

Notice of First Three Readings

Zoning Amendment Bylaw No. 4444

The City of Port Coquitlam Council will consider First, Second and Third Reading of Zoning Amendment Bylaw No. 4444 at the **regular council meeting of June 23rd, 2026**, in Council Chambers, City Hall, 3rd Floor, 2580 Shaughnessy Street, Port Coquitlam, B.C.

Intent of the Proposed Bylaw

The intent of **Bylaw No. 4444**, is to amend Zoning Bylaw, 2008, No. 3630, to remove antiquated restrictions and to clarify and expand the range of permitted entertainment and hospitality-related uses in commercial zones.

The Council meeting of **June 23rd, 2026**, is open to the public and anyone wishing to attend may do so in person by attending Council Chambers. The meeting will also be broadcast live on the City's website and can be viewed by going to portcoquitlam.ca/council.

Notice (s. 467 of the *Local Government Act*) is given that Council has waived the holding of a Public Hearing [s. 464 (2) of the *LGA*] for this Bylaw, as it is consistent with the City's Official Community Plan.

A copy of the proposed Bylaw and other relevant documents, may be inspected online at portcoquitlam.ca/publicnotices or in-person from **June 17, 2026**, to **June 23, 2026**, between 8:30 a.m. to 4:30 p.m., Monday to Friday at Port Coquitlam City Hall, Second Floor, 2580 Shaughnessy Street, Port Coquitlam, BC, except holidays. You may also request a copy of the Bylaw by emailing legislativeservices@portcoquitlam.ca.

Legislative Services
604-927-5212

CITY OF PORT COQUITLAM
ZONING AMENDMENT BYLAW, 2026

Bylaw No. 4444

The Council of the Corporation of the City of Port Coquitlam enacts as follows:

1. CITATION

This Bylaw is cited as “Zoning Bylaw, 2008, No. 3630, Amendment Bylaw, 2026, No. 4444”.

2. ADMINISTRATION

2.1 Section I Definitions is amended by:

2.1.1 By deleting the definition of Amusement machine.

2.1.2 By deleting the definition of Arcade.

2.1.3 By deleting the definition of Cabaret.

2.1.4 By removing the words “bowling alleys,” from the definition of commercial indoor recreation.

2.1.5 By inserting a definition of Entertainment facility as follows:

“**Entertainment facility** means arcades, billiard and pool halls, bowling alleys, children’s entertainment centres, cinemas, escape rooms, golf simulators, and similar facilities that are intended to provide entertainment as the primary focus of the business.”

2.1.6 By replacing the definition of Neighbourhood pub with the following:

“**Neighbourhood pub** means a liquor primary licensed establishment that offers full lunch and dinner meal service and may include on-site manufacturing of beer, and accessory forms of entertainment such as dancing or amusement machines.”

2.1.7 By inserting a definition of Night Club as follows:

“**Night Club** means a liquor primary licensed establishment at which dancing by patrons is permitted as the primary form of entertainment.”

2.2 Section II Zone and Zone Regulations is amended as follows:

2.2.1 By replacing subsection 6.b. with the following:

“Auto wrecking and auto salvage when conducted outside a building; adult entertainment businesses; escort services; massage parlours; gaming establishments; pawnshops;”

2.3 Section II Zone and Zone Regulations, Section 3.3 Permitted Uses Table 3.3: Commercial Zones Permitted Uses is amended as follows:

2.3.1 By inserting “Entertainment facilities” as a new use and permitting the use in the CC and DC zones.

2.3.2 By removing the use “Accessory amusement machines”.

2.4 Section II Zone and Zone Regulations, Section 3.3 Permitted Uses Notes to Table 3.3 is amended as follows:

2.4.1 By removing Note 15 and renumbering accordingly.

2.5 Section II Zone and Zone Regulations, Section 6.17.2 Permitted Uses, amended as follows:

2.5.1 By removing the use “Cinemas”.

2.5.2 By inserting “Entertainment facilities” as a new use.

2.6 Section II Zone and Zone Regulations, Section 6.31.2 Permitted Uses table is amended as follows:

2.6.1 By removing the use “Cinemas”.

2.6.2 By inserting “Entertainment facilities” as a new use and permitting the use in Lot C-1.

2.7 Section II Zone and Zone Regulations, Section 6.31.2 Permitted Uses Notes to table 6.31.2 is amended as follows:

2.7.1 By replacing note 4 with the following:

Note 4. “Premises for: building and landscape supplies sales; commercial indoor recreation; electronic equipment rentals; entertainment facilities; financial institutions; general retail sales; hotels; household furniture; musical instrument sales, nurseries; personal services; theatres; tools, electronics and appliances sales; veterinary services; and wine and beer making must have an interior floor area of at least 279 m² except up to 10% of the total interior floor area of commercial premises within this zone may have an interior floor area of less than 279 m²”.

2.8 Section II Zone and Zone Regulations, Section 6.26.2 Permitted Uses, Notes to Table 6.26.2 is amended as follows:

2.8.1 By replacing Note 4 as follows:

“Note 4. Neighbourhood pub premises may occupy an interior floor area of up to 473m² and contain a pool and games room.”

2.9 Section III Supplementary Regulations is amended as follows:

2.9.1 By removing Subsection 9 Licenced Establishments in its entirety and renumbering accordingly.

READ A FIRST TIME this	day of	, 2026
READ A SECOND TIME this	day of	, 2026
READ A THIRD TIME this	day of	, 2026
ADOPTED this	day of	, 2026

Mayor

Corporate Officer

Hospitality Roundtable - Update and Recommended Actions

RECOMMENDATION:

That Committee of Council recommend to Council that:

- 1. The Zoning Bylaw, Development Procedures Bylaw, Delegation of Authority Bylaw, Business Bylaw, Fees and Charges Bylaw and the Liquor Establishment Policy be amended as shown in the attached documents;*
- 2. The requirement for a Public Hearing for the Zoning Bylaw amendments be waived as the proposed amendments are consistent with the Official Community Plan; and*
- 3. That staff be advised to implement the communication, collaboration and advocacy directions described in this report.*

PREVIOUS COUNCIL/COMMITTEE ACTION

None.

REPORT SUMMARY

This report summarizes recommended amendments to bylaws, policies and practices to help support and strengthen the local hospitality industry in keeping with the discussion and insights provided by members of the Hospitality Roundtable. The scope of changes includes removing antiquated zoning bylaw provisions, streamlining liquor license approvals and encouraging mechanisms to enliven the community through commercial patios and event collaborations with the City. The report also recommends the City advocate to the Province to improve and modernize the provincial liquor licensing system.

BACKGROUND

The Mayor's Hospitality Roundtable was formed in 2025 with the mandate to provide input on various topics relevant to the City with a focus on supporting local businesses, including providing advice and feedback to Council on policies and initiatives that impact the hospitality sector. The Roundtable is chaired by Mayor West and comprised of 9 members with varying backgrounds, expertise and experience: Jesse Bannister (Poco BIA); Jennifer McKinnon (Tri-City Chamber of Commerce); Cassandra Curtis (Cassandra Cake Co.); Sarah Harbord (Patina Brewing Co.); Bridgette Hyun (C Market Coffee); Pam Karabotsos (Pallas Athena); Brian Orrange (Orrange Kitchen + Bar); Aly Sunderji (Samz Pub and Liquor Store); and Kass Tucker (Earls).

The roundtable met quarterly and, over the course of the last year, provided insight on a number of challenges facing the business sector, particularly those within the hospitality sector as well as opportunities to meet community desire for a diverse and thriving local hospitality sector. The members have helped staff identify opportunities to improve municipal approvals, strengthen collaboration processes, modernize regulations and advocate for an updated provincial liquor licensing regime.

Hospitality Roundtable - Update and Recommended Actions

The recommendations emerging from the Roundtable discussions focus primarily on four areas:

- **Zoning Bylaw amendments** which reduce antiquated restrictions and clarify and expand the range of permitted entertainment and hospitality-related uses in commercial zones.
- **Liquor license approval changes** which improve administrative efficiency by allowing routine, low-impact applications to be addressed at a staff level, while continuing to bring more significant or sensitive matters forward for Council consideration.
- **Collaboration and communication enhancements** which identify opportunities for the City to improve communication channels and information sharing with the intent to help businesses make the most of opportunities such as the patio program and participating in both City and regional special events.
- **Senior government advocacy** which clarifies what regulations and processes the City should focus on when advocating for changes to provincial liquor licensing regime.

DISCUSSION

Zoning Bylaw Amendments: A number of zoning bylaw definitions and regulations are recommended to be eliminated or revised; these provisions are either antiquated or unnecessary and do not reflect contemporary business models, entertainment uses, or community desire for a wider range of hospitality related uses. These include:

Prohibition on “cabaret” (aka dance club). This prohibition was instituted as a reaction to the public safety and nuisance concerns associated with nightclubs operating in the downtown in the 1980’s and 1990’s. Staff recommend this term/definition be amended to reflect a broader category of liquor primary licensed establishment that provides entertainment as a primary focus (e.g. live music venue, dance club, dinner theatre) and the use be permitted on a site-specific basis through application of a zoning bylaw amendment (rezoning). This approach signals that the City is open to consider these types of entertainment venues, but retains Council decision making authority as to the appropriateness of the intended concept, location, size and operational matters such as hours.

Restrictions on the size of dance floors in restaurants and pubs. These regulations were instituted at a similar time as a mechanism to combat a trend of converting establishments into evening/underground dance clubs. This is no longer a relevant concern and the regulation provides unnecessary limitations on pubs and restaurants intending to provide patron participation activities such as live music events; staff recommend the restrictions be eliminated.

Prohibiting arcades and restrictions on amusement machines. These regulations were also instituted in the 1990’s to address undesired nuisance activities associated with video game arcades. Modern arcades/amusement machines tend to be accessory to entertainment facilities such as children activity centres and bowling alleys; there are no anticipated concerns with these facilities and staff recommend the prohibition and restrictions be eliminated.

Hospitality Roundtable - Update and Recommended Actions

Staff also recommend the inclusion of a new permitted use in commercial zones “entertainment facilities” defined to include billiard and pool halls, children fun centers, trampoline parks, escape and virtual reality rooms, bowling alleys and similar facilities designed to provide for casual patron entertainment and activity. This will signal the City’s interest in accommodating these facilities in commercial areas and clarifying the difference between commercial recreation and entertainment facilities.

Liquor license approval changes: Pursuant to the *Liquor Control and Licensing Act* and Regulation, the Liquor and Cannabis Regulation Branch (LCRB) must notify the City when it receives an application for a new or amended liquor license or license endorsements and the City must provide a response prior to LCRB consideration of the application. The regulations further dictate the level of response that must be provided by the City based on the type of application; these range from a simple zoning conformation to a formal resolution that must consider specified factors (e.g. potential for noise and other impacts on the community) or opt out of providing any comments.

Council has broadly delegated the authority to make decisions on LCRB applications to Committee of Council; and has further delegated the authority to provide comment on special occasion licenses to staff. The City’s Liquor Establishment Policy provides a framework for the factors to be considered when providing comment on liquor applications to the LCRB, including adjacent land uses and hours of operation.

This current approach reflects historic concerns as to the nuisance and public safety impacts of licensed establishments, establishing a high level of oversight for all requests which can be administratively burdensome, expensive and time consuming. This approach also does not differentiate between low-impact or more routine requests (e.g. zoning checks, patios, temporary changes, patron participation activities) with applications that may have more significant community sensitivity (new pub or liquor store).

Accordingly, staff recommend the following process and policy changes to increase administrative efficiency:

Increased staff delegation: Staff recommend the Delegation of Authority Bylaw, the Development Procedures Bylaw, and the Fees and Charges Bylaw be updated to categorize LCRB applications as either major or minor, and to delegate the Director of Development Services authority to provide comments or opt out of providing comments on minor applications.

A minor application would be defined as including applications which meet the following criteria:

- Provides for a temporary change, special event or is limited to conformation of zoning compliance;
- Related to an outdoor patio, an increase in person capacity or a change to hours when the proposal meets applicable bylaw requirements and Liquor Policy guidelines;
- License endorsements for food primary and liquor manufacturer licenses; or

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- Submitted in conjunction with a development application.

The provisions would further require that, in cases where the LCRB requires community notification for a minor application, the Director would also need to be satisfied the proposal has not generated significant resident response or that resident response has been considered through the associated development application approval process (e.g. rezoning or DVP).

This approach would ensure that Council still has the authority to consider the appropriateness of applications which have the potential for greater community impact, including the establishment of new liquor retail stores and liquor primary venues and significant license changes associated with liquor primary locations.

Update the Liquor Establishment Policy: Staff further recommend the Liquor Establishment Policy be amended to reflect this revised approach and include policies to support consideration of liquor service at entertainment facilities.

Collaboration and communication enhancements: Through discussions with Roundtable members, staff have identified a number of opportunities to refine and strengthen information exchange and communication with local businesses, which will both support the success of local businesses and help enliven the community with active streets and lively events. These changes will include a focus on promoting opportunities for businesses to participate in City-run special events and benefit from the patio program, and enhanced collaboration with hospitality businesses to support a variety of opportunities for the community to participate in regional special events (e.g. FIFA World Cup).

In order to support this direction, an amendment to the Business Bylaw has been drafted to provide formal administration of the patio program as previously approved by Committee.

Senior government advocacy: Roundtable members identified a number of challenges with the existing provincial liquor licensing regulatory regime, including:

Lengthy liquor license review timelines. Roundtable members noted increasingly long review times on LCRB license applications were a significant detriment to business prosperity, particularly with minor and time sensitive requests. Staff note that proposed updates to allow for the delegation of minor liquor license applications will allow for applications to be processed quicker from the City side. Staff also recommend advocating to the Province to support greater investments in staff resources to help streamline their process and reduce delays in application review time.

Occupant load confirmation requirements. A fairly typical requirement for most liquor license applications is an occupant load confirmation by City building officials, however, there is no specified criteria for the occupant load confirmation resulting in inconsistency by the LCRB as to what is

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acceptable for an individual application. Staff recommend advocating to the Province to have the LCRB provide a template that can be completed for each application to avoid unnecessary back and forth, and ensure the appropriate information is included on the initial submission.

Outdated supply chain for liquor establishments. Roundtable members note that the Liquor Distribution Act generally requires licensed establishments to purchase all their liquor through the Provincial BC Liquor Distribution Branch (LDB) and does not permit licensee-to-licensee sales to supplement their inventory. For example, a neighbourhood pub that also holds a liquor retail store license would not be permitted to “purchase” a bottle from the retail store for use at the pub. These concerns were exasperated during the recent BC General Employee Union (BCGEU) strike action that impacted LCRB employees. Staff recommend the City advocate to the province to be more permissive toward licensee-to-licensee sales, better supporting opportunities for small business and a more resilient and responsive supply chain.

Next Steps: Draft bylaw and policy amendments are attached to this report. Should the proposed bylaws proceed, public notice of the amendments would be provided in accordance with provincial legislation, however, staff do recommend that the requirement for a formal Public Hearing for the zoning bylaw be waived as the proposed amendments are generally minor and are in keeping with the Official Community Plan.

FINANCIAL IMPLICATIONS

Staff do not anticipate any significant financial impacts to the City associated with the recommendations in this report.

OPTIONS (✓ = Staff Recommendation)

	#	Description
	1	Recommend Council support the bylaw, policy and procedural amendments and the advocacy directions described in this report and waive the requirement for a Public Hearing for the amendment to the Zoning Bylaw.
	2	Recommend to Council that only selected bylaw amendments be supported or request additional information before making a decision or recommendation.
	3	Determine that no changes should be made at this time.

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ATTACHMENTS

Attachment 1: Draft Zoning Bylaw Amendment

Attachment 2: Draft Delegation of Authority Bylaw Amendment

Attachment 3: Draft Development Procedures Bylaw Amendment (tracked changes)

Attachment 4: Draft Fees and Charges Bylaw Amendment

Attachment 5: Draft Business Bylaw Amendment

Attachment 6: Draft Liquor Establishment Policy Update

Lead author(s): Jennifer Little and Andrew Battle