Property: 9284 Hazel Street

Council Date: May 7, 2024

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47	7	9251	Hazel St	Chilliwack	V2P 5N7
48	8	9251	Hazel St	Chilliwack	V2P 5N7
49	9	9251	Hazel St	Chilliwack	V2P 5N7
50	10	9251	Hazel St	Chilliwack	V2P 5N7
51		9258	Hazel St	Chilliwack	V2P 5N6
52		9264	Hazel St	Chilliwack	V2P 5N8
53	101	9296	Hazel St	Chilliwack	V2P 5N6
54	102	9296	Hazel St	Chilliwack	V2P 5N6
55	103	9296	Hazel St	Chilliwack	V2P 5N6
56	104	9296	Hazel St	Chilliwack	V2P 5N6
57	105	9296	Hazel St	Chilliwack	V2P 5N6
58	106	9296	Hazel St	Chilliwack	V2P 5N6
59	107	9296	Hazel St	Chilliwack	V2P 5N6
60	108	9296	Hazel St	Chilliwack	V2P 5N6
61	109	9296	Hazel St	Chilliwack	V2P 5N6
62	110	9296	Hazel St	Chilliwack	V2P 5N6
63	111	9296	Hazel St	Chilliwack	V2P 5N6
64	112	9296	Hazel St	Chilliwack	V2P 5N6
65	1	9299	Woodbine St	Chilliwack	V2P 5S6
66	2	9299	Woodbine St	Chilliwack	V2P 5S6
67	3	9299	Woodbine St	Chilliwack	V2P 5S6
68	4	9299	Woodbine St	Chilliwack	V2P 5S6
69	5	9299	Woodbine St	Chilliwack	V2P 5S6
70	6	9299	Woodbine St	Chilliwack	V2P 5S6
71	7	9299	Woodbine St	Chilliwack	V2P 5S6
72	8	9299	Woodbine St	Chilliwack	V2P 5S6
73	9	9299	Woodbine St	Chilliwack	V2P 5S6
74	10	9299	Woodbine St	Chilliwack	V2P 5S6
75	11	9299	Woodbine St	Chilliwack	V2P 5S6
76	12	9299	Woodbine St	Chilliwack	V2P 5S6

Date Received: April 25, 2024

Received From: Carrie Dyck

Folder Number: DVPO1413

Subject Property: 9284 Hazel Street

Council Date: May 7, 2024



SCHEDULE "A"

CITY OF CHILLIWACK

DEVELOPMENT VARIANCE PERMIT NO. DVP01413

1. This Development Variance Permit is issued subject to compliance with all of the Bylaws of the City of Chilliwack applicable thereto, except as specifically varied or supplemented by this Permit.
2. This Development Variance Permit applies only to those lands within the City of Chilliwack described below, to facilitate the construction of a new apartment development, and does not apply to any additions or subsequent replacement of any and all buildings and structures and other development thereon:

Parcel Identifier No. 032-126-352
Legal Description: LOT 1 DISTRICT LOT 332 GROUP 2 NEW
WESTMINSTER DISTRICT PLAN EPP133910
Address: 9284 Hazel Street

3. In accordance with the provisions of Section 498 of the *Local Government Act* the following section(s) of "Zoning Bylaw 2020, No. 5000" are varied as stated:

Section 8.11(5)(a) within the R5 (Low Rise Apartment) Zone is varied by increasing the maximum permitted lot coverage from 50% to 60% for a parkade.

4. The land described herein shall be developed strictly in accordance with the terms and conditions and provisions of this Permit and the plans and information contained within the application. The following condition applies:
 - a) that the development be in accordance with the plans found in Schedule "A".
5. Pursuant to Section 504 of the *Local Government Act*, if the permittee does not substantially start any construction permitted by this Permit within two years of the date of this Permit, this Permit shall lapse.
6. This Permit is not a Building Permit.

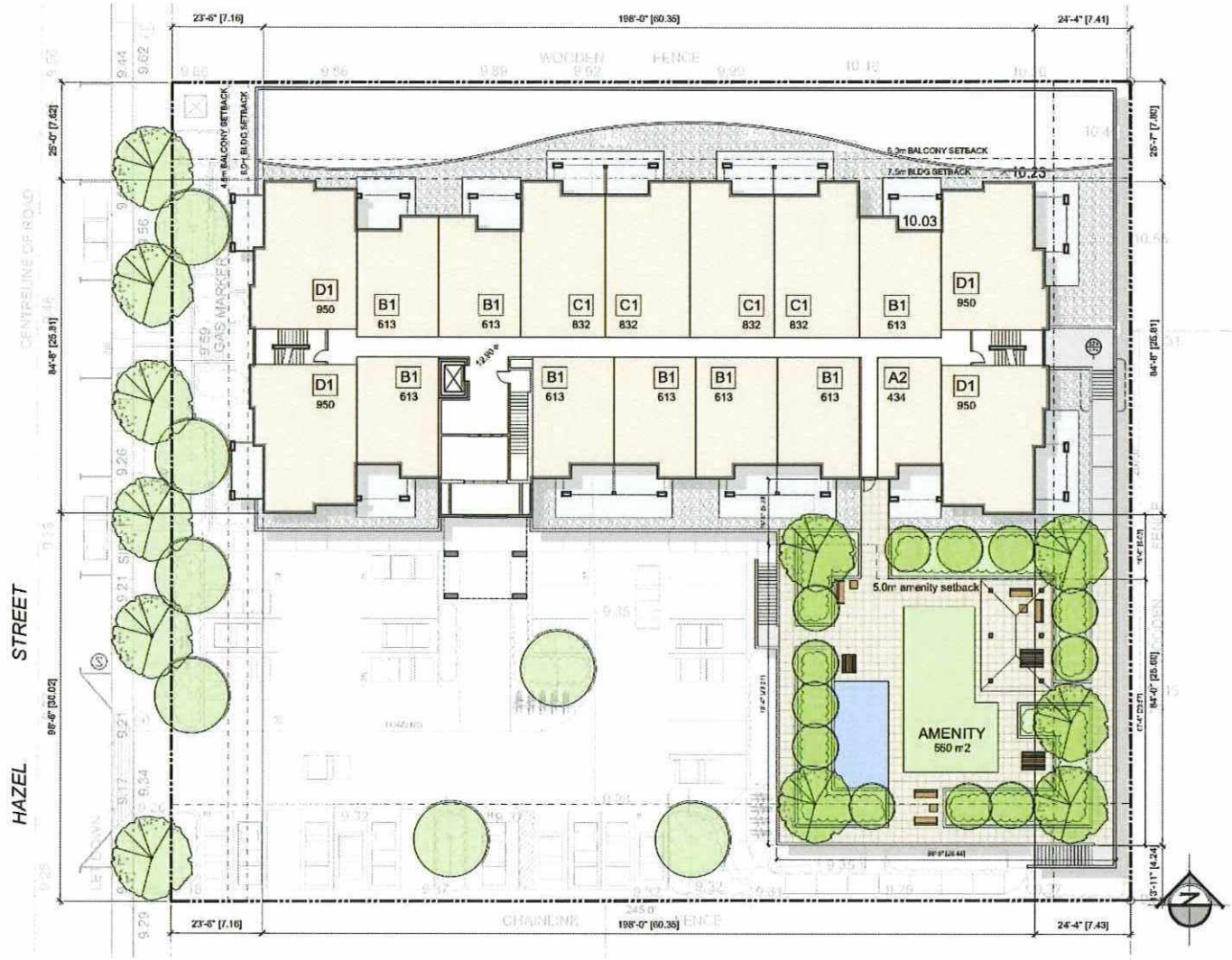
APPROVED BY COUNCIL ON THE ___ DAY OF ___, 2024.

ISSUED THIS ___ DAY OF ___, 2024

CORPORATE OFFICER

DRAFT

Proposed Site Plan (as provided by the applicant)



DRAFT



CITY OF CHILLIWACK

DEVELOPMENT PERMIT NO. DP001801, 2024

(Portion of Development Permit Area No. 6 of the Official Community Plan)

1. This Development Permit applies to the following property:

Parcel Identifier No. **032-126-352**
Legal Description: **LOT 1 DISTRICT LOT 332 GROUP 2 NEW WESTMINSTER**
 DISTRICT PLAN EPP133910
Address: **9824 Hazel Street**

2. Development of the subject property shall be substantially in conformance to the following:

- Development shall be in accordance with the approved site plan and elevations attached with Schedule "A";
- That a detailed lighting plan be submitted, prior to issuance of a Building Permit, to ensure adequate lighting is provided for all walkways, parking areas and elevations of the building;
- That glazing, in the form of side lights or glazed doors, be provided for all entrances into and out of stairwells, exits and communal spaces in accordance with BC Building Code requirements;
- That a well-lit complex sign be provided along Hazel Street;
- That all utility equipment be screened from public view through installation of landscaping, fencing or vinyl wrapping;
- That an irrigation system be included into the landscaped areas within the site;
- That non-combustible cladding and soffits be provided within the balconies;
- That passive programming (children's seating, painted games areas etc.) be included within the common amenity area to maximize the use of the play space for future residents; and,
- Specifications of Development Permit Area No. 6 (Infill Development) of the City of Chilliwack Official Community Plan.

N.B. The above technical information is retained on file in the Planning Department.

DRAFT

3. This Development Permit is not a Building Permit and does not constitute approval of any proposed subdivision.
4. Pursuant to Section 504 of the *Local Government Act*, if the permittee does not substantially start any construction permitted by this Permit within two years of the date of this Permit, this Permit shall lapse.

APPROVED BY COUNCIL ON THE ___ DAY OF ___, 2024.

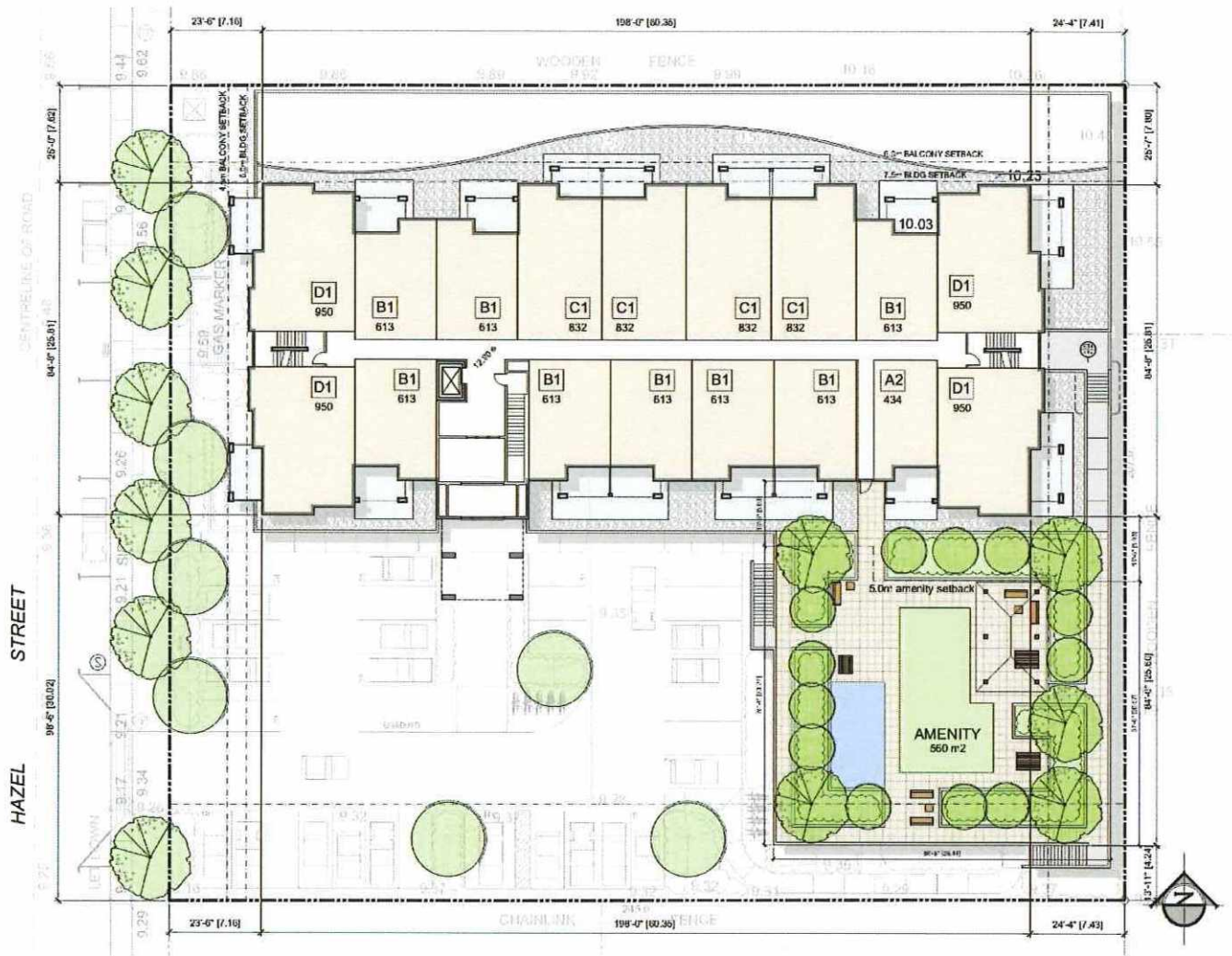
ISSUED THIS ___ DAY OF ___, 2024.

CORPORATE OFFICER

DRAFT

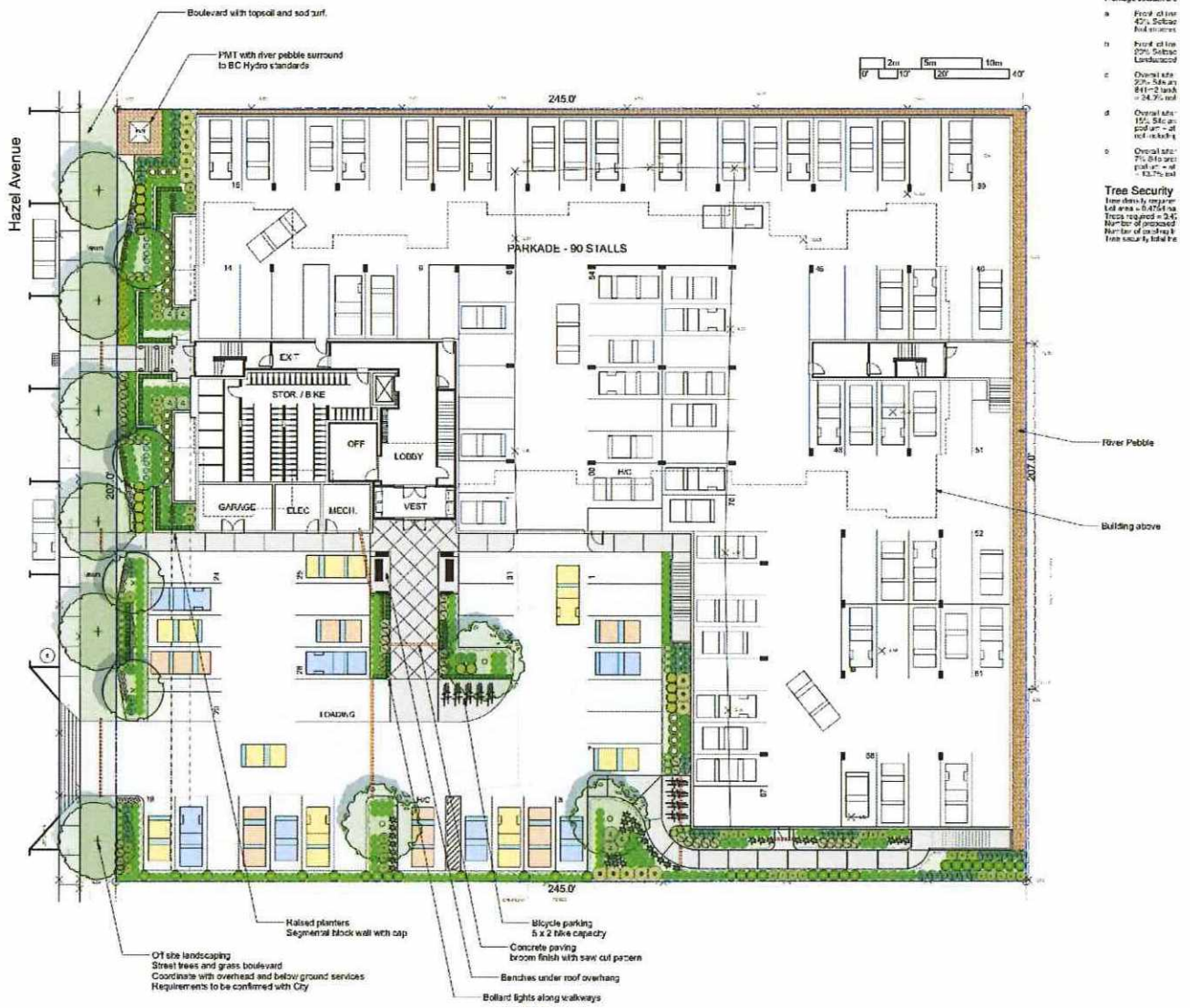
Schedule "A"

Site Plan (as provided by the applicant)



DRAFT

Landscape Plan (Ground Level)



DRAFT

Landscape Plan (Common Amenity/1st Storey)



DRAFT

Elevations



North Elevation



East Elevation

DRAFT

AGENDA ITEM NO: 13.1

MEETING DATE: May 7, 2024

STAFF REPORT - COVER SHEET

SUBJECT: Application Reports Date: April 30, 2024

DEPARTMENT: Legislative Services Prepared by: Jacqueline Morgan

1. SUMMARY OF ISSUE:


Temporary Use Permit TUP00225, which proposes to permit the operation of a child care facility for up to 8 children within a townhouse on the subject property within the CD-1 (Comprehensive Development-1) Zone, has been to a Public Hearing and is now presented for Council's consideration.

Council may choose to:

- (1) Approve the permit as presented;
- (2) Approve the permit, with amendments;
- (3) Deny the application; or,
- (4) Refer the application back to staff.

2. RECOMMENDATION:

That Council approve the issuance of Temporary Use Permit TUP00225 with respect to property located at 1701-5260 Goldspring Place, subject to the recommendations as stipulated within the draft Temporary Use Permit.



Jacqueline Morgan, CMC
Manager of Legislative Services/
Corporate Officer

AGENDA ITEM NO: 13.2

MEETING DATE: May 7, 2024

STAFF REPORT - COVER SHEET

SUBJECT: Application Reports Date: April 30, 2024

DEPARTMENT: Legislative Services Prepared by: Jacqueline Morgan

1. SUMMARY OF ISSUE:

Development Variance Permit DVP01292, which proposes to vary standards of the Zoning Bylaw, has been to a Public Information Meeting and is now presented for Council's consideration.

As the property is within Development Permit Area No. 7 (Industrial), a Development Permit for form and character is required.


Council may choose to:

- (1) Approve the permits as presented;
- (2) Approve the permits, with amendments;
- (3) Deny the application; or,
- (4) Refer the application back to staff.

2. RECOMMENDATION:

That, subject to public representation, Council approve the issuance of Development Variance Permit DVP01292 with respect to property located at 43757 Progress Way, subject to the recommendations as stipulated within the draft Development Variance Permit.

That Council approve the issuance of Development Permit DP001606, with respect to property located at 43757 Progress Way, subject to the recommendations of the Design Review Advisory Committee and the conditions as set out within the draft Development Permit.



Jacqueline Morgan, CMC
Manager of Legislative Services/
Corporate Officer

AGENDA ITEM NO: 13.3

MEETING DATE: May 7, 2024

STAFF REPORT - COVER SHEET

SUBJECT: Application Reports Date: April 30, 2024

DEPARTMENT: Legislative Services Prepared by: Jacqueline Morgan

1. SUMMARY OF ISSUE:

Development Variance Permit DVP01397, which proposes to vary standards of the Zoning Bylaw, has been to a Public Information Meeting and is now presented for Council's consideration.

As the property is within Development Permit Area No. 7 (Industrial), a Development Permit for form and character is required.


Council may choose to:

- (1) Approve the permits as presented;
- (2) Approve the permits, with amendments;
- (3) Deny the application; or,
- (4) Refer the application back to staff.

2. RECOMMENDATION:

That, subject to public representation, Council approve the issuance of Development Variance Permit DVP01397 with respect to property located at 8190 Brannick Place, subject to the recommendations as stipulated within the draft Development Variance Permit.

That Council approve the issuance of Development Permit DP001792, with respect to property located at 8190 Brannick Place, subject to the recommendations of the Design Review Advisory Committee and the conditions as set out within the draft Development Permit.



Jacqueline Morgan, CMC
Manager of Legislative Services/
Corporate Officer

AGENDA ITEM NO: 13.4

MEETING DATE: May 7, 2024

STAFF REPORT - COVER SHEET

SUBJECT: Application Reports Date: April 30, 2024

DEPARTMENT: Legislative Services Prepared by: Jacqueline Morgan

1. SUMMARY OF ISSUE:

Development Variance Permit DVP01413, which proposes to vary standards of the Zoning Bylaw, has been to a Public Information Meeting and is now presented for Council's consideration.

As the property is within Development Permit Area No. 6 (Infill Development), a Development Permit for form and character is required.

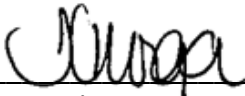
Council may choose to:

- (1) Approve the permits as presented;
- (2) Approve the permits, with amendments;
- (3) Deny the application; or,
- (4) Refer the application back to staff.

2. RECOMMENDATION:

That, subject to public representation, Council approve the issuance of Development Variance Permit DVP01413 with respect to property located at 9284 Hazel Street, subject to the recommendations as stipulated within the draft Development Variance Permit.

That Council approve the issuance of Development Permit DP001801, with respect to property located at 9284 Hazel Street, subject to the recommendations of the Design Review Advisory Committee and the conditions as set out within the draft Development Permit.



Jacqueline Morgan, CMC
Manager of Legislative Services/
Corporate Officer