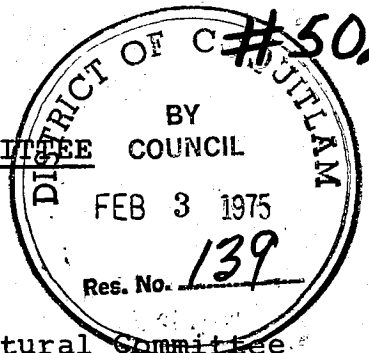




DISTRICT OF COQUITLAM ARCHITECTURAL COMMITTEE

BY COUNCIL

MINUTES - JANUARY 23, 1975



A meeting of the District of Coquitlam Architectural Committee was held in the offices of the Park & Recreation Director, 1111 Brunette Avenue, Coquitlam, B. C., at 1:30 P.M. on Thursday, January 23, 1975.

PRESENT: Alderman D. Howarth, Chairman; Alderman C. J. Filiatrault; D. M. Buchanan, Planning Director; and D. L. Cunnings, Parks & Recreation Director

PURPOSE -

The purpose of the meeting was to interview three Landscape Architectural Firms, with a view to selecting one firm to prepare Preliminary Master Plans and Presentation Drawings for the Rochester School/Park Site and the Millside Elementary School Site in concert with the terms and conditions of the Maillardville Neighbourhood Improvement Program. Such plans would be the subject of a Special Public Meeting, to be held in the near future involving those citizens within the benefitting area.

FIRMS INTERVIEWED -

The following three Landscape Architectural Firms were interviewed:

- (1) Justice & Webb, Landscape Architects;
- (2) Don Vaughn & Associates, Landscape Architects; and,
- (3) Eikos Consultants Ltd., Landscape Architects

RESOLUTION -

MOVED BY ALD. C. J. FILIATRAULT, SECONDED BY ALD. D. HOWARTH

"That the Landscape Architectural Firm of Don Vaughn & Associates be considered by Council to prepare Preliminary Master Plans and Presentation Drawings for both the Rochester School/Park Site and the Millside Elementary School Site."

*see Co Res # 1297/75*

CARRIED

ADJOURNMENT - Meeting adjourned at 3:15 P.M.

*Denis Howarth*  
.....  
Chairman

Monday, February 10th, 1975,  
Architectural Comm. - 5.25 p.m.



ARCHITECTURAL COMMITTEE MINUTES

(Northeast Coquitlam Planning Process)

A Meeting of the Architectural Committee was held at 5.25 p.m. on Monday, February 10th, 1975 in the Council Chambers of the Municipal Hall, Coquitlam, B.C. Present were Ald. D. Howarth (Chairman), Ald. Filiatrault, Ald. Gilmore, Mayor Tonn, Ald. Garrison and Ald. Sekora. Also present were the Municipal Manager, Planning Director and Mrs. Sandra Aikenhead, Recording Secretary.

The Chairman reported that Council Res. No. 116, as amended by Council Res. No. 124, passed on February 3rd, 1975 reads:

"That the Architectural Committee, with powers to add technical staff and Aldermen as they see fit, be empowered to negotiate a joint decision making mechanism for planning of this area and to negotiate the disposition of the lands and to secure funds from the developers to defray the costs of planning in the overall Municipality with the final decision on the aforementioned matters to be made by the Council as a whole."

MOVED BY MAYOR TONN  
SECONDED BY ALD. GILMORE:

For the purpose of implementing Council Res. Nos. 116 and 124, 1975, the Architectural Committee shall, when meeting on matters relating to the Northeast Coquitlam Planning Process, be augmented so that its members shall be: Ald. D. Howarth (Chairman), Ald. C. J. Filiatrault, Ald. J. W. Gilmore, Mayor J. L. Tonn, Ald. L. Bewley, Ald. L. Garrison and Ald. L. Sekora.

CARRIED

MOVED BY ALD. GILMORE  
SECONDED BY ALD. GARRISON:

That a minimum of 48 hours written notice to all Members will be required in order to call a meeting of this committee; and further, that a quorum for such a meeting shall consist of no less than three members of Council.

CARRIED

MOVED BY MAYOR TONN  
SECONDED BY ALD. GILMORE:

That such meetings shall report their proceedings in the first instance to the Executive Committee of Council for referral, where appropriate, to Regular Meetings of Council.

CARRIED

Monday, February 10th, 1975,  
Architectural Comm., cont'd.

It was agreed that municipal staff, including principally the Municipal Manager and the Planning Director, would attend such meetings in an advisory capacity.

MOVED BY MAYOR TONN  
SECONDED BY ALD. GARRISON:

That either Mr. D. M. Buchanan, Planning Director, or Mr. E. Tiessen, Assistant Planning Director, act as Secretary to this committee when it is meeting on matters relating to the Northeast Coquitlam Planning Process.

CARRIED

It was discussed whether an appraisal should be commissioned at this time of the approximately 207 acres of land that the Minister of Housing has offered to acquire from the Municipality, no consensus being reached.

MOVED BY MAYOR TONN  
SECONDED BY ALD. GARRISON:

That the Chairman set up meetings regarding a joint decision-making mechanism for planning, prior to any decision on the necessity for securing an appraisal of the municipal lands which the Minister of Housing wishes to acquire for the Burke Mountain housing development.

CARRIED

MOVED BY ALD. GILMORE  
SECONDED BY ALD. GARRISON:

That this committee meet again at 7.00 p.m. on Monday, February 17th, 1975 in the Committee Room at the Municipal Hall.

CARRIED

ADJOURNMENT

MOVED BY ALD. GARRISON  
SECONDED BY MAYOR TONN:

That the meeting adjourn.                      6 p.m.

CARRIED

Denis Howard                      CHAIRMAN

ARCHITECTURAL COMMITTEE

(North East Coquitlam Planning Process)

Council Resolution No. 116 as amended by Council Resolution No. 124 passed on February 3, 1975 reads:

"That the Architectural Committee, with powers to add technical staff and Aldermen as they see fit, be empowered to negotiate a joint decision making mechanism for planning of this area and to negotiate the disposition of the lands and to secure funds from the developers to defray the costs of planning in the overall Municipality with the final decision on the aforementioned matters to be made by the Council as a whole."

COMMITTEE MEMBERSHIP

For the purpose of implementing Council Resolutions No. 116 and 124, 1975, the Architectural Committee shall, when meeting on matters relating to the North East Coquitlam Planning Process, be augmented so that its members shall be:

A quorum for such a meeting duly called by one days written notice to all members shall be:

Such meetings shall report and proceedings, in the first instance, to the Executive Committee of Council for reference where appropriate to Regular Meetings of Council.

APPRAISAL OF MUNICIPAL LANDS

That the Municipal Manager proceed with identification and securing appraisal of the municipal lands pertaining to the Burke Mountain project which the Minister of Housing wishes to acquire for development.

dictated by Alderman Howarth

**DISTRICT OF COQUITLAM**

Inter-Office Communication

TO: R.A. LeClair DEPARTMENT: Municipal Manager  
 "For Exec. Comm." DATE: Jan. 21, 1975

FROM: D.M. Buchanan DEPARTMENT: Planning YOUR FILE:

SUBJECT: North-east Coquitlam Urban Development OUR FILE:

On January 14, 1975, the Municipal Manager, Municipal Engineer, Deputy Planning Director, and myself met with Mr. John Westwood and Mr. Dave O'Brien of Dunhill Development Corporation on the above subject. I had raised the question with Mr. John Northey in December of a financial contribution from the Department of Housing towards a planning study to be conducted by consultants hired by the Municipality. Mr. Northey indicated at that time that they would not favour such a course of action, and an international planning consultant firm was envisaged hired by his Department. However, he indicated that a meeting was in order to discuss the subject.

Mr. Westwood was the main spokesman for Dunhill, Mr. Northey evidently not being able to attend because of sickness. He indicated that their thinking was now to a point where they are thinking that a special corporation should be set up for their development. This corporation would, in turn, hire special consultants as required for various aspects of the development.

My major concern was with overall planning and not the kind of detailed planning a development corporation would get into. I expressed fairly strongly the fact that Council has the planning responsibility for the community as a whole. We noted that Coquitlam had a policy of progressively developing towards the north-east, and that development up till now had been seen as ten to fifteen years away. The Province would be advancing this timing on a more imminent basis, which would have a substantial impact on the Municipality, both in total community, in planning, and in more administrative terms.

One idea discussed was equal partnership in decision-making by the development corporation. Members of Council or their appointees might sit on the Board with at least half the votes. This idea was not ruled out by Messrs. O'Brien and Westwood, and they said that they would come back to us when their ideas are more crystallized.

The Municipal Manager and I discussed the matter further after the above meeting. We noted the general power of the Provincial Government, and specifically Section 44 of the Laws Declaratory Act:

R.A. LeClair  
"For Executive Committee"

January 21, 1975

- "44. An enactment that would, except for this section, bind or affect the Crown in respect of
- a) the use or development of land; or
  - b) the planning, construction, alteration, servicing, maintenance, or use of improvements as defined in the Assessment Act,
- does not bind or affect the Crown."


This reality makes it necessary to establish as soon as possible a joint decision-making mechanism. Also, it would appear that the Planning Department in particular is going to be affected in terms of extending our Community Plan beyond the Town Centre Area. We may well need our own consultants as part of this process.

To make joint partnership work, the Municipality should also have representation at the technical level. Lending the Deputy Planning Director to the planning team is one approach with Department of Housing fully compensating the Municipality in order that a replacement on staff could be secured. He could report back to myself and the Municipal Manager on a week-to-week or day-to-day basis on the Development Corporation's progress.

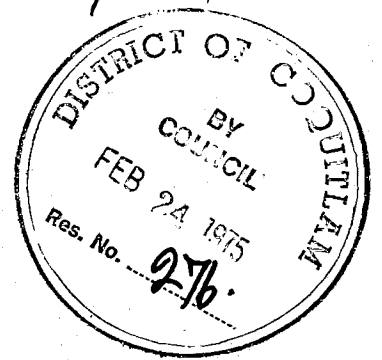
These are all general ideas at this time for discussion by Council. It is obvious that we are dealing with a much larger initiative than that on the Essondale lands. We also know that the process followed with the Essondale Plan has not been very satisfactory, both at the technical and Council levels.

On January 13, 1975, Council set up a Committee consisting of Mayor Tonn, the Municipal Manager, and myself, to negotiate the disposition of the municipal land desired by Dunhill in the Coast Meridian Area. I believe that this Committee should also be authorized to seek a joint decision-making role for the Municipality on the planning for North-east Coquitlam. It should also be authorized to secure funds from the Department of Housing to defray municipal costs involved in this planning activity.

DMB/ci

  
D.M. Buchanan  
Planning Director

Monday, February 17, 1975  
Architectural Committee - 7:00 p.m.



ARCHITECTURAL COMMITTEE MINUTES  
(North-East Coquitlam Planning Process)

A meeting of the Architectural Committee was held at 7:00 p.m. on Monday, February 17, 1975 in the Council Chambers of the Municipal Hall, Coquitlam, B.C.

Present were: Chairman D. Howarth; Alderman L. Sekora; Alderman C. Filiatrault; Alderman J. Gilmore; with Mr. D.M. Buchanan, Planning Director, acting as Secretary.

MOVED BY ALD. GILMORE  
SECONDED BY ALD. FILIATRAULT

That a representative of the Department of Housing be invited by the Chairman to discuss with the Committee their Department's approach to development of North-East Coquitlam.

CARRIED.

MOVED BY ALD. SEKORA  
SECONDED BY ALD. GILMORE

That the Planning Director prepare a map showing land in public hands east and west of the Coquitlam River.

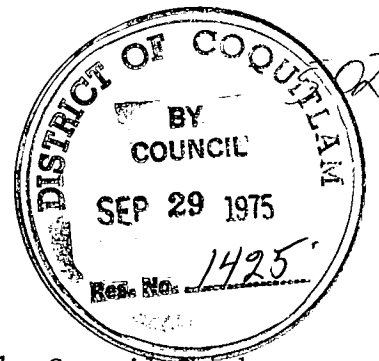
CARRIED.

The meeting adjourned at 7:30 p.m.

Dennis Howarth  
CHAIRMAN



Tuesday, August 19th, 1975  
Architectural Committee - 2:10 p.m.



ARCHITECTURAL COMMITTEE MINUTES

A meeting of the Architectural Committee convened in the Council Chambers of the Municipal Hall, 1111 Brunette Avenue, Coquitlam, B.C. on Tuesday, August 19th, 1975 at 2:10 p.m. with the following members of the Committee present.

Alderman D. Howarth - Chairman  
Alderman J. W. Gilmore

Also present were the following:

Dr. S. Stratton  
Mr. D. Wylie - Architect  
Mr. M. Young - Architect  
Mrs. S. Neumann  
Inspector M. Young  
Mr. E. Newson  
Mr. B. Falcon  
Mr. T. Klassen

Projects to be discussed:

1. Proposed bicycle shelter - Justice Building.
2. Proposed wheel chair ramps - Justice Building.
3. Proposed addition to the works yard.
4. Proposed addition to #4 Firehall.
5. Proposed senior citizens recreation centre.

1. Bicycle Shelter - Estimated cost \$20,000

Inspector Young explained that the purpose of the structure was to house stolen and recovered bicycles and motorcycles as well as for the storage of small amounts of inflammable materials. These items are presently stored in the garage which is needed for investigational purposes.

Inspector Young advised that a secure weatherproof structure with a separate caged area is all that is really required and the only services necessary in the building would be lights.

The Committee discussed the estimated cost of the proposed structure and felt a cost should be obtained from a contractor as the cost appeared rather high.

The Committee also felt that the following points should be considered:

1. a wider access door
2. caging of an area of the interior
3. a concrete floor.

2. Wheelchair Ramps - Estimated Cost - \$13,000

Plans prepared by Carlberg-Jackson Partners were presented indicating the need for 2 exterior ramps and one interior ramp in order to allow access to the Justice Building.

Inspector Young indicated that he did not see this as a priority item at this time.

It was explained to the Committee that under the new National Building Code such ramps were now required.

A suggestion of the installation of a funicular was also made to take the place of the interior ramp, this requiring a great deal less space.

3. Works Yard Building Addition - Estimated Cost - \$31,000

Mr. Newson presented the plans for the proposed addition and explained the project and its need.

The structure is to be compatible with the existing building having been designed by the architect for the original structure and is to be 20 feet by 38.8 feet.

4. Addition to #4 Firehall

Mr. Wylie, the architect for the project, presented the proposed plans of the addition and advised that in order to meet the parking regulations of the Zoning By-Law it will be necessary to place two parking stalls in front of the Hall. Mr. Wylie stated that sufficient parking was available off the lane if the zoning regulations with respect to a maneuvering aisle were not enforced.

The proposed addition would house 8 paid firemen.

The colours of the addition would match those of the existing building.

Mr. Wylie advised that a cost estimate will be available by August 21, 1975.

5. Senior Citizens Recreational Building

Mr. Wylie, the architect for the project, presented the proposed plans and advised of the methods used in the planning of the proposed structure.

The Committee were advised that the total funds available for the structure amounted to \$495,000.00.

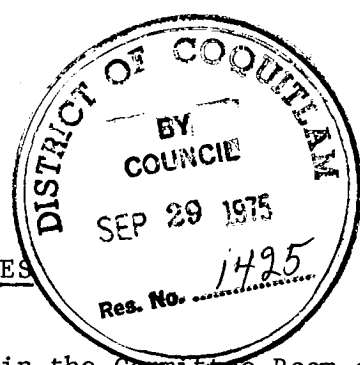
Rochester - Millside Landscape Study

The Committee received information relative to the Rochester - Millside Landscape Study for discussion at a future meeting.

Next Meeting

The Chairman, Alderman Howarth, called a meeting for Thursday, August 21, 1975 at 2:00 p.m. to consider recommendations to Council on proposed projects.

Thursday, August 21, 1975  
Architectural Committee - 2:00 p.m.



ARCHITECTURAL COMMITTEE MINUTES

A meeting of the Architectural Committee convened in the Committee Room of the Municipal Hall on Thursday, August 21st, 1975 at 2:00 p.m. with the following members of the Committee present:

Alderman D. Howarth - Chairman  
Alderman C. J. Filiatrault

Also present were the following:

Mr. D. Wylie - Architect  
Dr. S. Stratton  
Mr. D. Cunnings  
Mr. T. Klassen

Addition to #4 Firehall

Mr. Wylie advised that the new estimate of construction cost for the #4 Firehall addition is \$63,000.00.

Alderman Filiatrault stated that he was opposed to placing two parking stalls at the front of the building and would like to see the Committee recommend to Council that the Zoning By-Law with respect to parking off of a lane be not enforced and all parking for this building be provided to the rear.

Senior Citizens Recreational Centre

Alderman Filiatrault stated that he was in favour of the outdoor washrooms being provided, however, he would like to see additional facilities such as locker rooms, change rooms, a steam bath and sauna added at some time in the future.

Alderman Howarth presented a report to which was attached a plan indicating his thoughts and suggestions on the structure.

Decision with respect to a recommendation to Council was deferred.

Municipal Hall Alterations

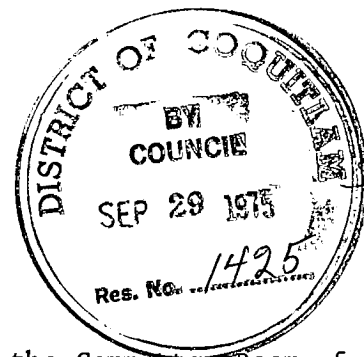
The Deputy Clerk presented a proposed plan for alterations to the Municipal Hall and discussion of this item was referred to the next meeting.

Next Meeting

The Chairman called a meeting of the Committee for Monday, August 25, 1975 at 3:00 p.m.

\_\_\_\_\_  
CHAIRMAN

Monday, August 25th, 1975  
Architectural Committee - 3:00 p.m.



ARCHITECTURAL COMMITTEE MINUTES

A meeting of the Architectural Committee convened in the Committee Room of the Municipal Hall, 1111 Brunette Avenue, Coquitlam, B.C. on Monday, August 26, 1975 at 3:00 p.m. with the following members of the Committee in attendance:

Alderman D. Howarth - Chairman  
Alderman C. J. Filiatrault  
Alderman J. W. Gilmore - arrived at 4:10 p.m.

Also present were the following:

Mr. D. Cunnings  
Mr. S. Stratton  
Mr. T. Klassen

Municipal Hall Renovations

Considerable discussion took place on the proposal to make alterations to the Municipal Hall at this time and Alderman Filiatrault felt that Council should be establishing a plan for future development of Municipal Hall facilities. Alderman Filiatrault stated that until a long range plan is developed spending money on renovations is a waste.

Alderman Howarth advised that such a decision as a plan for future development of a Municipal Hall was one which Council as a whole would have to make and the Committee should concern itself with the plans as submitted and make recommendations on the plan and allow Council to debate whether in fact renovations should be made.

Alderman Howarth made the following suggestions:

1. Request the Planning Department to review the area allotted with a view to better utilization of available space.
2. That the vacated Personnel Director's office become the office for aldermen.
3. That lockerspace be provided for aldermen within the Municipal Hall.
4. That the present aldermen's office become an interview room.

Millside - Rochester Park Landscaping Study

It was agreed by the Committee that a meeting should be arranged with Don Vaughan and Associates to discuss their proposals with respect to this proposed study.

Senior Citizens' Recreational Centre

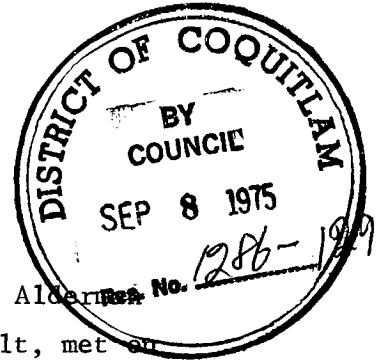
Discussion took place on the lack of follow-through by the Parks and Recreation Department with respect to a resolution of Council on April 7, 1975 to keep the Architectural Committee informed.

MOVED BY ALD. FILIATRAULT  
SECONDED BY ALD. GILMORE:

That, for the Senior Citizens' Recreation Centre and subsequent municipal architectural projects, all consultations held for developing design objectives be reported to Council through the Architectural Committee of Council, for final definition of objectives, and approval of concepts and designs, by Council; and that the Architectural Committee recommend to Council a procedure for holding and coordinating such consultations, and a timetable for completing the design process.

CARRIED

\_\_\_\_\_  
CHAIRMAN



Report of the Architectural Committee

The Architectural Committee of Council, composed of Alderman Howarth, chairman, Alderman Gilmore, and Alderman Filiatrault, met on August 19, August 21, and August 25, 1975, and dealt with the following matters relating to municipal construction. The Committee hereby presents its report on each item and its recommendations to Council.

1) Bicycle storage addition to Justice Building

The R.C.M.P. need a secure storage structure with external access to house stolen and recovered bicycles and motorcycles, of which they have a constant large revolving stock. These cycles presently clutter up the garage, a two-bay heated structure which was designed for, and is needed for, investigation of automobiles. The bicycle storage area must be secure and weatherproof, would occasionally house small amounts of inflammable materials such as gasoline, and would need no services except a roof drain and lighting.

A free-standing structure at the rear of the Justice Building was designed by municipal staff, but judged unacceptable by the Design Committee. Council upheld the opinion of the Design Committee, and on Council's request, Carlberg Jackson, architects, have now produced a design for a one-storey addition, about 19' x 38', attached to the rear of the Justice Building and finished in concrete like the rest of the building. Their cost estimate for the structure, including a slight modification to the parking lot, is \$20,000.

The Committee heard opinion that a small contractor might be able to build the structure for as low as \$7,000 or \$8,000. The committee considered whether the structure should connect by an interior door to the present storage areas inside the Justice Building, but Inspector Young and Mrs. Neumann thought that no greater efficiency of operation would result from such a connection.

Recommendations

- 1) That the design of Carlberg Jackson, architects, for the bicycle storage addition to the Justice Building be accepted, with the additions of an external access door, sliding or hinged, of at least 4 feet in width, an interior secure caged area separating the access door from the main storage space, and a concrete floor overlaid on the existing asphalt.
- 2) That a revised cost estimate for this construction be obtained from one or more contractors.
- 3) That, when the matters of cost and design have been resolved, this structure be given a high priority for construction.

2) Wheelchair ramps at Justice Building

Plans have been prepared by Carlberg Jackson, architects, for two exterior ramps, estimated cost \$10,000, and one interior ramp, estimated cost \$3,000, to allow easy access by wheelchairs to the Justice Building. Inspector Young reported that during the history of the Justice Building, two complaints have been received about lack of wheelchair access. He stated that the R.C.M.P. are available to provide transportation and help to handicapped persons who must attend court or do police business.

The interior ramp would entirely change, or destroy, the design characteristics of the foyer. It could only be justified if, on its own terms, it improved the foyer design, and it appears that it will not.

The system of exterior ramps is unexceptionable in concept, and might even help the landscaping, but they should connect to the sidewalk as well as to the parking lot. The committee noted that as the province changes the court system, the uses of the Justice Building might change, and such modifications might be premature.

Recommendations

- 1) That no interior ramp be constructed in the foyer of the Justice Building, and that consideration be given to installing a funicular or vertical wheelchair elevator adjoining the existing steps.
- 2) That the concept of exterior ramps at the Justice Building be approved, provided that they connect to the sidewalk to the north as well as to the parking lot, but that their construction not be considered a priority.

3) Addition to Service Building at Works Yard

The designs for addition of a welding shop area adjoining the Service Building were presented by Mr. Earl Newson, General Superintendent, and by Mr. Cliff Young of L.O. Lund, architects, the firm that designed the original building. The addition, 20' x 39', is the size of one of the adjoining vehicle service bays, and in every aspect of design is a pure extension of the existing building, with full extension of all services. The design of the south wall allows for a future southward extension. The architect's estimate of cost is \$31,000, within the amount that the municipality has budgeted. This cost estimate might be reduced on tender.

Recommendation

That the design of L.O. Lund, architects, for the addition to the Service Building at the Works Yard be accepted, and that the work proceed to tender.

4) Addition to #4 Fire Hall

Plans have been prepared by G.D. Wylie, architects, for the addition of rooms to the west side of #4 Fire Hall to permit sleeping and ancillary residential accommodation for eight firemen. The plans are similar to such provisions that have been made in others of the District's fire halls.

The present building is non-conforming in two respects, and such an addition would normally require that the entire building be brought up to conforming standards. However, the first non-conformity is slight: the south-east corner of the building minimally infringes on the rear yard setback, and the District has already obtained a variance to permit this to continue.

The second non-conformity is in parking. The Zoning By-Law requires such a two-bay fire hall to have six parking spaces, three for each bay. At present, all six parking spaces are at the rear of the building, to the south, but they have access directly off the lane, which is not permitted. To bring the parking into conformity would require indirect access from the lane, reducing the rear parking to four spaces, and requiring two parking spaces to be added at the north front of the building. These two parking spaces would interrupt the walk to the front door, cut across the front lawn and landscaping, and spoil the visual aspect of the facade. The architect, Fire Chief, and Architectural Committee all feel this to be unacceptable. Council could simply ignore the By-law, but the Committee feels that the interests of general fairness require a broader approach to the problem, which may also affect other property owners in similar situations.

In September, 1974 the estimate obtained by the architect for this construction was \$50,000; as of August 21, 1975, the new estimate obtained is \$63,000. According to the Municipal Manager, the budget provisions for this project total \$39,350.

Recommendations

- 1) That the design of G.D. Wylie, architects, for the addition to #4 Fire Hall, with the exception of the design for parking arrangements, be accepted.
- 2) That Council initiate a general review of the municipality's by-law requirements regarding direct access from lanes to parking spaces.
- 3) That no parking spaces be added at the north front of #4 Fire Hall.

5) Senior Citizens' Recreation Centre



5) Senior Citizens' Recreation Centre

On April 7 of this year Council passed resolution 478: "That the Architectural Committee and Design Committee be kept informed concerning the meetings and procedure used to develop design characteristics of the Senior Citizens' Centre". In fact, between then and August 19, the Architectural Committee was not informed of any of the meetings that were transpiring on the design of the centre, or informed either of the procedure that had been followed up to April 7, or the procedure that was then being used, to develop the design criteria for the centre.

In discussions on August 21 and 25, the Architectural Committee identified the lack of a clearly defined process for formulating the client's - the Municipality's - needs and objectives as the principal problem in this and similar municipal architectural projects, a problem that can result in confused and contradictory objectives and unnecessary delays in the design process. It is this problem that resolution 478 was designed to forestall.

Following interviews of architectural firms by the Architectural Committee on October 16, 1973, Council on October 22, 1973 appointed G.D. Wylie, architects, as architects for the Senior Citizens' Recreation Centre and other recreation projects proposed in the referendum that had then been prepared. That referendum received the assent of the voters on November 17, 1973. The architect developed preliminary concepts under the direction of Parks and Recreation Department staff. In late 1974 or early 1975 the Mayor appointed a committee of representatives of Old Age Pensioners' Associations to advise on the design. On March 27 a general meeting for senior citizens was held, at which Mayor Tonn and Alderman Howarth were present; the meeting made it very clear that they wished the centre to be located in the Recreation Centre complex (rather than at Como Lake), that they wished the building to be completely detached and self-contained (rather than connecting to the existing Recreation Centre), and that they wished the building to be dedicated to the exclusive use of senior citizens. On April 7 Council authorized the architect to develop detailed plans, and passed resolution 478 as a mechanism for keeping Council members, and Council's advisory committee on design, informed of the procedures being used to develop design policy. Since then, apparently, criteria for the use and design of the building, and the design concept, have been developed under the direction of staff, and have received the assent of the ad hoc senior citizens' advisory committee. In early August the architect presented the design concept to the Design Committee, and in response to their suggestions, had to inform them that many of their suggestions were in conflict with the design criteria to which he had worked.

The Committee observes that such a procedure is unorganized, vague, discourteous to the architect in not giving him a clear direction, and does not result in a coherent and authoritative definition of the client's needs. The only body that can give such a definition, which is authoritative beyond question, is Council itself. It is desirable that as much citizen representation and expert opinion as possible be brought to bear on the design process, but all such inputs must happen within a clearly defined flow and a timetable that expedites the making of crucial decisions. The Committee observes also that the actual client for this project is Council itself, yet Council is the one body that till now has had no input whatsoever in defining the use and design criteria of the building.

On August 19 the design concept for the Senior Citizens' Recreation Centre was presented to the Architectural Committee for the first time. On August 21 the Committee Chairman presented to the Committee a report suggesting the aesthetic and functional objectives to be achieved by the building, "Client Needs for the Senior Citizens' Recreation Centre", including a sketch concept. That report, as modified by the comments of the Committee, is attached to and forms part of this report.

The design concept developed by staff includes two washrooms on the north of the building with external access only, to service ~~the~~ tennis courts. The Committee felt that such a service to the tennis players would be a desirable objective particularly if it could be combined with changing rooms, lockers, saunas, and such, producing revenue, but that the washrooms by themselves, without other amenities, might attract vandalism and noise in undesirable proximity to the senior citizens. The provision of such amenities, for other than senior citizens, should be the result of a separate study and project.

#### Recommendations

- 1) That, for the Senior Citizens' Recreation Centre and subsequent municipal architectural projects, all consultations held for developing design objectives be reported to Council through the Architectural Committee of Council, for final definition of objectives, and approval of concepts and designs, by Council; and that the Architectural Committee recommend to Council a procedure for holding and coordinating such consultations, and a timetable for completing the design process.
- 2) That Council consider undertaking a survey of the Social Recreation Centre area's capacity for further development, particularly for changing rooms and similar amenities servicing outdoor athletics.

6) Regional Auditorium Study

The study by W.J. Blakely and Associates, "Feasibility Study for a Regional Auditorium for the Performing Arts", was received and referred to the individual members of the Committee for comment.

7) Alterations to Municipal Hall

A concept plan has been prepared by Carlberg Jackson, architects, for reorganization of work spaces in the Municipal Hall, involving structural alterations, to make use of the space vacated by the Assessment Authority. The plan has these features.

The former Assessor's office would be added to the Planning Department, to accommodate the new planner. The Building Department would move into the rest of the former Assessment space. On the top floor, the present Building Department and Engineering Department space would be used by the Engineering Department alone, with remodelling involving removal of most of the present walls, and extensive reorganization of work space on the basis of partitioning. Some 540 square feet of the present Building Department, adjoining the print shop, would be reserved for the new computer facility and support staff. The space presently used by the Parks and Recreation Department would be remodelled to accommodate both the Personnel Department and the Parks and Recreation Department. The two offices vacated by the Personnel Department would be freed for use by Council members.

It has been mentioned that a new municipal hall might form part of the Coquitlam regional town centre. However, even if the planning for such a new hall were commenced now, its completion would be more than three years in the future, and the interim reorganization of municipal work space is certainly justified. The Committee felt, though, that Council should undertake the capital expenditure for these structural modifications only if Council is clear about the medium range space needs of municipal staff. For example, a commitment to these modifications should rule out of court any consideration of adding a wing to the Municipal Hall within the next three to five years. If Council does not arrive at a clear policy about its medium range space needs, then staff and the Architectural Committee should be asked to devise a reorganization of the work spaces that does not involve structural modifications.

Recommendations

- 1) That Council consider the necessity for these alterations to the Municipal Hall within the context of the municipality's long and medium range needs for work space.
- 2) That, if Council decides that structural alterations to the Municipal Hall are needed, the design of Carlberg Jackson, architects, be accepted, subject to these qualifications:
  - a) that it be further considered whether a more efficient use can be made of the Planning Department's common work space and corridor;
  - b) that the space needs and work space organization of the computer facility be more precisely defined;
  - c) that staff procedures be instituted so that the typewriter allotted to the personnel typing test room receive substantial use for overflow typing work;
  - d) that the details of the Personnel and Parks and Recreation Departments space be subject to further consideration and redesign;
  - e) that the office vacated by the Personnel Director be used as an Aldermen's office, with two desks and six files and/or storage spaces;
  - f) that the office vacated by the Personnel Officer be retained for incidental use by Council members, such as interviews and overflow work space.

8) Progress of Rochester-Millside Landscape Study

On January 23 of this year the Architectural Committee interviewed three firms of landscape architects and recommended that Don Vaughn and Associates be invited to submit a proposal for the landscape design of the Rochester school and park site, the Millside school site, and a possible landscape connector joining them. The Parks and Recreation Department has now received a proposal from Don Vaughn and Associates to undertake the landscape study, and has transmitted the proposal to the Architectural Committee. The firm proposes to undertake the first phase of a three-phase study for \$22,500, carrying the project, within ten weeks of start, to the first public meeting. The Committee, and Parks and Recreation staff, felt that much of the information that is proposed to be gathered is already in the possession of the municipality, and that a less complex planning procedure could advantageously be employed. It was resolved that a meeting be held with Don Vaughn and Associates. (Such a meeting has subsequently been scheduled for September 5.)

Recommendation

That the Architectural Committee and staff from the Parks and Recreation Department and Planning Department meet with Don Vaughn and Associates to review the study proposal and methodology for the Rochester-Millside landscape design.

*Denis Howarth*

Denis Howarth  
Chairman  
Architectural Committee

District of Coquitlam  
September 4, 1975  
Report to Architectural Committee (for Council)  
From: Denis Howarth, Chairman

Client Needs for the Senior Citizens' Recreation Centre

OBJECTIVES

The design of this building will be a statement about how the municipality regards its senior citizens, and about how those senior citizens are expected to regard themselves. The statement should be that senior citizens have earned honour, quiet, dignity, privacy. The tone that the design should convey, in each of its aspects, is that of a luxurious private club.

An extensive use of unorganized or flexible space throughout would be inappropriate. Senior citizens should not be expected to put up with spartan surroundings in order to enjoy themselves, to use amateurish, ad hoc, or inadequate equipment, to exert themselves to move equipment around before they can commence an activity, or to schedule their activities carefully in advance in a manner that would discourage frequent casual enjoyment of the milieu.

Whatever the centre's capacity for specific recreational activities, virtually every area in it should be suitable for relaxed sitting and conversation, a comfortable and beautiful place to be at any hour of the day.

The following conceptual design suggestions, embodied in the concept sketch, emphasize clearly defined spaces which are yet visually interrelated, an easy flow between spaces, and design features which symbolize the intended tone of the milieu, conveying an ambiance of richness, comfort, and luxury.

SAVINGS IN GROSS FLOOR AREA

Overall savings are possible in floor area, with no loss, but an enhancement, of the building's uses. A reduction of 20 feet in the length of the building is suggested, achieved by excision of part of the crafts and woodworking space, and reassignment of the games room functions elsewhere, thus allowing the bowls room to abut the lounge. The excision of this space is partly compensated for by the addition of space at the building's southwest corner; in addition, the elimination of the tennis court washrooms would add 166 square feet for senior citizen use. It is also suggested that the bowls room have a low roof; this should effect some cost savings over the higher, badminton court type, roof.

These changes could save 923 square feet in total construction (reducing the space for senior citizen use by only 757 square feet), as follows.

Original Concept: Senior Citizens' Centre	8443 square feet
Tennis Court Washrooms	+ 166 " "
	<u>8609 " "</u>
Less: Area excised (20'x65'6")	- 1310 " "
Plus: Area added (6'x14'6")+(25'x12')	+ 387 " "
Total Area: Senior Citizens' Centre	<u>7686 square feet</u>

It is supposed these space reductions could free \$55,000 to \$60,000, in addition to the savings from lowering the roof in the bowls room. This money should be used for high quality interior finish and furnishings. Design quality, rather than size, should be the principal virtue of the building, and compactness and intimacy are also virtues.

SYMBOLIC DESIGN AREAS

In accordance with the objective that the building should be, above all, a lovely place to be in, the design of each space becomes an exercise in influencing psychology. The suggestions that follow are not specific designs, but examples of the feelings that the various areas should convey.

Foyer Very important as the introduction to the building. Skylit. Under the skylight, a centrepiece of greenery, rocks, and flowing water, creates a soundscape as well as a sightscape. Exterior glass and interior glass to the lounge. Homey, user functions on the left (cloakroom, kitchen), official functions on the right (office, first aid); people tend to move to the left, or heart, side. Something in the finish to create a feeling of warmth and richness, balancing the openness and airiness.

Lounge The focal point of the building, symbolically and functionally, from which other spaces branch out, requiring a specially emphatic treatment in design. Its heart the brick or stone fireplace, with the fire alight. Natural wood beams, under a wooden ceiling, could slope up to south-facing clerestory windows flanking the fireplace. Interior windows onto the bowls room, exterior onto the court yard, wide connections into the lower-ceilinged cards, billiards, and kitchen areas.

Billiards Area Specially and correctly designed for one full size 6'x12' slate billiard table, with the best equipment. Feeling dark, with sharp intense light downwards from two hanging fixtures over the table. Area defined by brick planters. On the dark wood panelled south wall, a copper sculpture mural set between cue racks, highlit by soft accent lights. (Centennial School metalwork, regular or night classes, could provide the mural, at the cost of materials.) A billiards area, at this level of excellence, suggests maturity, wealth, and leisure, reinforcing the atmosphere of a luxurious club.

Cards Windowed Area Windows on three sides, jutting into the court yard area. A secluded corner of the building, for cards, tea, discussion around a small table, convivial work. A place where one would like to have lunch.

Bowls Room A crystal palace, ringed on three sides by the court yard and landscaping, facing the woods to the west. The closest thing to outdoor bowls indoors. Full visual connection, and access through sliding glass doors, with the warmer lounge. Ceiling fairly low, at a height compatible with the large space, perhaps stepped up from 9' to 10' in the middle, defining the artificial turf area from the side areas. Recessed down lighting. Area flexibly usable for carpet bowls, shuffleboard and other games, and gatherings.

(The suggestion of multiple citizen use for this room has some merit, but is in conflict with the clearly expressed wishes of the senior citizens at an open meeting in March 1975. In any case such a use, if permitted, should attract only mature adults. Badminton requires a high ceiling, changing the acoustic space and spatial feeling; and it is likely to attract young adults and teenagers. Conflicts will certainly arise if the building is used by others than senior citizens, unless it is clearly on something like an "invitational" or "guest privilege" basis.)

Kitchen As the place where food is prepared, has symbolic importance as the focus of domesticity. Handily located. The senior citizens have expressed a wish for not a large, but a well-appointed kitchen. An area 8'x12' is roomy enough, yet efficiently compact, with refrigerator, stove, dishwasher, sinks, cupboards, and bar doubling as a serving window.

Court Yards The dominant exterior symbol, well landscaped, and tailing into the wooded area to the west, which should be given park treatment. The building line on the west provides variety to the landscape architect. From inside or outside, the windows give an impression of being able to look right through the building in any direction, and to see what is going on in any space without intruding into that space.

#### OTHER AMENITIES

Television Lounge Watching television, on a good colour set, will be a desired activity. It is an activity that is not

compatible with any of the other activity or lounge areas, and so should be assigned a lounge of its own. This room could be furnished in part like a library, to house a revolving collection which would be serviced by Centennial Library across the street, and from which books could be selected for reading anywhere in the building.

Flexible Space Rather than a crafts room, and a separate woodworking room, with pre-assigned uses, a single larger room is suggested which could be adapted to varying needs as they evolve. The survey of the senior citizens' activity needs revealed little specific desire for crafts activity. This is reasonable, since senior citizens have spent most of their lives making and acquiring things, and in their latter years have a greater psychological need to simplify, getting rid of possessions, than to acquire more. This flexible space could be used for handicrafts, woodworking, certain games, meeting space, or additional lounges, on an interim basis. If certain predominant uses emerge it could then be more permanently modified, by the addition of a single east-west wall down the middle, or other walls or partitioning.

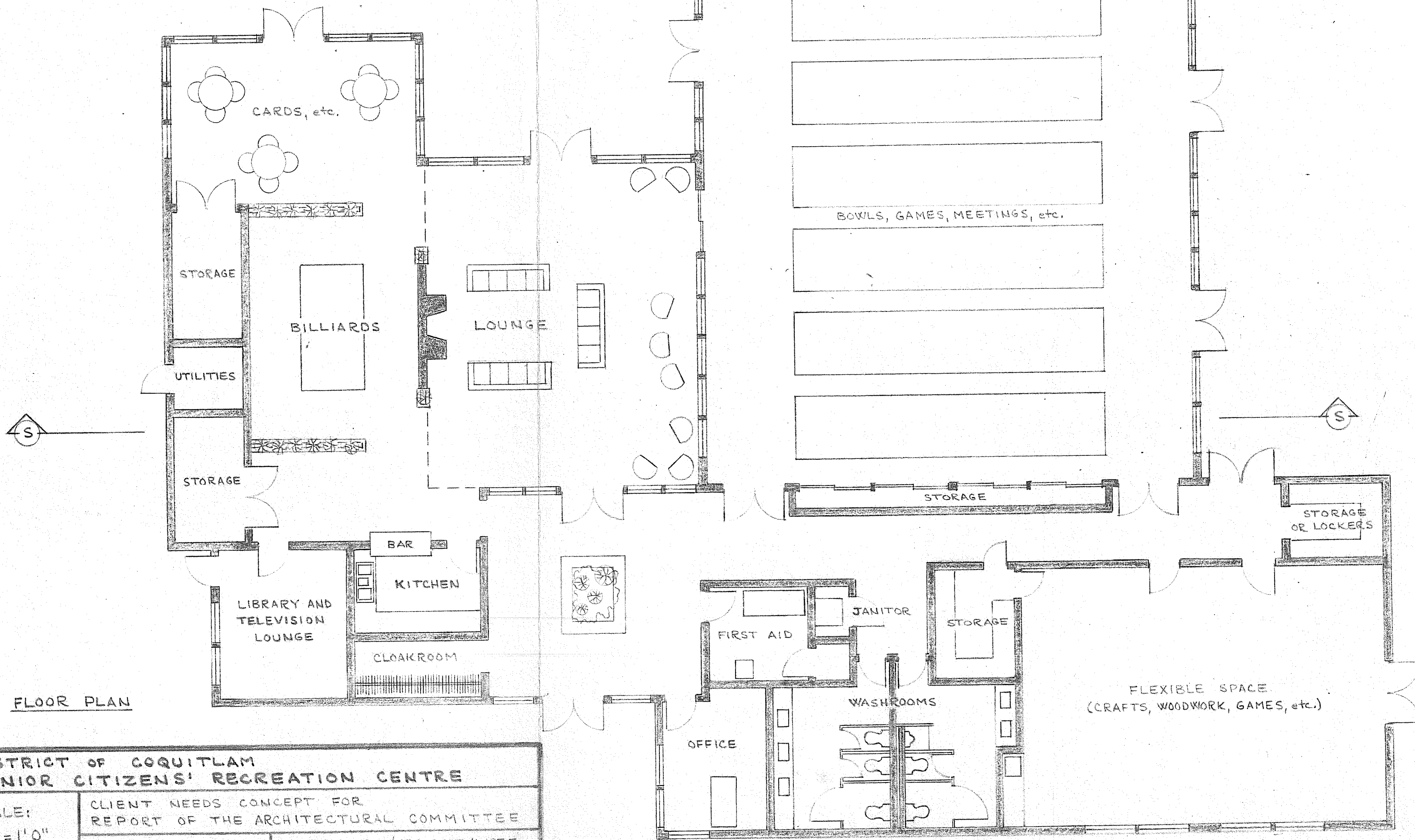
Storage The concept sketch shows five large storage spaces. This increased storage capacity is achieved particularly by the addition of the storage room adjoining the cards area in the southwest corner, and by storage use (for general equipment or private or club lockers) of space on the north that would otherwise be used for the outdoor tennis court washrooms.

Ceilings, Floors, Lighting Spatial definition can be achieved by the use of varied ceiling heights and treatments, in the case of the central lounge area and the bowls room. Ceilings and floors should be considered for acoustic quality, and the floors carpeted through the lounge and adjoining areas. The lighting needs detailed consideration. To obviate accidents, the large expanses of windows to the west, and between the lounge and bowls room, should not extend all the way to the floor, but to within 18" or so of the floor.

*Denis Howarth*

Denis Howarth  
Chairman  
Architectural Committee

SECTION S-S



FLOOR PLAN

DISTRICT OF COQUITLAM  
SENIOR CITIZENS' RECREATION CENTRE

SCALE:  
1/8" = 1'0"

CLIENT NEEDS CONCEPT FOR  
REPORT OF THE ARCHITECTURAL COMMITTEE  
DRAWN BY: DENIS HOWARTH | DRN: AUG 20, 1975 / REV: SEPT 4, 1975



DISTRICT OF COQUITLAM  
ARCHITECTURAL COMMITTEE  
SEPTEMBER 5, 1975



A meeting of the District of Coquitlam Architectural Committee was held in the Committee Room at the Municipal Hall, 1111 Brunette Avenue, Coquitlam, B.C., at 10:00 a.m. Friday, September 5, 1975.

PRESENT: Alderman D. Howarth, Chairman; Alderman C. Filiatrault; D.M. Buchanan, Planning Director; A. Saenger, Superintendent of Parks; S. Jackson, Community Planner, Acting Secretary.

Mr. Don Vaughan of Don Vaughan & Associates were unable to attend the meeting. Mr. Buchanan reported that the firm of Don Vaughan & Associates appears to be backlogged on work and is unable to work expeditiously on this project.

RESOLUTION

MOVED BY ALD. FILIATRAULT  
SECONDED BY ALD. HOWARTH

- 1) That Justice & Webb, Landscape Architects, be retained to do the Rochester School/Park Site and the Millside Elementary School Site landscape study, and prepare preliminary plans and presentation drawings.
- 2) That the Terms of Reference for this study, as set forth in the Parks and Recreation Director's letter of July 4, 1975 to Don Vaughan & Associates, be approved.
- 3) That the Resolution of the Architectural Committee recorded in the minutes of January 23, 1975 as follows:

"MOVED BY ALD. FILIATRAULT  
SECONDED BY ALD. HOWARTH

That the Landscape Architectural Firm of Don Vaughan & Associates be considered by Council to prepare Preliminary Master Plans and Presentation Drawings for both the Rochester School/Park Site and the Millside Elementary School Site.

CARRIED."

be rescinded.

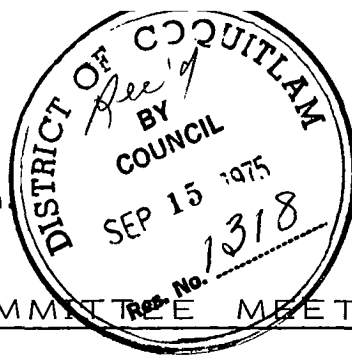
ADJOURNMENT

Meeting adjourned at 10:30 a.m.

SJ/ci

.....  
CHAIRMAN

Monday, September 8th, 1975,  
Architectural Committee - 11.25 p.m.



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ARCHITECTURAL COMMITTEE MEETING

A meeting of the District of Coquitlam Architectural Committee was held in the Council Chambers, 1111 Brunette Avenue, Coquitlam, B.C. on Monday, September 8th, 1975 at 11.25 p.m.

Present were Alderman D. Howarth, Chairman; Alderman J. W. Gilmore and Alderman C. J. Filiatrault. Also present was Mr. D. L. Cunnings who acted as Secretary to the Meeting.

CONSULTATIONS AND DESIGN APPROVALS FOR  
SENIOR CITIZENS' RECREATION CENTRE

The Chairman presented recommendations on a design schedule for the Senior Citizens' Recreation Centre, and an Acting Chairman for the Committee.

MOVED BY ALD. GILMORE  
SECONDED BY ALD. FILIATRAULT:

- 1) That the Committee recommend to Council adoption of the following schedule of consultations and design approvals for the Senior Citizens' Recreation Centre.

<u>Week of:</u>	<u>Procedure:</u>
September 15	- Meeting of Architectural Committee with Design Committee members and all interested municipal staff, and any other interested Council members, to define preliminary client objectives. - Meeting of Architectural Committee and any interested persons from the above meeting, with the advisory committee of senior citizens, further to define preliminary client objectives.
September 22	- Interim report to Council. - Transmission of preliminary client objectives to architect. - Organization of an open meeting for senior citizens to discuss client objectives.
September 29	- Open meeting for senior citizens to discuss client objectives. - Summary meeting by Architectural Committee and others on client objectives. - Report to Council.
October 6	- Council approval of client objectives. - Preparation of concept plan by architect.
October 13	- Review of concept plan by Architectural Committee with Design Committee members, staff, and the advisory committee of senior citizens. - Report to Council.
October 20	- Council approval of concept plan. - Preparation of working drawings by architect.
November	- Review of working drawings. - Open meeting for senior citizens to present final concept. - Report to Council. - Council approval of working drawings. - Calls for tender on construction.
December, as following	- Refinement of plans.

Monday, September 8th, 1975,  
Architectural Comm., cont'd.

- 2) That during the absence of the Committee Chairman in the week of September 8th, Alderman Gilmore act as Chairman of the Committee.

CARRIED

Alderman Filiatrault observed, and it was agreed, that the schedule of consultation and design approvals should be regarded as setting maximum limits for the critical path timetable and that the process should be accelerated wherever possible.

ADJOURNMENT

MOVED BY ALD. FILIATRAULT  
SECONDED BY ALD. GILMORE:

That the Architectural Committee Meeting adjourn. 11.35 p.m.

CARRIED

\_\_\_\_\_  
CHAIRMAN

ACTING ARCHITECTURAL COMMITTEE  
MINUTES - SEPTEMBER 12, 1975



A meeting of the District of Coquitlam's Acting Architectural Committee was held in the McGee Room of the Social Recreation Centre, 630 Poirier Street, on September 12, 1975 at 3:30 p.m.

COMMITTEE MEMBERS PRESENT:

Alderman L. Bewley  
Alderman L. Garrison

Staff: S. T. Stratton,  
M. Evjen  
J. Thomas

Senior Citizens Advisory Committee Members Present:

Mr. Anderson,  
Mrs. Theil,  
Mr. Payne  
Mr. Gauthier  
Mrs. Quinn  
Mr. Schneider  
Mr. Boone.

Also in Attendance:

Mr. D. Wylie, Architect  
Mr. H. Keane & Mr. R. Toevs, Kinsmens Club.

Eight Senior Citizens.

Absent: Alderman J. Gilmore (Alderman Gilmore extended his apologies for his inability to attend)

In the absence of the Chairman, J. Gilmore, Dr. Stratton called the meeting to order to explain the purpose of the meeting, and to summarize the actions to date, and the problems before the Committee. Alderman Garrison agreed to act as Committee Chairman.

Following extensive discussion, the following actions were taken:

MOVED: Mr. Anderson  
SECONDED: Mr. Payne

That there is to be no revision to the plans for the Senior Citizens Centre drawn by Mr. G.D.Wylie as presented to this date:

CARRIED UNANIMOUSLY

MOVED: Mr. Anderson  
SECONDED: Mr. Schneider

That the use of the Senior Citizens Centre shall be under the direction of the Senior Citizens Committee only struck for that purpose, and no deviation shall be made without prior approval.

CARRIED UNANIMOUSLY

MOVED: Mr. Anderson  
SECONDED: Mr. Gauthier

That Council be requested to rescind their motion of September 8, requiring the plans of the Senior Citizens Centre to be processed through the Architectural Committee prior to being approved by Council.

CARRIED UNANIMOUSLY

ADJOURNMENT: The meeting adjourned at approximately 5:00 p.m.

Acting Chairman

L. Garrison

Acting Secretary

S. Stratton