

## ADVISORY PLANNING COMMISSION – AGENDA

Agenda for the Advisory Planning Commission Meeting scheduled for Monday, October 4, 2021 at 6:00 p.m. at Council Chamber, Village Hall 2697 Sunnyside Road, Anmore. BC



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1. **Call to Order**

2. **Approval of the Agenda**

Recommendation: That the agenda be approved as circulated.

3. **Minutes**

(a) **Minutes of the Advisory Planning Commission meeting held on January 18, 2021**

Recommendation: That the Minutes of the Advisory Planning Commission meeting held on January 18, 2021 be adopted, as circulated.

4. **Business Arising from the Minutes**

5. **Unfinished Business**

6. **New Business**

(a) **Zoning Bylaw Amendment Bylaw No. 651-2021 – Infill Development**

Report to Council dated September 10, 2021 from Chris Boit, Manager of Development Services.

At the September 14, 2021 Regular Council meeting the following resolution was passed:

“That Council give first reading to Anmore Zoning Bylaw Amendment Bylaw No. 651-2021;

And That Council refer the Anmore Zoning Amendment Bylaw 651-2021 and the infill development applications to the Advisory Planning Commission for comment and to report back to Council;

And That Council direct staff to request each applicant to confirm the amount of community amenity charge they are proposing and to report back to Council.”

7. **Adjournment**

## ADVISORY PLANNING COMMISSION – MINUTES

Minutes for the Advisory Planning Commission Meeting scheduled for Monday, January 18, 2021 at 7:00 p.m. virtually via Zoom



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### MEMBERS PRESENT

Tom Albanese  
Denny Arsene  
Tony Barone  
John Burgess  
Wayne Keiser  
Julia Robertson

### MEMBERS ABSENT

Olen Vanderleeden

### OTHERS PRESENT

Mayor John McEwen, Council Liaison  
Eric White, RWPAS Ltd.  
Richard White, RWPAS Ltd.

#### 1. Call to Order

The meeting was called to order at 7:07 p.m. by Mayor McEwen

#### 2. Approval of the Agenda

It was MOVED and SECONDED:

That the Agenda be approved as circulated

Carried Unanimously

#### 3. New Business

The committee members agreed by consensus to consider Item 3(c) at the beginning of the New Business.

##### (c) **Appointment of Chair and Vice-Chair**

It was MOVED and SECONDED:

That John Burgess be appointed Chair, and that Wayne Keiser be appointed Vice Chair of the Advisory Planning Commission for the 2020 – 2022 Term.

Carried Unanimously

##### (a) **Welcome and Introductions**

Mayor McEwen led a round table of welcomes and introductions

**(b) Functions of the Advisory Planning Commission**

Mr. Richard White, RWPAS Ltd. provided an overview of the roles and responsibilities of the Advisory Planning Commission with reference to Anmore resources and provincial legislation.

**(d) Establish meeting schedule**

It was MOVED and SECONDED:

That the Advisory Planning Commission meetings be scheduled monthly on Mondays, as required, or at the call of the Chair.

Carried Unanimously

**(e) 2175 East Road Rezoning Application**

Mr. Eric White, RWPAS Ltd. provided an overview of the report included in the agenda package for a rezoning application for Council to consider rezoning the property to RS-1A to enable a subdivision for a second home to be constructed on the newly created lot.

Discussion points included:

- Lot size and location in relation to new home
- Whether the previous (first) RS-1A rezoning was successful
- What specific “compelling circumstances” would qualify this rezoning to allow a 1/3 acre lot to be created
- While there was not consensus on the definition of “compelling circumstances” the APC agreed that the rationale from the application was sufficient to support creation of a 1/3 acre lot, in this instance

It was MOVED and SECONDED:

That the Advisory Planning Commission recommend to Council that the application to rezone 2175 East Road be approved.

Carried Unanimously

**(f) 112 Deerview Lane Rezoning Application**

Mr. Eric White, RWPAS Ltd. provided an overview of the report included in the agenda package for a rezoning application to enable a small addition to the floor area allowed in order to construction an additional bedroom on the upper level of the residence.

Discussion points included:

- It is likely that most homes in this subdivision created through a specific site rezoning are at their maximum floor area
- Whether it would be practical for Council to consider a small additional floor area be included in a zoning amendment for the entire subdivision

It was MOVED and SECONDED:

That the Advisory Planning Commission recommend to Council that the rezoning of 112 Deerview Lane be approved.

Carried Unanimously

**4. Adjournment**

It was MOVED and SECONDED:

That this meeting be adjourned at 7:50 p.m.

Carried Unanimously

Certified Correct:

Approved:

\_\_\_\_\_  
Karen Elrick  
Corporate Officer

\_\_\_\_\_  
John Burgess  
Chair, Advisory Planning Commission



# VILLAGE OF ANMORE

## REPORT TO COUNCIL

Date: September 10, 2021 File Number: 3900-30  
Submitted by: Chris Boit, Manager of Development Services  
Subject: Zoning Bylaw Amendment Bylaw No 651-2021 – Infill  
Development

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### Purpose / Introduction

The purpose of this report is to present Council with the Zoning Bylaw Amendment Bylaw No. 651-2021 (**Attachment 1**) for Infill Development, as well as three infill development applications.

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### Recommended Option

That Council give first reading to Anmore Zoning Bylaw Amendment Bylaw No. 651-2021;

And That Council refer the Anmore Zoning Amendment Bylaw 651-2021 and the infill development applications to the Advisory Planning Commission for comment and to report back to Council.

And That Council direct staff to request each applicant to confirm the amount of community amenity charge they are proposing and to report back to Council.

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### Background

In July of 2018, the Village of Anmore adopted an Official Community Plan (OCP) amendment to enable infill development, OCP Policy RLU -16. The OCP amendment was accompanied by an Infill Development Policy No. 61 that provided further direction and clarity as to what the Village's expectations were for infill development. This policy was recently reviewed and changes are being recommended in relation to where the policy criteria are included.

A zone titled RS-1A was established for previous infill developments. However, following the review of the infill policy, it is recommended that a new zone is established for all future infill applications to be considered under.

The Village is also in receipt of three infill development applications. Letters of intent are included in **Attachments 2-4**.

## Report/Recommendation to Council

Zoning Bylaw Amendment Bylaw No 651-2021 – Infill Development

September 10, 2021

## Discussion

The proposed zone has been developed based upon the approved Infill Policy No. 61. The three infill applications that have been received meet all infill development criteria proposed. If Council wishes to proceed with the applications, Schedule A of the Zoning Bylaw Amendment Bylaw No. 651-2021 includes updated zoning maps.

### INFILL DEVELOPMENT ZONE

The following sections are included in the Zoning Bylaw Amendment Bylaw No. 651-2021, with explanatory notes included below:

#### Purpose

The zone will provide an opportunity for one-family residential housing as the principal use.

#### Minimum Parcel Size

The minimum allowable parcel size shall be 1349m<sup>2</sup> (1/3 acre). However, applicants are reminded of the Policy requirements to make the proposed parcel as large as possible (up to 1/2 acre).

#### Floor Area Ratio

There has been a deviation from the previous RS-1 and RS-1A FAR ratios.

Lots larger than 2200m<sup>2</sup> will have larger FAR ratio (0.3) than compared to the traditional RS-1 zone (0.25), plus a bonus floor area. This will help facilitate zoning compliance for the existing property. As previous analysis indicated that existing properties were unlikely to meet the FAR requirements and therefore require significant alterations.

Lots larger than 1799m<sup>2</sup> but less than 2200 m<sup>2</sup> have a proposed FAR of 0.25 plus a bonus of 60m<sup>2</sup>. It is hoped that the 60m<sup>2</sup> bonus provides an incentive to maximize the “infill lot”.

Lots larger than 1349m<sup>2</sup> but less than 1799m<sup>2</sup> shall receive a standard FAR of 0.25.

#### Accessory building FAR

The allowable FAR for accessory buildings (including coach houses) will now be based upon total allowable FAR for the parcel and not a ratio based on the proposed building FAR. This helps to eliminate the need to maximise principal property FAR in order to construct a reasonable sized accessory building.

## Report/Recommendation to Council

Zoning Bylaw Amendment Bylaw No 651-2021 – Infill Development

September 10, 2021

### Coach Houses

Coach houses will only be allowed on parcels of land larger than 2695 m<sup>2</sup>. This provision was provided in case a property had an existing coach house and is also eligible for infill. Staff did not feel it was appropriate to allow coach houses on parcels of land smaller than 2695 m<sup>2</sup>.

### Setbacks

Interior setbacks have been reduced to 3m. This is to help maximise “infill lot” size and improve massing of new properties.

### Parking

Off-street parking shall be provided for all new parcels.

### Maximum Parcel Coverage

The parcel coverage has increased to 35%. There are 2 reasons for this. Firstly, to help keep existing properties compliant without the need for alterations. Secondly, one of the driving factors for Infill development, was to provide a place to age in place. The increase in parcel coverage will allow the development of single story properties which are beneficial to elderly residents.

### 2175 EAST ROAD

A letter of intent has been provided by the Owner (**Attachment 2**) to help highlight how the proposed development meets the Village’s Infill Policy, OCP and Zoning Bylaw.

The proposed property is 4,044.8m<sup>2</sup> parcel of land and within an RS-1 zone. The proponent wishes to rezone and subdivide their property into 2 parcels under the Village’s Infill Policy No. 61. The policy permits 2 units per acre and the proposed development would meet that criteria.

The following is a review for eligibility as per the OCP and Infill Policy requirements:

1. Not have been created through a previous comprehensive development plan or subdivided in the past 5 years
  - a. This Parcel of land has not been subject to a CD rezoning or subdivided in the past 5 years
2. The Parcel must be between 0.98 Ac to 2.04 acres
  - a. The Parcel is 1.0 acres.

## Report/Recommendation to Council

Zoning Bylaw Amendment Bylaw No 651-2021 – Infill Development

September 10, 2021

3. Does the proposed parcel of land have an appropriate graded area?
  - a. The existing land has adequate area for development
4. Is there a requirement to extend or expand Municipal infrastructure?
  - a. The parcel of land fronts an existing road right way that contains all required infrastructure
5. Does the property have at least 50 m of frontage on a public highway?
  - a. The property has 60m of road frontage

The parcel meets all of the eligibility requirements that relate to the rezoning of the property. The proponent's applications outlines how the property will meet the requirements of subdivision.

### 125 HUMMINGBIRD DRIVE

A letter of intent has been provided by the Owner (**Attachment 3**) to help highlight how the proposed development meets the Village's Infill Policy, OCP and Zoning Bylaw.

The proposed property is 4,048.5m<sup>2</sup> parcel of land and within an RS-1 zone. The proponent wishes to rezone and subdivide their property into 2 parcels under the Village's Infill Policy No. 61. The policy permits 2 units per acre and the proposed development would meet that criteria.

The following is a review for eligibility as per the OCP and Infill Policy requirements:

1. Not have been created through a previous comprehensive development plan or subdivided in the past 5 years
  - a. This Parcel of land has not been subject to a CD rezoning or subdivided in the past 5 years
2. The Parcel must be between 0.98 Ac to 2.04 acres
  - a. The Parcel is 1.0 acres.
3. Does the proposed parcel of land have an appropriate graded area?
  - a. The existing land has adequate area for development
4. Is there a requirement to extend or expand Municipal infrastructure?
  - a. The parcel of land fronts two existing road right way that contains all required infrastructure
5. Does the property have at least 50 m of frontage on a public highway?
  - a. The property has 171m of road frontage

## Report/Recommendation to Council

Zoning Bylaw Amendment Bylaw No 651-2021 – Infill Development

September 10, 2021

The parcel meets all of the eligibility requirements that relate to the rezoning of the property. The proponent's letter of intent outlines their commitment to the Community Amenity Contribution (CAC) and the requirements of subdivision.

### 2345 SUNNYSIDE ROAD

A letter of intent has been provided by the Owner (**Attachment 4**) to help highlight how the proposed development meets the Village's Infill Policy, OCP and Zoning Bylaw.

The owner of 2345 Sunnyside Rd has submitted an application for rezoning under the Infill Policy No. 61 and the proposed INF zone. The applicant is proposing to create 2 lots from the existing 1.504 acre property. There is an existing home on the property that will be retained.

The following is a review for eligibility as per the OCP and Infill Policy requirements:

1. Not have been created through a previous comprehensive development plan or subdivided in the past 5 years
  - a. This Parcel of land has not been subject to a CD rezoning or subdivided in the past 5 years
2. The Parcel must be between 0.98 Ac to 2.04 acres
  - a. The Parcel is 1.504.
3. Does the proposed parcel of land have an appropriate graded area?
  - a. The existing land has adequate area for development
4. Is there a requirement to extend or expand Municipal infrastructure?
  - a. The parcel of land fronts an existing road right way that contains all required infrastructure
5. Does the property have at least 50 m of frontage on a public highway?
  - a. The property has 93.5m of road frontage

The parcel meets all of the eligibility requirements that relate to the rezoning of the property. The proponent's application outlines their commitment to the Community Amenity Contribution (CAC) and how the parcel will meet the requirements of subdivision.

### Other Options

1. That Council give first reading to Anmore Zoning Bylaw Amendment Bylaw No. 651-2021;

## Report/Recommendation to Council

Zoning Bylaw Amendment Bylaw No 651-2021 – Infill Development

September 10, 2021

And That Council refer the Anmore Zoning Amendment Bylaw 651-2021 and the infill applications to the Advisory Planning Commission for comment and to report back to Council.

And That Council direct staff to request each applicant to confirm the amount of community amenity charge they are proposing and to report back to Council.

### **[RECOMMENDED]**

2. That Council give first and second reading to Anmore Zoning Amendment Bylaw 651-2021 and refer Anmore Zoning Amendment Bylaw 651-2021 and the infill applications to the Advisory Planning Commission for review and comment.

And that Council direct staff to set a date for the public hearing should the Advisory Planning Commission suggest no further changes to Anmore Zoning Amendment Bylaw 651-2021.

And That Council direct staff to request each applicant to confirm the amount of community amenity charge they are proposing and to report back to Council.

3. That Council direct staff not to proceed with the rezoning of this property.

## Financial Implications

All infill applications include commitment to the community amenity charges; however, none have identified a specific amount. Staff recommends follow up with each applicant to confirm their intent.

## Attachments:

1. Anmore Zoning Bylaw Amendment Bylaw No. 651-2021
2. Letter of Intent – 2175 East Road
3. Letter of Intent – 125 Hummingbird Drive
4. Letter of Intent – 2345 Sunnyside Road





## Schedule A

### 9.20 INFILL DEVELOPMENT – INF

#### 9.20.1 Purpose

This **zone** is intended to provide **land** solely for the purpose of one-family **residential** housing as the **principal use**.

#### 9.20.2 Minimum Parcel Size

Permitted Uses	Parcel Size
One-Family Dwelling	1,349 m <sup>2</sup>

Refer to Village of Anmore Policy No. 61 for guidance on Property line requirements during subdivision.

#### 9.20.3 Maximum Number of Buildings and Height

Permitted Use by Parcel	Maximum Number	Maximum Building Height
Principal Building:	1	10 m
Accessory Buildings and Structures	1	7 m

#### 9.20.4 Maximum Floor Area Ratio for Parcel of Land

Parcel Size	Ratio	Bonus Floor Area
>1349m <sup>2</sup> to <1799m <sup>2</sup>	0.25	0 m <sup>2</sup>
>1799m <sup>2</sup> to <2200m <sup>2</sup>	0.25	60 m <sup>2</sup>
>2200m <sup>2</sup>	0.30	125 m <sup>2</sup>

#### Example Calculation of Total Floor Area Ratio

A parcel of land totaling 1826m<sup>2</sup> is created through subdivision the maximum **FAR** will be:

$$(1826\text{m}^2 \times 0.25) + 100\text{m}^2 = 556.5\text{m}^2 \text{ (approx. } 5990 \text{ ft}^2\text{)}$$

### 9.20.4.1 – Accessory Buildings Floor Area

**Accessory building floor area** shall not exceed 30% of the total allowable **Floor Area Ratio** for the Parcel of Land.

### 9.20.4.2 – Coach House

**Coach House** will only be allowable on parcels of land 2695 m<sup>2</sup> or larger.

### 9.20.5 Minimum Building Setbacks

Permitted Use	Front Parcel Line Setback	Rear Parcel Line Setback	Exterior Side Parcel Line Setback	Interior Side Parcel Line Setback
Principal Buildings	7.6 m	7.6 m	5.0 m	3.0 m
Accessory Building and Structure	7.6 m	7.6 m	5.0 m	3.0 m

### 9.20.6 Off-Street Parking

**Off-street parking spaces** shall be provided on the same **parcel** as the **use** being served in accordance with the following requirements:

- a) 2 spaces per **one-family dwelling**;
- b) 2 Spaces per **secondary suite**;
- c) 2 Spaces per **coach house**.

### 9.20.7 Maximum Parcel Coverage

The maximum **parcel coverage** shall be 35% per **parcel**.

### 9.20.8 Other Regulations

All permitted **land uses** shall be connected to community services in accordance with the *Subdivision and Development Control Bylaw NO. 633-2020*

### 9.20.9 Zoning Plan

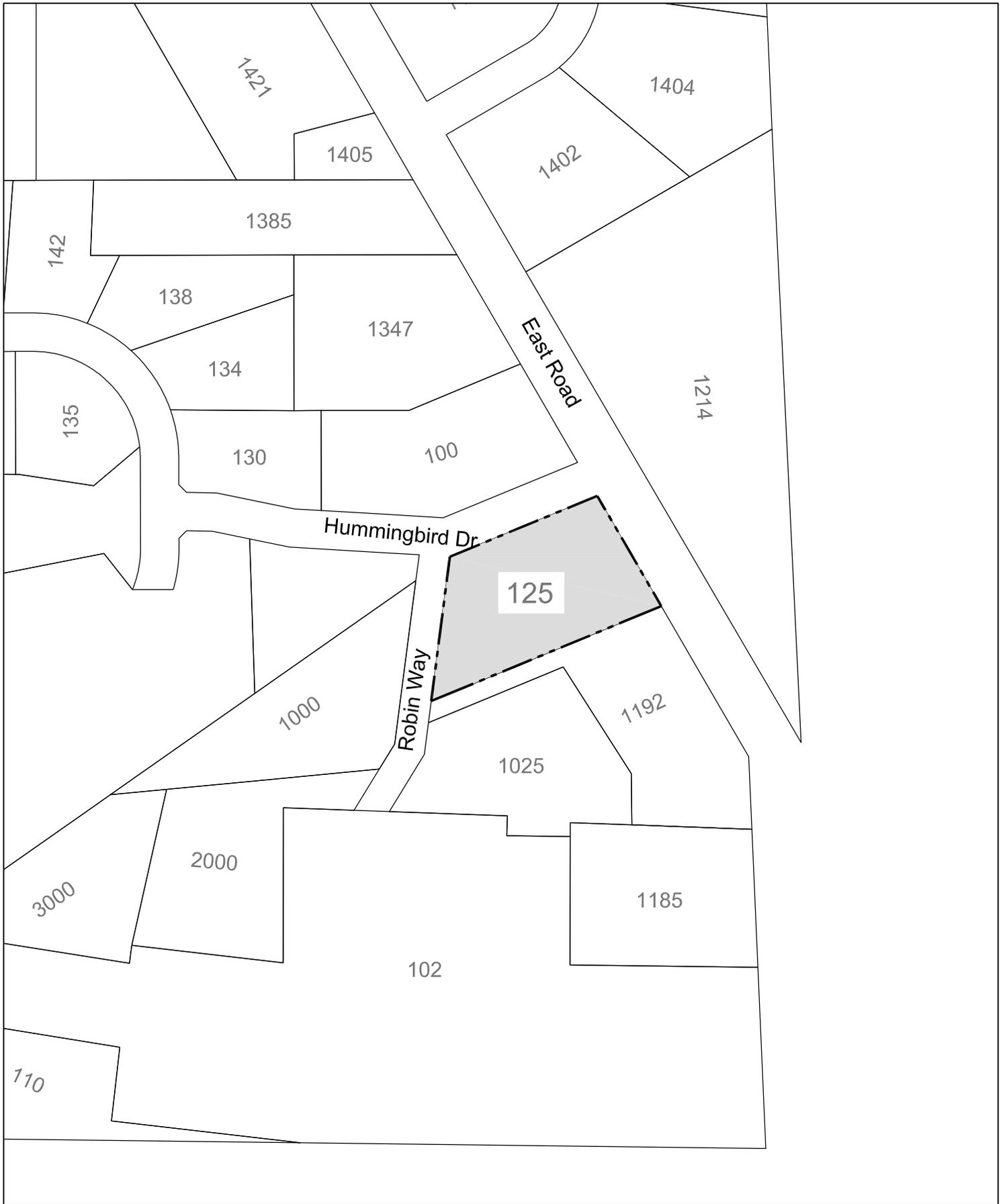
The Zoning Plan(s) contained within this Bylaw form an integral component of this **zone**.



INFILL ZONE

# ZONING MAP

INFILL - 1



INFILL ZONE

# ZONING MAP

INFILL-2



INFILL ZONE

# ZONING MAP

INFILL-3

December 1, 2020

City Staff  
Department of Planning & Community & Economic Development  
Village of Anmore

**RE: Subdivision – Letter of Intent**

Dear City Staff,

This Letter of Intent describes our development plan, which is submitted together with the Re-Zoning Application (Infill) and required documentation. The proposed subdivision will include 1 single family home that would be designed to provide an opportunity for us to stay in the Anmore area and raise our family. Having grown up on East Road it is our intent to ensure the home fits with the character of the community. Moreover, my parents live in the existing home and we wish to be close to provide support as they age. The intent is to begin constructing our home in the lot you will find on the Topographical survey in February 2021.

Currently, the property has one home where our parents, sister, both in-law and nephew reside. As we work through this process we are also currently residing in the main home on the property. The proposed plan is to build our forever home for us to continue to look after our family and begin a family of our own. It is particularly important for our family stays together and for our future children to grow up here. We would like to propose to rezone and subdivide the property.

Bill Papove completed a survey of the property, as you can see in the attached document it includes all the required information for this application. The proposal is inline with all requirements of the infill strategy set out by the Anmore village. Existing frontage is 60 metres, the new lot will have 26 metres and the remaining lot will have 34 metres. The justification of this proposal is to allow us to subdivide the property as this is our only way to stay in the community, stay close to our family and continue to support the local economy.

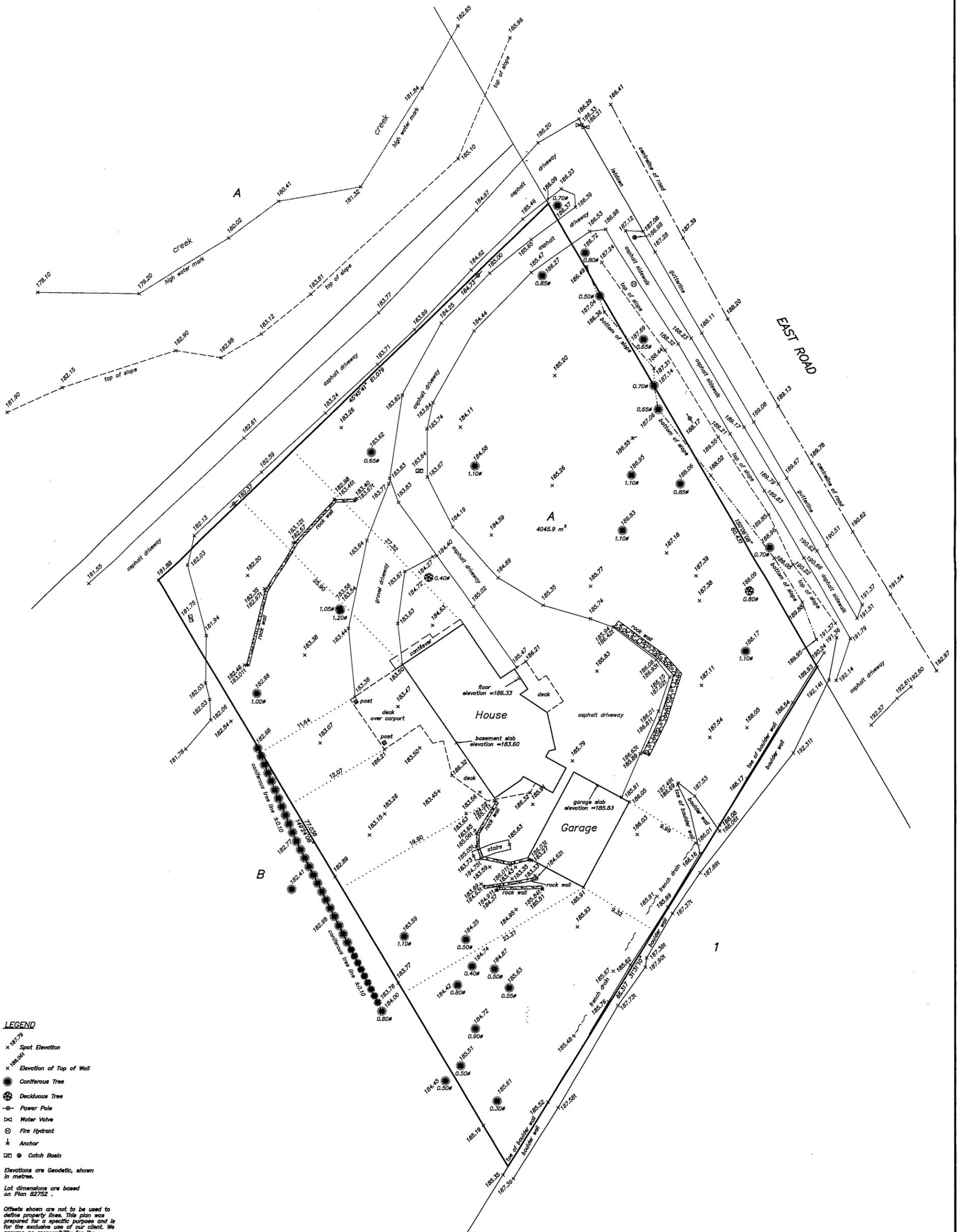
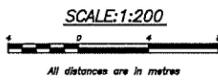
Thank you for considering our application.

Sincerely,

Tim Laidler and Jamie Sheets  
(604) 616-5742  
timlaidler@gmail.com

**TOPOGRAPHICAL PLAN OF LOT A,  
SECTION 20, TOWNSHIP 39,  
NEW WESTMINSTER DISTRICT, PLAN 82752**

PARCEL IDENTIFIER 014-846-756  
CVC ADDRESS 2175 East Road  
Anmore, B.C.



- LEGEND**
- × 187.79 Spot Elevation
  - × 188.06 Elevation of Top of Wall
  - Coniferous Tree
  - ⊙ Deciduous Tree
  - ⊖ Power Pole
  - ⊠ Water Valve
  - ⊙ Fire Hydrant
  - ⊠ Anchor
  - ⊙ Catch Basin

Elevations are Geodetic, shown in metres.  
Lot dimensions are based on Plan 82752.

Offsets shown are not to be used to define property lines. This plan was prepared for a specific purpose and is for the exclusive use of our client. We assume no responsibility for the unauthorized use of this plan.

**CERTIFIED CORRECT**  
this 25th day of August, 2020.

W. PAPOVE B.C.L.S.

PAPOVE  
PROFESSIONAL LAND SURVEYING INC.  
202 - 1120 WESTWOOD STREET  
COQUITLAM, B.C., V3B 7K8  
TEL: (604) 464-5199  
FAX: (604) 464-6509  
FILE NUMBER: 5311

May 14, 2021

Village of Anmore  
2697 Sunnyside Road  
Anmore, BC, V3H 5G9



Attention: Chris Boit, P. Eng., Manager of Development Services

## **Letter of Intent**

### **Re: Rezoning for a 2 Lot Subdivision at 125 Hummingbird Drive**

We propose to rezone the current single family lot at 125 Hummingbird Drive from RS-1: “Residential 1” to RS-1A – “Residential 1A” to accommodate for a two lot subdivision.

The property is located at the eastern boundary of Anmore fronting East Road (east p/l) and flanked by Hummingbird Drive (north p/l) and Robin Way (west p/l).

The existing lot is 4,048.5m<sup>2</sup>, with the proposed subdivision providing two good sized lots at 2,214.1 m<sup>2</sup> (west lot with the existing house) and 1,834.4m<sup>2</sup> for the new home. Existing Hummingbird Drive frontage is 63.15m, as subdivided, does provide frontages of 29.90m (west lot) and 33.25m (east lot). Lot depths are just over 50m.

There is an existing watermain easement along the Hummingbird Drive frontage. Existing watermain are on all three road frontages and storm is available for the new lot off of East Road. The existing home is serviced off of Robin Way with sanitary, storm and water, whereas the hydro/tel/cable seem to be coming in from East Road. The area has underground hydro/tel/cable. Access to the new lot would be off of Hummingbird Drive.

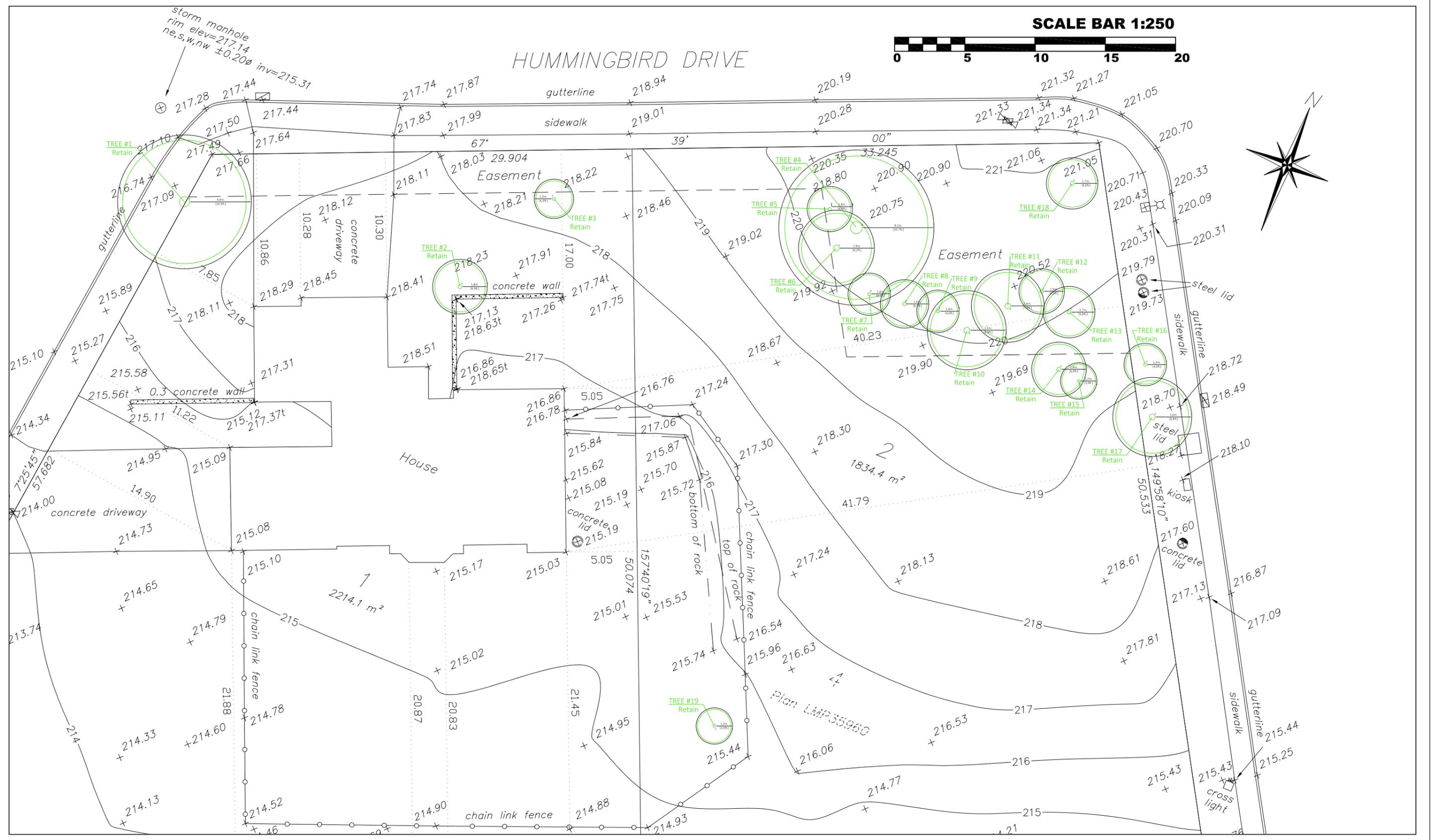
This subdivision layout/proposal meets the Village of Anmore’s requirements for Infill Development.

We look forward to discussing our application proposal with you in the near future.

Sincerely,

Graham S. Watson, P.Eng.  
Landmark Engineering & Planning Ltd.

SCALE BAR 1:250



**TREE MANAGEMENT PLAN**

Project Number

Date	April 14, 2021	Sheet #
Scale	1:250	
Drawn		
Checked		

Francis R. Klimo  
 ISA Certified Arborist #PN-8149A  
 ISA Certified Tree Risk Assessor (TRAQ)  
 BC Wildlife Danger Tree Assessor #7193

Revisions

No.	Date

Consultants

# 125 HUMMINGBIRD DRIVE, ANMORE

**Klimo & Associates**

The Village of Anmore,  
2697 Sunnyside Road,  
Anmore, BC V3H 5G9

Re: Rezoning and Subdivision Application for 2345 Sunnyside Road

Stephane Mitchell

Please consider our proposal to rezone and subdivide our property under the Infill Development OCP Policy.

Our lot is 1.5 Acres and we have lived on the property for over 12 years. We would like to propose a subdivision of the land that meets the Infill Policy. The parcel size will serve to enhance tree preservation on both the proposed lot and the remaining property.

We have included an Arborist report that identifies the existing trees that would be left on the proposed lot, as well as the remaining property. A half acre lot will benefit the community by providing a more affordable and manageable property for seniors or first time buyers.

The proposal will leave the remaining lot with our existing home meeting all current setbacks. We attach a survey outlining the proposed lot and the remaining lot setbacks.

This proposal also allows for both lots to retain the 20% retention requirement outlined in the tree by-law, while maintaining the semi-rural character of the neighborhood.

The proposed lot will have the required road frontage on Sunnyside Road and will not require any expansion of public infrastructure. We understand driveway access can be developed at a later date when building permits are pursued.

The proposed lot has a minimal slope with native trees and natural ground cover. There are no environmentally sensitive areas on the lot. We have attached a geotechnical survey outlining slope and soil content, which is suitable for sewage disposal on all tested areas.

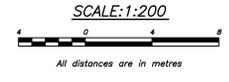
We agree to enter negotiation with the Village regarding a CAC contributions. We understand the CAC will be payable on approval of Rezoning.

Regards

A handwritten signature in black ink, appearing to read "Stephane Mitchell", written in a cursive style.

**TOPOGRAPHICAL PLAN OF LOT 47,  
SECTION 20, TOWNSHIP 39,  
NEW WESTMINSTER DISTRICT, PLAN 27900**

PARCEL IDENTIFIER 008-921-083  
CIVIC ADDRESS 2345 Sunnyside Road  
Anmore, B.C.



Rem 1  
Plan 3350

Parcel "A"  
Ex Plan 23695

47  
Plan 27900  
6086.8 m<sup>2</sup>



**LEGEND**  
 x 144.30 Spot Elevation  
 x 147.681 Elevation of Top of Wall  
 Coniferous Tree  
 Power Pole  
 Anchor  
 Elevations are Geodetic, shown in metres.  
 Lot dimensions are based on field survey.  
 Offsets shown are not to be used to define property lines. This plan was prepared for a specific purpose and is for the exclusive use of our client. We assume no responsibility for the unauthorized use of this plan.

**CERTIFIED CORRECT**  
this 3rd day of February, 2021.

© W. PAPOVE B.C.L.S.

PAPOVE PROFESSIONAL LAND SURVEYING INC.  
202 - 1120 WESTWOOD STREET  
COQUITLAM, B.C., V3B 7K8  
TEL : (604) 464-5199  
FAX : (604) 464-6509  
FILE NUMBER : 58888