

# Coquitlam

# For Committee

January 26, 2016  
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To: City Manager  
From: General Manager Parks, Recreation & Culture Services  
Subject: **Town Centre Park Master Plan Update – Terms of Reference**  
For: **Council-in-Committee**

**Recommendation:**

That Committee receive the report of the General Manager Parks, Recreation & Culture Services dated January 26, 2016 and entitled "Town Centre Park Master Plan Update – Terms of Reference" for information.

**Report Purpose:**

This report seeks Council's comments on the proposed Terms of Reference to update the Town Centre Park (the "TCP") Master Plan and provides information on the process and anticipated outcome for the update of this significant park plan.

**Strategic Goal:**

The initiative recommended in this report supports the City's corporate strategic goal of increasing active participation and creativity by creating a long-term plan for the amenities, facilities and infrastructure that supports the sport, recreational and cultural activities in the City's premier park. This project is identified as "B" Priority in the 2016 Business Plan.

**Background:**

Once the location of a gravel pit, the lands containing Town Centre Park were part of a historic industrial site that was reclaimed for public recreational use. The innovative public/private partnership to repurpose this historical industrial space was the catalyst for development in City Centre and led to the opening of the City's premier park in 1989.

In the 1990's, a Master Plan was developed to guide the future development of Town Centre Park (Attachment 1). This master plan was schematic in nature and illustrated some future amenities in concept but did not include any supporting policy documentation or implementation details to guide its realization. That said, the plan has guided development that has resulted in a people-oriented park with amenities that support a variety of sports, outdoor recreational pursuits, passive and social areas, and cultural experiences.

On November 17, 2014, Council directed staff to include an update to the 1995 TCP Master Plan as a "B" Priority in the 2015 Business Plan Priorities. The TCP Master Plan Update project was initiated late in 2015, following the approval of the Outdoor Festival and Event Plaza and this project continues to be identified as a "B" Priority in the 2016 Business Plan.

**Discussion:**

TCP is one of Coquitlam's largest urban parks at 42 hectares (103 acres) developed to serve both the City Centre neighbourhood and act as a City-wide destination park while also drawing visitors from across the Tri-Cities area (Attachment 2). Against the backdrop of Lafarge Lake and the rolling grass hills in the park, the City has developed first class sport, recreational and park amenities along with programmed outdoor uses and services which include natural and passive outdoor pursuits for residents of all ages (Attachment 3). A full summary of amenities and uses currently within TCP is provided in Attachment 4.

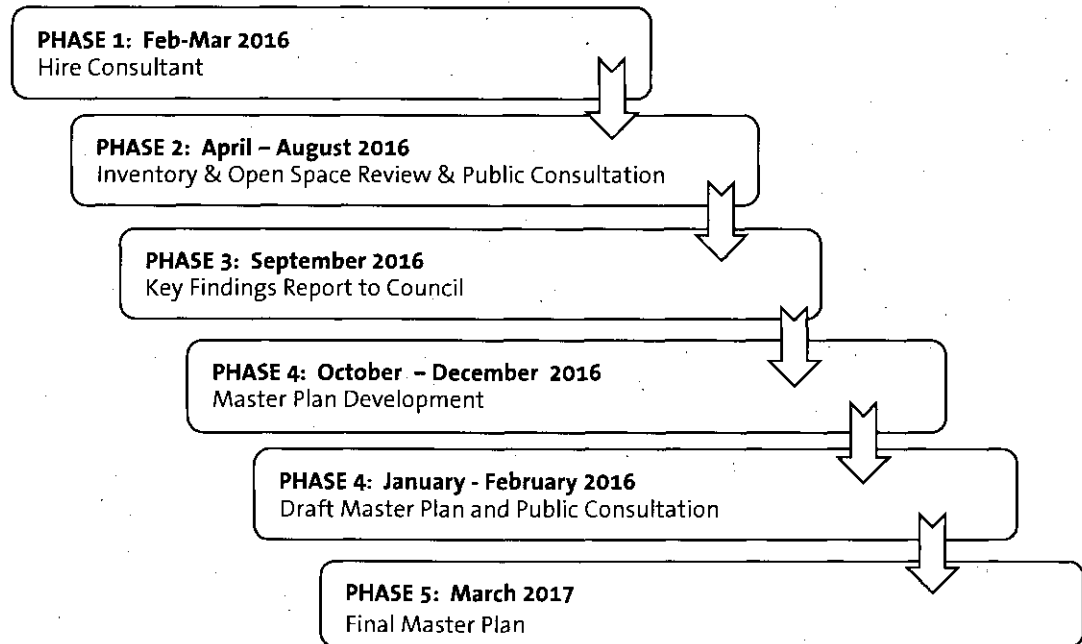
**Why Update the TCP Master Plan?**

Coquitlam is currently the fastest growing municipality in Metro Vancouver and the City's population is projected to increase by approximately 90,000 people in the next 30 years, potentially reaching a population of over 225,000 by 2046. This population growth, along with the Evergreen Line terminus station located adjacent to TCP, is expected to substantially increase the number of visitors and users of the facilities and amenities within the park.

Through this plan update, the City has the opportunity to build on existing assets and continue the vision of TCP as a premiere urban park within Metro Vancouver that both preserves natural spaces and provides for an array of leisure opportunities. A comprehensive long-term plan will provide a framework for the park's ongoing development, use and management within the context of its location, natural assets, and the community's vision. It is important to develop a plan that will provide the direction and prioritization of park projects and programming to be started in 2017 that can enhance park use for 15 to 20 years.

**Process and Next Steps**

As outlined in the Terms of Reference (Attachment 4), the TCP Master Plan Update process will utilize a typical backcasting planning method in which first the vision of the future park will be developed, then the state of the current park and amenities will be assessed, and finally the practical action items required in order to move from the present state to the future vision will be identified and prioritized. The following steps will be followed in the plan update process:



The Draft Terms of Reference outlines the above phases in more detail and the resulting deliverables at each stage, although it is anticipated that several phases will overlap and be completed in parallel, which will enable the project to be completed in approximately a one year period. The Master Plan process will include an extensive public consultation process, development of a community vision and guiding principles, assessment of park amenities, facilities and uses, conceptual level design plans and a phased construction schedule.

**Financial Implications:**

The budget for this Study will be allocated from the funding of \$3 million, which was approved by Council from Bonus Density in the 2015 and 2016 Capital Plans for the Town Centre Area and TCP enhancements.

The Development Cost Charges program estimates an additional \$5.5 million in DCC eligible park infrastructure to be constructed in the park over the 30 year DCC program time horizon. This will be accompanied by non-DCC eligible amenities, or upgrades to existing amenities, such as tennis and basketball courts, baseball diamonds, field houses, parking lots, or access roads. Given the projected range of \$5 to \$7 million in future infrastructure improvements plus the scope and importance of this park plan, staff estimate that the cost of the Master Plan process will be in the range of \$80,000 to \$150,000. This estimate is in line with other major park planning projects of this type, however a more detailed review is needed to confirm

the total scope and budget for this work. A final budget will be determined and presented to Council for consideration when the competitive procurement process for this project has been completed.

Once the plan is completed, individual construction projects will be constructed by either Strategic Initiatives or Parks Operations (depending on the scope of the project) and those identified for the short-term will be included in the 5-Year Capital Plan utilizing the funding allocated by Council as part of the 2015 and 2016 Budget. Detailed design and construction costs for future specific projects will require separate approvals and budgets and will be included for Council approval at the time that those projects are initiated.

**Conclusion:**

Town Centre Park is Coquitlam's premier park in the City Centre providing sport, recreation, and cultural amenities for residents and visitors. Given the anticipated growth in the City and the opening of the Evergreen Line in 2017, renewing the vision and the overall development plan for this important park is a significant step to maintain the quality of outdoor offerings in the park. The final TCP Master Plan will provide a practical community based vision and guiding principles, illustrative conceptual plans for future improvements, and a phased construction strategy to implement developments to park over the next 15-20 years. To arrive at this comprehensive plan, a consultant will be retained to support staff with the formulation of the plan based on best practices and to assist with community consultation and stakeholder workshops. Pending Council's feedback on the proposed process to renew the TCP Master Plan, staff will proceed with issuing the request or consulting services related to the development of this Master Plan and initiate a public engagement process.



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Raul Allueva, RPP

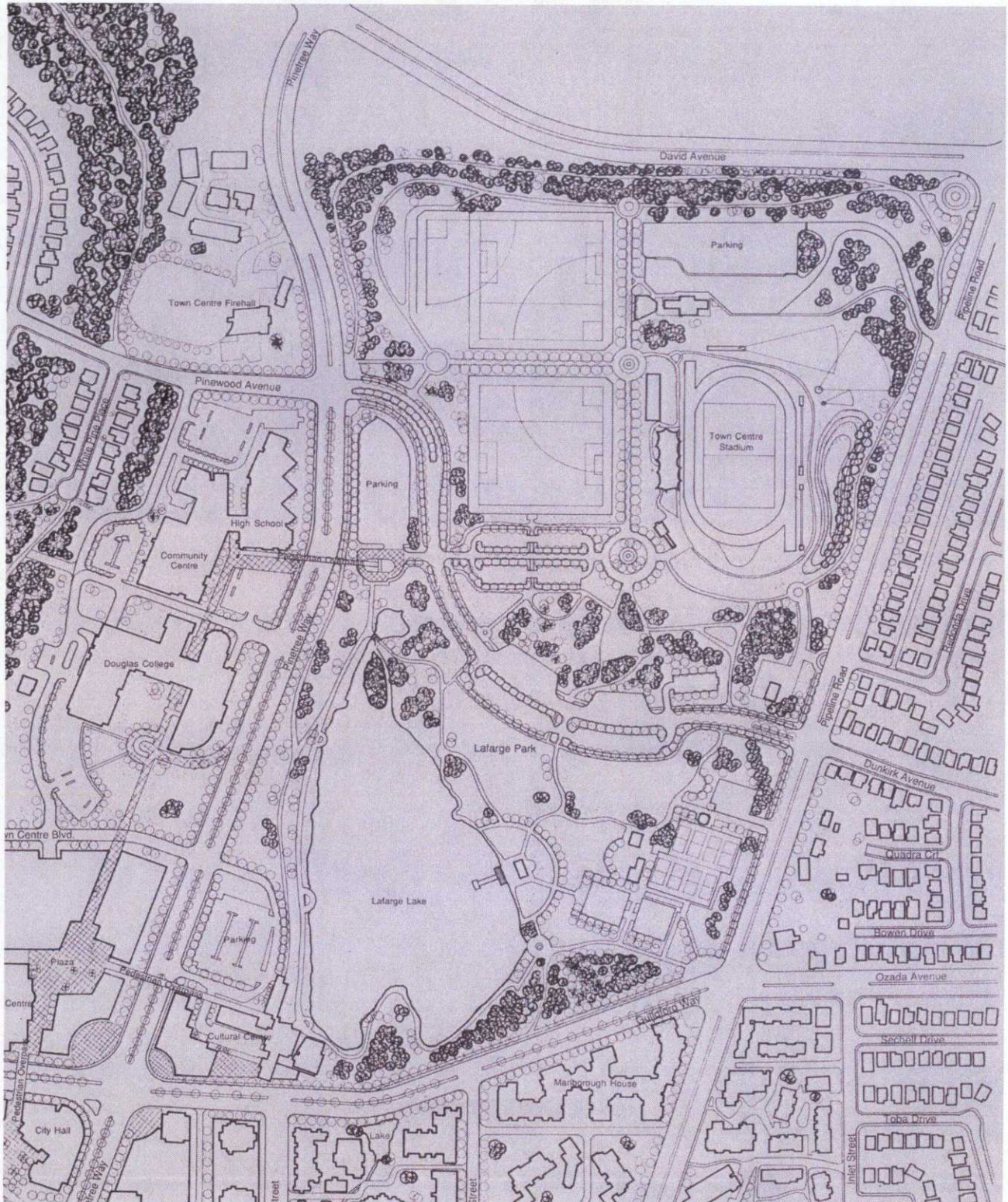
Attachment 1 – 1995 Town Centre Master Plan  
Attachment 2 – Town Centre Park Context Plan  
Attachment 3 - Town Centre Park Existing Use Map  
Attachment 4 – Draft Terms of Reference

This report was prepared by Raj Singh, Park Planner and Michelle Hunt, Director, Planning and Business Services, and reviewed by Andre Isakov, Park Planning & Design Manager.



### 1995 Town Centre Park Master Plan

### Attachment 1





Attachment 2

Town Centre Park Context Map





### Attachment 3 Town Centre Park Existing Use Map



## TERMS OF REFERENCE

### City of Coquitlam Town Centre Master Plan Update

#### 1) Project Description

Town Centre Park ("TCP") is Coquitlam's premier park in the City Centre providing sport, recreation, and cultural amenities for residents and visitors. Given the anticipated population growth in the City and the opening of the Evergreen line in 2017, renewing the vision and the overall development plan for this important park is a significant step to maintain the quality of outdoor offerings in the park. The City has the opportunity to build on existing assets and continue the vision of TCP as a premiere urban park within Metro Vancouver that both preserves natural spaces and provides for an array of recreational opportunities.

A comprehensive long-term plan will provide a framework for the park's ongoing development, use and management, within the context of the location, natural assets, and community's vision. The final TCP Master Plan will provide a practical community based vision and guiding principles, illustrative conceptual plans for future improvements, and a phased construction strategy to guide the direction and prioritization of park projects and programming that will be started in 2017 and last 15 to 20 years.

#### 2) Background

TCP is one of Coquitlam's largest urban parks at 42 hectares (103 acres) developed to serve both the City Centre neighbourhood and act as a City-wide destination park while also drawing visitors from across the Tri-Cities area. Against the backdrop of Lafarge Lake and the rolling grass hills in the park, the City has developed first class sport, recreational and park amenities along with programmed outdoor uses and services which include natural and passive outdoor pursuits for residents of all ages. The park includes the following inventory of amenities:

- The scenic Lafarge Lake with a looping trail and open green space for strolling, picnicking, public gathering and socializing or fishing from the pier. The Lake is regularly stocked with rainbow trout between March and November by the Fraser Valley Trout Hatchery.
- Sport facilities including the Percy Perry track and field athletic facilities, covered stadium seating, 5 lit synthetic turf playing fields and a grass playing field supported by a field house, 8 lit tennis courts supported by a clubhouse and washroom, a basketball court, roller hockey court, 3 ball diamonds and 6 sand volleyball courts arranged amongst required parking and a network of formal and informal treed walkways.
- Inspiration Garden, located in the southeast corner of the Park, supports and inspires gardeners with a focus on sharing knowledge about sustainable growing practices. It offers beautiful horticultural displays and many opportunities for learning.
- BMX Bike Skills Park for riders to develop their jump gap bike skills. Formerly known as the 'Pipeline BMX Bike Park', the competition level BMX Track was redesigned in 2012 to include a new primary circuit, as well as a beginner circuit within the existing track footprint. The redesigned free-style track now provides for a broader range of experiences for the BMX rider.



- Community events, festivals and tournaments, including Coquitlam Celebrates Canada Day on July 1st. In 2016 an Outdoor Performance and Events Plaza is being constructed on the east side of Lafarge Lake to support Canada Day and other events as well as enhance enjoyment of the park by casual use park visitors.
- Amenities for active play include a skateboard bowl, spray park, children's playground with accessible features, outdoor recreational (foosball, table tennis), and adult fitness equipment.
- Supporting infrastructure such as four main parking lots which provide approximately 700 stalls, four washrooms, connecting pathways both lighted and non-lighted.
- The site also includes the Evergreen Cultural Centre which provides for a variety of visual and performing arts programs as well as the Innovation Centre which is home to the Tri-Cities Chamber of Commerce and the Visitor Centre.

### **1995 Town Centre Park Master Plan**

In the 1990's, a Master Plan was developed to guide the future development of Town Centre Park. This master plan has guided development that has resulted in a people-oriented park with amenities that support a variety of sports, outdoor recreational pursuits, passive and social areas, and cultural experiences organized in three distinct precincts (Schedule 1):

- **North (Sports) Precinct** - This includes the sports amenities such as track and field athletic facilities, covered stadium seating, ball diamonds, and play fields (five of which are artificial turf) arranged among a network of formal and informal treed walkways.
- **Middle (Recreational) Precinct** - This portion of the park hosts a variety of sports court facilities, outdoor skating park, water spray park, children's playground area, BMX bike skills park, tennis courts, as well as outdoor recreational (foosball, table tennis) and exercise equipment.
- **South (Natural and Cultural) Precinct** - The south portion of the park, anchored by the Evergreen Cultural Centre and Innovation Centre buildings, envisions an open and flexible configuration and primarily supports passive leisure activities and pursuits related to the enjoyment of the Lafarge Lake. These include fishing, canoeing, walking or jogging the looped lakeside and forested trails, sitting and viewing at lookouts, picnicking, and public gathering and socializing on the open grassed berms and fields. This precinct also included enhancements along the easterly shore of the Lake to better accommodate seasonal festivals and events.

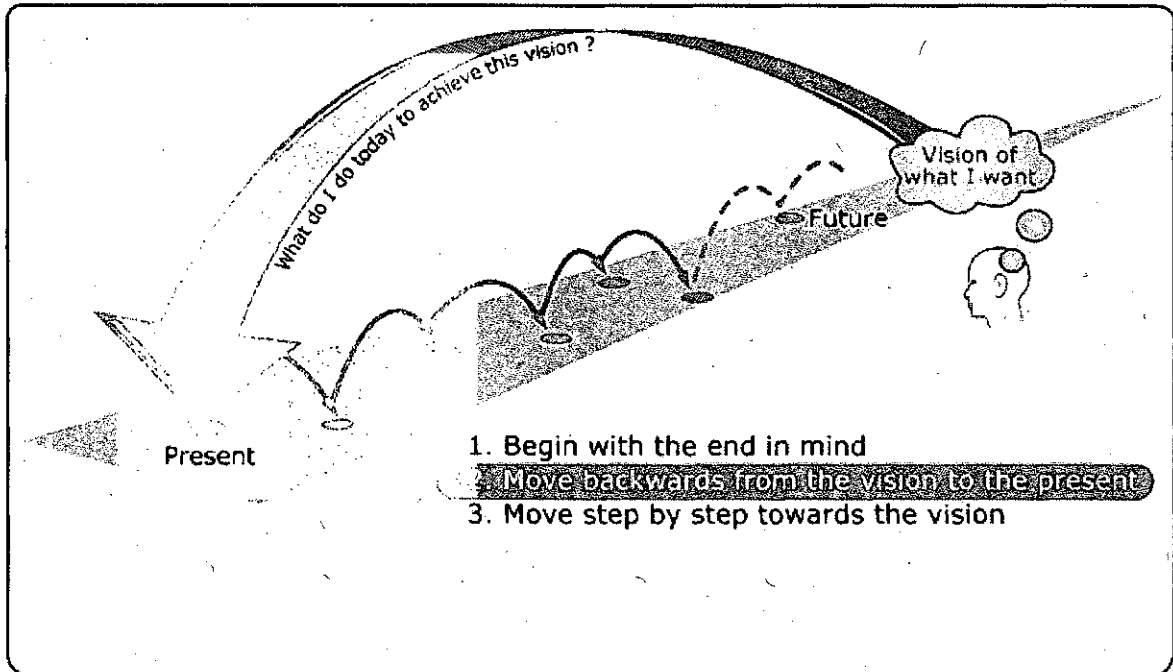
The public amenities developed in the park have evolved over time in keeping with the 1995 TCP Master Plan. Given the plan is now 20 years old, a renewal of the illustrative plan along with establishing an overall vision for the park and implementation strategy of future developments is required.

Given that Coquitlam's population is projected to increase by over 87,000 people in the next 30 years, potentially reaching a population of over 225,000 by 2046. This population growth, along with the Evergreen line terminus station located adjacent to

TCP, is expected to substantially increase the number of visitors and users of the facilities and amenities within the park.

### 3) Process and Scope of Services

The TCP Master Plan Update process will utilize a backcasting planning method, illustrated below, in which first the vision of the future park will be developed, then the state of the current park and amenities will be assessed, and finally the practical action items required in order to move from the present state to the future vision will be identified and prioritized.



The Consultant will be required to work with Coquitlam Parks, Recreation and Culture Services staff and to meet regularly with a staff working group, as well as consult with City's advisory committees and external organizations, user groups and other community organizations and any other identified stakeholders. Specifically, the Consultant will include the following steps in the Master Plan development process:

#### a) Develop a Community Vision and Guiding Principles

The consultant will lead the development of a comprehensive and coordinated vision and associated guiding principles that will embody the community's values and desires for the park in the long-term and will provide the basis for the Master Plan which will guide park development over the next 15-20 years.

This stage of the project will include a public consultation process that will be comprised of stakeholder presentations and workshops, online community input, and open house sessions.

**b) Perform a Park Inventory and Open Space Review**

The consultant will examine the current land uses in TCP and the sustainability of buildings and amenities. This will include a review of the current location of the facilities and amenities such as the washrooms and fieldhouses, tennis and basketball courts, bike skills park, works yard, parking lots, etc. as well as examine the existing partnerships and agreements that inform how the site and facilities currently function. Adaptive reuse analysis will confirm viability of the ongoing use of existing buildings on site which will then be supplemented with any new buildings.

This work will also identify linkages throughout the site as well as consider parking, security, lighting and technological and communication amenities. Connectivity to the surrounding neighbourhoods and other City parks will also be examined.

**c) Review Trends, Issues and Best Practices**

The Consultant will review national and international examples of active urban parks to develop ideas for integrating active and passive uses that create a vibrant, integrated, and safe park. It will ultimately result in balancing the various and diverse active and passive urban park demands.

**d) Develop a Master Plan**

The Master Plan will knit together the programming, site amenities and activities in a comprehensive physical development plan to ensure a mix of appropriate community uses and amenities on site. The Master Plan will include illustrative conceptual-level designs with proposed site layout, amenities, facilities and infrastructure to support the sport, recreation, cultural and other outdoor pursuits offered in the Park. It will also include the development of a viable construction phasing strategy based on a series of priorities arising from the Park Inventory and Open Space review. Open space and landscaping objectives will be determined and maintenance and an operating plan will be confirmed.

**4) Deliverables**

During the course of the project as outlined in Section 3, it is expected the Consultant will deliver at least the following elements:

- a) A public and stakeholder consultation process involving City staff, City Advisory Committees (e.g. Sport Council, Arts & Culture Advisory Committee, Universal Access-Ability Committee, Sustainability and Environmental Advisory Committee and Multiculturalism Advisory Committee), the Coquitlam Sports Field Association, and the general public to form the basis of a long-term vision for the park, determine overall themes and guiding principles and identify public priorities for the park.
- b) A written Key Findings report that provides Council with an understanding of the current park programming, site layout, uses, general condition of facilities and amenities, results of public and stakeholder consultation.
- c) A written Draft Master Plan that will provide conceptual-level design drawings for future changes to the park, including proposed site layout, amenities, facilities and infrastructure and a phased construction strategies based on priorities identified by



the public and stakeholder consultation process and Council. A Council workshop to deliver this information.

- d) A Final Master Plan document that will incorporate feedback from the Council workshop.

## 5) City Information

The City will provide the Consultant with the following reference materials:

### Relevant Documents:

- Coquitlam Parks, Recreation and Culture Final Draft Master Plan
- 1995 Town Centre Park Master Plan Designs
- Relevant Facility Studies and Condition Assessment Information
- City of Coquitlam City Centre Area Plan
- Demographic Information
- Related Plans and Strategies
- Any other information the working group considers relevant to the project

## 6) Key Milestones

- 1) Council Approval of Terms of Reference..... February 2016
- 2) RFP for Consultant Services ..... March 2016
- 3) Project Initiation .....April 2016
- 4) Park Inventory Analysis & Community Consultation.....April - August 2016
- 5) Key Findings Report to Council-in-Committee.....September 2016
- 6) Master Plan Development.....October - December 2016
- 7) Draft Master Plan .....January 2016
- 8) Council Workshop on Draft Plan ..... January 2016
- 9) Stakeholder Review & Feedback.....February 2017
- 10) Adoption of Final Master Plan.....March 2017