# City of Maple Ridge

# COUNCIL MEETING AGENDA February 24, 2015 7:00 p.m. Council Chamber

#### **MEETING DECORUM**

Council would like to remind all people present tonight that serious issues are decided at Council meetings which affect many people's lives. Therefore, we ask that you act with the appropriate decorum that a Council Meeting deserves. Commentary and conversations by the public are distracting. Should anyone disrupt the Council Meeting in any way, the meeting will be stopped and that person's behavior will be reprimanded. The meeting is live streamed and recorded by the City of Maple Ridge and filmed by Shaw Communications Inc.

Note: This Agenda is also posted on the City's Web Site at <a href="www.mapleridge.ca">www.mapleridge.ca</a>

The purpose of a Council meeting is to enact powers given to Council by using bylaws or resolutions. This is the final venue for debate of issues before voting on a bylaw or resolution.

100	CALL TO ORDER
200	MOMENT OF REFLECTION
300	INTRODUCTION OF ADDITIONAL AGENDA ITEMS
400	APPROVAL OF THE AGENDA
500	ADOPTION AND RECEIPT OF MINUTES
501	Minutes of the Regular Council Meeting of February 10, 2015 and the Special Council Meeting of February 17, 2015.
502	Minutes to the Public Hearing of February 17, 2015
503	Minutes of the Development Agreements Committee Meetings of February $5(2)$ and $11(2)$ , $2015$

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- Minutes of Meetings of Committees and Commissions of Council
  - Maple Ridge Public Art Steering Committee November 19, 2014 and January 28, 2015
  - Maple Ridge and Pitt Meadows Parks & Leisure Services Commission January 8, 2015
- 600 PRESENTATIONS AT THE REQUEST OF COUNCIL
- Maple Ridge Leisure Centre Pool Systems Safety & Accessibility Review Presentation
  - D. Boag, Director of Parks and Facilities
  - W. McCormick, Director of Recreation

Consideration of Item 1151

- 700 **DELEGATIONS**
- 701 Julie Meadows
  - Improved street lighting on 250 Street south of 119 Avenue
- 800 UNFINISHED BUSINESS
- Notice of Motion by Councillor Bell

Motion directing staff to bring back a report on the difference between MTI and Adjudication specific only to parking and not residential

- 900 *CORRESPONDENCE*
- 1000 *BYLAWS*
- Note: Items 1001 to 1004 are from the February 17, 2015 Public Hearing

**Bylaws for Third Reading** 

- 1001 **2011-082-RZ, 10150** and **10190** Jackson Road
- 1001.1 Maple Ridge Official Community Plan Amending Bylaw No. 6928-2012

To designate from Low/Medium Density Residential & Medium Density Residential to Conservation and Medium Density Residential and to add to Conservation

Third reading

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# 1001.2 Maple Ridge Zone Amending Bylaw No. 6861-2011

To rezone from RS-3 (One Family Rural Residential) and M-2 (General Industrial) to R-1 (Residential District) and RS-1b (One Family Urban [Medium Density] Residential) to permit the future subdivision into approximately 45 single family lots
Third reading

# 1002 **2013-029-RZ, 22305 and 22315 122 Avenue**Maple Ridge Zone Amending Bylaw No. 6987-2013

To rezone from RS-1 (One Family Urban Residential) to RM-2 (Medium Density Apartment Residential) to permit the construction of a 69 unit, 5 storey apartment building Third reading

- 1003 **2013-041-RZ, 20738 123 Avenue**
- 1003.1 Maple Ridge Official Community Plan Amending Bylaw No. 7087-2014
  To designate from Urban Residential to Conservation and to add to
  Conservation
  Third reading
- 1003.2 Maple Ridge Zone Amending Bylaw No. 7007-2013

To rezone from RS-3 (One Family Rural Residential) to R-1 (Residential District) to permit a future subdivision of 21 single family lots Third reading

- 1004 2012-065-RZ, 10501 Jackson Road, 10601 Jackson Road, 10578 245B Street and PID: 010-396-977
- 1004.1 Maple Ridge Official Community Plan Amending Bylaw No. 7126-2015
  To designate from Low Density Medium to Conservation and to add to
  Conservation
  Third reading

# 1004.2 Maple Ridge Zone Amending Bylaw No. 7059-2014

To rezone from RS-2 (One Family Suburban Residential) and RS-3 (One Family Rural Residential) to RS-1b (One Family Rural Residential) to RS-1b (One Family Urban [Medium Density] Residential) to permit the future subdivision of approximately 60 lots. Third reading

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# **Bylaws for Final Reading**

# 1005 **2011-063-RZ, 20974 123 Avenue**

# Maple Ridge Zone Amending Bylaw No. 6854-2011

Staff report dated February 24, 2015 recommending final reading To rezone from RS-1 (One Family Urban Residential) to RS-1b (One Family Urban [Medium Density] Residential) to permit a future subdivision into 6 lots

Third reading

### 1006 **2012-051-RZ, 11414 205 Street and 11406 205 Street**

Maple Ridge Heritage Designation and Revitalization and Tax Exemption Agreement Bylaw No. 6962-2012

Staff report dated February 24, 2015 recommending final reading
To designate the properties as heritage properties under Section 967 of
the Local Government Act and to enter into a Heritage Revitalization
Agreement under Section 966 of the Local Government Act and to grant a
Tax Exemption under Section 225 of the Community Charter
Final reading

#### 1007 **2014-023-RZ, 21434 121 Avenue**

# Maple Ridge Zone Amending Bylaw No. 7074-2014

Staff report dated February 24, 2015 recommending final reading To rezone from RS-1b (One Family Urban [Medium Density] Residential) to R-1 (Residential District) to permit future subdivision into two single family lots

Final reading

#### COMMITTEE REPORTS AND RECOMMENDATIONS

#### 1100 COMMITTEE OF THE WHOLE

#### 1100 *Minutes* – February 16, 2015

The following issues were presented at an earlier Committee of the Whole meeting with the recommendations being brought to this meeting for City Council consideration and final approval. The Committee of the Whole meeting is open to the public and is held in the Council Chamber at 1:00 p.m. on the Monday the week prior to this meeting.

# Public Works and Development Services

# 1101 2014-055-RZ, Proposed Bylaw, Commercial Production of Medical Marihuana

Staff report dated February 16, 2015 recommending that Maple Ridge Zone Amending Bylaw No. 7094-2014 to eliminate the current 1000 metre separation requirement between commercial producers from all sections of the Zoning Bylaw be given first and second reading and be forwarded to Public Hearing.

# 1102 2014-016-RZ, 23908 and 23920 Dewdney Trunk Road, RS-1b and RS-3 to R-2

Staff report dated February 16, 2015 recommending that Maple Ridge Zone Amending Bylaw No. 7083-2014 to rezone from RS-1b (One Family Urban [Medium Density] Residential) and RS-3 (One Family Rural Residential) to R-2 (Urban Residential District) to permit a subdivision of approximately 12 lots be given second reading and be forwarded to Public Hearing.

# Business Licencing and Regulation Bylaw Amendments to Prohibit Payday Loan Business and Check Cashing Centres (REVISED)

Revised staff report dated February 24, 2015 recommending that Maple Ridge Zone Amending Bylaw No. 7136-2015 be given first and second reading and be forwarded to Public Hearing and that Maple Ridge Business Licencing and Regulation Amending Bylaw No. 7135-2015 be given first and second reading.

# 1104 RZ/078/10, 24211 113 Avenue, First One Year Extension

Staff report dated February 16, 2015 recommending that a one year extension be granted for rezoning application RZ/078/10 to permit future subdivision into 7 single family lots.

#### 1105 **2011-114-RZ, 22810 113 Avenue, Final One Year Extension**

Staff report dated February 16, 2015 recommending that a final one year extension be granted for rezoning application 2011-114-RZ to permit 43 townhouse units under the RM-1 (Townhouse Residential) zone.

# 1106 **2013-042-DVP, 24325 126 Avenue**

Staff report dated February 16, 2015 recommending that the Corporate Officer be authorized to sign and seal 2013-042-DVP to reduce the rural road standard paved carriageway width.

# Financial and Corporate Services (including Fire and Police)

#### 1131 RCMP Presentation

Staff report dated February 16, 2015 providing a work plan overview for RCMP/Police Services department.

#### 1132 Audit and Finance Committee Terms of Reference

Staff report dated February 16, 2015 recommending that the Audit and Finance Committee Terms of Reference be approved.

# 1133 Disbursements for the month ended December 31, 2014

Staff report dated February 16, 2015 recommending that the disbursements for the month ended December 31, 2014 be approved.

# 1134 2014 and 2015 Council Expenses (REVISED)

Staff report dated February 16, 2015 providing updated Council expenses for 2014 and expenses recorded to the end of January for 2015.

# Community Development and Recreation Service

# 1151 Proposed Leisure Centre Lifecycle Repairs Report

Staff report dated February 16, 2015 recommending that the contract for Leisure Centre Lifecycle Repairs be awarded to SHAPE Architecture Inc. and that the Corporate Officer be authorized to execute the contract.

#### Correspondence

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# Other Committee Issues

	Other Committee issues
1181	
1200	STAFF REPORTS
1300	RELEASE OF ITEMS FROM CLOSED COUNCIL
1400	MAYOR'S REPORT
1500	COUNCILLORS' REPORTS
1600	OTHER MATTERS DEEMED EXPEDIENT
1700	NOTICES OF MOTION AND MATTERS FOR FUTURE MEETING
1800	QUESTIONS FROM THE PUBLIC

#### 1900 ADJOURNMENT

#### **QUESTION PERIOD**

The purpose of the Question Period is to provide the public with an opportunity to ask questions of Council on items that are of concern to them, with the exception of Public Hearing by-laws which have not yet reached conclusion.

Council will not tolerate any derogatory remarks directed at Council or staff members.

Each person will be permitted 2 minutes to ask their question (a second opportunity is permitted if no one else is sitting in the chairs in front of the podium). Questions must be directed to the Chair of the meeting and not to individual members of Council. The total Question Period is limited to 15 minutes.

Council reserves the right to defer responding to a question in order to obtain the information required to provide a complete and accurate response.

Other opportunities are available to address Council including public hearings, delegations and community forum. The public may also make their views known to Council by writing or via email and by attending open houses, workshops and information meetings. Serving on an Advisory Committee is an excellent way to have a voice in the future of this community.

For more information on these opportunities contact:

Clerk's Department at **604-463-5221** or <u>clerks@mapleridge.ca</u>. Mayor and Council at <u>mayorandcouncil@mapleridge.ca</u>.

Checked	by:	 	
Date:			

#### City of Maple Ridge

#### **COUNCIL MEETING MINUTES**

February 10, 2015

The Minutes of the City Council Meeting held on February 10, 2015 at 7:00 p.m. in the Council Chamber of the City Hall, 11995 Haney Place, Maple Ridge, British Columbia for the purpose of transacting regular City business.

#### **PRESENT**

Elected Officials Appointed Staff

Mayor N. Read J. Rule, Chief Administrative Officer

Councillor C. Bell K. Swift, General Manager of Community Development,

Councillor K. Duncan Parks and Recreation Services

Councillor B. Masse P. Gill, General Manager Corporate and Financial Services Councillor G. Robson F. Quinn, General Manager Public Works and Development

Councillor T. Shymkiw Services

Councillor C. Speirs C. Carter, Director of Planning

Note: Councillor Speirs C. Marlo, Manager of Legislative Services

participated via phone A. Gaunt, Confidential Secretary

Other Staff as Required

B. McLeod, Manager of Park Planning and Development

Note: These Minutes are also posted on the City's Web Site at www.mapleridge.ca

The meeting was filmed by Shaw Communications Inc. and live streamed and recorded by the City of Maple Ridge

100 CALL TO ORDER

200 **MOMENT OF REFLECTION** 

#### 300 INTRODUCTION OF ADDITIONAL AGENDA ITEMS

Councillor Bell requested the addition of a Notice of Motion under item 1700.

#### 400 APPROVAL OF THE AGENDA

The agenda was approved with the addition of item 1701 Notice of Motion

# 500 ADOPTION AND RECEIPT OF MINUTES

Minutes of the Regular Council Meeting of January 27, 2015 and minutes of the Special Council Meeting of February 4, 2015

R/2015-050

It was moved and seconded

That the minutes of the Regular Council Meeting of January 27, 2015 and minutes of the Special Council Meeting of February 4, 2015 be adopted as circulated.

**CARRIED** 

Minutes of the Development Agreements Committee Meeting of January 22 and 26, 2015

R/2015-051

It was moved and seconded

That the minutes of the Development Agreements Committee Meeting of January 22 and 26, 2015 be received.

**CARRIED** 

#### 600 PRESENTATIONS AT THE REQUEST OF COUNCIL – Nil

#### 700 **DELEGATIONS**

#### 701 Ridge Meadows Hospice Society Presentation

- Mark Vosper, Executive Director
- Lindsey Willis, Coordinator of Palliative Support Services
- Susanne Lamb, Coordinator of Bereavement Services

A PowerPoint presentation was given providing information on the Ridge Meadows Hospice Society, highlighting the mission statement of the society and the support services offered.

# 800 UNFINISHED BUSINESS

# Notice of Motion by Councillor Robson

Reconsideration motion for Item 1102, 2012-013-RZ, 24152 112 Avenue, defeated at the January 13, 2015 Council Meeting.

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See attached staff report dated January 13, 2015 for reference.

The Manager of Legislative Services advised on the reconsideration process.

Note: Councillor Speirs connection via phone was lost at 7:18 p.m.

R/2015-052

It was moved and seconded

That Resolution No. 2015-016, Rezoning application 2012-013-RZ located at 24150 112 Avenue defeated at the January 13, 2015 Council Meeting, be reconsidered.

**CARRIED** 

Councillor Duncan - OPPOSED

Note: Councillor Speirs returned to the meeting via phone at 7:20 p.m.

The Manager of Park Planning and Development provided information on the layout of the potential park and possible purchase of the site. He advised that the park purchase process takes place independently of rezoning.

# R/2015-053

It was moved and seconded

- 1. That Bylaw No. 7040-2013 be given first and second reading and be forwarded to Public Hearing;
- 2. That, in accordance with Section 879 of the Local Government Act, opportunity for early and on-going consultation has been provided by way of posting Bylaw No. 7040-2013 on the municipal website and requiring that the applicant host a Development Information Meeting (DIM), and Council considers it unnecessary to provide any further consultation opportunities, except by way of holding a Public Hearing on the bylaw;
- 3. That Bylaw No. 7040-2013 be considered in conjunction with the Capital Expenditure Plan and Waste Management Plan;
- 4. That it be confirmed that Bylaw No. 7040-2013 is consistent with the Capital Expenditure Plan and Waste Management Plan;
- 5. That Bylaw No. 7041-2013, as amended in the Council report dated January 5, 2014, be given second reading and be forwarded to Public Hearing;

- 6. That the following terms and conditions be met prior to final reading:
  - Registration of a Rezoning Servicing Agreement as a Restrictive Covenant and receipt of the deposit of a security, as outlined in the Agreement;
  - ii. Amendment to Official Community Plan Schedule "A", Chapter 10.2 Albion Area Plan, Schedule 1: Albion Area Plan and Schedule "C";
  - iii. Road dedication on 112 Avenue, as required;
  - iv. Park dedication as required, including construction of multipurpose trails;
  - v. A letter assuring that removal of all debris and garbage from park land has occurred:
  - vi. Registration of a Restrictive Covenant for the geotechnical report which addresses the suitability of the subject property for the proposed development;
  - vii. Registration of a Restrictive Covenant for Stormwater Management;
  - viii. Removal of existing buildings; and
  - ix. In addition to the Site Profile, a disclosure statement must be submitted by a Professional Engineer advising whether there is any evidence of underground fuel storage tanks on the subject property. If so, a Stage 1 Site Investigation Report is required to ensure that the subject property is not a contaminated site.

#### R/2015-054

It was moved and seconded

That Rezoning Application 2012-013-RZ be deferred until a Facilities Study from School District No. 42 is received along with further information from staff on the potential park purchase.

R/2015-055

It was moved and seconded

That the motion to defer be amended to read "That Rezoning Application 2012-013-RZ be deferred to an appropriate Council meeting in July, 2015

**CARRIED** 

Councillor Speirs, Councillor Shymkiw - OPPOSED

R/2015-056

It was moved and seconded

That Rezoning Application 2013-013-RZ be deferred to an appropriate Council Meeting in July 2015.

**CARRIED** 

900 *CORRESPONDENCE* – Nil

1000 *BYLAWS* 

**Bylaws for Final Reading** 

1001 2011-037-RZ, 24311 and 24361 124 Avenue Maple Ridge Zone Amending Bylaw No. 6817-2011

Staff report dated February 10, 2015 recommending final reading To rezone from RS-3 (One Family Rural Residential) to RS-2 (One Family Suburban Residential) to permit the future subdivision into 4 lots

Final Reading

Note: Technical difficulties were encountered with the telephone call by

Councillor Speirs. The meeting recessed and reconvened once the

technical difficulties were resolved.

R/2015-057

It was moved and seconded

That Bylaw No. 6817-2011 be adopted.

**CARRIED** 

Councillor Speirs - OPPOSED

1002 **2013-042-RZ, 24325 126 Avenue** 

Maple Ridge Zone Amending Bylaw No. 7009-2013

Staff report dated February 10, 2015 recommending final reading To rezone from RS-3 (One Family Rural Residential) to RS-2 (One Family Suburban Residential) to permit a future subdivision into two single family lots no less than 0.3 ha (1 acre)

Final reading

R/2015-058

It was moved and seconded

That Bylaw No. 7009-2013 be adopted.

**CARRIED** 

Councillor Speirs - OPPOSED

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Note: Councillor Masse excused himself from the discussion of Item 1003 at

8:06 p.m. as his property adjoins the application property.

1003 **2014-074-CU, 22245 Lougheed Highway** 

Maple Ridge Official Community Plan Amending Bylaw No. 7108-2014 Staff report dated February 10, 2015 recommending final reading To permit CS-1 (Service Commercial) zone at the subject property

Final reading

R/2015-059

It was moved and seconded

That Bylaw No. 7108-2014 be adopted.

**CARRIED** 

Note: Councillor Masse returned to the meeting at 8:07 p.m.

#### COMMITTEE REPORTS AND RECOMMENDATIONS

### 1100 COMMITTEE OF THE WHOLE

*Minutes* - February 2, 2015

R/2015-060

It was moved and seconded

That the minutes of the Committee of the Whole Meeting of February 2, 2015 be received.

**CARRIED** 

# Public Works and Development Services

# 1101 2014-104-RZ, 23050 136 Avenue, R-1 and R-3 to R-2

Staff report dated February 2, 2015 recommending that Maple Ridge Zone Amending Bylaw No. 7124-2014 to rezone from R-1 (Residential District) and R-3 (Special Amenity Residential District) to R-2 (Urban Residential District) to permit future subdivision into approximately 18 lots be given first reading and that the applicant provide further information as described on Schedules A, B, F and G of the Development Procedure Bylaw No. 5879-1999, along with a Subdivision application.

# R/2015-061

It was moved and seconded

In respect of Section 879 of the Local Government Act, requirement for consultation during the development or amendment of an Official Community Plan, Council must consider whether consultation is required with specifically:

- i. The Board of the Regional District in which the area covered by the plan is located, in the case of a Municipal Official Community Plan;
- ii. The Board of any Regional District that is adjacent to the area covered by the plan;
- iii. The Council of any municipality that is adjacent to the area covered by the plan;
- iv. First Nations;
- v. School District Boards, greater boards and improvements district boards; and
- vi. The Provincial and Federal Governments and their agencies.

and in that regard it is recommended that no additional consultation be required in respect of this matter beyond the early posting of the proposed Official Community Plan amendments on the City's website, together with an invitation to the public to comment, and;

That Bylaw No. 7124-2014 be given first reading; and

That the applicant provide further information as described on Schedules A, B, F and G of the Development Procedures Bylaw No. 5879–1999 and a Subdivision application.

**CARRIED** 

# 1102 **2014-110-RZ, 11716 Burnett Street, RS-1 to R-1**

Staff report dated February 2, 2015 recommending that Maple Ridge Zone Amending Bylaw No. 7123-2014 to rezone from RS-1 (One Family Urban Residential) to R-1 (Residential District) to permit subdivision into 3 lots be given first reading and that the applicant provide further information as described on Schedule B of the Development Procedure Bylaw No. 5879-1999, along with the information required for a Subdivision application.

Note: Councillor Speirs left the meeting at 8:21 p.m.

R/2015-062

It was moved and seconded

That Bylaw No. 7123-2014 be given first reading; and

That the applicant provide further information as described on Schedule B of the Development Procedure Bylaw No. 5879-1999, along with the information required for a Subdivision application.

**CARRIED** 

# 1103 **2014-037-RZ, 21447 121 Avenue, RS-1 to R-1**

Staff report dated February 2, 2015 recommending that Maple Ridge Zone Amending Bylaw No. 7095-2014 to rezone from RS-1 (One Family Urban Residential) to R-1 (Residential District) to permit future subdivision into approximately 2 lots be given second reading and be forwarded to Public Hearing.

#### R/2015-063

It was moved and seconded

- 1. That Bylaw No. 7095-2014 be given second reading, and be forwarded to Public Hearing;
- 2. That the following terms and conditions be met prior to final reading:
  - i. Approval from the Ministry of Transportation and Infrastructure;
  - ii. Road dedication, as required;
  - iii. Removal of the existing building;
  - iv. In addition to the Site Profile, a disclosure statement must be submitted by a Professional Engineer advising whether there is any evidence of underground fuel storage tanks on the subject property. If so, a Stage 1 Site Investigation Report is required to ensure that the subject property is not a contaminated site.

**CARRIED** 

#### Financial and Corporate Services (including Fire and Police)

# 1131 New Building Canada Fund – Small Communities Fund Program

Staff report dated February 2, 2015 recommending that an application be made to the New Building Canada Fund – Small Communities Fund Program for the Downtown Core Road and Utility Rehabilitation Project – Phase 4; and that the City fund its share of project costs.

Note: Councillor Robson left the meeting at 8:22 p.m.

#### R/2015-064

It was moved and seconded

- 1. That the City make application to the New Building Canada Fund– Small Communities Fund for the Downtown Core Road and Utility Rehabilitation Project - Phase 4; and further,
- 2. That the City will fund its share of eligible project costs, and all ineligible project costs, for the Downtown Core Road and Utility Rehabilitation Project Phase 4. The sources of funding are: the Sewer Capital Fund (\$600,000), a potential contribution from TransLink (estimated at \$200,000) and the remainder from General Revenue Fund surplus (up to \$600,000).

**CARRIED** 

Note: Councillor Robson returned to the meeting at 8:23 p.m.

# 1132 **2015** Property Assessment Review

Staff report dated February 2, 2015 providing a review of the preliminary 2015 property assessments.

For information only No motion required

Community Development and Recreation Service - Nil

Correspondence - Nil

Other Committee Issues - Nil

# 1200 STAFF REPORTS

# 1201 Mayor's Task Force on Open Government

Staff report dated February 10, 2015 recommending that the Terms of Reference for the Mayor's Task Force on Open Government be approved, that priority be given to livestreaming of Council Workshop and Committee of the Whole Meetings and that information on all current contracts entered into by the City be made accessible to the public at the earliest opportunity.

Mayor Read reviewed the report and thanked Councillors Masse and Robson for their participation on the Open Government Task Force and Councillors Bell and Shymkiw for their participation on the Homelessness Solutions Task Force.

#### R/2015-065

It was moved and seconded

- 1. That the Terms of Reference for the Mayor's Open Government Task Force attached to the report dated February 10, 2015 be approved.
- 2. That staff be directed to livestream Council Workshop and Committee of the Whole Meetings as a priority.
- 3. That staff be directed to make information on all current contracts the City has entered into accessible to the public at the earliest opportunity, noting that this information will include the name of the contracting firm, the value of the contract, and a description of the service.

CARRIED

# 1202 Mayor's Homelessness Solutions Task Force

Staff report dated February 10, 2015 recommending that the Terms of Reference for the Mayor's Homelessness Solutions Task Force be approved.

#### R/2015-066

It was moved and seconded

That the Terms of Reference for the Mayor's Homelessness Solutions Task Force attached to the report dated February 10, 2015 be approved.

**CARRIED** 

# 1300 RELEASE OF ITEMS FROM CLOSED COUNCIL

- 1301 From the January 19, 2015 Closed Council Meeting
  - 04.01 Confirmation of the decision of the RCMP to not approve an application for a "Chauffer's Permit" by Mr. Baljinder Singh Brar
  - 04.02 Appointments to the Board of Variance of Garry Storteboom and Kevin Urbas
- 1302 From the February 2, 2015 Closed Council Meeting
  - 04.01 Appointment of Leanne Koehn to the Public Art Steering Committee
  - 04.02 Appointment of Cydney Peacock to the Maple Ridge and Pitt Meadows Advisory Committee on Accessibility Issues

#### 1400 *MAYOR'S REPORT*

Mayor Read attended an open house for Toastmasters and meetings with Habitat for Humanity, Kwantlen First Nation and the Metro Vancouver Regional Planning Committee. She also attended a Rotary luncheon, met with Hope for Freedom representatives and participated in a fieldtrip to Vision Quest for the Homelessness Task Force. Mayor Read attended a Ridge Meadows Recycling Society meeting and presented on the homelessness issue at a Social Planning Advisory Committee meeting, She also attended a Ridge Meadows Youth Diversion meeting, a Maple Ridge Pitt Meadows Chamber of Commerce luncheon on the upcoming transit reference, the opening of a donation allowing for the opening of the Kanaka Stewardship Centre and visited James Cameron School.

#### 1500 *COUNCILLORS' REPORTS*

#### **Councillor Masse**

Councillor Masse attended a meeting of the Metro Vancouver Climate Action Committee, the monthly meeting of the Maple Ridge Downtown Business Improvement Association and a North Fraser Labour Market Information session hosted by Malatest Program Evaluation and Market Research. He participated in a tour of facilities for homeless in neighbouring communities and attended a Rotary luncheon, a Social Planning Advisory Committee Meeting, the Fire Department Awards event and a meeting with Jerry Pinel, Chairman of Golden Ears Transition Initiative ("GETI").

# **Councillor Duncan**

Councillor Duncan attended a meeting of the Public Art Steering Committee, a North Fraser Labour Market Information session, a Maple Ridge Rotary Club luncheon. She also attended the Alouette River Management Society's annual general meeting, the Maple Ridge Fire Department Awards Ceremony and a tour of Maple Ridge Fire Hall No. 1.

# **Councillor Robson**

No report

#### Councillor Shymkiw

Councillor Shymkiw attended the BC Economic Development Update at Whonnock Centre and meetings of the Audit and Finance Committee and the Open Government Task Force. He also attended the North Fraser Labour Market Information Session. He provided information on the 'Putting on the Glitz" event scheduled for February 14, 2015.

# **Councillor Bell**

Councillor Bell gave a presentation on immigration at Meadowridge School. She attended an Economic Development Update held at Whonnock Centre and judged a local Air Cadets speaking context. She also attended a meeting with the Bylaws Department, a Minister's dinner, an Audit and Finance Committee meeting, a Greater Vancouver Homebuilders dinner, a meeting of the Metro Vancouver Performance and Procurement Committee and a special budget meeting for the Fraser Valley Regional Library.

#### 1600 OTHER MATTERS DEEMED EXPEDIENT

#### 1700 NOTICES OF MOTION AND MATTERS FOR FUTURE MEETINGS

# 1701 Notice of motion by Councillor Bell

Councillor Bell gave notice that at the February 24, 2015 Council Meeting she will be putting forward a motion directing staff to bring back a report on the difference between MTI and Adjudication specific only to parking and not residential for Council to consider.

#### 1800 **QUESTIONS FROM THE PUBLIC**

#### **Brian Harris**

Mr. Harris asked whether he or another person who resides at the Caring Place could work with the Homelessness Task Force. He also asked for the reinstatement of funding for the Caring Place. He also spoke to funding for a care centre and development of transition housing, transition programs and affordable housing.

Mayor Read provided information on the task force's interaction with Caring Place representatives. She also outlined funding options being explored and the need to deal with addictions, housing and treatment.

# **Eric Phillips**

Mr. Phillips thanked Mayor and Council for the moment of reflection dedicated to the Variety Club. He asked whether Council will come to the theatre to support the event.

# Ted Ingram

Mr. Ingram spoke to his participation as a citizen in the 2006 Official Community Plan process. He expressed concern with the erosion of the Official Community Plan and asked whether the plan is a visionary document or a document which will be eroded and worked around.

Mayor Read addressed Mr. Ingram's concerns.

#### John McKenzie

Mr. McKenzie asked whether anything is being done to find another job provider to replace Target.

Mayor Read advised that conversations are being held with the mall owner.

1900	ADJOURNMENT - 9:02 p.m.		
Certified	d Correct	N. Read, Mayor	
C. Marlo	o. Corporate Officer		

#### City of Maple Ridge

#### SPECIAL COUNCIL MEETING MINUTES

February 17, 2015

The Minutes of the Special City Council Meeting held on February 17, 2015 at 3:40 p.m. in the Council Chamber of the City Hall, 11995 Haney Place, Maple Ridge, British Columbia for the purpose of transacting regular City business.

#### **PRESENT**

Elected Officials Appointed Staff

Mayor N. Read C. Marlo, Manager of Legislative Services

Councillor C. Bell

Councillor K. Duncan

Councillor B. Masse

Councillor G. Robson

Councillor T. Shymkiw Councillor C. Speirs

Note: These Minutes are also posted on the City's Web Site at www.mapleridge.ca

The meeting was live streamed and recorded by the City of Maple Ridge

#### 1.0 CALL TO ORDER

# 2.0 STRATEGIC PLANNING OVERVIEW AND DISCUSSION

Mayor Read gave a power point presentation that provided an overview of strategic planning

Council held a discussion of the process for developing a Vision Statement, establishing action plans for each department to achieve the vision, and including the public into the process.

Note: The meeting recessed at 5:02 p.m. and reconvened at 5:11 p.m. Councillor Robson was not in attendance.

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February 17, 2015
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3.0	ADJOURNMENT – 6:00 p.m.		
Cortific	ed Correct	N. Read, Mayor	
Certine	ed Correct		
C. Mar	lo, Corporate Officer		

# District of Maple Ridge

#### **PUBLIC HEARING**

February 17, 2015

The Minutes of the Public Hearing held in the Council Chamber of the Municipal Hall, 11995 Haney Place, Maple Ridge, British Columbia on February 17, 2015 at 7:00 p.m.

#### **PRESENT**

Elected Officials Appointed Staff

Mayor R. Read J. Rule, Chief Administrative Officer
Councillor C. Bell C. Marlo, Manager of Legislative Services
Councillor K. Duncan C. Carter, Director of Planning

Councillor B. Masse C. Goddard, Manager of Development and Environmental

Councillor G. Robson Services

Councillor T. Shymkiw D. Pollock, Acting General Manager of Public Works and

Councillor C. Speirs Development

A. Gaunt, Confidential Secretary

Mayor Read called the meeting to order. The Manager of Legislative Services explained the procedure and rules of order of the Public Hearing and advised that the bylaws will be considered further at the next Council Meeting on February 24, 2015.

The Mayor then called upon the Manager of Development and Environmental Services to present the following items on the agenda:

#### 1a) 2011-082-RZ

Maple Ridge Official Community Plan Amending Bylaw No. 6928-2012

Legal: Lot A, Section 3, Township 12, New Westminster District, Plan EPP9830

Lot B, Section 3, Township 12, New Westminster District, Plan CP46878

Location: 10150 and 10190 Jackson Road

**Purpose:** To amend Schedule "A" of the Official Community Plan

From: Low/Medium Density Residential & Medium Density Residential

**To:** Conservation and Medium Density Residential

And

**Purpose:** To amend Schedule "C" of the Official Community Plan to add to

Conservation

# 1b) 2011-082-RZ

Maple Ridge Zone Amending Bylaw No. 6861-2011

Legal: Lot A, Section 3, Township 12, New Westminster District, Plan EPP9830

Lot B, Section 3, Township 12, New Westminster District, Plan BCP46878

Location: 10150 and 10190 Jackson Road

From: RS-3 (One Family Rural Residential) and M-2 (General Industrial)

To: R-1 (Residential District) and

RS-1b (One Family Urban [Medium Density] Residential)

**Purpose:** To permit the future subdivision into approximately 45 single family lots.

The Manager of Legislative Services advised that an e-mail opposing the application was received from Thoral Hammoud (Tidst Holdings).

The Manager of Development and Environmental Services gave a power point presentation providing the following information:

- Application Information
- Subject Map
- OCP Context
- Neighbourhood Context
- Site Characteristics
- Development Proposal
- Proposed Subdivision Plan
- Timeline for Application
- Terms and Conditions

# David Laird, Aplin and Martin Consultants, Applicant Representative

Mr. Laird provided information on the history and process involved in bringing the application back to the public hearing stage. He requested that the developer not be charged the new Albion Amenity Fee as this project was started prior to the amenity fee being put in place and delayed due to unforeseen slope failure.

There being no further comment, the Mayor declared this item dealt with.

# 2) 2013-029-RZ

Maple Ridge Zone Amending Bylaw No. 6987-2013

Legal: Lots A and B, District Lot 399, New Westminster District, Plan 13442

**Location:** 22305 and 22315 122 Avenue

From: RS-1 (One Family Urban Residential)

**To:** RM-2 (Medium Density Apartment Residential)

**Purpose:** To permit the construction of a 69 unit, 5 storey apartment building.

The Manager of Legislative Services advised that an e-mail was received from Janice Rue in opposition to the application and an e-mail commenting on the exterior colour theme was received from Carla on this item.

The Manager of Development and Environmental Services gave a power point presentation providing the following information:

- Application Information
- Subject Map
- Official Community Plan Context
- Neighbourhood Context
- Site Characteristics
- Development Proposal
- Proposed Building Plan
- Proposed Site Plan
- Proposed Elevations
- Proposed Landscape Plan
- Recommendation

#### Shafique Rashid

Mr. Rashid identified himself as an owner and representative for properties on both the east and west sides adjacent to the subject property. He expressed concern that allowing this application to go forward will isolate the properties and make them undevelopable. He spoke to an opportunity for a new development combining all four properties and zoning them together. He requested that Council reconsider the application to ascertain whether there is potential for better development should all four lots be consolidated. Mr. Rashid also expressed concern with the style and height of the proposed building.

# Wayne Bissky, Applicant Representative

Mr. Bissky provided background and history on the application. He advised on attempts made on the part of the applicant to arrange consolidation of the neighbouring properties. He explained that the proposed development is designed to allow properties on either side to be developed.

#### Danik Daniels, Owner of Application Property

Mr. Daniels spoke to statements put forward Mr. Rashid pertaining to consolidation of properties. He outlined what was done to attempt to consolidate as per direction from the Planning Department. He advised that 'no build' zones have been left in order to allow the neighbouring properties to develop and build and that development of neighbouring lots is not inhibited. Mr. Daniels expressed that the density offered by this proposal met density requirements for the downtown core.

There being no comment, the Mayor declared this item dealt with.

#### 3a) 2013-041-RZ

Maple Ridge Official Community Plan Amending Bylaw No.7087-2014

Legal: Lot 5 Except: Firstly: the East 100 feet; Secondly: Part Subdivided by

Plan 17056; Thirdly: Part Subdivided by Plan 26346; District Lot 241.

Group 1, New Westminster District, Plan 1750

Location: 20738 123 Avenue

**Purpose:** To amend Schedule "B" of the Official Community Plan

From: Urban Residential

To: Conservation

And

**Purpose:** To amend Schedule "C" of the Official Community Plan to add to

Conservation

#### 3b) 2013-041-RZ

Maple Ridge Zone Amending Bylaw No. 7007-2013

Legal: Lot 5 Except: Firstly: the East 100 feet; Secondly: Part Subdivided by

Plan 17056; Thirdly: Part Subdivided by Plan 26346; District Lot 241,

Group 1, New Westminster District, Plan 1750

Location: 20738 123 Avenue

From: RS-3 (One Family Rural Residential)

Public Hearing Minutes February 17, 2015 Page 5 of 12

**To:** R-1 (Residential District)

**Purpose:** To permit a future subdivision of 21 single family lots.

The Manager of Legislative Services advised that no correspondence was received on this item.

The Manager of Development and Environmental Services gave a power point presentation providing the following information:

- Application Information
- Subject Map
- Official Community Plan Context
- Neighbourhood Context
- Site Characteristics
- Development Proposal
- Project History
- Response to Concerns
- New Information Traffic Study
- Revised 123 Avenue Proposal
- Proposed Subdivision
- Environmental Setbacks
- Terms and Conditions

#### **Greg Toll**

Mr. Toll gave a power point presentation outlining his reasons for opposing the proposed development. He cited concerns with the area designated conservation, changes made to 123 Avenue which were not publically available, lack of an intersection in the area and the difficulty in reading traffic studies. He did not agree with the numbers provided by the developer's engineers. Mr. Toll expressed concern with proposed variances, particularly variances for creek setbacks less than 15 m. He also expressed concern with the environmental report particularly in terms of the impact on local wildlife. He spoke to the susceptibility to wind of the large trees in the area.

# **David Laird, Applicant Representative**

Mr. Laird addressed concerns expressed by the previous speaker. He provided pictures indicating the history of existing development in the area and work carried out during development in the past. He spoke to the issue of density and indicated that the area already has higher density in the form of a townhouse site. Mr. Laird also addressed concerns in terms of the environment and provided pictures of what would have been done to the property had it been developed at the same time as existing neighbouring subdivisions which had been built under less stringent regulations.

# Joan Roberts

Ms. Roberts conveyed that she is under the understanding that the application property is a piece of land dedicated by George Mussallem to be left as is. She expressed concern with the traffic safety particularly at the 207A Street and the Dewdney Trunk Road intersection and the congestion which may result due to increased traffic from the proposed development. Ms. Roberts also expressed concern with the lot size in that most other properties along 207A Street are larger. She felt it important that the beauty of an area be retained.

#### Suzanne Sauve

Ms. Sauve's main objection to the application is that there are already too many people living in a small area. She expressed concern with current traffic safety and existing parking issues. Ms. Sauve spoke to problems the strata she lives in has with the creek in that the embankment is eroding gradually. She is concerned with how erosion could impact a development which has a creek on each side. She would prefer that 207A Street remain closed where it currently dead-ends and that it be opened to access onto 123<sup>rd</sup> Avenue.

#### Steven Adamson

Mr. Adamson expressed concern with the congestion in the area particularly accessing 207A Street. He explained the current traffic situation and stated he did not wish to see traffic going through this area. He cited traffic safety issues and existing issues with vehicles currently parking on the sides of the road. He felt that the conservation area to be dedicated is not parkland as it is not accessible to the neighbourhood.

#### Ewa Kreczman

Ms. Kreczman read from a prepared statement. She expressed disappointment with the information brought back by the applicant since the first Public Hearing. She continues to have concerns with the reduction in setbacks, the lack of a wildlife corridor, the safety of traffic routes and the traffic numbers providing in an engineering report. Ms. Kreczman spoke to the current use of a fire lane by residents of a neighbouring townhouse complex and expressed concern that these residents will begin to use 207A Street once it no longer dead-ends.

#### Cherilynn Toll

Mrs. Toll indicated she provided a written statement at the previous Public Hearing. She stated that she was previously advised by City Hall and a realtor that development on this property will consist of a cul de sac with 7 homes. She recounted a story of what had been done by George Mussallem to prevent the road from going through. Mrs. Toll indicated that in the past, the neighbourhood schools were full despite less development and less people and expressed that more development did not guarantee full schools. She wishes to see the area as conservation and indicated that her reasoning is not self-serving rather that she is concerned for children growing up in the area.

# **Peter Robinson**

Mr. Robinson's main concern is with the environmental setbacks, particularly for offsets to certain setback areas and the reduction of riparian zones. He feels that the proposal is on land which is a sandbank between two water courses. Mr. Robinson also advised that the Alouette River Management Society has been stocking McKenney Creek with Coho salmon and expressed concern that environmental aspects of the community will begin to disappear due to such developments.

# Joe Jurich

Mr. Jurich spoke to the lack of setbacks from watercourses in the past and his approval for the new setback regulations. He described the types of fish found in McKenney Creek and the wildlife in the area surrounding the townhouse complex he resides in.

# **Andrea Drummond**

Ms. Drummond spoke to the natural tranquility and the various species of wildlife in the area. She does not consider this area part of the downtown core and does not welcome an increase in density. She encouraged preservation of the 1960's era yards with large lots and green space. Ms. Drummond expressed concern with past geotechnical issues in the area and encouraged a closer look at these.

### **Greg Toll**

Mr. Toll continued his power point presentation. He highlighted the differences in terms of green space between East and West Maple Ridge. He reiterated his concern with proposed variances and questioned the environmental report statement that the creek held no fish. He cited the negative impact of the proposed development on the ability of the area to sustain wildlife and suggested that a corridor should be maintained between the two branches of the creek. Mr. Toll did not agree with height variances and also expressed concern over existing and future traffic issues.

#### Steven Adamson

Mr. Adamson expressed that there is more wildlife in the area and more fish in the creek than portrayed in the environmental report provided.

#### David Laird, Applicant Representative

Mr. Laird responded to residents' concerns. He advised on geotechnical setbacks and the proposed setback variances. He provided a map of traffic in the area and addressed concerns that the proposed thru road will negatively impact traffic as well as access. He clarified that the park dedication is an environmental park, not a backyard park and indicated that although building height has changed, the proposed subdivision will blend into the existing developments.

#### Artur Siewierski

Mr. Siewierski gave a power point presentation. He is against the proposed zoning variances and the requested environmental variances. He requested that the east-west corridor be preserved and also that the area and wildlife in the area be protected and preserved. He asked whether 207A Street will become a collector route without being reclassified as such.

#### Ewa Kreczman

Ms. Kreczman advised on the traffic patterns in the area. She reiterated her concerns with the existing traffic issues in the area and the negative impact of the proposed development on traffic and safety. Ms. Kreczman felt that more development in the area will adversely affect population growth and families will move away rather than come to the area which will in turn have a negative impact on the neighbourhood schools.

Note: Councillor Duncan left the meeting at 8:40 p.m.

#### Jackie Goolevitch

Ms. Goolevitch spoke to the wildlife in the area. She expressed concern with current traffic issues, the negative impact of increased traffic from the proposed development and the encroachment onto lands and creeks. She spoke against the opening of the dead-end on 207 Street.

Note: Councillor Duncan returned to the meeting at 8:42 p.m.

#### Peter Robinson

Mr. Robinson expressed concern with traffic safety on 123 Avenue particularly at the dip in the road. He felt that access into the proposed subdivision from 123 Avenue should not be allowed unless a turning lane is provided.

#### Rob Le Sage

Mr. Le Sage stated that the area north off Dewdney Trunk Road is a slight chicane and should the new development be placed there, another chicane will be created and the street will become very narrow and congested. He echoed comments stating that the area is a sandbar with two creeks and that a geotechnical study should be done. He expressed concern with building on sand as well as the impact on wildlife of the proposed development.

#### **Andrea Drummond**

Ms. Drummond spoke to the issue of bringing in family homes to increase the student population in neighbouring schools. She asked whether School District No. 42 was consulted in terms of the number of students in Fairview and Laity View Elementary Schools. She encouraged the preservation of the existing green space and larger lots.

#### Joe Jurich

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Mr. Jurich expressed concern with a funnel effect of a roadway moving from a 11.6 m width to a proposed 8.1 m width.

#### Al Hogarth, Applicant Representive

Mr. Hogarth spoke in favour of the application. He spoke to creek setback regulations and advised that the proposal was giving the most land of any development along the creek. He stated that the protection of wildlife is better than in the past. He addressed the "urban myths" speakers referred to relating to George Mussallem and advised that the road has always been designated a thru road.

### Al Hogarth, Applicant Representative

Mr. Hogarth described traffic issues in his neighbourhood and addressed concerns around the development of a thru road as a result of the proposed application. He stated that the property in question is private property and that the owners have already reduced density with respect to the Official Community Plan as higher density townhouses are a permitted use. He suggested that a perhaps a buyer of the property would be willing to dedicate the site to the municipality.

# Artur Siewierski

Mr. Siewierski continued his power point presentation. He clarified that residents did not wish to tell Mr. Mussallem what to do with the property and that their concerns were with the environment and safety of neighbourhood children. He asked for a designation of the new portion of 207A Street, whether the costs of widening the street have been taken into consideration and the impact of the widening of the street on the watercourse setback. Mr. Siewierski expressed that his main concern is traffic safety and questioned the traffic study numbers projected. He spoke to high collision sites in Maple Ridge.

#### **Greg Toll**

Mr. Toll continued his power point presentation. He advised on the number of vehicles, bikes and pedestrians crossing the proposed intersection in an hour on a Sunday. He spoke to proposed traffic calming measures. Mr. Toll felt that proposed variances will compromise safety and was not in agreement with the proposed variances for the heights of some of the houses.

#### Ewa Kreczman

Ms. Kreczman questioned the width and classification of the road and inquired why there can be different classifications on the same stretch of road. She advised that the concerns of the neighbourhood extend to the other side of the area as well.

#### **David Laird**

Mr. Laird addressed environmental concerns, indicating that the City's environmental planner had gone through the report in great detail. Mr. Laird also addressed the issue with westbound traffic on 123 Avenue

# **Cherilynn Toll**

Mrs. Toll indicated that her husband had met with the Environmental Planner. She advised on the conversation between her husband and the planner.

#### Werner Budau

Mr. Budau expressed concern with the number of proposed variances and felt this project is not right for the parcel of land it has been designated for. He supported the neighbouring residents' concerns over parking issues and traffic. Mr. Budau cited a realtor's study indicating that properties on thru streets were less in value than those not on thru streets and expressed concern with property values being lowered as a result of 207A Street becoming a thru street.

# **Andrea Drummond**

Ms. Drummond expressed concern over working with 123 Avenue in terms of providing traffic calming due to the drop off on either side of the road.

# Michelle Siewierski

Ms. Siewierski expressed concern with traffic, particularly the turn to 206B Street. She felt that pedestrians could be hit in that area despite "slow down" signage.

There being no further comment, the Mayor declared this item dealt with. She requested that written presentations be submitted to the Manager of Legislative Services

### 4a) 2012-065-RZ

Maple Ridge Official Community Plan Amending Bylaw No. 7126-2015

Legal: Lot 8, Section 10, Township 12, New Westminster District, Plan

18280

Lot 1, Section 10, Township 12, New Westminster District, Plan

72103

Lot 5, Section 10, Township 12, New Westminster District, Plan

75957

Lot 6, Section 10, Township 12, New Westminster District, Plan

75957

Location: 10501 Jackson Road, 10601 Jackson Road, 10578 245B Street

and PID: 010-396-977

Purpose: To amend Schedule A of the Official Community Plan, Chapter 10.2

Albion Area Plan, Schedule 1: Albion Area Plan

From: Low Density Medium

To: Conservation

#### And

**Purpose:** To amend Schedule "C" of the Official Community Plan to add to

Conservation

# 4b) 2012-065-RZ

Maple Ridge Zone Amending Bylaw No. 7059-2014

Legal: Lot 8, Section 10, Township 12, New Westminster District, Plan

18280

Lot 1, Section 10, Township 12, New Westminster District, Plan

72103

Lot 5, Section 10, Township 12, New Westminster District, Plan

75957

Lot 6, Section 10, Township 12, New Westminster District, Plan

75957

Location: 10501 Jackson Road, 10601 Jackson Road, 10578 245B Street

and PID: 010-396-977

From: RS-2 (One Family Suburban Residential) and

RS-3 (One Family Rural Residential)

**To:** RS-1b (One Family Urban [Medium Density] Residential)

**Purpose:** To permit the future subdivision of approximately 60 lots.

The Manager of Legislative Services advised that no correspondence was received on this item.

The Manager of Development and Environmental Services gave a power point presentation providing the following information:

- Application Information
- Subject Map
- Official Community Plan Context
- Neighbourhood Context
- Site Characteristics
- Proposed Subdivision Plan
- Terms and Conditions

#### Josh Carr

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Mr. Carr requested that issues which are contentious be placed at the end of a Public Hearing agenda.

There being no further comment, the Mayor declared this item dealt with.

Having given all those persons whose interests were deemed affected by the matters contained herein a chance to be heard, the Mayor terminated the Public Hearing at 9:34 p.m.

	N. Read, Mayo
Certified Correct	

# CITY OF MAPLE RIDGE DEVELOPMENT AGREEMENTS COMMITTEE MINUTES

February 5, 2015 Mayor's Office				
PRESEN	PRESENT:			
Nicole F Chairma	Read, Mayor an	•		
J.L. (Jim) Rule, Chief Administrative Officer Member		Amanda Allen, Recording Secretary		
1.	Scott, Clara			
	LEGAL:	Lot 1, District Lots 278, 279, 280 & 281, Group 1, New Westminster District, Plan EPP42698		
	LOCATION:	20282 Wharf Street		
	OWNER:	Clara Scott		
	REQUIRED AGREEMENTS:	Floodplain Covenant		

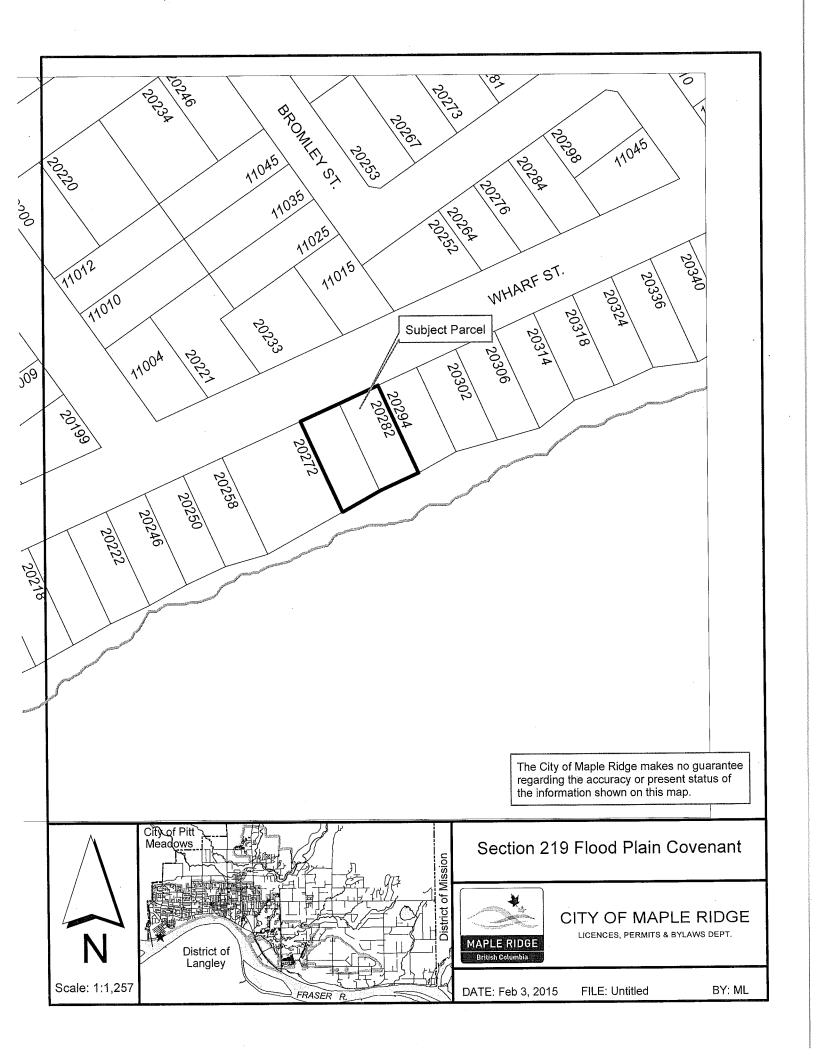
THAT THE MAYOR AND CORPORATE OFFICER BE AUTHORIZED TO SIGN AND SEAL THE PRECEDING DOCUMENT AS IT RELATES TO CLARA SCOTT.

**CARRIED** 

Nicole Read, Mayor

Chair

J.L. (Jim) Rule, Chief Administrative Officer Member



# CITY OF MAPLE RIDGE **DEVELOPMENT AGREEMENTS COMMITTEE MINUTES**

	ry 5, 2015 s Office	
PRESE	NT:	
Nicole Chairm	Read, Mayor an	
J.L. (Jin Membe	n) Rule, Chief Administrative Officer er	Amanda Allen, Recording Secretary
1.	Maridge Properties Ltd.	
	LEGAL:	Lot B, Section 28, Township 12, New Westminster District Plan EPP30549
	LOCATION:	23430 Huston Drive
	OWNER:	Maridge Properties Ltd.
	REQUIRED AGREEMENTS:	Release of Covenant CA3254161; No Build Covenant

THAT THE MAYOR AND CORPORATE OFFICER BE AUTHORIZED TO SIGN AND SEAL THE PRECEDING DOCUMENTS AS THEY RELATE TO MARIDGE PROPERTIES LTD.

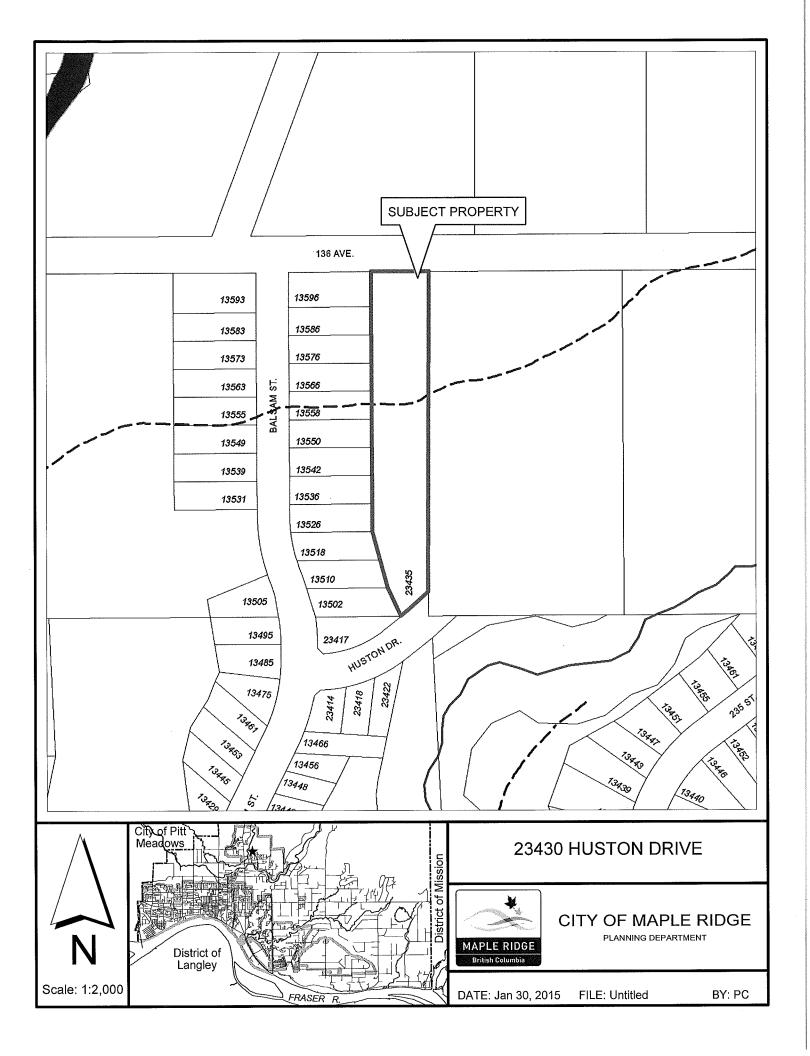
**CARRIED** 

Nycole Read, Mayor

Chair

J.L. (Jim) Rule, Chief Administrative Officer

Member



# CITY OF MAPLE RIDGE **DEVELOPMENT AGREEMENTS COMMITTEE MINUTES**

February 11, 2015 Mayor's Office	
PRESENT:	
Nicole Read, Mayor	

J.L. (Jim) Rule, Chief Administrative Officer Member

Amanda Allen, Recording Secretary

1. 2014-023-RZ

LEGAL:

Chairman

Lots 1 & 2, both of District Lot 245, Group 1, New

Westminster District, Plan EPP48069

LOCATION:

21434 121 Avenue

OWNER:

Jonathan & Natasha Craig

REQUIRED AGREEMENTS:

Stormwater Management Systems Covenant

THAT THE MAYOR AND CORPORATE OFFICER BE AUTHORIZED TO SIGN AND SEAL THE PRECEDING DOCUMENT AS IT RELATES TO 2014-023-RZ.

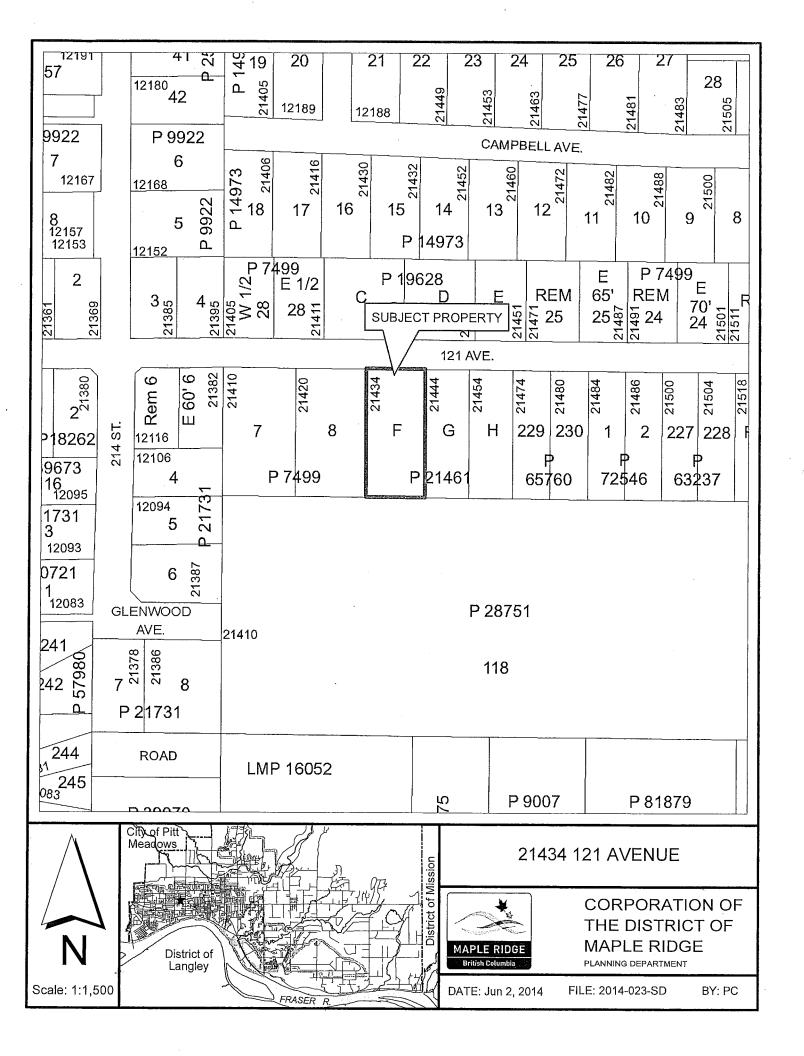
**CARRIED** 

Nicole Read, Mayor

Chair

J.L. (Jim) Rule, Chief Administrative Officer

Member



# CITY OF MAPLE RIDGE **DEVELOPMENT AGREEMENTS COMMITTEE MINUTES**

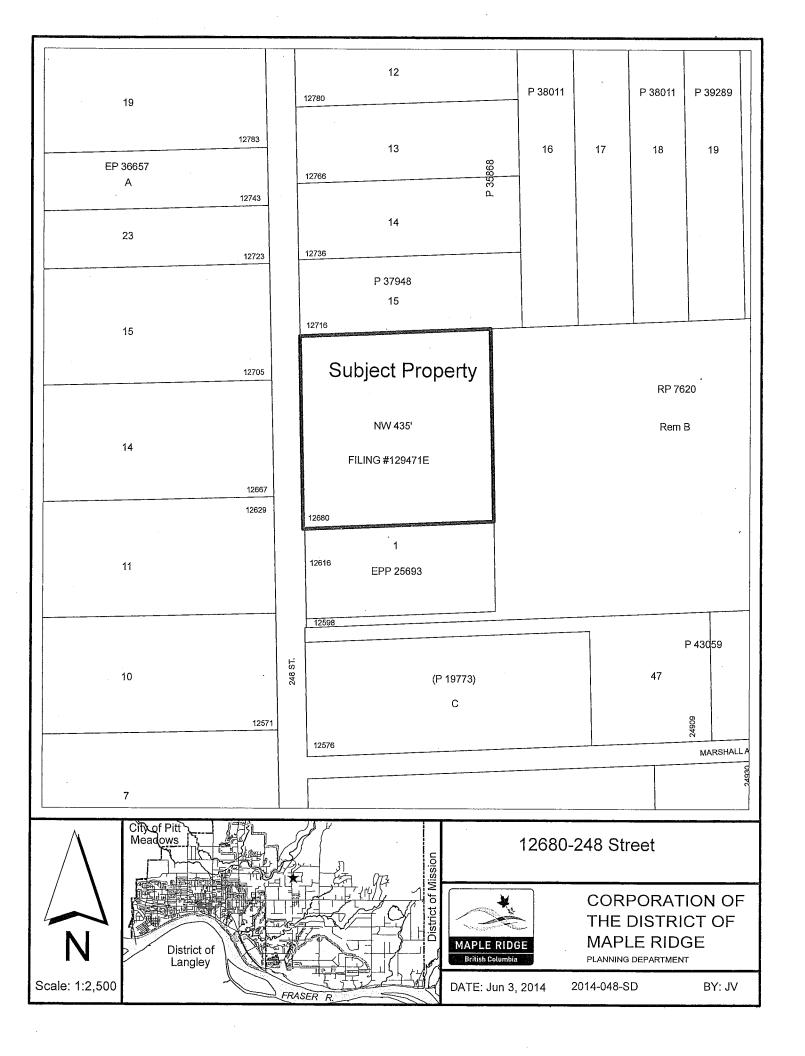
	February 11, 2015 Mayor's Office						
PRESE	NT:						
Nicole Chairm	Read, Mayor nan						
J.L. (Jir Memb	m) Rule, Chief Administrative Office er	r Amanda Allen, Recording Secretary					
1.	2014-048-SD						
	LEGAL:	North West 435 Feet by 435 Feet Parcel B (Reference Plan 7620) North Half North West Quarter Section 23, Township 12, New Westminster District					
	LOCATION:	12680 248 Street					
	OWNER:	Debra & Sergio Susin					
	REQUIRED AGREEMENTS:	Septic Field Covenant					

THAT THE MAYOR AND CORPORATE OFFICER BE AUTHORIZED TO SIGN AND SEAL THE PRECEDING DOCUMENT AS IT RELATES TO 2014-048-SD.

**CARRIED** 

Chair

J.L. (Jim) Ryle, Chief Administrative Officer Member



# **Committee and Commission Minutes**

# City of Maple Ridge MAPLE RIDGE PUBLIC ART STEERING COMMITTEE REGULAR MEETING

The Minutes of the Regular Meeting of the Public Art Steering Committee, held in the Blaney Room, at Maple Ridge Municipal Hall on Wednesday, November 19, 2014 at 3:00 p.m.

**COMMITTEE MEMBERS PRESENT** 

Susan Hayes, Chair Artist

Barbara Duncan Curator, Maple Ridge Art Gallery

Kristin Krimmel Artist

Councillor Judy Dueck City of Maple Ridge

STAFF MEMBERS PRESENT

Yvonne Chui Manager, Arts and Community Connections

Sunny Schiller Committee Clerk

**REGRETS/ABSENTS** 

Wayne Bissky Architect

### 1. Call to order

There being a quorum present, the Chair called the meeting to order at 3:10 pm.

### 2. Adoption of the November 19, 2014 Agenda

R14-023 It was moved and seconded

That the Agenda for the Regular Meeting of November 19, 2014 be adopted.

**CARRIED** 

# 3. Adoption of the September 24, 2014 and October 29, 2014 Regular Meeting Minutes

#### R14-024 It was moved and seconded

That the Minutes of September 24, 2014 and October 29, 2014 regular meeting minutes be adopted.

**CARRIED** 

### 4. Unfinished & New Business

# 4.1 Donation of Cedar Logs

The Staff Liaison researched the issue of accepting a possible donation of cedar logs from Lynn Prindle and reported that there is little cost associated with storage for next 2-3 years during the curing process at the UBC Malcolm Knapp Research Forest. The Parks Department has indicated in preliminary discussions they may have a use for some of the logs for upcoming public projects. The donor will need to be contacted and advised of the Committee's decision. Staff Liaison will report back on donor's response when received.

R14-025 It was moved and seconded

That the donation of the cedar logs be accepted with the understanding that they will be used for the public good and not necessarily on a specific site.

CARRIED

# 4.2 Draft Donation/Gift Guidelines

The Staff Liaison presented the updated Donations / Gift Procedures guidelines for committee review.

R14-026

It was moved and seconded

That the guidelines for the donation and gift of public art be amended as discussed at the November 19, 2014 meeting and be adopted.

**CARRIED** 

# 4.3 Community Public Art Grant Program – applicant follow up

The Staff Liaison advised she had been in contact with the applicants for the community public art grants. One applicant was asked to rework their application and resubmit it in the future.

# 4.4 Committee Recruitment Update

Applicant interviews will be scheduled for the next two weeks. The Director of Community Services will represent the city staff at the interviews. The recruitment process was discussed. The Staff Liaison provided an update on Council's review of the committees of council.

### 5. New Business

# 5.1 Budget update Q4

The committee reviewed and discussed the current budget.

# 5.2 Public Art Commission(s) Opportunities 2015-2016

The committee discussed upcoming locations and opportunities for public art installations. The Staff Liaison supplied an updated list for information purposes. The committee members will bring their recommendations and comments for future commissions to the January meeting.

### 6. Adjournment

R14-027

It was moved and seconded

That the meeting be adjourned at 4:32 pm.

**CARRIED** 

Agenda Deadline: Monday January 12, 2	
Location: Blaney Room, Maple Ridge Mu	
	_
Chairperson	
/ss	

# City of Maple Ridge MAPLE RIDGE PUBLIC ART STEERING COMMITTEE REGULAR MEETING

The Minutes of the Regular Meeting of the Public Art Steering Committee, held in the Coho Room, at Maple Ridge Municipal Hall on Wednesday, January 28, 2015 at 3:00 pm.

**COMMITTEE MEMBERS PRESENT** 

Susan Hayes, Chair Artist

Barbara Duncan Curator, Maple Ridge Art Gallery

Kristin Krimmel Artist

Councillor Kiersten Duncan City of Maple Ridge

STAFF MEMBERS PRESENT

Yvonne Chui Manager, Arts and Community Connections

Sunny Schiller Committee Clerk
Sylvia Pendl Parks Technician

**REGRETS/ABSENTS** 

Wayne Bissky Architect

### 1. CALL TO ORDER

Introductions were made. There being a quorum present, the Staff Liaison began the meeting at 3:07 pm.

# 2. ELECTION OF CHAIR AND VICE-CHAIR

R15-001 It was moved and seconded

That Susan Hayes be elected Committee Chair for 2015.

CARRIED

R15-002 It was moved and seconded

That Wayne Bissky be elected Committee Vice-Chair for 2015.

**CARRIED** 

With elections complete Ms. Hayes began chairing the meeting.

### AGENDA ADOPTION

R15-003 It was moved and seconded

That the Agenda for the Regular Meeting of January 28, 2015 be adopted.

CARRIED

### 4. MINUTE ADOPTION

#### R15-004 It was moved and seconded

That the Minutes of November 19, 2014 regular meeting minutes be adopted.

**CARRIED** 

# 5. UNFINISHED BUSINESS

# 5.1 Whonnock Lake Plan Update – Sylvia Pendl, Parks Technician

The Parks Technician provided an update on the Whonnock Lake Plan. The plan has been revised based on feedback received from the community. Four different zones have been identified as potential sites for public art: forest zone, beach and lake front zone, play and picnic zone, drainage and transition zone. This is a natural area that would be an ideal installation spot for an artist who works with natural materials. The lake is actually a bog and is a unique environmental area.

A draft Request for Expression of Interest (RFEI) for the Whonnock Lake sites was reviewed by the Committee. A site visit for potential artists will be given February 21, 2015 or TBC pending when the call becomes public. The Parks Department has offered to provide area plans and aerial photos to potential artists to assist them in their planning.

Aspects of the competition were discussed by the Committee, including who will be eligible to apply, how the opportunity will be advertised, how site specific information will be shared and how applications should be submitted. A subcommittee for the selection process will be struck to review this project with community members invited to participate. The potential budget for this project was discussed. A maximum of two projects can be selected under this call for proposals.

The Parks Department plans to begin construction at the site by mid to late March 2015. Art installation will be done during or after Parks construction depending on what projects are selected. The Committee was asked to provide corrections to the proposal by February 4, 2015 to the Staff Liaison. Once the feedback of the committee is incorporated into the RFEI it can be circulated. Funds will come from the commissioning budget.

### R15-005 It was moved and seconded

That the budget for Whonnock Lake Project Phases 1 and 2 (2015 and 2016) / RFEI-PL15-06 be increased to \$15,000 for the artist, with \$2,000 in additional funds allocated for miscellaneous costs such as honorariums, signage and openings.

**CARRIED** 

# 5.2 Public Art Commissioning Opportunities 2015-16 – Discussion & Decision

The committee has previously discussed selecting a few top priorities for 2015-16. Potential areas for commissions were reviewed and details specific to potential projects were discussed. The Staff Liaison will bring a more detailed plan, including budget figures, back to a future meeting.

# Public Art Steering Committee Regular Meeting Minutes January 28, 2015

### R15-006 It was moved and seconded

That the Public Art Steering Committee wishes to pursue three projects with the current program funds: a project on the exterior of the Greg Moore Youth Centre; Phase Two of the Sidewalk Poetry project (permanent installation); and the fencing opportunity at Hammond Stadium; all subject to further information on costs.

**CARRIED** 

# 5.3 Committee Recruitment Update

Based on interviews held in December a report recommending the nomination of a member-at-large is going forward to Council in early February. The results will be shared once the recommendation has been accepted by Council.

# 6. NEW BUSINESS

#### 6.1 Website Review

The Committee Clerk communicated that keeping the committee website current and informative is a priority for the new Council. Any information that the committee would like included can be emailed to the Committee Clerk.

### 7. ROUNDTABLE

Councillor Duncan – asked for feedback on the best way to communicate the work of the committee during Council updates.

### 8. ADJOURNMENT

It was moved and seconded

That the meeting be adjourned at 4:48 pm.

CARRIED

# 9. NEXT MEETING

/ss

Next Meeting: Wednesday, February 18, 2015

Agenda Deadline: Monday February 4, 2015

Location: Blaney Room, Maple Ridge Municipal Hall

Chairperson		

# City of Maple Ridge and the City of Pitt Meadows

# MAPLE RIDGE and PITT MEADOWS PARKS & LEISURE SERVICES COMMISSION **REGULAR** MEETING

The Minutes of the Regular Meeting of the Maple Ridge and Pitt Meadows Parks & Leisure Services Commission, held in the Meadows Room at Pitt Meadows City Hall, 12007 Harris Road, Pitt Meadows, British Columbia, on Thursday, January 8, 2015 at 6:30 pm.

# **COMMISSIONERS PRESENT**

Commissioner John Becker Mayor, City of Pitt Meadows Commissioner David Murray Councillor, City of Pitt Meadows Commissioner Mike Stark Councillor, City of Pitt Meadows Commissioner Nicole Read Mayor, City of Maple Ridge Commissioner Kiersten Duncan Councillor, City of Maple Ridge Chair, School District No. 42, Board of Education Commissioner Mike Murray Commissioner Eleanor Palis Trustee, School District No. 42, Board of Education Commissioner Dave Rempel Trustee, School District No. 42, Board of Education Commissioner Richard Boulton Member at Large, City of Pitt Meadows Commissioner Shannon Roberts Member at Large, City of Pitt Meadows **Commissioner Nancy Jellett** Member at Large, City of Maple Ridge Commissioner Don Mitchell Member at Large, City of Maple Ridge Commissioner Christine Smith Member at Large, City of Maple Ridge Commissioner Stefany Tunshell Member at Large, City of Maple Ridge

# STAFF PRESENT

Mr. David Boag

Ms. Sue Wheeler

Mr. Geoff Mallory

Mr. Tony Cotroneo

Ms. Wendy McCormick

Ms. Kelly Swift General Manager, Community Development, Parks

& Recreation Services
Director Parks & Facilities

Director Recreation

Director Community Services Manager, Parks & Open Space

Recreation Manager Youth, Seniors & Neighbourhood Services

1 Congression Con I

Ms. Sunny Schiller Committee Clerk

#### COMMISSIONERS ABSENT

Commissioner Tyler Shymkiw Councillor, City of Maple Ridge

### 1. Welcome & Introductions

Kelly Swift, General Manager, Community Development, Parks and Recreation Services, called the meeting to order at 6:33 pm.

# 2. Appointment of Chair and Vice Chair

Commissioner Nicole Read was nominated and elected as Chair.

Commissioner John Becker was nominated and elected as Vice-Chair.

R15-001 It was moved and seconded

That the ballots used during voting be destroyed.

**CARRIED** 

# 3. Adoption of the Agenda

R15-002 It was moved and seconded

That the Agenda for January 8, 2015 be adopted as circulated with the following amendment:

Item 6.1 - removal of the second line "and Cultural Facilities Rental Grant Program"

**CARRIED** 

# 4. Minutes of the Commission Regular Meeting

4.1 Regular meeting of October 9, 2014

R15-003 It was moved and seconded

That the minutes of the Regular meeting of October 9, 2014 be adopted as circulated.

**CARRIED** 

4.2 Regular meeting of October 30, 2014

R15-004 It was moved and seconded

That the minutes of the Regular meeting of October 30, 2014 be adopted as circulated.

**CARRIED** 

# 5. Delegations

5.1 Ms. Lindy Sisson, Executive Director, Maple Ridge-Pitt Meadows Arts Council Annual Report

Ms. Lindy Sisson provided a review of Arts Council activities and highlights from 2014. A video was shown of the different activities and participants in Arts Council programs.

5.2 Ms. Devon Benoit, Pitt Meadows Community Garden

Ms. Devon Benoit gave a presentation on the activities of the Pitt Meadows Community Garden during 2014. This popular program provides over one hundred community plots and provides plots to non-profit organizations. New this year is a greenhouse which allowed the group to extend their growing season by two months. A new website and logo are in the works. The group requested support from the Commission for water related costs. It was suggested that the group continue to work with staff on their new agreement, including the water costs, which would then come back to the Commission for review.

# 5.3 Ms. Wendy McCormick, Maple Ridge Leisure Centre Update

Ms. Wendy McCormick and Mr. David Boag made a presentation on the Maple Ridge Leisure Centre life cycle. The pool was constructed in 1980 and much of the pool equipment dates back to that time. Areas requiring updates and changes that would increase safety and accessibility were presented. Proposals for the work are currently being accepted and will be brought forward to Council for review. The goal is to extend the life of the Leisure Centre by 35 years.

Please note: Commissioner Mike Murray declared a conflict with item 6.1 as he is on the Arts Council board and left the meeting for this item.

#### 6. Decision Item:

# 6.1 Maple Ridge Pitt Meadows Arts Council Operating & Lease Agreement

Ms. Yvonne Chui, Recreation Manager, Arts and Community Connections, presented an overview of the proposed Arts Council operating and lease agreement including the operating agreement with the Commission for the ACT facility, the lease agreement with the City of Maple Ridge, and the fee for service agreement for the Art Gallery. A provision has been added to include Pitt Meadows and Maple Ridge Councillors as non-voting members on the board.

#### R15-005 It was moved and seconded

- a) That the Chair and General Manager, Parks and Leisure Services be authorized to execute the Maple Ridge Pitt Meadows Arts Council Operating Agreement for 2015 - 2017;
- b) That a recommendation be forwarded to Maple Ridge Council that the Manager, Legislative Services be authorized to execute the Maple Ridge Pitt Meadows Arts Council Lease Agreement 2015 -2017.

**CARRIED** 

# 6.2 Ridge Meadows Seniors Society Operating & Lease Agreement

Mr. Tony Cotroneo, Recreation Manager Youth, Seniors & Neighbourhood Services made a presentation on the Ridge Meadows Seniors Society and their operating and lease agreement. The proposed agreement allows some additional flexibility for the society to apply for grants and provides for accountability.

# R15-006 It was moved and seconded

- a) That the Chair and General Manager: Community Development, Parks and Recreation be authorized to execute the Ridge Meadows Seniors Society Operating Agreement and further;
- That a recommendation be forwarded to Maple Ridge Council that the Manager,
   Legislative Services be authorized to execute the Ridge Meadows Seniors Society Lease
   Agreement of the Maple Ridge Senior Activity Centre and further;

c) That a recommendation be forwarded to Pitt Meadows Council that the Manager, Legislative Services be authorized to execute the RMSS sub-Lease of the Pitt Meadows Senior Centre to Ridge Meadows Seniors Society.

**CARRIED** 

It was decided to proceed with 6.4 prior to Item 6.3.

6.4 Dog Off Leash Park Recommendations – Feedback

Mr. Geoff Mallory, Manager, Parks & Open Space, made a presentation on the process for selecting potential locations for dog off leash parks. Mr. Mallory explained that test sites had been held during the summer to allow area residents to experience the parks. The merits of the process and each site were discussed.

R15-007 It was moved and seconded

That the provision of dog waste bags and the cleanup of dog waste be the responsibility of dog owners at all parks.

CARRIED

Commissioner Roberts OPPOSED.

R15-008 It was moved and seconded

That staff be directed to create a dog off- leash site at Upper Maple Ridge Park.

**CARRIED** 

R15-009 It was moved and seconded

That staff be directed to create a dog off- leash site at Tolmie Park.

**CARRIED** 

R15-010 It was moved and seconded

That staff be directed to create a dog off- leash site Westview Park.

**CARRIED** 

R15-011 It was moved and seconded

- A. That staff be directed to work with nearby residents and park users to identify appropriate areas within each park to be used as off- leash areas, and the hours that the off-leash locations be open; AND
- B. That staff be directed to update the Commission on any reported concerns and actions taken after six months regarding the off-leash areas and work with park users and residents in dealing with any concerns that may arise at each of the sites.

**CARRIED** 

#### R15-012 It was moved and seconded

That staff develop a policy on off-leash parks as part of the 2016 work plan.

**CARRIED** 

# 6.3 Sport and Physical Activity Policy – P129 – Feedback

### R15-013 It was moved and seconded

That Commission Policy P129 - Sport and Physical Activity be adopted.

**CARRIED** 

#### 7. Discussion Items - Nil

# 8. Information Items

- 8.1 Letters Scotties Tournament of Hearts
  Correspondence was received by both City Councils requesting support for the
  Scotties Tournament of Hearts. A grant has been allocated by the City of Maple
  Ridge and Parks staff will be supporting the event.
- 8.2 PLS Commission 2015 meeting schedule
  The PLS Commission 2015 meeting schedule was provided to Commission members.
- 9. Commission Liaison Reports Nil
- 10. Staff Liaison Reports Nil

# 11. Question Period

David Lingham – Mr. Lingham is a Hammond area resident and spoke in regards to Tolmie Park. Mr. Lingham asked that the impact on the community of the decision to install an off leash park be taken under advisement and asked for increased communication with area residents.

Mr. Rory Dafoe - Suggested the 2016 policy include a process for closing off leash parks.

# 12. Adiourn

The regular meeting adjourned at 9:03 pm	The	regular	meeting	adjourned	at 9:03	pm.
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Chairperson	 	
/ss		

Received at Reception Desk FEB 0 6 2015

To: Clerk Department, City of Maple Ridge 11995 Haney Place, Maple Ridge, B.C. V2X 6A9 February 6, 2015

Re: Request to appear as a delegation before council to present a petition

As a resident of Maple Ridge I hereby request the privilege of appearing before the council of Maple Ridge in order to present a neighborhood petition for improved street lighting on 250<sup>th</sup> St. south of 119<sup>th</sup> Ave.

If space on the agenda permits, I request the appearance be on February 24<sup>th</sup>. Please let me know if you require copies of the petition in advance of the meeting.

Thank you very much, AM, RD.

*U* Julie Meadows

# Petition to City of Maple Ridge

# City of Maple Ridge

11995 Haney Place Maple Ridge, BC Canada V2X 6A9 January 24, 2015

Re: Installation of additional street lighting on 250th St. near 119th Ave. We, the undersigned, petition the City of Maple Ridge to install additional street lighting on 250th St. near 119th Ave Maple Ridge. which is enjoyed by the surrounding areas' residents of 119th Ave., 118B Ave, 249 A St. and 250th St. Improved street lighting is required for the following reasons:

non-residents of different ages congregate in the fisheries area on 250th St.

 most people in the neighbourhood have seen vehicles and activities there that are very suspicious for illegal drug trafficking and usage.

lack of street lighting is making illegal activity in this area hard to prevent.

 as a result of the loitering, unsightly litter is prevalent and is polluting this Kanaka Creek tributary

 we, as a neighbourhood, want our area be safe and pleasant for both residents and friends to see and enjoy

we, as a neighborhood, want to protect the salmon habitat of Kanaka Creek.

# Name+Signature	Address	Phone	Email address
	11889 250th St.	<u>{</u>	
1 Julie Meadows Javestows.  2 Rick Meadows Analy	11889 250th St.	<u>{</u>	
3 Jo-Anne Landolt of	11793-250 54.		
4 Kent Landolt	11793-250th st	Ì	
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# Name+Signature	Address	Phone	Email address
5 forthillps to	11881 250		4
6 Diane Philips Diane T	relles		
7 B. Modern B. Moskov	1-34854119th	,	
8 Phy D. NYENESO	11875 25000		4
9 Soff Constant Go	+1829 249 As	t	,

11995 Haney Place Maple Ridge, BC Canada V2X 6A9 January 24, 2015

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. we, as a neighborhood, want to protect the salmon habitat of Kanaka Creek.

# ,	Name+Signature/	Address	Phone	Email address
16	BARBY KLINGHIK	1/895-249		
ιi	Rafaros	24952-11815		
12	Teri fortu	24949 118B Ave	2 2 =:	
13	Monigue Cock, Work	11955-249Ast		
14	Alexander Cook, ale	11955-249/51		
15	Mile MICHAD COOK	11955 249A ST		
16		angal 119 Ave		
17	Nadeen Elahi	24991 19 AV	(	

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#	Name+Signatyrie/	Address	Phone	Email address
	WILL HENNESSO A.	24960 M9 AVE		
19	CLIFF Bather	24970 119 th Ave		
20	SUDDINOW BAKER	1	<u> </u>	
2.0	America Cario	2485-11970		
22	Kristi Eike	11761 250th		
23	Rick YAMPENEYKER D	91831 248AST		
24	Steve Faber State	11833 249AST		
25	BILL FARER 10	11833 249 AST		

11995 Haney Place Maple Ridge, BC Canada V2X 6A9 January 24, 2015

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#	Name+Signature	Address	Phone	Email address
26	Christine Smun	1865-249AS	·	
27	GRAGAM SMITH.	11865-799AST.		
28	Wincenty Marszy du	11895 2494-54		+
29	Claire Wars Lycki	11895 249A St.		
30	Land grove	11960 2494		
31	gelen Wankell	11974 3491		
.32	Effugles.	1197024945		
33	SCOTT SLUBSETY MA	24955 11977AUG		

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#	Name+Signature -	ıAddress	Phone	Email address
34	Marjorie Bullinger			
35	Diane Sign	11887250th	1	
36	Don Signi	11887-250-4		
37	Enily Scott	11887-250th		
38	Jean Macrae	11834 249 A ST		
39	M Macras	11834249157		
40	Stew Porter	24949 118B AVE Maphe.		
41	Marien Theshar	24943 118B		
42	Bonnie Zdwich	Maple Pidge Maple Pidge		
7	13 della	maple 4R 2E3		

11995 Haney Place Maple Ridge, BC Canada V2X 6A9 January 24, 2015

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. #	Name+Signature	Address	Phone	Email address
4-3	I JILL CONSTABLE	11829 249A ST.	ļ ļ	· '
44	SHARLEEN A. BRISCOL	11837 249A ST	]	
45	GA Byens	11837 2494 ST	ļ ļ	
. 46	Pessex Kovinum	NB41 249A34		
4.7	Kathleen McKamay Will	249573 Ave		!
48	Daryl Darodics Davad	24940 /197h AVE M.R.	1 1	
49	Toyce Davadics Handles	24940 11946 ave M.R.		
50		11889 250th ST.	]	,
51	SHANERSHAN /	1/889 250 ST NR.		ar and a second second

# CITY OF MAPLE RIDGE BYLAW NO. 6928-2012

### A Bylaw to amend the Official Community Plan

**WHEREAS** Section 882 of the Local Government Act provides that the Council may revise the Official Community Plan;

AND WHEREAS it is deemed desirable to amend Schedules "A" & "C" to the Official Community Plan;

**NOW THEREFORE**, the Municipal Council of the City of Maple Ridge enacts as follows:

- 1. This Bylaw may be cited for all purposes as "Maple Ridge Official Community Plan Amending Bylaw No. 6928-2012
- Schedule "A", Section 10.2.1 Land Use Designations, Albion Area Plan map is hereby amended for that parcel or tract of land and premises known and described as:
   Lot A Section 3 Township 12 New Westminster District Plan EPP9830
   Lot B Section 3 Township 12 New Westminster District Plan BCP46878

and outlined in heavy black line on Map No. 833, a copy of which is attached hereto and forms part of this Bylaw, is hereby re-designated to Medium Density Residential and Conservation.

3. Schedule "C" is hereby amended for that parcel or tract of land and premises known and described as:

Lot A Section 3 Township 12 New Westminster District Plan EPP9830 Lot B Section 3 Township 12 New Westminster District Plan BCP46878

and outlined in heavy black line on Map No. 834, a copy of which is attached hereto and forms part of this Bylaw, is hereby amended by adding Conservation.

4. Maple Ridge Official Community Plan Bylaw No.6425-2006 is hereby amended accordingly.

**READ A FIRST TIME** the 12<sup>th</sup> day of June, A.D. 2012.

**READ A SECOND TIME** the 12<sup>th</sup> day of June, A.D. 2012.

**SECOND READING WAS RESCINDED** the 10<sup>th</sup> day of July, A.D. 2012.

**RE-READ A SECOND TIME** the 10<sup>th</sup> day of July, A.D. 2012.

**PUBLIC HEARING HELD** the 17<sup>th</sup> day of July, A.D. 2012.

**READ A THIRD TIME** the 24<sup>th</sup> day of July, A.D. 2012.

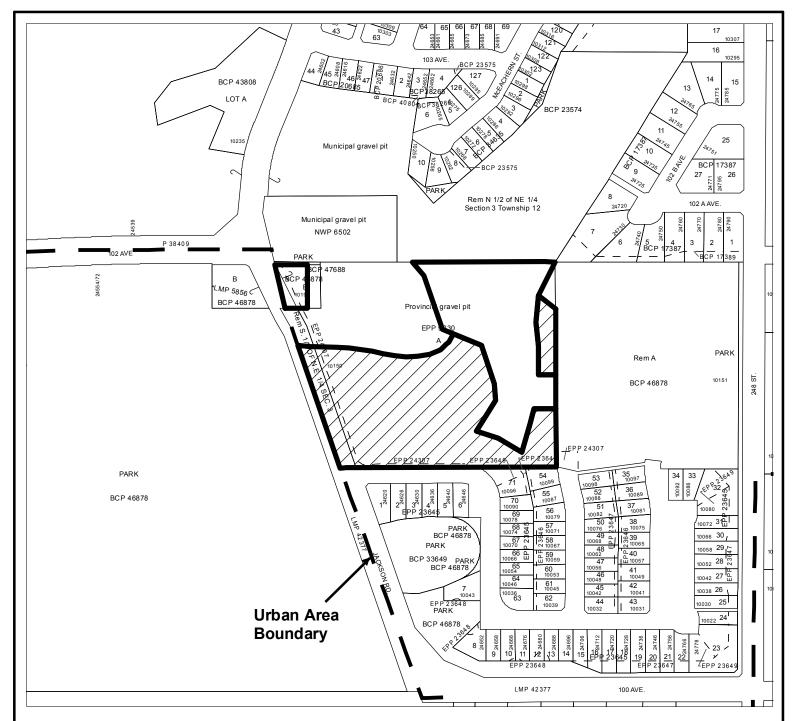
THIRD READING WAS RESCINDED the 22<sup>nd</sup> day of July, 2014.

PUBLIC HEARING held the 17th day of February, 2015.

**RE-READ A THIRD TIME** the day of , 20.

**ADOPTED** the day of , 20.

PRESIDING MEMBER CORPORATE OFFICER



# MAPLE RIDGE OFFICIAL COMMUNITY PLAN AMENDING

Bylaw No. 6928-2012

Map No. 833

From: Low/Medium Density Residential, Medium Density Residential

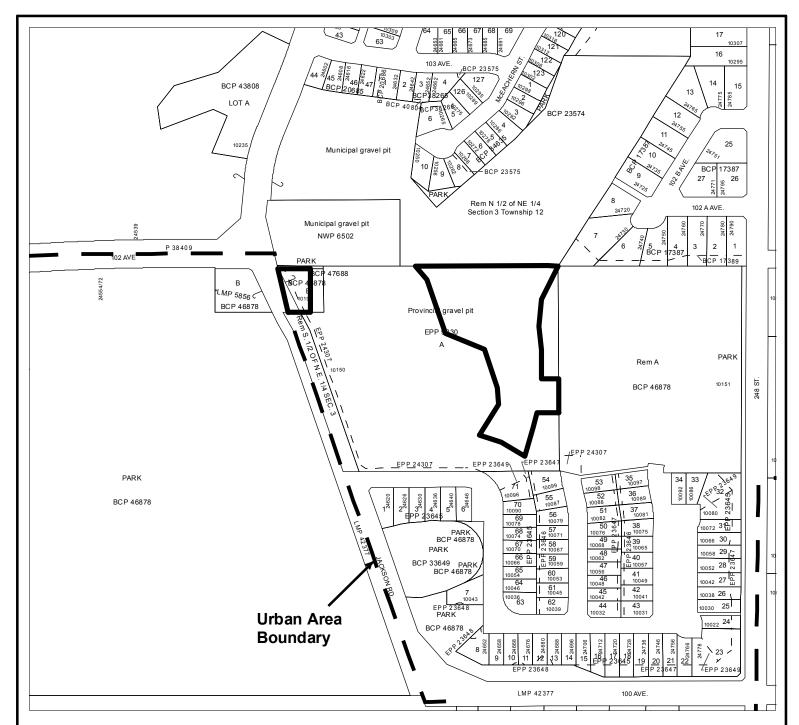
To: Conservation

Medium Density Residential



Urban Area Boundary





# MAPLE RIDGE OFFICIAL COMMUNITY PLAN AMENDING

Bylaw No. 6928-2012

Map No. 834

Purpose: To Add To Conservation



N 1:3,500

# CITY OF MAPLE RIDGE

# BYLAW NO. 6861-2011

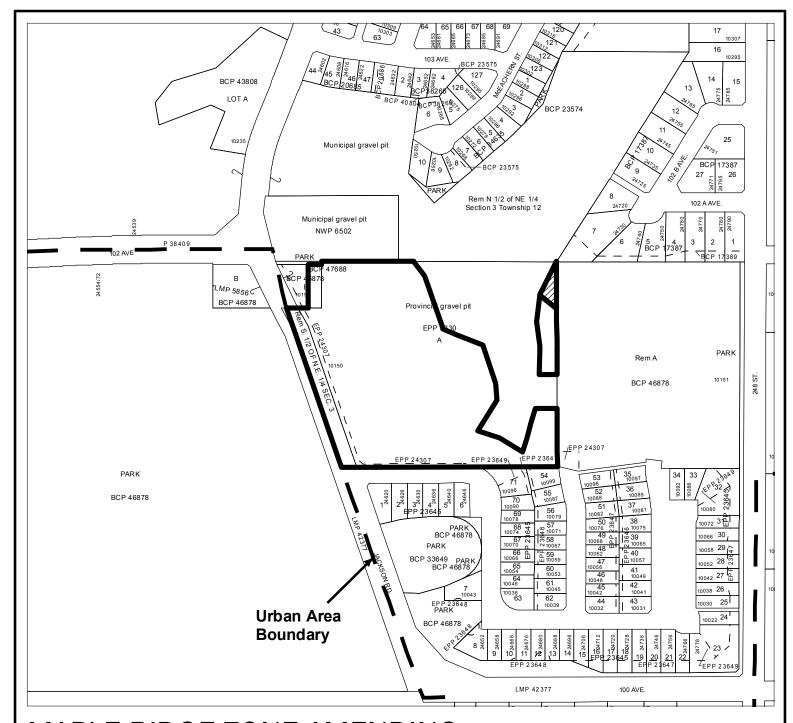
# A Bylaw to amend Map "A" forming part of Zoning Bylaw No. 3510 - 1985 as amended.

WHEREAS, it is deemed expedient to amend Maple Ridge Zoning Bylaw No. 3510 -1985 as amended: **NOW THEREFORE**, the Municipal Council of the City of Maple Ridge enacts as follows: 1. This Bylaw may be cited as "Maple Ridge Zone Amending Bylaw No. 6861-2011." 2. Those parcels or tracts of land and premises known and described as: Lot A Section 3 Township 12 New Westminster District Plan EPP9830 Lot B Section 3 Township 12 New Westminster District Plan BCP46878 and outlined in heavy black line on Map No. 1543 a copy of which is attached hereto and forms part of this Bylaw, are hereby rezoned to R-1 (Residential District), and RS-1b (One Family Urban (Medium Density) Residential). 3. Maple Ridge Zoning Bylaw No. 3510 - 1985 as amended and Map "A" attached thereto are hereby amended accordingly. **READ** a first time the 8<sup>th</sup> day of November, 2011. **READ** a second time the 12<sup>th</sup> day of June, 2012. **PUBLIC HEARING** held the 17<sup>th</sup> day of July, 2012. **READ** a third time the 24<sup>th</sup> day of July, 2012. THIRD READING WAS RESCINDED the 22<sup>nd</sup> day of July, 2014. **PUBLIC HEARING** held the 17<sup>th</sup> day of February, 2015. **RE-READ A THIRD TIME** the day of , 20. **APPROVED** by the Minister of Transportation this day of , 20 . **ADOPTED** the day of , A.D. 20 .

CORPORATE OFFICER

1001\_2

PRESIDING MEMBER



# MAPLE RIDGE ZONE AMENDING

Bylaw No. 6861-2011

Map No. 1543

From: RS-3 (One Family Rural Residential), M-2 (General Industrial)

To: R-1 (Residential District)

RS-1b (One Family Urban (Medium Density) Residential)



— Urban Area Boundary



# **CITY OF MAPLE RIDGE**

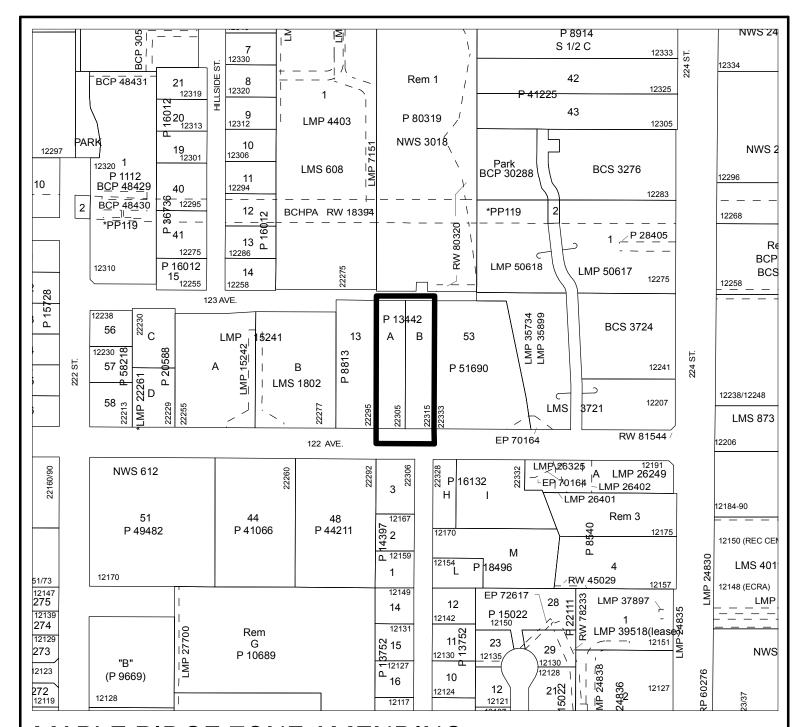
# BYLAW NO. 6987-2013

# A Bylaw to amend Map "A" forming part of Zoning Bylaw No. 3510 - 1985 as amended

amended;

WHEREAS, it is deemed expedient to amend Maple Ridge Zoning Bylaw No. 3510 - 1985 as

	NOW THEREFORE, the Municipal Council of the City of Maple Ridge, enacts as follows:					
1.	This Bylaw may be cited as "Maple Ridge Zone Amending Bylaw No. 6987-2013."					
2.	Those parcels or tracts of land and premises known and described as:					
	Lot A District Lot 399 New Westminster District Plan 13442 Lot B District Lot 399 New Westminster District Plan 13442					
	and outlined in heavy black line on Map No. 1587 a copy of which is attached hereto and forms part of this Bylaw, are hereby rezoned to RM-2 (Medium Density Apartment Residential).					
3.	Maple Ridge Zoning Bylaw No. 3510 - 1985 as amended and Map "A" attached thereto are hereby amended accordingly.					
<b>READ</b> a	first time the 25 <sup>th</sup> day of June, 2013.					
<b>READ</b> a	second time the 13 <sup>th</sup> day of January, 2015.					
PUBLIC	<b>HEARING</b> held the 17 <sup>th</sup> day of February, 2015.					
<b>READ</b> a	third time the day of , 20.					
ADOPT	ED the day of , 20.					
PRESID	ING MEMBER CORPORATE OFFICER					



# MAPLE RIDGE ZONE AMENDING

Bylaw No. 6987-2013

Map No. 1587

From: RS-1 (One Family Urban Residential)

To: RM-2 (Medium Density Apartment Residential)





#### CORPORATION OF THE DISTRICT OF MAPLE RIDGE

### BYLAW NO. 7087-2014

A Bylaw to amend the Official Community Plan Bylaw No. 7060-2014

**WHEREAS** Section 882 of the Local Government Act provides that the Council may revise the Official Community Plan;

AND WHEREAS it is deemed desirable to amend Schedules "B" & "C" to the Official Community Plan;

NOW THEREFORE, the Municipal Council of the City of Maple Ridge enacts as follows:

- 1. This Bylaw may be cited for all purposes as "Maple Ridge Official Community Plan Amending Bylaw No. 7087-2014
- 2. Schedule "B" is hereby amended for that parcel or tract of land and premises known and described as:

Lot 5 EXCEPT: FIRSTLY: The East 100 Feet; SECONDLY: Part Subdivided by Plan 17056; THIRDLY: Part Subdivided by Plan 26346; District Lot 241 Group 1 New Westminster District Plan 1750

and outlined in heavy black line on Map No. 882, a copy of which is attached hereto and forms part of this Bylaw, is hereby amended as shown.

3. Schedule "C" is hereby amended for that parcel or tract of land and premises known and described as:

Lot 5 EXCEPT: FIRSTLY: The East 100 Feet; SECONDLY: Part Subdivided by Plan 17056; THIRDLY: Part Subdivided by Plan 26346; District Lot 241 Group 1 New Westminster District Plan 1750

and outlined in heavy black line on Map No. 884, a copy of which is attached hereto and forms part of this Bylaw, is hereby amended by adding Conservation.

4. Maple Ridge Official Community Plan Bylaw No. 7060-2014 is hereby amended accordingly.

READ A FIRST TIME the 25<sup>th</sup> day of November, 2014.

READ A SECOND TIME the 25<sup>th</sup> day of November, 2014.

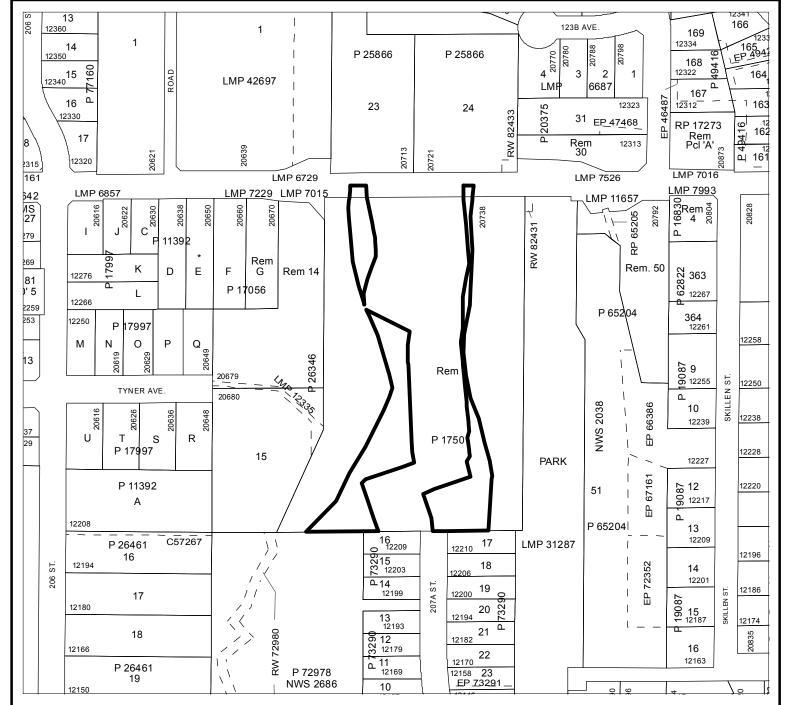
PUBLIC HEARING HELD the 9<sup>th</sup> day of December, 2014.

PUBLIC HEARING HELD the 17<sup>th</sup> day of February, 2015.

**READ A THIRD TIME** the day of , 20 .

**ADOPTED** the day of ,20 .

PRESIDING MEMBER CORPORATE OFFICER 1003.1



# MAPLE RIDGE OFFICIAL COMMUNITY PLAN AMENDING

Bylaw No. 7087--2014

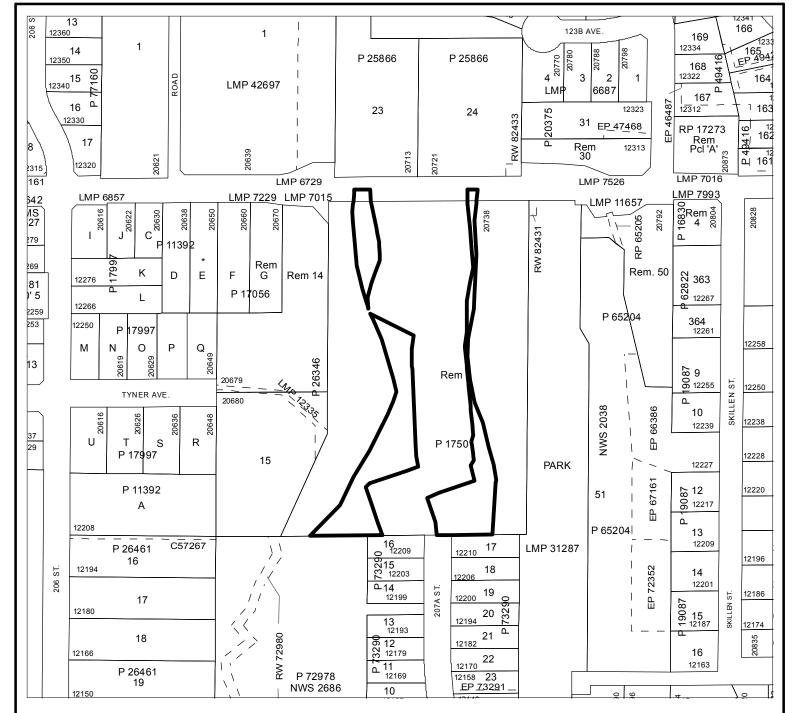
Map No. 882

From: Urban Residential

To: Conservation







# MAPLE RIDGE OFFICIAL COMMUNITY PLAN AMENDING

Bylaw No. 7087--2014

Map No. 884

Purpose: To Add as Conservation to Schedule C





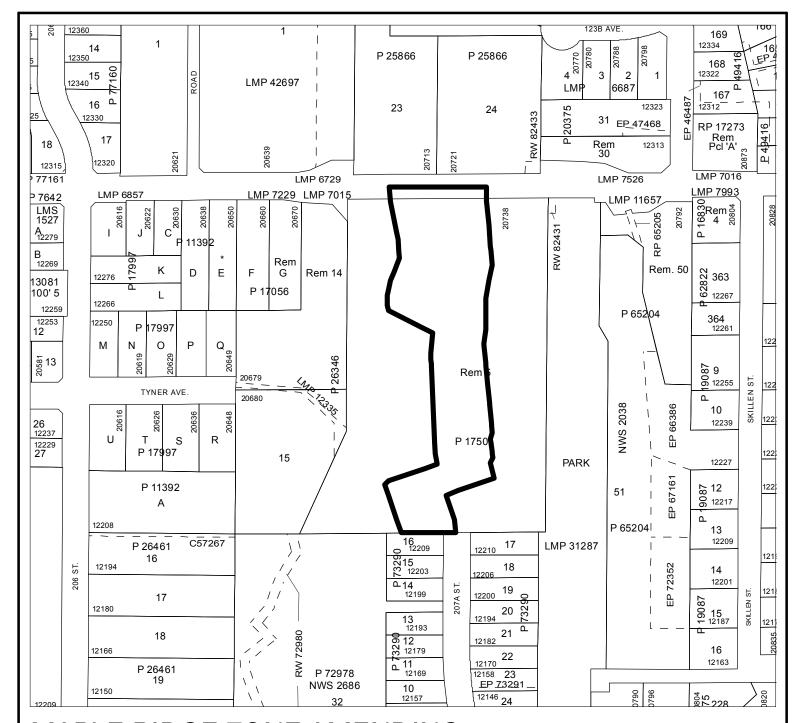
### CORPORATION OF THE DISTRICT OF MAPLE RIDGE

#### BYLAW NO. 7007-2013

# A Bylaw to amend Map "A" forming part of Zoning Bylaw No. 3510 - 1985 as amended

WHEREAS, it is deemed expedient to amend Maple Ridge Zoning Bylaw No. 3510 - 1985 as

amend	nded;				
NOW THEREFORE, the Municipal Council of the City of Maple Ridge enacts as follows:					
1.	This Bylaw may be cited as "Maple Ridge Zone Amend	This Bylaw may be cited as "Maple Ridge Zone Amending Bylaw No. 7007-2013."			
2.	That parcel or tract of land and premises known and	described as:			
	Lot 5 Except: Firstly: The East 100 feet; Secondly: Par Thirdly: Part Subdivided by Plan 26346; District Lot 2 District Plan 1750				
	and outlined in heavy black line on Map No. 1591 a cand forms part of this Bylaw, is hereby rezoned to R-1	• •			
3.	Maple Ridge Zoning Bylaw No. 3510 - 1985 as amen thereto are hereby amended accordingly.	nded and Map "A" attached			
READ a	a first time the 23 <sup>rd</sup> day of July, 2013.				
<b>READ</b> a second time the 25 <sup>th</sup> day of November, 2014.					
PUBLIC HEARING held the 9th day of December , 2014.					
PUBLIC	IC HEARING held the 17 <sup>th</sup> day of February , 2015.				
READ a	a third time the day of ,	, 20			
APPRO	ROVED by the Ministry of Transportation and Infrastructu	ure this day of , 20			
ADOPT	PTED the day of , 20				
PRESII	SIDING MEMBER CO	PRPORATE OFFICER			



## MAPLE RIDGE ZONE AMENDING

Bylaw No. 7007-2013

Map No. 1591

From: RS-3 (One Family Rural Residential)

To: R-1 (Residential District)





### CITY OF MAPLE RIDGE BYLAW NO. 7126-2015

A Bylaw to amend the Official Community Plan Bylaw No. 7060-2014

**WHEREAS** Section 882 of the Local Government Act provides that the Council may revise the Official Community Plan:

AND WHEREAS it is deemed desirable to amend Schedules "A" & "C" to the Official Community Plan;

NOW THEREFORE, the Municipal Council of the City of Maple Ridge, enacts as follows:

- 1. This Bylaw may be cited for all purposes as "Maple Ridge Official Community Plan Amending Bylaw No. 7126-2015
- 2. Schedule "A" is hereby amended for that parcel or tract of land and premises known and described as:

Lot 8 Section 10 Township 12 New Westminster District Plan 18280

Lot 1 Section 10 Township 12 New Westminster District Plan 72103

Lot 5 Section 10 Township 12 New Westminster District Plan 75957

Lot 6 Section 10 Township 12 New Westminster District Plan 75957

Amendment to Official Community Plan Schedule "A", Chapter 10.2 Albion Area Plan, Schedule 1: Albion Area Plan,

and outlined in heavy black line on Map No. 902, a copy of which is attached hereto and forms part of this Bylaw, is hereby amended by adding conservation.

3. Schedule "C" is hereby amended for that parcel or tract of land and premises known and described as:

Lot 8 Section 10 Township 12 New Westminster District Plan 18280

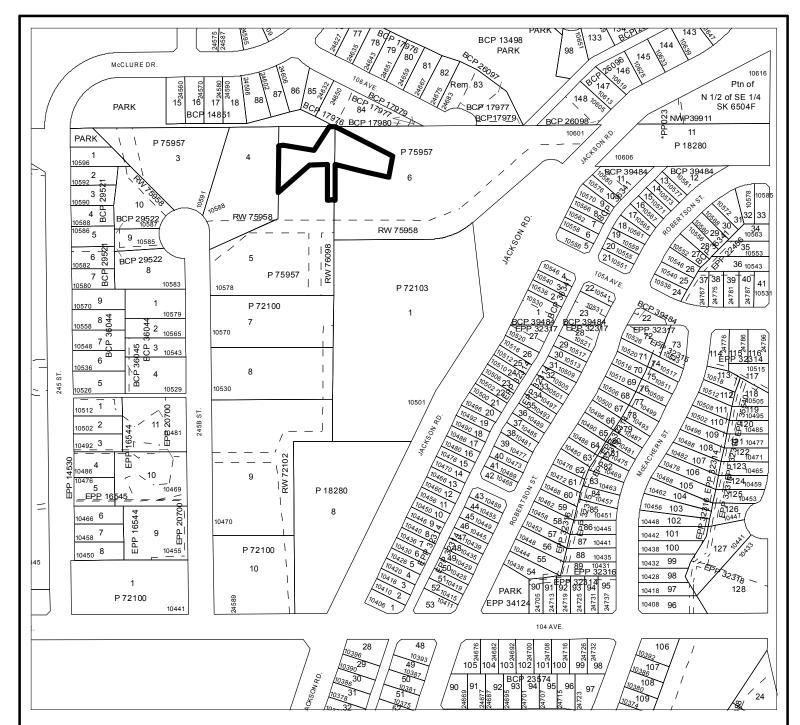
Lot 1 Section 10 Township 12 New Westminster District Plan 72103

Lot 5 Section 10 Township 12 New Westminster District Plan 75957

Lot 6 Section 10 Township 12 New Westminster District Plan 75957

and outlined in heavy black line on Map No. 903, a copy of which is attached hereto and forms part of this Bylaw, is hereby amended by adding Conservation.

PRESIDING MEMBER			CORPORATE OFFICER			
					_	
	<b>ADOPTED</b> the d	lay of	, 20 .			
	READ A THIRD TIM	<b>E</b> the day of	, 20	).		
	PUBLIC HEARING HELD the 17th day of February, 2015.					
	<b>READ A SECOND TIME</b> the 27 <sup>th</sup> day of January , 2015.					
	READ A FIRST TIME	E the 27 <sup>th</sup> day of Ja	anuary , 2015.			
4.	Maple Ridge Official Community Plan Bylaw No. 7060-2014 is hereby amended according					



## MAPLE RIDGE OFFICIAL COMMUNITY PLAN AMENDING

Bylaw No. 7126-2015

Map No. 902

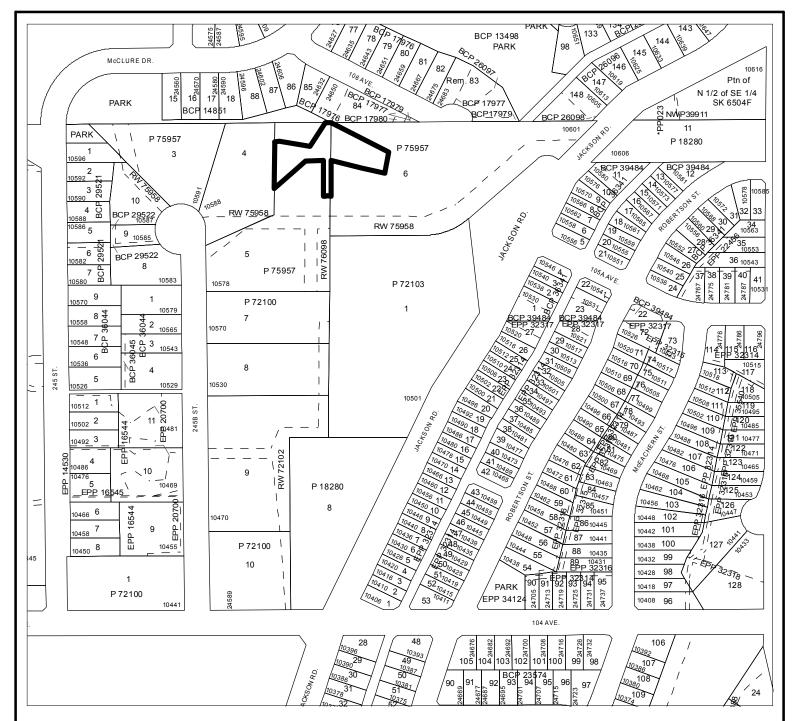
Purpose: To Amend Albion Area Plan Schedule 1

From: Low Density Medium

To: Conservation







## MAPLE RIDGE OFFICIAL COMMUNITY PLAN AMENDING

Bylaw No. 7126-2015

Map No. 903

Purpose: To Add to Conservation on Schedule C





#### CITY OF MAPLE RIDGE

#### BYLAW NO. 7059-2014

# A Bylaw to amend Map "A" forming part of Zoning Bylaw No. 3510 - 1985 as amended

WHEREAS,	it is deemed	expedient to	amend Mapl	e Ridge	Zoning Byla	aw No. 3	3510 -	1985 as
amended;								

NOW THEREFORE, the Municipal Council of the City of Maple Ridge, enacts as follows:

- 1. This Bylaw may be cited as "Maple Ridge Zone Amending Bylaw No. 7059-2014."
- 2. Those parcels or tracts of land and premises known and described as:

Lot 8 Section 10 Township 12 New Westminster District Plan 18280

Lot 1 Section 10 Township 12 New Westminster District Plan 72103

Lot 5 Section 10 Township 12 New Westminster District Plan 75957

Lot 6 Section 10 Township 12 New Westminster District Plan 75957

and outlined in heavy black line on Map No. 1609 a copy of which is attached hereto and forms part of this Bylaw, are hereby rezoned to RS-1b (One Family Urban (Medium Density) Residential).

3. Maple Ridge Zoning Bylaw No. 3510 - 1985 as amended and Map "A" attached thereto are hereby amended accordingly.

**READ** a first time the 25<sup>th</sup> day of February, 2014.

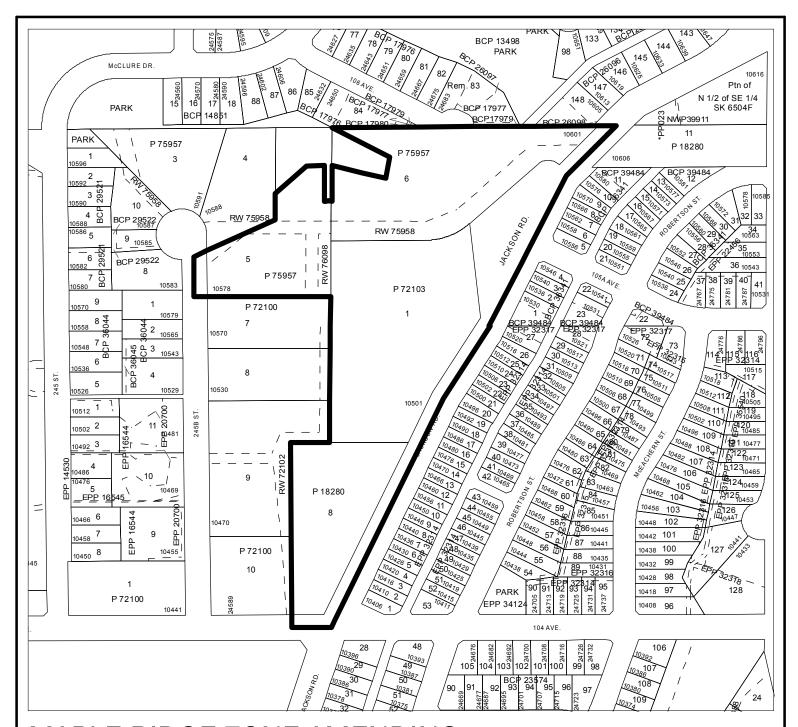
**READ** a second time the 27<sup>th</sup> day of January, 2015

**PUBLIC HEARING** held the 17<sup>th</sup> day of February, 2015.

**READ** a third time the day of , 20

ADOPTED the day of , 20

PRESIDING MEMBER CORPORATE OFFICER



## MAPLE RIDGE ZONE AMENDING

Bylaw No. 7059-2014

Map No. 1609

From: RS-2 (One Family Suburban Residential)

RS-3 (One Family Rural Residential)

To: RS-1b (One Family Urban (Medium Density) Residential)







### City of Maple Ridge

**TO:** Her Worship Mayor Nicole Read

MEETING DATE:

February 24, 2015

and Members of Council

FROM: Chief Administrative Officer

FILE NO: MEETING:

2011-063-RZ COUNCIL

SUBJECT:

Final Reading:

Zone Amending Bylaw No. 6854-2011

20974 123 Avenue

#### **EXECUTIVE SUMMARY:**

Bylaw No. 6854-2011 has been considered by Council and at Public Hearing and subsequently was granted Third Reading. The applicant has requested that Final Reading be granted. The purpose of the rezoning is to permit the subdivision into 6 lots not less than 557 square meters.

Council granted first reading for Zone Amending Bylaw No. 6854-2011 on August 30, 2011 and second reading on April 23, 2013. This application was presented at Public Hearing on May 21, 2013 and Council granted third reading on May 28, 2013. Council granted a first extension on May 27, 2014.

#### **RECOMMENDATION:**

That Zone Amending Bylaw No. 6854-2011 be adopted.

#### **DISCUSSION:**

#### a) Background Context:

Council considered this rezoning application at a Public Hearing held on May 21, 2013. On May 28, 2013 Council granted Third Reading to Maple Ridge Zone Amending Bylaw No. 6854-2011 with the stipulation that the following conditions be addressed:

- i. Hazard materials assessment of existing building prior to demolition;
- ii. Removal of the existing building;
- iii. A disclosure statement must be submitted by a Professional Engineer advising whether there is any evidence of underground fuel storage tanks. If there is evidence, a site profile pursuant to the Waste Management Act must be provided in accordance with the regulations;
- iv. Registration of a Section 219 Restrictive Covenant at the Land Title Office for Tree Protection for trees in the southwest corner of the property; and
- v. Registration of a Section 219 Restrictive Covenant at the Land Title Office for an Agricultural Buffer of 3 meters in depth within the front yard setback on the north side of the property to

buffer agricultural use to the north of this site, including a disclosure statement regarding neighboring farming practices.

#### The following applies to the above:

- 1. A hazardous materials report has been submitted;
- 2. The demolition has taken place;
- 3. A disclosure statement has been submitted confirming that there are no underground tanks on the property;
- 4. An applicant's lawyer has provided an undertaking to register the tree and root protection restrictive covenant as part of the final subdivision; and
- 5. An applicant's lawyer has provided an undertaking to register the agricultural buffer restrictive covenant as part of the final subdivision.

#### **CONCLUSION:**

As the applicant has met Council's conditions, it is recommended that Final Reading be given to Maple Ridge Zone Amending Bylaw No. 6854-2011.

"Original signed by Adrian Kopystynski"

Prepared by: Adrian Kopystynski, MCIP, RPP, MCAHP Planner

"Original signed by Christine Carter"

Approved by: Christine Carter, M.PL, MCIP, RPP

**Director of Planning** 

"Original signed by David Pollock" for

Approved by: Frank Quinn, MBA, P.Eng

**GM: Public Works & Development Services** 

"Original signed by Jim Rule"

Concurrence: J. L. (Jim) Rule

**Chief Administrative Officer** 

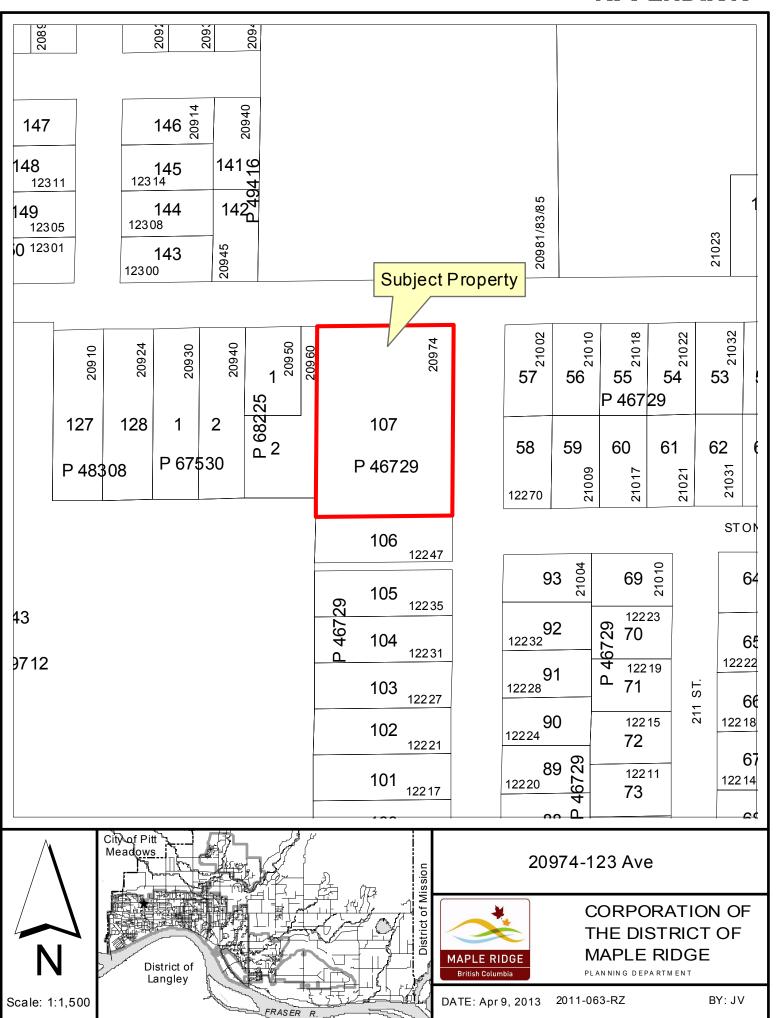
The following appendices are attached hereto:

Appendix A - Subject Map

Appendix B - Bylaw No. 6854-2011

Appendix C – Subdivision Plan

## **APPENDIX A**

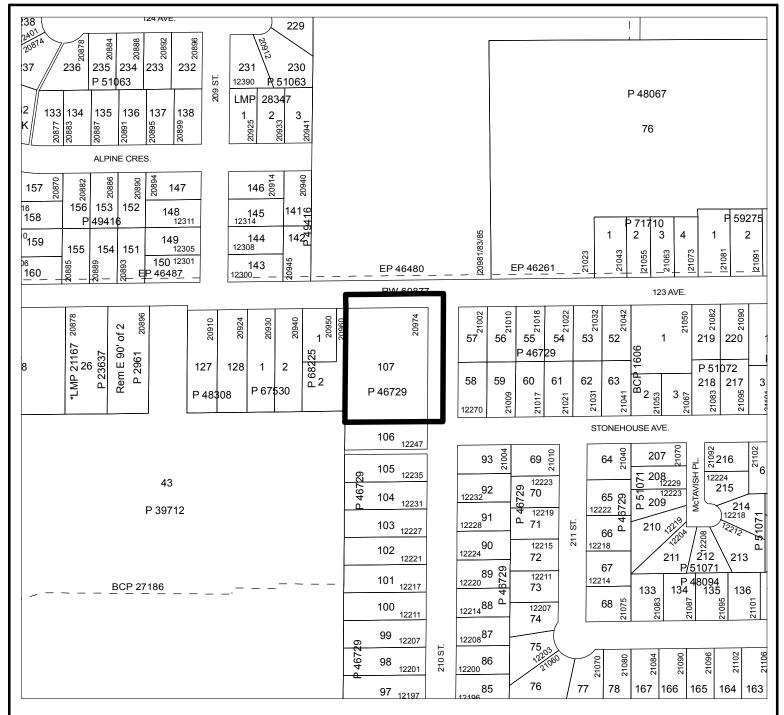


### CORPORATION OF THE DISTRICT OF MAPLE RIDGE

## BYLAW NO. 6854-2011

A Bylaw to amend Map "A" forming part of Zoning Bylaw No. 3510 - 1985 as amended.

1985	<b>WHEREAS</b> , it is deemed expedient to amend Maple Ridge Zoning Bylaw No. 3510 - as amended;		
Ridge,	<b>NOW THEREFORE</b> , the Municipal Council of the Corporation of the District of Maple in open meeting assembled, <b>ENACTS AS FOLLOWS</b> :		
1.	This Bylaw may be cited as "Maple Ridge Zone Amending Bylaw No. 6854-2011."		
2.	That parcel or tract of land and premises known and described as:		
	Lot 107 District Lot 242 Group 1 New Westminster District Plan 46729		
	and outlined in heavy black line on Map No. 1540 a copy of which is attached hereto and forms part of this Bylaw, is hereby rezoned to RS-1b (One Family Urban (Medium Density) Residential).		
3.	Maple Ridge Zoning Bylaw No. 3510 - 1985 as amended and Map "A" attached thereto are hereby amended accordingly.		
READ :	a first time the 30 <sup>th</sup> day of August, A.D. 2011.		
READ	a second time the 23 <sup>rd</sup> day of April, A.D. 2013.		
PUBLIC	C HEARING held the 21st day of May, A.D. 2013.		
READ :	a third time the 28 <sup>th</sup> day of May, A.D. 2013.		
RECON	NSIDERED AND FINALLY ADOPTED, the day of , A.D. 20 .		
PRESII	DING MEMBER CORPORATE OFFICER		



## MAPLE RIDGE ZONE AMENDING

Bylaw No.6854-2011

Map No. 1540

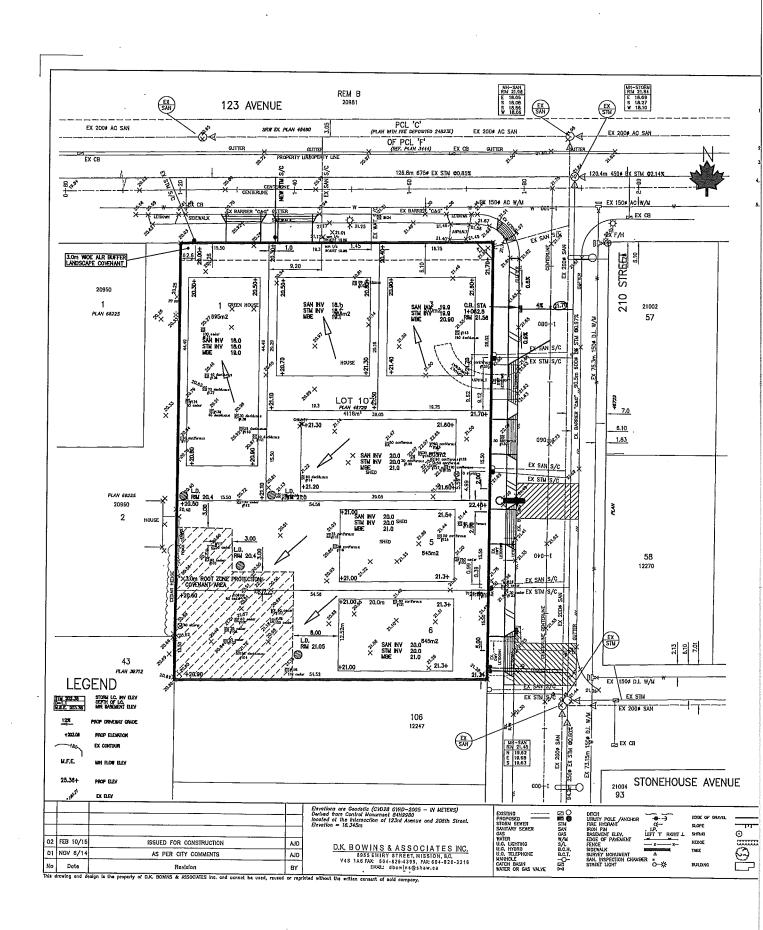
From: RS-1 (One Family Urban Residential)

To: RS-1b (One Family Urban (Medium Density) Residential)





## **APPENDIX C**





### City of Maple Ridge

TO: Her Worship Mayor Nicole Read MEETING DATE: February 24, 2015

and Members of Council FILE NO: 2012-051-RZ

FROM: Chief Administrative Officer MEETING: COUNCIL

SUBJECT: Final Reading:

Maple Ridge Heritage Designation and Revitalization and Tax Exemption

Agreement Bylaw 6962 -2012

11414 205 Street and 11406 205 Street

#### **EXECUTIVE SUMMARY:**

Maple Ridge Heritage Designation and Revitalization and Tax Exemption Agreement Bylaw 6962 - 2012 has been considered by Council and at Public Hearing and was subsequently granted Third Reading. The applicant has requested that Final Reading be granted. The purpose of the bylaw is to permit the existing Whitehead Residence, a heritage building on the City's Heritage Register, to become protected, conserved and a sensitively designed extension to be constructed.

Council granted first and second reading for Maple Ridge Heritage Designation and Revitalization and Tax Exemption Agreement Bylaw 6962-2012 on January 8, 2013. Amended second reading was granted on February 12, 2013. This application was presented at Public Hearing on February 19, 2013 and Council granted third reading on February 26, 2013. All terms and conditions have been met.

#### **RECOMMENDATION:**

That Maple Ridge Heritage Designation and Revitalization and Tax Exemption Agreement Bylaw 6962 -2012 be amended as described in the report dated February 24, 2015 and adopted.

#### **DISCUSSION:**

#### a) Background Context:

Subsequent to the Public Hearing on February 19, 2013, Council gave Third Reading to the subject bylaw on February 26, 2013 and further resolved that prior to any reconsideration of the said bylaw the following conditions must be satisfied:

- i. Registration of a Rezoning (or equivalent) Servicing Agreement as a Restrictive Covenant and receipt of the deposit of a security, as outlined in the Agreement;
- ii. Registration of a Restrictive Covenant in lieu of road dedication for a corner truncation at the Land Title Office:
- iii. Consolidation of the two lots into one parcel; and

iv. A disclosure statement must be submitted by a Professional Engineer advising whether there is any evidence of underground fuel storage tanks. If there is evidence, a site profile pursuant to the Waste Management Act must be provided in accordance with the regulations.

#### The following applies to the above:

- 1. It has been determined a security without a Rezoning Servicing Agreement would be sufficient because one storm water service connection is involved. For clarity, Section 3 of the Agreement needs to be amended to add "and install a storm water connection to the Whitehead residence on the property."
- 2. A statutory right of way has been registered for the corner truncation.
- 3. The lots have been consolidated. Consequently, the legal description in the bylaw and in the Agreement needs to be amended before adoption.
- 4. The owner has advised that there are no underground tanks.

#### b) Additional Information:

"The District" was replaced by "the City" throughout the Bylaw and attached Agreement.

#### **CONCLUSION:**

As the applicant has met Council's conditions, it is recommended that Maple Ridge Heritage Designation and Revitalization and Tax Exemption Agreement Bylaw 6962 -2012 be amended as described in the report dated February 24, 2015 and be given Final Reading.

"Original signed by Adrian Kopystynski"

Prepared by: Adrian Kopystynski, MCIP, RPP, MCAHP Planner

"Original signed by Christine Carter"

Approved by: Christine Carter, M.PL, MCIP, RPP
Director of Planning

"Original signed by David Pollock" for

Approved by: Frank Ouinn, MBA, P.Eng

GM: Public Works & Development Services

"Original signed by Jim Rule"

\_\_\_\_\_\_

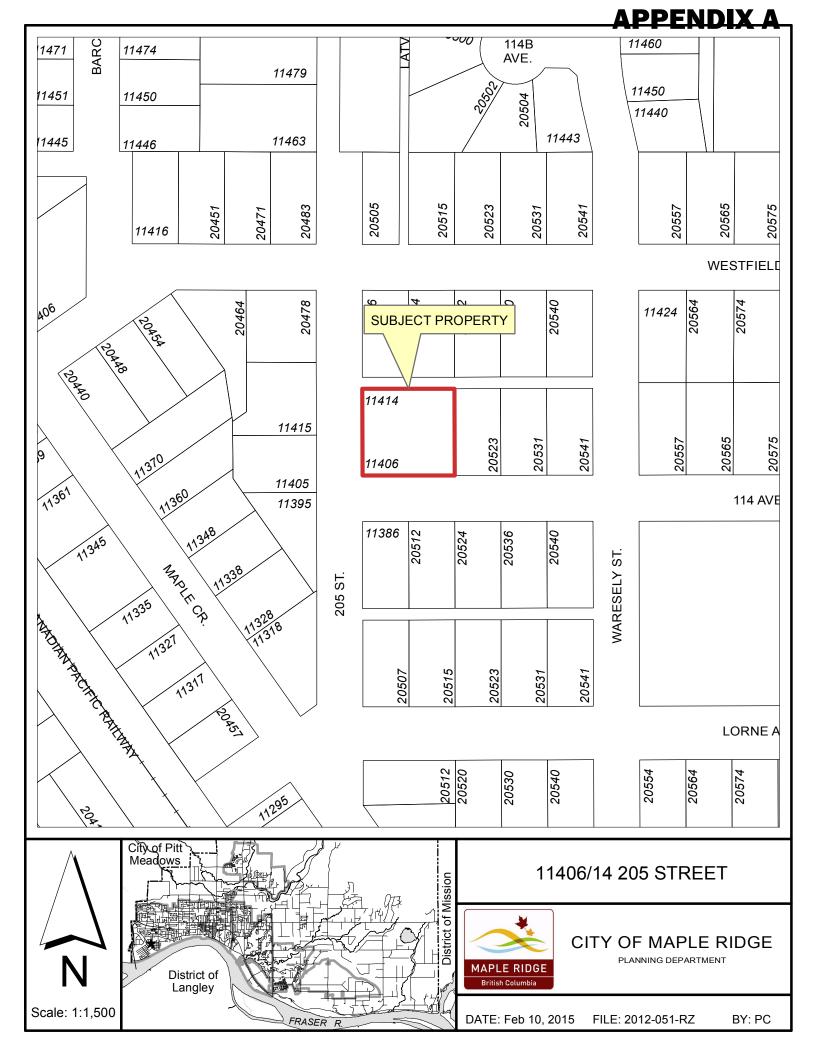
Concurrence: J. L. (Jim) Rule

Chief Administrative Officer

The following appendices are attached hereto:

Appendix A – Subject Map

Appendix B – Maple Ridge Heritage Designation and Revitalization and Tax Exemption Agreement Bylaw 6962 -2012(as amended)



## APPENDIX B

#### CITY OF MAPLE RIDGE

#### BYLAW NO. 6962-2012

A Bylaw to designate a property as a heritage property under Section 967 of the Local Government Act and to enter into a Heritage Revitalization Agreement under Section 966 of the Local Government Act and to grant a Tax Exemption under Section 225 of the Community Charter

**WHEREAS** the Municipal Council of the City of Maple Ridge considers that the properties located at 11406 and 11414 205 Street, Maple Ridge, BC have heritage value and that the property and certain buildings on the property should be designated as protected under section 967 of the *Local Government Act*:

**AND WHEREAS** the City of Maple Ridge and Leanne Helen Koehn and James Maxwell Rowley wish to enter into a Heritage Revitalization Agreement for the property;

**AND WHEREAS** the Municipal Council of the City of Maple Ridge wishes to exercise its discretion under section 225 of the *Community Charter* to exempt the property from municipal property taxation subject to the terms of an exemption agreement;

**AND WHEREAS** the City of Maple Ridge has provided notice of a proposed tax exemption bylaw in accordance with section 227 of the *Community Charter*;

NOW THEREFORE, the Municipal Council of the City of Maple Ridge enacts as follows:

#### Citation

1.1 This Bylaw may be cited as "Maple Ridge Heritage Designation and Revitalization and Tax Exemption Agreement Bylaw 6962-2012".

#### Interpretation

2.1 In this Bylaw, the terms "heritage value", "heritage character" and "alter" have the corresponding meanings given to them in the *Local Government Act*.

#### Heritage Revitalization and Tax Exemption Agreement

3.1 The City of Maple Ridge enters into a Heritage Revitalization and a Tax Exemption Agreement (the "Agreement") with the registered owners of the property located at 11406 and 11414 205 Street, Maple Ridge and legally described as:

PID: 029-466-989

LOT A DISTRICT LOT 279 GROUP 1 NEW WESTMINSTER DISTRICT PLAN EPP36837

(the "Property").

- 3.2 The Mayor and Corporate Officer are authorized on behalf of the City of Maple Ridge Council to sign and seal the Agreement in the form attached as Appendix "1" to this Bylaw.
- 3.3 Subject to all of the terms and conditions set out in the Agreement, the Property and the Whitehead residence and the Whitehead cottage (the "Existing Heritage Buildings"), as described in the Agreement, shall be exempt from City property taxation for a term of five (5) years effective from the date on which the Agreement comes into force.

#### Heritage Designation

4.1 Council hereby designates the Property and the "Existing Heritage Buildings", as described in the Agreement, as protected heritage property for the purposes of section 967 of the *Local Government Act* of British Columbia.

#### Exemptions

- 5.1 The following actions may be undertaken in relation to the Existing Heritage Buildings without first obtaining a heritage alteration permit from the City:
  - (a) non-structural renovations or alterations to the interior of the building or structure that do not affect any protected interior feature or fixture and do not alter the exterior appearance of the building or structure; and
  - (b) non-structural normal repairs and maintenance that do not alter the exterior appearance of a building or structure.
- 5.2 For the purpose of section 5.1, "normal repairs" means the repair or replacement of elements, components or finishing materials of a building, structure or protected feature or fixture, with elements, components or finishing materials that are equivalent to those being replaced in terms of heritage character, material composition, colour, dimensions and quality.

**READ** A FIRST TIME this 8th day of January, 2013.

**READ** A SECOND TIME this 8th day of January, 2013

**SECOND READING WAS RESCINDED** this 12<sup>th</sup> day of February, 2013.

**RE-READ A SECOND TIME** this 12<sup>th</sup> day of February, 2013.

**PUBLIC HEARING** held this 19th day of February, 2013.

**READ** A THIRD TIME this 26th day of February, 2013

**ADOPTED** this day of , 2015.

PRESIDING MEMBER	CORPORATE OFFICER

#### APPENDIX "1" - HERITAGE REVITALIZATION AND TAX EXEMPTION AGREEMENT

THIS AGREEMENT dated for reference the day of , 20 is

BETWEEN:

LEANNE HELEN KOEHN and JAMES MAXWELL ROWLEY

11406 – 205<sup>th</sup> Street Maple Ridge, B.C. V2 X 1S4

(Collectively the "Owner")

AND:

THE CITY OF MAPLE RIDGE

11995 Haney Place Maple Ridge, British Columbia V2X 6A9

(the "City")

#### WHEREAS:

A. The Owner is the registered owner in fee simple of the land and all improvements located at 11406 and 11414 205 Street, Maple Ridge, B.C. and legally described as:

PID: 029-466-989

LOT A DISTRICT LOT 279 GROUP 1 NEW WESTMINSTER DISTRICT PLAN EPP36837

(the "Land");

- B. There are two principal buildings currently situated on the Land, known as the Whitehead residence and the Whitehead cottage, as shown on the sketch map attached as Schedule "A" to this Agreement (the "Existing Heritage Buildings"), and the City and the Owner agree that the Existing Heritage Buildings have heritage merit and should be conserved;
- C. The Owner intends to apply to the City for approval to construct an addition to the Whitehead residence, as shown on the sketch map attached as Schedule "A";
- D. Section 966 of the *Local Government Act* authorizes a local government to enter into a Heritage Revitalization Agreement with the owner of heritage property, and to allow variations of, and supplements to, the provisions of a bylaw or a permit issued under Part 26 or Part 27 of the *Local Government Act*;
- E. Section 225 of the *Community Charter* authorizes a local government to enter into an agreement with the owner of eligible heritage property that is to be exempt from municipal taxation, respecting the extent of the exemption and the conditions on which it is made;
- F. The Owner and the City have agreed to enter into this Heritage Revitalization and Tax Exemption Agreement setting out the terms and conditions by which the heritage value of the

Land and the Existing Heritage Buildings are to be preserved and protected, in return for specified supplements and variances to City bylaws and the exemption of the Land and the Existing Heritage Buildings, from City property taxation for a specified term:

H. The date of final adoption of the bylaw to which this Agreement is attached is the "Effective Date":

THIS AGREEMENT is evidence that in consideration of the sum of ten dollars (\$10.00) now paid by each party to the other and for other good and valuable consideration (the receipt of which each party hereby acknowledges) the Owner and the City each covenant with the other as follows:

#### Conservation of the Existing Heritage Buildings

- 1. The Owner shall, promptly following the Effective Date, commence and complete the restoration, renovation and conservation of the Character Defining Elements of the Land and the Existing Heritage Buildings (the "Work"), as identified in the Statement of Significance attached as Schedule "B", which Work shall be done in accordance with the approved plans and specifications attached as Schedule "C" to this Agreement (the "Conservation Plans").
- 2. The Owner shall not alter the Character Defining Elements except in accordance with the Conservation Plans.
- 3. Prior to commencement of the Work, the Owner shall obtain from the City all necessary permits and licences, including a heritage alteration permit, and install a storm water connection to the Whitehead residence on the property.
- 4. The Work shall be done at the Owner's sole expense in accordance with generally accepted engineering, architectural and heritage conservation practices. If any conflict or ambiguity arises in the interpretation of the Conservation Plans, the parties agree that the conflict or ambiguity shall be resolved in accordance with the Standards and Guidelines for the Conservation of Historic Places in Canada, Second Edition, published by Parks Canada in 2010, or any future update to this edition.
- 5. The Owner shall, at the Owner's sole expense, engage a member of the British Columbia Association of Heritage Professionals (the "Registered Professional") to oversee the Work and to perform the duties set out in section 6 of this Agreement.
- 6. The Owner shall cause the Registered Professional to:
  - (a) prior to commencement of the Work, provide to the City an executed and sealed Confirmation of Commitment in the form attached as Schedule "D" to this Agreement;
  - (b) erect on the Land and keep erected throughout the course of the Work, a sign of sufficient size and visibility to effectively notify contractors and tradespersons entering onto the Land that the Work involves protected heritage property and is being carried out for heritage conservation purposes;
  - throughout the course of the Work, effectively oversee the work of all contractors and tradespersons and inspect all materials leaving and arriving at the site to ensure that the Work is carried out in accordance with the Conservation Plans:

- (d) obtain the City's approval for any changes to the Work, including any amended permits that may be required:
- (e) upon substantial completion of the Work, provide to the City an executed and sealed Certification of Compliance in the form attached as Schedule "E" to this Agreement; and
- (f) notify the City within one (1) business day if the Registered Professional's engagement by the Owner is terminated for any reason.

#### **Timing of Restoration**

7. The Owner shall commence the Works within one year following the Effective Date and complete all actions required for the completion of the Work in accordance with this Agreement within 5 years following the Effective Date.

#### **Ongoing Maintenance**

- 8. Following completion of the Work, the Owner shall
  - in perpetuity, maintain the Existing Heritage Buildings and the Land in good repair in accordance with the maintenance standards set out in Maple Ridge Heritage Site Maintenance Standards Bylaw No. 6710-2009; and
  - (b) prior to the having the Existing Heritage Buildings repainted to a different colour, retain a Registered Professional to determine through a suitable analysis, the original colours and a painting scheme acceptable to the City for the repainting of the Existing Heritage Buildings.

#### Damage to or Destruction of the Existing Heritage Buildings

- 9. If the Existing Heritage Buildings is damaged, the Owner shall obtain a heritage alteration permit and any other necessary permits and licences and, in a timely manner, shall restore and repair the Existing Heritage Buildings to the same condition and appearance that existed before the damage occurred.
- 10. If, in the opinion of the City, the Existing Heritage Buildings is completely destroyed and the Owner wishes to construct a replacement building on the Land, such replacement building must be constructed in compliance with the City's Zoning Bylaw, in a style that is acceptable to the City and substantially similar to that of the destroyed Existing Heritage Buildings, after having obtained a heritage alteration permit and all other necessary permits and licences.
- 11. The Owner shall use its best efforts to commence and complete any repairs to the Existing Heritage Buildings, or the construction of any replica or replacement buildings, with reasonable dispatch.

#### Variations to City's Zoning Bylaw

12. District of Maple Ridge Zoning Bylaw No. 3510-1985 (the "Zoning Bylaw") is varied and supplemented in its application to the Land and the Existing Heritage Buildings in the manner and to the extent set out in Schedule "F" to this Agreement.

#### **Heritage Designation**

13. The Owner hereby irrevocably agrees to the designation of the Land and the Existing Heritage Buildings as a municipal heritage site in accordance with section 967 of the *Local Government Act*, and releases the City from any obligation to compensate the Owner in any form for any reduction in the market value of the Land or the Existing Heritage Buildings that may result from the designation.

#### **Tax Exemption Conditions**

- 14. The City hereby exempts from City property taxation, for five (5) years following the Effective Date, the Land and the Existing Heritage Buildings on the following conditions:
  - (a) all items agreed to within this Agreement must be met;
  - (b) any other fees and charges related to the Land, the Existing Heritage Buildings, and securities or moneys in trust due to the City of Maple Ridge are paid or provided in full; and
  - (c) the Owner is not in contravention of any other City of Maple Ridge bylaw.
- 15. If any condition set out in section 14 above is not met to the satisfaction of the City, acting reasonably then the Owner must pay to the City the full amount of tax exemptions received, plus interest, immediately upon written demand.

#### Interpretation

16. In this Agreement, "Owner" shall mean the registered owner of the Land or a subsequent registered owner of the Land, as the context requires or permits.

#### **Conformity with City Bylaws**

17. The Owner acknowledges and agrees that, except as expressly varied by this Agreement, any development or use of the Land, including any construction, restoration and repair of the Existing Heritage Buildings, must comply with all applicable bylaws of the City.

#### **Statutory Authority Retained**

18. Nothing in this Agreement shall limit, impair, fetter or derogate from the statutory powers of the City, all of which powers may be exercised by the City from time to time and at any time to the fullest extent that the City is enabled.

#### Indemnity

19. The Owner hereby releases, indemnifies and saves the City, its officers, employees, elected officials, agents and assigns harmless from and against any and all actions, causes of action, losses, damages, costs, claims, debts and demands whatsoever by any person, arising out of or in any way due to the existence or effect of any of the restrictions or requirements in this Agreement, or the breach or non-performance by the Owner of any term or provision of this Agreement, or by reason of any work or action of the Owner in performance of its obligations under this Agreement or by reason of any wrongful act or omission, default, or negligence of the Owner.

- 20. In no case shall the City be liable or responsible in any way for:
  - (a) any personal injury, death or consequential damage of any nature whatsoever, howsoever caused, that be suffered or sustained by the Owner or by any other person who may be on the Land; or
  - (b) any loss or damage of any nature whatsoever, howsoever caused to the Land, or any improvements or personal property thereon belonging to the Owner or to any other person,

arising directly or indirectly from compliance with the restrictions and requirements in this Agreement, wrongful or negligent failure or omission to comply with the restrictions and requirements in this Agreement or refusal, omission or failure of the City to enforce or require compliance by the Owner with the restrictions or requirements in this Agreement or with any other term, condition or provision of this Agreement.

#### No Waiver

21. No restrictions, requirements or other provisions of this Agreement shall be deemed to have been waived by the City unless a written waiver signed by an officer of the City has first been obtained, and without limiting the generality of the foregoing, no condoning, excusing or overlooking by the City on previous occasions of any default, nor any previous written waiver, shall be taken to operate as a waiver by the City of any subsequent default or in any way defeat or affect the rights and remedies of the City.

#### Inspection

22. Upon request, the Owner shall advise or cause the Registered Professional to advise the City's Planning Department of the status of the Work, and, without limiting the City's power of inspection conferred by statute and in addition to such powers, the City shall be entitled at all reasonable times and from time to time to enter onto the Land for the purpose of ensuring that the Owner is fully observing and performing all of the restrictions and requirements in this Agreement to be observed and performed by the Owner.

#### **Enforcement of Agreement**

- 23. The Owner acknowledges that it is an offence under section 981(1)(c) of the *Local Government Act* to alter the Land or the Existing Heritage Buildings in contravention of this Agreement, punishable by a fine of up to \$50,000.00 or imprisonment for a term of up to 2 years, or both.
- 24. The Owner acknowledges that it is an offence under section 981(1)(b) of the *Local Government Act* to fail to comply with the requirements and conditions of any heritage alteration permit issued to the Owner pursuant to this Agreement and section 972 of the *Local Government Act*, punishable in the manner prescribed in the preceding section.
- 25. The Owner acknowledges that, if the Owner alters the Land or the Existing Heritage Buildings in contravention of this Agreement, the City may apply to the B.C. Supreme Court for:
  - (a) an order that the Owner restores the Land or the Existing Heritage Buildings to its condition before the contravention:
  - (b) an order that the Owner undertakes compensatory conservation work on the Land or the Existing Heritage Buildings;

- (c) an order requiring the Owner to take other measures specified by the Court to ameliorate the effects of the contravention; and
- (d) an order authorizing the City to perform any and all such work at the expense of the Owner.
- 26. The Owner acknowledges that, if the City undertakes work to satisfy the terms, requirements or conditions of any heritage alteration permit issued to the Owner pursuant to this Agreement upon the Owner's failure to do so, the City may add the cost of the work and any incidental expenses to the taxes payable with respect to the Land, or may recover the cost from any security that the Owner have provided to the City to guarantee the performance of the terms, requirements or conditions of the permit, or both.
- 27. The Owner acknowledges that the City may file a notice on title to the Land in the land title office if the terms and conditions of the Agreement have been contravened.
- 28. The City may notify the Owner in writing of any alleged breach of this Agreement to the Owner shall have the time specified in the notice to remedy the breach. In the event that the Owner fails to remedy the breach within the time specified, the City may enforce this Agreement by:
  - (a) seeking an order for specific performance of this Agreement;
  - (b) any other means specified in this Agreement; or
  - (c) any means specified in the Community Charter or the Local Government Act,

and the City's resort to any remedy for a breach of this Agreement does not limit its right to resort to any other remedy available at law or in equity.

#### **Headings**

29. The headings in this Agreement are inserted for convenience only and shall not affect the interpretation of this Agreement or any of its provisions.

#### **Appendices**

30. All schedules to this Agreement are incorporated into and form part of this Agreement.

#### Number and Gender

31. Whenever the singular or masculine or neuter is used in this Agreement, the same shall be construed to mean the plural or feminine or body corporate where the context so requires.

#### **Successors Bound**

32. All restrictions, rights and liabilities herein imposed upon or given to the respective parties shall extend to and be binding upon their respective heirs, executors, administrators, successors and assigns.

### Severability

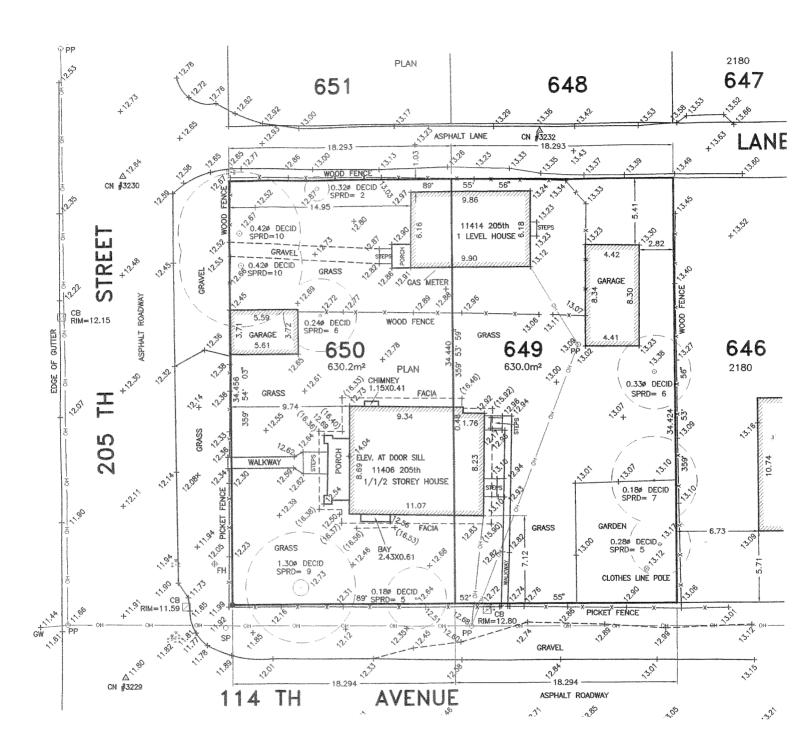
33. If any portion of this Agreement is held invalid by a court of competent jurisdiction, the invalid portion shall be severed and the decision that it is invalid shall not affect the validity of the remainder of this Agreement.

IN WITNESS WHEREOF the Owner and the City have executed this Agreement on the dates set out below.

	)	
by its authorized signatory(ies):	)	
"Original signed by Leanne Koehn"	) )	
Leanne Helen Koehn	)	
"Original signed by James Rowley"	)	
James Maxwell Rowley	)	
Date		
The Corporate Seal of <b>CITY OF MAPLE RIDGE</b> was hereunto affixed in the presence of:	)	
Mayor:	) ) ) )	C/S
Corporate Officer:	) ) )	
 Date		

## SCHEDULE "A"

## PROPOSED PLAN



## SCHEDULE "B"

## HERITAGE CONSERVATION PLAN AND STATEMENT OF SIGNIFICANCE





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Carl [Walkeapaa] Whitehead retires

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## INTRODUCTION

#### 1 Project Introduction

The Whitehead property, which contains the Whitehead Residence and the Whitehead Cottage, is situated on a large corner lot in the Hammond neighbourhood of Maple Ridge. The corner lot and buildings on the site are typical of a number of heritage houses in the neighbourhood and add to the contextual and character value contributing to the historic character of the streetscape and surrounding area.

The Hammond neighbourhood is primarily residential with an RS-1 zoning designation. The intent of the Heritage Revitalization Agreement is to benefit the community through the long-term legal protection of the heritage value of a property and to benefit the property owner by enabling flexibility that would not be permitted under existing municipal regulations.

The proposal for The Whitehead Residence at 11406 205th Street includes consolidation of the existing lots, individual engineering services for both properties, and a modest addition to the rear of the Whitehead Residence to modernize and retain interior historical detailing, enhance the livability and create a more usable second floor, upgrades to the main floor bathroom and to create a larger basement storage area. Mature landscaping and picket fencing on the site will be retained.



11406 205th Street [The Whitehead Residence]



• 11414 205th Street [The Whitehead Cottage]



## **DESIGN RATIONALE**

#### 2 Design Rationale

#### 2.1 The Whitehead Property

The Whitehead Residence at 11406 205th Street will undergo a renovation. An addition to the rear of the house will maintain historic proportions and massing while allowing for a modern update of the interior living space. A small dormer will be added to the second floor to allow for an upstairs bathroom. Services will be separated and upgraded for the site.

The Whitehead Cottage on the north side of the property has been recently renovated and no further upgrades are anticipated. In order to facillitate upgrading site services the cottage will have independent water, electricity and sewer upgrades.

#### 2.2 The Context

The Whitehead property includes two historic houses and two outbuildings on the northeast corner of the intersection of 205th Street and 114th Avenue in Hammond, Maple Ridge, B.C.

The continued existing use as residences is in keeping with the District of Maple Ridge zoning intentions for this area.

#### 2.3 Architectural Expression

The Whitehead Residence at 11406 205th Street is a good example of residential building that used generous wood detailing to achieve a delightful, sound design. The second house, the Whitehead Cottage is a small bungalow, at 11414 205th Street is probably the earliest structure on the site, and is typical of early wood residential buildings on cleared land. The building used pre-manufactured building fabric, hallmarks of early mill building-kit products, and possibly produced at the Hammond Cedar Mill itself.

Original wood siding, shingles and gable end details are intact, as well as generous wood water table boards, belly boards, and other miscellaneous trim. Original windows, some with stained-glass transom lites, and updated wood windows are currently incorporated into the house. The front porch detailing is prominent with tapered porch piers and columns, generous wood detailing and wood stair and railings. These elements are typical of the early Craftsman bungalow architecture of Maple Ridge and the surrounding areas. These details will be undisturbed during the project and will be replicated where they are detailed in the new addition. The addition will replicate the language of an earlier addition, extending a shed roof to extend the living area at the rear of the house.



11406 205th Street - proposed massing from south



11406 205th Street - proposed massing from east



## **DESIGN RATIONALE**

#### 2.4 Proposal

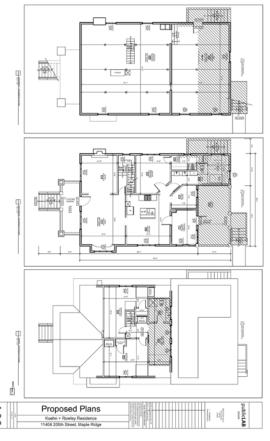
The Whitehead Residence has been continuously owned by the descendents of the original builder and owner Carl Whitehead. The current owners moved their young family to Maple Ridge from Burnaby, taking over the stewardship of the property from their parents generation. In doing so the current owners are pursuing a heritage revitalization agreement with the District of Maple Ridge to honour the unique history of the site and to ensure that the heritage of the two properties is maintained. Their intentions are to modernize and retain interior historical detailing in the 1923 home to allow their family to continue living in the house. To subdivide the lots and to update services to both properties.

In conformance with standard conservation practices, the main house [the Whitehead Residence] and the yellow cottage [the Whitehead Cottage] will remain in their original locations.

The new addition on the site will be confined to the rear of the main house and extend the foot print behind the original mass to maintain the existing heritage streetscape on the lot. Design elements will be incorporated from the original house to tie in the new construction and maintain continuity. The addition of a new second floor dormer will be significantly inset from the original house to minimize the impact from the street, taking cues from other dormers on houses in this era. Interior finishes will be modern but compliment the original house.

The large covered deck at the rear of the main floor will enhance the functional living space and provide the house with a defined rear entry that is more welcoming and in line with exterior walkways and gates.

Green design strategies will be employed in the project where possible. The owners are interested in installing the infrastructure for a solar hot water collection system on the roof, ground source heat with the possibility of integrating the two systems and using insulated concrete form work for the new foundation work for the addition. Interior finishes will also reflect sustainable strategies with energy star appliances and fixtures, double glazed windows and LOV finishes.





Neighbour's visiting the Whitehead Residence





Ann E. Rowley, Whitehouse Residence [11406] portrait, watercolour 04





D. Sharpe, Whitehouse Residence [11406] portrait, pen + ink  $_{05}$ 



### STATEMENT OF SIGNIFICANCE



#### 3 Site Introduction

Name of Historic Place: Address: Significant Owner/Builder and first owner at 11406 205th Street: Date of Construction:

Whitehead Property 11406 & 11414 205th Street, Maple Ridge B.C.

Carl Whitehead 11406: ca. 1923 11414: ca. 191-

The earliest portion of 11414 205th Street (the yellow house [the Whitehead Cottage] in the photo above) is the earliest building on the combined sites, perhaps along with an original portion of an outbuilding to its rear, off the lane. Following the purchase of these properties (and the properties to their east to 206th Street) in 1922, Carl Whitehead began to build a house for his family, and rental houses on the properties to its east.

The Whitehead Cottage at 11414 205th and its outbuilding display the hallmarks of mill kit house construction, very likely material supplied by the mill in Port Hammond. The Whitehead Residence at 11406 205th Street is of later design and detailing, incorporating details and construction techniques very common for houses of its era.

The houses and outbuilding on the subject property are generally well-built, and have been maintained in a manner that has resulted in much of the building fabric being intact and in good repair. The proposed changes to the property are largely changes to the Whitehead Residence at the back of the house. Additions there are to make it suite the contemporary living needs of the family now living in the house.



#### 4 Description of the Site

#### 4.1 Historic Context

The houses and properties are closely associated with the early settlement of Port Hammond in the latter decades of the 19th Century (Port Hammond was incorporated in 1883). At its heart, Port Hammond was a mill town, and intimately linked with the Canadian Pacific Railway running through the heart of the settlement.

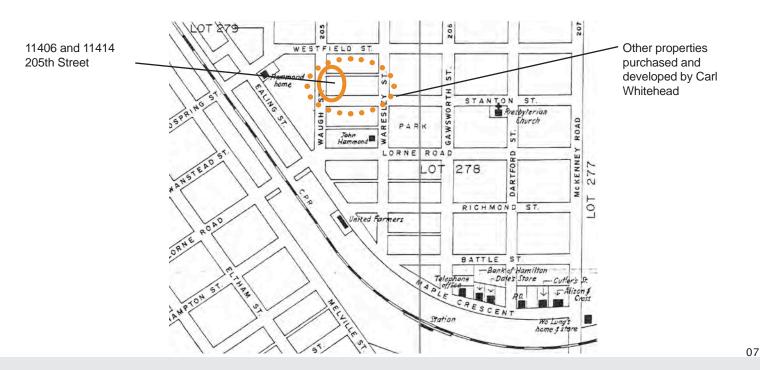
The cedar mill was the largest employer in the community and, in fact, in all of Maple Ridge. Because of the number of workers employed by the mill, a thriving commercial centre developed along Maple Crescent by 1910, with the Bank of Hamilton, Dale's Hotel and Store, Wo Lung's Store, and the Allison and Cross general store establishing themselves as key businesses within the community. Other businesses included boarding houses and hotels, which provided accommodation for travelers, businesspeople, and workers, and bars and halls, which offered residents the chance to relax with their neighbours and fellow workers.

Since many mill workers lived in homes that were close to their workplace, many of the community's businesses remained in Hammond, even when the Lougheed Highway passed through the municipality north of the townsite. Development associated with the new highway bypassed the early Port Hammond settlement, with the result that the settlement retained much of its early buildings and small community atmosphere.

#### 4.2 Description of the Site and its immediate context

The site is near the heart of the original community, with John Hammond's house about a block away. The orientations of the houses do not follow the lot lines typical for the block, but rather face the side street, not call 205th Street. This allowed both houses to have good light and exposure (no inside lot). Carl Whitehead is an example of the local millworker buying property in Port Hammond and settling in for the long term. What is unusual about Mr. Whitehead is his purchasing of an entire row of properties on the north side of 114th (then Stanton) between 205th and 206th (then Waugh and Wareslet), and building rental houses on all but the westernmost property (now 11406 205th Street), where he built a house for himself.

At the time of Carl Whitehead's purchasing the properties in 1922, there was the original portion of the Whitehead Cottage at 11414 205th Street (originally 82 Waugh Street), and an original piece of the outbuilding to its east.





### STATEMENT OF SIGNIFICANCE

5 Statement of Significance

5.1 Whitehead Property 11406 and 11414 205th Street Maple Ridge, B.C.

#### **Description of the Historic Place**

The Whitehead property includes two historic houses and two outbuildings on the northeast corner of the intersection of 205th Street and 114th Avenue in Hammond, Maple Ridge, B.C.



The Whitehead property as a whole is important for its formal and aesthetic values, and particularly for its cultural value exemplifying the settlement and improvement of Hammond in the early 20th Century.

unatint d**i**timati

The arrangement of the two houses and single car garage straddling what was intended to be two standard lots at the end of the block fronting onto what is now 114th Avenue, is important as a good typical example of such property development in the settlements in the Lower Mainland at the turn of the 20th Century.

The siting of the Whitehead Cottage at 11414 205th Street tight to the lane exemplifies decisions made by owners and builders without being constrained by lot line configuration, and without the presence of municipal zoning or private setback regulations, which maximized usable south-facing yard space, and minimized less usable north-facing yard space (along the lane).

The siting of the garage for 11406 205th Street is important for revealing the lack of setback regulations for outbuildings at the time of its construction (certainly before 1928), and for having been moved on site to its present location – a common practice with wood frame buildings in the early settlement years (the 1928 fire insurance map shows it in the extreme northwest corner of the property). The resulting atypical arrangement of buildings serves as a reminder of earlier less standardized site development regulations in early Port Hammond than is found today.

The site is also important as a remnant of the entire north side of the 20500 block of what was then called Stanton Street, now 114th Avenue, a parcel owned by Whitehead, and developed with modest bungalows between 1922 (the year he purchased the property) and 1928 (as evidenced by the fire insurance map from that year).

#### **Character-defining Elements**

- · parcel size, dimensions and rectangular shape
- · frontage of three buildings onto 205th Street
- · frontage of fourth building onto the lane
- · mature trees and garden
- picket fencing

#### **Property Chronology**

- Carl Whitehead purchases Lots 642,645, 646, 649, and 650 Stanton now 114th Avenue; this is the entire block of properties between 114th Avenue and the lane north of 114th.
  - One small house and at least one garage/outbuilding exist on the two westernmost properties (the subject site)
- by 1928 Three rental houses and garages built by Carl Whitehead on the three lots to the east of the subject site
- < 1937 second house built at 646 Stanton (burned down)</li>
- · ca. 1955 well filled in with the arrival of water service (and probably sewers)
- by 1969 At time of his death, Carl Whitehead still owned 646 as rental property in addition to the properties associated with his own residence.





### STATEMENT OF SIGNIFICANCE

#### 5 Statement of Significance

#### 5.2 Whitehead Residence

11406 205th Street (originally 80 Waugh Street)

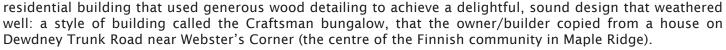
(ca. 1923)

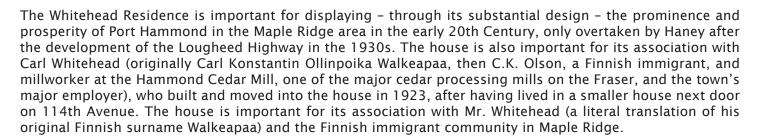
#### Description of the Historic Place

The Whitehead Residence is the 1 1/2 storey bungalow with a prominent gabled front porch located on the northeast corner of the intersection of 205th Street and 114th Avenue in Hammond, Maple Ridge, B.C.

#### Heritage Value

The house at 11406 205th Avenue is important for its aesthetic, cultural and social values. It is a good example of





The house is socially valued for inclusion on the current Heritage Inventory, and for its continued ownership by descendents of Carl Whitehead, a valuable social continuity in the community spanning several generations. It is also a good record of sensitive additions made over time to meet evolving residential needs over the decades of its existence.

#### **Character-defining Elements**

- cross-gable form with gabled front porch
- shed roofed rear extension
- front porch detailing: tapered porch piers and columns, generously sized wood trim, brackets, dentil work, diamond-shaped window opening, shingled skirting, wood stair and railings
- wood doors and windows, original stained-glass transom lites
- shingle sided wall areas below and above main floor wall area
- beveled sided main floor wall area
- generous wood water table boards, belly boards, and other miscellaneous trim
- brick chimneys
- original interior detailing, such as wainscoting, fireplace, kitchen ceiling work

#### 11406 205th Street - Property Chronology

- bare land not yet built upon, at time of purchase by Carl Whitehead
- by 1928 - Cross-gabled house with poured concrete foundation and small back porch
  - well to the south of the house
  - pump house to the east of the house
  - Eastern (rear) addition with Bathroom, Pantry (over top of pump house, enclosed in new basement space), and enclosed Back Porch





### STATEMENT OF SIGNIFICANCE

5 Statement of Significance

5.3 11414 205th Street (originally 82 Waugh Street) (ca. 191-)

#### **Description of the Historic Place**

The Whitehouse Cottage is the single-storey gable-roofed bungalow located close to the lane, at the north end of the property on the northeast corner of the intersection of 205th Street and 114th Avenue in Hammond, Maple Ridge, B.C.

#### Heritage Value

The Whitehouse Cottage is important as probably the earliest

structure on the site, along with the outbuilding to its east. The construction of the house and outbuilding is of aesthetic and cultural interest for being typical of early wood residential building on cleared land. The buildings are of particular interest for appearing to use pre-manufactured building fabric – short regular lengths of siding, with joint lines covered by battens – that are a hallmark of early mill building-kit products, and possibly produced at the Hammond Cedar Mill itself. The original wood windows with their divided upper lites in late-Victorian style, all are valuable physically as well as culturally, showing the common building practice for humble bungalows in the early days of Port Hammond.

The house is also culturally significant for its additions, done to have the building continue to serve for family accommodation as those needs evolved. The outbuilding facing the lane (with additions now demolished), is culturally significant for being the site of the first recycling depot in Maple Ridge.

#### **Character-defining Elements**

- · simple gable-roof form (both house and outbuilding) w/ gabled front porch element
- building extensions
- · wood windows, including those with wood divided upper lites
- · bevel-sided pediments, with regular short lengths of siding, covered by battens
- · wood shingled main floor wall areas
- · drop-sided skirting between main floor and grade

#### 11414 205th Street - Property Chronology

- · by 1922 Small mill 2-room mill kit house exists (present Kitchen and Bedroom)
- Outbuilding probably exists probably utilizing same mill kit as house
  - Auto garage possibly exists (but located in extreme northwest corner of property)
- by 1928 2 front rooms added (present Living and Dining Rooms) with same interior wood detailing as seen in newly constructed Whitehead Residence by Carl Whitehead himself
  - Eastern (rear) addition of Bathroom, Back Porch, and Breakfast Room
  - Auto garage built or refurbished in the extreme northwest corner of the property
- < 1937 Auto garage moved onto concrete foundations at its present location



Auto garage at 11406 205th Street



Outbuilding east of 11414 205th Street



#### 6 Conservation Guidelines

#### 6.1 National Standards and Guidelines

The Parks Canada Standards and Guidelines for Historic Places in Canada (2010) has been used to assess the conservation interventions at the Whitehead Property. Conservation is defined as safeguarding heritage elements of an historic place, so as to retain its heritage value and character. It can involve preservation, rehabilitation, or restoration of that heritage value and character. The general conservation approach for the Whitehead Property is mainly rehabilitation, although much of the site is being preserved as is.

Preservation: the action or process of protecting, maintaining, and/or stabilizing the existing materials, form, and integrity of an historic place or of an individual component, while protecting its heritage value.

Restoration: the action or process of accurately revealing, recovering, or representing the state of an historic place or of an individual component, as it appeared at a particular period in its history, while protecting its heritage value.

Rehabilitation: the action or process of making possible a continuing or compatible contemporary use of an historic place or an individual component, as it appeared at a particular period in its history, while protecting its heritage value.

#### General Standards for Preservation, Rehabilitation and Restoration

- Standard 1: Conserve the heritage value of an historic place. Do not remove, replace or substantially alter its intact or repairable character- defining elements. Do not move a part of an historic place if its current location is a character-defining element.
- Standard 2: Conserve changes to an historic place that, over time, have become character-defining elements in their own right.
- Standard 3: Conserve heritage value by adopting an approach calling for minimal intervention.
- Standard 4: Recognize each historic place as a physical record of its time, place and use. Do not create a false sense of historical development by adding elements from other historic places or other properties, or by combining features of the same property that never coexisted.
- Standard 5: Find a use for an historic place that requires minimal or no change to its character-defining elements.
- Standard 6: Protect and, if necessary, stabilize an historic place until any subsequent intervention is undertaken. Protect and preserve archaeological resources in place. Where there is potential for disturbing archaeological resources, take mitigation measures to limit damage and loss of information.
- Standard 7: Evaluate the existing condition of character-defining elements to determine the appropriate intervention needed. Use the gentlest means possible for any intervention. Respect heritage value when undertaking an intervention.
- Standard 8: Maintain character-defining elements on an ongoing basis. Repair character-defining elements by reinforcing their materials using recognized conservation methods. Replace in kind any extensively deteriorated or missing parts of character-defining elements, where there are surviving prototypes.





Standard 9: Make any intervention needed to preserve character-defining elements physically and visually compatible with the historic place and identifiable on close inspection.

Document any intervention for future reference.

#### Additional Standards Relating to Rehabilitation

- Standard 10: Repair rather than replace character-defining elements. Where character-defining elements are too severely deteriorated to repair, and where sufficient physical evidence exists, replace them with new elements that match the forms, materials and detailing of sound versions of the same elements. Where there is insufficient physical evidence, make the form, material and detailing of the new elements compatible with the character of the historic place.
- Standard 11: Conserve the heritage value and character-defining elements when creating any new additions to an historic place or any related new construction. Make the new work physically and visually compatible with, subordinate to and distinguishable from the historic place.
- Standard 12: Create any new additions or related new construction so that the essential form and integrity of an historic place will not be impaired if the new work is removed in the future.

#### Additional Standards Relating to Restoration

- Standard 13: Repair rather than replace character-defining elements from the restoration period. Where character-defining elements are too severely deteriorated to repair and where sufficient physical evidence exists, replace them with new elements that match the forms, materials and detailing of sound versions of the same elements.
- Standard 14: Replace missing features from the restoration period with new features whose forms, materials and detailing are based on sufficient physical, documentary and/or oral evidence.



Hammond Cedar Company photo c.1937





#### 7 Conservation Recommendations

#### 7.1 General Conservation Strategy

publicLAB RESEARCH + DESIGN has prepared a plan to add to and alter the rear of the Whitehead Residence at 11406 205th Street, with no lasting impact to the other buildings on the site, and no permanent change to the site.

#### 7.2 Conservation Strategy for Whitehead Property, 11406 & 11414 205th Street

See the design drawings produced by publicLAB RESEARCH + DESIGN for the existing a proposed site plans for the properties. The Whitehead Cottage at 11414 205th street is to be conserved as is; the Whitehead Residence at 11406 205th will have a small addition extending beyond the rear of the existing house for an additional 10' the intervention will require a new path to 114th Avenue and a reconfigured entry gate this will match the existing picket fence, and incorporate existing paving stones into the landscape, the alterations will not affect the sites' character-defining elements.

#### 7.3 Conservation Strategy for the Whitehead Residence, 11406 205th Street

See the design drawings produced by publicLAB RESEARCH + DESIGN for the as-is and proposed plans, sections and elevations for the house. The conservation of the house is best described as a rehabilitation with most of the interior and exterior elements preserved, except for those areas disturbed by the rear additions. The new additions are designed to be compatible with the existing house, with subtle distinguishing elements. There is ample existing material for good physical evidence for matching new material with existing.

### Character-defining elements unaffected by the rear additions are to be conserved with ongoing maintenance following Standards and Guidelines Standard 10

Standard 10: Repair rather than replace character-defining elements. Where character-defining elements are too severely deteriorated to repair, and where sufficient physical evidence exists, replace them with new elements that match the forms, materials and detailing of sound versions of the same elements. Where there is insufficient physical evidence, make the form, material and detailing of the new elements compatible with the character of the historic place.

#### Character-defining elements unaffected by the additions:

- · cross-gable form viewed from the front of the house w/ gabled front porch
- front porch detailing: tapered porch piers and columns, generously sized wood trim, brackets, dentil work, diamond-shaped window opening, shingled skirting, wood stair and railings
- · wood doors and windows, original stained-glass transom lites, except at the rear of the house
- · shingle sided wall areas below and above main floor wall area, except those areas affected by the rear addition
- · beveled sided main floor wall area, except those areas affected by the rear addition
- generous wood water table boards, belly boards, and other miscellaneous trim, except those areas affected by the rear addition
- brick chimneys

#### Character-defining elements affected by the rear additions are to be guided by Standards and Guidelines Standards 7 & 11:

Standard 7: Evaluate the existing condition of character-defining elements to determine the appropriate intervention needed. Use the gentlest means possible for any intervention. Respect heritage value when undertaking an intervention.



Standard 11: Conserve the heritage value and character-defining elements when creating any new additions to an historic place or any related new construction. Make the new work physically and visually compatible with, subordinate to and distinguishable from the historic place.

#### Character-defining elements affected by the additions:

- · make rear porch compatible with the front porch by reproducing wood detailing, but make distinguishable with minimal new glazing
- front porch detailing: tapered porch piers and columns, generously sized wood trim, brackets, dentil work, diamond-shaped window opening, shingled skirting, wood stair and railings
- · retain original doors and windows at the rear of the house affected by addition, for re-use or salvage
- · re-use if possible siding removed to make way for the addition, or replicate shingle sided wall areas below and above main floor wall area, where affected by the rear addition
- · re-use if possible beveled siding removed to make way for the rear addition, or replicate beveled sided main floor wall area
- · re-use if possible generous wood water table boards, belly boards, and other miscellaneous trim needed to be removed to make way for the rear addition

#### The character of the new additions is to be guided by Standards and Guidelines Standard 12:

Standard 12: Create any new additions or related new construction so that the essential form and integrity of an historic place will not be impaired if the new work is removed in the future.

- preserve cross-gable ridge line to preserve dominance of main roof form, second floor shed dormer to not interrupt this cross-ridge
- The shed forms of the additions are in keeping with historic practices adding to gabled buildings; the result is compatible with the gable form

#### 7.4 Conservation Strategy for the Whitehead Cottage at 11414 205th Street

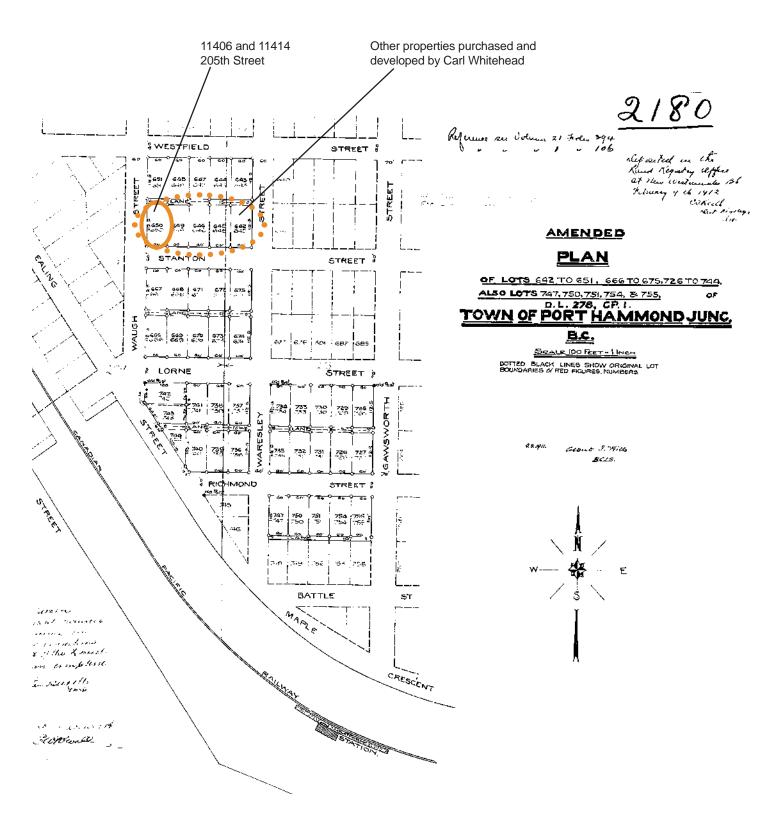
See the design drawings produced by publicLAB RESEARCH + DESIGN for the existing plans for the house. The conservation of the house is best described as preservation of the existing character-defining elements, following Standard 10 when maintenance is required.

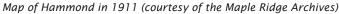
Standard 10: Repair rather than replace character-defining elements. Where character-defining elements are too severly deteriorated to repair, and where sufficient physical evidence exists, replace them with new elements that match the forms, materials and detailing of sound versions of the same elements. Where there is insufficient physical evidence, make the form, material and detailing of the new elements compatible with the character of the historic place.



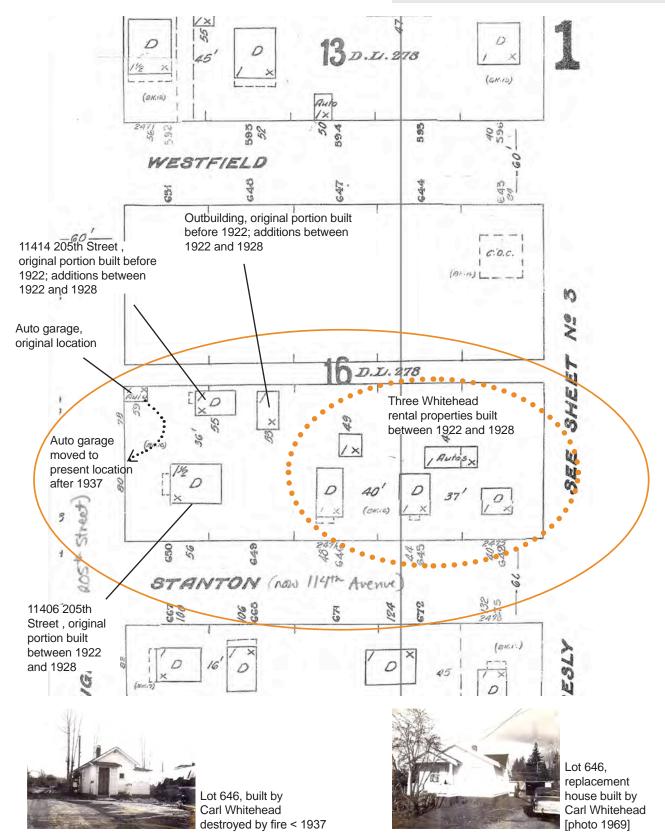
BCFP Hammond Division Company photo c.1947 14











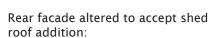






#### Front facade unaltered:

- · Porch preserved
- · Main roof form preserved



- · Replicate front porch details
- · Replicate siding and trim details
- · Relocate window
- Replicate existing window details for new windows





#### Exterior trim preserved:

- · Painted 1x6 corner boards
- · Painted 1x3 drip board
- · 10" nominal water table









Interior stair finishes all preserved:

- · wall boards
- · Stained/varnished stair trim/baluster



■ BIRMINGHAM & WOOD ■
ARCHITECTS · PLANNERS







South bay window with art glass glazing preserved:

- · Painted original wood windows
- Original art glass upper lites



■ BIRMINGHAM & WOOD ■
ARCHITECTS · PLANNERS



Interior wainscoting all preserved: Stained/varnished paneling, boards, base, and crown moulding





Interior door casing details all preserved:

Stained/varnished jambs, head trim, and top moulding



Exterior finishes preserved generally, replicated at sites of additions: Painted siding and trim preserved

Painted siding and trim salvaged and re-used and/or replicated for rear addition





Front porch details and finishes preserved generally, replicated at sites of additions:

- Painted dentil work, brackets, post casing and base plates, guard, and trim all preserved
- Painted shingling preserved and replicated for rear addition







Interior tongue-and-groove ceilings:

- · Painted boards preserved
- · Light fixtures preserved



Interior doors and casings preserved:

- Painted paneled interior doors
- · Glazed interior doors
- Original door hardware



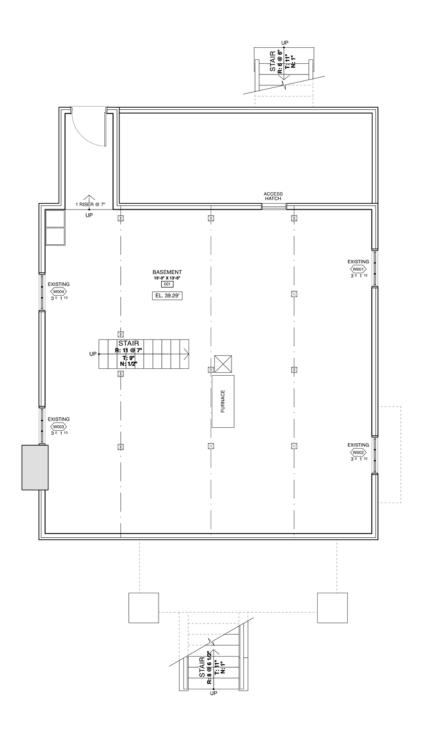


#### **Existing Elevation**



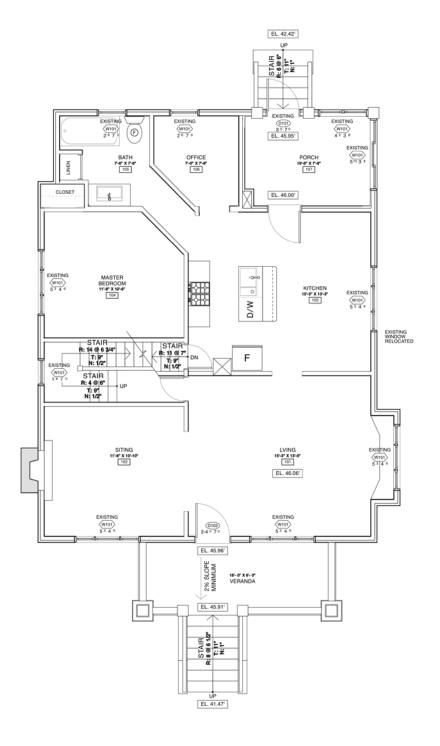






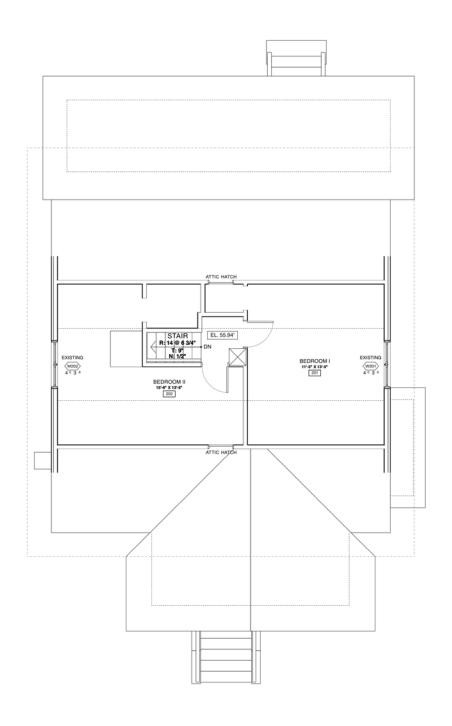
Existing Basement Floor Plan





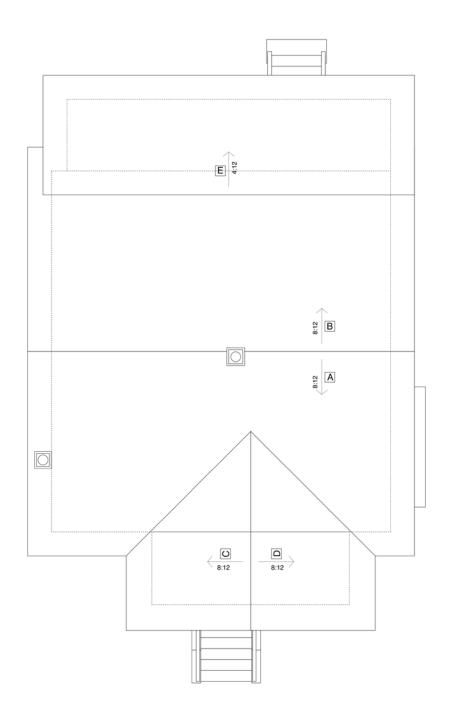
Existing Main Floor Plan





Existing Second Floor Plan





**Existing Roof Plan** 





#### Front facade preserved:

- · Painted wood siding and trim preserved
- · Porch and main roof forms preserved
- · Existing doors and windows preserved

#### Rear facade preserved:

- · Painted wood siding and trim preserved
- · Porch and main roof forms preserved
- · Existing doors and windows preserved





- · Painted wood siding and trim preserved
- · Porch and main roof forms preserved
- · Existing doors and windows preserved











#### Interior finishes preserved:

- · Varnished and painted wainscoting
- · Interior doors and hardware
- · Baseboards and flooring
- Window stools and casing
- · Remaining art glass lites





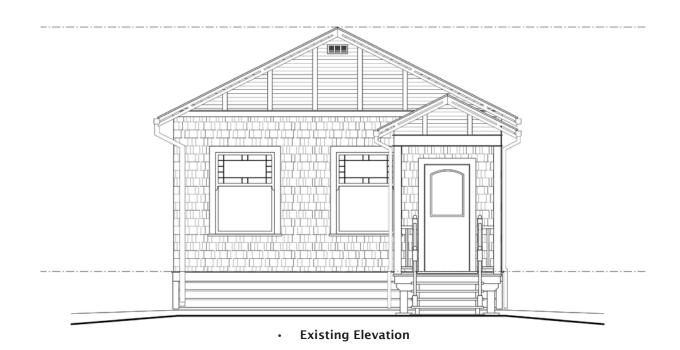


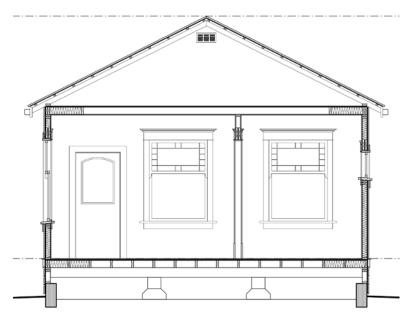






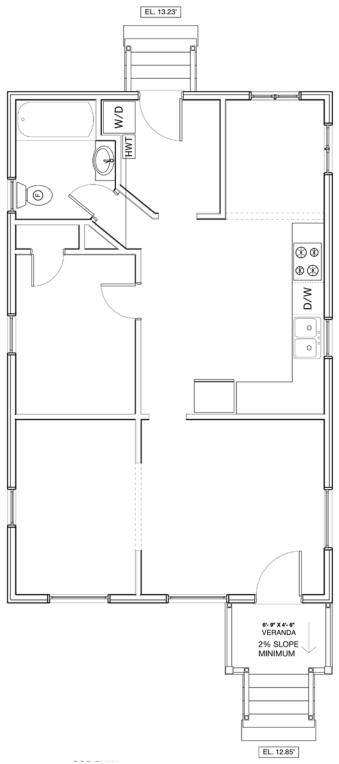






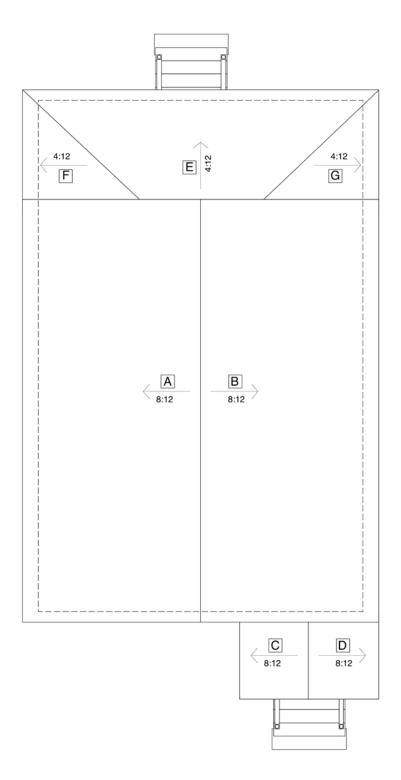
**Existing Section** 











Existing Roof Plan



### SCHEDULE "C"

### **HERITAGE BUILDING PLANS & SPECIFICATIONS**

ENGINEERING DEPARTMENT 17 DEC 12 Reissued for HRA +BP 25 APR 12 Issued for HRA + BP

SITE STATISTICS 11406 205TH STREET CIVIC ADDRESS LOT O, BLOCK 173, SITE DIMENSIONS: 32.48' X 122.80' AREA: 3988.54 SF SITE COVERAGE: GARAGE: 225.00 SF TOTAL: 1105.00 SF SETBACKS AND YARDS WEST SIDEYARD: 3.50' EAST SIDEVADD. 3.33' REARYARD: 56.71

880.00 SF 905.00 SF 585.00 SF

1490.00 SF 72 %

2075.00 SF 0.52 FSR

UPPER FLOOR MALI TOTAL:

TOTAL:

GENERAL NOTES

ARCHITECTURAL DRAWING INDEX

OVER SHEET SECRET. EXISTING PLANS
WHITEHEAD RESIDENCE - EXISTING PLANS
WHITEHEAD RESIDENCE - PROPOSED PLANS
WHITEHEAD RESIDENCE - EXISTING ELEVATIONS
WHITEHEAD RESIDENCE - EXISTING ELEVATIONS
WHITEHEAD RESIDENCE - CONSERVATION ELEVATIONS

- 1 ALL WORK SHOWN IN THESE DRAWINGS OR EXECUTED ON SITE MUST CONFORM TO THE FOLLOWING:
- B.C. PLUMBING CODE
   LOCAL FIRE CODES AND SAFETY STANDARDS
   SOUND ACCEPTABLE LOCAL CONST. TRADES PRACTICES
- 2 THE GENERAL CONTRACTOR WILL BE RESPONSIBLE FOR VERIFYING ALL DIMENSIONS ON SITE. REPORT ANY SUBSTANTIAL DISCREPANCIES TO THE DESIGNER FOR CLARIFICATION PRIOR TO INSTALLATION OR CONSTRUCTION OF NEW WORK.
- .3 ONE SET OF BUILDING PERMIT APPROVED DRAWINGS PLUS CORRESPONDING JOB CARD MUST BE KEPT ON SITE AT ALL TIMES DURING CONSTRUCTION
- .4 ALL WOOD EXTERIOR DOOR TO BE SOLID CORE

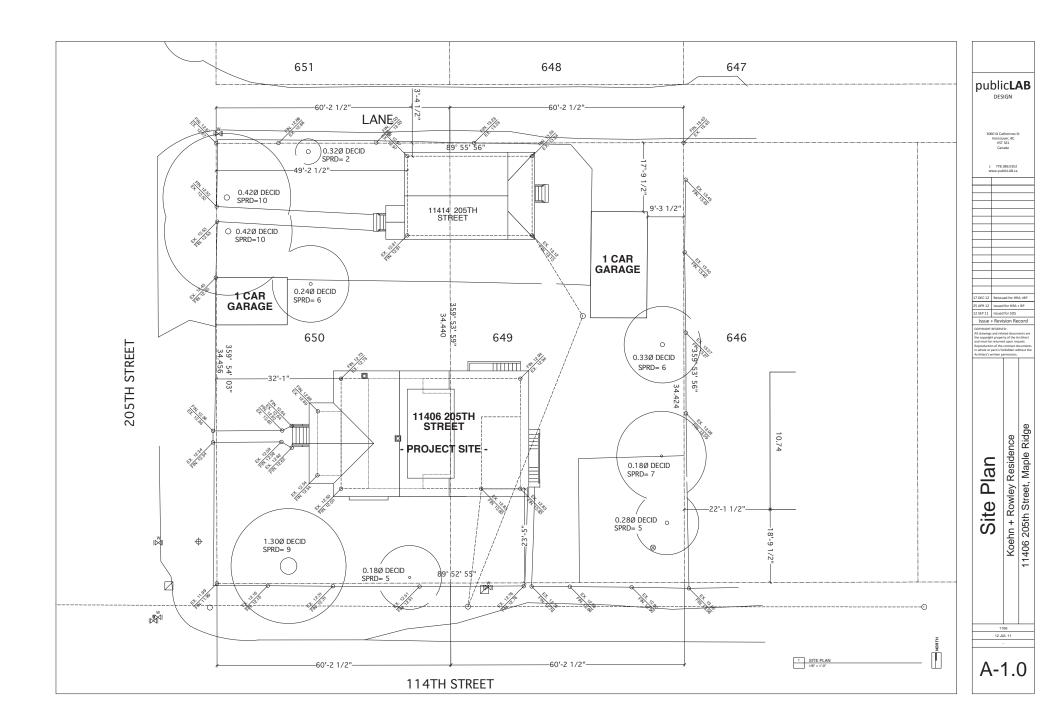
RENOVATION+DORMER ADDITION 11406 205TH STREET, MAPLE RIDGE public**LAB** 

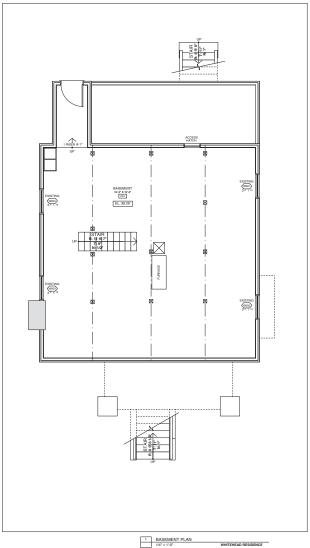
3060 St Catherines : Vancouver, BC VST 3Z1 Canada

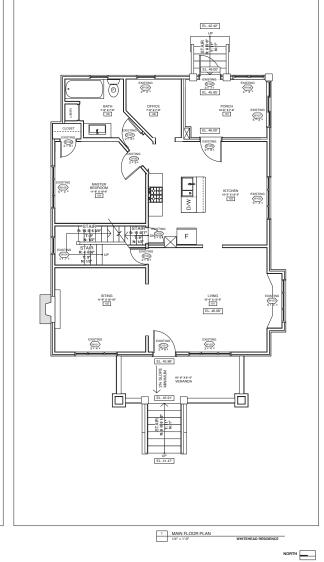
Koehn + Rowley Residence 11406 205th Street, Maple Ridge Sheet Cover

12 SEP 11

A-0.0



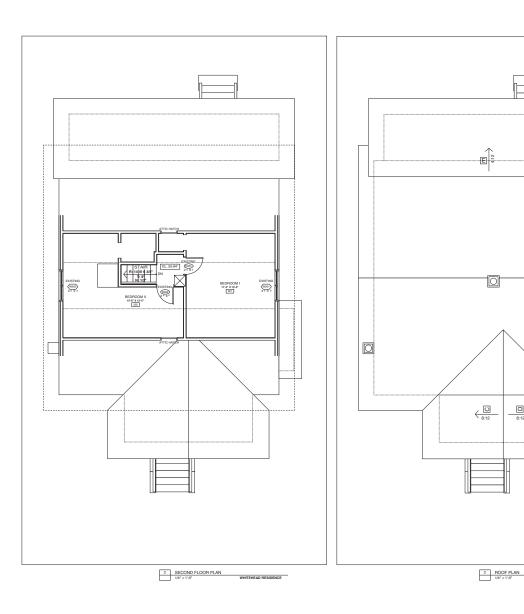




public**LAB** 3060 St Catherines S Vancouver, BC VST 3Z1 Canada 17 DEC 12 Reissued for HRA +BP 25 APR 12 Issued for HRA + BP Koehn + Rowley Residence 11406 205th Street, Maple Ridge **Existing Plans** 

A-2.0

1106 12 JUL 11



public**LAB** 3060 St Catherines S Vancouver, BC VST 3Z1 Canada 17 DEC 12 Reissued for HBA + BP
25 RPB 12 Issued for HBA + BP
12 SEP 11 Issued for SOS
ISSUE + Revision Record
Covered in SERVEZ
All drawings and inland documents are the copyring properly of the Architect
and most be returned upon request.
In the service of the Architect with the Architect's written permission. Koehn + Rowley Residence 11406 205th Street, Maple Ridge **Existing Plans** NORTH \_\_\_\_ 1106 12 JUL 11

F12

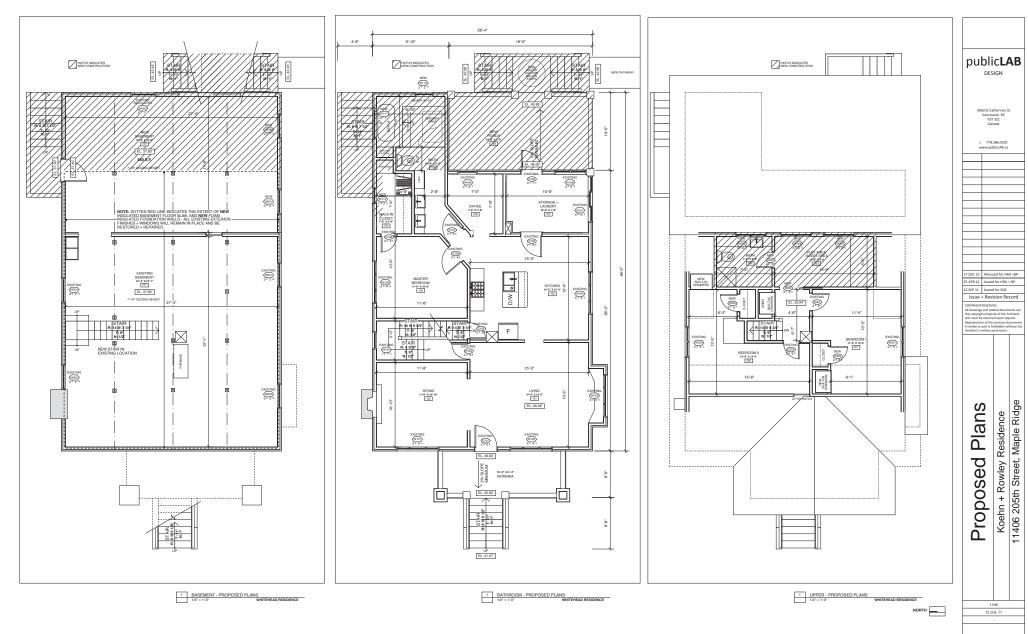
8:12 B

8:15 A

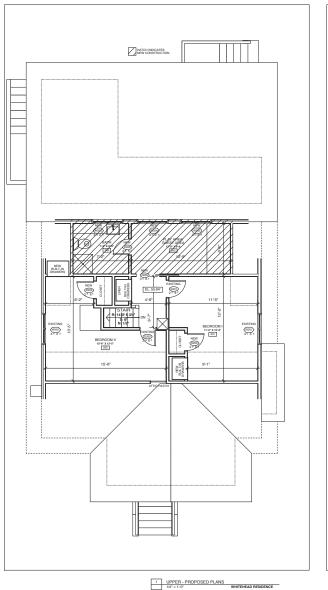
WHITEHEAD RESIDENCE

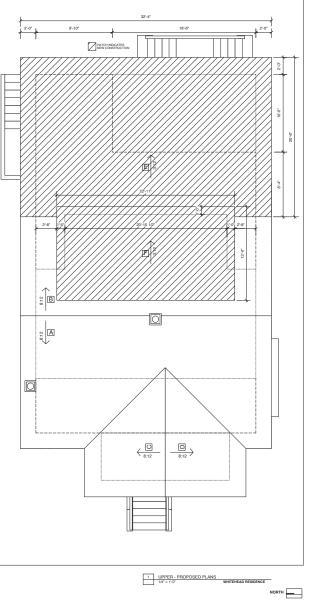
8:12

A-2.1



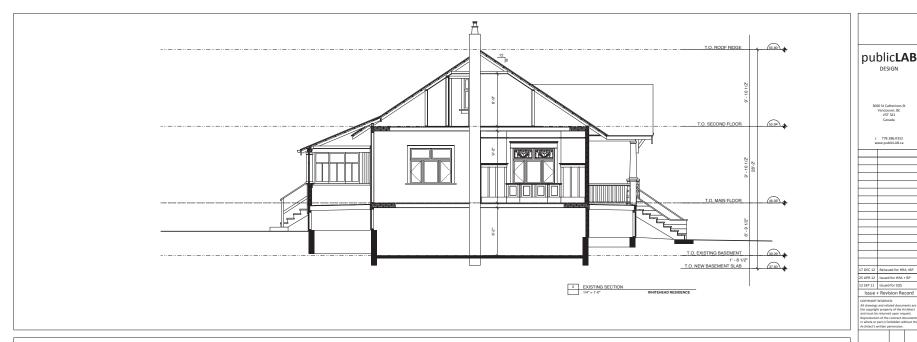
A-2.2





public**LAB** 3060 St Catherines St Vancouver, BC VST 3Z1 Canada 25 APR 12 Issued for HRA + BP 12 SEP 11 Issued for SOS Koehn + Rowley Residence 11406 205th Street, Maple Ridge **Proposed Plans** 1106 12 JUL 11

A-2.3



DESIGN

3060 St Catherines : Vancouver, BC VST 3Z1 Canada

**Details** 

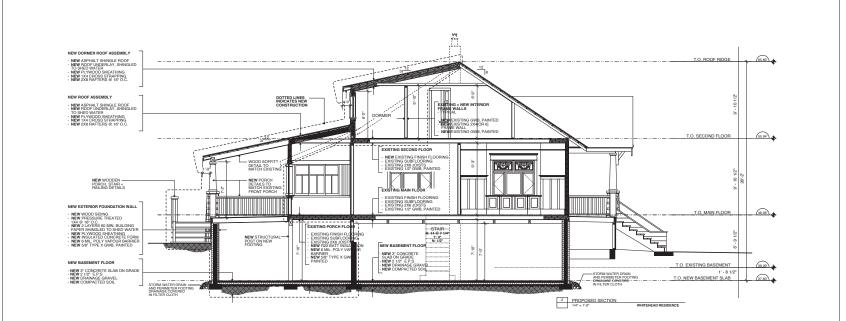
+

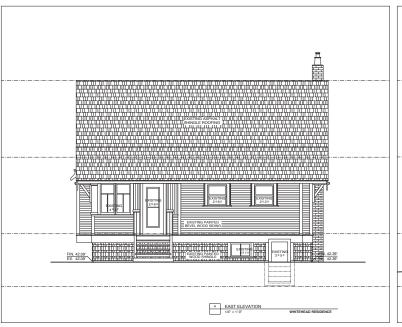
Sections

12 JUL 11

A-3.0

Koehn + Rowley Residence 11406 205th Street, Maple Ridge











public**LAB** 

3060 St Catherines St Vancouver, BC V5T 321 Canada c 778.386.0352 www.publict.AB.ca

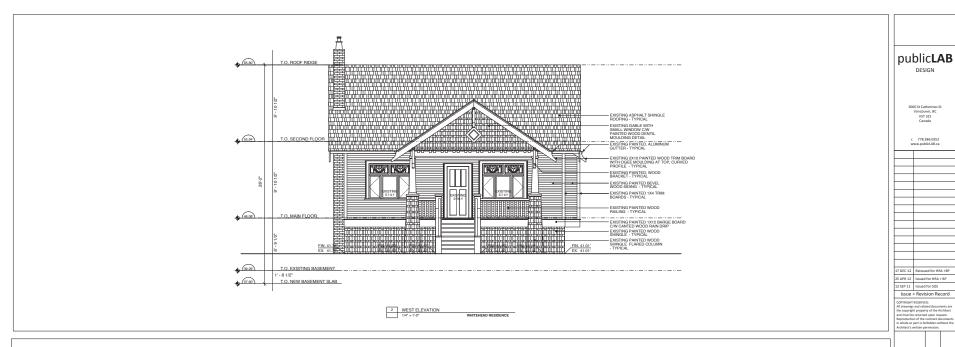
25 APR 12 Issued for HRA + BP

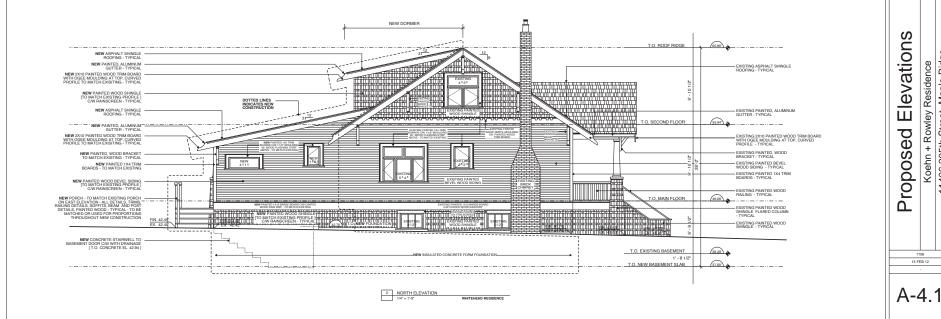
Elevations

Existing

A-4.0

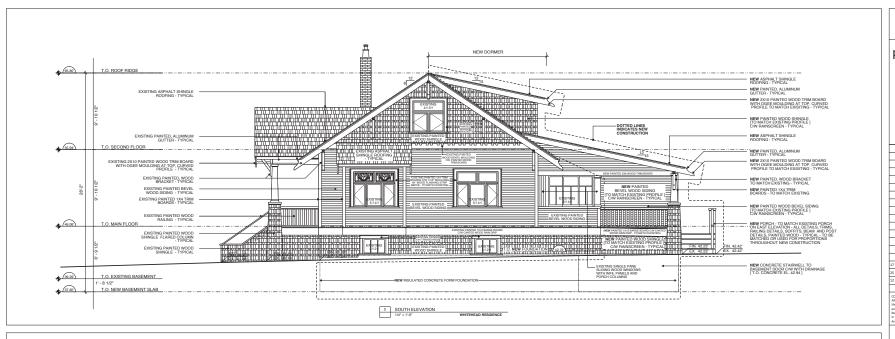
Koehn + Rowley Residence 11406 205th Street, Maple Ridge

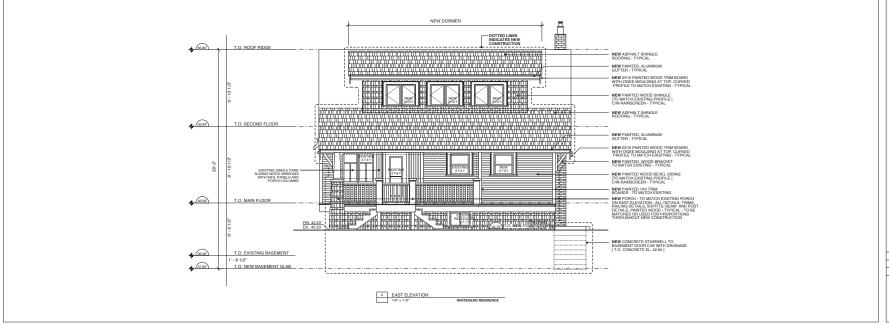




Koehn + Rowley Residence 11406 205th Street, Maple Ridge

15 FEB 12





# DESIGN JOHO 35 Catherines 51 Varicoover, EC VST 321 Canada C 778 386,0352 www.pubStc.Ab.ca

17 DEC 12 Reissoued for HRA +BP
25 APR 12 Issued for HRA +BP

Issue + Revision Record

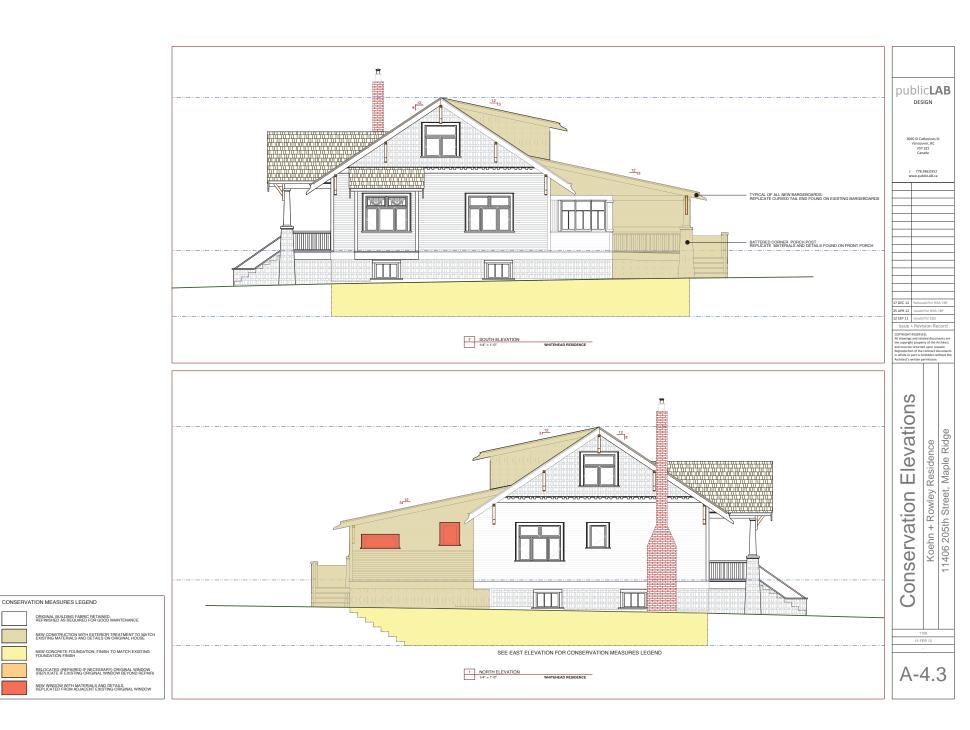
COPYNIGHT RESERVED:
All drawings and related documents are the copyright property of the Architect and must be returned upon request. Reproduction of the contract document

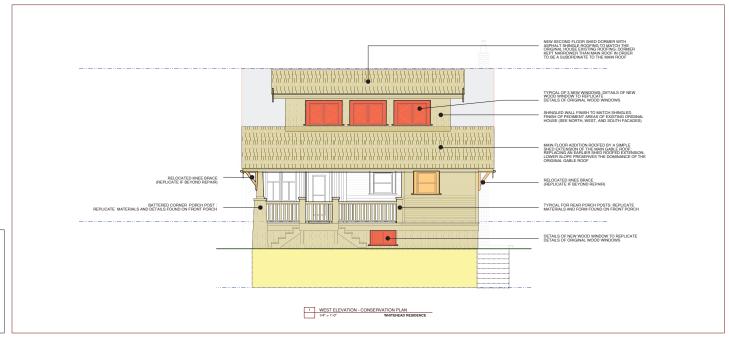
As crawings and related documents at the copyright property of the Archite and must be returned upon request. Reproduction of the contract docume in whole or part is forbidden without Architect's written permission.

Proposed Elevations
Koehn + Rowley Residence
11406 205th Street, Maple Ridge

1106 15 FEB 12

A-4.2





public**LAB** DESIGN 3060 St Catherines S Vancouver, BC VST 3Z1 Canada Elevations Koehn + Rowley Residence 11406 205th Street, Maple Ridge Conservation

A-4.4

ORIGINAL BUILDING FABRIC RETAINED,
REFYNNERD AS REQUIRED FOR GOOD MAINTENANCE

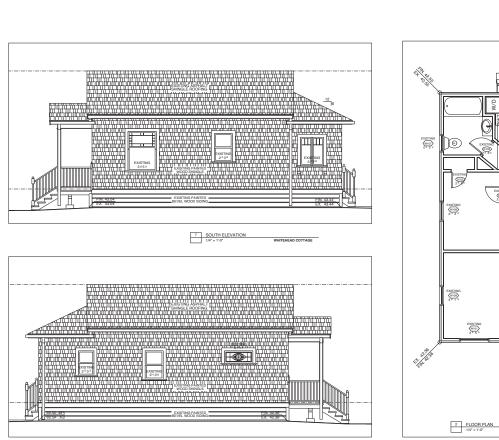
NEW CONSTRUCTION WITH EXTERNOR TREATMENT TO MATCH
EXISTING MATERIALS AND DETAILS ON ORIGINAL HOUSE

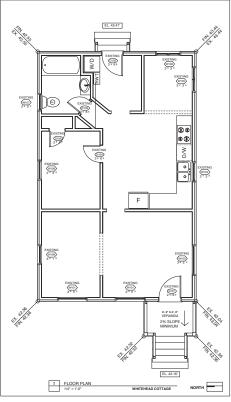
NEW CONCRETE FOUNDATION, FINISH TO MATCH EXISTING
FOUNDATION FINISH

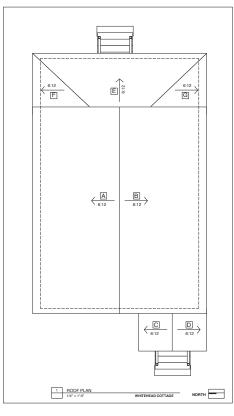
RELOCATED IREPARED IF NECESSARYL ORIGINAL WINDOW
WIREFLAST IF JESSTING ORIGINAL WINDOW SETOND REPARS)

REND WINDOW WITH MATERIALS AND DETAILS
REPLACED FROM WINDOW WITH MATERIALS AND DETAILS

CONSERVATION MEASURES LEGEND













WHITEHEAD COTTAGE

Issue + Revision Record Plan + Elevations 11414 205th Street, Maple Ridge Koehn + Rowley Residence 1106

12 NOV 11

A-5.0

publicLAB

Vancouver, BC VST 3Z1 Canada

c 778.386.0352 www.publicLAB.ca

#### CONFIRMATION OF COMMITMENT BY REGISTERED PROFESSIONAL

This letter must be submitted before issuance of a Heritage Alteration Permit or a building permit.

10:		ority having jurisdiction)	
Re:	THE	RESIDENCE	
		, Maple Ridge, B.C.	
	Address		
	PID	,	
	Legal Descr	iption	
desig coord regis comp Build	on work and fied dinating regist tered profession oly with the Sta	ered professional with experiently and reviews of the registered profeered professional shall coordine that required for the project in or and ards and Guidelines for the Control of the	as a ce in heritage conservation to coordinate the essionals required for this heritage project. The ate the design work and field reviews of the der to ascertain that the design will substantially enservation of Historic Places in Canada, the B.C. especting safety, not including the construction
	a) at b) at	fabrication location where buildi	those reviews of the work: o which a Heritage Alteration Permit relates, and ng components are made that will replace s character-defining elements for this project.
whet docu Revit	her the work ments prepar alization and	substantially complies in all maded by the registered profession	onal discretion considers necessary to ascertain aterial respects with the plans and supporting onal and with the Heritage Designation and w No
State in Ca respo profe coord letted profe The regis	ement of Signifunada. The owonsibility to not essional ceases dinating register of the date a essional ceases owner and the tered professionals.	icance and the Standards and Go ner and the coordinating register ify the addressee of this letter of is to be retained by the owner before to be retained or, if that is not pered professional acknowledges to registered professional ceases to is to be retained or, if that is not perecoordinating registered professional	nal have read the Residence uidelines for the Conservation of Historic Places ed professional each acknowledge their the date the coordinating registered ore the date that the coordinating registered ossible, then as soon as possible. The he responsibility to notify the addressee of this be retained before the date the registered ossible, then as soon as possible. sional understand that where the coordinating hal ceases to be retained at any time during this such time as:

a) a new coordinating registered professional or registered professional, as the case may be, is retained, and

b)	a new letter in the form set out in Schedule C in the Heritage Designation	and
	Revitalization and Tax Exemption Agreement Bylaw No	-2012, is
	completed by the authority having jurisdiction.	

The undersigned coordinating registered professional certifies that he or she is a registered professional as defined in the British Columbia Building Code, who also has experience with heritage conservation projects and agrees to coordinate the design work and field reviews of the registered professionals required for the project as outlined in the attached plans and specifications.

Coordinating Registered Professional	Owner				
Name (Please Print)	Name (Please Print)				
Address	Address				
Phone	Name of Agent or Signing Office (if applicable)				
	Date				
	Owner's or Owner's appointed agent's signature (if owner is a corporation the signature of a signing officer must be given here. If the signature is that of the agent, a copy of the document that appoints the agent must be attached.)				
(Professional's Seal and Signature)					
Date					
(if the coordinating registered professional is a mem	ber of a firm, please complete the following)				
I am a member of the firmbehalf of the firm.	and I sign this letter on				

<sup>&</sup>lt;sup>1</sup> It is the responsibility of the coordinating registered professional to ascertain which registered professionals are required.

#### **CERTIFICATION OF COMPLIANCE**

This letter must be submitted after substantial completion of the project but prior to final inspection by the authority having jurisdiction.

TO:	THE CITY OF MAPLE RIDGE (the authority having jurisdiction)	
RE:		
	Discipline (e.g. Architectural, Engineering etc.) (Print)	
	Name of Project (Print)	
	Address of Project (Print)	
	Legal Description of Project (Print)	
(Each	registered professional shall complete the following:	Professional's Seal and Signature
	Name (Print)	
	Address (Print)	Date
	Phone	
I herek	by give assurance that:	
·	I have fulfilled my obligations for field review as outlin Designation and Revitalization and Tax Exemption Agr 2012 and the attached Schedule C, Confirmation of Clambar and interest professional as defined in the British	eement Bylaw No ommitment by Owner.
	I am a registered professional as defined in the British	-
(IT the	registered professional is a member of a firm, complete	e trie rollowing:)
	member of the firmof the firm.	and I sign this letter on

#### SCHEDULE "F"

#### **VARIANCES AND SUPPLEMENTS**

# PERMITTED THROUGH HERITAGE DESIGNATION AND REVITALIZATION AND TAX EXEMPTION AGREEMENT BYLAW NO. 6962-2012

The variances identified in this Schedule "F" to the Heritage Designation and Revitalization and Tax Exemption Agreement Bylaw No. 6962-2012 apply only to the Lands identified in the Agreement to which this Schedule is attached as described below, any streets and lanes abutting to the Lands, and any and all buildings, structure, features and other development thereon:

#### Maple Ridge Zoning Bylaw No. 3510 - 1985

- 1. Part 6 Residential Zones, C. (3) (a) which states:
  - (3) Buildings and Structures for One Family Residential Use in the RS-1, RS-1a, RS-2, RS-3 and SRS Zones
    - (a) shall be limited to one per lot.

#### is hereby varied as follows:

In the event the lots legally described as LOT 649 DISTRICT LOT 279 GROUP 1 NEW WESTMINSTER DISTRICT PLAN 2180 and LOT 650 DISTRICT LOT 279 GROUP 1 NEW WESTMINSTER DISTRICT PLAN 2180 are consolidated into a single lot (the "Consolidated Lot") such that the two heritage dwellings subject to this Agreement are both on the same lot, the number of Buildings and Structures, including heritage dwellings, shall be limited to two on the Consolidated Lot.

The variance effected by this section shall cease to have effect and Buildings and Structures for One Family Residential Use on the Lands shall be limited to one per lot in the event

- (a) the Consolidated Lot is subdivided, or
- (b) any building or structure for One Family Residential Use, other than the two heritage buildings subject to this Agreement (or any replacement heritage building constructed in accordance with the Agreement) is located on the Consolidated Lot.

- 2. Part 6 Residential Zones, C. (3) (c) (ii) which states:
  - (3) Buildings and Structures for One Family Residential Use in the RS-1, RS-1a, RS-2, RS-3 and SRS Zones:
    - (c) shall be sited not less than:
      - (ii) a minimum of 1.5 metres from an interior side lot line, but with the sum of the two interior side yards to be not less than 3.5 metres.

is hereby varied as follows:

The northernmost heritage dwelling shall be sited not less than a minimum of 1.03 metres from the lot line common to the lane.

- 3. Part 6 Residential Zones, C. (5) (c) (ii) which states:
  - (5) Buildings and Structures for Accessory Residential Use or Accessory Off-Street Parking use
    - (c) shall be sited not less than
      - (ii) 3.0 metres from a front and exterior side lot line except that no building or structure for an accessory off-street parking use shall be sited within the required front yard setback.

is hereby varied as follows:

The existing garage fronting 205<sup>th</sup> Street shall be sited not less than 0 metres from the lot line common to 205<sup>th</sup> Street and the exception shall not apply.

#### Maple Ridge Subdivision and Development Servicing By-law No. 4800 - 1993

1. Schedule "A" Services and Utilities, provides for the following requirements for streets, services and lanes in the RS-1 zone:

All parcels within a proposed subdivision or development shall be provided with services in accordance herewith and all highways within, or immediately adjacent to a proposed subdivision or development shall be constructed in accordance herewith.

ZONE			STREETS				SERVICES LANES			S		
RS-I	ST	W	SS	SD	Α	С	UW	BT	SW	SL	TB	Α

is hereby varied as follows:

The standard for the provision of a corner truncation immediately adjacent to this proposed development along 205th Street and 114 Avenue shall not be required but a no build covenant and condition that any vegetation will be removed which in the opinion of the City obstructs the line of sight will be applied to the property.

The standard for the provision of Curbs and Gutters (C), Street Lighting (SL), Sidewalks (SW) and Street Tree Planting (ST) immediately adjacent to this proposed development along 205th Street and 114 Avenue shall not be required.

2. Schedule "B" provides for the following requirement for lanes:

Highway Classification	Minimum Width	Min. R.O. W. Radius
5. Lane	7.5 m	

is hereby varied as follows:

The standard for the minimum width of the lane immediately adjacent to this proposed development shall be reduced from 7.5 metres to 6.5 metres with a 4.6 metre wide driving surface, provided that the existing curb is replaced by a curb that complies with the standard curb as provided for in Schedule "C" of the Maple Ridge Subdivision and Development Servicing By-law.

- 3. The variance effected by this section shall cease to have effect and the full standards for streets, services and lanes shall apply in the event
  - (a) the Consolidated Lot is subdivided, or
  - (b) any building or structure for One Family Residential Use, other than the two heritage buildings subject to this Agreement (or any replacement heritage building constructed in accordance with the Agreement) is located on the Consolidated Lot.



#### City of Maple Ridge

**TO:** Her Worship Mayor Nicole Read

MEETING DATE: February 24, 2015

and Members of Council

FILE NO: 2014-023-RZ MEETING: COUNCIL

FROM: Chief Administrative Officer

SUBJECT: Final Reading:

Zone Amending Bylaw No. 7074-2014

21434 121 Avenue

#### **EXECUTIVE SUMMARY:**

Zone Amending Bylaw 7074-2014 has been considered by Council and at Public Hearing and subsequently was granted third reading. The applicant has requested that final reading be granted. The purpose of the rezoning is to permit subdivision into 2 single family residential lots not less than 371 m<sup>2</sup>.

Council granted first reading for Zone Amending Bylaw No. 7074-2014 on May 13, 2014. Council granted second reading for Zone Amending Bylaw No. 7074-2014 on October 28, 2014. This application was presented at Public Hearing on November 18, 2014, and Council granted third reading on November 25, 2014.

#### **RECOMMENDATION:**

That Zone Amending Bylaw No. 7074-2014 be adopted.

#### **DISCUSSION:**

#### a) Background Context:

A rezoning application has been received for the subject property, located at 21434 121 Avenue (see Appendix A). The purpose of the Zone Amending Bylaw No. 7074-2014 is to rezone the subject property from RS-1b (One Family Urban (Medium Density) Residential) to R-1 (Residential District) (see Appendix B), to permit subdivision into 2 single family residential lots (see Appendix C).

Council considered this rezoning application at a Public Hearing held on November 18, 2014. On November 25, 2014 Council granted third reading to Maple Ridge Zone Amending Bylaw No. 7074-2014 with the stipulation that the following conditions be addressed:

- i. Approval from the Ministry of Transportation and Infrastructure;
- ii. Road dedication as required;
- iii. Removal of the existing building;
- iv. Registration of a geotechnical report as a Restrictive Covenant which addresses the suitability of the subject property for the proposed development;
- v. In addition to the Site Profile, a disclosure statement must be submitted by a Professional Engineer advising whether there is any evidence of underground fuel

storage tanks on the subject property. If so, a Stage 1 Site Investigation report is required to ensure that the subject property is not a contaminated site.

#### The following applies to the above:

- i. Approval from the Ministry of Transportation and Infrastructure was granted on December 9. 2014:
- ii. Road dedication on 121 Avenue has been provided;
- iii. Removal of existing building has been provided;
- iv. Registration of a geotechnical report as a Restrictive Covenant was not required after further examination of the subject property; and
- v. Disclosure statement submitted on February 24, 2014 indicates that no buried furnace-fuel storage tank exists on the subject property.

#### CONCLUSION:

As the applicant has met Council's conditions, it is recommended that final reading be given to Maple Ridge Zone Amending Bylaw No. 7074-2014.

"Original signed by Adam Rieu"

Draward by Adam Diag

Prepared by: Adam Rieu

Planning Technician

"Original signed by Christine Carter"

Approved by: Christine Carter, M.PL, MCIP, RPP

**Director of Planning** 

"Original signed by David Pollock" for

Approved by: Frank Quinn, MBA, P.Eng

GM: Public Works & Development Services

"Original signed by Jim Rule"

Concurrence: J. L. (Jim) Rule

**Chief Administrative Officer** 

The following appendices are attached hereto:

Appendix A - Subject Map

Appendix B - Zone Amending Bylaw No. 7074-2014

Appendix C – Subdivision Plan

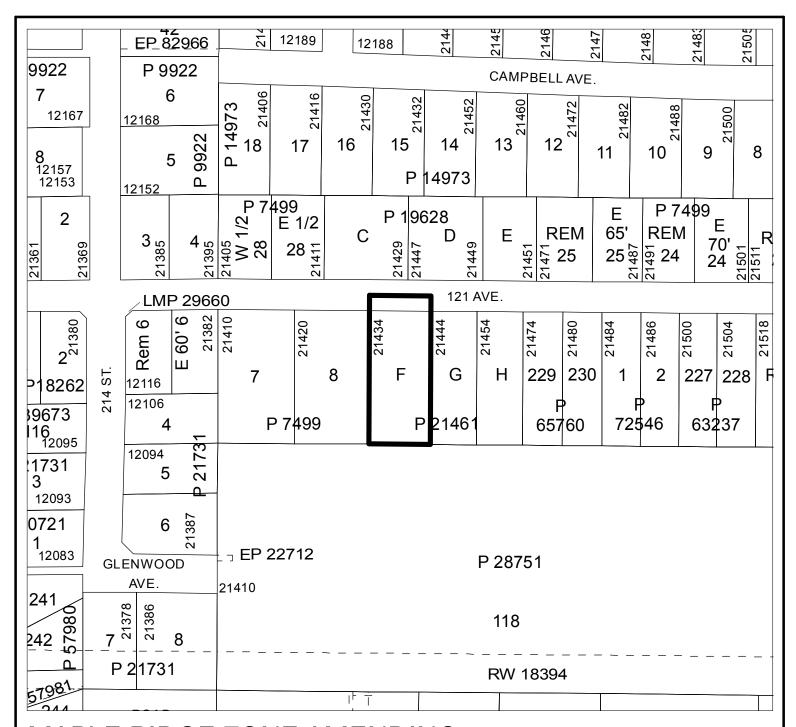
#### <u>APPENDIX A</u> 12189 2150 12188 P 9922 9922 CAMPBELL AVE. 6 7 21416 21430 21460 14973 21482 12167 12168 18 16 14 13 12 15 17 11 10 9 8 12157 5 P 14973 12153 12152 P 7499 P 7499 Ε P 19628 2 E 1/2 Ε 65' **REM** REM Ε 21385 C 70' 21449 21369 28 ∓ 21361 25<sup>148</sup> 514 24 24 21501 25 47 24 Subject Property 121 AVE. 21382 9 2<sub>1380</sub> 21434 21444 21454 9 21420 21474 21484 21486 21500 21504 09 Rem Ш Η 230 227 8 F 229 2 228 7 G 1P18262 12116 12106 39673 P 7499 P 21461 65760 72546 63237 116 12095 12094 21731 5 3 12093 70721 6 12083 P 28751 GLENWOOD AVE. 21410 241 118 242 8 P 21731 244 ROAD 081 LMP 16052 245 P 9007 P 81879 P 39970 ્જિ<sub>ડ</sub> 246 NWS 3157 1 "A" В City of Pitt 2014-023-RZ District of **CORPORATION OF** THE DISTRICT OF MAPLE RIDGE District of Langley PLANNING DEPARTMENT 2014-023-RZ BY: JV Scale: 1:1,500 DATE: Apr 1, 2014 FRASER

#### CORPORATION OF THE DISTRICT OF MAPLE RIDGE

#### BYLAW NO. 7074-2014

A Bylaw to amend Map "A" forming part of Zoning Bylaw No. 3510 - 1985 as amended

1985	<b>WHEREAS</b> , it is deemed expedient to amend Map as amended;	le Ridge Zoning Bylaw No. 3510 -					
Ridge,	NOW THEREFORE, the Municipal Council of the Council open meeting assembled, ENACTS AS FOLLOWS	•					
1.	This Bylaw may be cited as "Maple Ridge Zone An	nending Bylaw No. 7074-2014."					
2.	That parcel or tract of land and premises known	and described as:					
	Lot "F" District Lot 245 Group 1 New Westminste	r District Plan 21461					
	and outlined in heavy black line on Map No. 1616 and forms part of this Bylaw, is hereby rezoned to	• •					
3.	Maple Ridge Zoning Bylaw No. 3510 - 1985 as ar thereto are hereby amended accordingly.	mended and Map "A" attached					
	READ a first time the 13 <sup>th</sup> day of May, 2014.						
	<b>READ</b> a second time the 28 <sup>th</sup> day of October, 2014.						
	PUBLIC HEARING held the 18th day of November,	2014.					
	<b>READ</b> a third time the 25 <sup>th</sup> day of November, 201	4.					
	<b>APPROVED</b> by the Ministry of Transportation and Infrastructure this 4 <sup>th</sup> day of December, 2014.						
	ADOPTED, the day of , 20						
ייייייייייייייייייייייייייייייייייייייי	DING MEMBER	CORPORATE OFFICER					
-KEƏII	RESIDING WEWBER						



### MAPLE RIDGE ZONE AMENDING

Bylaw No. 7074-2014

Map No. 1616

From: RS-1b (One Family Urban (Medium Density) Residential)

To: R-1 (Residential District)

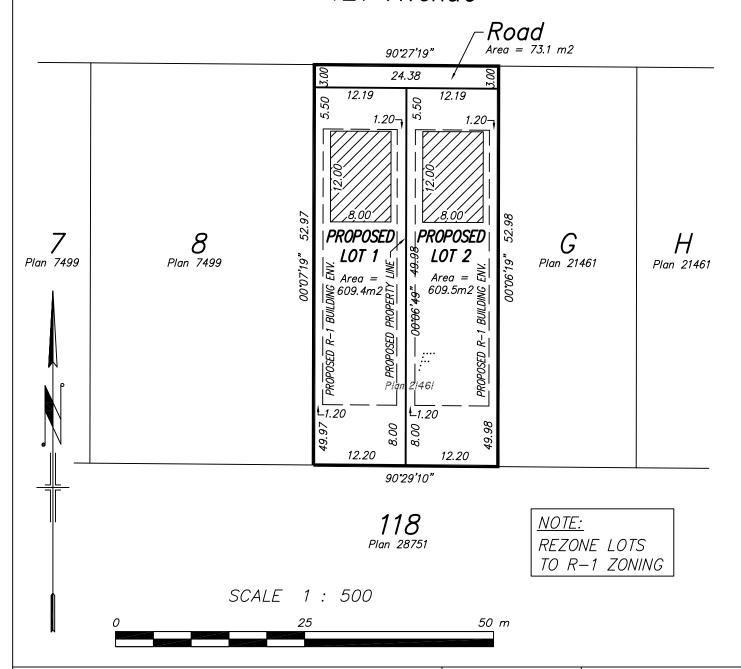




## SKETCH SHOWING PROPOSED 2 LOT SUBDIVISION OF LOT "F"

21434 - 121st Avenue, Maple Ridge

#### 121 Avenue





## Terra Pacific

Land Surveying Ltd

22371 St. Anne Avenue, Maple Ridge, BC Phone: 604-463-2509 Fax: 604-463-4501

*Notes:* 

Scale: 1:500

Paper Size: 11" x 8.5"

Date: Sept. 19, 2014

File: MR14-023sk\_Sub

#### City of Maple Ridge

#### COMMITTEE OF THE WHOLE MEETING

#### **MINUTES**

February 16, 2015 1:00 p.m. Council Chamber

#### **PRESENT**

Elected Officials
Mayor N. Read
Councillor C. Bell
Councillor K. Duncan
Councillor B. Masse
Councillor G. Robson
Councillor T. Shymkiw
Councillor C. Speirs

**Appointed Staff** 

J. Rule, Chief Administrative Officer

K. Swift, General Manager of Community Development,

Parks and Recreation Services

P. Gill, General Manager Corporate and Financial Services

D. Pollock, Acting General Manager Public Works and

**Development Services** 

C. Carter, Director of Planning

C. Marlo, Manager of Legislative Services

Other Staff as Required

C. Goddard, Manager of Development and Environmental

Services

D. Hall, Planner II

S. Murphy, Planner II

D. Boag. Director of Parks and Facilities W. McCormick, Director of Recreation

L. Holitzki, Director of Licences, Permits and Bylaws

C. Nolan, Manager of Accounting

#### 1. DELEGATIONS/STAFF PRESENTATIONS

#### 1.1 Alouette River Management Society ("ARMS")\2014 Annual Update

Note: Item 1.1 was withdrawn and will be rescheduled

#### 2. PUBLIC WORKS AND DEVELOPMENT SERVICES

Note: The following items have been numbered to correspond with the Council Agenda:

#### 1101 2014-055-RZ, Proposed Bylaw, Commercial Production of Medical Marihuana

Staff report dated February 16, 2015 recommending that Maple Ridge Zone Amending Bylaw No. 7094-2014 to eliminate the current 1000 metre separation requirement between commercial producers from all sections of the Zoning Bylaw be given first and second reading and be forwarded to Public Hearing.

D. Hall, Planner gave a Power Point presentation providing the following information:

- Application Information
- Background
- Rationale
- Proposed Amendment
- Recommendation

That the staff report be forwarded to the Council Meeting of February 24, 2015.

Councillor Duncan - OPPOSED

## 1102 2014-016-RZ, 23908 and 23920 Dewdney Trunk Road, RS-1b and RS-3 to R-2

Staff report dated February 16, 2015 recommending that Maple Ridge Zone Amending Bylaw No. 7083-2014 to rezone from RS-1b (One Family Urban [Medium Density] Residential *fill in text here* 

The Manager of Development and Environmental Services gave a Power Point presentation providing the following information:

- Application Information
- Subject Map
- OCP Context
- Neighbourhood Context
- Site Characteristics
- Development Proposal
- Proposed Site Plan

#### **RECOMMENDATION**

That the staff report be forwarded to the Council Meeting of February 24, 2015.

## 1103 Business Licencing and Regulation Bylaw Amendments to Prohibit Payday Loan Business and Check Cashing Centres

Staff report dated February 16, 2015 recommending that Maple Ridge Zone Amending Bylaw No. 7136-2015 be given first and second reading and be forwarded to Public Hearing and that Maple Ridge Business Licencing and Regulation Amending Bylaw No. 7135-2015 be given first and second reading.

- S. Murphy, Planner gave a Power Point presentation providing the following information:
  - Report Information
  - Issues
  - Location of payday loan businesses and cheque cashing centres
  - Current Regulatory Context
  - Legal Opinion
  - Non-Conforming Use
  - Proposed Regulatory Changes (Advised that mistakes in report and bylaw citation of regulations, should read 2009)
  - Alternatives

The Director of Licences, Permits and Bylaws provided clarification of issues related to Business Licencing.

#### **RECOMMENDATION**

That the staff report be forwarded to the Council Meeting of February 24, 2015.

#### 1104 RZ/078/10, 24211 113 Avenue, First One Year Extension

Staff report dated February 16, 2015 recommending that a one year extension be granted for rezoning application RZ/078/10 to permit future subdivision into 7 single family lots.

The Manager of Development and Environmental Services gave a Power Point presentation providing the following information:

- Application Information
- Subject Map
- Official Community Plan Context
- Neighbourhood Context

Committee of the Whole Minutes February 16, 2015 Page 4 of 7

- Site Characteristics
- Development Proposal
- Proposed Site Plan

Note: Councillor Robson left the meeting at 2:08 p.m.

#### RECOMMENDATION

That the staff report be forwarded to the Council Meeting of February 24, 2015.

Note: Councillor Robson returned to the meeting at 2:12 p.m.

#### 1105 **2011-114-RZ, 22810 113 Avenue, Final One Year Extension**

Staff report dated February 16, 2015 recommending that a final one year extension be granted for rezoning application 2011-114-RZ to permit 43 townhouse units under the RM-1 (Townhouse Residential) zone.

The Manager of Development and Environmental Services gave a Power Point presentation providing the following information:

- Application Information
- Subject Map
- Official Community Plan Context
- Neighbourhood Context
- Site Characteristics
- Proposed Site Plan

#### **RECOMMENDATION**

That the staff report be forwarded to the Council Meeting of February 24, 2015.

#### 1106 **2013-042-DVP, 24325 126 Avenue**

Staff report dated February 16, 2015 recommending that the Corporate Officer be authorized to sign and seal 2013-042-DVP to reduce the rural road standard paved carriageway width.

The Manager of Development and Environmental Services gave a Power Point presentation providing the following information:

- Application Information
- Subject Map

- Official Community Plan Context
- Neighbourhood Context
- Development Proposal
- Proposed Variance
- Proposed Subdivision Plan

#### RECOMMENDATION

That the staff report be forwarded to the Council Meeting of February 24, 2015.

#### 3. FINANCIAL AND CORPORATE SERVICES (including Fire and Police)

#### 1131 RCMP Presentation

Staff report dated February 16, 2015 providing a work plan overview for RCMP/Police Services department.

- Financial Overview Brad Lanthier, Senior Manager of Contract Policing (RCMP)
- Business Plan Overview Superintendent David Fleugel, Officer In Charge, Ridge-Meadows RCMP Detachment

Superintendent Fluegel and Mr. Lanthier gave a power point presentation that provided an overview of RCMP services, 2014 achievements, 2015 commitments, crime statistics, and financial data.

#### **RECOMMENDATION**

That the staff report be forwarded to the Council Meeting of February 24, 2015.

#### 1132 Audit and Finance Committee Terms of Reference

Staff report dated February 16, 2015 recommending that the Audit and Finance Committee Terms of Reference be approved.

The Manager of Accounting reviewed the proposed changes to the Terms of Reference.

#### **RECOMMENDATION**

That the staff report be forwarded to the Council Meeting of February 24, 2015.

#### 1133 Disbursements for the month ended December 31, 2014

Staff report dated February 16, 2015 recommending that the disbursements for the month ended December 31, 2014 be approved.

#### **RECOMMENDATION**

That the staff report be forwarded to the Council Meeting of February 24, 2015.

#### 1134 **2014** and **2015** Council Expenses

Staff report dated February 16, 2015 providing updated Council expenses for 2014 and expenses recorded to the end of January for 2015.

#### **RECOMMENDATION**

That the staff report be forwarded to the Council Meeting of February 24, 2015.

#### 4. COMMUNITY DEVELOPMENT AND RECREATION SERVICES

#### 1151 Proposed Leisure Centre Lifecycle Repairs Report

Staff report dated February 16, 2015 recommending that the contract for Leisure Centre Lifecycle Repairs be awarded to SHAPE Architecture Inc. and that the Corporate Officer be authorized to execute the contract.

#### **RECOMMENDATION**

That the staff report be forwarded to the Council Meeting of February 24, 2015.

#### 5. **CORRESPONDENCE** – Nil

#### 6. *OTHER ISSUES* – Nil

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- 7. *ADJOURNMENT* 3:37 p.m.
- 8. **COMMUNITY FORUM** Nil

C. Bell, Acting Mayor Presiding Member of the Committee



#### City of Maple Ridge

TO: Her Worship Mayor Nicole Read MEETING DATE: February 16, 2015

and Members of Council FILE NO: 2014-055-RZ

FROM: Chief Administrative Officer ATTN: C of W

SUBJECT: Proposed Bylaw Amendment Relating to the Commercial Production of Medical

Marihuana

First and Second Reading

Zone Amending Bylaw No. 7094-2014

#### **EXECUTIVE SUMMARY:**

In December 2013 pursuant to legal counsel's advice Council adopted a text amendment to the Zoning Bylaw to establish regulations for the commercial production of medical marihuana as authorized under Federal legislation. The bylaw directed the use exclusively to lands within the Agricultural Land Reserve. One part of the adopted bylaw identified a setback requirement of 1000m between commercial marihuana production facilities.

It was understood at the time of adoption that the legislative context involving this use continued to change as time evolved. It was clear that due to this uncertain regulatory environment, further review and possible bylaw amendments could be required.

Significant interest has been expressed by private investors to locate new facilities in Maple Ridge. As applications have proceeded, details about the Federal process of licensing have emerged. It has become clear over this time that the application process is iterative, between the building permit application and the Federal licensing process. This iterative process makes it impossible to determine at the outset whether a statement of intent to construct such a facility will come to fruition. The net result is that assurance of which facility is first is not possible rendering the 1000m setback almost impossible to administer. Legal counsel has reviewed the implications of this process and advised that the 1000m setback be removed from the bylaw. This report recommends amending the Zoning Bylaw to remove the 1000m setback requirement.

In reviewing this earlier report at the August 25, 2014 Committee of the Whole meeting, Council requested additional information pertaining to potential separation requirements between commercial production facilities and uses that could involve vulnerable persons. Additional research was provided, and upon consideration of the implications involved, the recommendation is to proceed with the proposed bylaw as drafted.

#### RECOMMENDATION:

That Maple Ridge Zone Amending Bylaw No. 7094-2014 be given First and Second Reading and be forwarded to Public Hearing.

#### DISCUSSION:

#### a) Background Context:

On July 8, 2013, Council directed that Zoning Bylaw amendments be prepared concerning the siting and setback requirements for the commercial production of medical marihuana as authorized under Federal legislation. The bylaw directed the use exclusively to lands within the Agricultural Land Reserve, consistent with the June 2013 Agricultural Land Commission Bulletin recognizing this use as a bona fide farm use. The Commission clarified permitted accessory uses in their January 2014 Bulletin (attached as Appendix C)

The Zoning Bylaw amendment that directed this use required significant setback requirements as well as 1000 metre separation requirements between commercial production facilities and a 200 metre minimum distance from schools. There has been significant interest generated by private investors in developing properties within the Agricultural Land Reserve for this purpose. As applications have proceeded, details about the Federal process of licensing have emerged. It has become clear over this time that the application process is iterative, between the building permit application and the Federal licensing process. The initial step in the application process is the identification of a site and notification to appropriate local authorities. The final approval and issuance of a Federal license does not occur until construction is complete, and significant financial investment has been made by the applicant. This iterative process makes it impossible to determine at the outset whether a statement of intent to construct such a facility will come to fruition. It has also proven difficult to acquire status updates from Health Canada. A significant number of license applications have been denied. Due to the uncertainty involved, there are potential conflicts with the 1000 metre separation requirement.

At the August 25, 2014 Committee of the Whole Meeting, Council requested additional information pertaining to potential separation requirements between commercial production facilities and uses that could involve vulnerable persons. Based on this resolution, a legal opinion was obtained, which outlines the implications of introducing further separation requirements.

#### Zoning Bylaw text amendment (2013-074-RZ)

As noted, there were 2 separation requirements stipulated in the Zoning Bylaw text amendment (2013-074-RZ) that directed the commercial production of medical marihuana as authorized under Federal legislation. A 200 metre separation between property lines was specified between this use and schools. A 1000 metre separation between property lines was indicated between commercial production facilities. This latter requirement has proven difficult to administer, when combined with the iterative Federal licensing process.

Prospective applicants must rely on District staff to provide them with information about whether the use is permitted on their land, but District staff cannot with certainty advise them if a licensing process is underway for a site within 1000 metres of theirs. Even if their site has no apparent conflicts at the outset, applicants cannot be assured that another application will not be received within the 1000 metre radius. Health Canada licensing decisions are not necessarily made in the order in which applications are received, so until the final licensing decision is made, there is no

guarantee that any site under application will not ultimately conflict with the separation requirement. As many applications are denied by Federal authorities, it is impossible to know if an application in process will ultimately be successful, and therefore, the presence of such an application might not trigger the separation requirement.

Legal Counsel for the District of Maple Ridge advises that due to the problems with the administration of the bylaw's 1000 metre separation requirement and the significant financial investment involved, there may be a risk of liability for the District. Council is therefore recommended to reconsider the bylaw.

It should be noted that the objective of the recent Federal regulations is to avoid the nuisance and hazardous effects existing under the previous Marihuana Medical Access Regulations. It is anticipated that this objective will be met by directing the commercial production of medical marihuana into purpose built structures, with established standards for security and emergency response. In light of these recent Federal regulations, there may no longer be the need for this additional spacing measure.

**Zoning Bylaw.** Due to the considerations noted above, it is recommended that the 1000 metre separation requirement between producers be eliminated. The 200 metre separation between this use and schools is less difficult to administer, and therefore, the removal of this requirement has not been recommended.

The bylaw as adopted in December 2013 directed this use to lands within the Agricultural Land Reserve which are in the A-1, A-2, A-3, A-4, A-5, RS-1, RS-2 and RS-3 zones. An excerpt from the Zoning Bylaw showing the separation requirement is attached as Appendix A.

#### **ALTERNATIVES:**

The recommendation to amend the bylaw for the commercial production of medical marihuana as authorized under Federal legislation is based on the practical experience of administering the existing bylaw. Although the 1000 metre separation requirement between uses is recommended to be eliminated, the bylaw will still contain significant regulations for setbacks that will assist in avoiding potential conflicts between adjacent uses. Council has the option of denying this recommendation, but the implications of administering the current Zoning Bylaw provisions have been outlined in this report.

A further alternative is suggested for Council's consideration. This would include directing the bylaw to proceed as drafted, but if preferred, to direct that any additional separation requirements be included in the Review of the Zoning Bylaw.

#### **CONCLUSION:**

The bylaw to direct the commercial production of medical marihuana as authorized under Federal legislation was created expediently to establish control over where the use would be located. It was known at that time that the changing regulatory environment for this use could require amendments to the bylaw once adopted. This proposed amendment has been made based on the implications of

the emerging Federal licensing process as it relates to the District's current requirement of 1000 metres of separation between commercial producers. The recommendation of this First and Second Reading report dated February 16, 2015 and titled "Proposed Bylaw Amendment Relating to the Commercial Production of Medical Marihuana" is to eliminate the current 1000 metre separation requirement from all sections of the Zoning Bylaw. It is important to note that the recent Federal legislation directing this use is intended to avoid the nuisance and hazardous effects of the previous program. On this basis, there may no longer be the need for this additional measure.

"Original signed by Diana Hall"

Prepared by: Diana Hall MA, MCIP, RPP

Planner II

"Original signed by Christine Carter"

Approved by: Christine Carter M.PL., MCIP, RPP
Director of Planning

"Original signed by Frank Quinn"

Approved by: Frank Quinn, MBA. P.Eng

**GM: Public Works & Development Services** 

"Original signed by J.L. (Jim) Rule"

\_\_\_\_\_\_

Concurrence: J. L. (Jim) Rule

**Chief Administrative Officer** 

The following appendices are attached hereto:

Appendix A: Excerpt from existing Zoning Bylaw

Appendix B: Maple Ridge Zone Amending Bylaw No. 7094-2014

Appendix C: ALC bulletin

#### **APPENDIX A**

- 7011-2013 (7) Buildings and structures for Medical Marihuana, Commercial Production as authorized under Federal legislation:
  - (a) Shall be sited not less than:
    - (i) 60 metres from front and exterior side lot lines;
    - (ii) 30 metres from rear and interior side lot lines;
    - (iii) 30 metres from all wells and streams:
    - (iv) 30 metres from all buildings used for one family residential use, accessory employee residential use or temporary residential use.
  - (b) Shall be located not less than 200 metres from an elementary or secondary school, measured from the nearest point of the lot line of the Medical Marihuana, Commercial Production use to the nearest point of the lot line of the elementary or secondary school.
  - (c) Shall be located not less than 1000 metres from the nearest point of any lot on which another Medical Marihuana, Commercial Production use is occurring, or on which such a use has been authorized under Federal legislation." (to be removed)

#### **APPENDIX A**

- 7011-2013 (7) Buildings and structures for Medical Marihuana, Commercial Production as authorized under Federal legislation:
  - (a) Shall be sited not less than:
    - (i) 60 metres from front and exterior side lot lines;
    - (ii) 30 metres from rear and interior side lot lines;
    - (iii) 30 metres from all wells and streams:
    - (iv) 30 metres from all buildings used for one family residential use, accessory employee residential use or temporary residential use.
  - (b) Shall be located not less than 200 metres from an elementary or secondary school, measured from the nearest point of the lot line of the Medical Marihuana, Commercial Production use to the nearest point of the lot line of the elementary or secondary school.
  - (c) Shall be located not less than 1000 metres from the nearest point of any lot on which another Medical Marihuana, Commercial Production use is occurring, or on which such a use has been authorized under Federal legislation." (to be removed)

#### **CITY OF MAPLE RIDGE**

#### BYLAW NO.7094-2014

АВ	Bylaw to amend the	text of Maple Rid	ge Zoning Byla	w No. 3510 -	1985 as amended.		
1985	WHEREAS, it is deas amended;	eemed expedient t	to amend Mapl	e Ridge Zoniı	ng Bylaw No. 3510 -		
follows		E, the Municipal Co	ouncil of the Cit	ty of Maple R	idge, enacts as		
1.	This Bylaw may b	e cited as "Maple	Ridge Zone Am	ending Bylav	v No. 7094-2014."		
2.	Maple Ridge Zoni	ng Bylaw No. 351	0 – 1985 is he	reby amende	ed as follows:		
a)		JRAL ZONES, Section NES is amended by			AND STRUCTURES IN ts entirety.		
b)	PART 5, AGRICULTURAL ZONES, Section 504, INTENSIVE GREENHOUSE DISTRICT (A-4) Subsection D is amended by the deletion of clause (9)(c) in its entirety.						
c)		JRAL ZONES, Section deletion of clause (			ZONE (A-5) Subsection F		
d)	PART 6, RESIDENTIAL ZONES, Section 601 Part B REGULATIONS FOR PERMITTED USES OF LAND, BUILDINGS AND STRUCTURES is amended by the deletion of subsection (17) (c) in its entirety.						
READ	a first time the	day of		, 20 .			
READ	a second time the	day of		,20 .			
PUBLI	<b>C HEARING</b> held th	e day of		, 20 .			
READ	a third time the	day of		, 20 .			
ADOP	TED, the	lay of	, 20 .				
PRESI	DING MEMBER			CORPORATE	OFFICER		



## INFORMATION BULLETIN MEDICAL MARIHUANA PRODUCTION IN THE AGRICULTURAL LAND RESERVE

Updated January 2014

Health Canada's Marihuana for Medical Purposes Regulation (MMPR) <a href="http://www.laws-lois.justice.gc.ca/eng/regulations/SOR-2013-119/">http://www.laws-lois.justice.gc.ca/eng/regulations/SOR-2013-119/</a> has changed the parameters for the production of medical marihuana in Canada. The current system of personal use licenses and designated person licenses will be phased out by April 1, 2014. In its place, new Federal licenses are geared to larger scale production/distribution facilities. For further information about the changes see the following website <a href="http://www.hc-sc.gc.ca/dhp-mps/marihuana/index-eng.php">http://www.hc-sc.gc.ca/dhp-mps/marihuana/index-eng.php</a>.

Various local governments in British Columbia are looking at their zoning bylaws to determine where these larger scale commercial production facilities should be directed. A number of local governments are considering industrial, commercial and agricultural zones, within purpose built structures and with siting regulations from property lines and residential uses. Others are looking to restrict this land use or direct to particular areas of their community.

The Agricultural Land Commission Act and regulations determine land use in the Agricultural Land Reserve (ALR). Due to the number of inquiries from local governments and Medical Marihuana production proponents, the ALC provides the following for clarification purposes with regard to Medical Marihuana production in the ALR.

Section 1 of the Agricultural Land Commission Act defines "farm use" as:

An occupation or use of land for farm purposes, including farming of land, plants and animals and any other similar activity designated as farm use by regulation, and includes a farm operation as defined in the *Farm Practices Protection (Right to Farm) Act*.

Based on the above definition, if a land owner is lawfully sanctioned to produce marihuana for medical purposes, the farming of said plant in the Agricultural Land Reserve (ALR) is allowed and would be interpreted by the Agricultural Land Commission as being consistent with the definition of "farm use" under the *ALC Act*.

Notwithstanding the farming of land for the production of medical marihuana, not all activities associated with its production would necessarily be given the same "farm use" consideration. Accessory uses associated with the farm use include a small business office, testing lab, processing and drying, packaging shipping areas, cloning room and anything else directly related to the growing and processing of the plant. Determining an accessory use is contingent on the use being necessary and commensurate with the primary function of the property/building to produce an agricultural product. If a land use activity is proposed that is <u>not</u> specifically related to the growing of an agricultural product including a stand-alone research and development facility, an application to the ALC for non-farm use would be required.

Municipalities are responsible for governing the use of land within the respective municipality's jurisdiction. Zoning bylaws enacted by municipalities may set out restrictions on land use, including but not limited to the use of land for medical marihuana production. Where such restrictions may apply to land within the ALR, such restrictions with respect to the particular land use of lawfully sanctioned medical marihuana production would not in and of themselves be considered as inconsistent with the *ALC Act*.

Proponents of medical marihuana production facilities should contact their local government to determine the applicability of zoning bylaws, approval processes and to determine building permit requirements that may apply.



#### City of Maple Ridge

TO: Her Worship Mayor Nicole Read MEETING DATE:

and Members of Council FILE NO: 2014-016-RZ

February 16, 2015

FROM: Chief Administrative Officer MEETING: C of W

SUBJECT: Second Reading

Zone Amending Bylaw No. 7083-2014 23908 and 23920 Dewdney Trunk Road

#### **EXECUTIVE SUMMARY:**

An application has been received to rezone the subject properties, located at 23908 and 23920 Dewdney Trunk Road, from RS-1b (One Family Urban (Medium Density) Residential) and RS-3 (One Family Rural Residential) to R-2 (Urban Residential District), to permit a future subdivision of approximately 12 lots. Council granted first reading to Zone Amending Bylaw No. 7083-2014 on July 8, 2014. The minimum lot size for the current RS-1b (One Family Urban (Medium Density) Residential) zone is 557m² and RS-3 (One Family Rural Residential) zone is 0.8 ha (2 acres) and the minimum lot size for the proposed R-2 (Urban Residential District) zone is 315 m². This application is in compliance with the OCP.

There is not sufficient suitable land for park dedication on the subject site and it is recommended that Council require the developer to to pay to the City an amount that equals 5% of the market value of the land required for parkland purposes, as determined by an independent appraisal.

#### **RECOMMENDATIONS:**

- 1) That Maple Ridge Zone Amending Bylaw No. 7083-2014 be given second reading, and be forwarded to Public Hearing;
- 2) That Council require, as a condition of subdivision approval, the developer to pay to the City an amount that equals 5% of the market value of the land, as determined by an independent appraisal, in lieu of parkland dedication in accordance with Section 941 of the *Local Government Act*; and,
- 3) That the following terms and conditions be met prior to final reading:
  - i) In addition to the Site Profile, a disclosure statement must be submitted by a Professional Engineer advising whether there is any evidence of underground fuel storage tanks on the subject properties. If so, a Stage 1 Site Investigation Report is required to ensure that the subject property is not a contaminated site.

#### **DISCUSSION:**

1) Background Context:

Applicant: Jean Fares

Owner: Alireza Mastour-Baik; Sammy Rastkar

<sup>-1-</sup> 1102

Legal Description: West Half Lot 2 Except: Fistly: Parcel A (Reference Plan

13881) and Secondly: Parcel A (Reference Plan 84990), Thirdly: Part subdivided by Plan LMP1641, Section 16 Township 12 New Westminster District Plan1676

Parcel A (Reference Plan 13881) West Half Lot 2 Except: Parcel B (Reference Plan 84991), Section 16 Township 12

New Westminster District Plan1676

OCP:

Existing: Urban Residential

Zoning:

Existing: RS-1b (One Family Urban (Medium Density) Residential); RS-3

(One Family Rural Residential)

Proposed: R-2 (Urban Residential District)

Surrounding Uses:

North: Use: City Works Yard

Zone: P-6 (Civic Institutional)

Designation: Institutional

South: Use: Single Family Residential

Zone: RS-1b (One Family Urban (Medium Density) Residential)

Designation: Urban Residential

East: Use: Single Family Residential

Zone R-1 (Residential District); R-3 (Special Amenity Residential

District)

Designation: Urban Residential

West: Use: Single Family Residential

Zone: RS-1b (One Family Urban (Medium Density) Residential):

Proposed R-2 (Urban Residential District) under application

2014-106-RZ at first reading

Designation: Urban Residential

Existing Use of Property: Vacant

Proposed Use of Property: Single Family Residential Site Area: 0.53 ha (1.31 acres)

Access: New local road and lane access from 239 Street

Servicing: Urban Standard Companion Applications: 2014-016-SD

#### 2) Background:

A previous application on the subject properties (RZ/120/10) planned to construct a 25 lot subdivision across three properties located at 23908, 23920, and 23882 Dewdney Trunk Road. Homes fronting Dewdney Trunk Road were to be accessed from a rear lane, while the remaining lots

were to be accessed via a new local road. The development was anticipated to consist of a variety of lot sizes, with larger lots bordering the southern property line. This application expired and now each of the two partners from the original application (RZ/120/10) are proceeding with their own application.

#### 3) Project Description:

The subject properties are located on the south side of Dewdney Trunk Road, and are approximately 0.53 ha (1.31 acres) in size. The subject properties are currently vacant with single family residential properties to the south and east, with Dewdney Trunk Road to the north (see Appendix A). The property to the west is currently vacant, and under application 2014-106-RZ for proposed R-2 (Urban Residential District) zoning for eleven single family residential lots. Application 2014-106-RZ received first reading on January 27, 2015.

The applicant proposes to rezone the subject properties from RS-1b (One Family Urban (Medium Density) Residential) and RS-3 (One Family Rural Residential) to R-2 (Urban Residential District) to permit future subdivision into twelve single family residential lots. As originally proposed, lots fronting Dewdney Trunk Road will be accessed via a rear lane, while remaining lots will be accessed from a new local road. The proposed lane and local road will also service the lot to the west, under application 2014-106-RZ.

#### 4) Planning Analysis:

#### i) Official Community Plan:

The subject properties are designated *Urban Residential* in the OCP, and are subject to the Major Corridor infill policies. These policies require that development be compatible with the surrounding neighbourhood, with particular attention given to site design setbacks and lot configuration with the existing pattern of development in the area. The proposed rezoning to R-2 (Urban Residential District) is in conformance with the *Urban Residential* designation and infill policies.

The Major Corridor infill policies provide for a range of building forms, including single family, duplex, triplex, fourplex, townhouse, or 4-storey apartment, subject to compliance with OCP compatibility criteria. In this case, a townhouse form of development would be considered compatible for the subject properties; however, the applicant prefers to develop using the R-2 (Residential District) zone. Given that there was a historic single family development application on the property, and that a single family form complies with the OCP policies, the proposed use of R-2 (Urban Residential District) zone is supportable.

#### ii) Zoning Bylaw:

The applicant proposes to rezone the properties located at 23908 and 23920 Dewdney Truck Road from RS-1b (One Family Urban (Medium Density) Residential) and RS-3 (One Family Rural Residential) to R-2 (Urban Residential District) (see Appendix B) to permit future subdivision into 12 single family lots (see Appendix C). The minimum lot size for the current RS-1b (One Family Urban (Medium Density) Residential) zone is 557m² and RS-3 (One Family Rural Residential) zone is 0.8 ha (2 acres) and the minimum lot size for the proposed R-2 (Urban Residential District) zone is 315 m².

# iii) Development Permits:

A Form and Character Development Permit is not required for this R-2 (Urban Residential District) single family residential development.

# iv) Advisory Design Panel:

A Form and Character Development Permit is not required and therefore this application does not need to be reviewed by the Advisory Design Panel.

# v) <u>Development Information Meeting</u>:

A Development Information Meeting was not required for this development as it did not require an OCP amendment and there is less than 25 dwelling units proposed, as per Council Policy 6.20 for Development Information Meetings.

# vi) Parkland Requirement:

As there are more than two additional lots proposed to be created, the developer will be required to comply with the park dedication requirements of Section 941 of the *Local Government Act* prior to subdivision approval.

For this project, there is no suitable land for park dedication on the subject properties and it is therefore recommended that Council require the developer to to pay to the City an amount that equals the market value of 5% of the land required for parkland purposes. The amount payable to the City in lieu of park dedication must be derived by an independent appraisal at the developer's expense. Council consideration of the cash-in-lieu amount will be the subject of a future Council report.

# 5) Interdepartmental Implications:

# i) Engineering Department:

A Rezoning Servicing Agreement is not required for this rezoning application, as there are no works or services required for the rezoning. All deficient services will be provided through a Subdivision Servicing Agreement at the time of subdivision.

# ii) Fire Department:

The Fire Department has recommended that a new fire hydrant be located on the western boundary of 23908 Dewdney Trunk Road.

# **CONCLUSION:**

This application is in compliance with the Official Community Plan. It is recommended that second reading be given to Maple Ridge Zone Amending Bylaw No. 7083-2014, and that application 2014-016-RZ be forwarded to Public Hearing.

It is further recommended that Council require, as a condition of subdivision approval, the developer to pay to the City an amount that equals 5% of the market value of the land, as determined by an independent appraisal, in lieu of parkland dedication.

"Original signed by Adam Rieu"

Prepared by: Adam Rieu

Planning Technician

"Original signed by Christine Carter"

Approved by: Christine Carter, M.PL, MCIP, RPP

**Director of Planning** 

"Original signed by Frank Quinn"

Approved by: Frank Quinn, MBA, P.Eng

GM: Public Works & Development Services

"Original signed by J.L. (Jim) Rule"

On an annual service of the Alberta Devil.

Concurrence: J. L. (Jim) Rule

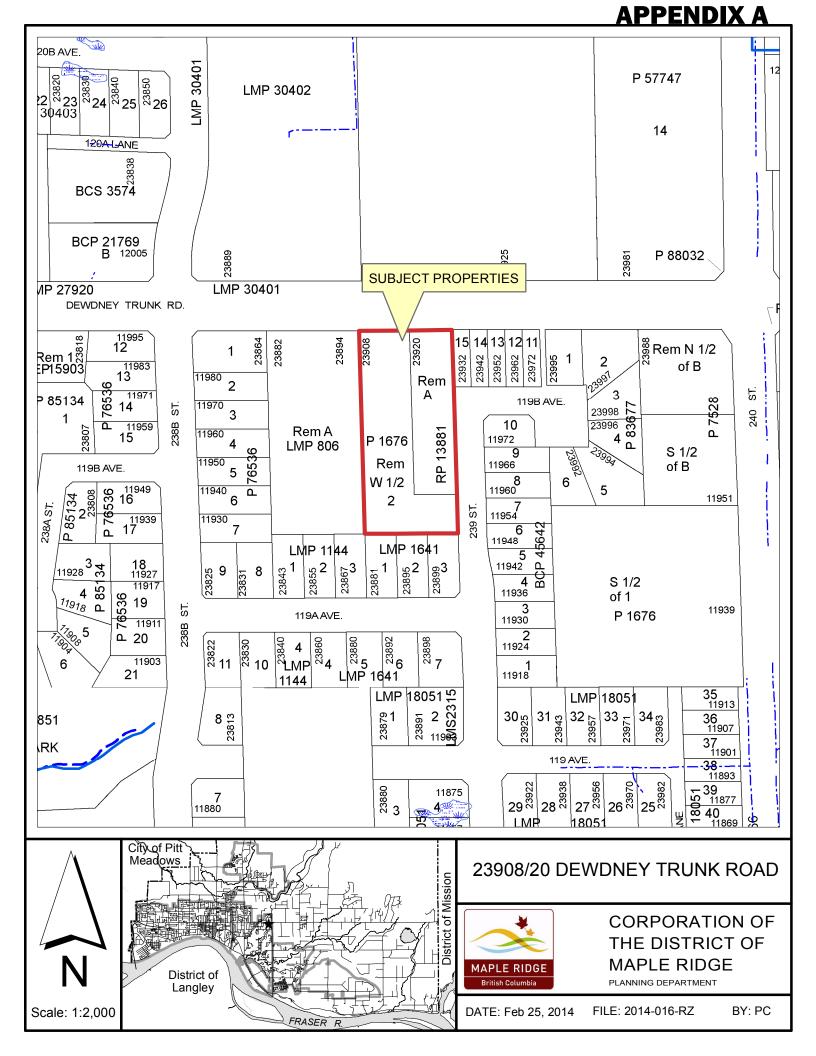
**Chief Administrative Officer** 

The following appendices are attached hereto:

Appendix A - Subject Map

Appendix B - Maple Ridge Zone Amending Bylaw No. 7083-2014

Appendix C - Subdivision Plan

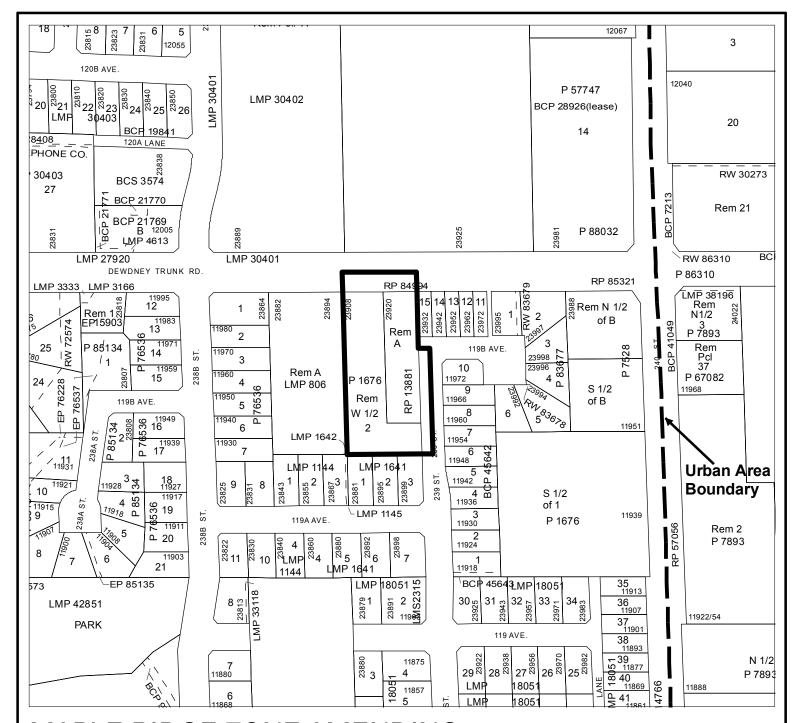


# CORPORATION OF THE DISTRICT OF MAPLE RIDGE

# BYLAW NO. 7083-2014

A Bylaw to amend Map "A" forming part of Zoning Bylaw No. 3510 - 1985 as amended

	WHEREAS, it is deemed expedient to amend Maple Ridge Zoning Bylaw No. 3510 - 1985 as amended;							
	HEREFORE, the Municipal Cas follows:	Council of the (	Corporation of the District of Maple Ridge,					
1.	This Bylaw may be cited as	"Maple Ridge	Zone Amending Bylaw No. 7083-2014."					
2.	Those parcels or tracts of la	and and premi	ises known and described as:					
	•	4990), Thirdly:	teference Plan 13881) and Secondly: : Part subdivided by Plan LMP1641, er District Plan1676					
	•	,	alf Lot 2 Except: Parcel B (Reference Plan estminster District Plan1676					
	•	•	No. 1618 a copy of which is attached heret rezoned to R-2 (Urban Residential District).					
3.	Maple Ridge Zoning Bylaw thereto are hereby amende		85 as amended and Map "A" attached					
	<b>READ</b> a first time the 8 <sup>th</sup> da	y of July, 2014	4.					
	<b>READ</b> a second time the	day of	, 20					
	PUBLIC HEARING held the	day of	, 20					
	<b>READ</b> a third time the	day of	, 20					
	ADOPTED, the day of	f	, 20					
PRESII	DING MEMBER	-	CORPORATE OFFICER					



# MAPLE RIDGE ZONE AMENDING

Bylaw No. 7083-2014

Map No. 1618

From: RS-1b (One Family Urban (Medium Density) Residential)

RS-3 (One Family Rural Residential)

To: R-2 (Urban Residential District)



Urban Area Boundary



# Dewdney Trunk Road

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TO: Her Worship Mayor Nicole Read MEETING DATE: February 24, 2015

and Members of Council FILE NO:

FROM: Chief Administrative Officer MEETING: Council

SUBJECT: First and Second Reading

Maple Ridge Zone Amending Bylaw No. 7136-2015

First and Second Reading

Business Licencing and Regulation Amending Bylaw No.7135-2015

To prohibit Payday Loan businesses and Cheque Cashing centres - REVISED

# **EXECUTIVE SUMMARY:**

The purpose of this report is to provide Council with information on payday loan businesses and cheque cashing centres. At the Regular Council meeting of January 13, 2015 there was discussion about this issue and the following Resolution was passed:

That staff provide information on restrictions for payday loan companies.

This report provides information on payday loan businesses and cheque cashing centres' general practices; a legal opinion regarding municipal authority for this issue; overview of Lower Mainland municipalities' approach to prohibiting these uses; and bylaw amendments to the Zoning Bylaw and Business Licencing and Regulation Bylaw respectively that will prohibit additional payday loan businesses and cheque chasing centres in Maple Ridge.

Note: A transcription error referencing the Payday Loans Regulation, B.C. Reg. 57/2003, as amended, has been corrected in this report to read: **Payday Loans Regulation, B.C. Reg. 57/2009**.

# **RECOMMENDATIONS:**

- 1. That Zone Amending Bylaw No. 7136-2015 be given First and Second Reading and be forwarded to Public Hearing: and
- 2. That Business Licencing and Regulation Amending Bylaw No.7135-2015 be given First and Second Reading.

# DISCUSSION:

# a) Background:

On January 13, 2015 Council passed a resolution directing staff to prepare a report on payday loan companies. Generally speaking payday loan companies are businesses that loan a relatively small amount of money lent at a high rate of interest on the agreement that it will be repaid when the borrower receives their next paycheck. Another service that is related to payday loans is cheque cashing. Cheque cashing centres are businesses that will cash a cheque for a fee. There are

businesses that offer either payday loans or cheque cashing services or both. The growth of the payday loan industry has focused attention on the industry and its practice of charging relatively high rates of interest. In 2006, the Federal government conducted research into this issue to examine current practices.1

In order to qualify for a payday loan, the borrower generally must have identification, a personal chequing account, and a pay stub or alternative proof of a regular income. Payday lenders typically extend credit based on a percentage of the borrower's net pay until his/her next payday (generally within two weeks or less). The borrower provides the payday lender with a post-dated cheque, or authorizes a direct withdrawal, for the value of the loan plus any interest or fees charged.

Payday loan businesses often cash the borrower's post-dated cheque or process the direct withdrawal on the due date of the loan. Others will require that the borrower repay the loan in cash on or before the due date, and may charge an additional fee if the loan is not repaid. If there are insufficient funds in the borrower's account, the borrower may also be required to pay a return fee to the payday lender. In this instance, the borrower may have the option of "rolling over" the loan that is, taking out another payday loan to pay off the original loan for an additional fee.

Currently, there are six payday loan companies that have a commercial business licence in the City of Maple Ridge. Five of the six companies are located in the Town Centre. They are:

- 1. 20130 Lougheed Hwy Unit 107 National Money Mart Company Inc.
- 2. 22332 Lougheed Hwy National Money Mart Company Inc.
- 3. 22645 Dewdney Trunk Rd Unit 106 National Money Mart Company Inc.
- 4. 22444 Lougheed Hwy Cash Money Cheque Cashing Inc.
- 5. 22361 Lougheed Hwy Cashplan Financial
- 6. 11997 224 St Unit A Money Money Payday Loans Ltd.

Please refer to Appendix C for location map of these businesses. Please refer to Appendix E for a complete list of services for each respective business. Each business provides cheque cashing and/or payday loans to its customers. Please note that there was a seventh payday loan company in operation (Instaloan located at Unit 102-20690 Lougheed Highway until February 4, 2015 which is listed in Appendix E and has now closed.)

# b) Current Regulatory Context:

# Federal

Section 347 of the Criminal Code of Canada currently prohibits the charging of interest above 60% per year. The Criminal Code was amended with Bill C-26 on October 6, 2006, which exempted payday loans from criminal sanctions in order to facilitate provincial regulation of the industry.<sup>2</sup>

# Provincial

The Province of British Columbia made amendments and additions to the Business Practices and Consumer Protection Act October 23, 2007 and established the Payday Loans Regulation on November 1, 2009. The legislative change requires payday lenders to be licensed, sets the

Retrieved from http://www.parl.gc.ca/content/lop/researchpublications/prb0581-e.html on January 28, 2015, Parliament of Canada website, Library of Parliament, Parliamentary Information and Research Service, "Payday Loan Companies in Canada: Determining the Public Interest.

<sup>&</sup>lt;sup>2</sup> Retrieved from: http://www.parl.gc.ca/About/Parliament/LegislativeSummaries/bills\_ls.asp?ls=c26&Parl=39&Ses=1 on January 30, 2015, Parliament of Canada website, regarding Bill c-26 An Act to amend the Criminal Code (criminal interest rate).

maximum charges, requires full disclosure in loan agreements, and regulates unfair practices that are harmful to consumers. The Business Practices and Consumer Protection Act and the Payday Loans Regulation are the responsibility of the Ministry of Justice. The Ministry of Justice has its own compliance officers. These are referred to as 'Enforcement Inspectors' that can investigate a contravention of the regulation and levy financial penalties. They also have the ability to proceed to filing a notice with the Supreme Court.

# Municipal

# Zoning Bylaw:

Payday loan and cheque cashing companies fall under the definition of *"Financial Services"* in the *Maple Ridge Zoning Bylaw No. 3510 – 1985 Part 2 Interpretation* which includes a reference to 'cheque cashing service' and is provided here:

Financial Services - means a bank, trust company, savings and loans, credit unions, cheque cashing service, income tax services, bookkeeping, and similar uses providing financial services to the public.<sup>3</sup> Financial Services are currently allowed in the following zones:

- C-2 (Community Commercial)
- C-3 (Town Centre Commercial)
- C-5 (Village Centre Commercial)
- CRM (Commercial Residential)
- H-1 (Heritage Commercial)

The Zoning Bylaw does not currently include definitions for payday loan companies or cheque cashing centres.

# **Business Licencing and Regulation Bylaw**

The definition of a "Cheque Cashing Centre" and a "Financial Institution" are listed as two separate and distinct businesses in the District of Maple Ridge Business Licencing and Regulation Bylaw No. 6815-2011. The Business Licence Bylaw also currently does not contain a definition of payday loans.

# c) List of issues

The subject of payday loan companies and cheque cashing centres has become a priority due to a high number of complaints from residents to Council members and City staff. The complaints highlight a range of concerns including:

- There are too many
- There are often large crowds creating a disturbance, particularly on Social Services cheque day
- Prey on marginalized populations
- Not good for the economy because they charge high interest rates
- Detrimental to the economic vitality of the downtown

Developing an approach to restricting and/or prohibiting payday loans and cheque cashing in Maple Ridge also has the support of the RCMP.

<sup>&</sup>lt;sup>3</sup> Corporation of the District of Maple Ridge Zoning Bylaw No. 3510-1985, page 5.

# **Legal Opinion**

A legal opinion from Young Anderson Barristers & Solicitors Inc. confirms that cheque cashing centres and payday loan companies may be prohibited by regulation through zoning. A copy of the legal opinion is attached as Appendix D.

# d) Citizen Implications:

The prohibition of these uses will not result in the discontinuation of these uses as they would be considered non-conforming under the *Local Government Act*. Any currently operating payday loan companies or cheque cashing centres in existence at the time of a regulatory amendment to the *Corporation of The District of Maple Ridge Bylaw No.* 3510 – 1985 would continue to operate as a legally non-conforming use as per the *Local Government Act*, section 911 which states:

# Non-conforming uses and siting

- 911 (1) If, at the time a bylaw under this Division is adopted,
- (a) land, or a building or other structure, is lawfully used, and
- (b) the use does not conform to the bylaw,

The use may be continued as a non-conforming use, but if the non-conforming use is discontinued for a continuous period of 6 months, any subsequent use of the land, building or other structure becomes subject to the bylaw.

# e) Regional Examples

The following are examples from several municipalities in the Lower Mainland that have regulated this use in their respective zoning bylaws by either prohibitive or restrictive measures.

- 1. The **City of Langley Zoning Bylaw, 1996, No. 2100** defines "cheque cashing", "moneylending", and "General Service". The money-lending definition includes a reference to payday loans. The General Service definition excludes cheque cashing and currency exchange businesses. The definitions are as follows:
  - "Cheque-Cashing means a business other than a bank or credit union regulated under the Financial Institutions Act or the Bank Act that cashes cheques for a fee or for less than face value of the cheque.
  - General Service means a business that provides services, other than personal services, to individuals or to other businesses and includes printing, reproduction, publishing, bookbinding, film processing, rentals, veterinary clinics, and banks but excludes automotive service uses, industrial equipment rental, pawn brokers, cheque cashing and currency exchange businesses.
  - Money-Lending means the business of lending money in exchange for interest payments, fees, or any other form of consideration beyond re-payment of the principal sum being loaned. Without limiting the generality of the foregoing, this includes the making of so-called "payday loans" and analogous shorter term lending, regardless whether collateral or security is or is not taken in conjunction with the transaction. Money lending is deemed not to include any of the following:
    - o (a) Activities occurring in a bank which is licensed and regulated under the *Bank Act*, S.C. 1999 c. 46, as amended

- o (b) Activities occurring in a credit union which is licensed and regulated under the *Financial Institutions Act*, R.S.B.C. 1996 c.141, as amended
- (c) Activities occurring in a mortgage broker's premises, where those premises are licensed and regulated under the *Mortgage Brokers Act*, R.S.B.C. 1996 c. 313
- o (d) Activities occurring in a dealer which is licensed and regulated under the Securities Act, R.S.B.C. 1996 c. 418, as amended
- (e) The extension of credit to purchasers of consumer goods, furniture, electronics, or automobiles as an incident of a purchase transaction."

With these definitions, 'cheque cashing service' has been listed as an exclusion from the *General Service* use definition.

Cheque cashing is specifically allowed only in the C-3 commercial zone, which is the zone for the Willowbrook Mall. This is a location that has security and standard open and closing times, which provides an opportunity to limit after-hours activity at this respective location.

- 2. The **Township Of Langley Zoning Bylaw 1987 No. 2500** prohibits the use and provides the following definition in the Administration section:
  - "Cheque Cashing Facilities means a business other than a bank or credit union regulated under the *Financial Institutions Act* or the *Bank Act* that cashes cheques for a fee or for less than face value of the cheque.
  - The definition of Commercial Use is as follows: "Commercial Use" means the retail sale of goods and services, servicing and repair of goods, offices, medical clinics, veterinary clinics, restaurants, financial institutions, education, recreation, entertainment and instruction uses. Excludes a highway commercial use, medical marihuana dispensary use, amusement machines unless accessory to a permitted use, arcades, pool halls, service stations, gas bars, vehicle servicing, vehicle repair shops, vehicle storage compounds, vehicle body shops, wrecking and salvaging yards, and uses that are primarily manufacturing or warehousing, and casino halls, pawnbrokers, tattoo shops and cheque cashing facilities. Includes a U-Brew, "Food Primary Use" where licensed as a Food Primary Use by the Liquor Control Licensing Branch in accordance with the Liquor Control Licensing Act and Regulations."

The list for the Commercial Use definition excludes cheque cashing facilities. There is no definition of money-lending, General Service or financial services.

- 3. The **City of Abbotsford Zoning Bylaw No. 2400-2014** prohibits the use and provides the following definitions related to this discussion:
  - "Financial Institution means the premises of a bank, trust company, finance company, mortgage company, or investment company.
  - The C7 Zone states that a Financial Institution or Office shall not consist of any of the following uses or activities in the C7 zone; cheque cashing or personal loan services other than those regulated under the *Financial Institutions Act* or the *Bank Act*."

In this case, cheque cashing and payday loans are not included in the financial institution definition. In addition, cheque cashing is listed as excluded from the City of Abbotsford C7 (Historic Downtown Commercial) zone.

- 4. **City of Surrey Zoning By-law No. 12000** restricts the number of cheque cashing centres or payday loan stores within a specified distance. In the Definitions section of the Zoning Bylaw provides the following definitions:
  - "Cheque Cashing Centre: means a premise where the business of cashing cheques or negotiable instruments for a fee charged or chargeable to the payee of the cheque or the payee's agent is carried on, but does not include banks or *drive-through banks*. (Part 1, page 1.8)
  - Payday Loan Store: means the business of offering, arranging or providing payday loans (as defined in the Business Practices and Consumer Protection Act, S.B.C. 2004 c.2, as amended, and regulated by the Payday Loans Regulation, B.C. Reg. 57/2003, as amended to consumers."

Under the General Provisions in the Zoning Bylaw is the following:

"29. Cheque Cashing Centres and Payday Loan Stores

No cheque cashing centre or payday loan store shall locate within 400 metres [1,300 ft.] of the lot line of an existing cheque cashing centre or payday loan store."

# f) Proposed Regulatory Changes

# **Zoning Bylaw**

The following is proposed as a text amendment to the Zoning Bylaw:

- Add the definitions of cheque cashing and payday loans to Part 2 Interpretation Section of the Zoning Bylaw. The definitions are as follows:
  - CHEQUE CASHING CENTRE use means any premises where the business of cashing cheques or negotiable instruments for a fee charged or chargeable to the payee of the cheque or the payee's agent is carried on.
  - PAYDAY LOAN use means the business of offering, arranging or providing payday loans (as defined in the Business Practices and Consumer Protection Act, S.B.C. 2004 c.2, as amended, and regulated by the Payday Loans Regulation, B.C. Reg. 57/2009, as amended) to consumers.
- Amend the "Financial Services" definition by deleting the words 'cheque cashing service', and adding text that excludes 'cheque cashing centres' and 'payday loan uses'; as follows:
  - o FINANCIAL SERVICES means a bank, trust company, savings and loans, credit unions, income tax services, bookkeeping, and similar uses providing financial services to the public but excludes cheque cashing centre or payday loan use; and
- Specifically prohibit 'cheque cashing centres' and 'payday loan uses' under Part 4 General Regulations, as follows:
  - o Cheque cashing centres and payday loan uses.

# **Business Licencing and Regulation Bylaw:**

The following is proposed as an amendment to the Business Licencing Bylaw:

- Add the following definitions:
  - "Payday Loan" means the business of offering, arranging, or providing payday loans (as defined in the Business Practices and Consumer Protection Act, SBC 2004 c.2, as amended, and regulated by the Payday Loans Regulation, B.C. Reg. 57/2009, as amended) to consumers.
  - Financial and Institutional Services add in alphabetical order, 'Payday Loans' with an associated annual business licence fee of \$700.00.

### ALTERNATIVES:

There are other alternatives to the staff recommendations set out in this report Council may wish to consider which are as follows:

# **Zoning Bylaw:**

Prohibit payday loan and cheque cashing uses in the Town Centre only. This approach would render the five businesses in the Town Centre as non-conforming uses; however additional payday loan and cheque cashing uses could open in other commercial areas.

# **Business Licencing Bylaw**

A provision will be added to the bylaw that Cheque Cashing Centres and Payday Loan companies hold a continuous, valid licence as required with the Province through BC Consumer Protection Act and for store closing hours to keep them more in line with Financial Services.

### CONCLUSION:

This report addresses the issue of payday loan companies and cheque cashing centres that has been brought to Council's attention. It provides an overview of payday loan and cheque cashing uses, the current regulatory context, and examples of how other Lower Mainland municipalities are approaching this issue. A legal opinion from Young Anderson is also provided, which establishes the foundation to use municipal authority to restrict and/or prohibit additional payday loans and cheque cashing centres in Maple Ridge.

Based on this information a recommendation has been provided for Council consideration to prohibit payday loan companies and cheque cashing centres from operating in Maple Ridge in the future by amending the Zoning Bylaw and the Business Licencing and Regulation Bylaw.

"Original signed by Siobhan Murphy"

Co-prepared by: Siobhan Murphy, MA, MCIP, RPP

Planner II

"Original signed by Liz Holitzki"

Co-prepared by: Liz Holitzki

Director of Licences, Permits and Bylaws

"Original signed by Christine Carter"

Approved by: Christine Carter, M.PL, MCIP, RPP

**Director of Planning** 

"Original signed by David Pollock" for

Approved by: Frank Quinn, MBA, P. Eng

**GM: Public Works & Development Services** 

"Original signed by J.L. (Jim) Rule"

\_\_\_\_\_\_

Concurrence: J. L. (Jim) Rule

**Chief Administrative Officer** 

The following appendices are attached hereto:

Appendix A - Zoning Amending Bylaw No. 7136-2015

Appendix B - Business Licencing and Regulation Amending Bylaw 7135-2015 - REVISED

Appendix C - Location of Payday Loan Companies and Cheque Cashing Centres in Maple Ridge

Appendix D - Legal Opinion from Young Anderson Barristers & Solicitors Inc

Appendix E – List of services for Payday Loan companies in Maple Ridge

# CITY OF MAPLE RIDGE

# BYLAW NO. 7136-2015

A Bylaw to amend the text of Maple Ridge Zoning Bylaw No. 3510 - 1985 as amended.

WHEREAS, it is deemed expedient to amend Maple Ridge Zoning Bylaw No. 3510 - 1985 as amended:

**NOW THEREFORE**, the Municipal Council of the City of Maple Ridge, enacts as follows:

This Bylaw may be cited as "Maple Ridge Zoning Bylaw Text Amendment No. 7136-2015."

# Scope:

This Bylaw recommends amendments that will prohibit payday loan companies and cheque cashing centres from future operation in Maple Ridge.

1. **PART 2 INTERPRETATION**, is amended by addition of the following definitions in the correct alphabetical order:

CHEQUE CASHING CENTRE use means any premises where the business of cashing cheques or negotiable instruments for a fee charged or chargeable to the payee of the cheque or the payee's agent is carried on.

PAYDAY LOAN use means the business of offering, arranging or providing payday loans (as defined in the *Business Practices and Consumer Protection Act*, S.B.C. 2004 c.2, as amended, and regulated by the Payday Loans Regulation, B.C. Reg. 57/2009, as amended) to consumers.

2. **PART 2 INTERPRETATION** the definition of "FINANCIAL SERVICES" is amended by deleting the words 'cheque cashing service' and adding the words identified in **bold text**:

FINANCIAL SERVICES - means a bank, trust company, savings and loans, credit unions, income tax services, bookkeeping, and similar uses providing financial services to the public **but excludes cheque cashing centre or payday loan use**.

3. Part 4 GENERAL REGULATIONS, section 401 Uses of Land, Buildings and Structures, section (3) Prohibited Uses of Land, Buildings and Structures is amended by addition of clause (f) to read:

Cheque cashing centres and payday loan uses.

4. Maple Ridge Zoning Bylaw No. 3510 - 1985 as amended is hereby amended accordingly.

PRESIDING MEMBER		$\overline{c}$	ORPORATE OFFICER
ADOPTED, the day	of	, 20 .	
<b>READ</b> a third time the	day of		, 20 .
<b>READ</b> a second time the	day of		, 20 .
PUBLIC HEARING held the	day of	,	, 20 .



# Maple Ridge Business Licencing and Regulation Amending Bylaw No.7135-2015

**Effective Date:** 

# Maple Ridge Business Licencing and Regulation Amending Bylaw No.7135-2015

# **Table of Contents**

PART 5	Definitions	1
<b>SCHEDULE</b>	E A2	2

# Business Licence and Regulation Amending Bylaw No.7135-2015

A bylaw to amend the text of the Business Licencing and Regulation Bylaw No. 6815-2011

**WHEREAS,** it is deemed expedient to amend Maple Ridge Business Licence and Regulation Bylaw No 6815-2011;

NOW THEREFORE, the Council of the City of Maple Ridge enacts as follows:

This bylaw may be cited as Business Licence and Regulation Amending Bylaw No. 7135-2015.

# Scope:

This Bylaw prohibits Payday Loans and Cheque Cashing Centres from future operation in Maple Ridge.

### PART 5 Definitions

Part 5 Definitions, is amended by addition of the following definition in the correct alphabetical order:

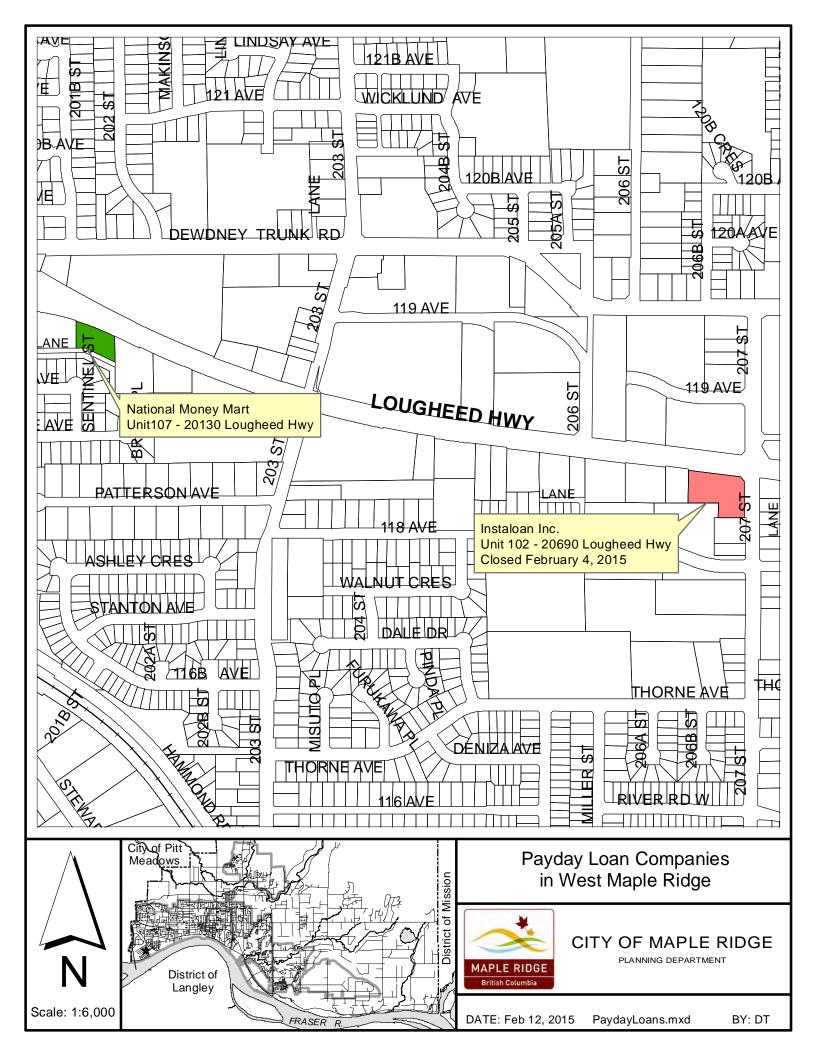
**"Payday Loan"** means the business of offering, arranging, or providing payday loans (as defined in the Business Practices and Consumer Protection Act, SBC 2004 c.2, as amended, and regulated by the Payday Loans Regulation, B.C. Reg. 57/2009, as amended) to consumers.

# SCHEDULE "A" Category 22

In Category 22 – **Financial and Institutional Services** add in alphabetical order, 'Payday Loans' with an associated annual business licence fee of \$700.00.

READ A FIRST TIME on [Date]	
READ A SECOND TIME on [Date]	
READ A THIRD TIME on [Date]	
ADOPTED by the Council on [Date].	
	PRESIDING MEMBER
	CORPORATE OFFICER

**APPENDIX C** 121 AVE 121 AVE LANE EN ST National Money Mart Unit106 - 22645 Dewdney Trunk Rd LANE LANE Money Money Payday Loans Ltd. Unit A - 11997 224 St DEWDNEY TRUNK RD FRASER ST HANEY PL SELKI SELKIRK AVE 225 ST LOUGHEED HWY LOUGHEED HW Cash Money Cheque Cashing Inc. Cashplan Financial 22444 Lougheed Hwy 22361 Lougheed Hwy **National Money Mart** 22332 Lougheed Hwy 227 ST City of Pitt Payday Loan Companies in Maple Ridge Towncentre Mission ō District CITY OF MAPLE RIDGE PLANNING DEPARTMENT MAPLE RIDGE District of Langley Scale: 1:4,000 DATE: Feb 12, 2015 PaydayLoans.mxd BY: DT FRASER R



# **APPENDIX D**



**REPLY TO: VANCOUVER OFFICE** 

BY ELECTRONIC MAIL: Iholitzki@mapleridge.ca

February 5, 2015

Liz Holitzki
Director of Licences, Permits & Bylaws
City of Maple Ridge
11995 Haney Place
Maple Ridge, BC V2X 6A9

Dear Ms. Holitzki:

Re: Cheque Cashing/Payroll Loans Operations

Our File No. 00039-0080

You have asked for a formal opinion on the ability of the City to prohibit outright cheque cashing/payroll loans operations such as Money Mart in all zones of the City. I write to confirm my advice that this is possible.

You are prudent to question this advice. This was at one time controversial.

While subsection 903(4) of the Local Government Act provides that the power to regulate land use includes the power to prohibit any use or uses in a zone, it does not expressly answer the question with respect the power to prohibit a use in every zone in a community.

This issue was addressed in *Common Exchange Ltd. et al v. City of Langley*<sup>1</sup>. In that case the City of Langley sought to relegate pawnshops, along with adult oriented businesses, to a particular zone in the City. The owner of a pawn shop objected. He said that the bylaw was adopted in bad faith, for an improper purpose and that the City had no right to restrict the operation of a business in this fashion. The court disagreed.

In its submissions, Langley argued that it had the power, under subsection 903(4) of the

2000 BCSC 1724.		

WWW YOUNGANDERSON.CA

Local Government Act, to prohibit the operation of a business in every zone of the City. The court agreed, finding that subsection 903(4):

must be interpreted purposively to permit it to so prohibit in all zones, that is, everywhere in the city.

We trust the above is satisfactory.

Yours truly,

Don Howieson

YOUNG AND RSON

howieson@younganderson.ca

DH/jb

				Services Offered											
		CMR Licence	Consumer	Tax	Cash	Pre-Paid	Pre-paid		Personal	Payday	Cash for	Currency	Cheque	Money	Money
BUSINESS NAME	ADDRESS	Since**	Protection Licence	Refunds	Advances	Visa Cards	MasterCard	Loans	Loans	loans	Gold	Exchange	Cashing	Order	Transfers
* National Money Mart Company	Unit 107 - 20130 Lougheed Hwy	2009	Y - Exp Oct 31/15	χ	X	X		χ			χ	χ	χ		
* National Money Mart Company	22332 Lougheed Hwy	2003	N	χ	X	X		χ			χ	X	χ		
* National Money Mart Company	Unit 106 - 22645 Dewdney Trunk Rd	2006	N	χ	X	X		χ			χ	X	χ		
Cash Money Cheque Cashing Inc	22444 Lougheed Hwy	2014	Y - Exp Oct 31/15			X		χ		X	χ	X	χ	X	χ
Cashplan Financial	22361 Lougheed Hwy	2003	N										χ		
Money Money Payday Loans Ltd	Unit A - 11997 224 St	2014	Y - Exp Oct 31/15				χ			X			χ		
Instaloan Inc	Unit 102 - 20690 Lougheed Hwy	2010	Y - Exp Oct 31/15						X	X					

# Notes for consideration:

# Hours of Operation for each:

- 1. National Money Mart20130 Lougheed Highway Hours: Monday to Friday 9:00a.m. to 8:00 p.m. Monday to Friday, Saturday 11:00a.m. to 5:00 p.m., and Sunday 11:00a.m. to 5:00 p.m.
- 2. National Money Mart 2232 Lougheed Highway Hours: Monday to Friday 9:00a.m. to 9:00 p.m. Monday to Friday, Saturday 9:00a.m. to 7:00 p.m., and Sunday 11:00a.m. to 6:00 p.m.
- 3. The Cash Store (National Money Mart) Hours: Monday to Friday 9:00a.m. to 8:00 p.m. Monday to Friday, Saturday 10:00a.m. to 5:00 p.m., and Sunday 11:00a.m. to 4:00 p.m.
- 4. Cash Money Cheque Cashing 22444 Lougheed Highway: Hours Monday to Saturday 9:00 a.m. to 9:00 p.m., Sunday 11:00 a.m. to 6:00 p.m.
- 5. Cashplan Financial 22361 Lougheed Highway: Hours: Monday to Friday 9:00 a.m. to 8:00 p.m., Saturday 9:00 a.m. to 6:00 p.m., Sunday closed.
- 6. Money Money Payday Loans Ltd. Unit A 11997 224 Street. Hours: Monday to Friday: 100:00 a.m. to 7:00 p.m., Saturday 10:00 a.m. to 5:00 p.m. and Sunday Closed.
- 7. Instaloan Incorporated Unit 102-20690 Lougheed Highway Last day of operation: February 4, 2015.<sup>4</sup>

<sup>\*</sup>National Money Mart Company has 3 locations in Maple Ridge it is also known as 'The Cash Store'.

<sup>\*\*</sup>Businesses licenced since 2003 predate the current business licence system and therefore the actual start year is unconfirmed in this table.

<sup>&</sup>lt;sup>4</sup> Telephone call by municipal staff to Instaloan Wednesday, February 4, 2015.



TO: Her Worship Mayor Nicole Read MEETING DATE: February 16, 2015

and Members of Council FILE NO: RZ/078/10

FROM: Chief Administrative Officer MEETING: C of W

SUBJECT: Rezoning – First Extension

Official Community Plan Amending Bylaw No. 7049 - 2013

Zone Amending Bylaw No.6761 - 2010

24211 113 Avenue

# **EXECUTIVE SUMMARY:**

The applicant for the above noted file has applied for an extension to this rezoning application under Maple Ridge Development Procedures Bylaw No. 5879-1999. The application is to rezone the subject property, located at 24211 113 Avenue, from RS-3 (One Family Rural Residential) to RS-1d (One Family Urban (Half Acre) Residential) to permit future subdivision into seven single family lots.

The applicant intends to use the Density Bonus option within the RS-1d (One Family Urban (Half Acre) Residential) zone, which is specific to the Albion Area, enabling single family lot sizes of 557m². The required amenity fee of \$3,100.00 per lot will be collected by the Approving Officer at the subdivision approval stage. Zone Amending Bylaw No. 6761–2010 received first reading on October 12, 2010. First and second reading for Official Community Plan Amending Bylaw No. 7049 - 2013 and second reading for Zone Amending Bylaw No. 6761–2010 was granted on January 14, 2014. The application was presented at Public Hearing on February 18, 2014 and third reading was granted on February 25, 2014.

# **RECOMMENDATION:**

That a one year extension be granted for rezoning application RZ/078/10 and that the following conditions be addressed prior to consideration of final reading:

- Registration of a Rezoning Servicing Agreement as a Restrictive Covenant and receipt of the deposit of a security, as outlined in the Agreement;
- ii. Amendment to Official Community Plan, Schedule "A", Chapter 10.2 Albion Area Plan, Schedule 1: Albion Area Plan and Schedule "C";
- iii. Road dedication as required;
- iv. Park dedication as required;
- v. Registration of a Habitat Protection Covenant as a Restrictive Covenant at the Land Title Office:

**1104** 

- vi. Registration of a geotechnical report as a Restrictive Covenant at the Land Title Office which addresses the suitability of the site for the proposed development; and
- vii. A disclosure statement must be submitted by a Professional Engineer advising whether there is any evidence of underground fuel storage tanks.

# **DISCUSSION:**

# a) Background Context:

Applicant: Jennifer Nam, WSP Engineering Inc

Owner: 0885535 BC Ltd.

Legal Description: Lot 13, Section 15, Township 12, NWD Plan 50696

OCP:

Existing: Low Density Residential, Conservation

Zoning:

Existing: RS-3 (One Family Rural Residential)

Proposed: RS-1d (One Family Urban (Half Acre) Residential), with Density

Bonus to RS-1b (One Family (Medium Density) Residential) lot

size and dimensions

Surrounding Uses:

North: Use: Single Family Residential

Zone: RS-3 (One Family Rural Residential)

Designation: Agricultural

South: Use: Single Family Residential

Zone: RS-3 (One Family Rural Residential)
Designation: Low Density Residential, Conservation

East: Use: Single Family Residential, Conservation

Zone: RS-3 (One Family Rural Residential)
Designation: Low Density Residential, Conservation

West: Use: Single Family Residential

Zone: RS-3 (One Family Rural Residential), RS-1 (One Family Urban

Residential)

Designation: Low Density Residential, Conservation

Existing Use of Property: Single Family Residential Proposed Use of Property: Single Family Residential

Site Area: 0.813 ha (2 acres)

Access: 113 Avenue
Servicing requirement: Urban Standard

# b) Project Description:

The subject property is located in the Albion Area Plan and is surrounded by single family residences to the north, east, and west; and is bordered by 113 Avenue to the south. This application was received prior to the Density Review Process for the North Albion Area, which began in 2012. As the subject application had not reached the Public Hearing stage when the Density Review Process for the North Albion Area began, the application was placed on hold between March 2012 and September 2013 due to the following resolution made at a Council meeting on March 27, 2012:

That Option #3 Albion Matrix Amendment Process, as outlined in the report titled "Density Review Process for North Albion Area" dated March 19, 2012 be endorsed; and

That the process for the processing of in stream rezoning applications in the study area, as outlined in the report titled "Density Review Process for North Albion Area" dated March 19, 2012 be endorsed.

On October 8, 2013, Council adopted Official Community Plan Amending Bylaw No. 6995 - 2013 and Zone Amending Bylaw No. 6996 - 2013 enabling a Community Amenity Program in the Albion Area Plan and allowing all on-hold projects to proceed.

The applicant proposes to rezone the subject property from RS-3 (One Family Rural Residential) to RS-1d (One Family Urban (Half Acre) Residential) with a Density Bonus, in accordance with the Community Amenity Program. The proposed development consists of seven RS-1b (One Family (Medium Density) Residential) sized lots, amounting to an Amenity Contribution of approximately \$21,700.00. The applicant proposes to maintain the existing home on one of the future lots. The required amenity fee of \$3,100.00 per lot will be collected by the Approving Officer at the subdivision approval stage.

# c) Application Progress:

The subject application was considered by Council on the following dates:

- First reading was considered and granted October 12, 2010;
- Second reading was considered and granted on January 14,2014;
- Public Hearing was held February 18, 2014; and
- Third reading was granted February 25, 2014.

Since third reading, the applicant has been working towards completing the terms and conditions of the rezoning application. At this time, the outstanding conditions are the Rezoning Servicing Agreement and the Geotechnical Covenant. Revisions of these items will be submitted this month to City staff, and final review will occur at that time.

# d) Alternatives:

Council may choose one of the following alternatives:

- 1. Grant the request for extension;
- 2. Deny the request for extension; or
- 3. Repeal third reading of the bylaw and refer the bylaw to Public Hearing.

# **CONCLUSION:**

The applicant has been actively pursuing the completion of this rezoning application and has applied for a one year extension. It is recommended that a one year extension be granted for rezoning application RZ/078/10.

"Original signed by Amelia Bowden"

Prepared by: Amelia Bowden

Planning Technician

"Original signed by Christine Carter"

Approved by: Christine Carter, M.PL, MCIP

**Director of Planning** 

"Original signed by Frank Quinn"

Annual de La Frank Orden MDA D Ford

Approved by: Frank Quinn, MBA, P.Eng

**GM: Public Works & Development Services** 

"Original signed by J.L. (Jim) Rule"

Concurrence: J.L. (Jim) Rule

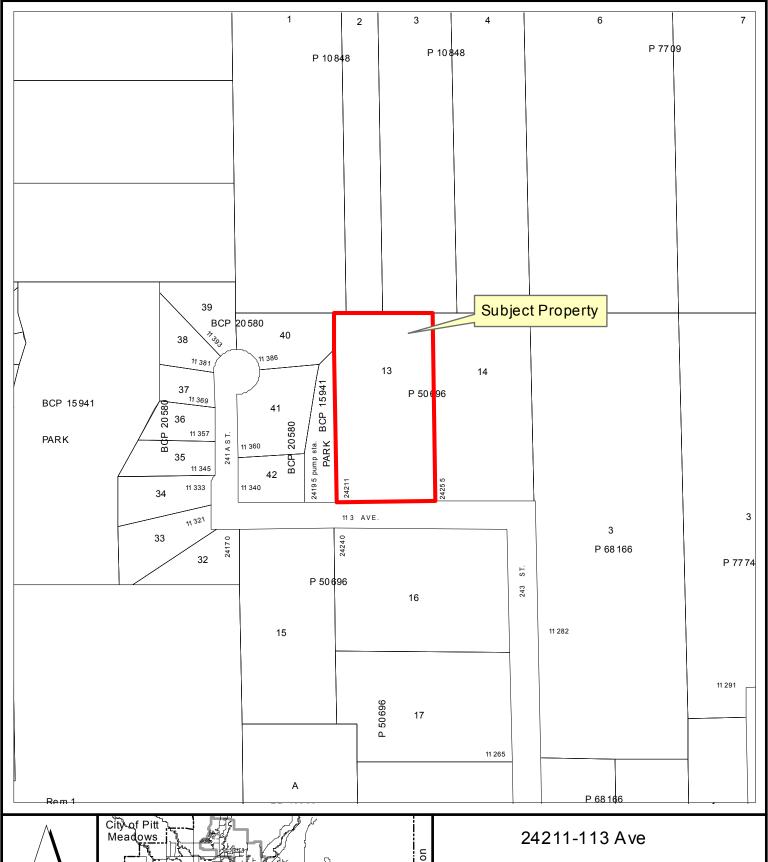
**Chief Administrative Officer** 

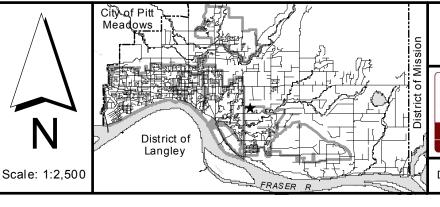
The following appendices are attached hereto:

Appendix A - Subject Map

Appendix B – Second Reading Report

# **APPENDIX A** P 77 09







**CORPORATION OF** THE DISTRICT OF MAPLE RIDGE

PLANNING DEPARTMENT

DATE: Dec 27, 2013 RZ/078/10 BY: JV

# **APPENDIX B**



# District of Maple Ridge

TO: His Worship Mayor Ernie Daykin MEETING DATE: January 6, 2014

and Members of Council FILE NO: RZ/078/10

FROM: Chief Administrative Officer MEETING: C of W

SUBJECT: First and Second Reading

Maple Ridge Official Community Plan Amending Bylaw No. 7049 - 2013 and

Second Reading

Maple Ridge Zone Amending Bylaw No.6761 - 2010

24211 113 Avenue

# **EXECUTIVE SUMMARY:**

An application has been received to rezone 24211 113 Avenue, the subject property, from RS-3 (One Family Rural Residential) to RS-1d (One Family Urban (Half Acre) Residential) to permit future subdivision into seven single family lots. This application was originally for the RS-1 (One Family Urban Residential) zone, but has been revised since first reading to reflect the Community Amenity Program in the Albion Area. The applicant intends to choose the Density Bonus option within the RS-1d (One Family Urban (Half Acre) Residential) zone, which is specific to the Albion Area, enabling single-family lot sizes of 557 m². The required amenity fee of \$3,100.00 per lot will be collected by the Approving Officer at the subdivision approval stage.

The proposed RS-1d (One Family Urban (Half Acre) Residential) zoning complies with the Official Community Plan (OCP). An OCP amendment is required to adjust the area designated *Conservation* around Seigel Creek. Zone Amending Bylaw No. 6761–2010 received first reading on October 12, 2010. As the original application was for the RS-1 (One Family Urban Residential) zone, the bylaw has been amended to reflect the RS-1d (One Family Urban (Half Acre) Residential) zone.

# **RECOMMENDATIONS:**

- 1. That Maple Ridge Official Community Plan Amending Bylaw No. 7049-2013 be given first and second readings and be forwarded to Public Hearing;
- That in accordance with Section 879 of the Local Government Act, opportunity for early and on-going consultation has been provided by way of posting Official Community Plan Amending Bylaw No. 7049-2013 on the municipal website, and Council considers it unnecessary to provide any further consultation opportunities, except by way of holding a Public Hearing on the bylaw;
- 3. That Maple Ridge Official Community Plan Amending Bylaw No. 7049-2013 be considered in conjunction with the Capital Expenditure Plan and Waste Management Plan;

- 4. That it be confirmed that Maple Ridge Official Community Plan Amending Bylaw No. 7049-2013 is consistent with the Capital Expenditure Plan and Waste Management Plan;
- 5. That Zone Amending Bylaw No. 6761 2010 be amended as identified in the staff report dated January 6, 2014, be given second reading, and be forwarded to Public Hearing; and
- 6. That the following terms and conditions be met prior to final reading:
  - i. Registration of a Rezoning Servicing Agreement as a Restrictive Covenant and receipt of the deposit of a security, as outlined in the Agreement;
  - ii. Amendment to Official Community Plan, Schedule "A", Chapter 10.2 Albion Area Plan, Schedule 1: Albion Area Plan and Schedule "C";
  - iii. Road dedication as required;
  - iv. Park dedication as required;
  - v. Registration of a Habitat Protection Covenant as a Restrictive Covenant at the Land Title Office:
  - vi. Registration of a geotechnical report as a Restrictive Covenant at the Land Title Office which addresses the suitability of the site for the proposed development; and
  - vii. A disclosure statement must be submitted by a Professional Engineer advising whether there is any evidence of underground fuel storage tanks.

# **DISCUSSION:**

a) Background Context:

Applicant: Jennifer Nam, Hunter Laird Engineering Ltd.

Owner: 0885535 BC Ltd.

Legal Description: Lot: 13, Section: 15, Township: 12, Plan: 50696

OCP:

Existing: Low Density Residential, Conservation

Zoning:

Existing: RS-3 (One Family Rural Residential)

Proposed: RS-1d (One Family Urban (Half Acre) Residential)

Surrounding Uses:

North: Use: Single Family Residential

Zone: RS-3 (One Family Rural Residential)

Designation: Agricultural

South: Use: Single Family Residential

Zone: RS-3 (One Family Rural Residential)

Designation: Low Density Residential, Conservation

East: Use: Single Family Residential, Conservation

Zone: RS-3 (One Family Rural Residential)
Designation: Low Density Residential, Conservation

West: Use: Single Family Residential

Zone: RS-3 (One Family Rural Residential), RS-1 (One

Family Urban Residential)

Designation: Low Density Residential, Conservation

Existing Use of Property: Single Family Residential Proposed Use of Property: Single Family Residential

Site Area: 0.813 ha (2 acres)

Access: 113 Avenue
Servicing requirement: Urban Standard

# b) Project Description:

The subject property is located in the Albion Area Plan and is surrounded by single family residences to the north, east, and west; and is bordered by 113 Avenue to the south. This application was received prior to the Density Review Process for the North Albion Area, which began in 2012. The initial proposal was for seven RS-1 (One Family Urban Residential) zoned lots. Consequently, Zone Amending Bylaw 6761-2010 has been amended to reflect the RS-1d (One Family Urban (Half Acre) Residential) zone. The initial proposal required an OCP amendment to add the RS-1 (One Family Urban Residential) zone, as a corresponding zone under the *Low Density Residential* designation.

As the subject application had not reached the Public Hearing stage of the rezoning process at the beginning of the Density Review Process for the North Albion Area, the application was placed on hold between March 2012 and September 2013 due to the following resolution made at a Council meeting on March 27, 2012:

That Option #3 Albion Matrix Amendment Process, as outlined in the report titled "Density Review Process for North Albion Area" dated March 19, 2012 be endorsed; and

That the process for the processing of in stream rezoning applications in the study area, as outlined in the report titled "Density Review Process for North Albion Area" dated March 19, 2012 be endorsed.

On October 8, 2013, Council adopted Official Community Plan Amending Bylaw No. 6995 - 2013 and Zone Amending Bylaw No. 6996 - 2013 enabling a Community Amenity Program in the Albion Area Plan and allowing all on-hold projects to proceed.

The applicant has revised their original application and is now proposing to rezone the subject site from RS-3 (One Family Rural Residential) to RS-1d (One Family Urban (Half Acre) Residential) with a Density Bonus, in accordance with the Community Amenity Program. The Community Amenity Program is detailed in Zone Amending Bylaw No. 6996 – 2013, which permits the following:

For the RS-1d (One Family Urban (Half Acre) Residential) zone, the base density is a net lot area of 2000 m<sup>2</sup>. A Density Bonus is an option in the RS-1d (One Family Urban (Half Acre) Residential) zone and shall be applied as follows:

- a. An Amenity Contribution of \$3,100 per lot will be required in any subdivision containing one or more lots with an area of less than 2000 m<sup>2</sup>, payable when the Approving Officer approves the subdivision.
- b. The maximum density permitted through the Density Bonus option is:
  - i. minimum net lot area of 557 m<sup>2</sup>;
  - ii. minimum lot width of 15.0 m;
  - iii. minimum lot depth of 27 m.
- c. Zoning requirements consistent with the RS-1b (One Family (Medium Density) Residential) zone will apply and supersede the zoning requirements for the RS-1d (One Family Urban (Half Acre) Residential) zone.

The proposed development consists of seven RS-1b (One Family (Medium Density) Residential) sized lots, amounting to an Amenity Contribution of approximately \$21,700.00. The applicant proposes to maintain the existing home on one of the future lots. The required amenity fee of \$3,100.00 per lot will be collected by the Approving Officer at the subdivision approval stage.

# c) Planning Analysis:

# **Official Community Plan:**

The subject site is located in the Albion Area Plan and is designated *Low Density Residential* and *Conservation*. The *Low Density Residential* designation supports a single family housing form and the proposed RS-1d (One Family Urban (Half Acre) Residential) zone is in compliance with the Albion Area Plan policies. An OCP amendment is required to adjust the *Conservation* area boundary around Seigel Creek.

The application is in compliance with OCP Amending Bylaw No. 6995 – 2013, which established the Community Amenity Program, and is in compliance with Zone Amending Bylaw No. 6996 – 2013, that permits a Density Bonus option in the *Low Density Residential* designation in the Albion Area Plan. The applicant intends to apply the Density Bonus option to this project.

# **Zoning Bylaw:**

The applicant proposes to rezone the property located at 24211 113 Avenue from RS-3 (One Family Rural Residential) to RS-1d (One Family Urban (Half Acre) Residential) zone to permit future subdivison into seven single family lots.

The application of the Density Bonus, which is specific to the Albion Area Plan, will permit the applicant to reduce the single-family lot size from the RS-1d (One Family Urban (Half Acre) Residential) base density of  $2,000 \text{ m}^2$  to  $557 \text{ m}^2$ . An Amenity Contribution of \$3,100 per lot for each lot that is less than  $2,000 \text{ m}^2$  is required.

# **Proposed Variances:**

The applicant has requested a front yard variance from 6 metres to 2.8 metres for proposed lot 4. The purpose of the requested variance is to accommodate the existing home that will remain on proposed lot 4. A second variance is also required for proposed lot 1 for a front yard variance from 6 metres to 3.8 metres. This variance will provide a useable backyard which is encumbered along the western property line with a Habitat Protection Covenant. The requested variances will be the subject of a future report to Council.

# **Development Permits:**

Pursuant to Section 8.9 of the Official Community Plan, a Watercourse Protection Development Permit application is required to ensure the preservation, protection, restoration and enhancement of watercourse and riparian areas.

# d) Environmental Implications:

The applicant has submitted a Geotechnical report prepared by EKS Engineering Services Ltd., an Environmental Assessment report prepared by Envirowest Consultants Inc., and an Agricultural Impact Assessment report prepared by Letts Environmental Consultants Ltd. in support of the Watercourse Protection Development Permit.

Seigel Creek is located on the subject property in close proximity to the western property line and runs north-south. A drainage channel has also been located along the toe of the existing slope on the subject property. A combination of park dedication for conservation purposes and a habitat protection covenant will be used to protect the watercourse and appropriate setback area. Enhancements such as an interceptor ditch, channel relocation, and environmental planting will be required to improve the natural features and address stormwater management.

The subdivision design and natural features found on the property require park dedication for conservation purposes along the existing west and north property lines. Park dedication along the northern property line will serve as a buffer between existing agricultural land and future single family lots.

# e) Interdepartmental Implications:

# **Engineering Department:**

The Engineering Department has reviewed the proposed development and has advised that not all required services exist. Therefore, a Rezoning Servicing Agreement will be required prior to final reading.

# f) Intergovernmental Issues:

# **Local Government Act:**

An amendment to the Official Community Plan requires the local government to consult with any affected parties and to adopt related bylaws in compliance with the procedures outlined in Section 882 of the Act. The amendment required for this application, to amend the *Conservation* boundary, is considered to be minor in nature. It has been determined that no additional consultation beyond existing procedures is required, including referrals to the Board of the Regional District, the Council of an adjacent municipality, First Nations, the School District or agencies of the Federal and Provincial Governments. The amendment has been reviewed with the Financial Plan/Capital Plan and the Waste Management Plan of the Greater Vancouver Regional District and is determined to have no impact.

# **CONCLUSION:**

It is recommended that first and second reading be given to Maple Ridge Official Community Plan Amending Bylaw No.7049-2013, that second reading be given to Maple Ridge Zone Amending Bylaw No. 6761 - 2010, and that application RZ/078/10 be forwarded to Public Hearing.

"Original signed by Amelia Bowden"

\_\_\_\_\_

Prepared by: Amelia Bowden Planning Technician

"Original signed by Christine Carter"

\_\_\_\_\_

Approved by: Christine Carter, M.PL, MCIP, RPP
Director of Planning

"Original signed by Frank Quinn"

Approved by: Frank Quinn, MBA, P.Eng

**GM: Public Works & Development Services** 

"Original signed by J.L. (Jim) Rule"

\_\_\_\_\_

Concurrence: J. L. (Jim) Rule

**Chief Administrative Officer** 

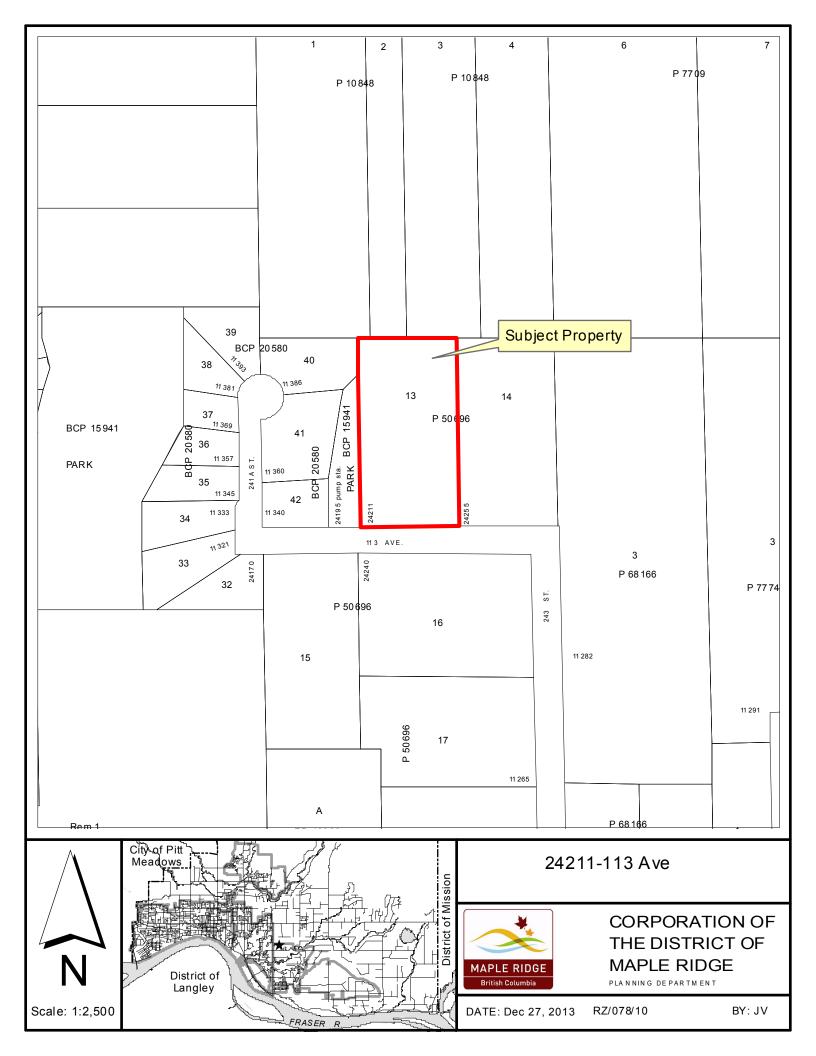
The following appendices are attached hereto:

Appendix A - Subject Map

Appendix B - OCP Amending Bylaw 7049 - 2013

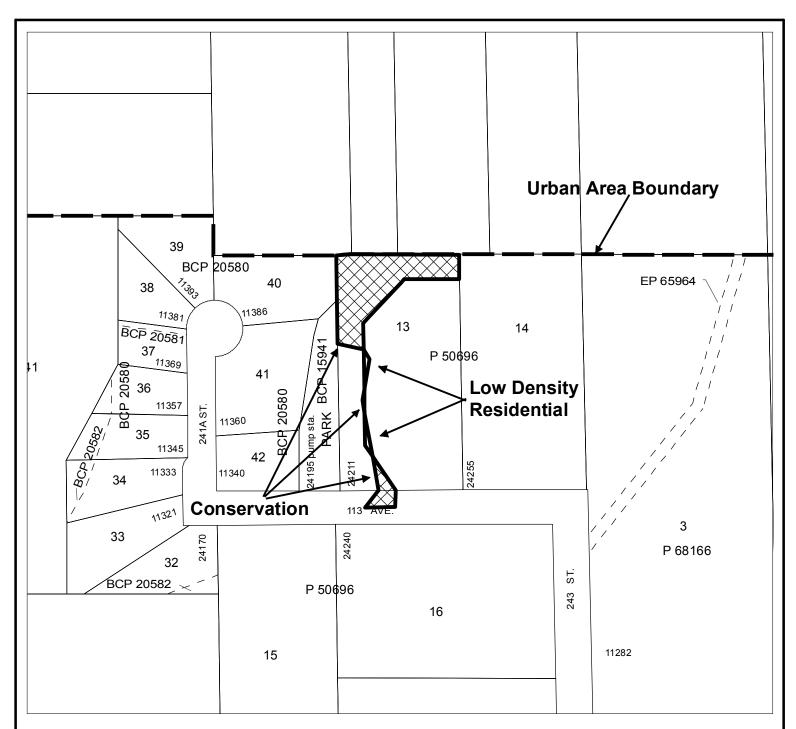
Appendix C - Zone Amending Bylaw 6761 - 2010

Appendix D - Subdivision Plan



# CORPORATION OF THE DISTRICT OF MAPLE RIDGE BYLAW NO. No 7049-2013

	A Bylaw to amend the Official Community Plan					
	AS Section 882 of the Local Government Act provides that the Council may revise the Offici nity Plan;					
AND W	HEREAS it is deemed desirable to amend Schedules "A" & "C" to the Official Community Plan					
	HEREFORE, the Municipal Council of the Corporation of the District of Maple Ridge, in open g assembled, ENACTS AS FOLLOWS:					
1.	This Bylaw may be cited for all purposes as "Maple Ridge Official Community Plan Amending Bylaw No. 7049-2013."					
2.	Schedule "A", Chapter 10.2 Albion Area Plan, Schedule 1: Albion Area Plan is hereby amended for that parcel or tract of land and premise known and described as:					
	Lot 13 Section 15 Township 12 New Westminster District Plan 50696					
	and outlined in heavy black line on Map No. 875, a copy of which is attached hereto and forms part of this Bylaw, is hereby re-designated as shown.					
3.	Schedule "C" is hereby amended for that parcel or tract of land and premiss known and described as:					
	Lot 13 Section 15 Township 12 New Westminster District Plan 50696					
	and outlined in heavy black line on Map No. 876, a copy of which is attached hereto and forms part of this bylaw, is hereby re-designated as shown.					
4.	Maple Ridge Official Community Plan Bylaw No.6425-2006 is hereby amended accordingly					
	READ A FIRST TIME the day of , 20 .  READ A SECOND TIME the day of , 20 .  PUBLIC HEARING HELD the day of , 20 .  READ A THIRD TIME the day of , 20 .  RECONSIDERED AND ADOPTED the day of , 20 .					
PRESIE	ING MEMBER CORPORATE OFFICER					



# MAPLE RIDGE OFFICIAL COMMUNITY PLAN AMENDING

Bylaw No. 7049-2013

Map No. 875

From: Low Density Residential and Conservation

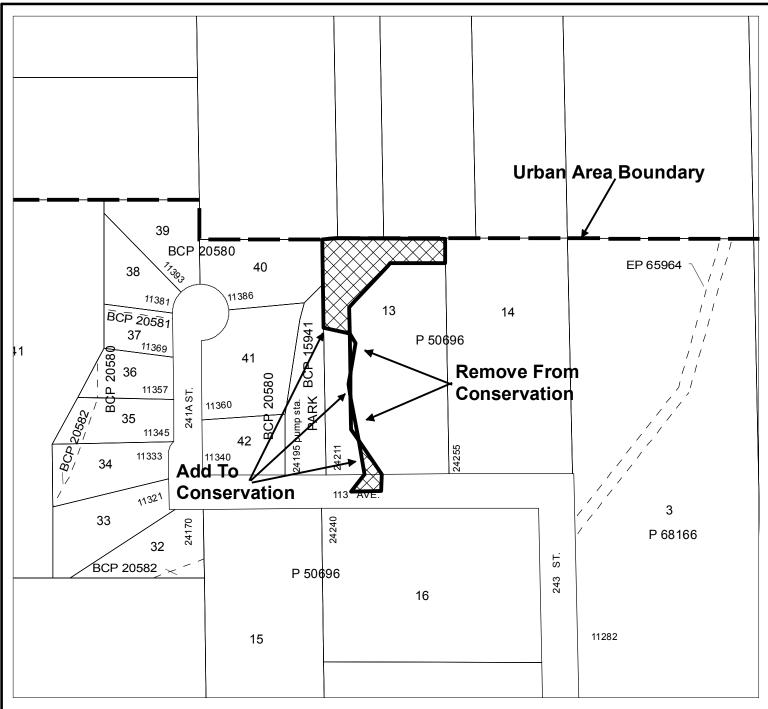
To: Conservation

Low Density Residential



— Urban Area Boundary





# MAPLE RIDGE OFFICIAL COMMUNITY PLAN AMENDING

Bylaw No. 7049-2013

Map No. 876

Purpose: To Amend Schedule C as shown below

Add to Conservation Remove from Conservation



Urban Area Boundary

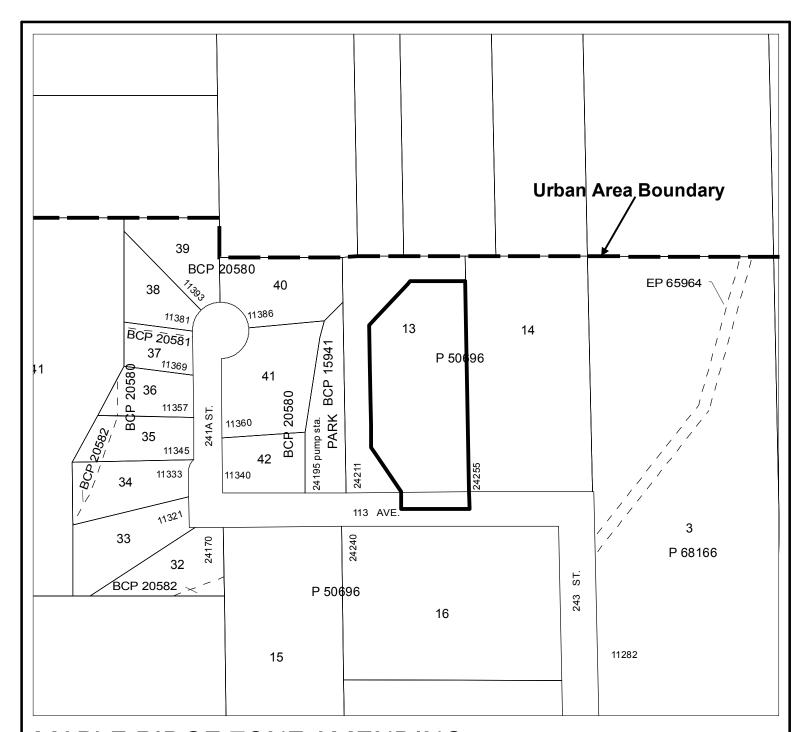


### CORPORATION OF THE DISTRICT OF MAPLE RIDGE

### BYLAW NO. 6761 - 2010

A Bylaw to amend Map "A" forming part of Zoning Bylaw No. 3510 - 1985 as amended.

1985 a	WHEREAS, it is deemed as amended;	d expedient to amend Map	le Ridge Zoning	Bylaw No. 3510 -	
Ridge,	<b>NOW THEREFORE</b> , the Municipal Council of the Corporation of the District of Maple in open meeting assembled, <b>ENACTS AS FOLLOWS</b> :				
1.	This Bylaw may be cite	d as "Maple Ridge Zone An	nending Bylaw N	lo. 6761 - 2010."	
2.	That parcel or tract of land and premises known and described as:				
	Lot 13 Section 15 Township 12 New Westminster District Plan 50696				
	and outlined in heavy black line on Map No. 1493 a copy of which is attached hereto and forms part of this Bylaw, is hereby rezoned to RS-1d (One Family Urban (Half Acre) Residential)				
3.	Maple Ridge Zoning Bylaw No. 3510 - 1985 as amended and Map "A" attached thereto are hereby amended accordingly.				
READ a	a first time the 12 <sup>th</sup> day	of October, A.D. 2010.			
READ a	a second time the	day of	, A.D. 20		
PUBLIC	C HEARING held the	day of	, A.D. 20 .		
READ a	a third time the	day of	, A.D. 20 .		
RECON	NSIDERED AND FINALLY	<b>ADOPTED,</b> the day	of	, A.D. 20 .	
PRESII	DING MEMBER		CORPORATE O	FFICER	



# MAPLE RIDGE ZONE AMENDING

Bylaw No. 6761-2010

Map No. 1493

From: RS-3 (One Family Rural Residential)

To: RS-1d (One Family Urban (Half Acre) Residential)



— Urban Area Boundary

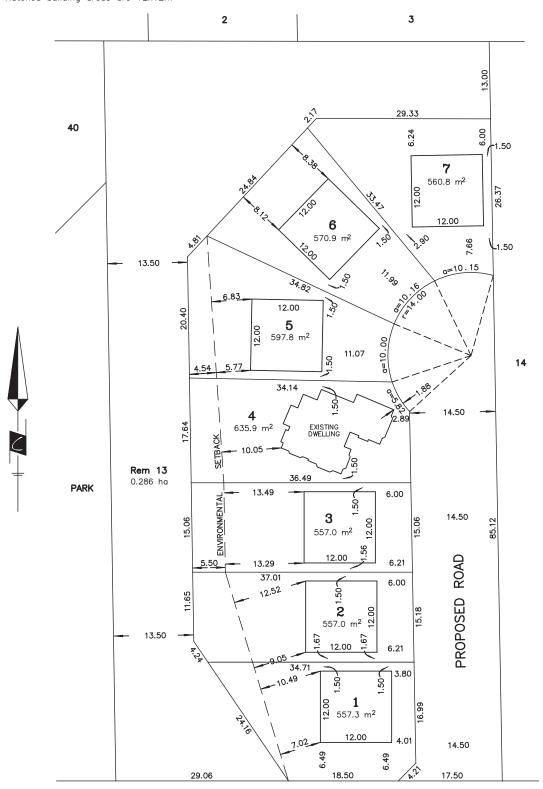


# SKETCH PLAN SHOWING PROPOSED SUBDIVISION OF LOT 13, SECTION 15, TOWNSHIP 12, N.W.D., PLAN 50696

Civic Address: 24211 - 113th Avenue Maple Ridge, B.C.

Scale 1:500 metric

Note: All dimensions are preliminary Hatched building areas are 12x12m



113th AVENUE

Cameron Land Surveying Ltd. B.C. Land Surveyors

Unit 206 - 16055 Fraser Highway

Surrey, B.C. V4N 0G2 Phone: 604-597-3777 Fax: 604-597-3783

November 8, 2013 File: 4757-SK13



### City of Maple Ridge

TO: Her Worship Mayor Nicole Read MEETING DATE: February 16, 2015

and Members of Council FILE NO: 2011-114-RZ

FROM: Chief Administrative Officer MEETING: C of W

SUBJECT: Final One Year Extension Application

22810 113 Avenue

#### **EXECUTIVE SUMMARY:**

Council granted a one year extension to the above noted application on February 25, 2014. The applicant has now applied for a final one year extension under Maple Ridge Development Procedures Bylaw No. 5879-1999. This development proposal is to permit 43 townhouse units under the RM-1 (Townhouse Residential) zone, on the subject property, located at 22810 113 Avenue (see Appendix A).

#### RECOMMENDATION:

That a final one year extension be granted for rezoning application 2011-114-RZ and that the following conditions be addressed prior to consideration of final reading:

- i. Approval from the Ministry of Transportation and Infrastructure;
- ii. Registration of a Rezoning Servicing Agreement as a Restrictive Covenant and receipt of the deposit of a security as outlined in the Agreement;
- iii. Amendment to Schedule "1" of 10.4 Town Centre Area Plan of the Official Community Plan (OCP);
- iv. Road dedication as required;
- v. Registration of a geotechnical report as a Restrictive Covenant at the Land Title Office which addresses the suitability of the site for the proposed development;
- vi. Registration of a Statutory Right-of-Way plan and agreement at the Land Title Office for a storm sewer through 11275 Burnett Street;
- vii. Registration of a Cross Access Easement Agreement at the Land Title Office;

- viii. Registration of a Restrictive Covenant at the Land Title Office protecting the Visitor Parking;
- ix. A disclosure statement must be submitted by a Professional Engineer advising whether there is any evidence of underground fuel storage tanks; and
- x. Pursuant to the Contaminated Site Regulations of the Environmental Management Act, the property owner will provide a Site Profile for the subject land.

#### DISCUSSION:

#### a) Background Context:

Applicant: Atelier Pacific Architecture Inc. - Brian Shigetomi

Owner: NAG Construction Co. Ltd.

Legal Description: Lot 2, District Lot 402, Group 1, New Westminster District

Plan LMP39949

OCP:

Existing: Low-Rise Apartment

Proposed: Ground-Oriented Multi-Family

Zoning:

Existing: RS-3 (One Family Rural Residential)
Proposed: RM-1 (Townhouse Residential)

Surrounding Uses:

North: Use: Park

Zone: RS-3 (One Family Rural Residential)

Designation: Park

South: Use: Haney Bypass, Canadian Pacific Railway and Park

Zone: RS-3 (One Family Rural Residential)

Designation: Highway, Park

East: Use: Single Family Residential

Zone: RS-3 (One Family Rural Residential)

Designation: Low-Rise Apartment

West: Use: Townhouse

Zone: RM-1 (Townhouse Residential)
Designation: Ground-Oriented Multi-Family

Existing Use of Property: Vacant Proposed Use of Property: Townhouse

Site Area: 0.925 ha (2.28 acres)

Access: Newly constructed extension of 113 Avenue

Servicing requirement: Urban Standard

Companion Applications: 2011-114-DP, 2011-114-VP

This application is to permit 43 townhouse units. Details of the development can be reviewed in the second reading report (see Appendix B).

The following dates outline Council's consideration of the application and Bylaws 6868–2011 and 6869–2011:

- First reading of Zone Amending Bylaw 6869-2011 was granted on November 8, 2011.
- Second reading of Zone Amending Bylaw 6869–2011 and first and second readings of OCP Amending Bylaw 6868–2011 was granted January 22, 2013.
- Public Hearing was held February 19, 2013.
- Third reading of Zone Amending Bylaw 6869–2011 and OCP Amending Bylaw 6868 2011 was granted February 26, 2013.
- First extension of third reading of Zone Amending Bylaw 6869-2011 was granted on February 25, 2014.

#### **Application Progress:**

The applicant is working towards completing most of the terms and conditions to be met prior to final reading of Zone Amending Bylaw 6869-2011. Due to poor soil conditions, to make the project viable economically, the applicant is importing structural material as it becomes available from high-rise sites in Burnaby and Coquitlam. Offsite drainage works were completed last Fall and the plan is to proceed with the balance of the offsite works and phase 1 of the townhouse site as early as possible this year.

#### Alternatives:

Council may choose one of the following alternatives:

- 1. Grant the request for extension;
- 2. Deny the request for extension; or
- 3. Repeal third reading of the bylaw and refer the bylaw to Public Hearing.

#### **CONCLUSION:**

The applicant has been actively pursuing the completion of this rezoning application and has applied for a one year extension.

"Original signed by Michelle Baski"

Prepared by: Michelle Baski

**Planning Technician** 

"Original signed by Christine Carter"

Approved by: Christine Carter, M.PL, MCIP, RPP Director of Planning

Director of Flaming

"Original signed by Frank Quinn"

Approved by: Frank Quinn

**GM: Public Works & Development Services** 

"Original signed by J.L. (Jim) Rule"

Concurrence: J. L. (Jim) Rule

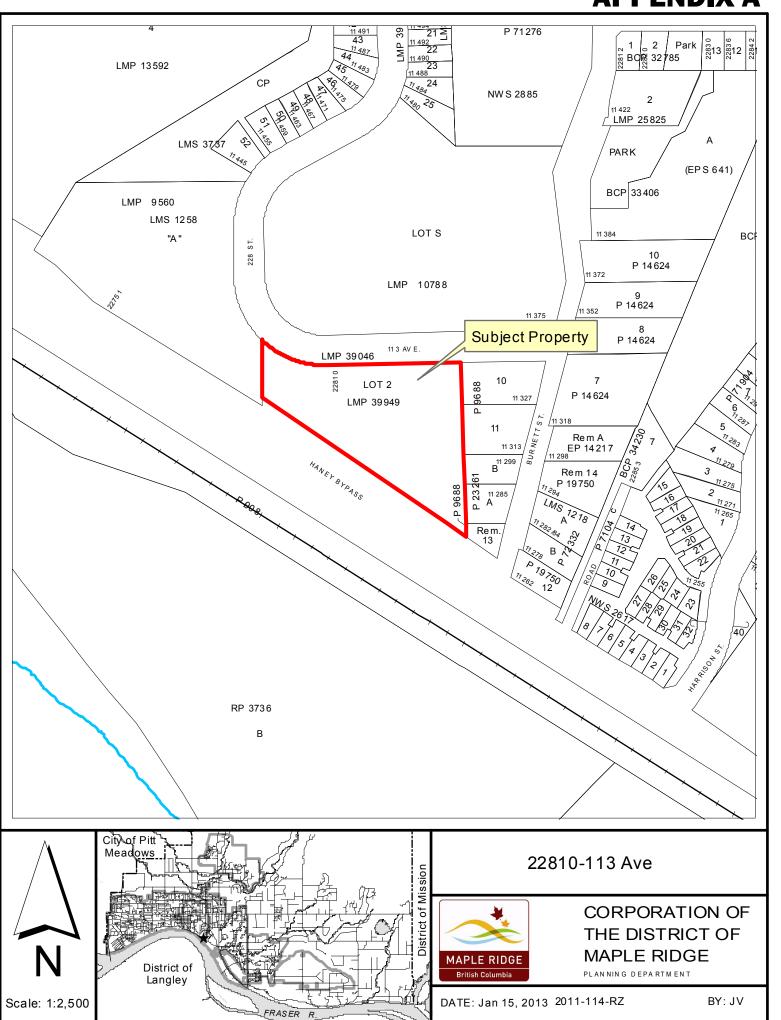
**Chief Administrative Officer** 

The following appendices are attached hereto:

Appendix A - Subject Map

Appendix B – Second Reading Report

## **APPENDIX A**



### **APPENDIX B**



### District of Maple Ridge

TO: His Worship Mayor Ernie Daykin MEETING DATE: January 21, 2013

and Members of Council FILE NO: 2011-114-RZ

FROM: Chief Administrative Officer MEETING: C of W

SUBJECT: Second Reading

Maple Ridge Official Community Plan Amending Bylaw No.6868-2011 and

Second Reading

Maple Ridge Zone Amending Bylaw No.6869-2011

22810 113 Avenue

#### **EXECUTIVE SUMMARY:**

An application has been received to rezone the subject property from RS-3 (One Family Rural Residential) to RM-1 (Townhouse Residential) to permit a 43 unit townhouse development.

This application requires an amendment to the Official Community Plan to redesignate the land use from High Density Residential to Ground-Oriented Multi-Family and is located within the Town Centre Incentive Program area. On November 8, 2011, Council gave First Reading to Zone Amending Bylaw No. 6869-2011 to rezone this property from RS-3 (One Family Rural Residential) to RM-1 (Townhouse Residential) and considered the early consultation requirements for the OCP amendment.

#### **RECOMMENDATIONS:**

- 1. That Maple Ridge Official Community Plan Amending Bylaw No. 6868-2011 be given Second Reading and be forwarded to Public Hearing;
- 2. That in accordance with Section 879 of the Local Government Act opportunity for early and on-going consultation has been provided by way of posting Official Community Plan Amending Bylaw No. 6868-2011 on the municipal website and requiring that the applicant host a Development Information Meeting, and Council considers it unnecessary to provide any further consultation opportunities, except by way of holding a Public Hearing on the bylaw;
- 3. That Maple Ridge Official Community Plan Amending Bylaw No. 6868-2011 be considered in conjunction with the Capital Expenditure Plan and Waste Management Plan; and
- 4. That Zone Amending Bylaw No. 6869-2011 be given Second Reading and be forwarded to Public Hearing; and

- 5. That the following terms and conditions be met prior to Final Reading;
  - i. Approval from the Ministry of Transportation and Infrastructure;
  - ii. Registration of a Rezoning Servicing Agreement as a Restrictive Covenant and receipt of the deposit of a security as outlined in the Agreement;
  - iii. Amendment to Schedule "1" of 10.4 Town Centre Area Plan of the Official Community Plan:
  - iv. Road dedication as required;
  - v. Registration of a geotechnical report as a Restrictive Covenant at the Land Title Office which addresses the suitability of the site for the proposed development;
  - vi. Registration of a Statutory Right-of-Way plan and agreement at the Land Title Office for a storm sewer through 11275 Burnett Street;
  - vii. Registration of a Cross Access Easement Agreement at the Land Title Office;
  - viii. Registration of a Restrictive Covenant at the Land Title Office protecting the Visitor Parking;
  - ix. A disclosure statement must be submitted by a Professional Engineer advising whether there is any evidence of underground fuel storage tanks. If there is evidence, a site profile pursuant to the Waste Management Act must be provided in accordance with the regulations.
  - x. Pursuant to the Contaminated Site Regulations of the Environmental Management Act, the property owner will provide a Site Profile for the subject land.

#### DISCUSSION:

#### a) Background Context:

Applicant: Atelier Pacfic Architecture Inc. - Brian Shigetomi

Owner: NAG Construction Co. Ltd.

Legal Description: Lot 2, District Lot 402, Group 1, New Westminster District Plan

LMP39949

OCP:

Existing: Low-Rise Apartment

Proposed: Ground-Oriented Multi-Family

Zoning:

Existing: RS-3 (One Family Rural Residential)
Proposed: RM-1 (Townhouse Residential)

Surrounding Uses:

North: Use: Park

Zone: RS-3 (One Family Rural Residential)

Designation Park

South: Use: Haney Bypass, Canadian Pacific Railway and Park

Zone: RS-3 (One Family Rural Residential)

Designation: Highway, Park

East: Use: Single Family Residential

Zone: RS-3 (One Family Rural Residential)

Designation: Low-Rise Apartment

West: Use: Townhouse

Zone: RM-1 (Townhouse Residential)
Designation: Ground-Oriented Multi-Family

Existing Use of Property: Vacant Proposed Use of Property: Townhouse

Site Area: 0.925 HA. (2.28 acres)

Access: Newly constructed extension of 113 Avenue

Servicing requirement: Urban Standard

Companion Applications: 2011-114-DP, 2011-114-VP

#### b) Project Description:

The applicant proposed to rezone the subject property from RS-3(One family rural Residential) to RM-1 (Townhouse Residential) to permit the development of 43 townhouse units.

The subject property is triangular in shape and is sloped from the north to south. Each of the townhouse units are strategically positioned on the property to take advantage of the views of the Fraser River and park to the south. At present, the site is vacant and cleared of all natural vegetation.

Approximately one third of the units have double wide garages while the remaining units having tandem style garages. The units along 113 Avenue are designed to have a street front appearance with entry doors, gates and walkways out to the street. The townhouse units backing onto the single family homes to the east have full walkout basements with at-grade patios and ample windows to allow natural light into the enclosed spaces. Each of the side sloping units steps down with the grade of the property which in turn produces a row home appearance.

Site access is proposed from 113 Avenue which will be extended eastward by the developer. Currently, 113 Avenue is dead-ended at 228 Street and is unconstructed from 228<sup>th</sup> Street to Burnett Street. Slope stabilization work on the District Park property opposite the development on

the North side of 113 Avenue is required and will be a condition of the Rezoning Servicing Agreement.

#### c) Planning Analysis:

#### Official Community Plan:

The applicant is requesting an amendment to the Town Centre Area Plan, involving a change in designation of the subject site from Low-Rise Apartment to Ground-Oriented Multi-Family. This change, which results in a reduction of density for this site, is supportable based on the similar surrounding uses of townhouse and small lot single-family to the north and west of the site. It is anticipated that the adjacent lands to the east of the subject site will redevelop into townhouse. The applicant made the request to change the designation, due to soft soils found on the site and the significant expense that would be incurred to prepare the site for a low-rise density development.

The subject site was designated in the Town Centre Area Plan for low-rise apartment use, which followed in line with the proposed land-use designations in the Town Centre Concept Plan that was endorsed by Council in 2005. In 2007, an application was received in the Planning Department for a low-rise apartment on the subject site, respecting the proposed designation in the Town Centre Concept Plan. As the 2007 application was still in progress when the Town Centre Area Plan was prepared in 2008, the low-rise apartment designation was respected and remained as such in the final plan.

#### **Zoning Bylaw:**

The property meets the minimum lot width, lot depth and lot area requirements of the RM-1 (Townhouse Residential) zone. A preliminary review of the development plans revealed that the proposed development will require five variances to the Zoning Bylaw. These variances are outlined in the Development Variance Permit section below.

#### **Proposed Variances:**

The applicant is requesting that Maple Ridge Zoning Bylaw for the RM-1 (Townhouse Residential) zone be varied as follows:

- 1. Part 6, Section 602 (6) (a) of the RM-1 (Townhouse Residential) zone in the Zoning Bylaw to reduce the required setback for the proposed townhouse development from 7.5 metres from the front property line to 6.0 metres to provide a stronger street presence for the units facing 113 Avenue;
- 2. Part 6, Section 602 (7) (a) of the RM-1 (Townhouse Residential) zone in the Zoning Bylaw to increase the overall building height from 10.5 metres to 11.13 metres to incorporate architectural dormers on the downhill sloping buildings on Unit Block 1, 2, 3 and 4;

- 3. Part 6, Section 602 (7) (a) of the RM-1 (Townhouse Residential) zone in the Zoning Bylaw to increase the number of stories from a maximum of 2 ½ stories to three stories on Unit Blocks 5 and 6. This variance is to allow better use of the rear yard space on the side sloped buildings, which are abutting the rear yards of neighbouring single family residential properties;
- 4. Part 6, Section 602 (8) (c) (i) of the RM-1 (Townhouse Residential) zone in the Zoning Bylaw to vary the minimum requirement of 15 metre horizontal unencumbered radius to living space for Units 8B, 9B, 19B, 20B, 33C, 34C, AND 35C. This variance is requested due to the triangular shape of the property; and
- 5. Part 4, Section 403 (4) (b) (1) of the RM-1 (Townhouse Residential) zone in the Zoning Bylaw to increase the maximum allowable reduction from the minimum setback of 1.25 metres to 2.42 metres. This is to allow an increase in depth of the entry porches and balconies for the better enjoyment of the occupants. The variance applies to Unit Blocks 1, 2, 3, 4, 5 and 6.

#### Off-Street Parking Bylaw:

As per Maple Ridge Off-Street Parking and Loading Bylaw No. 4350-1990, the RM-1 zone requires a minimum of 2 stalls per dwelling unit, 0.2 stalls per unit for guest parking and 1 accessible parking stall (including in the total visitor stalls) for the 43 townhouse unit development. The applicant proposed to provide a total of 86 residential stall and 13 visitor stalls, which are a total of 4 visitor stall over the required minimum.

#### **Development Permits:**

Pursuant to Section 8.11 of the Official Community Plan, a Town Centre Development Permit application has been submitted which will be the subject of a future report to Council. This development is also located within the South View precinct of the Town Centre Area Plan and is required to provide a variety of housing choices for people who choose to live in the town centre. The proposed development provides this variety in housing type as it offers both double wide and tandem width units, making affordable housing available to the area.

The key guideline concepts of the South View precinct state that the development should incorporate the following principles into the development:

- 1. Promote North and South View as distinctive, highly livable multi-family neighbourhoods;
- 2. Create pedestrian friendly, ground-oriented, multi-family communities;
- 3. Maintain cohesive building styles;
- 4. Capitalize on important views;
- 5. Provide private and semi-private green space;
- 6. Provide climate appropriate landscaping and green features; and
- 7. Maintain street interconnectivity.

The proposed development demonstrates these principles as it is a ground oriented multi-family development with traditional design elements, maximized views of the Fraser River, and adequate open space for the residents. Community connectivity will also be enhanced with the construction of 113 Avenue along with internal walking paths to community amenity spaces. The landscaping uses natural planting throughout the property as well as in the on-site bio-filtration facility located on the south east corner of the development.

#### **Advisory Design Panel:**

The current application was presented to Advisory Design Panel on September 11, 2012. The Panel raised a number of concerns related to the building design and quantity of landscape materials provided on the plan. Since that time, the developer revised the drawings to reflect the necessary design changes and the plans are now acceptable to the Planning Department.

#### **Development Information Meeting:**

A Development Information Meeting was held on July 31, 2012 at the Maple Ridge Public Library by the staff of Atelier Pacific Architecture. There were approximately 10 to 15 local residents and interested parties that attended the meeting. Seven people signed the "sign-in sheet" and five people provided comments on the development. Although most of the attendees favoured the proposed townhouses, concerns were raised regarding the high volume of traffic along 228 Street and the already limited amount of on-street parking. These issues are anticipated to be addressed by the construction of 113 Avenue from 228 Street through to Burnett Street as additional street parking will then be available in front of the townhouse site and along the south side of the District park property.

#### d) Environmental Implications:

The development site has several geotechnical concerns as stated in Levelton's Geotechnical Site Assessment report dated June 23, 2008. Significant soils remediation and special soils considerations will be required during the construction phase of the development to address the fill material that was deposited on the site in the past. Recommendations discussed in the Levelton report will need to be followed.

To meet the Watercourse Protection Bylaw, the developer will be required to construct a bio-filtration and detention pond on the southeastern corner of the site. This facility is necessary to treat the stormwater runoff prior to being discharged into the Metro Vancouver Fraser River wetlands south of the Haney Bypass.

#### e) Interdepartmental Implications:

#### **Engineering Department:**

The Engineering Department will require a Rezoning Servicing Agreement for the proposed development. The Rezoning Servicing Agreement will include the construction of 113 Avenue from

228 Street to Burnett Street and the infill of the drainage ditch along the southern property line, adjacent to the Haney Bypass.

#### Parks & Leisure Services Department:

The Parks & Leisure Services Department have identified that after the development is completed they will be responsible for maintaining the street trees. The Manager of Parks and Leisure Services has advised that the maintenance requirement of \$25,00 per new tree will increase their budget requirements which depends on the number of street trees determined at the Development Permit stage through the landscaping plans.

#### f) Intergovernmental Issues:

#### **Local Government Act:**

An amendment to the Official Community Plan requires the local government to consult with any affected parties and to adopt related bylaws in compliance with the procedures outlined in Section 882 of the Act. The amendment required for this application, (insert amendment), is considered to be minor in nature. It has been determined that no additional consultation beyond existing procedures is required, including referrals to the Board of the Regional District, the Council of an adjacent municipality, First Nations, the School District or agencies of the Federal and Provincial Governments.

The amendment has been reviewed with the Financial Plan/Capital Plan and the Waste Management Plan of the Greater Vancouver Regional District and determined to have no impact.

#### Ministry of Transportation

A referral was sent to the Ministry of Transportation as the development is adjacent to the Haney Bypass. On May 24, 2012, Planning received preliminary approval from the Ministry of Transportation for one year for the proposed rezoning application.

The Ministry of Transportation confirms that no site access will be permitted to the Haney Bypass and that they have no immediate plans to further widen the Haney Bypass at this time.

#### g) Citizen/Customer Implications:

While the proposed development application is not in compliance with the Official Community Plan, it is viewed by the neighbouring properties to be a better fit with the neighborhood as the townhouse form is consistent with the existing townhouse development to the west.

#### **CONCLUSION:**

It is recommended that Second Reading be given to Maple Ridge Official Community Plan Amending Bylaw No. 6868-2011, that Second Reading be given to Maple Ridge Zone Amending Bylaw No. 6869-2011, and that application 2011-114-RZ be forwarded to Public Hearing.

"Original signed by Ingrid Milne"

Prepared by: Ingrid Milne

Planning Technician

"Original signed by Charles R. Goddard" for

Approved by: Christine Carter, M.PL, MCIP, RPP

**Director of Planning** 

"Original signed by David Pollock" for\_\_\_\_\_

Approved by: Frank Quinn, MBA, P.Eng

**GM: Public Works & Development Services** 

"Original signed by J.L. (Jim) Rule"

Concurrence: J. L. (Jim) Rule

**Chief Administrative Officer** 

The following appendices are attached hereto:

Appendix A – Subject Map

Appendix B – OCP Amending Bylaw

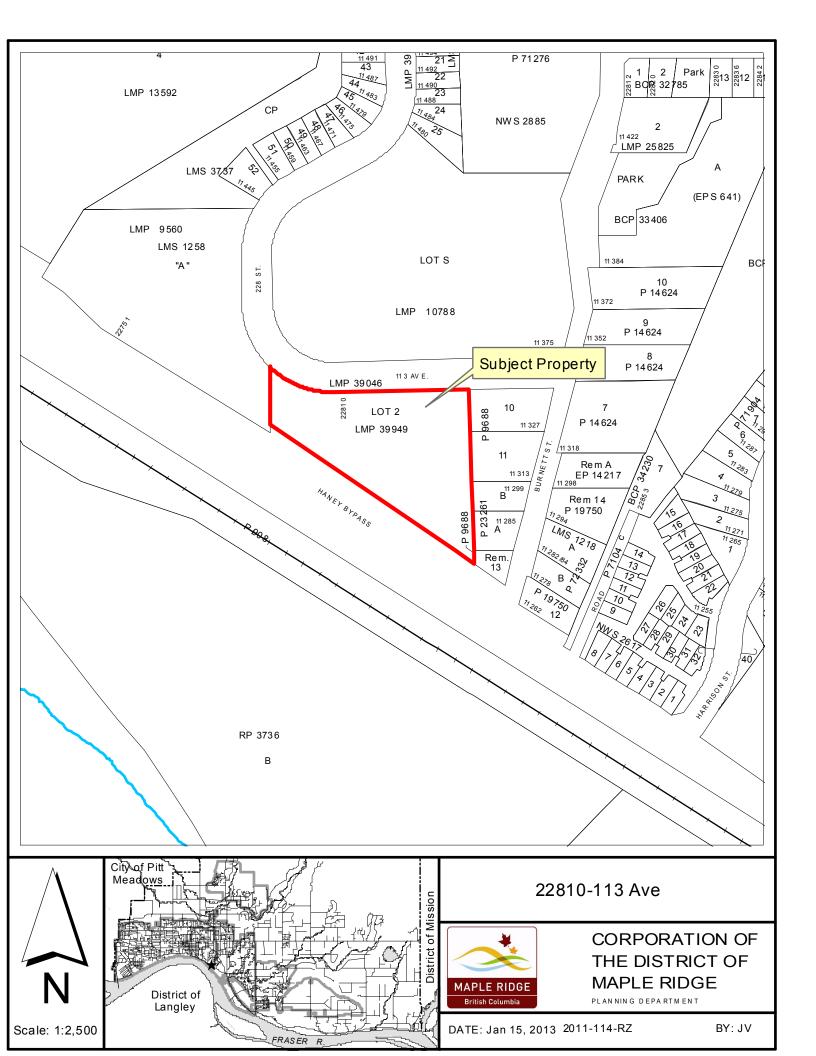
Appendix C – Zone Amending Bylaw

Appendix D - Site Plan

Appendix E – Building Elevation Plans

Appendix F - Landscape Plans

Appendix G - Site Sections/Streetscapes

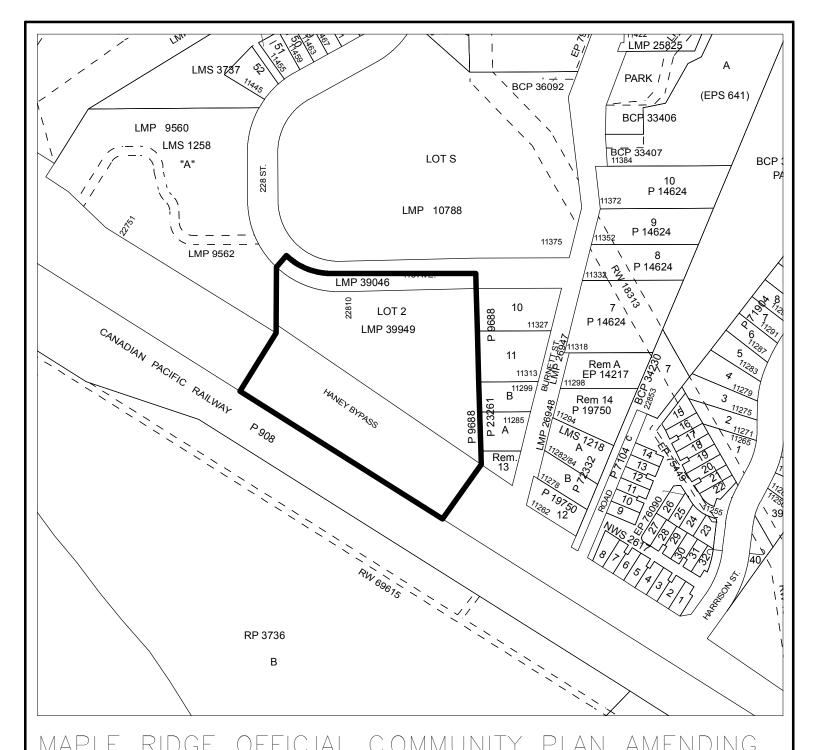


#### CORPORATION OF THE DISTRICT OF MAPLE RIDGE

#### BYLAW NO. 6868-2011

A Bylaw to amend	Official Co	mmunity P	lan Bylaw i	No. 6425	<ul><li>2006 as</li></ul>	amended
-		-	-			

WHEREAS Section 882 of the Local Government Act provides that the Council may revise the Official Community Plan; AND WHEREAS it is deemed desirable to amend Section 10.4, Schedule 1 Town Centre Area Land-Use Designations; NOW THEREFORE, the Municipal Council of the Corporation of the District of Maple Ridge, in open meeting assembled, **ENACTS AS FOLLOWS:** 1. This Bylaw may be cited for all purposes as "Maple Ridge Official Community Plan Amending Bylaw No. 6868-2011." 2. That parcel or tract of land and premises known and described as: Lot: 2, D.L.: 402, Plan: LMP39949 and outlined in heavy black line on Map No. 815, a copy of which is attached hereto and forms part of this Bylaw, is hereby redesignated to Ground-Oriented Multi-Family. 3. Maple Ridge Official Community Plan Bylaw No.6425-2006 is hereby amended accordingly. **READ A FIRST TIME** the 8th day of November, A.D. 2011. **READ A SECOND TIME** the day of . A.D. 20 . **PUBLIC HEARING HELD** the day of , A.D. 20 . **READ A THIRD TIME** the day of , A.D. 20 . **RECONSIDERED AND FINALLY ADOPTED**, the day of , A.D. 20 . PRESIDING MEMBER CORPORATE OFFICER



## MAPLE RIDGE OFFICIAL COMMUNITY PLAN AMENDING

Bylaw No. 6868-2011

Map No. 815

From: Apartment - Low Rise

Ground-Oriented Multi-Family To:



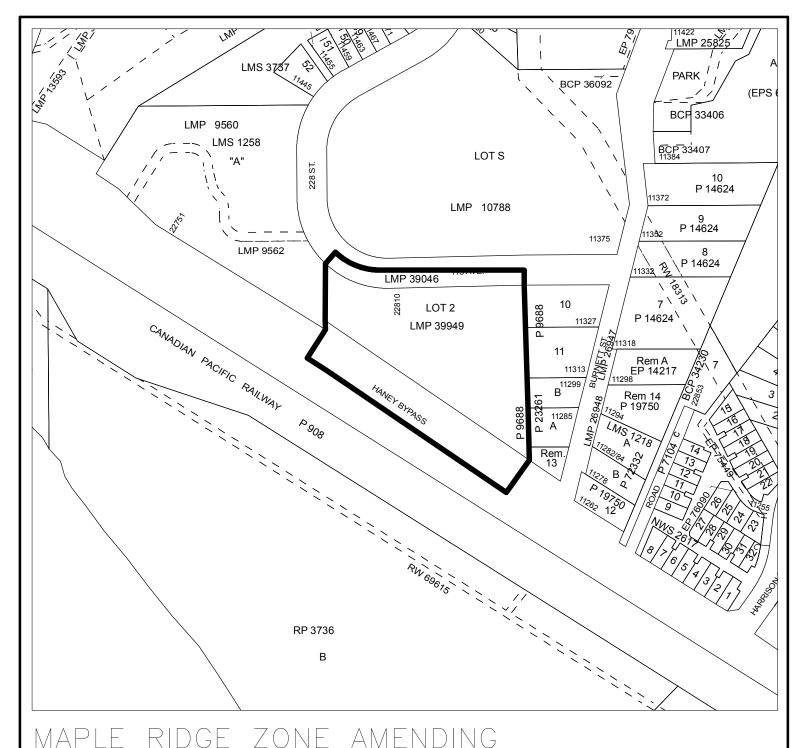


### CORPORATION OF THE DISTRICT OF MAPLE RIDGE

### BYLAW NO. 6869-2011

A Bylaw to amend Map "A" forming part of Zoning Bylaw No. 3510 - 1985 as amended.

1985	WHEREAS, it is deeme as amended;	d expedient to amen	d Maple Ridge Zoi	ning Bylaw No. 3510 -	
Ridge,	NOW THEREFORE, the in open meeting assem	•	-	of the District of Maple	
1.	This Bylaw may be cite	d as "Maple Ridge Z	one Amending Byla	aw No. 6869-2011."	
2.	That parcel or tract of	land and premises k	nown and describe	ed as:	
	Lot 2 District Lot 402 (	Group 1 New Westmi	inster District Plan	LMP39949	
	and outlined in heavy black line on Map No. 1546 a copy of which is attached heretand forms part of this Bylaw, is hereby rezoned to RM-1 (Townhouse Residential).				
3.	Maple Ridge Zoning Bylaw No. 3510 - 1985 as amended and Map "A" attached thereto are hereby amended accordingly.				
READ	a first time the 8 <sup>th</sup> day o	of November, A.D. 20	)11.		
READ	a second time the	day of	, A.D.	20 .	
PUBLI	C HEARING held the	day of	, A.D. 20		
READ	a third time the	day of	, A.D. 20	).	
APPRO	OVED by the Minister of	Transportation this	day of	, A.D. 20 .	
RECO	NSIDERED AND FINALLY	ADOPTED, the	day of	, A.D. 20 .	
PRESI	DING MEMBER		CORPORAT	E OFFICER	



## MAPLE RIDGE ZONE AMENDING

Bylaw No. 6869-2011

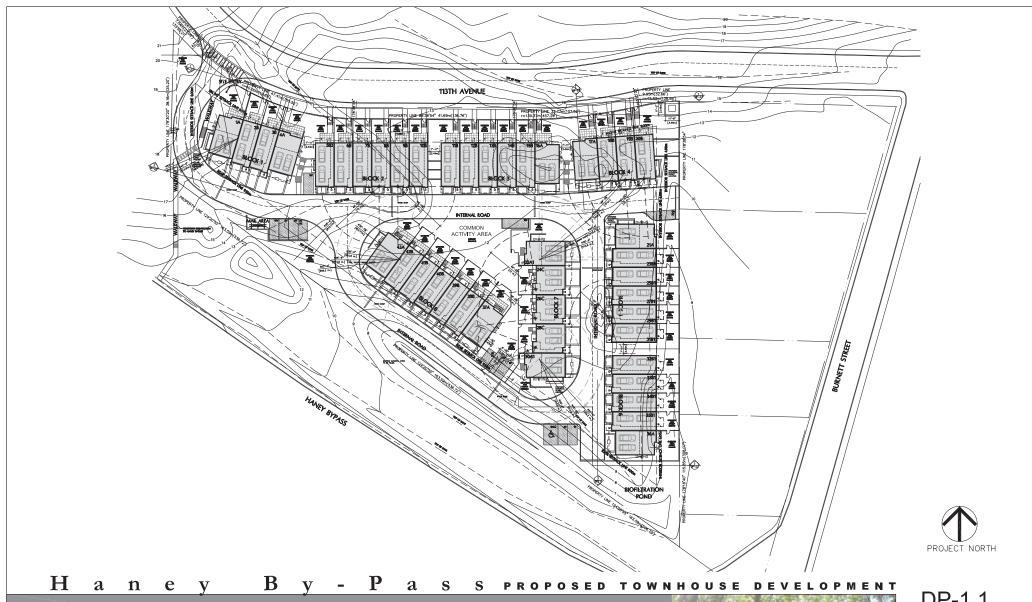
Map No. 1546

RS-3 (One Family Rural Residential) From:

RM-1 (Townhouse Residential) To:







22810 - 113th AVENUE, MAPLE RIDGE, B.C.

NAG CONTRUCTION LTD. c/o DAMAX CONSULTANTS LTD. ATELIER PACIFIC ARCHITECTURE INC.

> ISSUED FOR DEVELOPMENT PERMIT APPLICATION/ ISSUED FOR DEVELOPMENT VARIANCE PERMIT APPLICATION FEBRUARY 2012



DP-1.1

**ZONING SITE PLAN** SCALE: 1:300



# Haney By-Pass

PROPOSED TOWNHOUSE DEVELOPMENT

22810 - 113th AVENUE, MAPLE RIDGE, B.C.
NAG CONSTRUCTION LTD, C/O DAMAX CONSULTANTS LTD
ATELIER PACIFIC ARCHITECTURE INC.

ISSUED FOR DEVELOPMENT PERMIT/ DEVELOPMENT VARIANCE PERMIT APPLICATION FEBRUARY 2012







#### OVERALL DEVELOPMENT

THE EXISTING PROPERTY IS A TRIANGULAR SHAPED SLOPED LOT LOCATED AT THE CORNER OF 113TH ANE AND HANEY BY-PASS. THE CURRENT LAND USE DESIGNATION IS LOW RISE APARTMENT WITH A READ HANEY BY-PASS. THE CURRENT LAND USE DESIGNATION. THE PROPOSAL IS TO AMEND THE OCP LAND USE DESIGNATION FROM LOW RISE APARTMENT TO "CROUND ORIENTED TO AMEND WITH A REZONNOR DESIGNATION FOR HAT TO ALLOW FOR THE PROPOSED DEVELOPMENT OF 43 TOWNHOUSE UNITS.

CURRENTLY, THE LANDS DIRECTLY TO THE NORTH AND SOUTH OF THE PROPOSED SITE ARE DESIGNATED AS PARK WHILE FOUR SINGLE FAMILY PROPERTIES ARE SITUATED ON THE LAND DIRECTLY TO THE EAST. WEST OF THE SITE IS DESIGNATED AS GROUND ORIENTED MULTIFAMILY AND IS CURRENTLY OCCUPIED BY RESIDENTIAL TOWNHOUSE DEVELOPMENTS.

GIVEN THE GENERAL NATURE OF THE SITE AND ITS SURROUNDING AREAS, A LOWER DENSITY DEVELOPMENT PROVIDED IN THE FORM OF GROUND ORIENTED MULTIFAMILY TOWNHOUSES MUE PREFERABLE TO THE NEIGHBOURING RESIDENTS OVER A LOW RISE APARTMENT DEVELOPMENT THAT WAS PREVIOUSLY PROPOSED.

THE PROJECT CONFORMS TO THE DEVELOPMENT AND DESIGN PRINCIPLES OF SPECIFICITY, PLACE-MAKING, COMMUNITY BUILDING AND A MOBE DENSE, URBAN REVIRONMENT AS OUTLINED IN THE MAPLE RIDGE OFFICIAL COMMUNITY PLAN, THE GROUND-CRIENTED MULTI-FAMILY QUIDELINES THE MAYEL REJOR OF FOAL COMMONITY POAN, THE GROUND-ORIGIN ED MID, IT-MAILT GUIDELINES FOR TOWN CENTRE AREA AND USE GUIDELINES AS WELL AS MILITEMANY DEVELOPMENT PERMIT AREA GUIDELINESTHE PROJECT RESPECTS AND IS INFORMED BY THE HATURAL LANDSCARE OF THE AREA, MOD THROUGH HIS DESIGN, ACCESSIBILITY AND VIEWSCAPES ATTEMPTS TO FOSTER A FRIENDLY AND SAFE PEDESTRIAN ENVIRONMENT. THE FORM OF DEVELOPMENT IS GUIDED BY THE FIVE CORNERSTONE PRINCIPLES OF THE MARKE REGIS OFFICIAL.

#### **ENVIRONMENT FIRST-LAND INFORMS DEVELOPMENT**

EXISTING TOPOGRAPHY IS RESPECTED AND THE DEVELOPMENT FOLLOWS THE LINES OF THE LAND WITH MINIMUM REGRADING DESIGN AND SITING OF BUILDINGS PROTECTS ACCESS TO VIEWS,

ENHANCES PRIVACY AND LIVABILITY.

#### SUSTAINABLE APPROACHES - BALANCE BETWEEN **ENVIRONMENTAL, SOCIAL & ECONOMICAL BENEFITS**

FORM OF DEVELOPMENT IS INFILL TOWNHOUSES, CREATING A DENSIFIED RESIDENTIAL ENVIRONMENT AND SETTING ASIDE A LARGER OPEN SPACE FOR THE BENEFIT OF THE RESIDENTS AND THE COMMUNITY. THE PROJECT WILL BE INCORPORATING BEST MANAGEMENT PRACTICES (B.M.P.S). THROUGHOUT AND THE DEVELOPER IS LOOKING TO INCLUDE A SUSTAINABILITY STRATECY FOR THE BUILDINGS AS WELL AS THE SITE.

#### ADAPTABILITY - ALTERNATIVE HOUSING FOR YOUNG FAMILIES

FORM OF DEVELOPMENT PROPOSES APPROXIMATELY 1,195 SQ.FT. UNITS MANY WITH WALKOUT / DAY-LIT BASEMENTS TO ACCOMMODATE GROWING FAMILIES AND ENCOURAGE AN ALTERNATIVE

#### **HEALTHY & INTEGRATED COMMUNITY - INTEGRATION BETWEEN** NATURAL ENVIRONMENT, HOUSING, OPEN SPACE, AND INFRASTRUCTURE TO ACHIEVE A NEIGHBORHOOD AND COMMUNITY THAT IS ALIVE AND HEALTHY

A LARGE CENTRALLY LOCATION DUTDOOR AMENITY AREA SERVES TO TIE THE DEVELOPMENT TOGETHER, PROVIDING A SENSE OF AN INTEGRATED COMMAINITY, THE CENTRAL AMENITY AREA ALSO SERVES AS A BUFFER BETWEEN THE TOWNHOUSES WITHIN THE DEVELOPMENT AND FULLELS THE RESIDENTS AND THE COMMINITY'S LUYING, WORKING AND RECREATIONAL NEEDS. PROJECT SPECIFOL CANDAMAN GATEWAYS FERRY FEATURES ARE PROPOSED AT PERMITER AND PUBLIC GATHERING SPACES AND FOSTER A SPECIFIC SENSE OF PLACE:

FORM OF DEVELOPMENT

#### FORM OF DEVELOPMENT

FORM OF DEVELOPMENT PROPOSES 8 BLOCKS COMPRISED OF 3 MAIN UNIT TYPES. EACH BLOCK

WILL HAVE AN APPEARANCE OF STEPPED ROW HOUSES WITH EACH UNIT HAVING DIRECT ACCESS. WILL RIVE AN APPENDIXE OF STEPPED HOW PROCESS WITH EACH DRIFT HAVING DIVELT, ALL ESSE DESIGNED TO FRONT OR HAVE THE APPEARANCE OF FRONTING KONTO A PUBLIC ROAD THROUGH DIRECT FEDESTHAIN CONNECTIONS FROM THE SIDEWALK AND THROUGH APPROPRIATE TREATMENT OF EXTERIORS. UNIT DESIGNS WILL INCORPORATE SUNDECKS AND PATIOS WHEREVER POSSIBLE TO PROVIDE ADEQUATE PRIVATE TO SEMI-PRIVATE EXTERIOR SPACES FOR ITS RESIDENTS.

#### ARCHITECTURAL AESTHETIC

THE PROPOSED ARCHITECTURAL FORM AND CHARACTER FOR THE HANCY BY-PASS TOWNHOUSES ARE INTERDED TO EVOKE MARGES OF A SEASIDE BEACH HOUSE MARINA RESTRETIC. THE MARINA AESTHETIC CHEENATES A LIFERATIVE THAT ENCOURAGES AN APPRECIATION OF NATURE WHICH STATUS AND THE RESTRETIC THAT ENCOURAGES AND APPRECIATION OF NATURE WHICH PROPOSED AS WELL WITH THE NATURAL SCENCE ENVIRONMENT OF MAPILE RIDGE. THE CLEAN CRISP FORMS OF THE BULLIONS ACT AS CONTEMPORARY BACKBORD OF A MORE TRADITIONAL DESIGN ASSISTED BY ACCENTUATING GABLES ROOFS, WOOD COLUMNS AND THICK WOOD TRIMS PROVIDED BY THE CASHOL A RACHAGE AND PREMISED THE MAINTICAL SHADES OF THE BUILDING ACCENTUATING THE 'MARINA' THEME AND ADDING ADDITIONAL ENRICHMENT TO THE

GENEROUS EXPANSES OF GLAZING CONTRIBUTE TO THE THEME OF APPRICATING NATURE BY ALLOWING RESIDENTS TO TAKE MEXICIAL MATCHES OF AUTHORITIES OF THE PRIVACY OF THEIR HOMES. THE TOWNHOUSE UNITS ARE ALSO EQUIPPED WITH BALCOMES, PATIOS ANDION DECKS PROVIDING AREAS OF OUTDOOR LIVING SPACE THAT PHYSICALLY CONNECT THE RESIDENTS WITH THEIR SURROUNDING ENVIRONMENT. A CENTRALLY LOCATED COMMON ACTIVITY AREA TIES THE DEVELOPMENT TOGETHER AND ENCOURAGES A UNIFIED SENSE

THE HANEY BY-PASS DEVELOPMENT SEEKS TO HARMONIZE HOME AND ENVIRONMENT.

H n PROPOSED TOWNHOUSE DEVELOPMENT

22810 - 113th AVENUE, MAPLE RIDGE, B.C.

NAG CONTRUCTION LTD. c/o DAMAX CONSULTANTS LTD. ATELIER PACIFIC ARCHITECTURE INC.

> ISSUED FOR DEVELOPMENT PERMIT APPLICATION/ ISSUED FOR DEVELOPMENT VARIANCE PERMIT APPLICATION FEBRUARY 2012



DP-0.04

**ARCHITECTURAL** AESTHETIC/ **DESIGN RATIONALE** 



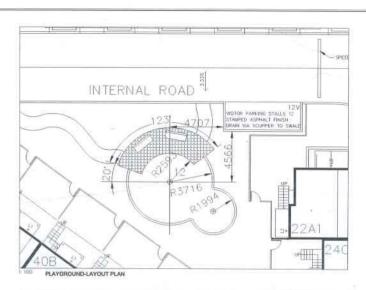


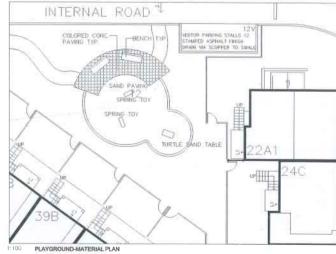
CEDAR OPTION EMPHASIS ON GABLES

**BLOCK 8 - ARTICULATION STUDY** 









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JHL Design Group Inc. Landscape Architecture + Urban Design

4370, Meple Street, Vancouver, BC
Tels 604=263=8613
Fax: 1=866=277-9554
Ematis phidesign@chaw.ca

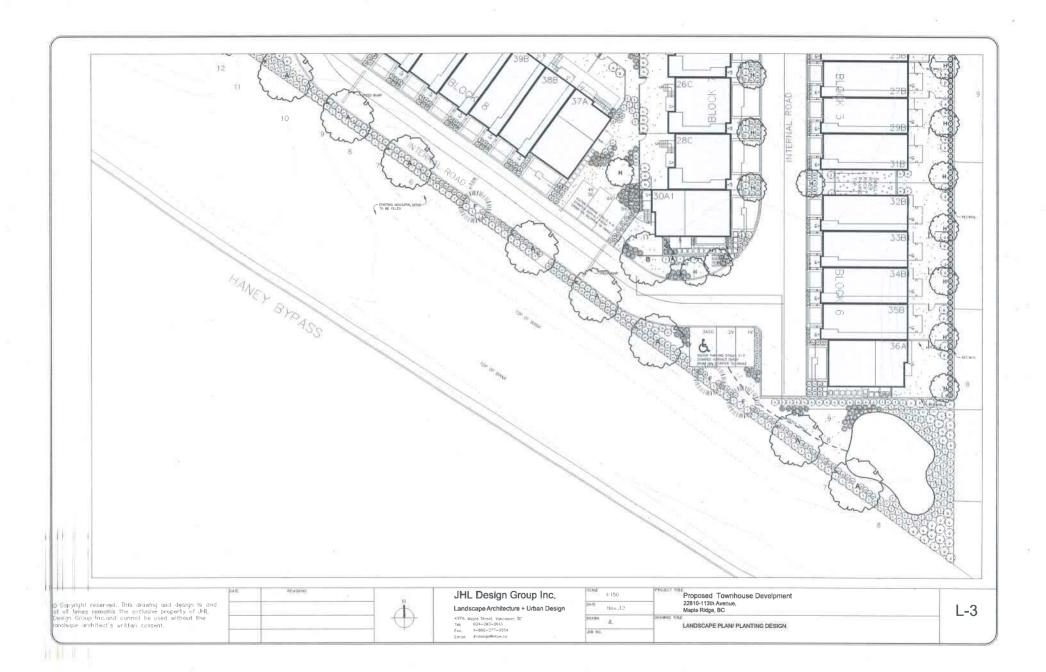
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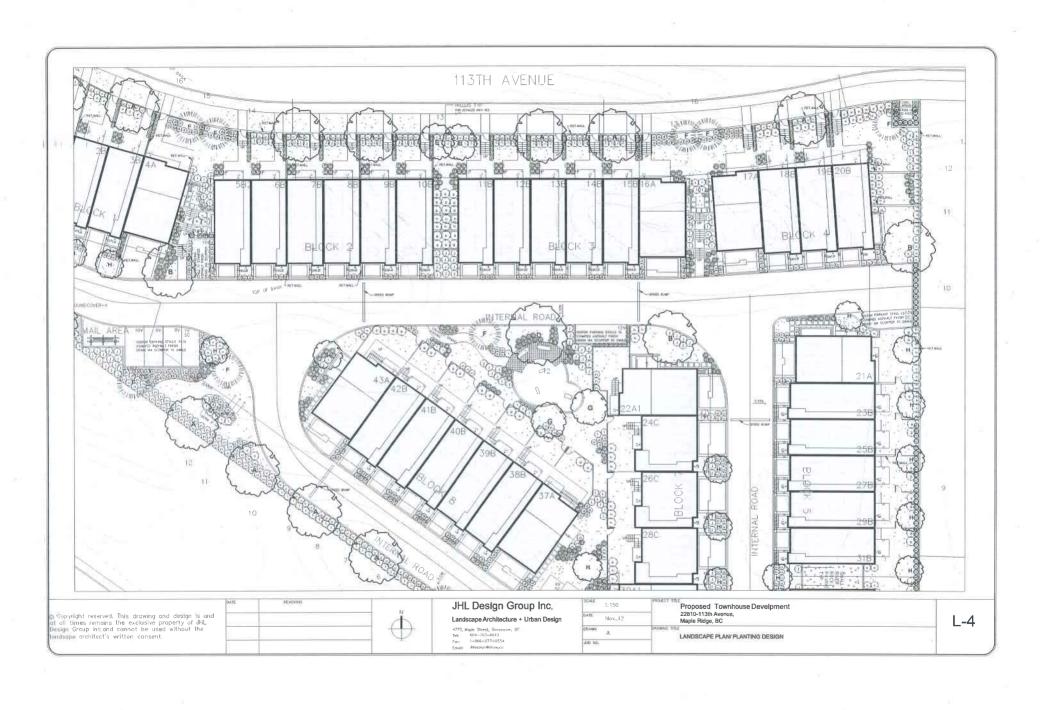
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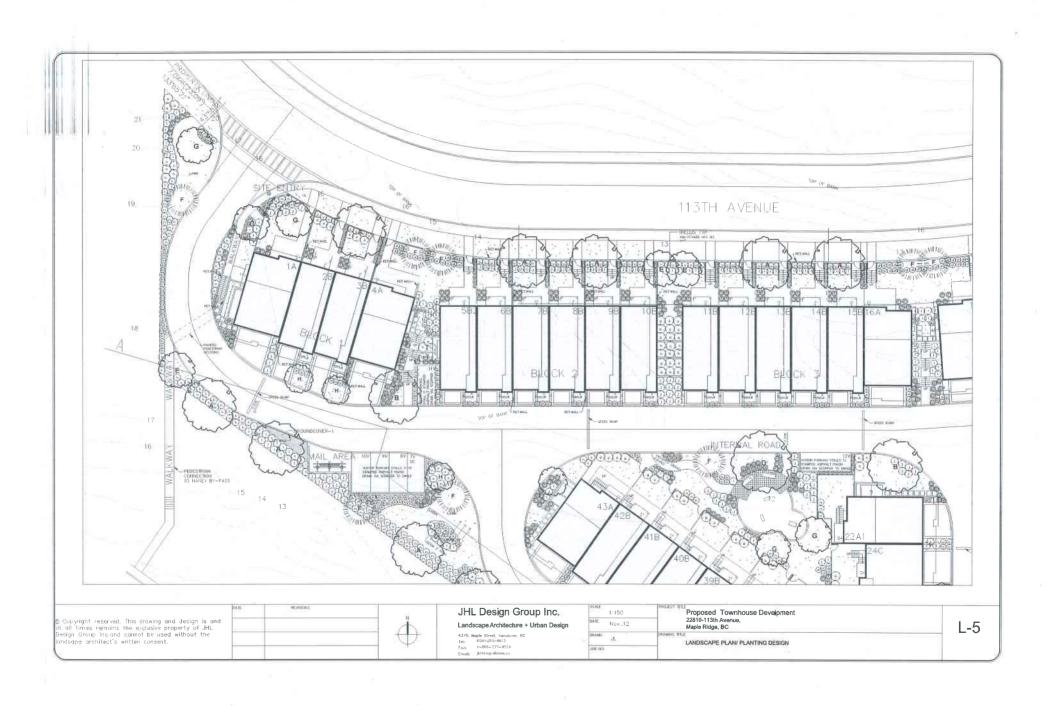
Proposed Townhouse Develpment 22810-113th Avenue, Maple Ridge, BC

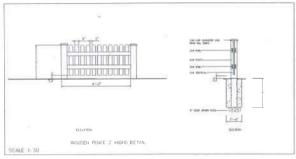
INFO ON FENCE LAYOUT/ PLAYGROPUND-LAYOUT PLAN/ PLAYGROUND-MATERIAL PLAN

L-2

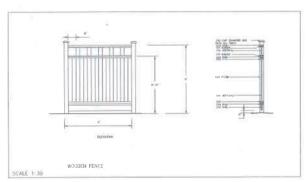








WOODEN FENCE DETAIL- 3' HIGH



WOODEN FENCE DETAIL- 6' HIGH

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JHL Design Group Inc.

Landscape Architecture + Urban Design

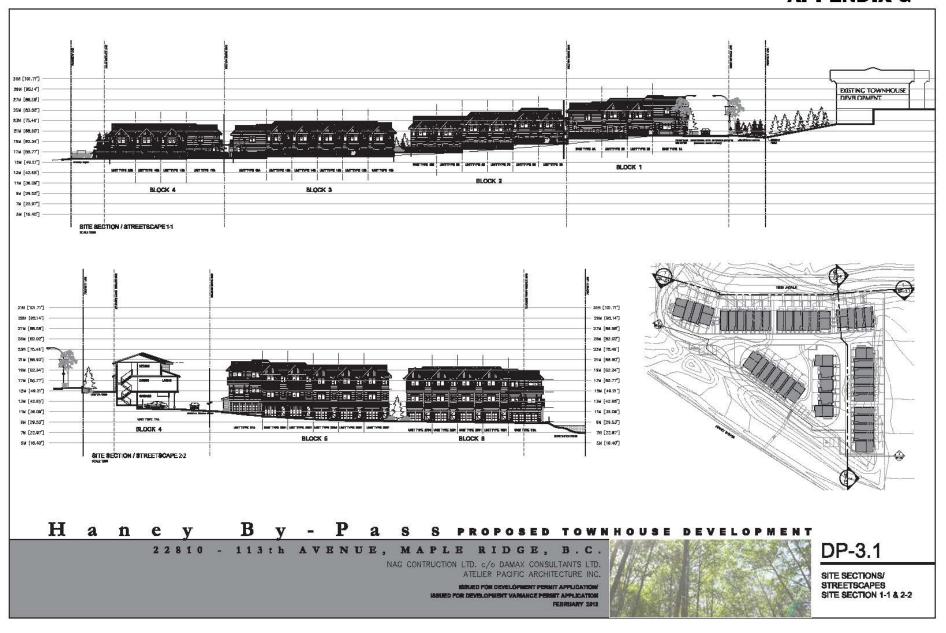
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Emoil: Indesign@shaw.ca

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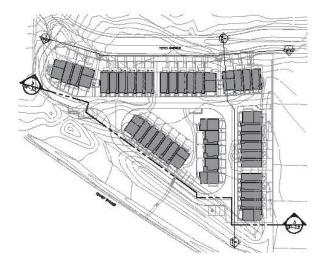
SCALE	1: 30	Proposed Townhouse Development	
t241K	Nov.,12	22810-113th Avenue, Maple Ridge, BC	
CHAMI	JL	DETAILS	
JOB 100.	<b>S</b>		

L-6

#### **APPENDIX G**







Haney By-Pass PROPOSED TOWNHOUSE DEVELOPMENT

22810 - 113th AVENUE, MAPLE RIDGE, B.C.

NAG CONTRUCTION LTD. c/o DAMAX CONSULTANTS LTD.
ATELIER PACIFIC ARCHITECTURE INC.

ISSUED FOR DEVELOPMENT PERMIT APPLICATION
ISSUED FOR DEVELOPMENT VARIANCE PERMIT APPLICATION



DP-3.2

SITE SECTIONS/ STREETSCAPES SITE SECTION 3-3



TO: Her Worship Mayor Nicole Read MEETING DATE:

February 16, 2015

and Members of Council

FILE NO:

2013-042-DVP

FROM: Chief Administrative Officer **MEETING:** 

CoW

SUBJECT: **Development Variance Permit** 

24325 126 Avenue

#### **EXECUTIVE SUMMARY:**

Development Variance Permit application 2013-042-DVP has been received in conjunction with rezoning and subdivision applications 2013-042-RZ and 2013-042-SD to allow future subdivision of the subject property, located at 24325 126 Avenue, (see Appendix A) into two single family lots. The requested Subdivision and Development Services Bylaw 4800-1993 variance is to reduce the rural road standard paved carriageway width from 7.0 metres to 6.0 metres. It is recommended that Development Variance Permit 2013-042-DVP be approved.

This application received first reading for Zone Amending Bylaw No. 7009-2013 on October 8, 2013 and second reading on October 14, 2014. The application was presented at Public Hearing on November 18, 2014 and third reading was granted on November 25, 2014. Council will be considering final reading for rezoning application 2013-042-RZ on February 10, 2015.

#### **RECOMMENDATION:**

That the Corporate Officer be authorized to sign and seal 2013-042-DVP respecting property located at 24325 126 Avenue.

#### DISCUSSION:

#### a) Background Context

Applicant: Glenn Rogers

Owners: Ching-Chun Lin and Ling-Li Chan

Legal Description: Lot 68, Section 22, Township 12, NWD Plan 43885

OCP:

Existing: Estate Suburban Residential

Zoning:

Existing: RS-3 (One Family Rural Residential) Proposed: RS-2 (One Family Suburban Residential)

Surrounding Uses:

North: Use: Vacant (Utility)

> Zone: RS-3 (One Family Rural Residential)

Estate Suburban Residential Designation:

Use: Single Family Residential South:

> Zone: RS-2 (One Family Suburban Residential)

Estate Suburban Residential Designation: Use: Single Family Residential

RS-2 (One Family Suburban Residential) Zone:

Estate Suburban Residential Designation: Single Family Residential Use:

RS-3 (One Family Rural Residential) Zone:

Estate Suburban Residential Designation:

Existing Use of Property: Single Family Residential Proposed Use of Property: Single Family Residential Site Area: 0.812 hectares (2.0 acres) 2013-042-RZ, 2013-042-SD Concurrent Applications:

#### b) Requested Variance:

East:

West:

1. Subdivision and Development Services Bylaw No. 4800-1993, Schedule C, to reduce the rural road standard carriageway width from 7.0 metres to the existing asphalt road carriageway width of 6.0 metres.

The Subdivision and Development Services Bylaw No. 4800-1993 establishes regulations and servicing standards that must be achieved or varied in order to subdivide land within the City of Maple Ridge. 126 Avenue is classified as a local rural road, which requires a paved road carriageway width of 7.0 metres. The existing road carriageway width along 126 Avenue is 6.0 metres (see Appendix C).

The subject property currently abuts an open and travelled road, and neither the proposed subdivision nor potential future subdivision along the abutting road require any additional width or capacity. Therefore, a reduction in road carriageway width relaxation is supportable as the existing road is adequate to accommodate traffic flows in the area, even with the additional lot.

#### c) Planning Analysis

#### Official Community Plan:

The subject property is designated Estate Suburban Residential in the OCP, located outside of the City's Urban Area Boundary, but within the Region's Urban Containment Boundary and the Fraser Sewerage Area. This land use designation supports a single detached housing form serviced by municipal water and sanitary sewer, the latter due to the subject property's location in the Fraser Sewerage Area. As indicated in Appendix C of the OCP, the RS-2 (One Family Suburban Residential) zone aligns with the Estate Suburban Residential designation; therefore, the subject application is in compliance with the OCP.

Properties in the surrounding neighbourhood bound by Ansell Street to the east, 241 Street to the west, 126 Avenue to the north, and 124 Avenue to the south are also designated Estate Suburban Residential; and several of these properties have been similarly developed in recent years. The flat topography, absence of watercourses, existing subdivision geometry, and availability of municipal water and sanitary services are conducive to suburban development, with overall densities of one It is anticipated that the long-term development of the dwelling unit per 0.4 ha (1 acre). neighbourhood will be to a suburban level and style of development.

#### d) Project Description:

The subject property is located on the north side of 126 Avenue and has steep slopes on the northern half of the property (see Appendix A). The applicant proposes to rezone the subject property from RS-3 (One Family Rural Residential) to RS-2 (One Family Suburban Residential) to permit subdivision into two single family lots. The existing house on the subject property will be retained. Due to the steep slopes on the north portion of the subject property, a slope protection covenant will restrict the use for all lands within the Geotechnical Setback Line for proposed lot B. The applicant has demonstrated that there is sufficient building area on the lands with less than 25% slope (see Appendix B). The extension of sanitary sewer to the Academy Park area in 2010 allows the subdivision to occur without the need to demonstrate on-site septic capacity.

#### e) Interdepartmental Implications:

The Engineering Department has reviewed the proposal and has noted that the request to reduce the rural road standard asphalt width from 7.0 metres to 6.0 metres is supportable.

#### **CONCLUSION:**

The requested Subdivision and Development Services Bylaw 4800-1993 variance is to reduce the rural road standard carriageway width from 7.0 metres to 6.0 metres. There is no additional width or capacity required along the subject property's 126 Avenue frontage, therefore the proposed variance is acceptable to the Engineering Department. It is recommended that this application be favourably considered and the Corporate Officer be authorized to sign and seal Development Variance Permit 2013-042-DVP.

"Original signed by Amelia Bowden"

Prepared by: Amelia Bowden Planning Technician

"Original signed by Christine Carter"

Approved by: Christine Carter, M.PL, MCIP, RPP

Director of Planning

"Original signed by Frank Quinn"

Approved by: Frank Quinn, MBA, P. Eng

GM: Public Works & Development Services

"Original signed by J.L. (Jim) Rule"

\_\_\_\_\_

Concurrence: J.L. (Jim) Rule

**Chief Administrative Officer** 

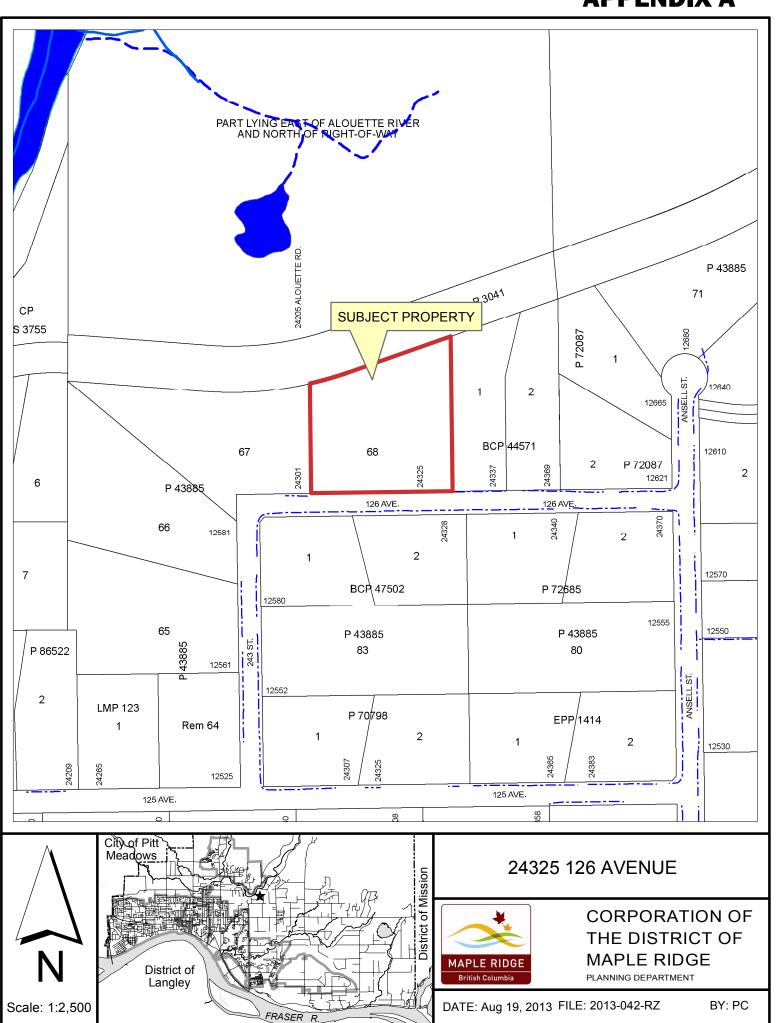
The following appendices are attached hereto:

Appendix A - Subject Map

Appendix B - Subdivision Plan showing variance

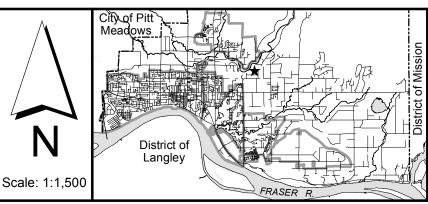
Appendix C - Proposed Variance

## **APPENDIX A**



## **APPENDIX B**





### 24325 126 AVENUE



CITY OF MAPLE RIDGE

PLANNING DEPARTMENT

DATE: Jan 29, 2015 FILE: 2013-042-VP

BY: PC

## **APPENDIX C**

## SKETCH PLAN OF PROPOSED SUBDIVISION OF LOT 68 SEC.22 TP.12 N.W.D. PLAN 43885 B.C.G.S. 92**G**.028 This plan lies within the Greater Vancouver Regional District Municipality of Maple Ridge Scale 1:500 All distances are in metres except where otherwise noted R/W Plan 3041 B` 69 0.40 ha Plan 43885 (A)Top of Bank 0.41 ha 72.51 67 Plan 43885 HOUSE 3.6 Building Envelope 42.0 51.57 126 **AVENUE** S.P. Wade B.C.L.S. June 13,2013. Wade & Associates Land Surveying Ltd. B.C. Land Surveyors Maple Ridge and Mission File H2908-03 Phone 604-463-4753



TO: Her Worship Mayor Nicole Read

**MEETING DATE:** 

February 16, 2015

and Members of Council

Chief Administrative Officer MEETING:

Committee of the Whole

SUBJECT: Work Plan Overview - RCMP/Police Services

#### **EXECUTIVE SUMMARY:**

FROM:

As Council embarks on a four-year mandate, it is important that they set the strategic direction for the term. An approach to establishing this direction was discussed with Council, and key information items were scheduled, leading up to Council setting the strategic direction.

The purpose of this report is to introduce one of those items: the work plan overview for RCMP/Police Services department. Any Council comments requiring further discussion or follow-up will be captured throughout the presentation of this item for discussion at the upcoming strategic planning session.

#### **RECOMMENDATION:**

This report is submitted for information only. No resolution is required.

"Original signed by Supt. David Fleugel"

Prepared by: Supt. David Fleugel

Officer In Charge Ridge-Meadows RCMP

Detachment

"Original signed by J.L. (Jim) Rule"

Concurrence J.L. (Jim) Rule

by: Chief Administrative Officer

Attachment: Appendix 1 - Work Plan Overview-RCMP/Police Services

# City of Maple Ridge – RCMP/Police Services Business Plan 2015 Summary

### **Department Overview**

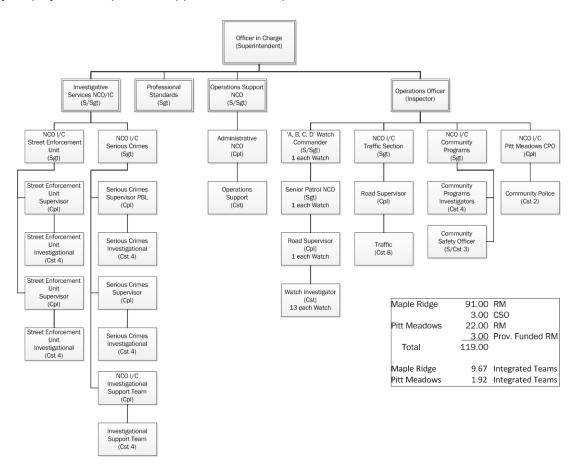
The Ridge Meadows RCMP detachment delivers a wide range of policing services to Maple Ridge and Pitt Meadows. While a significant amount of time is spent responding to calls for service, the RCMP work proactively and collaboratively with community stakeholders on crime prevention. The RCMP members are supported by civilian staff who are employees of the City of Maple Ridge.

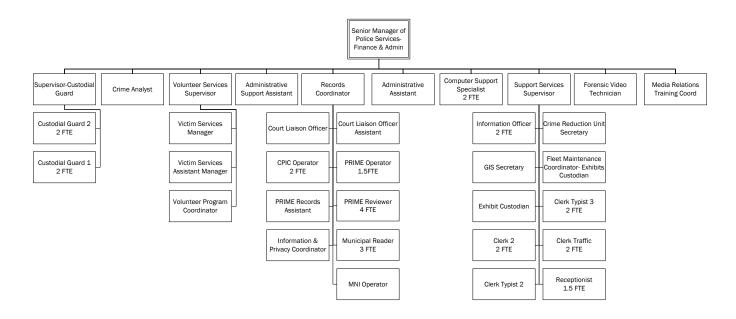
In addition to the RCMP members contracted by the two municipalities, we have access to the more specialized services through regional integrated teams. The services of the Integrated Homicide Investigation Team (IHIT), Integrated Forensic Identification Section (IFIS), Integrated Police Dog Service (IPDS), Integrated Collision Analyst Reconstruction Section (ICARS), Lower Mainland Emergency Response Team (LMDERT) are all available to us. Locally, the Ridge-Meadows Detachment would not be able to supply the level of expertise that these regional teams bring to our community.

The Strategic Priorities of the Ridge-Meadows RCMP Detachment are: Road Safety, Community Engagement, Neighbourhood Safety and Youth.

### **Our People**

There are two (2) organizational structures within Police Services – One (1) for the RCMP and the other for City employees who provide support services to police.





### What Did We Deliver? (2014 Highlights)

#### **Business/Governance**

#### 2014 Deliverables

- Closed Circuit Video (CCVE) has been substantially completed to record those in custody.
- Update of RCMP organizational charts.

#### Found Milestones

- Relocation of our Traffic Section to the Randy Herman Building to enhance communication between RCMP Traffic Section and Municipal Bylaw Enforcement.
- Changing the hours of work for Operations Support Units to allow for better use of existing resources
- Implementation of on-line ordering for RCMP uniforms and related supplies.

#### Ongoing Commitments

- Annual performance and Learning Plans for both RCMP and Municipal staff.
- Implementation of green building initiatives in ongoing facility projects at detachment (i.e. low flow toilets, automatic water shut off, etc.)
- Efficiency reviews of internal processes.

#### Community Relations/Networking

#### 2014 Deliverables

- Key stakeholder in developing a child advocacy centre in Maple Ridge enabling child victims and witnesses to access all government agencies in one center, eliminating travelling and appointments in a variety of locations.
- Review and modernization of youth programming delivered in schools (Kindergarten to Grade 12).
- Hosted a Crime Free Multi-Housing session workshop in Maple Ridge

#### Found Milestones

- Implemented digital process to receive 911 recordings from ECOMM for RCMP members.
- Worked with Crown Counsel to assign specific prolific offenders to specific lawyers so that the Courts
  are aware of the history of each individual when imposing penalties.
- Implemented on-line submission of reports to Crown Counsel.
- Implemented a Youth Leadership Program (SPURS) with a mandate to develop future youth leaders in our community.
- Improved telephone directory messaging to assist callers in finding the appropriate party.

#### Ongoing Commitments

- Joint Police Liaison Committee discussions on issues of strategic importance to both communities.
- Updates to Council, both formal and informal, in addition to RCMP participation in Business Planning.
- Leverage social media to continue to communicate with our communities.
- Strong partnership with ICBC programs for road safety education awareness and enforcement projects.
- Participation on Social Planning Committee (SPAC) to provide police perspective on community social issues.
- Participate in gang reduction initiatives including PTEP program (Provincial Tactical Enforcement Priority).
- Continue to participate in Bar Watch committee, social planning advisory committee, business improvement association, School District No. 42, community network and other local stakeholders.
- Support to Operation Rednose.
- Participate in Cops for Cancer and BC Law Enforcement Torch Run.

#### **Road & Community Safety**

#### 2014 Deliverables

- More pro-active Road Safety enforcement at intersections.
- Increased focus on Distracted Driving enforcement.
- Local Traffic Section members qualification for Alexis Team (Impaired Driving minimum targets)

#### Found Milestones

- Implementation of the Real Time Intelligence Center (RTIC). The Center provides a multi-jurisdictional real time analysis of violent crime.
- Acquired marine transport (police boat) that now provides enhanced policing on waterways.

#### Ongoing Commitments

- Crime Reduction Strategy, including Prolific Offender program to decrease criminal activity in our community.
- Town Center Enhanced Foot Patrols to increase visibility and manage perception of crime.
- Deliver effective Community Policing programs such as Crime Free Multi Housing (CRMH), Speed Watch. Business Watch. Block Watch. Citizens on Patrol and Citizens Bike Patrol.
- Maintain a robust Auxiliary Constable program.

#### Financial Management

#### 2014 Deliverables

- Review of PRIME transcription process. As a result of our review, costs were reduced by \$19,000 while services were maintained.
- Reviewing the maintenance and repair of police vehicles at the Municipal Works Yard. Initial indications are that this option is more cost effective than using commercial service providers.

#### Found Milestones

- Improved accountability of funds handled by RCMP volunteer programs.
- Review and restructure of municipal employees to meet evolving needs.
- Partnered with the regional Integrated Forensic Identification Team to establish a local technician role, the costs of which are shared.
- Explored contracting out typing transcription. Findings were that it is more effective to perform these
  duties locally.
- Renovation of the Forensic Identification lab complete and funded by the IFIS Integrated Team. The total investment in our municipal building was \$500,000.

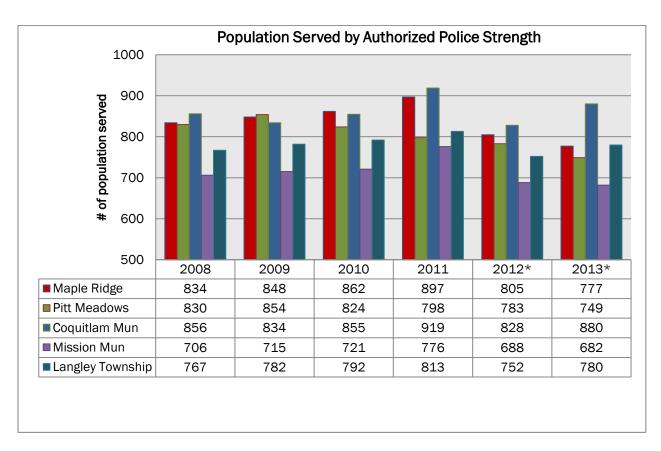
#### Ongoing Commitments

- Detailed financial plan and workplan presentations to Council.
- Enhanced seasonal policing in Provincial Parks, including marine waterways, funded by the Province.

## **Efficiency & Effectiveness Highlights**

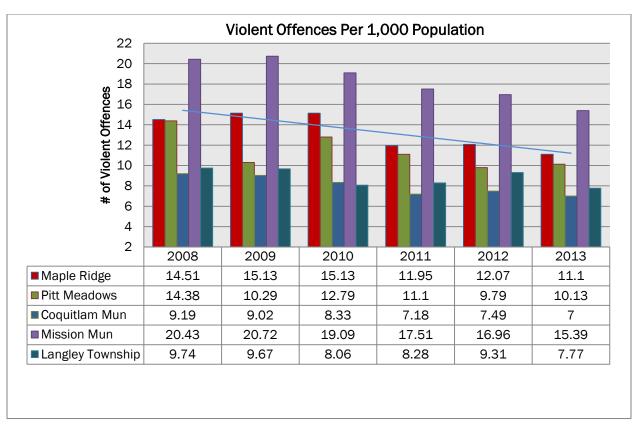
- Inventory tracking software (Wisetrack) was implemented for inventory control and fleet management. The software has resulted in time efficiency as assets no longer need to be inventoried and audited manually.
- Regular vacancy reviews (RCMP & Municipal Staff) are completed to see how resources should be allocated given workload pressures.
- Electronic fingerprinting technology implemented for civilian processing of Criminal Records Checks. Investments made to deploy similar technology for the criminal process.

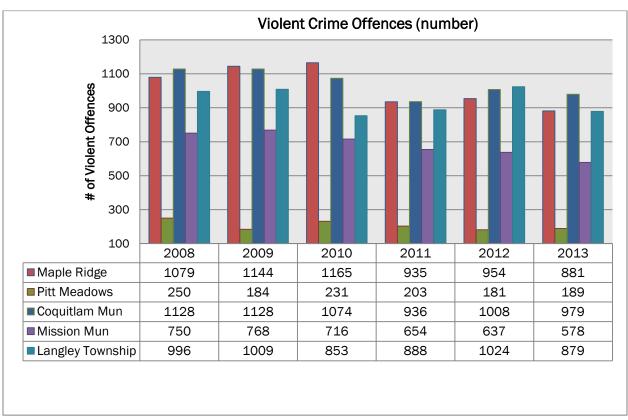
### How are we doing?



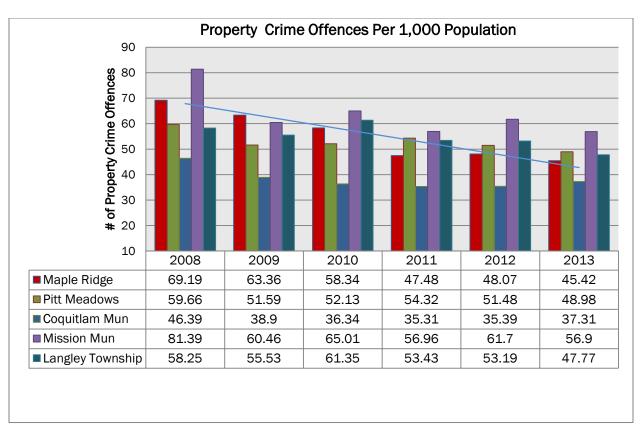
**Population served by Authorized police Strength** is defined as the number of citizens (population) served by each sworn member that have been authorized to the detachment and specifically to each municipality as of December 31 of that calendar year. This is calculated by dividing the population by the authorized strength for that calendar year ending December 31.

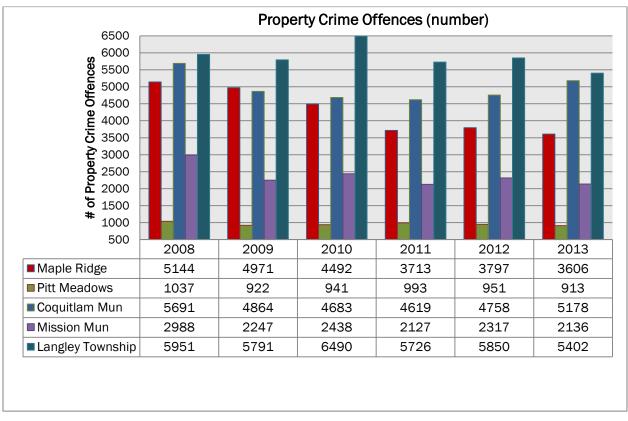
<sup>\*2012/2013</sup> Includes Integrated Teams



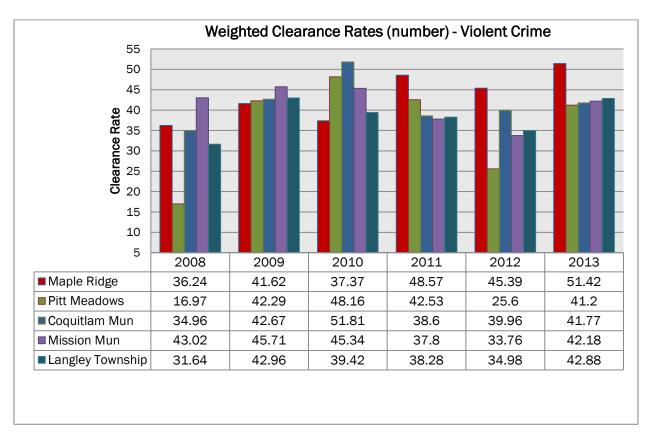


**Violent Offences Per 1,000 Population** represents the number of violent offences that have occurred in a calendar year for each group of 1,000 people. The violent crime rate is calculated by dividing the number of violent crimes per 1,000 population.





**Property Crime Offences Per 1,000 Population** represents the number of property crime offences that have occurred in a calendar year for each group of 1,000 people. The property crime rate is calculated by dividing the number of property crimes per 1,000 population.



The Police Reported Crime Severity Index (PRCSI) – Crimes are assigned a weight based on their seriousness. The level of seriousness is based on actual sentences handed down by the courts in all provinces and territories. More serious crimes are assigned higher weights, less serious offences lower weights.

The Weighted Clearance Rate is based on the same principles as the PRCSI, whereby more serious offences are assigned a higher "weight" than less serious offences. For example, the clearing of homicides or assaults would represent a greater contribution to the overall weighted clearance value than the clearing of a minor theft or disturbing the peace.

The goal of police agencies is to realize a higher clearance rate when compared to previous years. The higher the rate, the more crimes solved.

Data source - Statistics Canada

## What Will We Be Doing? (2015 Deliverables)

What - Process Review, Performance Management & Business Efficiencies	When
Process review surrounding transcription of witness and suspect statements (audio recordings).	Q2
Process review of PRIME workflow.	Q3
Efficiency review of RCMP shifting model.	Q1-4
Fully deploy City of Maple Ridge HR Attendance Management Program.	Q1
Process review of our local Cadet Field Coaching program.	Q1
Complete implementation of CCVE (video capture) as mandated by the Province of BC.	Q2
Evolve current tiered policing model (CSO's) into sustainable model for the future.	Q3
Process review on alarm response by police to increase efficiencies on resources.	Q3
Review pilot project on police vehicle maintenance by Ops Center to determine if more efficient	Q2
than private sources.	
What - Improve Public Safety	
Increase enforcement at top 10 crash intersections.	Q4
Focus on Provincial Tactical Enforcement Priority individuals who are deemed to be most	Q4
dangerous in our communities.	
Increase delivery of RCMP crime prevention programs to our community (Block Watch, Business	Q4
Watch, Crime Free Multi-Housing, Auxiliary Constable program).	
Monitor for potential action as a result of new medical marijuana regulations.	Q1-4
What - Improve Communication, Visibility & Service Delivery	
Implementation of Crime Mapping on the Ridge-Meadows RCMP website.	Q2
Implement on-line crime reporting tool on the Ridge-Meadows RCMP website.	Q4
Provide transparent RCMP Financial presentations to Council.	Q4
Enhanced visibility in the town centre, including participation on the Homelessness Task Force.	Q4

## **Operating Budget**

	Adopted	Proposed	Proposed Ch	anges	<del></del>	Propos		
All \$ values in 000's (thousands)	2014	2015	\$	%	2016	2017	2018	2019
Revenue								
Fines	90	90	-	0%	90	90	90	90
PM - Cost Recovery	1,055	1,072	17	2%	1,096	1,123	1,147	1,173
Program Fees	-	10	10		10	10	10	10
Prov. Grant (Conditional)	71	71	-	0%	71	71	71	71
Recovery	32	32	-	0%	32	32	32	32
Sale of Services	170	170	-	0%	170	170	170	170
	1,418	1,445	27	2%	1,469	1,496	1,520	1,546
Expenditures								
Auxillary Training/Etc.	25	25	-	0%	25	25	25	25
Contract	16,469	16,741	272	2%	17,171	18,052	18,817	19,632
Equipment	3	3	-	0%	3	3	3	3
Insurance	23	23	-	0%	23	23	23	23
Keep for Prisoners	14	14	-	0%	14	14	14	14
Lease	64	64	-	0%	64	64	64	64
Maintenance - General	165	167	2	1%	169	170	172	173
Other Outside Services	917	917	-	0%	945	973	1,003	1,044
Program Costs	28	28	-	0%	29	29	29	29
Publications	2	2	-	0%	2	2	2	2
Salaries	3,157	3,232	75	2%	3,307	3,395	3,480	3,564
Supplies	35	35	-	0%	35	35	35	35
Utilities - Telephone	45	45	-	0%	45	45	45	45
Vehicle Charges	13	14	1	8%	14	14	15	15
	20,960	21,310	350	2%	21,846	22,844	23,727	24,668
Totals	19,542	19,865	323	2%	20,377	21,348	22,207	23,122



**TO:** Her Worship Mayor Nicole Read

MEETING DATE:

16-Feb-2015

and Members of Council

FILE NO:

**FROM:** Chief Administrative Officer

**MEETING:** 

COW

SUBJECT:

Audit & Finance Committee Terms of Reference

#### **EXECUTIVE SUMMARY:**

The Audit and Finance Committee operates under Terms of Reference adopted at the beginning of each term of Council. The attached schedule "A" reflects the Terms of Reference recommended by the current committee members.

#### **RECOMMENDATION:**

That the Audit & Finance Committee Terms of Reference attached as Schedule "A" to the staff report dated February 16, 2015 be approved, as recommended by the Audit & Finance Committee.

#### DISCUSSION:

At the inaugural meeting of Council, Mayor Read and Councillors Bell, Masse and Shymkiw were appointed to the Audit & Finance Committee (Committee) for 2015. The Committee operates under Terms of Reference adopted at the beginning of each term of Council. At the Committee's January 19, 2015 meeting the Terms of Reference from the previous Council were reviewed and it was recommended they be amended to specify that the "Committee Chair will be elected by Committee Members", rather than "the Mayor or his designate will be appointed chair". The amended Terms of Reference were endorsed by the Committee at their February 2, 2015 meeting and are attached as Schedule "A" for Council's approval.

"Original signed by Catherine Nolan"

Prepared by: Catherine Nolan, CPA, CGA

Manager of Accounting

"Original signed by Paul Gill"

.....

Approved by: Paul Gill, CPA, CGA

**GM Corporate & Financial Services** 

"Original signed by Jim Rule"

\_\_\_\_\_

Concurrence: J.L. (Jim) Rule

**Chief Administrative Officer** 

**1132** 

## Audit and Finance Committee Terms of Reference

#### Composition

- The Audit and Finance Committee will be comprised of the Mayor and three Councillors; a quorum will be two members.
- Members will be appointed annually by the Mayor at the inaugural meeting or special meeting of Council.
- The Committee Chair will be elected by the Committee Members.
- The Chief Administrative Officer, or designate, and the Chief Financial Officer will attend meetings to provide input and answer questions.

#### **Authority**

- The Committee has the authority to investigate any activity of the Municipality.
- The Committee may retain persons having special expertise to assist it in fulfilling its responsibilities.

#### Meetings

- The Committee meets at least twice per year. The meetings are scheduled to permit timely review of the annual financial statements and reports. Additional meetings may be held as deemed necessary by the Chair of the Committee or as requested by the external auditors.
- The Chair of the Committee will constitute a meeting as per the requirements of the Community Charter.
- The person designated by the Committee to act as Secretary will prepare minutes for all meetings.

#### Reporting

- Minutes of the meetings of the Committee will be signed by the Chair, submitted to Council and open for public inspection.
- Supporting schedules and information reviewed by the Committee will be available for examination by any Council member.

#### Responsibilities

- To meet with the external auditors appointed by Council and with the Finance Department Staff to satisfy itself, on behalf of the Council, that:
  - the Municipality has implemented appropriate systems to identify, monitor and mitigate significant business risks:
  - the Municipality has implemented appropriate systems of internal control to ensure compliance with legal, ethical and regulatory requirements and that these systems are operating effectively;
  - the Municipality has implemented appropriate systems of internal control to ensure compliance with its policies and procedures and these systems are operating effectively;
  - the Municipality has implemented appropriate systems of internal control over financial reporting and that these systems are operating effectively;
  - the Municipality's annual financial statements are fully presented in all material respects in accordance with generally accepted accounting principles, the selection

## Audit and Finance Committee Terms of Reference cont'd

- of accounting policies is appropriate and the annual financial statements should be approved by Council;
- the information contained in the Municipality's annual report and other disclosures is accurate, complete and fairly presents the financial position and the risks of the organization; and
- the external audit function has been effectively carried out and any matter that the external auditors wish to bring to the attention of Council has been given adequate attention.
- To review interim financial reports as deemed appropriate by the Chair of the Committee.
- To recommend to Council the reappointment or appointment of external auditors.
- To inquire into any matters referred to it by Council.



TO: Her Worship Mayor Nicole Read

**DATE:** February 16, 2015

and Members of Council

Committee of the Whole

**FROM:** Chief Administrative Officer

SUBJECT: Disbursements for the month ended December 31, 2014

#### **EXECUTIVE SUMMARY:**

The disbursements summary for the past period is attached for information. All voucher payments are approved by the Mayor or Acting Mayor and a Finance Manager. Council authorizes the disbursements listing through Council resolution. Expenditure details are available by request through the Finance Department.

#### **RECOMMENDATION:**

That the disbursements as listed below for the month ended December 31, 2014 is received for information only.

GENERAL \$ 9,414,778
PAYROLL \$ 1,735,299
PURCHASE CARD \$ 95,540
\$11,245,617

#### **DISCUSSION:**

#### a) Background Context:

The adoption of the Five Year Consolidated Financial Plan has appropriated funds and provided authorization for expenditures to deliver municipal services.

The disbursements are for expenditures that are provided in the financial plan.

#### b) Community Communications:

The citizens of Maple Ridge are informed on a routine monthly basis of financial disbursements.

### c) Business Plan / Financial Implications:

Highlights of larger items included in Financial Plan or Council Resolution

•	Anderson & Thompson In Trust – Land acquisition - 130 Ave	\$ 520,091
•	Fraser Valley Regional Library – 4th quarter member assessment	\$ 653,433
•	Imperial Paving – Lorne Ave sidewalk	\$ 238,473
•	PW Trenchless Construction Inc - Sanitary sewer replacement	\$ 461,895
•	RCMP Receiver General - RCMP contract Jul 1 - Sep 30/14	\$ 3,195,954
•	Ridge Meadows Recycling Society - Monthly contract for recycling	\$ 197,846

#### d) Policy Implications:

Corporate governance practice includes reporting the disbursements to Council monthly.

#### **CONCLUSIONS:**

The disbursements for the month ended December 31, 2014 have been reviewed and are in order.

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Prepared by: G'Ann Rygg

Accounting Clerk II

\_\_\_\_\_\_

Approved by: Trevor Thompson, BBA, CPA, CGA
Manager of Financial Planning

Approved by: Paul Gill, BBA, CPA, CGA

**GM - Corporate & Financial Services** 

Concurrence: J.L. (Jim) Rule

**Chief Administrative Officer** 

gmr

### CITY OF MAPLE RIDGE

#### MONTHLY DISBURSEMENTS - DECEMBER 2014

VENDOR NAME	DESCRIPTION OF DAVMENT		AMOUNT
VENDOR NAME	DESCRIPTION OF PAYMENT		AMOUNT
647340 BC Ltd	Security refund		27,500
684813 BC Ltd	Security refund	500.004	29,423
Anderson & Thompson "In Trust"	Land acquisition - 23700 Blk of 130 Ave	520,091	F00 000
DO Headar	Security refund	68,709	588,800
BC Hydro	Electricity		133,340
BC SPCA	Contract payment		27,925
Billesberger, Valerie	Document Management Apr 1 to Nov 30/14		60,047
Bryco Projects Inc	Seismic upgrade Rothsay reservoir at 256 St		48,545
CUPE Local 622	Dues - pay periods 14/24 & 14/25		24,163
Canadian Pacific Railway	Railway signal maintenance		15,970
Chevron Canada Ltd	Gasoline & diesel fuel		45,802
Co-Pilot Industries Ltd	Gravel & dump fees		20,158
Dekra-Lite	Christmas Lights - Tower Centre		28,175
Eagle West Crane & Rigging	Barrier fork delivery for River Road sidewalk (Darby-Carshill)		18,199
Finning International Inc	Unit #151 excavator maintenance		26,984
Fitness Edge	Fitness classes & programs		15,089
Fortis BC Energy Inc	Alterations to existing gas main at 240 St & 102 Ave		133,482
FortisBC - Natural Gas	Natural gas		31,770
Fraser Valley Regional Library	4th quarter member assessment		653,433
Frazer Excavation Ltd	Silver Valley pedestrian improvements - Larch Ave	55,863	
	Cottonwood Landfill	19,376	
	Albion dyke vegetation removal	11,193	86,432
Genesis Janitorial Service Ltd	Janitorial services & supplies:		
	Firehalls	3,220	
	Library	4,809	
	City Hall	2,371	
	Operations	2,754	
	Randy Herman Building	3,341	
	RCMP	2,480	
	South Bonson Community Centre	5,146	24,121
Hi Cube Storage Products	Rolling file system - RCMP exhibits & records		67,714
Imperial Paving	Lorne Ave sidewalk	238,473	- /
	Roadworks	57,320	295,793
ISL Engineering & Land Serv	240 St road & drainage improvements (Lougheed - 104 Ave)	12,021	_00,.00
a	Abernethy Way (210 St - 224 St)	10,840	
	Ditching environmental monitoring	1,209	24,070
Jacks Automotive & Welding	Fire Dept equipment repairs	1,200	15,984
Jakes Construction Ltd	240 St road & drainage improvements - Lougheed to 120 Ave		122,862
Johar, Bhupinder	Security refund		15,649
Johnston Meier Ins Agency	Liability Insurance - event bookings		16,595
Karton, Michael	Security refund		123,411
Kerr Wood Leidal Associates	Drinking water master plan		15,407
	104 Ave road & drainage improvements - 224 St to 245 St		146,824
King Hoe Excavating Ltd	Roadworks material		21,899
Lafarge Canada Inc			
Machinex Recycling Service Inc	Recycling depot yard hopper & conveyor bed		17,860
Manulife Financial	Employer/employee remittance	E0 007	150,775
Maple Ridge & PM Arts Council	Arts Centre contract payment	50,867 1,073	E1 040
Maridga Proportion 1+4	Program revenue Nov	1,073	51,940 50,000
Maridge Properties Ltd	Security refund		50,000
Medical Services Plan	Employee medical & health premiums		38,242
Microsoft Corporation	Annual software licensing		128,057
Minglian Holdings Ltd	Security refund		98,409
Municipal Pension Plan BC	Employer/employee remittance		449,098

North Of 49 Enterprises Ltd	Skating lesson programs		25,405
Northwest Hydraulic Consultant	Flood study Alouette Rivers		16,110
Nustadia Recreation Inc	Subsidized ice purchased by P&LS on behalf of user groups		65,828
Paul Bunyan Tree Services	Tree maintenance & removal of damaged trees		17,672
Pivotal Development Consultant	Security refund		65,300
Popular Landscaping & Gardening	Municipal roads - brushing		15,939
PW Trenchless Construction Inc	Sanitary sewer replacement on River Road		461,895
R A Malatest & Associates Ltd	Labour market study		37,500
RCMP -Receiver General For Cda	RCMP contract Jul 1 - Sep 30/14	3,195,954	
	RCMP fingerprinting	1,225	3,197,179
Receiver General For Canada	Employer/Employee remittance PP14/24 & 14/25		551,057
RG Arenas (Maple Ridge) Ltd	Ice rental Nov	59,223	
	Additional weekend ice less public skate collections	3,803	63,026
Ridge Meadows Recycling Society	Monthly contract for recycling	197,846	
	Weekly recycling	416	
	Litter pickup contract	1,817	
	Recycling station pickup	319	
	Roadside waste removal	163	
	Toilet rebate program	81	
	Chipping program	1,026	201,668
Tunnel Vision Inspections	Video inspections & flushing of storm & sanitary mains		21,494
Warrington PCI Management	Advance for Tower common costs		60,000
Xylem Canada Company	225 Street pump station upgrade	18,689	
	Waterworks level regulators	1,192	19,881
Disbursements In Excess \$15,000			8,709,899
Disbursements Under \$15,000			704,879
Total Payee Disbursements		_	9,414,778
Payroll	PP14/25 & PP14/26		1,735,299
Purchase Cards - Payment			95,540
Total Disbursements December 2014			11,245,617



TO: Her Worship Mayor Nicole Read

and Members of Council

**FROM:** Chief Administrative Officer

**SUBJECT**: 2014 and 2015 Council Expenses

**MEETING DATE:** 16-February-2015

FILE NO:

MEETING: C.O.W.

#### **EXECUTIVE SUMMARY**

In keeping with Council's commitment to transparency in local government, the attached Schedules list updated Council expenses for 2014 and expenses recorded to the end of January for 2015. The expenses included on the schedules are those required to be reported in the annual Statement of Financial Information and are available on our website.

#### **RECOMMENDATION:**

#### Receive for information

#### Discussion

The expenses included in the attached schedules are those reported in the annual Statement of Financial Information (SOFI), including those incurred under Policy 3.07 "Council Training, Conferences and Association Building". The budget for Council includes the provision noted in Policy 3.07 as well as a separate budget for cell phone and iPad usage.

"Original signed by Catherine Nolan"

Prepared by: Catherine Nolan, CPA, CGA

Manager of Accounting

"Original signed by Dane Spence"

Approved by: Paul Gill, CPA, CGA

GM, Corporate and Financial Services

"Original signed by Jim Rule"

Concurrence: J.L. (Jim) Rule

**Chief Administrative Officer** 

#### 2014 Council Expenses

Month of Event	Reason for expense	Conferences & Seminars Community Events Mileage Membershi	ps Business Meals Cell Phones / iPads Totals
Ashlie, Cheryl			
January	iPad charges		5.35
February	iPad charges		18.19
March	RM South Asian Cultural Society - Annual Gala	95.00	
	iPad charges		18.19
April	Pitt Meadows Centenial Gala	100.00	
	iPad charges		18.19
	MR Community Foundation - Citizen of the Year	100.00	
	Urban Development Institute - Seminar	30.00	
May	iPad charges		5.35
June	iPad charges		5.35
July	iPad charges		5.35
August	iPad charges		18.19
September	iPad charges		18.19
October	RCMP Former OIC retirement luncheon	25.00	
	RM Hospital Foundation Gala	175.00	
	iPad charges		18.19
	Chamber of Commerce - Business Excellence Nominee luncheon	35.00	
November	iPad charges		5.35
December			
		30.00 530.00 -	135.89 695.8
Bell, Corisa			
January	iPad charges		39.59
	Cell phone charges		53.50
February	iPad charges		39.59
	Cell phone charges		53.50
March	iPad charges		18.19
	Cell phone charges		53.50
April	iPad charges		18.19
	Cell phone charges		53.50
May	iPad charges	-	39.59
	Cell phone charges		53.50
June	iPad charges		18.19
	Cell phone charges		53.50
July	iPad charges		18.19
	Cell phone charges		57.78
August	iPad charges		18.19
	Cell phone charges		53.50
September	iPad charges	-	18.19
	Cell phone charges		53.50
October	iPad charges		18.19
	Cell phone charges		53.50
November	iPad charges		5.35
	Cell phone charges		53.50
December	Cell phone charges		53.50
	iPad charges		18.19
			- 915.92 915.9

Month of Event	Reason for expense	Conferences & Seminars	Community Events	Mileage	Memberships	<b>Business Meals</b>	Cell Phones / iPads	Totals
Daykin, Ernie								
January	iPad charges						39.59	
	Cell phone charges						58.91	
February	BCRPA Membership				60.00			
	iPad charges						18.19	
	Cell phone charges						60.64	
March	iPad charges						18.19	
	Cell phone charges						58.84	
April	iPad charges						18.46	
	Cell phone charges						58.84	
May	LMLGA Conference - Whistler	1,023.25						
,	iPad charges						18.19	
	Cell phone charges						59.38	
June	iPad charges						18.19	
	Cell phone charges						55.71	
July	iPad charges						39.59	
,	Cell phone charges						59.38	
August	iPad charges						18.19	
	Cell phone charges						59.74	
	Urban Development Institute - Seminar	35.00						
September	UBCM Conference - Whistler	1,462.48						
эергенные.	BC Mayors' Caucus	95.00						
	iPad charges	33.00					18.19	
	Cell phone charges						60.71	
October	iPad charges						18.46	
octobe.	Cell phone charges						59.83	
November	iPad charges						18.19	
. To terriber	Cell phone charges						50.26	
December	cen phone onarges						30.20	
		2,615.73	-	-	60.00	_	885.67	3,561.40
Dueck, Judy		<u> </u>						•
January	iPad charges						5.35	
February	iPad charges						5.35	
March	iPad charges						5.35	
April	iPad charges						5.35	
r	MR Community Foundation - Citizen of the Year		100.00	)				
	Urban Development Institute - Seminar	30.00						
May	iPad charges						5.35	
June	iPad charges						18.19	
July	iPad charges						5.35	
August	iPad charges						18.19	
September	iPad charges						5.35	
October	RCMP Former OIC retirement luncheon		25.00	)			2.55	
	iPad charges		23.00				18.19	
November	Chamber of Commerce Annual General Meeting		35.00	)			10.13	
	iPad charges		23100				5.35	
December	- 0						2.55	
		30.00	160.00	-	-	-	97.37	287.37
Duncan, Kiersten								
December	Salvation Army - Dignity Breakfast		60.00					
	Cell phone charges						60.59	
	iPad charges						18.19	
			60.00	-	-	-	78.78	138.78

Month of Event	Reason for expense	Conferences & Seminars	Community Events	Mileage	Memberships	<b>Business Meals</b>	Cell Phones / iPads	Totals
Hogarth, Al	·		·		•			
January	iPad charges						39.59	
February	iPad charges						18.19	
March	RM South Asian Cultural Society - Annual Gala		95.00					
	iPad charges						18.19	
April	Pitt Meadows Centenial Gala		100.00					
·	Business Excellence Awards		75.00					
	iPad charges						18.19	
	MR Community Foundation - Citizen of the Year		100.00					
	Urban Development Institute - Seminar	30.00						
May	FCM Conference - Niagra Falls	392.50						
	iPad charges						18.19	
June	iPad charges						18.19	
June	Urban Development Institute - Seminar	60.00					10113	
	Chamber of Commerce general meeting	00.00	32.95					
July	10 Trends for Smarter Communities	37.07	32.33					
July	iPad charges	37.07					18.19	
August	iPad charges						18.19	
September	UBCM Conference - Whistler	1,908.65					18.19	
September	iPad charges	1,508.03					18.19	
Ostobor	<u> </u>		35.00				10.19	
October	Chamber of Commerce - Business Excellence Nominee luncheon		175.00					
	RM Hospital Foundation Gala		175.00				10.10	
	iPad charges		50.00				18.19	
November	Hometown Heroes Dinner		50.00				20.50	
	iPad charges						39.59	
December		2,428.22	662.95				242.89	3,334.06
Masse, Bob		2,420.22	002.55				242.03	3,334.00
January	iPad charges						5.35	
,	Cell phone charges						50.29	
February	BC Economic Development Assoc - Ministers Dinner	125.00						
,	iPad charges						39.59	
	Cell phone charges						50.29	
March	iPad charges						39.56	
Water	Cell phone charges						50.29	
	Chamber of Commerce general meeting		32.95				30.23	
April	Business Excellence Awards		75.00					
Артіі	iPad charges		75.00				39.59	
	Cell phone charges						50.29	
May	Cell phone charges						50.29	
June	Urban Development Institute - Seminar	60.00					30.29	
June	Chamber of Commerce general meeting	60.00	32.95					
			34.93					
luly	chamber of commerce general meeting							
	ciames a commerce general meeting							
July August	on more of commerce general meeting							
August September								
August	RCMP Former OIC retirement luncheon		25.00					
August September	RCMP Former OIC retirement luncheon RM Hospital Foundation Gala		25.00 175.00					
August September October	RCMP Former OIC retirement luncheon RM Hospital Foundation Gala Chamber of Commerce - Business Excellence Nominee luncheon		25.00 175.00 35.00					
August September October November	RCMP Former OIC retirement luncheon RM Hospital Foundation Gala Chamber of Commerce - Business Excellence Nominee luncheon Chamber of Commerce Annual General Meeting		25.00 175.00 35.00 35.00					
August September October	RCMP Former OIC retirement luncheon RM Hospital Foundation Gala Chamber of Commerce - Business Excellence Nominee luncheon Chamber of Commerce Annual General Meeting Salvation Army - Dignity Breakfast		25.00 175.00 35.00 35.00 60.00					
August September October November	RCMP Former OIC retirement luncheon RM Hospital Foundation Gala Chamber of Commerce - Business Excellence Nominee luncheon Chamber of Commerce Annual General Meeting		25.00 175.00 35.00 35.00				375.54	1,066.44

Month of Event	Reason for expense	Conferences & Seminars	Community Events	Mileage	Memberships	<b>Business Meals</b>	Cell Phones / iPads	Totals
Morden, Michael								
January	iPad charges						39.59	
February	iPad charges						39.59	
March	RM South Asian Cultural Society - Annual Gala		95.00				-	
	Chamber of Commerce general meeting		32.95					
	iPad charges						39.59	
April	Pitt Meadows Centenial Gala		100.00					
	Business Excellence Awards		75.00					
	MR Community Foundation - Citizen of the Year		100.00					
	iPad charges						39.59	
	Urban Development Institute - Seminar	30.00						
May	LMLGA Conference - Whistler	806.94						
- ,	iPad charges						39.59	
June	iPad charges						39.59	
July	iPad charges						68.04	
August	iPad charges						39.59	
September	UBCM Conference - Whistler	1,132.17					33.33	
	iPad charges	_,					39.59	
October	RCMP Former OIC retirement luncheon		25.00				33.33	
octobe.	RM Hospital Foundation Gala		175.00					
	Urban Development Institute - Mayors Panel	65.00						
	iPad charges	05100					39.59	
	Chamber of Commerce - Business Excellence Nominee luncheon		35.00				33.33	
November	iPad charges		33.00				39.59	
December	ii da ciidiges						33.33	
December		2,034.11	637.95	-	_	_	463.94	3,136.00
Read, Nicole			037.33				103.3 1	3,130.00
November	iPad charges						21.40	
December	Cell phone charges						65.94	
December	Cell phone charges						65.94	
	iPad charges						21.40	
	ii dd charges				_	_	174.68	174.68
Robson, Gordy							174.00	174.00
December	iPad charges						18.19	
December	ii dd Charges		-	_	-	_	18.19	18.19
Shymkiw, Tyler							10.15	10.13
December	Cell phone charges						64.66	
December	iPad charges						18.19	
	ii da charges						10.19	
		<del></del>				_	82.85	82.85
Speirs, Craig			<u> </u>	-		-	02.83	02.03
December	iPad charges						18.19	
December	ir au cliaiges					-	18.19	18.19
		<del></del>	-		-	-	18.19	18.19
Totals		7,323.06	2,556.80		60.00	_	3,489.91	13,429.77
Totals		7,323.06	2,556.80	-	60.00	-	3,489.91	13,429.//

#### 2015 Council Expenses

Month of Event	Reason for expense	Conferences & Seminars	Community Events	Business Meals	Cell Phones / iPads	Totals
Bell, Corisa	neason for expense	comerences & Jenniars	Community Events	Dusiliess Meals	cell Filones / Iraus	Totals
	Cell phone charges				53.50	
January February	Cell phone charges				33.30	
March						
April						
May						
June						
July						
August						
September						
October						
November						
December						
			-	-	53.50	53.50
Duncan, Kiersten						
January	Cell phone charges				53.61	
	Elected officials conference (Richmond)	403.95				
February	Chamber of Commerce - Transportation & Transit referendum luncheon		32.95			
March						
April						
May						
June						
July						
August						
September						
October						
November						
December						
		403.95	32.95	-	53.61	490.51
Masse, Bob						
January						
February	Chamber of Commerce - Transportation & Transit referendum luncheon		32.95			
March						
April						
May						
June						
July						
August						
September						
October						
November						
December						
		-	32.95	-	-	32.95
		-	32.33			

Month of Event	Reason for expense	Conferences & Seminars Community Events	<b>Business Meals</b>	Cell Phones / iPads	Totals
Read, Nicole		,		,	
January	Cell phone charges			53.50	
February	Chamber of Commerce - Transportation & Transit referendum luncheon	32.95			
March	φ				
April					
May					
June					
July					
August					
September					
October					
November					
December					
December		- 32.95	-	53.50	86.45
Robson, Gordy		32.33		33.30	00.43
January					
February					
March					
April					
May					
June					
July					
August					
September					
October					
November					
December					
December			-	-	_
Shymkiw, Tyler					
January	Cell phone charges			58.84	
February	cen phone charges			30.04	
March					
April					
May					
June					
July					
August					
September					
October					
November					
December					
Decelline				58.84	58.84
			-	58.84	50.84

Month of Event	Reason for expense	Conferences & Seminars	<b>Community Events</b>	<b>Business Meals</b>	Cell Phones / iPads	Totals
Speirs, Craig						
January						
February						
March						
April						
May						
June						
July						
August						
September						
October						
November						
December						
		-	-	-	-	-
Totals		403.95	98.85	-	219.45	722.25



TO: Her Worship Mayor Nicole Read MEETING DATE: February 16, 2015

and Members of Council FILE NO:

FROM: Chief Administrative Officer MEETING: C.O.W.

SUBJECT: Award of Contract - Leisure Centre Lifecycle Repairs

#### **EXECUTIVE SUMMARY:**

Ten submissions for a Request for Proposal (RFP-PL14-68) for Architectural Design Services for the Maple Ridge Leisure Centre were received on January 19, 2015. The Recreation and Facilities Operations staff reviewed the proposals in accordance with established evaluation criteria, and is recommending the best value submission for an Architectural Design Services contract.

#### **RECOMMENDATION:**

That the contract for Leisure Centre Lifecycle Repairs be awarded to SHAPE Architecture Inc. for a contract price of \$399,810.00 (excluding taxes) and an additional 20% contingency be established for this project; and further

That the Corporate Officer be authorized to execute the contract

#### **DISCUSSION:**

#### a) Background Context:

There has been considerable effort in recent years to improve the aesthetics and function of this facility such as; new tile flooring, lighting, painting and reconfiguring of fitness areas within the building to keep it in a fresh, clean and welcoming condition. The interior of the facility, from the patron's perspective appears to be in good condition. However, the areas behind the scenes, the filtration, pumps, surge tanks, mechanical and chlorination system are approaching the end of their expected useful life.

An RFP process was issued on December 9, 2014 for Architectural Design Services for the Maple Ridge Leisure Centre Pool Improvements. Ten proposals were received in the range of \$325,000 to \$500,000. Each submission was evaluated for best value utilizing published evaluation criteria which considers qualification, price and experience with similar projects. Two highest ranking proponents were further interviewed to determine the highest ranking and best value proponent,

#### b) Desired Outcome:

The desired outcome is to ensure this facility remains in good condition for the next 35 years of service. In the short term, it is important to address the replacement of the major components that are required to effectively circulate and clean the water in this public facility.

#### c) Strategic Alignment:

Manage existing municipal infrastructure through the preparation of appropriate plans to ensure development, maintenance and renewal of parks and open spaces, roads, sidewalks, water, sewer and storm water systems, public buildings as well as data and communications technology

#### d) Citizen/Customer Implications:

Most of the proposed work involving plumbing and mechanical systems is unlikely to be seen by Leisure Centre patrons with the exception of the accessibility improvements. However the community will benefit from the efficiency and reliability of the recommended replacement components.

#### e) Interdepartmental Implications:

Parks and Facility staff will work closely with Aquatic and Programming staff to reduce the potential for inconvenience to our patrons and will arrange for phasing of the project to limit the time that the pool will need to be closed.

#### f) Business Plan/Financial Implications:

The Finance Department worked with Parks and Leisure Services Staff to develop a financial strategy to advance the project funding now, on the understanding that other non urgent infrastructure projects may need to be delayed. The Finance Department have confirmed that as of January 2015, the City will have accumulated approximately \$1,500,000 in the infrastructure reserve for this project, and can then reduce the annual infrastructure budget funding for the next five years to recover the balance of funding required for this project. This funding strategy was included in the capital plan that Council recently adopted.

#### **CONCLUSIONS:**

The plumbing, structural, mechanical and filtration system replacements are now considered urgent. While other components of the proposed work, such as the chlorination system and the improved accessibility ramps are not urgent, it is still recommended that they be completed in conjunction with the other major repairs that require the removal of the pool deck for both financial and customer service reasons.

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