

Coquitlam

For Council

May 27, 2021

Our File: 16-8690-20/CWPR/3

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To: City Manager

From: General Manager Engineering and Public Works

**Subject: City-Wide Parking Review Phase 2 – Commercial and Office Parking Requirements, Off-Street Bicycle Parking, Transportation Demand Management, Payment-in-Lieu, and Shared Parking Requirements in the Evergreen Line Core and Shoulder Station Areas
Zoning Text Amendment Bylaw No. 5111, 5112, 5114, and 5115, 2021, Citywide Official Community Plan Amendment Bylaw No. 5113, 2021**

For: **Council**

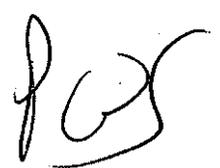
Recommendation:

That Council:

1. Give first reading to City of Coquitlam Citywide Official Community Plan Amendment Bylaw No. 5113, 2021;
2. In accordance with the Local Government Act, consider Bylaw No. 5113, 2021, in conjunction with City of Coquitlam 2021 Five Year Financial Plan Bylaw No. 5086, 2020 and the Regional Solid Waste Management Plan;
3. Give first reading to *City of Coquitlam Zoning Amendment Bylaw No. 5111, 2021*;
4. Give first reading to *City of Coquitlam Zoning Amendment Bylaw No. 5112, 2021*;
5. Give first reading to *City of Coquitlam Zoning Amendment Bylaw No. 5114, 2021*;
6. Give first reading to *City of Coquitlam Zoning Amendment Bylaw No. 5115, 2021*; and,
7. Refer *Bylaw Nos. 5011, 2021, 5112, 2021, 5113, 2021, 5114, 2021, and 5115, 2021* to a Public Hearing.

Report Purpose:

To present a series of recommended development regulatory improvements for Council's consideration that will "right size" parking requirements while providing opportunities for developers in Transit-Oriented Development (TOD) areas to encourage active transportation and reduce the traffic impact and parking needs of their sites.



1. *Bylaw No. 5113*: A text amendment to the Citywide Office Community Plan – Development Permit Guidelines to include bicycle design guidelines;
2. *Bylaw No. 5111*: A text amendment to the Zoning Bylaw to amend the commercial and office off-street parking requirements;
3. *Bylaw No. 5112*: A text amendment to the Zoning Bylaw to amend the off-street bicycle parking requirements;
4. *Bylaw No. 5114*: A text amendment to the Zoning Bylaw to amend the TDM and PIL requirements in the Evergreen Line Core and Shoulder areas; and,
5. *Bylaw No. 5115*: A text amendment to the Zoning Bylaw to adopt shared parking requirements in the Evergreen Line Core and Shoulder areas.

Strategic Goal:

This report responds to all five of the City's strategic goals for safe and complete neighbourhoods; local economy and local job; healthy community and active citizens; sustainable services, environment, and infrastructure; and excellence in City governance, and is identified as a Priority A initiative in the City's 2020 Business Plan.

Executive Summary:

This report outlines the key components to manage development-related parking in Transit-Oriented Development (TOD) areas. With recognized rapid transit investments, a goal to increase active transportation, and on-going mixed use development, it is important that our future requirements reflect new parking trends that will help manage parking supply effectively. The recommended Bylaw Amendments will adjust the off-street parking requirements for commercial and office developments around the Evergreen Line Core and Shoulder areas; update requirements for off-street bicycle parking; require mandatory transportation demand management; increase off-street parking reduction through payment in-lieu, and introduce the provision for shared parking in mixed-use developments.

Staff are recommending Council give first reading to Zoning Bylaw Amendments No. 5011, 5012, 5014, 5015, 2021 and Citywide Official Community Plan Bylaw No. 5013, 2021.

Background:

To support the economic vitality and on-going growth in the City, an effective parking management strategy is essential to help influence travel behavior and encourage sustainable transportation. The City-Wide Parking Review was initiated in 2020 for the purpose of achieving the City's goals while supporting the provision of new developments in the community and economic vitality. The review includes five phases:

- Phase 1 - Review of on-site residential, parking requirements in the Transit-Oriented Development (TOD) areas (*this phase has been completed*);
- Phase 2 – Review of on-site commercial and office parking requirements; off-street bike parking requirements; Transportation Demand Management (TDM) and Payment in Lieu (PIL) Programs; and shared parking in TOD areas (subject of this report);
- Phase 3 - Review of on-street curb space management in TOD areas (in progress, planned for completion in T3 2021);
- Phase 4 – Review of on-site residential and commercial parking requirements for the rest of the city (planned for T1 2022); and
- Phase 5 – Review of on-street and City-owned public parking facilities management in TOD areas (planned for T3 2022).

The focus of this report is on the Phase 2 recommendations – commercial and office parking requirements, off-street bicycle parking, TDM and PIL programs, and shared parking in mixed-use developments.

Discussion/Analysis:

This report has been brought forward based on Council support for a series of Phase 2 recommended actions, as presented to Council at the October 19, 2020 and January 11, 2021 Council-in-Committee meetings.

At these meetings Council provided feedback/questions and staff responses are summarized below.

1. *Describe the upcoming trends that will influence changes in parking demands and outline the City's challenges and opportunities for ensuring the economic vitality of existing and future businesses.*

Staff Response: The City's current mode share and associated demand for parking is a reflection of its historic development patterns and the low cost of fuel, conditions which led to private vehicles being the primary mode of travel. As we look ahead to the future, there are competing trends putting upward and downward pressure on auto use, as described in the following bullets. Overall, we expect the landscape to continue to shift in to the future, with advancements like automated vehicles. The key for the City to ensure the economic vitality of Coquitlam businesses will be to retain flexibility and continue to adjust our regulations as the city and trends evolve.

- The City's population is slated to grow by approximately 80,000 by 2041. Half of that growth is expected to be in transit-oriented development (TOD) areas, which are more supportive of walking, cycling and transit trips.
- Under the status quo, the growing population will result in more traffic congestion and competition for limited curb space. In dense urban areas, the City will need to manage curb space for other uses beyond on-street parking (e.g., passenger pick-up and drop-off, food/package deliveries, etc.)
- There will be continued rise in gasoline fuel costs and advances in electric vehicle (EV) technology. EV's have lower operating costs and are seen as environmentally friendly; thus, the increasing adoption of EV's could result in an increase in auto use. This could give rise to more traffic congestion as well as increase the demand for parking and EV charging infrastructure in commercial areas.
- Car ownership in relationship with the younger generation has been slowly changing. TransLink's 2017 Regional Trip Diary Survey revealed that driving is less popular amongst young people, as evidenced by the 40% auto mode share for those age 19 to 24. Research concludes that younger people are influenced by economics and technology and are more likely to move to urban areas and TOD neighbourhoods where travel can be made through alternative modes including walking, biking, public transit, carsharing, ride sharing, etc.
- The provision of additional active transportation infrastructure and the introduction of private and shared micromobility modes, such as e-bikes and e-scooters, is expected to contribute to more sustainable mode shift.

The City will need to proactively plan for these changes, and to ensure the economic vitality of existing and future businesses, a multi-pronged

approach will be required. This will be further explored as part of the upcoming Strategic Transportation Plan update, and would consider strategies such as:

- A. Develop community-wide transportation demand management (TDM) measures that encourage residents to walk, bike, use transit, share rides (carpool) or share vehicles (car share) to reduce the number of single occupant vehicles (SOVs) on the road. This may include:
 - a. Completing more of our walking and bicycle network, and providing convenient and secure bike parking.
 - b. A targeted education and promotional campaign for “Bike to Shop” (similar to “Bike to Work Week”) that shifts the paradigm of businesses focusing on having a parking spot directly in front of their store.
 - c. Planning future infrastructure to accommodate new travel modes including e-bikes and e-scooters, and expansion of the carshare program to meet future demand.
- B. Implement active parking management and monitor trends in supply/demand including pricing that recognizes the value of parking turnover, critical to success of businesses.
- C. Leverage funds collected through future development via the parking payment-in-lieu (PIL) program to build publically accessible parking spaces that can be used by a much broader number of people compared to private stalls.
- D. Focus high density, mixed-use development in transit oriented areas. The TOD areas will be characterized by finer-grained street networks that improve safety, accessibility and comfort for pedestrians and cyclists; better disperse traffic; and create more curb space. The City will concurrently advocate and plan for improved transit service, particular frequent transit which will help reduce the need for residents to drive into the TOD areas.
- E. Establish mobility hubs within the immediate vicinity (100m) of SkyTrain stations to seamlessly facilitate transfers between multiple transportation modes to improve first-to-last kilometre connectivity.

Changes will need to be implemented incrementally. Moving forward, staff will continue to actively monitor new trends and adapt to new technologies as we continue to forecast the future modes of travel.

2. *The impact of allowing for shared parking on sites.*

Staff Response: Shared parking is a well-proven parking management strategy and widely accepted concept that can be implemented to reduce overall peak parking demands in mixed-used developments. Parking spaces that are shared in a parking pool must not be reserved except those marked as small car or electric vehicle charging spaces. If parking spaces are reserved for individuals, e.g. accessible parking stalls, then those spaces would not be counted in the shared parking supply. Staff will work with developers to ensure the future shared parking pool meets the off-street parking demand. To ensure that the shared parking arrangement is preserved on-site, a restrictive covenant will be registered on title.

3. *The impact for having mandatory TDM in the Evergreen Line Core and Shoulder areas particularly in non-market housing projects.*

Staff Response: To support our overarching City-wide goals for sustainable transportation and livability, a multi-faceted transportation plan that supports mobility needs, encourages use of active modes, and reduces dependence on vehicle travel is important. Staff's recommendation for mandatory TDM would complement our overall strategic transportation plan and support the parking reduction adopted in Phase 1 for residential developments and proposed parking reduction in Phase 2 for commercial and office and shared parking.

TDM encourages the use of alternative modes through financial incentives for future residents to travel by bicycle, transit and/or carshare. Based on key findings in the Metro Vancouver Housing and Transportation Cost Burden Study, transportation and housing costs are two key factors that impact affordability in this region, especially non-market housing. For all housing options, a proposed mandatory TDM will encourage new residents to try alternate modes before choosing an auto, with a potential to significantly reduce their travel costs and help with the growing issue of regional affordability.

Although residents of non-market housing generally have a lower car usage, the mandatory TDM would support exploring travel opportunities in the neighbourhood and attract new sustainable transportation users. In 2017, TOD sustainable mode share in TOD areas ranged between 12-45% depending on the neighbourhood. As such, more work is needed to increase

this share to over 50%, and mandatory TDM is an important tool for both market and non-market housing.

4. *Provide clarification of the Payment in-lieu (PIL) program and the funds.*

Staff Response: The PIL program permits further parking requirement reductions in the Evergreen Line Core and Shoulder area in exchange for a payment to compensate for the reduced off-street parking spaces.

To be successful, the approach for parking stall valuation must be attractive for developers and at the same time be able to generate the necessary revenue to help support future City infrastructure. Staff's recommended PIL value of between \$20,000 and \$35,000 per vehicle stall was determined based on the distance from the SkyTrain station, risk of on-street parking impacts by not providing an off-street parking stall within the neighbourhood, and expected willingness of future occupants in the TOD area to use an active mode.

Funds collected from this program are placed in two statutory reserves, including the Parking Cash-in-Lieu Reserve and Multi-Modal Infrastructure Reserve and then used to fund City projects that would include adding or enhancing on and off-street public parking, adding or enhancing public bicycle parking facilities, completing sidewalks and bikeways, streetscape enhancements that encourage active transportation and improving intersection safety for pedestrians and cyclists within the TOD areas. Allocation of funding from these Reserves will take place as part of the annual capital planning process and updates on future projects funded through the PIL program will be provided to Council either during the annual budget process or through staff reports, as required. Staff will also communicate annually to UDI regarding the use of the funds toward future projects.

5. *Provide details of the bike design guidelines*

Staff Response: The proposed OCP Bylaw amendment for off-street bicycle parking includes a reference to a Bicycle Design Guidelines that will look at the key principles for design, construction and management of off-street bicycle parking facilities. The overview of the Guidelines content is included in Attachment 2. The goal of the guidelines is to improve the safety,

convenience and quality of bicycle parking that is secured through the development approval process.

Staff Recommendation

Considering Council feedback, the Zoning Bylaw and OCP amendments and Policy and Procedure for the Phase 2 have been prepared for Council's consideration and are included in Attachments 1 to 6. The summary of proposed changes is provided below.

Proposed Citywide OCP Bylaw Amendment No. 5113 – Off-Street Bicycle Parking

The amendments to the Zoning Bylaw No. 5113 (Attachment 1) include:

- Update Development Permit guidelines to specify the off-street bicycle spaces location and design to ensure its functionality.
- Create Bicycle Parking Design Guidelines as a reference in the Development Permit guidelines. An overview of the guidelines is provided in Attachment 2. The guidelines will be completed prior to adoption of the Bylaw.

Proposed Zoning Bylaw Amendment No. 5111 – Commercial and Office Use Parking Spaces

The amendments to the Zoning Bylaw No. 5111 (Attachment 3) include:

- Update the minimum number of off-street parking spaces required for commercial and office uses in the C-7 zone or a CD zone located within Schedule O.

Proposed Zoning Bylaw Amendment No. 5112 – Off-Street Bicycle Parking

The amendments to the Zoning Bylaw No. 5112 (Attachment 4) include:

- Update the minimum number of off-street long-term bicycle spaces required for commercial and office uses.
- Require off-street short-term bicycle spaces at all building entrances.
- Update off-street bicycle parking minimum design standards to address accessibility, security, safety, and location.
- Require all non-residential buildings to provide End-of-Trip facilities.
- Require all buildings to provide Bicycle Maintenance facilities.

Proposed Zoning Bylaw Amendment No. 5114 – Off-Street Parking Management in the Evergreen Line Stations Core and Shoulder Areas

The amendments to the Zoning Bylaw No. 5114 (Attachment 5) include:

- Require mandatory TDM measures for all required residential, commercial and office uses to encourage the use of alternative transportation modes.

Details regarding the type of measures for a site will be provided in the TDM guidelines.

- Provision of TDM travel information packages for all residential, commercial, and office use to support the community use of other modes of transportation. Further details will be provided in the TDM Guidelines.
- Require directional signage to on-site parking for residential, commercial and office visitors.
- Update PIL program including parking reduction requirements and the payment of each off-street parking space not provided in the development.
- Update Schedule 'O' Map 2 to illustrate both the core and shoulder boundary in the Burquitlam-Lougheed Neighbourhood. This reflects the updated PIL program where parking reduction and payment varies between the core and shoulder.

Proposed Zoning Bylaw Amendment No. 5115 – Shared Parking for the Evergreen Line Core and Shoulder Areas

The amendments to the Zoning Bylaw No. 5115 (Attachment 6) include:

- Introduce shared parking option for two or more land uses, which may reduce peak parking supply requirements.
- Permit shared parking between the following land uses: residential visitor, commercial, office, assembly, and civic.
- Restrict designated or reserved parking spaces as part of the shared parking pool for all users.
- Require a shared parking strategy to demonstrate the operation and management on-site.
- Allow a maximum of 25% of its individually required parking spaces to be shared.
- Require a restrictive covenant registered on title specifying the shared parking arrangement on-site.

Draft Policy and Procedure

The proposed TDM Collection Procedure (Attachment 7), is provided in advance for information. This document is intended to provide clarity and consistency in administration of the TDM program by providing a framework for determining and receiving financial contributions under a mandatory TDM measures and monitoring program for all residential, commercial and office use in the TOD core and shoulder areas. This document will be put forward for adoption should Council choose to approve the proposed Bylaw No. 5114 to amend the TDM and PIL requirements in the Evergreen Line Core and Shoulder areas.

Stakeholder Consultation

Staff consulted with Urban Development Institute (UDI) and the Tri-Cities Chamber of Commerce regarding Phase 2. Through the consultations, the study details and recommendations were presented to the various stakeholder's representatives. Feedback received and staff responses are provided below.

Commercial and Office Use Parking Spaces: The proposed parking requirement is in line with the TOD areas in other Metro Vancouver jurisdictions that are within high transit facilities. UDI supports the new parking standards, as it provides a balance between supply and demand but urges staff to continue to monitor parking patterns and adjust the requirement to support on-going developments.

Off-Street Bicycle Parking: UDI is supportive of staff's recommendations, as it will encourage active transportation through bicycle usage. The group also expressed interest to continue to work with staff on design details required in future developments.

TDM Program: UDI is supportive of contribution to the TDM monitoring program and suggest increasing the funds towards this portion of the program. Due to the lack of regional data, UDI expressed concerns over staff's recommendation for mandatory TDM within the TOD areas and whether the proposed program will be able to shift the mode to non-auto as suggested by staff. They are concerned that this would not result in a significant mode shift while posing additional burden to the housing costs.

Staff agrees that there is limited data; however, TDM programs are recognized as an important tool to encourage non-SOV users. Several North American cities that have a comprehensive TDM program have shown a reduction in vehicle trips while improving livability. The importance of TDM is well recognized across our region; TransLink is currently preparing a TDM for Development program to support developers and municipalities across the region. The program will include a guideline that will evaluate TDM measures to provide greater certainty about their impacts in developments across the region and also a strategy toolkit that will take in consideration the implementation process for TDM measures. The program recognizes importance of monitoring to provide insight on what is or isn't working so the TDM program can be revised to better align with goals and targets. Our recommended mandatory TDM along with TDM monitoring is aligned with the

regional program direction and would support our City's initiative to increase active transportation.

PIL Program: UDI agrees with the proposed PIL program recommendations however request that staff review the financial impact of the PIL rate to future non-market rental projects. The group expressed concerns that the increased cost may lead to few rental type units built within the TOD areas. Their comments have been considered and staff's recommendation for the value of a parking stall is considered appropriate as there would be a risk for not providing the required off-street parking stall that would be accommodated through new off-street parking spaces or non-auto infrastructures within the neighbourhood. Staff will continue monitoring the program and adjust as needed. As committed during Phase 1, staff also plan to revisit the parking requirements for below market/non-market rental apartments following Phase 4 of the City-Wide Parking Review. This is due to limited data available during the earlier assessment as a result of the pandemic. Potential findings can lead to further adjustment to the current parking Bylaw requirement.

Shared Parking: UDI supports the parking reductions through shared parking, as it encourages mixed-use projects within the TOD areas. However, the group suggest staff consider providing flexibility for mixed-use projects that demonstrates shared parking reduction above the 25% limit. Staff believe the approach taken by the 25% cap is a positive and progressive change in the Bylaw that will ensure future parking supply is balanced with demand in new developments around the TOD areas. Staff will continue to monitor future parking demand and explore adjustments to the limit as and when appropriate.

Financial Implications:

Currently, there is \$189,000 of funding available in the TDM Monitoring operating reserve; \$680,000 in the Parking Cash-In-Lieu statutory reserve and \$170,000 in the Multi-Modal Transportation Infrastructure statutory reserve which may be used to fund infrastructure improvements as identified earlier in this report. To increase transparency on how funds are used, approval for use of funds will be provided to Council either during the annual budget process or through staff reports, as required.

Additional staff time may be required for TDM monitoring, processing applications that involves shared parking and overall program management. This is expected to be slightly offset with the reduced staff time for reviewing TDM Plans. Considering potential changes to the city-wide TDM Program

through the STP update that would result in targeted education and promotional campaigns encouraging the use of active transportation, a dedicated staff person may be required in the future. This will be monitored and any additional staff resources would be identified in future budget years.

The City-Wide Parking Review is funded through Transportation's five-year capital plan. The objective of the proposed revisions to the TDM, parking in lieu and multi-modal infrastructure programs is to maintain self-funded and effective programs.

Conclusion:

A parking management strategy is a key element in supporting future transit-oriented development neighbourhoods. Implementation of parking management tools will contribute to smart growth while meeting the City's goals of sustainability and economic vitality. The proposed reduction in parking requirements for commercial and office land use and overall parking reduction through the shared parking, parking in lieu and multi-modal infrastructure programs will help manage vehicle usage and reduce overall facility cost and impact to the environment. The proposed TDM program and bike parking requirements will encourage active transportation choices, which frees up road space for those that must drive, thereby helping manage congestion and supporting our City-wide mode share target. In summary, the recommendations will address parking demand and supply in a more efficient and economical way that will create more livable communities.


Jaime Boan, P.Eng.

Attachments:

1. Citywide Office Community Plan Amendment Bylaw No. 5113 (Doc #3995442)
2. City of Coquitlam Bicycle Design Guidelines Overview (DOC #4033945)
3. Zoning Bylaw Amendment Bylaw No. 5111 (Doc #3995420)
4. Zoning Bylaw Amendment Bylaw No. 5112 (Doc #3995429)
5. Zoning Bylaw Amendment Bylaw No. 5114 (Doc #3995451)
6. Zoning Bylaw Amendment Bylaw No. 5115 (Doc #3995465)
7. DRAFT Transportation Demand Management Collection and Procedure – Policy and Procedure (DOC #4008293)

Links:

- City-Wide Parking Review - <https://www.coquitlam.ca/1037/City-Wide-Parking-Review>
- City-Wide Parking Review – Phase 2A Commercial and Office Parking Requirements and Shared Parking in the Evergreen Line Core and Shoulder Station Areas – Update, presented to Council-in-Committee on October 19, 2020 https://coquitlam.ca.granicus.com/MetaViewer.php?view_id=2&clip_id=1697&meta_id=38723
- City-wide Parking Review - Phase 2B (TDM Payment in Lieu), presented to Council-in-Committee on January 11, 2021 https://coquitlam.ca.granicus.com/MetaViewer.php?view_id=2&clip_id=1743&meta_id=40897

This report was prepared by Kathy Ho, Transportation Policy Engineer and reviewed by Dragana Mitic, Manager Transportation and Andrew Merrill, Director Development Services.

BYLAW NO. 5113, 2021

A Bylaw to amend the "City of Coquitlam
Citywide Official Community Plan
Bylaw No. 3479, 2001"

WHEREAS certain changes are necessary for the clarification and effective and efficient operation of Bylaw No. 3479, 2001, in accordance with the *Local Government Act*, R.S.B.C., 2015, c. 1;

NOW THEREFORE, the Council of the City of Coquitlam, in open meeting lawfully assembled, ENACTS AS FOLLOWS:

1. Name of Bylaw

This Bylaw may be cited for all purposes as the "Citywide Official Community Plan Amendment Bylaw No. 5113, 2021."

2. Amendment to City of Coquitlam Citywide Official Community Plan Bylaw No. 3479, 2001

City of Coquitlam Citywide Official Community Plan Bylaw No. 3479, 2001, is amended as follows:

2.1 PART 4, Urban Design + Development Permit Areas, Subsection 2.7 is amended by adding a new Subsection 2.7.3 as follows:

2.7.3 Off-Street Bicycle Parking

a) Location and Design

- i) The location and design of off-street bicycling parking shall be guided by the ***Bicycle Parking Design Guidelines***. [Reference doc: Coquitlam Bicycle Design Guidelines]
- ii) In areas where off-street bicycle parking is required in new developments, it shall be provided on private property either enclosed or visible to public view. Bicycle parking shall be located in convenient locations and shall not conflict with other transportation modes including motor vehicles and pedestrians.
- iii) Future bicycle parking design shall be functional and accessible for a wide range of bicycle types and shall meet the demand of people of all ages and abilities.

- iv) Bicycle parking shall be monitored and located in well-lit and highly visible locations and should be built to discourage theft and vandalism.

3. Severability

If any section, subsection, clause or phrase of this Bylaw is, for any reason, held to be invalid by a court of competent jurisdiction, it will be deemed to be severed and the remainder of the Bylaw will remain valid and enforceable in accordance with its terms.

Readings

READ A FIRST TIME (_ of 9 votes in the affirmative) this [day] day of [month] , [year] .

CONSIDERED AT PUBLIC HEARING [day] day of [month] , [year] .

READ A SECOND TIME (_ of 9 votes in the affirmative) this [day] day of [month] , [year] .

READ A THIRD TIME (_ of 9 votes in the affirmative) this [day] day of [month] , [year] .

GIVEN FOURTH AND FINAL READING (_ of 9 votes in the affirmative) and the Seal of the Corporation affixed this [day] day of [month] , [year] .

_____ MAYOR

_____ CLERK

2021 City of Coquitlam Bicycle Design Guidelines Overview

Introduction

The development of a sustainable and healthy Coquitlam is part of the City's overall commitment to encourage less auto dependency and further advance opportunities with alternative modes of transportation. In keeping with the vision, goals and objectives in the Strategic Transportation Plan (STP), quality bicycle infrastructure accommodated through new development will enhance the livability of our community of neighbourhoods. Safe, convenient and secure bicycle parking is key to encouraging cycling as an alternative mode of transportation which is critical for the City to achieve the long-term goal for mode share. These guidelines and other City policies are intended to increase active transportation that leads to health, environmental, and economic benefits.

Background

An important consideration when planning and designing bicycle facilities is to ensure the infrastructure is integrated, accessible, convenient, safe and secure. Supporting these amenities will be desirable in ensuring that cycling is a viable option for travel. The Guidelines for Bicycle Parking Design are intended to improve the quality of bicycle parking within new developments. These guidelines are based on literature research of best practices and provide comprehensive recommendations to support the design, construction, and management of new bicycle parking facilities.

Guideline Sections

The Guidelines for Bicycle Parking Design will include the following sections:

Section 1 – Introduction and Background

Section 2 - Evolving Bicycle Travel will review the various types of bicycles including Electric bikes (e-bikes); Long-tail bicycles; Cargo bicycles; and Tag-a-long bicycles.

Section 3 - Bicycle Parking Design Principles will review the two types of bicycle parking – short-term and long-term, and provide guiding principles that will influence how bicycle parking is designed including accessibility, functionality, convenience, visibility, safety and security.

Section 4 - Short-Term Bicycle Parking also known as 'Visitor' Bicycle parking is intended to be used from a few minutes up to a couple of hours. The guidelines will include short-term bicycle rack type options and recommendations for design options that meet standard performance measures such as supportive, lockable, intuitive and secure.

Section 5- Long-Term Bicycle Parking is generally intended for the cyclist to stop at a destination for two to four hours or longer. The guidelines will review the types of long-term bicycle storage including lockers, bicycle room including automated bicycle parking and will provide options for bicycle racks and recommendations for location, access, security, and management.

Section 6 - Complementary Facilities are amenities that will support both short and long-term bicycle parking by encouraging use and making it convenient to cycle. This section will provide recommendations on best practices for end-of-trip and bicycle maintenance facilities, including location and amenities to support the use of bicycle.

2021 City of Coquitlam Bicycle Design Guidelines Overview

Section 7 - Electrical Bicycle (E-Bikes) is a transportation mode that is growing in our community and worldwide. This section will recommend opportunities to adopt charging for bicycles on-site as part of the bicycle parking in new developments.

Section 8 - Emerging Technology for bicycle parking including automated systems that strive to maximize land use while encouraging efficiency and sustainability. This section will review the economic benefits of an automated bicycle parking facility and highlight key design features when considering such systems in new developments.

The new Bicycle Design Guidelines is a working document and will be updated as technology changes. Future updates will also include public bicycle parking within the public realm as a separate structure within these guidelines. Effective integration of active transportation with other modes of transportation facilities will be key to providing an attractive alternative to motor vehicle travel.

BYLAW NO. 5111, 2021

A Bylaw to amend the “City of Coquitlam
Zoning Bylaw No. 3000, 1996”

WHEREAS certain changes are necessary for the clarification and effective and efficient operation of Bylaw No. 3000, 1996, in accordance with the *Local Government Act*, R.S.B.C., 2015, c. 1;

NOW THEREFORE, the Council of the City of Coquitlam, in open meeting lawfully assembled, ENACTS AS FOLLOWS:

1. Name of Bylaw

This Bylaw may be cited for all purposes as the “Zoning Amendment Bylaw No. 5111, 2021.”

2. Amendment to City of Coquitlam Zoning Bylaw No. 3000, 1996

City of Coquitlam Zoning Bylaw No. 3000, 1996 is amended as follows:

2.1 PART 7 OFF-STREET PARKING AND LOADING is amended by deleting Subsection 706(2)(f) in its entirety and replacing it with the following:

<i>Commercial and Civic uses permitted in the C-7 zone or a CD zone located within Schedule O (excludes: park use)</i>	1 space per 55 m ² of gross floor area
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3. Severability

If any section, subsection, clause or phrase of this Bylaw is, for any reason, held to be invalid by a court of competent jurisdiction, it will be deemed to be severed and the remainder of the Bylaw will remain valid and enforceable in accordance with its terms.

Readings

READ A FIRST TIME this [day] day of [month], [year].

CONSIDERED AT PUBLIC HEARING [day] day of [month], [year].

READ A SECOND TIME this [day] day of [month], [year].

READ A THIRD TIME this [day] day of [month], [year].

GIVEN FOURTH AND FINAL READING and the Seal of the Corporation affixed this

[day] day of [month], [year].

ATTACHMENT 3

BYLAW NO. 5111, 2021 Page 2

_____ MAYOR

_____ CLERK

BYLAW NO. 5112, 2021

A Bylaw to amend the “City of Coquitlam
 Zoning Bylaw No. 3000, 1996”

WHEREAS certain changes are necessary for the clarification and effective and efficient operation of Bylaw No. 3000, 1996, in accordance with the *Local Government Act*, R.S.B.C., 2015, c. 1;

NOW THEREFORE, the Council of the City of Coquitlam, in open meeting lawfully assembled, ENACTS AS FOLLOWS:

1. Name of Bylaw

This Bylaw may be cited for all purposes as the “Zoning Amendment Bylaw No. 5112, 2021.”

2. Amendment to City of Coquitlam Zoning Bylaw No. 3000, 1996

City of Coquitlam Zoning Bylaw No. 3000, 1996 is amended as follows:

2.1 PART 7 OFF-STREET PARKING AND LOADING is amended by deleting Section **711 Off-Street Bicycle Parking** in its entirety and replacing it with the following:

711 Off-Street Bicycle Parking

Off-street bicycle parking spaces shall be provided as set out in this Section.

When the number of required spaces results in a fractional space, any fraction of 0.50 or less may be rounded down to the nearest whole number, and any fraction greater than 0.50 shall be rounded up to the nearest whole number.

Wherever spaces for *bicycle parking, short-term*, are required such spaces must be located at pedestrian entrances at grade.

<i>Use</i>	Minimum number of spaces required for <i>Bicycle Parking, Long-Term</i>	Minimum number of spaces required for <i>Bicycle Parking, Short-Term</i>
<i>Apartment; Townhouse</i>	1.25 spaces per <i>dwelling unit</i>	6 spaces for each <i>building</i> entrance <i>Exception: townhouse buildings without concealed parking are required to have 6 spaces</i>

		located at a <i>common amenity area</i>
<i>Congregate Housing and Care; Community Care Use</i>	0.05 space per unit of: <i>Licensed Residential Care; Assisted Living, Registered; or Supportive Housing</i>	6 spaces for each <i>building</i> entrance
<i>Commercial; Office</i>	4 spaces plus 0.1 space per 100 m ² of <i>gross floor area</i>	6 spaces for each <i>building</i> entrance
<i>Tourist Accommodation</i>	1 space for every 30 <i>sleeping units or dwelling units</i>	6 spaces for each <i>building</i> entrance
<i>Industrial</i>		3 spaces for each <i>building</i> entrance for any <i>building</i> with 1000 m ² or more of <i>gross floor area</i>
Institutional		6 spaces for each <i>building</i> entrance for any <i>building</i> with 1000 m ² or more of <i>gross floor area</i>
<i>Public School; Private School</i>		1 space for every 20 students of school capacity
<i>Assembly</i>		6 spaces for each <i>building</i> entrance for any <i>building</i> with 1000 m ² or more of <i>gross floor area</i>
<i>Civic</i>		6 spaces for each <i>building</i> entrance for any <i>building</i> with 1000 m ² or more of <i>gross floor area</i>

2.2 PART 7 OFF-STREET PARKING AND LOADING is amended by deleting Section **712 Off-Street Bicycle Parking Minimum Design Standards** in its entirety and replacing it with the following:

712 Off-Street Bicycle Parking Minimum Design Standards

(1) Long-Term Bicycle Parking

Spaces for *bicycle parking, long term* must:

- (a) be located in a private parking area, parking garage, or bicycle room;

- (b) be independently accessible and all doors en route to *bicycle parking, long-term* shall be fitted with automatic door openers;
- (c) be provided in a secure bicycle storage area which contains bicycle racks, or must be provided in the form of a bicycle locker and is accessible only to residents or employees of the *building*;
- (d) be located no lower than the first complete parking level below grade unless as approved by the *General Manager Engineering and Public Works*;
- (e) have access routes that:
 - a. have wheel ramps, as required, and not stairs; and
 - b. provide a minimum clear width of 2.0 metres; and
- (f) be equipped with electrical outlets.

(2) Short-term Bicycle Parking

Spaces for *bicycle parking, short-term*, must:

- (a) be visible and provided at grade within 15 metres of each *building* entrance(s);
- (a) have access routes that provide a minimum clear width of 2.0 metres; and
- (b) be provided in racks, permanently anchored to the ground or a permanent structure;
- (c) be well-lit; and
- (d) be weather protected.

(3) End of Trip Facilities

- (a) Where *bicycle parking, long-term* is required for non-residential *buildings* minimum two on-site amenity rooms are required and shall include as a minimum the following features: shower, changing room, water closet, wash basin, mirror, and electrical outlet.
- (b) Personal storage lockers shall be provided within close proximity to the on-site amenity rooms in non-residential buildings. The number of personal

lockers shall equal the number of *bicycle parking, long-term* spaces on the site.

(4) Bicycle Maintenance Facilities

- (a) Where bicycle parking is required on-site, bicycle maintenance areas shall be provided for each building and shall include as a minimum the following: work space and desk, repair stand, wash station, and bicycle tire air pump.

3. Severability

If any section, subsection, clause or phrase of this Bylaw is, for any reason, held to be invalid by a court of competent jurisdiction, it will be deemed to be severed and the remainder of the Bylaw will remain valid and enforceable in accordance with its terms.

Readings

READ A FIRST TIME this [day] day of [month] , [year] .

CONSIDERED AT PUBLIC HEARING [day] day of [month] , [year] .

READ A SECOND TIME this [day] day of [month] , [year] .

READ A THIRD TIME this [day] day of [month] , [year] .

GIVEN FOURTH AND FINAL READING and the Seal of the Corporation affixed this [day] day of [month] , [year] .

_____ MAYOR

_____ CLERK

BYLAW NO. 5114, 2021

A Bylaw to amend the “City of Coquitlam
Zoning Bylaw No. 3000, 1996”

WHEREAS certain changes are necessary for the clarification and effective and efficient operation of Bylaw No. 3000, 1996, in accordance with the *Local Government Act*, R.S.B.C., 2015, c. 1;

NOW THEREFORE, the Council of the City of Coquitlam, in open meeting lawfully assembled, ENACTS AS FOLLOWS:

1. Name of Bylaw

This Bylaw may be cited for all purposes as the “Zoning Amendment Bylaw No. 5114, 2021.”

2. Amendment to City of Coquitlam Zoning Bylaw No. 3000, 1996

City of Coquitlam Zoning Bylaw No. 3000, 1996 is amended as follows:

- 2.1 Part 7 OFF-STREET PARKING AND LOADING is amended by deleting Section **713 Off-Street Parking Reductions for the Evergreen Line Core and Shoulder Station Areas** in its entirety and replacing it with the following:

713 Off-Street Parking Management for the Evergreen Line Core and Shoulder Station Areas

An owner of a lot located within the Evergreen Line Core and Shoulder Station Areas, as identified in Schedule “O” of this Bylaw, who applies for a building permit to construct or add additional *gross floor area* to a *building or structure* for an *apartment, townhouse, commercial, or office use* which requires *off-street parking spaces* under Section 706 will be required to provide *transportation demand management* measures and may opt to reduce the number of required *off-street parking spaces* through payment in-lieu of parking, subject to the following:

- (1) *Transportation demand management* measures must be approved by the *General Manager Engineering and Public Works*, and must include:
 - (a) Contribution to the *transportation demand management* monitoring fund for *apartment, townhouse, commercial or office uses*;
 - (b) Provision of *transportation demand management* travel information packages to the occupants of all *apartment or townhouse dwelling units* and *commercial* units, including *office* and retail units; and

- (c) Provision of directional signage to on-site *parking spaces* for *residential* and *commercial* visitors, including office visitors; and
- (2) Payment in-lieu of parking for parking reductions for a *lot* located in the Evergreen Line Core and Shoulder Station Areas, as identified in Schedule “O” is permitted as follows:

Allowable Off-Street Parking Reduction	Payment for each Off-Street Parking Space - Evergreen Line Core Area	Payment for each Parking Space - Evergreen Line Shoulder Area
Up to 5%	\$20,000	\$25,000
Next 5% up to 10%	\$30,000	\$35,000
Next 5% up to 15%	\$35,000	Not Permitted

2.2 by replacing Map 2 of Schedule “O” with Map 2 as attached as Schedule “1” of this bylaw.

3. Severability

If any section, subsection, clause or phrase of this Bylaw is, for any reason, held to be invalid by a court of competent jurisdiction, it will be deemed to be severed and the remainder of the Bylaw will remain valid and enforceable in accordance with its terms.

4. Schedule

The following schedule is attached to, and forms part of, this Bylaw:

1. “Schedule “1” to Bylaw No. 5114, 2021”

Readings

READ A FIRST TIME this [day] day of [month] , [year] .

CONSIDERED AT PUBLIC HEARING [day] day of [month] , [year] .

READ A SECOND TIME this [day] day of [month] ; [year] .

READ A THIRD TIME this [day] day of [month] , [year] .

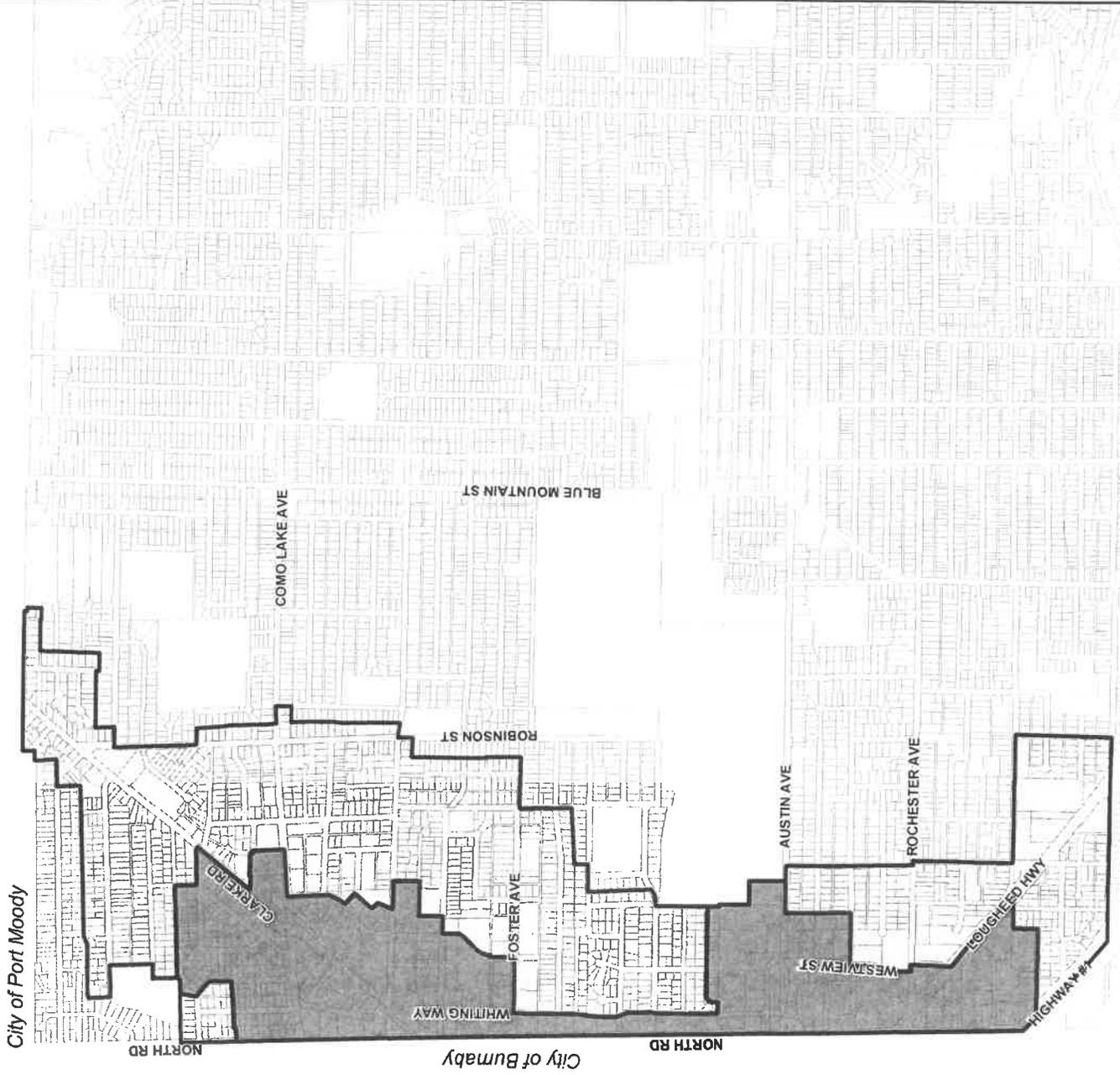
GIVEN FOURTH AND FINAL READING and the Seal of the Corporation affixed this

[day] day of [month] , [year] .

_____ MAYOR

_____ CLERK

SCHEDULE 1 TO BYLAW NO. 5114, 2021



LEGEND

- Burquitlam - Lougheed Evergreen Line
- Core and Shoulder Station Areas
- Core
- Shoulder



SCALE: 1: 20,000

Date Created: October 25, 2012
Amended Date: February 24, 2020
Prepared By: Planning & Development
Source: City of Coquitlam

SCHEDULE "O" TO BYLAW 3000, 1996

MAP 2

BYLAW NO. 5115, 2021

A Bylaw to amend the “City of Coquitlam
Zoning Bylaw No. 3000, 1996”

WHEREAS certain changes are necessary for the clarification and effective and efficient operation of Bylaw No. 3000, 1996, in accordance with the *Local Government Act*, R.S.B.C., 2015, c. 1;

NOW THEREFORE, the Council of the City of Coquitlam, in open meeting lawfully assembled, ENACTS AS FOLLOWS:

1. Name of Bylaw

This Bylaw may be cited for all purposes as the “Zoning Amendment Bylaw No. 5115, 2021.”

2. Amendment to City of Coquitlam Zoning Bylaw No. 3000, 1996

City of Coquitlam Zoning Bylaw No. 3000, 1996 is amended as follows:

2.1 Part 7 OFF-STREET PARKING AND LOADING is amended by adding the following new Section 716:

716 Shared Parking for the Evergreen Line Core and Shoulder Station Areas:

- (1) Subject to Subsection 716(2), shared *parking spaces* may be permitted on sites with two or more land *uses* that share a common *off-street parking structure* and which may reduce peak parking supply requirements below the cumulative requirement for individual land *uses*.
- (2) The types of *parking spaces* or *uses* that are eligible for shared *parking spaces* are: *residential visitor, commercial, office, assembly, and civic*.
- (3) Notwithstanding Subsections 716(1) and (2) above, other sites or land *uses*, at the discretion of the City, may be considered for shared *parking spaces* upon approval by the *General Manager Engineering and Public Works*.
- (4) Shared *parking spaces* must be available to all intended users sharing the parking pool, with no designated or reserved spaces permitted except for small car and *electric vehicle* charging spaces. Reserved spaces for specific individuals, businesses or groups of users on a site are allowed on the site, but such spaces shall not be counted as part of the shared parking supply.
- (5) A study outlining the shared *parking spaces* arrangement must be undertaken by a Professional Engineer and approved by the General Manager Engineering and Public Works.
- (6) Each eligible *use* may share up to a maximum of 25% of its individually required *parking spaces*.

- (7) An easement, covenant, or statutory right-of-way, or any combination of the foregoing, at the discretion of the *General Manager Engineering and Public Works*, must be registered on title to any parcel(s) for which shared *parking spaces* are provided, which may include any of the following: a specification of the minimum number of spaces in each shared parking pool, or a requirement that such *parking spaces* be permanently maintained for the types of *parking spaces* or *uses* for which they are required with no reserved spaces for individual users.
- (8) Upon the cessation of any of the *uses*, the basis for which the shared parking calculation was made under this Section, or the provision of new or replacement *uses* at a site where such new or replacement *uses* would alter the original number of required *off-street parking spaces* for the site, a further parking study must be provided to the City as per the City of Coquitlam's Shared Parking Guidelines Policy to confirm that the shared parking supply for the proposed site *uses* is sufficient.

3. Severability

If any section, subsection, clause or phrase of this Bylaw is, for any reason, held to be invalid by a court of competent jurisdiction, it will be deemed to be severed and the remainder of the Bylaw will remain valid and enforceable in accordance with its terms.

Readings

READ A FIRST TIME this [day] day of [month], [year].

CONSIDERED AT PUBLIC HEARING [day] day of [month], [year].

READ A SECOND TIME this [day] day of [month], [year].

READ A THIRD TIME this [day] day of [month], [year].

GIVEN FOURTH AND FINAL READING and the Seal of the Corporation affixed this [day] day of [month], [year].

_____ MAYOR

_____ CLERK

CITY OF COQUITLAM

Policy



Name of Policy

Transportation Demand Management (TDM) Collection Procedure **Council Adoption Date:** XXX. ##, 2021

Reason for the Policy

This policy provides a framework for determining and receiving financial contributions under the City's Transportation Demand Management (TDM) program. It has been prepared to provide clarity and consistency in the administration of the TDM program.

Policy

1. **What is TDM?**

The TDM program applies to all new residential, commercial and office development within the Evergreen Line Core and Shoulder areas in Coquitlam. TDM supports community growth and encourages alternative modes of transportation including walking, cycling, and transit. TDM applies to the Evergreen Line Core and Shoulder Station areas, as identified in the Zoning Bylaw Schedule 'O'.

2. **Who pays for TDM**

TDM is a mandatory financial contribution made by an applicant to the City prior to the approval of a development permit.

3. **When do TDMs Apply?**

The TDM programs applies to all new residential dwelling units in multi-family projects (townhouses and apartments) and new floor space in commercial and office projects when there is a development permit application involved. TDM does not apply to commercial and office developments that consist of a floor space of 500 m² gross floor area or less.

3. **TDM Rate Structure**

As per the TDM program in the Evergreen Line Core and Shoulder areas, the contributions to TDM measures and monitoring funds include the following rates:

TDM Measures

- \$1,100 per apartment or townhouse dwelling unit; and,
- \$1,700 per 100 m² gross floor area for new commercial and/or office space.

TDM Monitoring

- \$20 per apartment or townhouse dwelling unit
- \$275 per 100 m² gross floor area for new commercial and/or office space;

The above values apply to all applicable residential, commercial and office development permit applications received after **DATE XXXXXX**, the effective date for the TDM program approved by Council.

6. TDM Submission Procedure

The TDM submission is to be made in cash or certified cheque prior to Council consideration of approval of the Development permit. The value amount can be held in trust by the applicant's lawyer or the City pending Council approval of the Development Permit when the TDM submission is provided by cash or certified cheque.