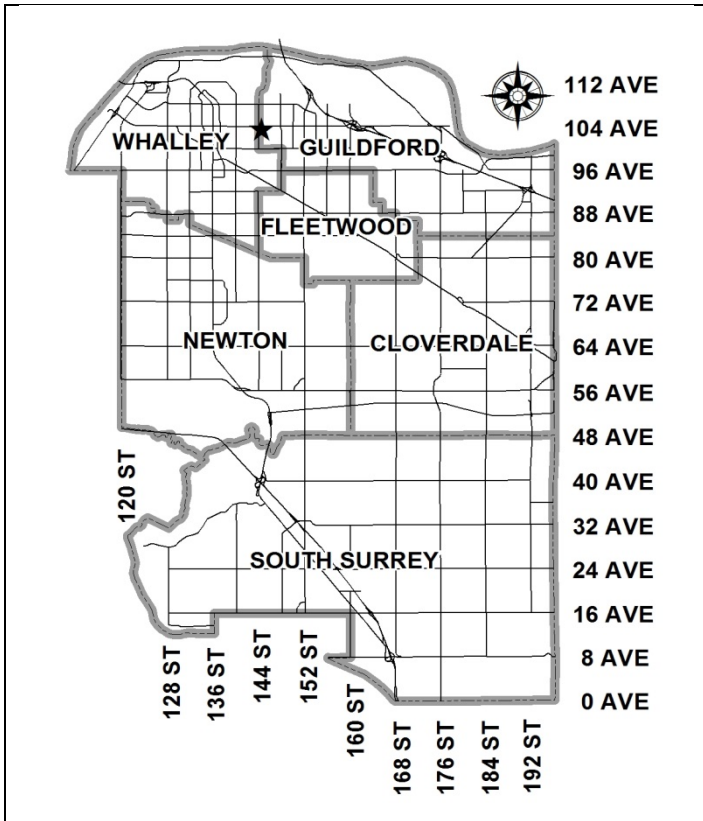


City of Surrey  
**PLANNING & DEVELOPMENT REPORT**

File: 7916-0169-00

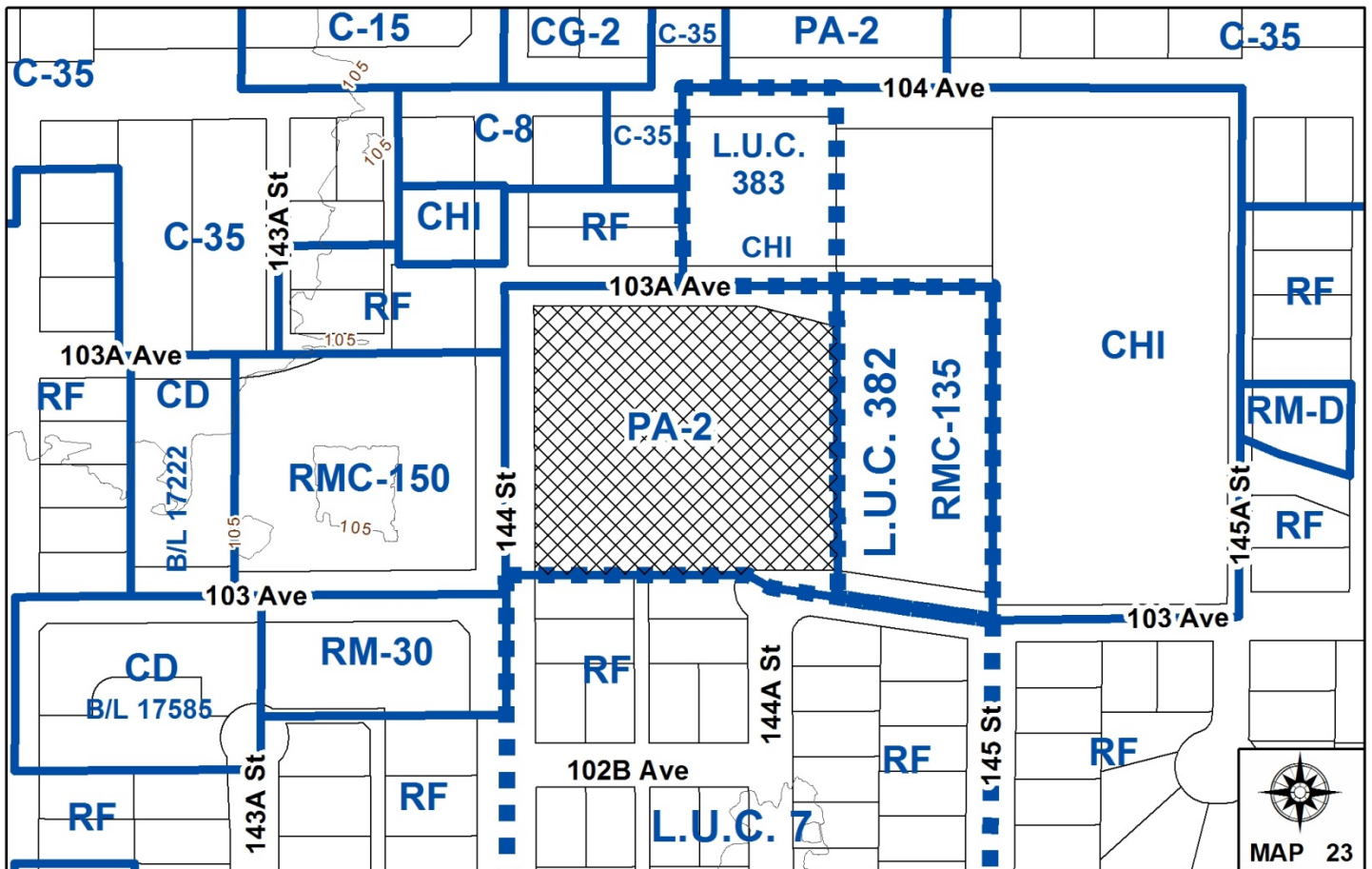
Planning Report Date: May 30, 2016



**PROPOSAL:**

- **Development Variance Permit**  
 to vary the off-street parking requirements to permit a proposed expansion of an existing church.

**LOCATION:** 10330 - 144 Street  
**OWNER:** Cedar Grove Baptist Church  
**ZONING:** PA-2  
**OCP DESIGNATION:** Multiple Residential



### RECOMMENDATION SUMMARY

- Approval for Development Variance Permit to proceed to Public Notification.

### DEVIATION FROM PLANS, POLICIES OR REGULATIONS

- Seeking to reduce the number of required on-site parking spaces for church use from 276 to 192 for a proposed addition to an existing church.

### RATIONALE OF RECOMMENDATION

- The proposed 194-square metre (2,088 sq. ft.) addition is not expected to intensify the use of the building, and subsequently increase the parking demand during peak hours.
- The applicant is proposing to add 8 on-site parking spaces, from 190 to 198 parking stalls total, which will enhance the current parking situation.
- A parking assessment of the subject site undertaken by an Engineering consultant observed that the proposed parking supply of 198 spaces would meet the parking needs of the church with the proposed expansion.

RECOMMENDATION

The Planning & Development Department recommends that Council approve Development Variance Permit No. 7916-0169-00 (Appendix IV), varying the Zoning By-law to reduce the minimum number of required on-site parking spaces for church use from 276 to 192, to proceed to Public Notification.

REFERRALS

Engineering: The Engineering Department has no objection to the project.

SITE CHARACTERISTICS

Existing Land Use: Existing church, multi-purpose building and child care facility.

Adjacent Area:

Direction	Existing Use	OCP Designation	Existing Zone
North (Across 103A Avenue):	Single family dwelling and automobile dealership	Commercial	RF and LUC No. 383 (underlying CHI)
East:	Vacant lot	Multiple Residential	LUC No. 382 (underlying RMC-135)
South (Across a portion of 103 Avenue):	Single family dwellings	Urban	LUC No. 7 (underlying RF)
West (Across 144 Street):	Single family dwellings and apartment building	Commercial and Multiple Residential	RF and RMC-150

DEVELOPMENT CONSIDERATIONS

- The 1.47-ha (3.37-acre) subject lot is the location of the Cedar Grove Baptist Church in Guildford. The lot contains three buildings (the church building, a multi-purpose hall, and a child care facility building) with a gross floor area of 3,664 square metres (39,439 sq. ft.). A total of 190 parking spaces currently exist on the church property.
- The subject lot is a through lot that is located at the southeast corner of 103A Avenue and 144 Street and has frontage on 103 Avenue, 103A Avenue, and 144 Street. The site is currently zoned "Assembly Hall 2 Zone" (PA-2) and designated Multiple Residential in the Official Community Plan (OCP).
- The existing church building is located at the northwest corner of the subject lot and is sited approximately 7.5 metres (25 ft.) from 144 Street and 5.6 metres (18 ft.) from 103A Avenue.

- A previous Development Variance Permit (DVP) was issued in 2007 (DVP No. 7906-0299-00) to permit a 596-square metre (6,415 sq. ft.) addition to the existing church buildings. This DVP included a variance to reduce the number of off-street parking stalls from 312 to 211, and included the addition of 22 on-site parking stalls to be installed on the church property.
- A building permit to construct this addition was subsequently submitted, however, the building permit was cancelled at the request of the church as the scope of the work had changed. DVP No. 7906-0299-00 expired in 2009 and the additional 22 on-site parking stalls were not installed.
- In 2015, the church applied for a building permit to add 194 square metres (2,088 sq. ft.) to the existing church buildings. This additional space will include an expansion of the existing fireside room, the enclosure of the existing lobby, and the addition of a new servery area.
- As part of the 194-square metre (2,088 sq. ft.) church expansion, the applicant is proposing to provide an additional 8 parking spaces for a total of 198 spaces. With the proposed expansion, the church building and ancillary multi-purpose hall will total 3,674 square metres (39,547 sq.ft.) of gross floor area, and the Zoning-Bylaw requires a total of 276 parking spaces (based on a rate of 7.5 stalls per 100 square metres of gross floor area). The child care building requires an additional 6 stalls based on the number of employees (3). The applicant has therefore requested a variance to reduce the number of parking spaces from 276 to 192 spaces for the church use (see By-law Variance section).
- The PA-2 Zone requires that all front, rear, side, and flanking side yard setbacks be greater than or equal to the measurement of the height of the highest building on the lot. The highest point of the existing buildings is 14 metres (46 ft.) and the maximum building height of the proposed expansion is 4 metres (13 ft.).
- The proposed 194-square metre (2,088 sq. ft.) single-storey addition will be exclusively to the rear of the church (east elevation), facing the existing parking lot. The proposed addition will be sited approximately 30.4 metres (100 ft.) from the northern property line and approximately 67.7 metres (222 feet) from the eastern property line, and is therefore outside of the setback areas.
- The six (6) parking stalls required for the child care facility are not proposed to be varied.
- The PA-2 Zone does not permit off-street parking to be located within the front yard or the flanking side yard setbacks. As the subject lot is a through lot, there are two front lot lines as defined by the Zoning By-law (the northern property line abutting 103A Avenue and a portion of the southern property line abutting 103 Avenue).
- The 8 parking spaces the church is proposing to add are located immediately south of the existing multi-purpose building and are outside of the front yard and flanking side yard setbacks. The parking spaces that do fall within these setback areas are an existing condition and therefore a variance to retain these existing spaces is not required.

BY-LAW VARIANCE AND JUSTIFICATION

## (a) Requested Variance:

- To vary the minimum number of required parking stalls in the Zoning By-law for church use from 276 to 192.

## Applicant's Reasons:

- The proposed expansion to the church is primarily additions to the existing multi-purpose building and lobby area, and is not expected to generate increased parking demand during peak hours.
- The applicant is proposing to increase the number of on-site parking by 8 stalls, from 190 to 198. This will maximize the site's capacity for parking stalls.
- A parking assessment of the site undertaken by an Engineering consultant engaged by the applicant found that the existing parking supply of 190 spaces exceeds demand on weekdays. While the existing church demand exceeds its parking supply during Sunday morning services, the on-site parking lot was not full during the two observed Sundays.
- The provision of 8 extra parking spaces will improve the Sunday morning parking situation.

## Staff Comments:

- Staff support the findings of the parking assessment as it illustrates that the existing parking supply of 190 spaces is expected to meet the needs of the church with the proposed expansion along with the existing child care facility. The submitted parking assessment shows that the highest number of parked vehicles observed was 174.
- The proposed expansions are mainly to the lobby area of the existing church building, which is not expected to increase the capacity and use of the building.
- The applicant is proposing an addition of 8 off-street parking spaces, from 190 to 198, that will increase the parking supply of the site.
- Staff support the requested variance.

INFORMATION ATTACHED TO THIS REPORT

The following information is attached to this Report:

- Appendix I. Lot Owners and Action Summary
- Appendix II. Site Plan and Elevations
- Appendix III. Parking Study
- Appendix IV. Development Variance Permit No. 7916-0169-00

*original signed by Judith Robertson*

Jean Lamontagne  
General Manager  
Planning and Development

RC/dk

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**GENERAL NOTES**

All work to be done in an accordance with the British Columbia Building Code 2012, the 2007 NRCALR, and the current standards of the Workers Compensation Board of British Columbia.

General Contractor to check and verify all dimensions and elevation markers, existing conditions prior to starting work. Do not create drawings. General contractor will be responsible for any errors arising from changes done to work without the owner/client approval.

General Contractor to maintain on site a copy of approved Building Permit drawings as well as issued Per Construction drawings, postings, reports from the authorities having jurisdiction, consent field reports, addenda, site instructions and change orders. Maintain an additional set of drawings on site to record all changes to produce a record set of "as-built" drawings. As-built drawings, operations manuals and warranties to be delivered to client at project completion.

Construction Zone, Temporary Public Corridor, Storage, Emergency Egress to be in place before commencing construction. Permitting process compliant with applicable bylaws to be in place prior to construction start.

**WALLS**

All walls to be wood stud, exteriorly sheathed and aligned off by steel stud insulator's engineer.

**DOORS and WINDOWS**

All doors including a wall or otherwise set if considered to have a minimum clear clearance of 2 ft above from the clear reach opening to the adjacent wall. Provide detailed hardware list and locations to client for approval prior to ordering.

**FINISHES GENERAL**

All finishes, furniture, equipment and accessories by others to be confirmed with client.

All gypsum wall board to be taped, mudded and sanded smooth prior to application of finishes. Provide moisture resistant at all joints to adjacent substrate for cracks and acoustic test.

All painted surfaces to be primed and painted with 3 coats to NFPA standard. Colors to be selected by client.

**PRODUCTS**

All products and materials to be new and installed to manufacturers' specifications.

**SHOP DRAWINGS:**

Submit all shop drawings (P&I) to Consultant. Alternate requests to be submitted to Consultant. Allow for a 18 day shop drawings and alternate review/approval process. Shop drawings required for foundation and structural problems.



LOCATION PLAN  
N



EXISTING FRONT ELEVATION

Project Description - Building Additions and Renovations (Additions to Multi-purpose Room, Sundry and Lobby)

**Address**  
14238 - 14th St, Surry BC

**Legal Description**  
Lot 282 section 30 Range 1 Plan 91826 NRD Section 22919-05A

**zoning PA-2**

**Site Area:** 148,891 of (13,944,000) sqm  
**Building Area:** 37,212 of (5,467,100) sqm  
**Site Coverage:** 26.7% - Allowed 65%

**BUILDING AREAS**

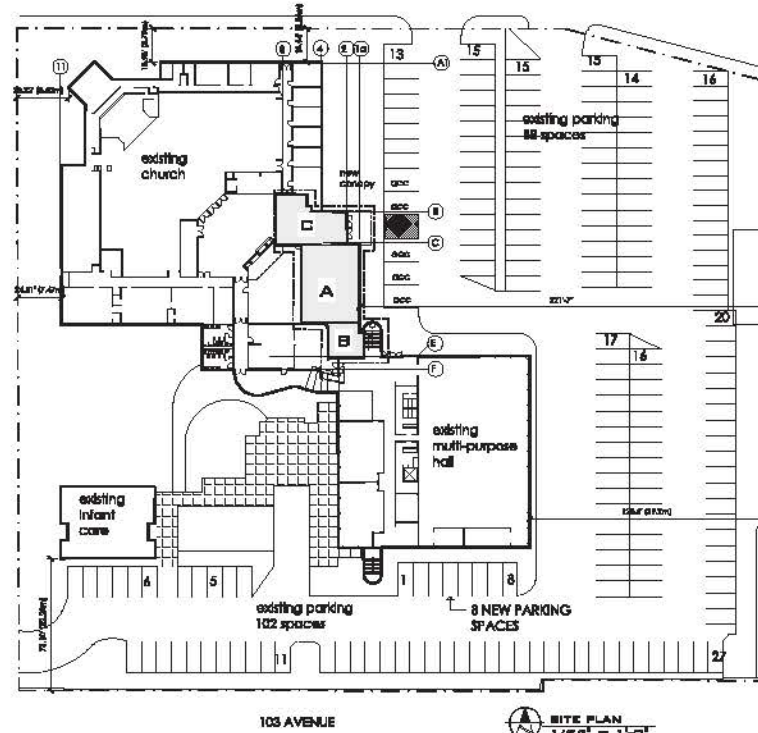
<b>Church:</b>	
Existing Church	38,714 of (1864.4) sqm
Parsonage Room and Lobby Extension	1,723 of (161) sqm (revise)
<b>Church Totals:</b>	40,437 of (2,025.4) sqm (rev)
<b>Multi-Purpose Building (Add and Update):</b>	
Main - 100 389 of (2300) extension	12,783 of (1,187.5) sqm (rev)
Upper -	4,218 of (401) sqm
Infant Care Existing	1,882 of (194.1) sqm
<b>Total Building Area:</b>	61,428 of (3,028.1) sqm (rev)

**PARKING**

Church (1824.4) sqm	94 (7.3 per 100sqm)(rev)
Church Additions (161) sqm	13 (rev)
Multi-purpose Building (Floor Area = 1,881 sqm)	38 (3 per 100sqm) (rev)
Existing Infant Care	1 (3 sqm; 3 drop-off)
<b>Total Parking Required = 194 (Per Parking Bylaw):</b>	<b>Provided = 194</b>

**DEMNITY**

Allowed	\$0
Provided	41,228 of 1,448,891 = 2.8



SITE PLAN  
1/8" = 1'-0"

**LIST OF DRAWINGS**

**ARCHITECTURAL**

AA01	SITE PLAN, SCOPE OF WORK, NOTES, LOCATION PLAN
AA01	382' OVERALL PLAN, CODE ANALYSIS
AA02	1st FLOOR PLAN
AA03	REFLECTED CEILING PLAN
AA04	ROOF PLAN
AA01	ELEVATIONS
AA08	ELEVATIONS
AA01	SECTIONS A-A, B-B, C-C
AA02	SECTIONS D-D, E-E
AA01	SCHEDULES
AA01	DETAILS
AA02	DETAILS
AA03	DETAILS

**STRUCTURAL**

SB1	FOUNDATION
SB2	MAIN FLOOR
SB1	SCHEMATIC DETAILS
SB02	FOUNDATION DETAILS
SB03	FRAMING DETAILS

**MECHANICAL**

MS	PARTIAL MAIN FLOOR
MS	PARTIAL ROOF PLAN
MS	HVAC SCHEDULES
MS02	SPECIFICATIONS
MS03	SPECIFICATIONS

**ELECTRICAL**

ES	LIGHTING
ES	SCHEDULED FLOOR POWER SYSTEMS
ES	ELECTRICAL SPECIFICATIONS
ES	ELECTRICAL DEMOLITION

**LIST OF CONSULTANTS**

**1. ARCHITECT**

Arca : Architects  
2284 West 37th Avenue  
Vancouver BC V6M 1P1

Peter Smith, architect  
tel 604 677 6528  
fax 604 678 0822  
tel 604 782 7915

**2. STRUCTURAL ENGINEER**

Hacco Engineering Limited  
386 100th Street  
Surrey BC V3R 3A6

Oswald (Ozzy) Wapow, P.Eng  
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tel 604 616 3427

**3. MECHANICAL ENGINEER**

MEC Engineering Consulting Limited  
Unit 4 12645 81st Ave  
Surrey BC V3R 8K6

Edward Lewis, P.Eng  
edward.lewis@meccan.ca  
tel 604 881 6338  
fax 604 881 7448

**4. ELECTRICAL ENGINEER**

Integral Building Consultants Ltd  
Unit 4 12645 81st Ave  
Surrey BC V3R 8K6

Iwan Yoo, P.Eng iwanyoo@ibc.com  
tel 604 799 8838  
fax 604 498 8816

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A. Extension of Multi-purpose Room  
B. Extension of Sundry Preparation  
C. Extension of Lobby

NO	DESCRIPTION	DATE
11	REVISION	
12	REVISION	
13	REVISION	
14	REVISION	
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27	REVISION	

**ANU: Architects**

1000 West 4th Avenue  
Vancouver BC V6P 1S1  
Tel: 604 681 1111  
Fax: 604 681 1112  
www.anu.ca  
anu@anu.ca

Designer	Arca	101-1014
Client	ANU	N/E/D
Checker		1417
Project No.		
Sheet No.		

Project Name  
Order Name Baptist Church  
6328 14th St  
Surrey BC

Drawing Title  
CONCRETE  
SITE PLAN

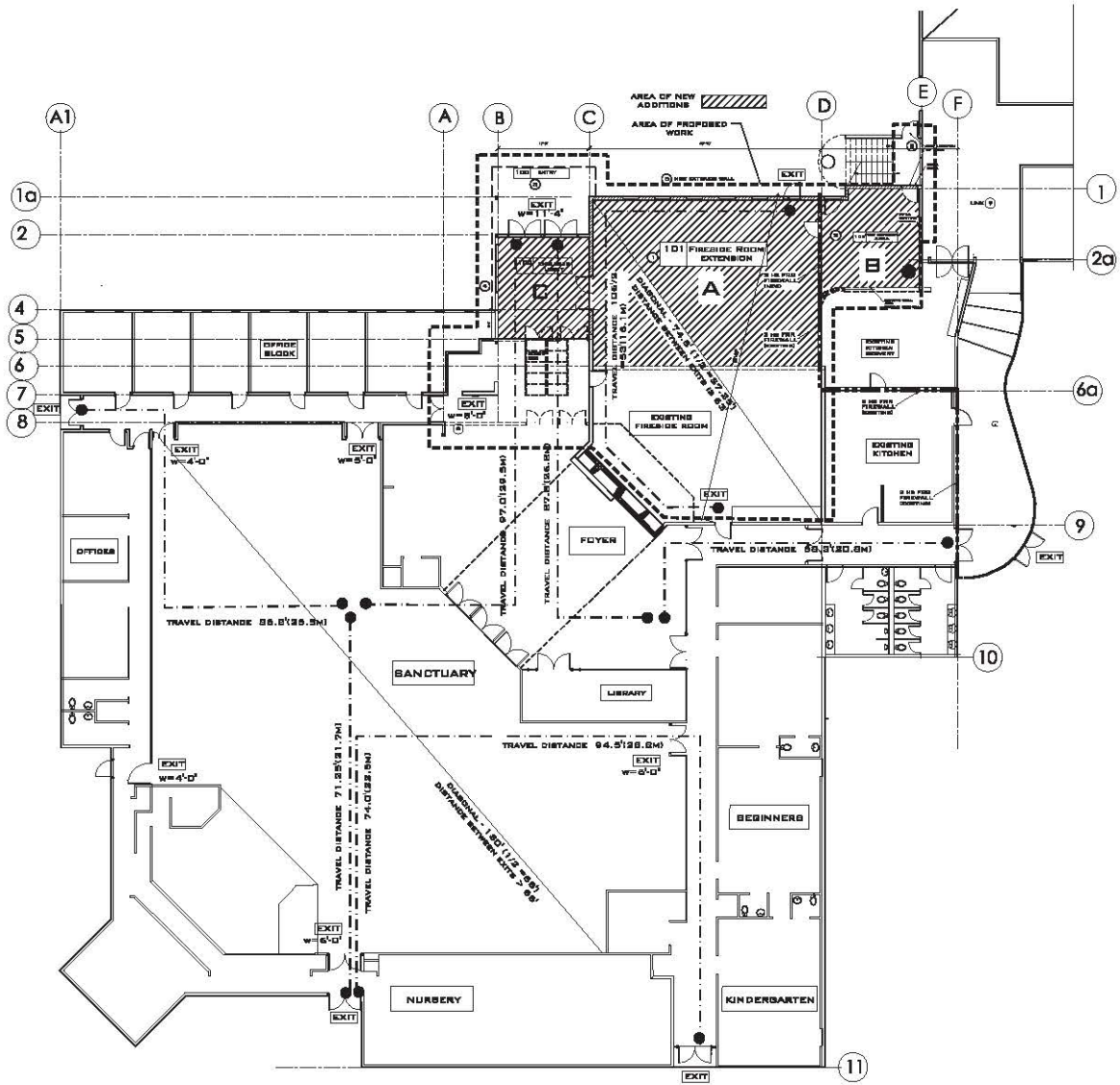
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fax 604 498 8816

Author	Arca
Checker	Arca
Project No.	
Sheet No.	
Drawing No.	
Scale	



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**PLAN (BUILDING CODE SCHEMATIC)**  
3/32" = 1'-0"

**A. USE AND OCCUPANCY BCBC 3.2.2**

For Building Code conformance, building separated into 2 Buildings by 2HR FR (Review)

- CHURCH BUILDING - Inc Sanctuary, Lobby, Offices, Kitchen (partial)**
- Overall Church Building Area: Existing 1,924.4 m<sup>2</sup>  
Proposed 2,079 m<sup>2</sup>
  - 1.1 Not sprinklered
  - 1.2 BCBC 2012 : 3.2.2.25 Group A, Division 2  
1 story, 3 streets, < 2400 m<sup>2</sup>  
Roof and loadbearing elements 45 min FR

- MULTIPURPOSE BUILDING - Inc Kitchen servery**
- Multipurpose Building Area: Existing 1,154 m<sup>2</sup>  
Proposed 1,185 m<sup>2</sup>
  - 1.1 Not sprinklered
  - 1.2 BCBC 2012 : 3.2.2.25 Group A, Division 2  
2 stories, 3 streets, < 1200 m<sup>2</sup>  
Roof and loadbearing elements 45 min FR

**B. OCCUPANT LOAD BCBC 3.1.17**

- Sanctuary Area** 546 persons (approved by Fire Department)  
**New Multipurpose (Fireside) Room** 215 persons (Table 3.1.17.1)  
**Offices** 10 persons

Total Occupant Load (Church and new Multipurpose room) 771 persons

**C. SAFETY WITHIN FLOOR AREAS BCBC 3.3**

- BCBC 3.3.1.5.1) Egress Doorways
  - minimum of 2 egress doorways...
  - intended for an occupant load more than 60.
  - in a non-sprinklered floor area, if
    - travel distance is more than 15 meters
    - area more than Table 3.3.1.5.a, Group A 190 m<sup>2</sup>
- BCBC 3.3.1.6 Travel Distance
  - if more than one egress doorway required, travel distance within the room or suite to nearest egress doorway shall not exceed maximum travel distance in Clause 3.4.2.5.1) i), 30m [98.5].

Maximum travel distance in church, <30m to an exit.  
Maximum travel distance in Multipurpose Rm <30m.

**D. BCBC 3.4 EXITS**

3.4.2.1.1) Every floor area shall be served by 2 exits.  
3.4.2.3.1)b) The least distance between 2 exits from a floor area shall be 1/2 the maximum diagonal dimension of the floor area.

- The maximum diagonal distance of the church floor area = 130' 1/2 diagonal is 65'. Distance provided between Exits exceeds 65'.
- The maximum diagonal distance of the multipurpose floor area = 74.8'. 1/2 diagonal is 37.25'. Distance between Exits is 63'.

**3.4.3 Width and Height of Exits**

- 3.4.3.1 Church sanctuary - Exit:** Width based on Occupant Load of 546 persons.  
Multipurpose room - exit width based on OI of 215 persons.  
3.4.3.2.1)a) For Church, based on 546 persons, total required exit width is 345 x 6.1mm = 3,304.6 mm (10.9'). Total width provided is 39.33'.  
For Multipurpose room, based on 215 persons, total required exit width is 215 x 6.1mm = 1,311.5 mm (51.4'). Total width provided is 68' (1725 mm).

**E. HEALTH REQUIREMENTS BCBC 3.7**

- 3.7.2.2 (8) Water Closets - Existing
- 3.7.2.2.8) For places of worship, shall be at least one for each 150 persons of each sex. Total OI for Church (546), Multipurpose Room (215) and Offices (10) is 771 persons - 386 female/386 male. Therefore 3 water closets required for both Female and Male, total of 6 water closets.  
Provided: 6 Female and 6 Male. (1 accessible stall for each sex)
- 3.7.2.3.1) For every 2 water closets, one lavatory required and provided. (5 each sex provided)

**F. BARRIER FREE DESIGN BCBC 3.8**

- 3.8.2.9) Fixed seating not provided in sanctuary or multi. hall
- 3.8.4.2.1) Exterior access is provided to Lobby and Multipurpose Room additions.  
2) walls and ramps conform to 3.8.3
- 3.8.3 DISKIN REQUIREMENTS  
3.8.3.4 § Accessible parking stalls provided  
3.8.3.5 Main Entrance shall be accessible

**SCOPE OF PROJECT**

- Extend Fireside Room:**
  - relocate exterior wall east approx. 32'.
  - install double doors to lobby.
  - refurbish interior: carpet and paint.
- Extend Servery:**
  - relocate exterior wall approx. 18' to stairwell of adjacent building and relocate stairwell exit door.
  - install new exterior door.
  - relocate room from Kitchen
  - refurbish interior: flooring and paint.
  - no change to main kitchen.
- Entry Canopy:**
  - new roof, 2 double door pairs, exterior flooring surface, signage.
- Lobby:**
  - extend lobby with new exterior walls.
  - refurbish interior: flooring and paint.
  - new glazing
- Facade:**
  - new exterior wall, windows.
- Remove wall and doors between Foyer and Place of Worship.**
  - install new doors in corridor.
  - New flooring in foyer
- Replace flooring for link to adjacent building.**
- Relocate Door in Exit Stair of adjacent building.**

NO	REVISION	DATE
01	ISSUED FOR PERMIT	
02	ISSUED FOR PERMIT	
03	ISSUED FOR PERMIT	
04	ISSUED FOR PERMIT	
05	ISSUED FOR PERMIT	
06	ISSUED FOR PERMIT	
07	ISSUED FOR PERMIT	
08	ISSUED FOR PERMIT	
09	ISSUED FOR PERMIT	
10	ISSUED FOR PERMIT	
11	ISSUED FOR PERMIT	

**AMU: Architects**

Professional Seal and Stamp  
2008-07-08  
2008-07-08  
2008-07-08

DESIGNER	DATE
AMU	2008-07-08
AMU	2008-07-08
AMU	2008-07-08
AMU	2008-07-08
AMU	2008-07-08

Project Name  
**Order Grove Baptist Church  
18280 148th St  
Burien BC**

Drawing Title  
**PLAN  
CODE-ANALYSIS**

Drawing No. **A141**

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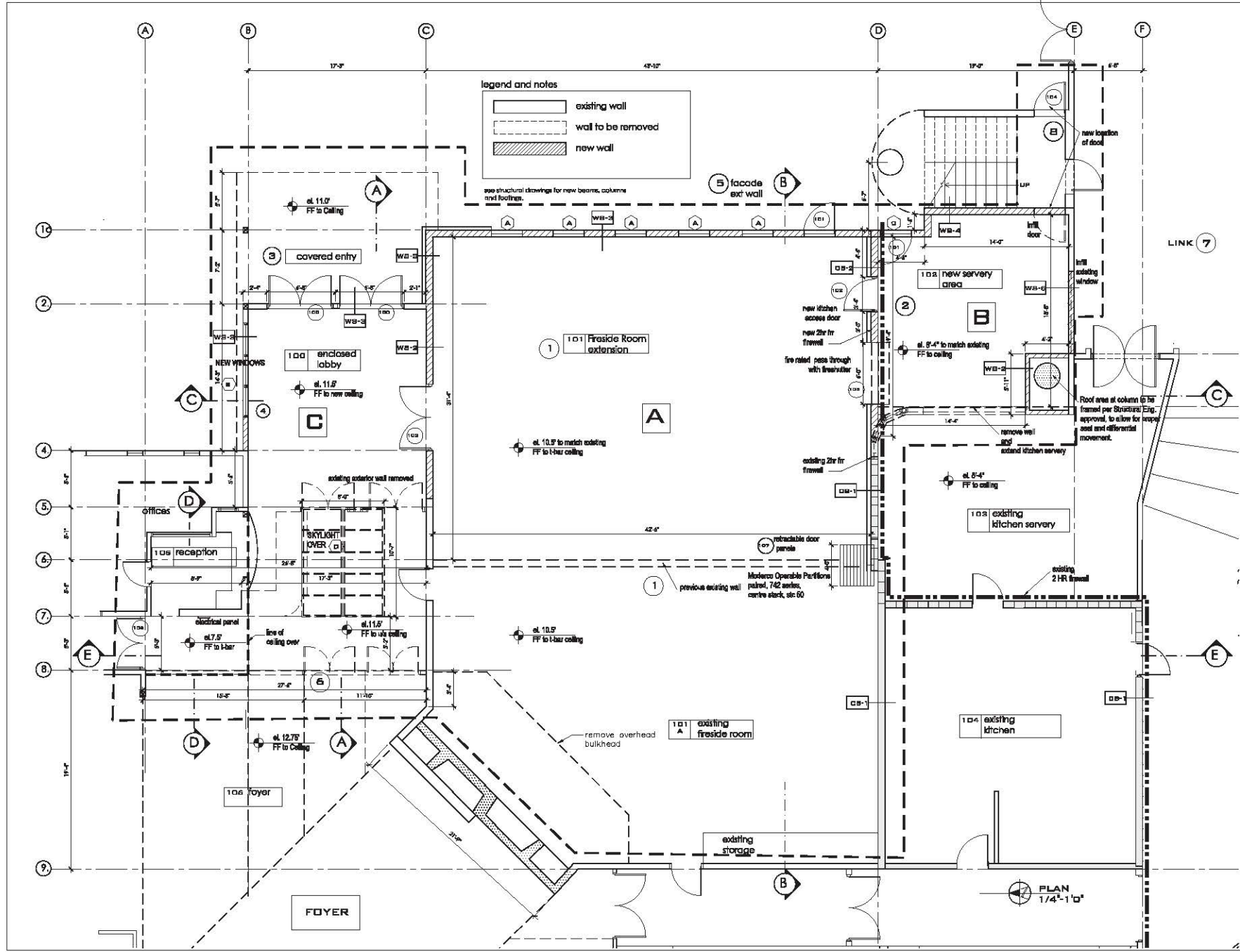
**legend and notes**

- existing wall
- wall to be removed
- new wall

see structural drawings for new beams, columns and footings.

**Scope of Project:**

1. Extend Fireside Room:
  - relocate exterior wall west approx. 32'.
  - install double doors to lobby.
  - refurbish interior: carpet and paint.
2. Extend Servery:
  - relocate exterior wall approx. 18' to stairwell of adjacent building and relocate stairwell exit door.
  - install new exterior door.
  - install pass-through window and relocate Fireside Room from Kitchen.
  - refurbish interior: flooring and paint.
  - no change to main kitchen.
3. Entry Canopy:
  - new roof, 2 double door pairs, exterior flooring surface, signage.
4. Lobby:
  - extend lobby with new exterior walls.
  - refurbish interior: flooring and paint.
  - new glazing.
5. Facade:
  - new exterior wall, windows.
6. Remove wall and doors between Foyer and Place of Worship. Install new doors in corridor. New flooring in foyer.
7. Replace flooring for link to adjacent building.
8. Relocate Door In Exit Stair of adjacent building.



NO.	DATE	DESCRIPTION	BY
01	05/20/10	PC DESIGN	
02	07/20/10	ARCHIT. DESIGN	
03	08/10/10	IF REVISIONS	
04	09/15/10	IF REVISIONS	
05	10/20/10	IF REVISIONS	
06	11/10/10	IF REVISIONS	
07	12/15/10	IF REVISIONS	
08	01/20/11	IF REVISIONS	
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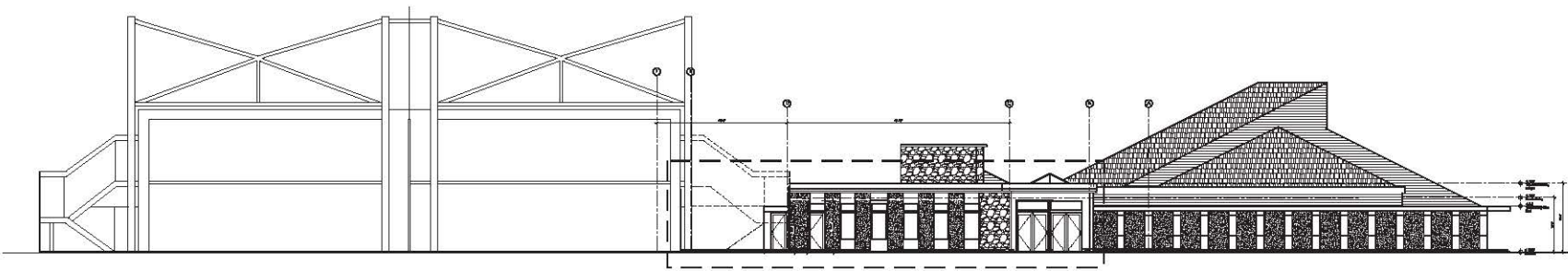
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Checked	AMU
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Client	AMU

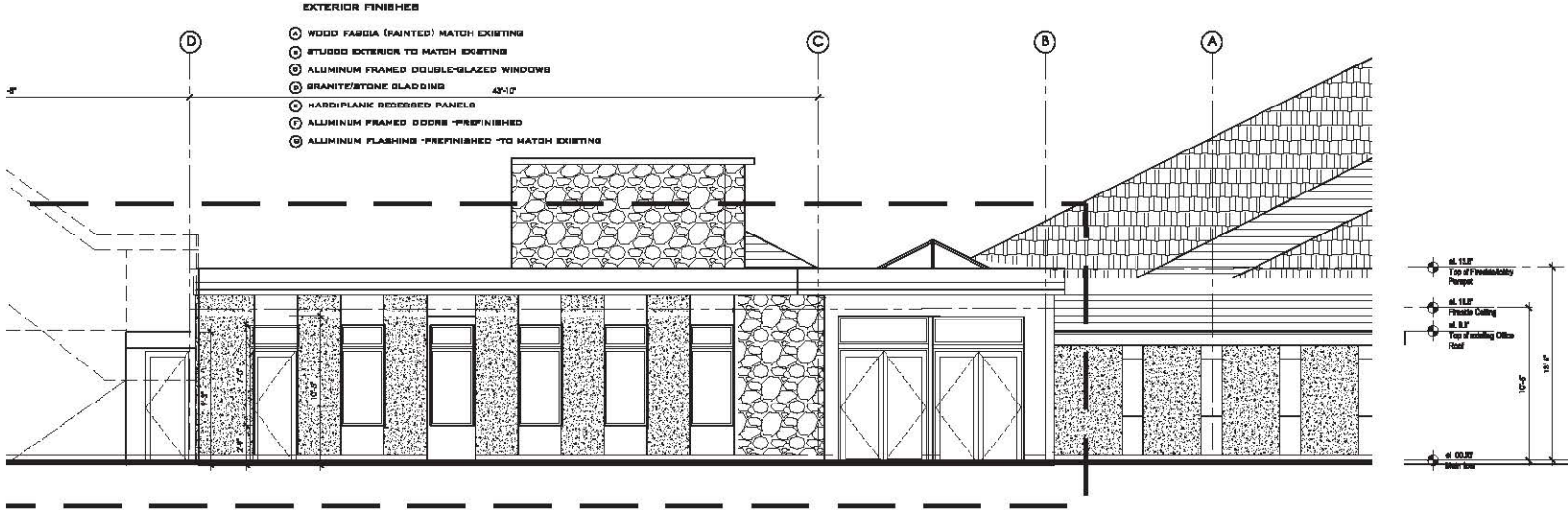
**Project Name**  
 Cedar Grove Baptist Church  
 18238 148th St  
 Surrey BC  
**Drawing Title**  
 PLAN  
**Drawing No.** A1.02

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**LIMITING DISTANCE ANALYSIS - EAST ELEVATION**  
 EXPOSING BUILDING FACE - 1435 SF (133.3 M2)  
 LIMITING DISTANCE - 221'  
 OPENINGS PROVIDED - 352 SF (32 M2)  
 ALLOWABLE OPENINGS - 100% (1435 SF) PROVIDED - 24.5%  
 WALL CONSTRUCTION - 3/4 HR FRR, COMBUSTIBLE PROVIDED (NO FRR REQUIRED)



FRONT (EAST) ELEVATION  
 3/32" = 1'-0"



FRONT (EAST) ELEVATION  
 1/4" = 1'-0"

NO.	REV.	DESCRIPTION	BY
01	00001	PC MODEL	
02	010001	ADJUST FINISH	
03	020001	RF APPLIED	
04	030001	RF APPLIED	
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Designer	AMU
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Client	
Project Name	

Order Grove Baptist Church  
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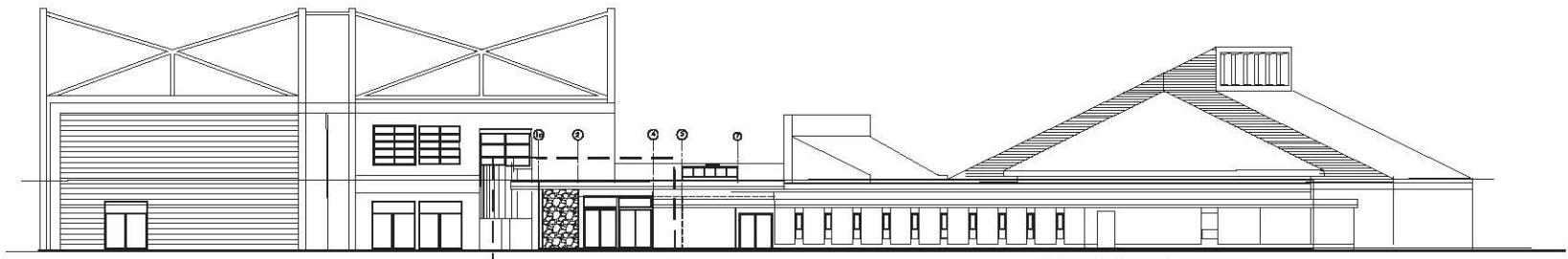
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**EAST-ELEVATION**

Drawing No.	AS-01
Revision No.	

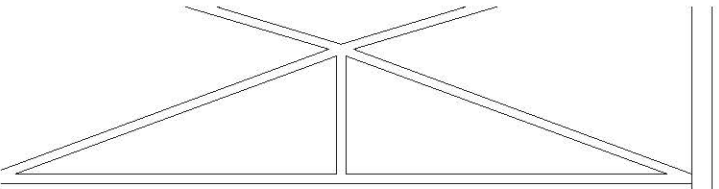


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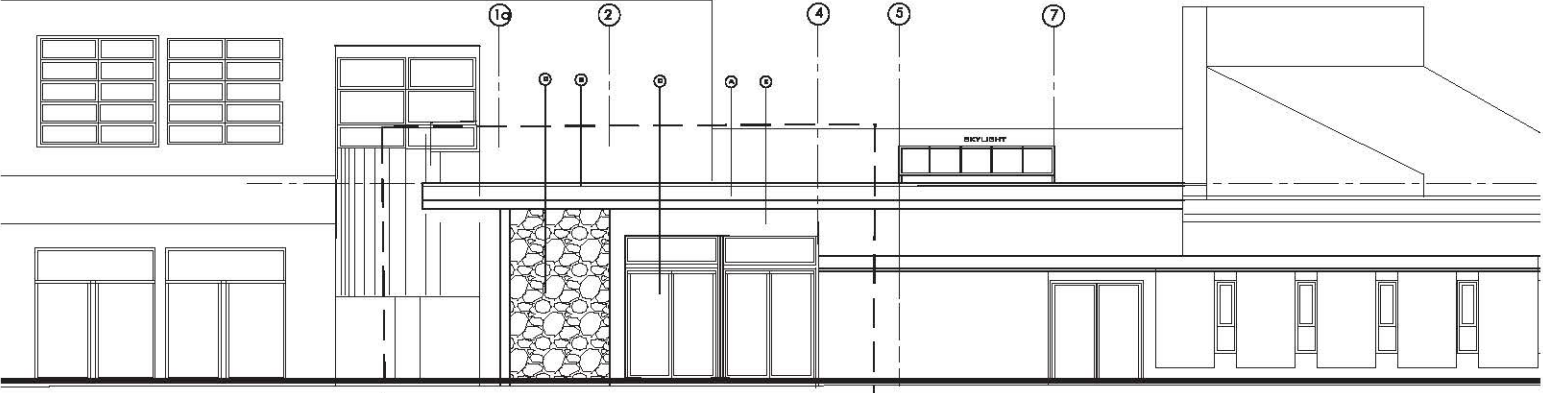
**LIMITING DISTANCE ANALYSIS - NORTH ELEVATION**  
 EXPOSING BUILDING FACE - 1908 SF (177 M<sup>2</sup>)  
 LIMITING DISTANCE - 18.94' (5.6M)  
 OPENINGS PROVIDED - 220 SF (20 M<sup>2</sup>)  
 ALLOWABLE OPENINGS - 27% (516 SF/ 48M<sup>2</sup>)  
 PROVIDED - (208SF/220M<sup>2</sup>) = 11.3%  
 WALL CONSTRUCTION - 3/4 HR FRR, NON-COMB CLADDING REQUIRED/PROVIDED



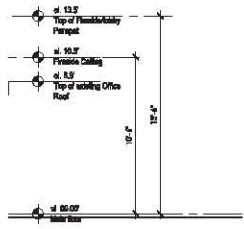
**SIDE (NORTH) ELEVATION**  
 3/32" = 1'-0"



- EXTERIOR FINISHES**
- 1 WOOD FABRIA (PAINTED) MATCH EXISTING
  - 2 STUCCO EXTERIOR TO MATCH EXISTING
  - 3 ALUMINUM FRAMED DOUBLE-GLAZED WINDOWS
  - 4 GRANITE/STONE CLADDING
  - 5 HARDIPLANK RECESSED PANELS
  - 6 ALUMINUM FLASHING \*PREFINISHED \*TO MATCH EXISTING



**SIDE (NORTH) ELEVATION**  
 1/4" = 1'-0"



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02	0125014	Alaska Building
03	020610	SP - Agriculture
04	010115	SP - Architecture
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100	020610	SP - Agriculture

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Drawn by	AMU
Checked	AMU
Date	08/14/2024

Project Name  
**Oeder Grove Baptist Church**  
 16236 148th St  
 Surrey BC

Drawing Title  
**NORTH-ELEVATION**

Drawing No	AS-02
Revision No	

May 16, 2016  
McElhanney file: 2111-03622-00

AMU Architects  
2268 W. 37<sup>th</sup> Avenue  
Vancouver, BC V6M 1P1

Attention: Peter Smith, Project Manager

## Cedar Grove Church Parking Assessment for Proposed Expansion

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The following presents the results of a parking assessment conducted at Cedar Grove Baptist Church, in Surrey, BC, as it pertains to the proposed Church expansion. This memorandum evaluates the existing parking supply and utilization for the Church, as compared to City of Surrey zoning by-law requirements for on-site church parking.

The development is shown in *Attachment 1*. As shown, the existing Church facility is approximately 3,858 square meters. The proposed expansion is approximately 194 square meters for a total gross floor area of approximately 4,052 square meters.

### 1. Cedar Grove Baptist Church

Cedar Grove Baptist Church offers two (2) Sunday services (9:00 AM and 11:00 AM) in addition to weekly events and child care facilities. When the Church is not in use, the facilities are occasionally rented to community members for private events.

#### 1.1 Church Activities Outside of Sunday Services

There is a child care facility on-site that currently has 18 staff members, 53 children registered in day care and 30 children registered for pre-school. The center offers full-time care for infants / toddlers and children ages 3 to 5 years. It also offers partial-day pre-school and after-school care programs. Child care is offered Monday through Friday. The child care programs and facilities are not anticipated to change with the proposed expansion.

There are ministry events held on Monday and Thursday mornings, which are the highest attendance generators outside of the Sunday services. Because these are the Church events with the highest attendance outside of Sunday services, parking utilization counts were conducted on one Monday and one Thursday to confirm that the existing supply meets the parking demand of these activities. It should be noted that the Monday morning ministry is regularly attended by participants who do not own and/or cannot afford a car, so most arrive on foot or by public transit.

#### 1.2 Church Numbers

The maximum capacity of the Church sanctuary is 546 persons. On average, the first morning service (9:00 AM) has an attendance of approximately 315 people, and the second service (11:00 AM) has an attendance of approximately 250 people. The actual Church membership is 321 people.



The proposed expansion would allow the multipurpose room to hold approximately 215 people, at capacity; however, the expansion is not expected to alter average service attendance numbers because the sanctuary size is not changing and is not meant to initiate a climb in Church membership.

It is important to note these numbers are for typical activities at the Church and attendance numbers would be expected to increase for holidays, such as Christmas and Easter.

## 2. Previous Parking Study (2006)

A parking assessment was conducted by McElhanney in 2006 for a proposed expansion of approximately 600 square meters (3 times the size of the current proposal). This study found that:

- The proposed expansion would have more impact on activities outside of the peak period (Sunday services), when the on-site parking supply exceeds parking demand, because there is no proposal to expand the sanctuary.
- The City by-law (of 7.5 spaces/100 sq. m.) requirement exceeds the observed parking utilization and demand, even during peak periods.
- The proposed expansion was not anticipated to attract a proportional increase in parking demand based on gross floor area.
- It was estimated that 22 additional parking spaces would meet the increased parking demand associated with the 600 sq. m. expansion.

Based on observations and analysis, the general findings from the previous study are still valid for this assessment.

## 3. Church Parking

For this study, Church parking requirements were evaluated based on:

- Parking utilization observations, conducted on 3 consecutive Sundays, one Monday and one Thursday in April and May 2016
- Required parking supply per City of Surrey by-law requirements

The existing 3,858 square meter facility has 190 parking spaces on-site. The proposed expansion is 194 additional square meters and includes 8 new parking spaces along the southern side of the existing building.

### 3.1 City of Surrey Parking By-Law

Per City of Surrey Zoning By-Law *Table C.4: Parking Requirements for Institutional Uses*, the Church is required to provide:

- *7.5 parking spaces for every 100 sq. m. (1075 sq. ft.) of the gross floor area of a church; and*
- *Parking requirements reduced by 20% in Surrey City Centre.*

However, the City is in the midst of revising their parking by-law requirements for Church facilities to better accommodate recent parking demand observations. The new by-laws are dependent on the congregation size and require:

- Churches with under 400 congregants: 8 parking spaces for every 100 sq. m. (1075 sq. ft.) of the gross floor area; or
- Churches with over 400 congregants: 10 parking spaces for every 100 sq. m. (1075 sq. ft.) of the gross floor area



The subject Church has 321 congregants, so to meet City by-laws, 8 spaces per 100 sq. m. of gross floor area would be provided. This translates to 309 parking spaces with the existing facilities and 324 spaces including the proposed expansion. This is 119 parking spaces more than is currently on-site (190 parking spaces) and 126 more than what is proposed with the expansion (198 parking spaces), respectively.

## 3.2 Parking Utilization

To verify that the existing parking supply is meeting the current parking demand, and to determine the surplus or deficiencies in the parking supply, parking utilization counts were conducted on three (3) consecutive Sundays, one (1) Monday and one (1) Thursday on the following dates:

- Sunday, April 24, 2016
- Monday, April 25, 2016
- Thursday April 28, 2016
- Sunday, May 1, 2016
- Sunday May 8, 2016

Parking counts were collected multiple times during each day to try to capture typical peak parking demand for Ministry activities.

Parking counts were collected on-site and on-street surrounding the facility. Because it is difficult to determine if those parking on street are associated with the Church, a conservative approach was taken, and all on-street parking was assumed to be Church-related. However, two observations were made during data collection regarding on-street parking to contradict this.

1. **144 Street:** The west side of the street appears to be primarily residential parking associated with the adjacent multi-family housing. During the week, there are restrictions on the east side of the street, so residents cannot park there all day, but they can park there, without restrictions, on weekends.
2. **103A Avenue:** parking along this section of roadway is busiest during the week and appears to be associated with local businesses.

The summary of the parking counts is shown in *Table 1*.



Table 1: Parking Utilization Summary

Day of Week	Date	Time	On- Street Parking <sup>(1)</sup>								Off-Street	Total Church Parking Demand	On-Site Parking Supply Surplus	Total Parking Supply Surplus (+)/ Deficiency (-)
			144 Street		144A Street		103A Ave		103 Ave		On Church Property			
			103a Ave to 102b Ave		103 Ave to 102b Ave		144 St to 145 St		144A St to 145 St					
			West Side	East Side	West Side	East Side	South Side	North Side	South Side	North Side				
<i>Capacity</i>			30	20	7	4	24	13	5	8	190			
Sunday	24-Apr-16	8:00 am	14	7	2	0	1	3	0	1	15	43	75	+147
		9:00 am	11	12	2	0	2	3	0	1	112	143	78	+47
		11:00 am	14	10	2	0	4	5	0	1	158	194	32	-4
Monday	25-Apr-16	9:00 am	10	1	10	1	5	7	0	0	38	72	152	+118
		1:00 pm	16	1	3	0	6	7	0	0	32	65	158	+125
		4:00 pm	12	2	0	0	5	6	0	0	17	42	173	+148
		6:00 pm	12	6	1	0	3	3	0	1	8	34	182	+156
Thursday	28-Apr-16	9:00 am	9	3	0	0	7	5	0	0	31	55	159	+135
		12:00 pm	11	3	0	0	7	7	0	0	49	77	141	+113
		4:00 pm	12	4	0	0	6	7	0	0	22	51	168	+139
Sunday	1-May-16	9:30 am	11	10	2	3	3	4	0	1	174	208	16	-18
		11:30 am	11	8	2	3	2	4	0	0	151	181	39	+9
Sunday	8-May-16	8:00 am	8	4	11	0	3	0	2	2	12	42	178	+148
		9:30 am	13	6	2	3	3	4	0	1	131	163	59	+27
		11:30 am	14	9	3	3	3	5	0	0	114	151	76	+39

Notes:

1. On-street parking capacity was estimated based on the assumption of 8 meters/vehicle, parallel parking, where on-street parking is permitted.





As can be seen in *Table 1*, there were only two (2) occurrences when the total parking demand appears to exceed the parking supply, both times on Sunday morning during the 9:00 AM service. However, in both instances the on-site parking lot was not filled (158 and 174 occupied spaces, respectively), and peak demand assumes that all on-street parking is Church-related, which is unlikely. All observations showed available parking on-site, the least of which was 16 available spaces, which means the parking lot was approximately 92% full.

### 3.3 Estimated Demand of Church Addition

As stated in the previous (2006) report, the proposed addition is not anticipated to attract a proportional increase in parking demand based on gross floor area. According to City by-law, the addition would require 16 additional parking spaces. It is estimated that the new addition would generate a demand closer to 2 spaces per 100 square meters, which would produce a demand of 4 spaces. Eight (8) additional parking spaces would be provided with the proposed addition, which would exceed the anticipated increase in demand.

As seen in the parking observations, there are generally more than 16 spaces (City by-law requirement), of the existing 190 spaces, available on-site, and the proposed addition would increase the supply to 198 spaces, so any new parking demand generated by the addition could be met on-site.

It is also notable that the proposed addition would primarily generate parking demand during off-peak hours when there is ample on-site parking available.

### 3.4 Parking Summary

*Table 2* shows a summary of the parking needs for the existing Church facility and the proposed addition.

*Table 2: Parking Needs Summary*

Source	Land Use	Size	Unit	Rate / Unit	# of Parking Spaces	Parking Supply Surplus (+) or Deficiency (-)
<i>Parking Supply</i>	<i>Church + Addition</i>	4,052	<i>Square meters</i>	-	198	-
Parking By-Law – Existing Church	Church w/ fewer than 400 congregants	3,858	100 square meters	8	309	-111
Parking By-Law – Church + Addition	Church w/ fewer than 400 congregants	4,052	100 square meters	8	324	-126
Observed Peak On-site Parking Demand	Existing Church	3,858	Square meters	-	174	+24
Observed Peak Total Parking Demand	Existing Church	3,858	Square meters	-	208	-10
Estimated Peak On-site Parking Demand	Existing Church + Addition	4,052	Square meters	-	178	+20
Estimated Peak Total Parking Demand	Existing Church + Addition	4,052	Square meters	-	212	-14



*Table 2* shows that while the proposed parking supply (190 existing spaces plus 8 additional spaces) is well below what is required by City by-law, the observed on-site parking demand is less than the parking supply, so parking needs are being met with the existing parking supply and should continue to be met with the expanded facility and additional 8 parking spaces.

The only concern is if all on-street parking is associated with the church, in which case there would be a parking supply deficiency of approximately 7%. However, observations show that it is unlikely that all on-street parking is related to Church activities.

Based on the information above, the proposed parking supply of 198 spaces will meet the parking needs of Cedar Grove Church with the proposed expansion, and the number of parking spaces required by City By-law far exceeds the observed parking demand or need-based supply.

Additionally, per an email dated May 11, 2016, the City of Surrey Transportation Department is willing to support a parking variance for the Church based on the parking observation and contingent upon the addition of 8 parking spaces as part of the expansion, for a total of 198 on-site parking spaces.

The information provided in this report is true and accurate to the best of our knowledge. Please call the undersigned if you have any questions regarding this analysis.

Sincerely,

McELHANNEY CONSULTING SERVICES LTD.

Prepared by:

Reviewed by:

Molly Rabinovitz, MCP  
Transportation Planner  
Highways / Planning & Traffic

José Pinto, P.Eng., PTOE  
Division Manager  
Highways / Planning & Traffic

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email: [jpinto@mcelhanney.com](mailto:jpinto@mcelhanney.com)

Attachments:

Attachment 1 – Project Site Plan



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Attachment 1  
Project Site Plan

**GENERAL NOTES**

All work to be done in accordance with the British Columbia Building Bylaw 2712, the 2007 MPPA13, and all the current standards of the Workers Compensation Board of British Columbia.

General Contractor to check and verify all dimensions and elevation dates, existing conditions prior to starting work. Do not scale drawings. General contractor will be responsible for any errors arising from changes done to work without the owner's approval.

General Contractor to maintain an office copy of approved Building Permit drawings as well as issued For Construction drawings, postings, reports from the authorities having jurisdiction, consultant field reports, addenda, site instructions and change orders. Maintain an additional set of drawings on site to record all changes to produce a record set of 'as-built' drawings. As-built drawings, conditions as-built and warranties to be delivered to client at project completion.

Construction Zones, Temporary Public Corridors, Signs, Emergency Egress to be in place before commencing construction. Firework program compliant with applicable insurance to be in place prior to construction start.

**WALLS**

All walls to be wood stud, substantially new and signed off by site and interior's engineer.

**DOORS and WINDOWS**

All doors showing a seal or otherwise not dimensioned to have a minimum clear dimension of 2 inches from the door rough opening to the adjacent wall. Provide detailed hardware but not dimensions to client for approval prior to ordering.

**FINISHES GENERAL**

All finishes, furniture, equipment and accessories to be confirmed with client.

All gypsum wall board to be taped, sanded and sealed smooth prior to application of finishes. Provide continuous sealant of all joints to adjacent substrate for acoustic and moisture seal.

All painted surfaces to be primed and painted with 3 coats to MPPA Standard. Colours to be selected by client.

**PRODUCTS**

All products and materials to be new and installed to manufacturer's specifications.

**SHOP DRAWINGS:**

Submit all shop drawings (shd) to Consultant. Alternate requests to be submitted to Consultant. Allow for a 10 day shop drawing and alternate review/revision process. Shop drawings required for window and glass partitions.



LOCATION PLAN  
N8



EXISTING FRONT ELEVATION

**Project Description - Building Additions and Renovation (Additions to Multi-purpose Rooms, Nursery and Lobby)**

Address: 10339 - 144th St, Surrey BC

Legal Description: Lot 202 portion 30 Range 1 Plan 04630 NW3 Section 29(10)DMA

Zoning: PA-2

Site Area: 148,891 of (14,846.0ac)

Building Area: 37,212 of (3,457.1ac)

Site Coverage: 24.3% - Allowed 49%

**BUILDING AREAS**

Church:		
Existing Church	36,714 of (1824.4 ac)	
Fireable Rooms and Lobby Extension	1,779 of (101 ac)(100%)	
Church Total:	38,493 of (1,925.4 ac)(100%)	
Multi-Purpose Building (Main and upper):		
-Main (ac 288 of (23ac)) extension	12,123 of (1,087.8 ac) (new)	
-Upper-	4,518 of (491 ac)	
Infant Care Existing	1,882 of (184.1 ac)	
Total Building Area:	41,823 of (3,888.1 ac) (new)	

**PARKING**

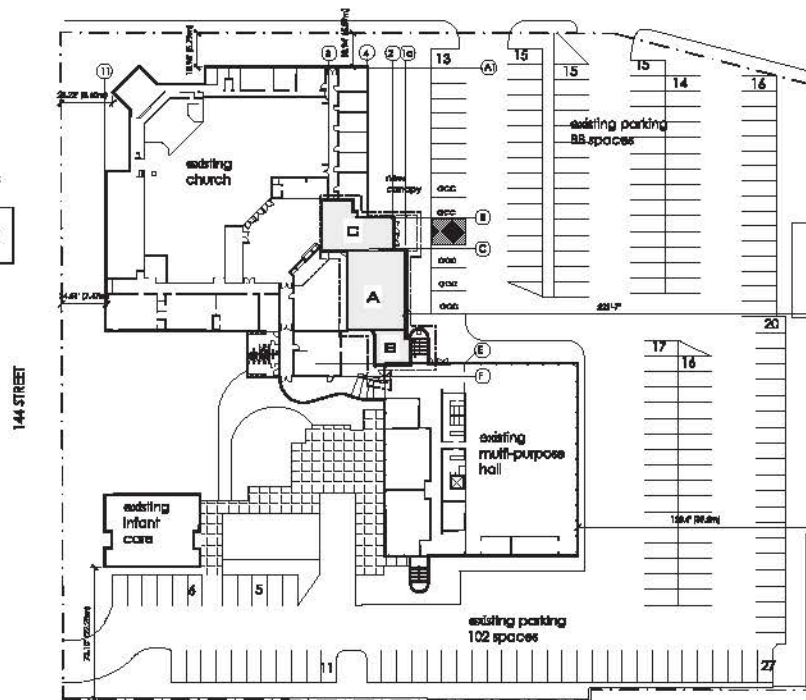
Church (1824.4 ac)	144	(7.8 per 100ac)(new)
Church Additions (101.1 ac)	12	(new)
Multi-purpose Building (Floor Area = 1,888 ac)	38	(2 per 100ac) (new)
Existing Infant Care	8	(3 visit, 1 drop-off)

Total Parking Required = 192 Provided = 188

**DENSITY**

Allowed	20
Provided	41,823 of 148,891 = 28

103A AVENUE



SITE PLAN  
1/32" = 1'-0"

A. Extension of Multi-purpose Room  
B. Extension of Nursery Preparation  
C. Extension of Lobby

103 AVENUE

**LIST OF DRAWINGS**

**ARCHITECTURAL**

A0.01	SITE PLAN, SCOPE OF WORK, NOTES, LOCATION PLAN
A1.01	3/20\"/>

**STRUCTURAL**

S1.1	FOUNDATION
S1.2	MAIN FLOOR
S1.01	BEARING DETAILS
S1.02	FOUNDATION DETAILS
S1.03	FRAMING DETAILS

**MECHANICAL**

M1	PARTIAL MAIN FLOOR
M2	PARTIAL ROOF PLAN
M3	HYAC SCHEDULES
SP1C 1	SPECIFICATIONS
SP1C 2	SPECIFICATIONS

**ELECTRICAL**

E1	LIGHTING
E2	GROUND FLOOR POWER/SYSTEMS
E3	ELECTRICAL SPECIFICATIONS
E4	ELECTRICAL DESCRIPTION

**LIST OF CONSULTANTS**

**1. ARCHITECT**

AMU : Architects  
2258 West 27th Avenue  
Vancouver BC V6R 1P1  
Peter Smith architect office  
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**3. MECHANICAL ENGINEER**

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**4. ELECTRICAL ENGINEER**

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fax 604 468 8818

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11	FORM	IN
12	FORM	EX (P130)
13	FORM	EX (P130)
14	FORM	EX (P130)
15	FORM	EX (P130)
16	FORM	EX (P130)
17	FORM	EX (P130)
18	FORM	EX (P130)
19	FORM	EX (P130)
20	FORM	EX (P130)
21	FORM	EX (P130)
22	FORM	EX (P130)
23	FORM	EX (P130)
24	FORM	EX (P130)
25	FORM	EX (P130)
26	FORM	EX (P130)
27	FORM	EX (P130)

**AMU: Architects**

2258 West 27th Avenue  
Vancouver BC V6R 1P1  
Peter Smith architect office  
tel 604 677 4229  
fax 604 678 6902  
cell 604 782 7912

Author: AMU  
Date: 07-2014  
Project No: 1417  
Scale: 1/32" = 1'-0"

Project Name: Church Additions and Renovation (Additions to Multi-purpose Rooms, Nursery and Lobby)

Scale: 1/32" = 1'-0"  
Revision No: 001

CITY OF SURREY

(the "City")

DEVELOPMENT VARIANCE PERMIT

NO.: 7916-0169-00

Issued To: CEDAR GROVE BAPTIST CHURCH

("the Owner")

Address of Owner: 14618 - 110 Street  
Surrey, BC V3R 2A8

1. This development variance permit is issued subject to compliance by the Owner with all statutes, by-laws, orders, regulations or agreements, except as specifically varied by this development variance permit.
2. This development variance permit applies to that real property including land with or without improvements located within the City of Surrey, with the legal description and civic address as follows:

Parcel Identifier: 002-833-778  
Lot 283 Section 30 Block 5 North Range 1 West New Westminster District Plan 61636

10330 - 144 Street

(the "Land")

3. Surrey Zoning By-law, 1993, No. 12000, as amended is varied as follows:
  - (a) In Section C of Part 5 Off-Street Parking and Loading/Unloading, the minimum number of required off-street parking spaces for church use is reduced from 276 to 192.
4. This development variance permit applies to only the portion of the Land shown on Schedule A which is attached hereto and forms part of this development variance permit. This development variance permit does not apply to additions to, or replacement of, any of the existing buildings shown on attached Schedule A, which is attached hereto and forms part of this development variance permit.

5. The Land shall be developed strictly in accordance with the terms and conditions and provisions of this development variance permit.
6. This development variance permit shall lapse if the Owner does not substantially start any construction with respect to which this development variance permit is issued, within two (2) years after the date this development variance permit is issued.
7. The terms of this development variance permit or any amendment to it, are binding on all persons who acquire an interest in the Land.
8. This development variance permit is not a building permit.

AUTHORIZING RESOLUTION PASSED BY THE COUNCIL, THE      DAY OF      , 20 .  
ISSUED THIS      DAY OF      , 20 .

---

Mayor – Linda Hepner

---

City Clerk – Jane Sullivan



**GENERAL NOTES**

All work to be done in an accordance with the British Columbia Building Bylaw 2012, the 2007 NRCAPA, and the current standards of the Western Construction Board of British Columbia.

General Contractor to check and verify all dimensions and elevation markers, existing conditions prior to starting work. Do not create drawings. General contractor will be responsible for any errors arising from changes done to work without the owner/client approval.

General Contractor to maintain on site a copy of approved Building Permit drawings as well as issued Per Construction drawings, readings, reports from the authorities having jurisdiction, consultant field reports, addenda, site instructions and change orders. Maintain an additional set of drawings on site to record all changes to produce a record set of "as-built" drawings. As-built drawings, operations manuals and instructions to be delivered to client at project completion.

Construction Zone, Temporary Public Corridor, Storage, Emergency Egress to be in place before commencing construction. Permitting program compliant with applicable bylaws to be in place prior to construction start.

**WALLS**

All walls to be wood stud, exteriorly sheathed and aligned off by steel stud insulator's engineer.

**DOORS and WINDOWS**

All doors including a wall or otherwise set if considered to have a minimum clear clearance of 2 ft above from the clear reach opening to the adjacent wall. Provide detailed hardware list and locations to client for approval prior to ordering.

**FINISHES GENERAL**

All finishes, furniture, equipment and accessories to be confirmed with client.

All gypsum wall board to be taped, mudded and sanded smooth prior to application of finishes. Provide moisture resistant at all joints to adjacent substrate for cracks and acoustic test.

All painted surfaces to be primed and painted with 3 coats to MFCR standard. Colors to be selected by client.

**PRODUCTS**

All products and materials to be new and installed to manufacturer's specifications.

**SHOP DRAWINGS:**

Submit all shop drawings (pdf) to Consultant.  
Alternate requests to be submitted to Consultant.  
Allow for a 18 day shop drawings and alternate review/approval process.  
Shop drawings required for window and door profiles.



**LOCATION PLAN**  
N 0



**EXISTING FRONT ELEVATION**

**Project Description - Building Additions and Renovations (Additions to Multi-purpose Room, Sanctuary and Lobby)**

**Address**  
14238 - 144th St, Surrey BC

**Legal Description**  
Lot 282 section 30 Range 1 Plan 01826 NRD Section 22010-05A

**zoning PA-2**

**Site Area:** 140,801 of (13,844,000)  
**Building Area:** 37,212 of (5,467,100)  
**Site Coverage:** 26.7% - Allowed 60%

**BUILDING AREAS**

<b>Church:</b>	
Existing Church	38,714 of (1824.4 sqm)
Sanctuary Room and Lobby Extension	1,723 of (161 sqm)(revise)
<b>Church Total:</b>	22,447 of (2,085.4 sqm)(rev)

**Multi-Purpose Building (Additions and Renovation)**

-Main -1st 389 of (3242) extension	12,703 of (1,187.9 sqm) (rev)
-Upper -	4,218 of (391 sqm)
Infant Care Existing	1,892 of (174.1 sqm)
<b>Total Building Area:</b>	41,423 of (3,652.1 sqm) (rev)

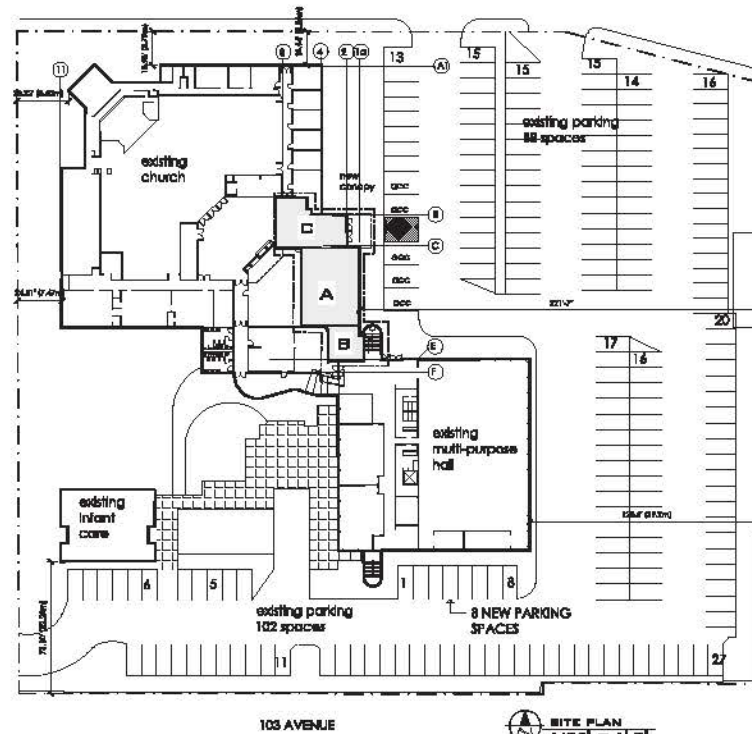
**PARKING**

Church (1824.4 sqm)	944	(7.8 per 100sqm)(rev)
Church Additions (161.1 sqm)	13	(rev)
Multi-purpose Building (Floor Area = 1,201 m2)	38	(3 per 100sqm) (rev)
Existing Infant Care	1	(3 per 100sqm) (drop-off)

**Total Parking Required = 104 (Per Parking Voucher) Provided = 104**

**DEMNITY**

Allowed	0
Provided	41,228 of 1,468,891 = 2.8



**SITE PLAN**  
1/8" = 1'-0"

**LIST OF DRAWINGS**

**ARCHITECTURAL**

AA01	SITE PLAN, SCOPE OF WORK, NOTES, LOCATION PLAN
AA01	202' OVERALL PLAN, CODE ANALYSIS
AA02	1st FLOOR PLAN
AA03	REFLECTED CEILING PLAN
AA04	ROOF PLAN
AA01	ELEVATIONS
AA08	ELEVATIONS
AA01	SECTIONS A-A, B-B, C-C
AA02	SECTIONS D-D, E-E
AA01	SCHEDULES
AA01	DETAILS
AA02	DETAILS
AA03	DETAILS

**STRUCTURAL**

SB1	FOUNDATION
SB2	MAIN FLOOR
SB1	SCHEMATIC DETAILS
SB2	FOUNDATION DETAILS
SB3	FRAMING DETAILS

**MECHANICAL**

MS1	PARTIAL MAIN FLOOR
MS2	PARTIAL ROOF PLAN
MS3	HVAC SCHEDULES
SPIC 1	SPECIFICATIONS
SPIC 2	SPECIFICATIONS

**ELECTRICAL**

EE1	LIGHTING
EE2	GROUND FLOOR POWER SYSTEMS
EE3	ELECTRICAL SPECIFICATIONS
EE4	ELECTRICAL DEMOLITION

**LIST OF CONSULTANTS**

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A. Extension of Multi-purpose Room  
B. Extension of Sanctuary Preparation  
C. Extension of Lobby

12	02/11	REV 1	NOVA 2010
11	04/11	REV 2	NOVA 2010
10	04/11	REV 3	NOVA 2010
9	04/11	REV 4	NOVA 2010
8	04/11	REV 5	NOVA 2010
7	04/11	REV 6	NOVA 2010
6	04/11	REV 7	NOVA 2010
5	04/11	REV 8	NOVA 2010
4	04/11	REV 9	NOVA 2010
3	04/11	REV 10	NOVA 2010
2	04/11	REV 11	NOVA 2010
1	04/11	REV 12	NOVA 2010

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Designer	Adm	REV-2014
Drawn by	Rev	REV
Checked by	Project No.	1417
Scale	Sheet No. of	

Project Name  
**Order Stone Baptist Church**  
14238 144th St  
Surrey BC

Drawing Title  
**CONTR**  
**STS-PLAN**

Drawing No	Sheet No
AA01	