

# Regular Council -Public Hearing Minutes

Council Chambers City Hall 13450 - 104 Avenue Surrey, B.C.

MONDAY, FEBRUARY 20, 2017 Time: 7:00 PM

**Present:** 

Chairperson - Mayor Hepner

Councillor Gill
Councillor Hayne
Councillor LeFranc
Councillor Starchuk
Councillor Steele
Councillor Villeneuve
Councillor Woods

Absent:

Councillor Martin

**Staff Present:** 

City Clerk City Manager City Solicitor

General Manager, Engineering

Acting General Manager, Finance and Technology

General Manager, Human Resources

General Manager, Parks, Recreation and Culture General Manager, Planning & Development

Manager, Area Planning & Development, North Division Manager, Area Planning & Development, South Division

Manager, Land Development, Engineering

## A. ADOPTION OF MINUTES

1. Special (Regular) Council - February 6, 2017

It was

Moved by Councillor Gill

Seconded by Councillor Villeneuve

That the minutes of the Special (Regular)

Council meeting held on February 6, 2017, be adopted.

RES.R17-538

Carried

# 2. Council-in-Committee - February 6, 2017

It was

Moved by Councillor Gill

Seconded by Councillor Villeneuve

That the minutes of the

Council-in-Committee meeting held on February 6, 2017, be received.

RES.R17-539

Carried

# 3. Regular Council - Land Use - February 6, 2017

It was

Moved by Councillor Gill

Seconded by Councillor Villeneuve

That the minutes of the Regular Council -

Land Use meeting held on February 6, 2017, be adopted.

RES.R17-540

# 4. Regular Council - Public Hearing - February 6, 2017

It was

Moved by Councillor Gill

Seconded by Councillor Villeneuve

That the minutes of the Regular Council -

Public Hearing meeting held on February 6, 2017, be adopted.

RES.R17-541

Carried

Mayor Hepner requested the agenda be varied to address Corporate Report Ro38 prior to the start of the Public Hearing.

It was

Moved by Councillor Villeneuve Seconded by Councillor Steele

That the agenda be varied to address

Corporate Report Ro38 before the start of the Public Hearing.

RES.R17-542

Carried

Staff was in attendance to speak to Corporate Report Ro<sub>3</sub>8 and provided an overview outlining the Mayors' Council Vision for Light Rail Transit (LRT) and the rationale as to why it was selected for the City of Surrey.

Staff noted that street-oriented LRT will transform Surrey into a connected, complete and livable community and make the City and region more vibrant, successful and sustainable.

Surrey's Light Rail Transit (LRT) initiative will:

- Bring 11 Million more trips to Surrey;
- Increase mode share;
- Meet consumer demand;
- Improve speed and reliability of transit;
- Reduce transit travel times; and
- Reduce Green House Gas (GHG) emissions

In response to a question from Council, staff noted that the LRT was specifically selected for the City of Surrey versus installing another "Skytrain System" largely due to the fact that a "Skytrain System" is difficult to construct, will take additional time and is exorbitantly expensive. Additionally, in terms of protecting the unique look and feel of the various Town Centres located within the City, an "LRT System" will provide a far more effective and environmentally sustainable solution.

In terms of traffic modifications, the delegation clarified that two lanes will be retained on King George; however on 104 Avenue, 1 lane in each direction will be lost to facilitate the LRT.

Staff noted that in order to mitigate traffic congestion, the City is looking at widening 100 Avenue to four lanes to ensure that connections to the TransCanada will be made efficiently.

Additionally, a collector route will be created which will run from Whalley Boulevard to 152 Street in time to serve the LRT project. As a result, with good way-finding, the loss of 1 lane per each direction on 104 Avenue will be suitably addressed.

#### G. CORPORATE REPORTS

Item No. Ro38

Surrey Light Rail Transit Vision

File: 8740-01

The General Manager, Engineering submitted a report to present the Surrey LRT vision and the associated framework. This work will support discussions seeking endorsement from TransLink and will enable on-going work to meet the needs of urban integration and LRT related development planning along LRT corridors.

The General Manager, Engineering was recommending approval of the recommendations outlined in the report.

It was

Moved by Councillor Villeneuve Seconded by Councillor Steele That Council:

- 1. Receive Corporate Report Ro38 information;
- 2. Authorize staff to implement the Light Rail Transit (LRT) vision and framework for the full development of urban integration and design guidelines including development planning along all LRT corridors in the City; and
- 3. Endorse the LRT vision in transforming Surrey into 'Connected-Complete-Livable' communities, and more specifically, the official vision statement:

"Street-oriented LRT will transform Surrey into connected, complete and livable communities, making the City and Region more vibrant, accessible, competitive and sustainable."

RES.R17-543

**Carried** 

#### B. DELEGATION - PRESENTATION

1. Surrey School Coalition - Special Acknowledgment

File: 0550-20-10

Before the start of the Public Hearing portion of the meeting Mayor Hepner acknowledged members of the Surrey School Coalition for their diligence and advocacy in their ongoing campaign to achieve sustainable funding for Surrey Schools.

Surrey School Coalition members are as follows: Nathan Hildebrand, Mark Sakai, Lisa Garner, Lakhbir Johal, Karen Tan, Bob DeWit, A. McMullin and Anita Huberman.

Mayor Hepner and Council presented a Certificate of Recognition and noted that the City of Surrey has recently received significant funding and members of the Surrey School Coalition were instrumental in not only highlighting the urgent for funding in Surrey but also in creating awareness.

#### B. DELEGATIONS - PUBLIC HEARING

1. Surrey Zoning Amendment Bylaw No. 19130 Application: 7916-0215-00

CIVIC ADDRESS:

9689 - 140 Street

APPLICANT:

110 Holdings Ltd.

c/o Pacific Land Group (Oleg Verbenkov)

PURPOSE:

The applicant is seeking to rezone the site from Single Family Residential to Comprehensive Development. The applicant is proposing to develop a 5 and 6-storey apartment building with a 2-storey townhouse base, including 112 apartment units and 9 townhouse units

The Notice of the Public Hearing was read by the City Clerk. The location of the property was indicated to the Public Hearing.

<u>K. Mutchler, Laurel Drive</u>: The delegation spoke in opposition of the Application and expressed the following concerns: 1) potential for increased pressure on parking due to increased density associated with the project, 2) access and egress for vehicular traffic; and, 3) increased traffic volume on Laurel Drive.

There was correspondence on table from:

NAME	FOR	AGAINST	CONCERN
V. Sharma	X		
H. Bao			X
Concerned Citizen			X
K. Mutchler & R. Pope			

2. Surrey Official Community Plan Amendment Bylaw No. 19126 Surrey Zoning Amendment Bylaw No. 19127 Surrey Zoning Amendment Bylaw No. 19128 Application: 7916-0032-00

**CIVIC ADDRESS:** 

9849, 9863 and 9873 Lyncean Drive and 17795, 17821, 17845

and 17855 Barnston Drive E

APPLICANT:

Canadian Horizons (Abbey Ridge) Land Corp.

c/o Aplin & Martin Consultants Ltd. (Anya Paskovic)

**PURPOSE:** 

The applicant is seeking to redesignate the site from Suburban to Urban and rezone the site from One-Acre Residential to Comprehensive Development and Single Family Residential (13). The applicant is proposing to subdivide the site into 49 single family lots with 8 oversized transitional CD lots on the northern portion and 41 RF-13

lots on the southern portion of the site.

The Notice of the Public Hearing was read by the City Clerk. The location of the property was indicated to the Public Hearing.

M. Koka, Alpin Martin (Agent on behalf of the Applicant): The Agent noted that the project is comprised of two specific transitions as follows: 1) Urban Transition 4-5 units per acre (upa); and, 2) Urban Residential 8-10 upa. There will be parking along a frontage road (Hwy. 1) with the houses will be tucked in behind; and the existing sanitary system will be upgraded as part of the project.

<u>H. Nordinc, 98 Avenue & 188 Street</u>: The delegation spoke in opposition of the Application and expressed the following concerns: 1) increased densification, 2) the proposal is not in keeping with the neighbourhood context, 3) the proposal will place increased stress on emergency and essential services, 4) on-street residential parking is already a challenge; and, 5) potential negative impact on local schools.

Council requested clarification regarding the Local Area Plan (LAP) that was recently conducted. The delegation noted that she highly opposed to both Stage 1 and Stage 2 and the densification has increased substantially since that time.

In response to a question from Council, Staff clarified that a kick-off meeting to discuss the LAP was originally held on June 25, 2015 and was followed by a subsequent meeting in September in 2015 followed by a public information session on October 1, 2015. There was another public hearing held in June 2016 at which time Council endorsed Stage 1.

Staff noted that during the Public Consultation Sessions there was a mix of support and opposition; as part of the Stage 2 process there were modifications made to the LAP to address neighbourhood concerns raised. Specifically, the density was decreased. Staff clarified that the more significant changes between Stage 1 and Stage 2 involved reductions in density along edges where there were some sensitive interfaces.

Council requested clarification regarding the creation of the RF-13 zone and what is happening in Clayton Heights. Staff noted that the RF-13 zone was drafted in order to address parking issue in Clayton, under an RF-13 zone the garages are larger, lot sizes are larger and there is more room available to better accommodate on-street parking.

<u>C. Marlett (on behalf of two area property owners)</u>: The delegation spoke in support of the Application and made the following comments: 1) the project will bring more services to the area; and, 2) make housing more affordable.

M. Lu, 107 Avenue & 156 Street: The delegation spoke in opposition to the proposal and expressed the following concerns: 1) the project is not in keeping with the neighbourhood context, 2) potential additional stress on local schools, 3) potential negative impact to on-street parking; and, 4) increased density will provide additional stress on local services.

R. Barker, 112 Avenue & 163 Street: The delegation spoke in favour of the proposal and made the following comments: 1) not all members of the Community disagree with the project, as indicated in a letter sent to Council from members of the Community Association; 2) the lot size is based on the new reality, many lots in other areas of the Country / World are smaller, 3) the RF-13 lots address the issues and concerns raised by members of the Community, 4) Fraser Heights should be happy these are not RF-9 lots, 5) the issue of on-street parking is a reality, 6) the plan fits within the community look and feel; and, 7) housing forms have changed as have building design guidelines, this plan will be complementary.

A. Buse, 98 Avenue & 180 Street: The delegation spoke in opposition to the project and expressed the following concerns: 1) a number of individuals were opposed to the plans during the original information session in 2014, 2) the delegation expressed concern regarding the densities to a member of staff in June 2014, 3) the community is currently not serviced with Public Transit; 4) the new RF-13 bylaw requires three parking lots on the surface of the home, 5) when secondary suites are added to homes, storage area is reduced and residents are forced to store their goods in their garages, therefore parking will be conducted on-street, 6) the delegation requested that Council explore a restrictive covenant to prevent suites and reduce density, 7) proposed tree removal associated with the site, 8) that Council remove the use of vinyl siding from the design guidelines to be in keeping with the neighbourhood context; and, 9) that Council send the project back to staff for an RF instead of an RF-13.

Council requested clarification regarding the Public Consultation process. Council noted that during the initial consultation process, there was no opposition form the Fraser Heights Community Association. The delegation noted that a letter was written to the Planning Department after the June 2014 Open House and that no subsequent follow-up was received from staff regarding the concerns raised.

The delegation further noted that there was no charrette held to review the LAP and there was no discussion with members of the Community. The density is doubled from an RF to RF-13 and the additional vehicles that will be in the neighbourhood as a result of the project need to be taken into consideration.

D. Jack, President, Surrey Environmental Partners: The delegation expressed the following concerns: 1) shutting down a "Class B" Watercourse, 2) the Parks report associated with the monetary negotiations should be attached the report as an addendum, 3) any "in-lieu" compensation received from the Developer should go to either the acquisition of park space or toward a riparian area, 4) the monetary amount of the "in-lieu" payment should be disclosed to members of the public, 5) tree removal and negative impact to the tree canopy; and 6) the 26 foot wide walkway associated with the project.

Mayor Hepner requested clarification regarding the approval process associated with relocating the watercourse. Staff noted that the Applicant conducted an environmental report, and monetary compensation would be given to the Parks Department; however, before relocation can occur, it would require *Water Act* approval prior to final adoption.

Staff in terms of the delegations inquiry regarding the potential relocation of the watercourse, there is still some work to be done with the local neighbourhood and it is currently under negotiations as a result of the Application. Staff noted that a natural area would be compensated in an adjacent park area.

Staff clarified that the 26 foot wide walkway is a multi-use pathway that will have lanes for biking and will have vegetation. The final plans and layout will be determined through the detailed design phase.

D. Bailey, 97 Avenue & 180 Street: The delegation spoke in opposition to the project and expressed the following concerns: 1) tree removal has already occurred on site before the zoning proposal has even been approved, 2) the imminent transportation needs of 100 new families will have a negative impact on the neighbourhood and the environment, 3) 49 lots could add up to 200 additional vehicles to the neighbourhood, 4) there is no commercial or retail development in walking distance to Abby Ridge, 5) there is no transit connectivity to access retail services, 6) proposed removal of mature trees, 98% of the trees will be removed on site, 7) only 106 trees will be replanted, 8) the cash in lieu of \$63,000 for tree removal is out of scale, 9) the delegation suggested a lower density option for the site, 10) 92% of the individuals in the community are opposed to the project; and, 11) the delegation requested Council to deny the application until a more equitable plan can be prepared.

Council requested clarification regarding the individuals removing trees on Huckleberry Drive; the delegation noted that he was unable to comment as to their identity.

N. Wall, 98 Avenue & 181 Street: The delegation spoke in opposition to the application and expressed the following concerns: 1) there is no transit in the area, the nearest bus stop is 2 KM away, 2) there are no services in the area, 3) there is a park but it does not have a playground, 4) vehicular traffic associated with construction workers attending the site; and, 5) there is a salmon bearing creek in the vicinity and the potential negative impact relocating the watercourse will have on the salmon.

<u>B. Banks, 107 Avenue & 158 Street</u>: The delegation spoke in opposition to the proposal and expressed the following concern: 1) densification associated with the development, 2) negative impact on residential parking, 3) additional water reservoirs are needed to support the needs of the community; and, 4) potential negative impact on local services.

<u>J. Buse, 98 Avenue & 180 Street</u>: The delegation spoke in opposition to the proposal and expressed the following concerns: 1) increased densification, 2) negative impact of local traffic; and, 3) insufficient transit service to the neighbourhood.

E. McIntosh, 111 Avenue & 165 A Street (President, Fraser Heights Community Association): The delegation clarified that individuals listed on the Board of Directors are the same as in 2015; the majority of the Directors attended the Public Consultation meetings spoke in opposition at that time.

The delegation expressed the following concerns: 1) the proposal involves a huge chunk of land and is not keeping with the neighbourhood context; 2) after the Public Consultation residents were not presented with an opportunity to speak to the plan again before tonight; and, 3) the neighbourhood was not given an opportunity to participate in the Neighbourhood Concept (NCP) process.

Council requested clarification as to how the Fraser Heights Community Association relayed their concerns to the City of Surrey. The delegation noted that he wrote a letter to the Planning Department in September 2016 and at that time expressed concerns regarding the project.

Council requested clarification from staff as to the Public Consultation turnout when the Local Area Plan was presented. Staff noted that the most recent public session there were 56 residents who attended the session and 9 comments sheets were received with 7 individuals in opposition with two in support.

The delegation requested Mayor and Council to refer the application back to staff to work with the residents to address concerns raised during the Public Hearing.

N. Hildebrand (Land Development Manager): The delegation spoke in favour of the project and made the following comments: 1) the project site was selected due to the location, 2) 7 properties were assembled, 3) with improvements to the highway and transportation the area was identified as a suitable location, 4) staff were supportive and felt that the area should have a Local Area Plan (LAP) to guide future development in the area, 5) Council approved the Abby Ridge LAP, 6) consultation for the LAP was extensive, the first open house was in Spring 2015 and the second meeting concluded in 2016, 7) approximately 130 comments were received and there was a 73% approval rating for the plan, 8) staff met with concerned citizens prior to Abby Ridge coming to Council, 9) the Stage 1 plan was adopted with no opposition, 10) Council unanimously support the Abby Ridge plan, there were only 11 letters received in opposition and 130 in favour, 11) the project has been ongoing and has changed throughout the 2 year planning process, 12) later iterations of the plan downgraded the density to reflect concerns raised by members of the community, 13) the neighbours did not want high density on Lyncean Drive and asked that the developer ensure the existing neighbourhood context will be complemented, 14) the delegation offered to tour members of the Community Association through similar developments, 15) the proposal before Council adheres to the approved Abbey Ridge LAP and no alterations will be requested, 16) the proposal will support the Official Community Plan (OCP) by providing a range of communities with various housing types, it is a sensitive infill with appropriate transitions occurring throughout the neighbourhood, 17) no townhomes are proposed on the project, 18) the existing neighbourhood elementary school is under capacity, 19) the creek relocation would be done with the necessary approvals, there is only two areas where the watercourse it is open, 20), the site of the unauthorized tree removal was not part of the subject proposal site.

Council requested clarification regarding the impact on the total "Lot Yield" if the lots were re-designated to RF Lots as opposed to what is being proposal before Council this evening. The delegation noted that the proposal before Council does not provide lanes and is in favour of frontage road, which is a more attractive alternative.

In terms of the Public Consultation process, the delegation noted that the first meeting with the Fraser Heights Community Association was in late spring, at that time the density was at 56 units, it has since been reduced to 49 to better interface with Lyncean Drive with the frontage north / south road adjusted.

Concerned Resident (Past President, Fraser Heights Community Association): The delegation spoke in opposition to the proposal and expressed the following concerns: 1) the proposed density was not suitably reduced, 2) potential increased traffic, 3) based on average housing prices the development estimates were based on are no longer relevant for single-family homes, 4) the proposed project does not fit with the neighbourhood context in terms of look and feel and density; and, 5) the entrance and exit to the neighbourhood should be visually appealing.

Council requested clarification regarding what the delegation believes additional consultation will achieve in terms of this project. The delegation noted that consultation is only effective if it affects change; and there is still room for compromise if there is a method to suitably reduce the density.

The delegation noted that the density for the site should be more in compliance with the existing look and feel of the neighbourhood and should reflect the realistic densities of the properties.

Council requested clarification regarding the feedback received during the Public Consultation sessions of having 79% rate of support from area residents. The delegation noted that the information provided is often times confusing to residents until the final information is clearly presented.

There was correspondence on table from:

NAME	FOR	AGAINST	CONCERN
D. Bailey		X	
S. Sun		X	
Concerned Citizen			X
L. Mirfatahi			X
R. Waldman		X	
A. Sun		X	
Q. Yuan		X	
Concerned Citizen		X	
A. & J. Pickard	X		

The Mayor noted that the following persons had expressed an opinion in writing and not wishing to speak:

NAME	FOR	AGAINST	UNDECIDED
89 Individuals		X	

# 3. Surrey Zoning Amendment Bylaw No. 19125 Application: 7916-0235-00

**CIVIC ADDRESS:** 

16971 Fraser Highway

APPLICANT:

Simarjit Pahal

c/o H.Y. Engineering Ltd. (Theresa Rawle)

PURPOSE:

The applicant is seeking to rezone the property from One-Acre Residential to Single Family Residential. The applicant is proposing to subdivide the property into

4 single family lots.

The Notice of the Public Hearing was read by the City Clerk. The location of the property was indicated to the Public Hearing.

There were no persons present to speak to the proposed Bylaw.

There was correspondence on table from:

NAME	FOR	AGAINST	CONCERN
C. Dechert		X	

# 4. Surrey Zoning Amendment Bylaw No. 19129 Application: 7916-0365-00

**CIVIC ADDRESS:** 

5975 - 142 Street

APPLICANT:

Raghudeep Sihota

c/o Mainland Engineering Design Corporation (Rajeev Mangla)

PURPOSE:

The applicant is seeking to rezone the property from One-Acre Residential to Single Family Residential (10) and Single Family Residential (13). The applicant is proposing to subdivide the property into 4 single family small lots

(1 RF-10 and 3 RF-13).

In addition, a development variance permit is being sought

to reduce the lot depth for proposed lots 1 to 3 from 28 metres (92 ft.) to 26.4 metres (87 ft.) in order to accommodate a standard size house and larger garage.

The Notice of the Public Hearing was read by the City Clerk. The location of the property was indicated to the Public Hearing.

There were no persons present to speak to the proposed Bylaw.

# 5. Surrey Zoning Amendment Bylaw No. 19131 Surrey Zoning Amendment Bylaw No. 19132 Application: 7916-0145-00

CIVIC ADDRESS:

5690 - 144 Street

APPLICANT:

1074539 B.C. Ltd. (Director Information: Satnam Minhas

and Sukhjinder Sidhu)

c/o Coastland Engineering and Surveying Ltd. (Mike Helle)

PURPOSE:

The applicant is seeking to rezone the property from Half-Acre Residential to Single Family Residential and Comprehensive Development. The applicant is proposing to subdivide the property into 3 single family lots with 2 RF

lots facing 144 Street and 1 CD lot facing 144A Street.

The Notice of the Public Hearing was read by the City Clerk. The location of the property was indicated to the Public Hearing.

G. Holmes, 58 Avenue & 149 Street (President Panorama Ridge Neighbourhood Association - PNA): The delegation spoke in opposition to the project and expressed the following concerns: 1) the extension of the road 57 Avenue to 144 Street and the expanded Court House, Pre-Trial Centre with 144A Street and the single-family residential area on larger lots, 2) increase of vehicular traffic on HWY 10 and 144 Street, 3) increase in non-residential parking, 4) illegal jaywalking, 5) potential increase in petty crime, 6) PNA concerns were raised with staff and they noted that if parking became an issue residents could petition for traffic calming measures; and, 7) volume of people and vehicles will only increase with the planned expansion.

Council requested clarification regarding the traffic concerns raised by the delegation. The delegation noted that non-residents in an area look for any available options during the time of an accident or heavy traffic. Residents are concerned about increased volume of traffic generated by a road connection.

S. Henderson, Vice-President, Panorama Ridge Neighbourhood Association (PNA): The delegation spoke in opposition to the project and expressed concern regarding the extension of the road. The delegation noted that a possible solution for all parties involved would be as follows: 1) the NCP is not written in stone and the needs of the neighbourhood have changed, 2) last week the PNA met with staff, and found out the main reason is to improve the road network and enhance access to neighbourhood vehicles, can be addressed through a pedestrian greenway, an alleyway would solve the emergency vehicle concern but prevent unauthorized vehicles while keeping the character and safety of the neighbourhood intact. The delegation requested Council to send the project back to staff to work with the PNA to discuss the proposal in further detail.

Council requested clarification regarding the road connection to 144 Street. The delegation noted that the developer is not in favour of building the road either; they would rather see an alternative solution as proposed by the PNA or no road at all.

<u>P. Johal, 57 Avenue & 144 Street</u>: The delegation spoke in opposition to the proposal made the following concerns: 1) 57 Avenue opening to 144 Street, 2) increased traffic; and, 3) additional congestion.

At 9:46 pm, Mayor Hepner left the meeting and Councillor Woods, Acting Mayor, assumed role of the Chair.

<u>Concerned Resident</u>: The delegation spoke in opposition to the proposal and expressed the following concerns: 1) an existing alternate road should be used for emergency access, 2) putting the road through 144 Street and 57 Avenue will increase traffic; and, 3) the neighbourhood context should be protected, the proposed lot size are not in keeping with the NCP.

Council requested clarification regarding traffic density. The delegation noted that the traffic at 4:00 pm is challenging, and people will cut through to avoid traffic on 58 Avenue as another option for motorists.

At 9:50 pm, Mayor Hepner resumed the role of Chair.

<u>J. Baggio, 56 Avenue & 146 Street</u>: The delegation spoke in opposition to the proposal and expressed the following concerns: 1) increased traffic and short-cutting through the neighbourhood, 2) the proposed density is not in keeping with the neighbourhood context; and, 3) potential for increased vehicular accidents.

C. Reed, 56 Avenue & 144 Street: The delegation spoke in opposition to the proposal and expressed the following concerns: 1) increased traffic, 2) potential increased crime; 3) the proposal is not in keeping with the Neighbourhood Concept Plan (NCP), 4) the proposed emergency access associated with the project is not a preferred solution for the neighbourhood; and, 5) that Council provide direction to staff to work with the PNA and the Applicant, to take concerns raised during the Public Hearing into consideration.

<u>L. Baggio, 56 Avenue & 146 Street</u>: The delegation spoke in opposition to the proposal and is against opening up 57 Avenue extension and requested Council to return the proposal back to staff.

D. Glover, 57 Avenue & 144A Street: The delegation spoke in opposition to the proposal and expressed the following concerns: 1) the proposed road connection associated with the project connecting 144 Street and 57 Avenue should be referred back to staff, 2) increased traffic, and change to the NCP.

Concerned Resident: The delegation spoke in opposition to the proposal and expressed the following concerns: 1) having the one main entry way to the neighbourhood would change the neighbourhood context, 2) there is no room for expansion of the road to go anyway east or west, 3) there is potential free parking for users of the pre-trial centre, 4) there are walkways going through 58 Avenue to HWY 10, 5) local traffic will be negatively impacted and increased; and, 6) residential parking issues are eminent.

<u>D. Jack, President, Surrey Environmental Partners</u>: The delegation noted that the report outlines 60 trees slated for removal on the site and the 60 trees will be compensated for \$400 each and the total should be \$24,000.

Staff noted they will look into the error identified by the delegation.

<u>Concerned Resident</u>: The delegation spoke in opposition to the proposal and expressed concerns regarding the proposed road alignment.

M. Helle (Agent on behalf of the Applicant): The Agent noted that a number of proposals were presented regarding the emergency vehicle access and originally proposed a laneway, the delegation is willing to dedicate 57 Avenue and will not build it at this time, having cash-in-lieu will give an opportunity to do something later on.

There was correspondence on table from:

NAME	FOR	AGAINST	CONCERN
P. Johal	9)	X	
W. Glover		X	
J. Jeklin		X	
40 Signature Petition		X	
D. Antonick		X	
M. Allen		X	
M. Gerding		X	
P. Kaila		X	
B. Sahota		X	
J. & L. Baggio		X	

The Mayor noted that the following persons had expressed an opinion in writing and not wishing to speak:

NAME	FOR	AGAINST	UNDECIDED
26 Individuals		X	

6. Surrey Zoning Amendment Bylaw No. 19133 Surrey Housing Agreement Bylaw No. 19134 Application: 7915-0365-00

**CIVIC ADDRESS:** 

7561 - 140 Street

APPLICANT:

Kekinow Native Housing Society

c/o Patrick R. Stewart Architect (Patrick Stewart)

**PURPOSE:** 

The applicant is seeking to rezone the site from Multiple Residential (15) to Comprehensive Development. The applicant is proposing to develop one 3-storey and two 4-storey apartment buildings with 176 dwelling units on the

site. The units are to be operated by a non-profit

organization for the purpose of providing affordable rental

housing for the Aboriginal community.

The Notice of the Public Hearing was read by the City Clerk. The location of the property was indicated to the Public Hearing.

<u>Concerned Maple Ridge Resident</u>: The delegation spoke in opposition to the proposal and expressed the following concerns: 1) potential increased traffic due to densification; and, 2) Council should concentrate density in areas where the LRT will be located.

There was correspondence on table from:

NAME	FOR	AGAINST	CONCERN
S. Chohan		X	
R. Kaur		X	

The Mayor noted that the following persons had expressed an opinion in writing and not wishing to speak:

NAME	FOR	AGAINST	UNDECIDED
2 Individuals		X	

# 7. Surrey Official Community Plan Text Amendment Bylaw No. 18650

**PURPOSE:** 

"Surrey Official Community Plan Bylaw, 2013, No. 18020" is further amended to revise Theme C: Infrastructure and Facilities by replacing Figure 24, Figure 25 and Figure 26 and adding a new Figure 26a in order to reflect the newly adopted 10-Year Servicing Plan as described in Corporate

Report 2017-Ro26.

The Notice of the Public Hearing was read by the City Clerk.

There were no persons present to speak to the proposed By-law.

#### C. COMMITTEE REPORTS

1. Public Art Advisory Committee - November 3, 2016

(a) It was

Moved by Councillor Villeneuve

Seconded by Councillor Steele

That the minutes of the Public Art Advisory

Committee meeting held on November 3, 2016, be received.

RES.R17-544

Carried

(b) The recommendations of these minutes were considered and dealt with as follows:

Newton Business Improvement Association (BIA)

File: 7800-01

It was

Moved by Councillor Villeneuve

Seconded by Councillor Steele

That Council support the BIA Mural Design.

Carried

RES.R17-545

### 2017 Public Art Banners

File: 7800-01

It was

Moved by Councillor Villeneuve

Seconded by Councillor Steele

That Council receive the 2017 Public Art

Banners concept as information and direct staff to proceed with the 2017

Public Art street banner design project.

RES.R17-546

Carried

2. Public Art Advisory Committee - January 12, 2017

It was

Moved by Councillor Villeneuve

Seconded by Councillor Steele

That the minutes of the Public Art Advisory

Committee meeting held on January 12, 2017, be received.

RES.R17-547

Carried

3. Parks, Recreation & Sport Tourism Committee - January 18, 2017

(a) It was

Moved by Councillor Hayne

Seconded by Councillor Villeneuve

That the minutes of the Parks, Recreation

and Sport Tourism Committee meeting held on January 18, 2017, be

received.

RES.R17-548

Carried

(b) The recommendations of these minutes were considered and dealt with as follows:

Naming of new North Surrey Sport and Ice Complex and new Cloverdale Sport and Ice Complex

File No. 8000-50/NS; 8000-50/C

It was

Moved by Councillor Hayne

Seconded by Councillor Villeneuve

That Council:

1. Receive the report from the Manager, Community and Recreation Services, dated January 11, 2017, entitled "Naming of new North Surrey Sport and Ice Complex and new Cloverdale Sport and Ice Complex", as information; and

2. Endorse the new community ice arena at 12780 – 110th Avenue to be named "North Surrey Sport and Ice Complex" and the new community ice arena at 17770 – 64th Avenue to be named "Cloverdale Sport and Ice Complex".

RES.R17-549

**Carried** 

## D. BOARD/COMMISSION REPORTS

1. Board of Variance - January 11, 2017

It was

Moved by Councillor Woods

Seconded by Councillor Villeneuve

That the minutes of the Board of Variance

meeting held on January 11, 2017, be received.

RES.R17-550

Carried

#### E. MAYOR'S REPORT

- 1. Mayor Hepner read the following proclamation:
  - (a) Pink Shirt Day February 22, 2017

#### F. GOVERNMENTAL REPORTS

## G. CORPORATE REPORTS (continued)

The Corporate Reports, under date of February 20, 2017, were considered and dealt with as follows:

Item No. Ro34

Award of Contract M.S. 1216-053-11: Newton Water Main

Replacements File: 1216-053/11

The General Manager, Engineering submitted a report concerning Award of Contract M.S. 1216-053-11: Newton Water Main Replacements. The following tenders were received:

		Tendered Amount	Corrected
$C\alpha$	ontractor	with GST	Amount
1.	Sandpiper Contracting LLP	\$3,759,771.75	No Change
2.	Richco Contracting Ltd.	\$4,154,262.00	No Change
3.	Hyland Excavating Ltd.	\$4,312,447.65	No Change
4.	Ponte Bros. Contracting Ltd.	\$4,365,438.00	No Change

5.	Pedre Contractors Ltd.	\$4,722,900.00	\$4,754,925.00
6.	J. Cote & Son Excavating Ltd.	\$4,797,450.00	No Change
7.	Timbro Contracting (A Partnership)	\$5,564,419.67	No Change

The General Manager, Engineering was recommending approval of the recommendations outlined in the report.

It was Moved by Councillor Gill
Seconded by Councillor Steele
That Council:

- 1. Award Contract M.S. 1216-053-11 to Sandpiper Contracting LLP in the amount of \$3,759,771.75, including GST, for construction of water main replacements at various locations throughout Surrey;
- 2. Set the expenditure authorization limit for Contract M.S. 1216-053-11 at \$4,150,000.00, including GST and contingency; and
- 3. Authorize the General Manager, Engineering to execute Contract M.S. 1216-053-11. RES.R17-551 <u>Carried</u>

Item No. Ro35 Award of Contract M.S. 4715-002-11: Sewer Odour Control Facilities

Construction File: 4715-002/11

The General Manager, Engineering submitted a report concerning Award of Contract M.S. 4715-002-11: Sewer Odour Control Facilities Construction. The following tenders were received:

		Tendered Amount	Corrected
Contractor		with GST	Amount
1.	GCL Contracting & Engineering Inc.	\$2,332,946.70	No Change
2.	Kingston Construction Ltd.	\$2,333,963.10	\$2,368,844.09
3.	Westport Construction Group Inc.	\$2,599,075.50	\$2,598,025.50
4.	Merletti Construction (1999) Ltd.	\$2,934,004.50	No Change
5.	Industra Construction Corp.	\$3,107,594.70	No Change

The General Manager, Engineering was recommending approval of the recommendations outlined in the report.

It was Moved by Councillor Gill
Seconded by Councillor Steele
That Council:

1. Award Contract M.S. 4715-002-11 to GCL Contracting & Engineering Inc. in the amount of \$2,332,946.70, including GST, for the construction of sewage Odour Control Facilities (OCFs) at the locations shown in Appendix "I" to Corporate Report R035;

- 2. Set the expenditure authorization limit for Contract M.S. 4715-002-11 at \$2,600,000.00, including contingency and GST; and
- 3. Authorize the General Manager, Engineering to execute Contract M.S. 4715-002-11. RES.R17-552 <u>Carried</u>

Item No. Ro36

Award of Contract M.S. 1217-4080: 2017 City of Surrey Water

Conservation Program

File: 1217-408/01; 1217-408/03

The General Manager, Engineering was recommending approval of the recommendations outlined in the report.

It was

Moved by Councillor Gill Seconded by Councillor Steele That Council:

- 1. Award Contract M.S. 1217-4080-01 to Dillon Consulting Limited in the amount of \$58,042, including GST, for planning and managing the 2017 Water Conservation Program;
- 2. Award Contract M.S. 1217-4080-03 to Dillon Consulting Limited in the amount of \$85,699, including GST, for the student salary component of the 2017 Water Conservation Program; and
- 3. Authorize Deborah Rayek, Engineering Assistant, to approve and release payments up to the expenditure authorization limit for the subject contracts, which is hereby set at \$157,000, including GST and contingency.

RES.R17-553

Carried

Item No. Ro37

Award of Contract M.S. 1715-009-21: Bridgeview Drive Widening -

Phase 2 Road Works File: 1715-009/21

The General Manager, Engineering submitted a report concerning Award of Contract M.S. 1715-009-21: Bridgeview Drive Widening – Phase 2 Road Works. The following tenders were received:

			Tendered Amount	Corrected
Contractor		ntractor	with GST	Amount
	1.	B&B Contracting (2012) Ltd. (B&B)	\$6,024,600.00	No Change
	2.	GCL Contracting & Engineering Inc.	\$6,179,302.50	No Change
	3.	BD Hall Constructors Corp.	\$6,194,070.75	No Change
	4.	Lafarge Canada Inc.	\$6,226,597.65	No Change
	5.	Eurovia British Columbia Inc.	\$6,230,412.59	No Change
	6.	TAG Construction Ltd.	\$6,247,122.00	No Change

The General Manager, Engineering was recommending approval of the recommendations outlined in the report.

It was

Moved by Councillor Gill Seconded by Councillor Steele That Council:

- 1. Award Contract M.S. 1715-009-21 to B&B Contracting (2012) Ltd. in the amount of \$6,024,600.00, including GST, for the Bridgeview Drive Widening Phase 2 Road Works;
- 2. Set the expenditure authorization limit for Contract M.S. 1715-009-21 at \$6,630,000.00 including GST and contingency; and
- 3. Authorize the General Manager, Engineering to execute Contract M.S. 1715-009-21. RES.R17-554 <u>Carried</u>

Item No. Ro39

Renewal of Lease of 10677 Whalley Boulevard for the Continuation of the Temporary "Boulevard" Homeless Shelter

File: 0930-20/084

The General Manager, Engineering and the General Manager, Planning and Development submitted a report to

- Provide an update to Council on the Surrey shelter operations; and
- Obtain approval for staff to exercise the City's second option to extend the lease of the Premises for a further period of one year from June 1, 2017 to May 31, 2018 to allow its continued use as a temporary shelter.

The General Manager, Engineering and the General Manager, Planning and Development were recommending approval of the recommendations outlined in their report.

It was

Moved by Councillor Gill Seconded by Councillor Steele That Council:

- 1. Receive Corporate Report Ro39 as information;
- 2. Authorize the execution by the appropriate City officials of a lease renewal agreement between Apolla Developments Ltd. and the City for the continuation of a lease by the City of the land and building space located at 10677 Whalley Boulevard, as generally illustrated in Appendix "I" attached to the report, to allow it to continue to operate as a temporary shelter for a one year period from June 1, 2017 to May 31, 2018, subject to BC Housing approval for operational funding for the same period of time; and

3. Instruct the City Clerk to forward a copy of Corporate Report Ro39 and related Council Resolution to BC Housing.

RES.R17-555

Carried

Item No. Ro40

Late Grant Application - Volunteer Cancer Drivers Society

File: 1850-20

The General Manager, Finance and Technology was recommending approval of the recommendations outlined in the report.

It was

Moved by Councillor Gill

Seconded by Councillor Steele

That Council approve a grant of \$1,500 to the

Volunteer Cancer Drivers Society to support the provision of free transportation services to cancer patients.

RES.R17-556

Carried

Item No. Ro41

The Glades Park Master Plan

File: 6140-20/G

The General Manager, Parks, Recreation and Culture submitted a report to provide information regarding the Master Plan for The Glades Park and to recommend Council's approval of the Master Plan for the park.

The General Manager, Parks, Recreation and Culture was recommending approval of the recommendations outlined in the report.

It was

Moved by Councillor Gill Seconded by Councillor Steele

That Council:

- 1. Receive Corporate Report Ro41 as information; and
- 2. Approve the Master Plan for The Glades Park attached as Appendix "I" and as described in the report.

RES.R17-557

Carried

Item No. Ro42

Award of Contract 1220-040-2017-012 South Surrey Athletic Park

Water Park and Related Amenities

File: 6140-20\S

The General Manager, Parks, Recreation and Culture submitted a report concerning Award of Contract 1220-040-2017-012 South Surrey Athletic Park Water Park and Related Amenities. The following tenders were received:

		Tendered Amount	Corrected
Contractor		with GST	Amount
	ICE Development, Ltd.	\$854,527.20	\$842,059.20
2.	Cedar Crest Lands (BC), Ltd.	\$888,208.35	\$877,374.35
3.	TGK Irrigation, Ltd.	\$878,059.35	\$881,004.50
4.	Canadian Landscape and Civil Services, Ltd.	\$937,340.94	\$933,403.95
5.	Wilco Civil, Inc.	\$1,044,966.45	\$1,044,966.45
6.	Fricia Construction, Inc.	\$1,045,279.41	\$1,045,279.41
7.	UCC Group, Inc.	\$1,072,977.85	\$1,072,907.85
8.	North by Northwest Ventures, Inc.	\$1,091,250.00	\$1,091,250.00

The General Manager, Parks, Recreation and Culture was recommending approval of the recommendations outlined in the report.

It was

Moved by Councillor Gill Seconded by Councillor Steele That Council:

- 1. Award Contract 1220-040-2017-012 to Cedar Crest Lands (BC), Ltd. for the construction of a new water park and related amenities in South Surrey Athletic Park in the amount of \$877,374.35 including GST;
- 2. Set the expenditure authorization limit for Contract 1220-040-2017-012 at \$965,000.00 including GST and contingency; and
- 3. Authorize the General Manager of Parks, Recreation and Culture to execute Contract 1220-040-2017-012.

RES.R17-558

Carried

Item No. Ro43

Proposed Streamlining of Liquor License Amendment Applications File: 0625-20 (M-7, O-5, O-8)

Note: See Bylaw No. 19137 under Section H.

The General Manager, Planning and Development submitted a report to seek Council approval for changes to the processing of liquor license amendment applications. The proposed amendments outlined in this report are intended to facilitate further streamlining of the processing of liquor license amendment applications.

The General Manager, Planning and Development was recommending approval of the recommendations outlined in the report.

It was

Moved by Councillor Gill Seconded by Councillor Steele That Council:

1. Receive Corporate Report Ro43 as information;

- 2. Approve revisions to City Policy No. M-7, The Role of the Municipality in Liquor Licensing, as described in Appendix "I",
- 3. Approve revisions to City Policy No. O-5, Procedures for Development Applications, as described in Appendix "II"
- 4. Approve a minor revision to City Policy No. O-8, Development Proposal Signs, as described in Appendix "III"; and
- Instruct the City Clerk to bring forward the necessary amendment by-law to "Surrey Development Application Procedure By-law, 2011, No. 17409 (Development Application Procedure By-law), as amended", for the required readings, as described in Appendix "V".

RES.R17-559

Carried

Item No. Ro44

Proposed Amendments to Development Application Fees Bylaw,

2016, No. 18641 File: 3900-20-18641

Note: See Bylaw No. 18807 under Section H.

The General Manager, Planning and Development submitted a report to obtain Council's approval to amend the Fees Bylaw to incorporate new fees for Liquor Licence Amendment Applications, and to ensure continued consistency between municipal bylaws and the processing of development applications.

The General Manager, Planning and Development was recommending approval of the recommendations outlined in the report.

It was

Moved by Councillor Gill Seconded by Councillor Steele That Council:

- 1. Receive Corporate Report Ro44 as information;
- 2. Amend "Development Application Fees Bylaw, 2016, No. 18641", as shown in Appendix "I"; and
- 3. Authorize the City Clerk to bring forward the necessary amendment bylaws. RES.R<sub>17</sub>-560 <u>Carried</u>

#### H. BY-LAWS AND PERMITS

#### BUSINESS ARISING OUT OF THE PUBLIC HEARING

1. "Surrey Zoning Bylaw, 1993, No. 12000, Amendment Bylaw, 2017, No. 19130" 7916-0215-00 – 110 Holdings Ltd.

c/o Pacific Land Group (Oleg Verbenkov)

RF to CD - 9689 - 140 Street - to develop a 5 and 6-storey building with 112 apartment units and 9 townhouse units.

Approved by Council: February 6, 2017

It was

Moved by Councillor Gill

Seconded by Councillor Steele

That "Surrey Zoning Bylaw, 1993, No. 12000,

Amendment Bylaw, 2017, No. 19130" pass its third reading.

RES.R17-561

Carried

2. "Surrey Official Community Plan Bylaw, 2013, No. 18020, Amendment Bylaw, 2017, No. 19126"

7916-0032-00 - Canadian Horizons (Abbey Ridge) Land Corp.

c/o Aplin & Martin Consultants Ltd. (Anya Paskovic)

To redesignate the site at 9849, 9863 and 9873 Lyncean Drive and 17795, 17821, 17845 and 17855 Barnston Drive E from Suburban to Urban.

Approved by Council: February 6, 2017

Before the motion was put:

It was

Moved by Councillor Villeneuve

Seconded by Councillor Hayne

That Application No. 7916-0032-00 be

referred back to staff to address concerns raised during the Public Hearing and

that staff meet with members of the Fraser Heights Association.

RES.R17-562

Defeated

with Councillors Woods, Gill, Starchuk, LeFranc and Mayor Hepner opposed

It was

Moved by Councillor Gill

Seconded by Councillor Woods

That "Surrey Official Community Plan Bylaw,

2013, No. 18020, Amendment Bylaw, 2017, No. 19126" pass its third reading.

RES.R17-563

Council expressed concern regarding the level of opposition from members of the public regarding this application and suggested the Application be sent back to staff to work with the members of the Community.

Mayor Hepner noted that the density along the highway makes sense and the developer has acquiesced to the point where 40% differential is relatively significant and that sending it back for further consultation will not make a difference. The Application is fitting with the Local Area Plan (LAP) that was approved.

Councillor Gill noted that the Applicant did present a plan that is consistent with the LAP and it is difficult to support a referral as the engineering work associated with Stage 2 has been undertaken as staff will need guidance in terms of the referral.

"Surrey Zoning Bylaw, 1993, No. 12000, Amendment Bylaw, 2017, No. 19127" RA to RF-13 – 17795, 17821, 17845 and 17855 Barnston Drive E and Portions of 9849, 9863 and 9873 Lyncean Drive - to subdivide into 41 single family lots.

Approved by Council: February 6, 2017

It was

Moved by Councillor Gill

Seconded by Councillor Woods

That "Surrey Zoning Bylaw, 1993, No. 12000,

Amendment Bylaw, 2017, No. 19127" pass its third reading.

RES.R17-564

Carried

"Surrey Zoning Bylaw, 1993, No. 12000, Amendment Bylaw, 2017, No. 19128" RA to CD – Portions of 9849, 9863 and 9873 Lyncean Drive - to subdivide into 8 single family lots.

Approved by Council: February 6, 2017

It was

Moved by Councillor Gill

Seconded by Councillor Woods

That "Surrey Zoning Bylaw, 1993, No. 12000,

Amendment Bylaw, 2017, No. 19128" pass its third reading.

RES.R17-565

Carried

"Surrey Zoning Bylaw, 1993, No. 12000, Amendment Bylaw, 2017, No. 19125" 7916-0235-00 – Simarjit Pahal c/o H.Y. Engineering Ltd. (Theresa Rawle)

RA to RF – 16971 Fraser Highway - to subdivide into 4 single family lots.

Approved by Council: February 6, 2017

Moved by Councillor Gill

Seconded by Councillor Woods

That "Surrey Zoning Bylaw, 1993, No. 12000,

Amendment Bylaw, 2017, No. 19125" pass its third reading.

RES.R17-566

**Carried** 

4. "Surrey Zoning Bylaw, 1993, No. 12000, Amendment Bylaw, 2017, No. 19129" 7916-0365-00 – Raghudeep Sihota c/o Mainland Engineering Design Corporation (Rajeev Mangla) RA to RF-10 and RF-13 – 5975 – 142 Street - to subdivide into 4 single family lots.

Approved by Council: February 6, 2017

It was

Moved by Councillor Gill

Seconded by Councillor Steele

That "Surrey Zoning Bylaw, 1993, No. 12000,

Amendment Bylaw, 2017, No. 19129" pass its third reading.

RES.R17-567

Carried

with Councillor Woods opposed

# Development Variance Permit No. 7916-0365-00

5975 - 142 Street

To reduce the lot depth for proposed lots 1 to 3 from 28 metres (92 ft.) to 26.4 metres (87 ft.) in order to accommodate a standard size house and larger garage.

It was

Moved by Councillor Gill

Seconded by Councillor Steele

That Development Variance Permit

No. 7916-0365-00 be supported and that staff be authorized to bring the Permit forward for issuance and execution by the Mayor and City Clerk in conjunction with final adoption of the related rezoning bylaw.

RES.R17-568

<u>Carried</u>

with Councillor Woods opposed

5. "Surrey Zoning Bylaw, 1993, No. 12000, Amendment Bylaw, 2017, No. 19131" 7916-0145-00 – 1074539 B.C. Ltd. (Director Information: Satnam Minhas and Sukhjinder Sidhu)

c/o Coastland Engineering and Surveying Ltd. (Mike Helle)

RH to RF - Portion of 5690 - 144 Street - to subdivide into 2 single family lots.

Approved by Council: February 6, 2017

Moved by Councillor Gill

Seconded by Councillor Villeneuve

That Application 7916-0145-00 be referred

back to staff to address concerns raised by local residents during the Public Hearing, and that an alternate emergency vehicle access be explored without

having a thru-road.

RES.R17-569

Carried

Council suggested that bollards be used to prevent thru-road access and that the road dedication be explored as a cash-in-lieu agreement with the Developer.

6. "Surrey Zoning Bylaw, 1993, No. 12000, Amendment Bylaw, 2017, No. 19133" 7915-0365-00 - Kekinow Native Housing Society c/o Patrick R. Stewart Architect (Patrick Stewart) RM-15 to CD - 7561 - 140 Street - to develop one 3-storey and two 4-storey apartment buildings with 176 affordable rental units.

Approved by Council: February 6, 2017

Note:

The associated Housing Agreement Bylaw No. 19134 received Three

readings at the February 6, 2017 Regular Council Land Use Meeting.

It was

Moved by Councillor Gill

Seconded by Councillor Steele

That "Surrey Zoning Bylaw, 1993, No. 12000,

Amendment Bylaw, 2017, No. 19133" pass its third reading.

RES.R17-570

Carried

"Surrey Official Community Plan Bylaw, 2013, No. 18020, Amendment Bylaw, 2017, 7. No. 18650"

3900-20-18650 - OCP text amendment

"Surrey Official Community Plan Bylaw, 2013, No. 18020", as amended, is further amended to revise Theme C: Infrastructure and Facilities by replacing Figure 24, Figure 25 and Figure 26 and adding a new Figure 26a in order to reflect the newly adopted 10-Year Servicing Plan.

Approved by Council: February 6, 2017 Corporate Report Item No: 2017-Ro26

It was

Moved by Councillor Gill

Seconded by Councillor Steele

That "Surrey Official Community Plan Bylaw,

2013, No. 18020, Amendment Bylaw, 2017, No. 18650" pass its third reading.

RES.R17-571

#### **PERMITS - APPROVALS**

# 8. Development Variance Permit No. 7917-0001-00

7917-0001-00 – Janda Group Holdings Inc. c/o RGHS Investments Inc. (Harj Samra) 8338 – 120 Street (8336 – 120 Street)

To waive the minimum requirement for distance between a proposed small-scale drug store and existing drugs in conjunction with a medical clinic within an existing multi-tenant building.

To vary "Surrey Zoning By-law, 1993, No. 12000", as amended, as follows:

(a) In Section E.28 of Part 4, General Provisions, the minimum separation distance from the lot line between drug stores, small-scale drug stores or methadone dispensaries is reduced from 400 metres (1,300 ft.) to 130 metres (427 ft.) to permit a small-scale drug store at 8338 – 120 Street.

No concerns had been expressed by abutting property owners prior to printing of the Agenda.

It was

Moved by Councillor Gill Seconded by Councillor Steele That Development Variance Permit

No. 7917-0001-00 be approved; that the Mayor and Clerk be authorized to sign the Permit; and that Council authorize the transfer of the Permit to the heirs, administrators, executors, successors, and assigns of the title of the land within the terms of the Permit.

RES.R17-572

Carried

#### 9. Development Variance Permit No. 7916-0482-00

7916-0482-00 – Larry Thomas and Heather Campbell c/o Larry Thomas 12557 – 20 Avenue

To reduce the side yard setback to allow for the existing driveway to be utilized and have no trees impacted in order to permit construction of a proposed detached garage.

To vary "Surrey Zoning By-law, 1993, No. 12000", as amended, as follows:

(a) To vary Section F Yards and Setbacks of Part 16 "Single Family Residential Zone (RF)" to permit a reduction in the side yard on flanking street for Accessory Buildings and Structures Greater than 10 square metres (108 sq.ft.) in size, from 7.5 metres (25 ft.) to 1.8 metres (6 ft.).

No concerns had been expressed by abutting property owners prior to printing of the Agenda.

Moved by Councillor Gill Seconded by Councillor Hayne That Development Variance Permit

No. 7916-0482-00 be supported and that staff be authorized to bring the Permit forward for issuance and execution by the Mayor and City Clerk in conjunction with final approval of the Development Permit.

RES.R17-573

Carried

10. Development Variance Permit No. 7916-0701-00

7916-0701-00 – KCH 21 Avenue (2) Holdings Ltd. c/o CTA Design Group, Architecture and Engineering 2133 – 191 Street

To provide a total of 84 parking spaces to allow off-site parking space on an existing two-unit industrial building.

To vary "Surrey Zoning By-law, 1993, No. 12000", as amended, as follows:

(a) In Section C.1 of Part 5, Off-Street Parking and Loading/Unloading, the minimum number of required off-street parking spaces is reduced to 84 parking spaces.

No concerns had been expressed by abutting property owners prior to printing of the Agenda.

It was

Moved by Councillor Gill Seconded by Councillor Hayne That Development Variance Permit

No. 7916-0701-00 be approved; that the Mayor and Clerk be authorized to sign the Permit; and that Council authorize the transfer of the Permit to the heirs, administrators, executors, successors, and assigns of the title of the land within the terms of the Permit.

RES.R17-574

Carried

11. Development Variance Permit No. 7915-0412-00

7915-0412-00 – City of Surrey c/o Cypress Land Services Inc. (Tawny Verigin) Adjacent to 15814 – 95A Avenue

To increase the height of a proposed free-standing telecommunications tower to replace the existing wooden pole with a metal pole and the equipment compound will be reduced in size. This will provide improved cell coverage for the area.

To vary "Surrey Zoning By-law, 1993, No. 12000", as amended, as follows:

(a) To vary Sub-section A.1(a)ii.b. of Part 4 General Provisions, to increase the height of a telecommunication tower from 12 metres (40 ft.) to 20 metres (66 ft.).

**Note:** Three (3) piece of correspondence received in opposition of this

Development Variance Permit No. 7915-0412-00 at the time the agenda was

printed.

It was

Moved by Councillor Gill Seconded by Councillor Hayne

That Development Variance Permit

No. 7915-0412-00 be approved; that the Mayor and Clerk be authorized to sign the Permit; and that Council authorize the transfer of the Permit to the heirs, administrators, executors, successors, and assigns of the title of the land within the terms of the Permit.

RES.R17-575

Carried

Development Variance Permit No. 7916-0372-00 12.

7916-0372-00 - Sundeep Kajla

c/o Sundeep Kajla

5243 - 176 Street

To increase the front yard setback, depth of the farm residential footprint and a reduction in the side yard (south) setback. This will allow construction of a new single family dwelling in the southwest corner of the property.

To vary "Surrey Zoning By-law, 1993, No. 12000", as amended, as follows:

- (a) In Sub-Section F.1(b), Yards and Setbacks, the maximum setback of a single family dwelling from the front lot line is increased from 50 metres (164 ft.) to 295 metres (968 ft.);
- (b) In Section J.2, Special Regulations, the maximum depth of the farm residential footprint from the front lot line is increased from 60 metres (197 ft.) to 310 metres (1,020 ft.); and
- (c) In Section F.1(a), Yards and Setbacks, the minimum south side yard setback for a single family dwelling is reduced from 13.5 metres (45 ft.) to 10 metres (33 ft.).

No concerns had been expressed by abutting property owners prior to printing of the Agenda.

It was

Moved by Councillor Gill

Seconded by Councillor Hayne

That Development Variance Permit

No. 7916-0372-00 be approved; that the Mayor and Clerk be authorized to sign the Permit; and that Council authorize the transfer of the Permit to the heirs, administrators, executors, successors, and assigns of the title of the land within the terms of the Permit.

RES.R17-576

# 13. Development Variance Permit No. 7916-0715-00

7916-0715-00 – Karla Ostby c/o Tom Ostby

17412 - 29 Avenue

To reduce the rear yard (south) of an accessory structure in order to bring the existing garden shed into conformity.

To vary "Surrey Zoning By-law, 1993, No. 12000", as amended, as follows:

(a) In Section F. Yards and Setbacks of Part 13 Acreage Residential Gross Density Zone (RA-G), the minimum Rear Yard Setback for an Accessory Building and Structure is reduced from 1.8 metres (6 ft.) to 1.3 metres (4.3 ft.).

No concerns had been expressed by abutting property owners prior to printing of the Agenda.

\* **Note:** Memo received from Planning and Development advising Council that the permit is in order for issuance.

It was

Moved by Councillor Gill Seconded by Councillor Hayne That Development Variance Permit

No. 7916-0715-00 be approved; that the Mayor and Clerk be authorized to sign the Permit; and that Council authorize the transfer of the Permit to the heirs, administrators, executors, successors, and assigns of the title of the land within the terms of the Permit.

RES.R17-577

Carried

#### 14. Temporary Use Permit No. 7916-0371-00

7916-0371-00 – City of Surrey c/o Clover Ventures Ltd. (Karen Archibald)

17763 and 17835 - 62 Avenue

To allow for temporary sales of non-restricted firearms for a limited 3-day event period to accommodate an exhibition (hunting and fishing show) at the Cloverdale Fairgrounds from April 28 to 30, 2017.

The temporary use shall be carried out according to the following conditions:

(a) The sale of non-restricted firearms shall be in accordance with the Firearms Act and Firearms Regulations.

No concerns had been expressed by abutting property owners prior to printing of the Agenda.

Moved by Councillor Gill Seconded by Councillor Hayne That Temporary Use Permit

No. 7916-0371-00 be approved; that the Mayor and Clerk be authorized to sign the Permit; and that Council authorize the transfer of the Permit to the heirs, administrators, executors, successors, and assigns of the title of the land within the terms of the Permit.

RES.R17-578

Carried

15. Temporary Use Permit No. 7916-0698-00

7916-0698-00 - City of Surrey c/o Bird Design Build Construction Inc. (Andris Ozols) Portion of 14150 Green Timbers Way

To allow a temporary parking lot for RCMP staff during construction of the new forensics lab adjacent to the RCMP E-Division for a period not to exceed three years.

The temporary use shall be carried out according to the following conditions:

- (a) The proposed temporary parking lot will be located at least 30 metres from the top-of-bank of Quibble Creek;
- (b) No development or disturbance associated with the project works shall occur within the Green Infrastructure Network (GIN) associated with Green Timbers Forest or the Streamside Protection Areas associated with Quibble Creek, except in areas where there is documented approval from the City of Surrey; and
- (c) Effects to vegetation and forest habitat will be limited to removal of vegetation, including trees, from the temporary parking lot footprint and will be outside of Streamside Protection and Green Infrastructure Network (GIN) Areas. Forested habitat outside of the proposed location of the temporary parking lot will remain undeveloped.

No concerns had been expressed by abutting property owners prior to printing of the Agenda.

It was

Moved by Councillor Gill

Seconded by Councillor Hayne

That Temporary Use Permit No. 7916-0698-00

be approved; that the Mayor and Clerk be authorized to sign the Permit; and that Council authorize the transfer of the Permit to the heirs, administrators, executors, successors, and assigns of the title of the land within the terms of the Permit.

RES.R17-579

#### **PERMITS - SUPPORT**

# 16. Development Variance Permit No. 7917-0024-00

7917-0024-00 – Ying Chen c/o Qi Heng (Steven) Zhang

13675 - 27 Avenue

To reduce the minimum setback distance for a "Natural Class B Stream" from 15 metres (50 ft.) measured from top-of-bank to 3 metres (10 ft.) in order permit construction of a proposed new single family dwelling and driveway.

The associated application for the building permit is awaiting final approval. Zoning Text Amendment Bylaw No. 18809, which incorporates new streamside protection regulations was recently adopted, resulting in the requirement for this variance.

No concerns had been expressed by abutting property owners prior to printing of the Agenda.

It was

Moved by Councillor Gill

Seconded by Councillor Hayne

That Development Variance Permit

No. 7917-0024-00 be supported and that staff be authorized to bring the Permit forward for issuance and execution by the Mayor and City Clerk in conjunction with final approval of the Development Permit.

RES.R17-580

Carried

with Councillor Woods opposed

#### 17. Temporary Use Permit No. 7914-0321-00

7914-0321-00 - High Noon Investment Corporation

c/o Doreen Kerr

7315 King George Boulevard

To allow temporary vehicle parking for employees of Sunrise Poultry Processors Ltd. (13542 - 73A Avenue) and for rental vehicles of Hertz Corporation (7319 King George Boulevard) for a period not to exceed three years.

No concerns had been expressed by abutting property owners prior to printing of the Agenda.

It was

Moved by Councillor Gill

Seconded by Councillor Hayne That Temporary Use Permit

No. 7914-0321-00 be supported and that staff be authorized to bring the Permit forward for issuance and execution by the Mayor and City Clerk once the outstanding conditions have been met.

RES.R17-581

#### FINAL ADOPTIONS

18. "Surrey Zoning Bylaw, 1993, No. 12000, Text Amendment Bylaw, 2017, No. 19073" 3900-20-19073 – Regulatory Text Amendment

"Surrey Zoning By-law, 1993, No. 12000", as amended, is further amended to update the bylaw as it relates to Artist Studios and Cultural Uses as well as to update the amenity contributions, and housekeeping revisions related to Schedule G.

Approved by Council: January 16, 2017 Corporate Report Item No: 2017-R014

It was

Moved by Councillor Gill

Seconded by Councillor Hayne

That "Surrey Zoning Bylaw, 1993, No. 12000,

Text Amendment Bylaw, 2017, No. 19073" be finally adopted, signed by the Mayor and Clerk, and sealed with the Corporate Seal.

RES.R17-582

Carried

"Local Area Service Left-turn Bay Construction [Project #5012-1010-00] Bylaw, 2013, No. 18092, Amendment Bylaw, 2017, No. 19103"

3900-20-19103 – Council Initiative

To amend "Local Area Service Left-turn Bay Construction [Project #5012-1010-00] Bylaw, 2013, No. 18092" by deleting the existing Schedule B and inserting a revised Schedule B to reflect the final costs and apportionment thereof for parcels on 140 Street at 82 Avenue.

Approved by Council: February 6, 2017 Corporate Report Item No: 2017-R019

It was

Moved by Councillor Gill

Seconded by Councillor Hayne

That "Local Area Service Left-turn Bay

Construction [Project #5012-1010-00] Bylaw, 2013, No. 18092, Amendment Bylaw, 2017, No. 19103" be finally adopted, signed by the Mayor and Clerk, and sealed with the Corporate Seal.

RES.R17-583

20. "Local Area Service Sidewalks (Project #5011-1010-00) Bylaw, 2012, No. 17587, Amendment Bylaw, 2017, No. 19104"

3900-20-19104 - Council Initiative

To amend "Local Area Service Sidewalks (Project #5011-1010-00) By-law, 2012, No. 17587" by deleting the existing Schedule B and inserting a revised Schedule B to reflect the final costs and apportionment thereof for parcels fronting the north side of 66 Avenue from 12131 to 12215 – 66 Avenue inclusive.

Approved by Council: February 6, 2017 Corporate Report Item No: 2017-R020

It was

Moved by Councillor Gill

Seconded by Councillor Hayne

That "Local Area Service Sidewalks (Project

#5011-1010-00) Bylaw, 2012, No. 17587, Amendment Bylaw, 2017, No. 19104" be finally adopted, signed by the Mayor and Clerk, and sealed with the Corporate Seal.

RES.R17-584

<u>Carried</u>

"Surrey Animal Responsibility Bylaw, 2017, No. 19105"
3900-20-19105 – New Regulatory Bylaw
A Bylaw to regulate the keeping of dogs and other animals within the City and to provide for fixing, imposing and collecting licence fees from and the issuance of licences to a person who owns, possesses, harbours, or who has charge of a dog.

Approved by Council: February 6, 2017 Corporate Report Item No: 2017-R015

It was

Moved by Councillor Gill

Seconded by Councillor Hayne

That "Surrey Animal Responsibility Bylaw,

2017, No. 19105" be finally adopted, signed by the Mayor and Clerk, and sealed with the Corporate Seal.

RES.R17-585

**Carried** 

"Surrey Municipal Ticket Information Utilization Bylaw, 1994, No. 12508, Amendment Bylaw, 2017, No. 19106"
3900-20-19106 – Regulatory Text Amendment
"Surrey Municipal Ticket Information Utilization By-law, 1994, No. 12508", as amended, is further amended in Schedule 1, 4 and 22 to incorporate housekeeping changes to reflect the new Surrey Animal Responsibility Bylaw.

Approved by Council: February 6, 2017 Corporate Report Item No: 2017-R015

Moved by Councillor Gill

Seconded by Councillor Hayne

That "Surrey Municipal Ticket Information

Utilization Bylaw, 1994, No. 12508, Amendment Bylaw, 2017, No. 19106" be finally adopted, signed by the Mayor and Clerk, and sealed with the Corporate Seal.

RES.R17-586

**Carried** 

"Surrey Bylaw Notice Enforcement Bylaw, 2016, No. 18691, Amendment Bylaw, 2017, No. 19109"

3900-20-19109 - Regulatory Text Amendment

"Surrey Bylaw Enforcement Bylaw, 2016, No. 18691" as amended, is further amended in Schedule A to incorporate housekeeping changes to reflect the new Surrey Animal Responsibility Bylaw.

Approved by Council: February 6, 2017 Corporate Report Item No: 2017-R015

It was

Moved by Councillor Gill

Seconded by Councillor Hayne

That "Surrey Bylaw Notice Enforcement

Bylaw, 2016, No. 18691, Amendment Bylaw, 2017, No. 19109" be finally adopted, signed by the Mayor and Clerk, and sealed with the Corporate Seal.

RES.R17-587

Carried

"Public Safety Radio Building Amplification System Bylaw, 2017, No. 19108"
3900-20-19108 – New Regulatory Bylaw
A new regulatory bylaw to require certain buildings and structures to have radio support and amplification systems to ensure the City's fire service, law enforcement and other emergency services radio communications networks provide public safety grade reliability essential to public safety and emergency response.

Approved by Council: February 6, 2017 Corporate Report Item No: 2017-R029

It was

Moved by Councillor Gill

Seconded by Councillor Hayne

That "Public Safety Radio Building

Amplification System Bylaw, 2017, No. 19108" be finally adopted, signed by the Mayor and Clerk, and sealed with the Corporate Seal.

RES.R17-588

#### **INTRODUCTIONS**

"Surrey Close and Remove the Dedication of Highway of a Portion of Road 25. Adjacent to 10309 Parkview Place Bylaw, 2017, No. 18720"

3900-20-18720 - Council Initiative

A bylaw to authorize the closure and removal of dedication of highway over 12.5 square metres area of road allowance adjacent to 10309 Parkview Place. The proposed closure area is intended to be consolidated with the adjacent property at 10309 Parkview Place. In accordance with the Community Charter, SBC 2003, c.26, as amended, approval of the disposition of the road will be considered by City Council at a later date.

Approved by Council: January 16, 2017 Corporate Report Item No: 2017-Roo8

It was

Moved by Councillor Gill

Seconded by Councillor Hayne

That "Surrey Close and Remove the

Dedication of Highway of a Portion of Road Adjacent to 10309 Parkview Place

Bylaw, 2017, No. 18720" pass its first reading.

RES.R17-589

Carried

The said By-law was then read for the second time.

It was

Moved by Councillor Gill

Seconded by Councillor Hayne

That "Surrey Close and Remove the

Dedication of Highway of a Portion of Road Adjacent to 10309 Parkview Place

Bylaw, 2017, No. 18720" pass its second reading.

RES.R17-590

Carried

The said By-law was then read for the third time.

It was

Moved by Councillor Gill

Seconded by Councillor Hayne

That "Surrey Close and Remove the

Dedication of Highway of a Portion of Road Adjacent to 10309 Parkview Place

Bylaw, 2017, No. 18720" pass its third reading.

RES.R17-591

26. "Surrey Close and Remove the Dedication of Highway of a Portion of Road Adjacent to 18609 – 64 Avenue Bylaw, 2017, No. 18898"
3900-20-18898 – Council Initiative

A bylaw to authorize the closure and removal of dedication of highway over 32.5 square metres area of road allowance adjacent to 18609 – 64 Avenue. The proposed closure area is intended to be consolidated with the adjacent property at 18609 - 64 Avenue. In accordance with the *Community Charter*, SBC 2003, c.26, as amended, approval of the disposition of the road will be considered by City Council at a later date.

Approved by Council: October 3, 2016 Corporate Report Item No: 2016-R214

Note: Council is advised that the area of road to be closed, as approved under Corporate Report No. 2016-R214, was based on a preliminary survey. The final survey indicates an increase in the total area of road to be closed from 32.2 square metres to 32.5 square metres.

It was

Moved by Councillor Gill

Seconded by Councillor Hayne

That "Surrey Close and Remove the

Dedication of Highway of a Portion of Road Adjacent to 18609 – 64 Avenue Bylaw, 2017, No. 18898" pass its first reading.

RES.R17-592

Carried

The said By-law was then read for the second time.

It was

Moved by Councillor Gill

Seconded by Councillor Hayne

That "Surrey Close and Remove the

Dedication of Highway of a Portion of Road Adjacent to 18609 – 64 Avenue Bylaw, 2017, No. 18898" pass its second reading.

RES.R17-593

Carried

The said By-law was then read for the third time.

It was

Moved by Councillor Gill

Seconded by Councillor Hayne

That "Surrey Close and Remove the

Dedication of Highway of a Portion of Road Adjacent to 18609 – 64 Avenue Bylaw, 2017, No. 18898" pass its third reading.

RES.R17-594

"Surrey Zoning Bylaw, 1993, No. 12000, Text Amendment Bylaw, 2017, No. 19135"

3900-20-19135 – Regulatory Text Amendment

"Surrey Zoning By-law, 1993, No. 12000", as amended, is further amended in Schedule F and G to include amenity contributions for the Abbey Ridge Local Area Plan.

Approved by Council: February 6, 2017 Corporate Report Item No: 2017-R032

It was

Moved by Councillor Gill

Seconded by Councillor Hayne

That "Surrey Zoning Bylaw, 1993, No. 12000,

Text Amendment Bylaw, 2017, No. 19135" pass its first reading.

RES.R17-595

Carried

The said By-law was then read for the second time.

It was

Moved by Councillor Gill

Seconded by Councillor Hayne

That "Surrey Zoning Bylaw, 1993, No. 12000,

Text Amendment Bylaw, 2017, No. 19135" pass its second reading.

RES.R17-596

**Carried** 

It was then

Moved by Councillor Gill

Seconded by Councillor Hayne

That the Public Hearing on "Surrey Zoning

Bylaw, 1993, No. 12000, Text Amendment Bylaw, 2017, No. 19135" be held at the City

Hall on Monday, March 6, 2017, at 7:00 p.m.

RES.R17-597

<u>Carried</u>

28. "Surrey Development Application Procedure Bylaw, 2011, No. 17409, Amendment Bylaw, 2017, No. 19137"

3900-20-19137 – Regulatory Text Amendment

"Surrey Development Application Procedure By-law, 2011, No. 17409", as amended, is further amended to incorporate changes to streamline the processing of liquor license amendment applications.

Approved by Council: February 20, 2017 Corporate Report Item No: 2017-R043

Earlier in the meeting Council approved the recommendations of Corporate Report No. Ro43; therefore, Bylaw 19137 is in order to receive three readings.

Moved by Councillor Gill

Seconded by Councillor Hayne

That "Surrey Development Application

Procedure Bylaw, 2011, No. 17409, Amendment Bylaw, 2017, No. 19137" pass its first

reading.

RES.R17-598

**Carried** 

The said By-law was then read for the second time.

It was

Moved by Councillor Gill

Seconded by Councillor Hayne

That "Surrey Development Application

Procedure Bylaw, 2011, No. 17409, Amendment Bylaw, 2017, No. 19137" pass its

second reading.

RES.R17-599

Carried

The said By-law was then read for the third time.

It was

Moved by Councillor Gill

Seconded by Councillor Hayne

That "Surrey Development Application

Procedure Bylaw, 2011, No. 17409, Amendment Bylaw, 2017, No. 19137" pass its third

reading.

RES.R17-600

Carried

29. "Development Application Fees Bylaw, 2016, No. 18641, Amendment Bylaw, 2017, No. 18807"

3900-20-18807 - Regulatory Text Amendment

"Development Application Fees Bylaw, 2016, No. 18641", as amended, is further amended to incorporate new fees for Liquor Licence Amendment Applications and to ensure continued consistency between municipal bylaws and the processing of development applications.

Approved by Council: February 20, 2017 Corporate Report Item No: 2017-R044

Earlier in the meeting Council approved the recommendations of Corporate Report No. Ro43; therefore, Bylaw 18807 is in order to receive three readings.

It was

Moved by Councillor Gill

Seconded by Councillor Hayne

That "Development Application Fees Bylaw,

2016, No. 18641, Amendment Bylaw, 2017, No. 18807" pass its first reading.

RES.R17-601

Carried

The said By-law was then read for the second time.

Moved by Councillor Gill

Seconded by Councillor Hayne

That "Development Application Fees Bylaw,

2016, No. 18641, Amendment Bylaw, 2017, No. 18807" pass its second reading.

RES.R17-602

<u>Carried</u>

The said By-law was then read for the third time.

It was

Moved by Councillor Gill

Seconded by Councillor Hayne

That "Development Application Fees Bylaw,

2016, No. 18641, Amendment Bylaw, 2017, No. 18807" pass its third reading.

RES.R17-603

Carried

#### **MISCELLANEOUS**

30. "Local Area Service Road Opening [Project # 5013-1010-00] Bylaw, 2013, No. 18028" 3900-20-18028 - Council Initiative

A bylaw to establish the local area service for construction of a paved road with appropriate ditching, from 19012 – 51B Avenue west to 188 Street and south from 51B Avenue to 4938 – 188 Street, to authorize the construction to service parcels within the local service area; to define the boundaries of the local service area; and to impose local service taxes.

Approved by Council: July 22, 2013 Corporate Report Item No: 2013-R135

**Note:** Memo received from Engineering advising Council that approval from the Agricultural Land Commission has been received and Bylaw No. 18028 is in order for second and third readings.

It was

Moved by Councillor Gill

Seconded by Councillor Hayne

That "Local Area Service Road Opening

[Project # 5013-1010-00] Bylaw, 2013, No. 18028" pass its second reading.

RES.R17-604

Carried

The said By-law was then read for the third time.

It was

Moved by Councillor Gill

Seconded by Councillor Hayne

That "Local Area Service Road Opening

[Project # 5013-1010-00] Bylaw, 2013, No. 18028" pass its third reading.

RES.R17-605

Carried

## I. CLERK'S REPORT

- J. NOTICE OF MOTION
- K. OTHER BUSINESS
- L. ADJOURNMENT

Moved by Councillor Steele Seconded by Councillor LeFranc

That the Monday, February 20, 2017 Regular

Council - Public Hearing meeting be adjourned.

RES.R17-606

**Carried** 

The Regular Council - Public Hearing meeting adjourned at 10:58 p.m.

Certified correct:

1

Jane Sullivan, City Clerk