

City of Maple Ridge

***COMMITTEE OF THE WHOLE
AGENDA
October 20, 2014
1:00 p.m.
Council Chamber***

Committee of the Whole is the initial venue for review of issues. No voting takes place on bylaws or resolutions. A decision is made to send an item to Council for debate and vote or to send an item back to staff for more information or clarification before proceeding to Council.

Note: If required, there will be a 15-minute break at 3:00 p.m.

Chair: Acting Mayor

1. ***DELEGATIONS/STAFF PRESENTATIONS*** – (10 minutes each)

1:00 p.m.

- 1.1 **Tree Protection Bylaw**
 - Allen and Jessie Joy Lees

2. ***PUBLIC WORKS AND DEVELOPMENT SERVICES***

Note: Owners and/or Agents of Development Applications may be permitted to speak to their applications with a time limit of 10 minutes.

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

Note: Item 1101 was deferred from the August 26, 2014 Council Meeting

- 1101 **Application to Exclude Land from the Agricultural Land Reserve, 25638 and 25676 112 Avenue**

Staff report dated October 20, 2014 providing resolutions for Council's consideration and recommending that Application 2014-060-AL be forwarded to the Agricultural Land Commission.

1102 2014-074-CU, 22245 Lougheed Highway

Staff report dated October 20, 2014 recommending that Maple Ridge Official Community Plan Amending Bylaw No. 7108-2014 to temporarily allow CS-1 (Service Commercial) uses in an existing building on a C-3 (Town Centre Commercial) zoned property.

1103 2012-004-RZ, 23791 112 Avenue, RS-3 to R-1

Staff report dated October 20, 2014 recommending that Maple Ridge Zone Amending Bylaw No. 7111-2014 to rezone from RS-3 (One Family Rural Residential) to R-1 (Residential District) to permit approximately 16 single family residents lots 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, along with a Subdivision application.

1104 2014-091-RZ, 12420 Ansell Street, RS-3 to RS-2

Staff report dated October 20, 2014 recommending that Maple Ridge Zone Amending Bylaw No. 7115-2014 to rezone from RS-3 (One Family Rural Residential) to RS-2 (One Family Suburban Residential) to allow for a two lot subdivision be given first reading and that the applicant provide further information as described on Schedule B of the Development Procedures Bylaw No. 5879-1999, along with information required for a Subdivision application.

1105 2012-119-RZ, 24108 104 Avenue and 10336 240A Street, RS-3 and RS-2 to RM-1

Staff report dated October 20, 2014 recommending that Maple Ridge Zone Amending Bylaw No. 6969-2013 to rezone from RS-3 (One Family Rural Residential) and RS-2 (One Family Suburban Residential) to RM-1 (Townhouse Residential) to permit future development of 97 townhouse units be given second reading and be forwarded to Public Hearing.

1106 2014-023-RZ, 21434 121 Avenue, RS-1b to R-1

Staff report dated October 20, 2014 recommending that Maple Ridge Zone Amending Bylaw No. 7074-2014 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 be given second reading and be forwarded to Public Hearing.

1107 2014-043-RZ, 13065 Katonien Street, Text Amendment

Staff report dated October 20, 2014 recommending that Maple Ridge Zone Amending Bylaw No. 7090-2014 to permit a site-specific text amendment to the M-2 (General Industrial) zone to permit an “Indoor Mountain and BMX Biking Facility” be given second reading and be forwarded to Public Hearing and that a parking study be submitted prior to final reading.

1108 RZ/021/04, 20870 Lougheed Highway, Final One Year Extension

Staff report dated October 20, 2014 recommending that rezoning application RZ/021/04 to rezone from RS-1 (One Family Urban Residential) to CS-1 (Service Commercial) to permit mobile equipment storage and improve internal circulation for the existing equipment rental business be granted a final one year extension.

1109 2011-089-RZ, 22309, 22319 and 22331 St. Anne Avenue, Final One Year Extension

Staff report dated October 20, 2014 recommending that rezoning application 2011-089-RZ to permit the relocation, restoration and adaptive re-use of an existing heritage house into a duplex and construction of a 66 unit four-storey multi-family apartment complex be granted a final one year extension.

1110 2012-038-SD, 12116 and 12170 204B Street, Money in Lieu of Parkland Dedication

Staff report dated October 20, 2014 recommending that the owner of land proposed for subdivision at 12116 and 12170 204B Street pay an amount that is not less than \$26,500.00.

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

1131 Maple Ridge Development Cost Charge Reserve Fund Expenditure Amending Bylaw No. 7116-2014

Staff report dated October 20, 2014 recommending that Maple Ridge Development Cost Charge (“DCC”) Reserve Fund Expenditure Amending Bylaw No. 7116-2014 to authorize the expenditure of funds from the DCC Reserve Fund be given first, second and third readings.

1132 Revitalization Tax Exemption Agreements

Staff report dated October 20, 2014 recommending that the Corporate Officer be authorized to execute Revitalization Tax Exemption Agreements with the qualified property owners as listed in Appendix A of the report.

1133 Disbursements for the month ended September 30, 2014

Staff report dated October 20, 2014 recommending that the disbursements for the month ended September 30, 2014 be approved.

1134 2014 Council Expenses

Staff report dated October 20, 2014 providing Council expenses for 2014 updated to the end of September 2014.

4. *COMMUNITY DEVELOPMENT AND RECREATION SERVICES*

1151 Joint Leisure Services Review

Staff report dated October 20, 2014 recommending that the recommendations in the Joint Parks and Leisure Services Model Review report dated July 31, 2014 prepared by Professional Environmental Recreation Consultants Ltd. and the implementation approach described in the staff report be endorsed.

5. *CORRESPONDENCE*

1171

6. *OTHER ISSUES*

1181

7. *ADJOURNMENT*

8. ***COMMUNITY FORUM***

COMMUNITY FORUM

The Community Forum provides 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 that 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 speak or ask questions (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 the individual members of Council. The total time for this Forum is limited to 15 minutes.

If a question cannot be answered, the speaker will be advised when and how a response will be given.

Other opportunities are available to address Council including public hearings and delegations. 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 **clerks@mapleridge.ca**
Mayor and Council at **mayorandcouncil@mapleridge.ca**

Checked by: _____
Date: _____



City of Maple Ridge

TO: His Worship Mayor Ernie Daykin
and Members of Council
FROM: Chief Administrative Officer
MEETING DATE: October 20, 2014
FILE NO: 2014-060-AL
MEETING: C of W
SUBJECT: Application to Exclude Land from the Agricultural Land Reserve
25638 and 25676 112 Avenue

EXECUTIVE SUMMARY:

In 2011, the Agricultural Land Commission (ALC) identified the subject properties, located at 25638 and 25676 112 Avenue, as remnant properties suitable for exclusion from the Agricultural Land Reserve (ALR). The property owners were informed of this suitability and, as a result, have made this application to remove the properties from the ALR.

The application has been received under Section 30 (1) of the *Agricultural Land Commission Act* to exclude the subject properties, located at 25638 and 25676 112 Avenue, consisting of approximately 4.25 ha (10.5 acres) of land, from the ALR. The Applicant's submission conforms with the notice of application requirements of the ALC. As this application is consistent with the ALC's direction, it is supportable. The properties will retain their agricultural designation in both the Official Community Plan (OCP) and Regional Growth Strategy (RGS). For this reason, the properties could not be rezoned and subdivided without amending the municipal and regional plans. On this basis, the properties will have limited development potential even if excluded from the ALR.

RECOMMENDATION:

As per Council direction for all ALR exclusion applications, the following resolutions are provided for Council's consideration:

- a) That the application not be authorized to go forward to the Agricultural Land Commission;
- b) That the application be authorized to go forward to the Agricultural Land Commission with a summary of Council's comments and the staff report.

Staff Recommendation:

1. That application 2014-060-AL be forwarded to the Agricultural Land Commission.

DISCUSSION:

a) Background Context:

Applicant: Paul Hayes
Owners: K. Plant and L.Outhwaite, 0938919 BC Ltd., Norfolk Holdings Ltd. Inc. No. BC0276001, Grali Investments Ltd. Inc. No. BC0290053, and 0762328 BC Ltd.

Legal Descriptions: Lots 7 and 8, Section 13, Township 12, NWD Plan 8336

OCP:

Existing: Agriculture and Suburban Residential

Proposed: No change

Zoning:

Existing: RS-3 (One Family Rural Residential)

Proposed: No change

Surrounding Uses:

North:	Use:	Single Family Residential in ALR
	Zone:	RS-3 (One Family Rural Residential)
	Designation:	Agriculture
South:	Use:	Single Family Residential in and out of ALR
	Zone:	RS-3 (One Family Rural Residential) and A-2 (Upland Agricultural)
	Designation:	Agriculture and Suburban Residential
East:	Use:	Single Family Residential and farm in ALR
	Zone:	RS-3 (One Family Rural Residential)
	Designation:	Suburban Residential
West:	Use:	Vacant in ALR and Single Family Residential out of ALR
	Zone:	RS-3 (One Family Rural Residential)
	Designation:	Agriculture and Suburban Residential

Existing Use of Properties: Vacant and Single Family Residential

Proposed Use of Property: Residential

Site Area: 4.25 ha (10.5 acres) to be excluded from the ALR

Access: 112 Avenue and Palmer Rolph Street

b) Project Description:

The subject properties slope down from Bosonworth Avenue northward through the ALR and to 112 Avenue. The western property, located at 25638 112 Avenue, is currently forested, except for a clearing at the northern end. The eastern property, located at 25676 112 Avenue, is developed as a single family residential lot and has a creek, Shephard Brook, running north-south, bisecting the property (see Appendix A).

A separate subdivision application, independent of this exclusion application, is proceeding concurrently for the portion of 25638 112 Avenue that is not within the ALR¹. The attached preliminary site plan shows the proposed lot layout (Appendix B).

This ALR Exclusion application is to remove the eastern property and the northern half of the western property from the ALR. The northern half of the western property, 25638 112 Avenue, comprising approximately 2.2 ha (5.5 acres), will retain its RS-3 (One Family Rural Residential) zoning (see Appendix C).

c) Planning Analysis:

The subject properties are currently zoned RS-3 (One Family Rural Residential) and designated *Agriculture* for the eastern property and northern half of the western property, and *Suburban Residential* for the southern half of the western property. There is a current rezoning application to rezone the southern half of the western property to RS-2 (One Family Suburban Residential) to allow for future subdivision into approximately four lots. This exclusion application does not indicate the desired zone nor subdivision potential the applicant may wish to seek, should they be excluded.

Official Community Plan

The City of Maple Ridge recognizes the jurisdiction of the ALC for the ALR properties within City boundaries. Towards this end, Policy 6-5 of the OCP states the following:

Maple Ridge will collaborate with other agencies, such as the Agricultural Land Commission, the Ministry of Agriculture, and the Greater Vancouver Regional District to promote and foster agriculture.

In this instance, the ALC has identified the subject properties as appropriate for exclusion from the ALR. On this basis, this application is supportable.

Remnant Properties – Commission Resolution

In 2011, the City forwarded a preliminary concept plan for the Albion Flats to the ALC for their consideration and for future direction.

In their response, the ALC directed the City to submit an application by local government for a portion of the Albion Flats site (the properties south of 105th Avenue were considered appropriate for exclusion – subject to certain conditions). In addition, the ALC noted other properties within the City as suitable for exclusion.

¹ This subdivision does not require ALC approval because Section 10(1)(d) of the *Agricultural Land Reserve Use, Subdivision and Procedure Regulations* allows the Approving Officer to establish a legal boundary along the boundary of the ALR. The southern portion of this property, which is designated suburban residential may, therefore, be rezoned to RS-2 (One Family Suburban Residential) and subdivided into four 0.4 ha (1 acre) lots.

ALC Resolution 2635/2011, made on October 27, 2011, stated the following (excerpt):

*... AND THAT the Commission will expect DMR to submit an application under section 29 of the Agricultural Land Commission Act to exclude from the ALR the land lying south of 105th Avenue and west of 240 Street together with any **remnant areas** elsewhere in DMR identified by the Commission as being unsuitable for agriculture; Commission approval of such an application may be in part or whole conditional on progress toward the foregoing action plan;...*

The subject properties were included in the list of the remnant properties as suitable for exclusion from the ALR. Affected property owners were notified by the City of their potential for exclusion in correspondence dated September 9, 2013.

Development Implications

A preliminary development plan has been provided to illustrate the applicant's intent for the western property. The proposed rezoning and subdivision is in compliance with the existing OCP designation. Should the applicant wish to further develop the northern half of the western property and the eastern property, the following additional applications would be required:

- An OCP amendment application to be re-designated from Agricultural to Suburban Residential;
- An application to amend the Regional Growth Strategy. As the subject properties are designated Agricultural in the Regional Growth Strategy, there would be senior agency approval required to re-designate the subject properties from Agricultural to a Rural designation. Based on the watercourse setback area and steep slopes, the developable area of the properties is limited (see Appendix D), therefore it's not expected that significant land use changes would be possible;
- A rezoning application, to rezone in accordance with the supportable neighbourhood residential context. The RS-2 (One Family Suburban Residential) zone is the most consistent within the site area. Road dedication and servicing upgrades required would be identified in a future rezoning application;
- A subdivision application to permit future residential development; and
- A Watercourse Protection Development Permit and Natural Features Development Permit application, due to the creek and steep slopes located on the subject properties.

It is important to note that if this application is forwarded to the ALC, Council is under no obligation to approve the required applications for *Suburban Residential* development of the subject properties.

d) Citizen Implications:

A petition signed by 29 local residents and numerous letters of opposition have been received opposing this ALR exclusion application (see Appendix E). The main concerns identified by those opposed include: the land is viable farmland; the exclusion and subsequent development would change the rural integrity of the area; and development south of this application has caused

environmental and well water damage, therefore future development should not be permitted that would further impact residents and fish and wildlife habitat.

Should this application be forward to the ALC and the ALC approves the exclusion, the subject properties would retain their agricultural designation and would be limited to the provisions of the existing RS-3 (One Family Rural Residential) zone for subdivision requirements and land uses. Watercourse dedication would be required prior to subdivision. On this basis, the subject properties have limited development potential.

e) Alternatives:

This application to exclude the subject properties is consistent with ALC direction and is therefore supportable. However, Council has the option of denying this application from proceeding to the ALC, considering citizen opposition.

CONCLUSION:

This application for exclusion from the ALR is unique as it has been identified by the ALC as appropriate for exclusion from the ALR. The surrounding context of the subject properties site is Agricultural and Suburban Residential. The application is supportable, based on ALC direction to remove identified remnant properties from the ALR.

"Original signed by Michelle Baski"

**Prepared by: Michelle Baski, ASCT
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:

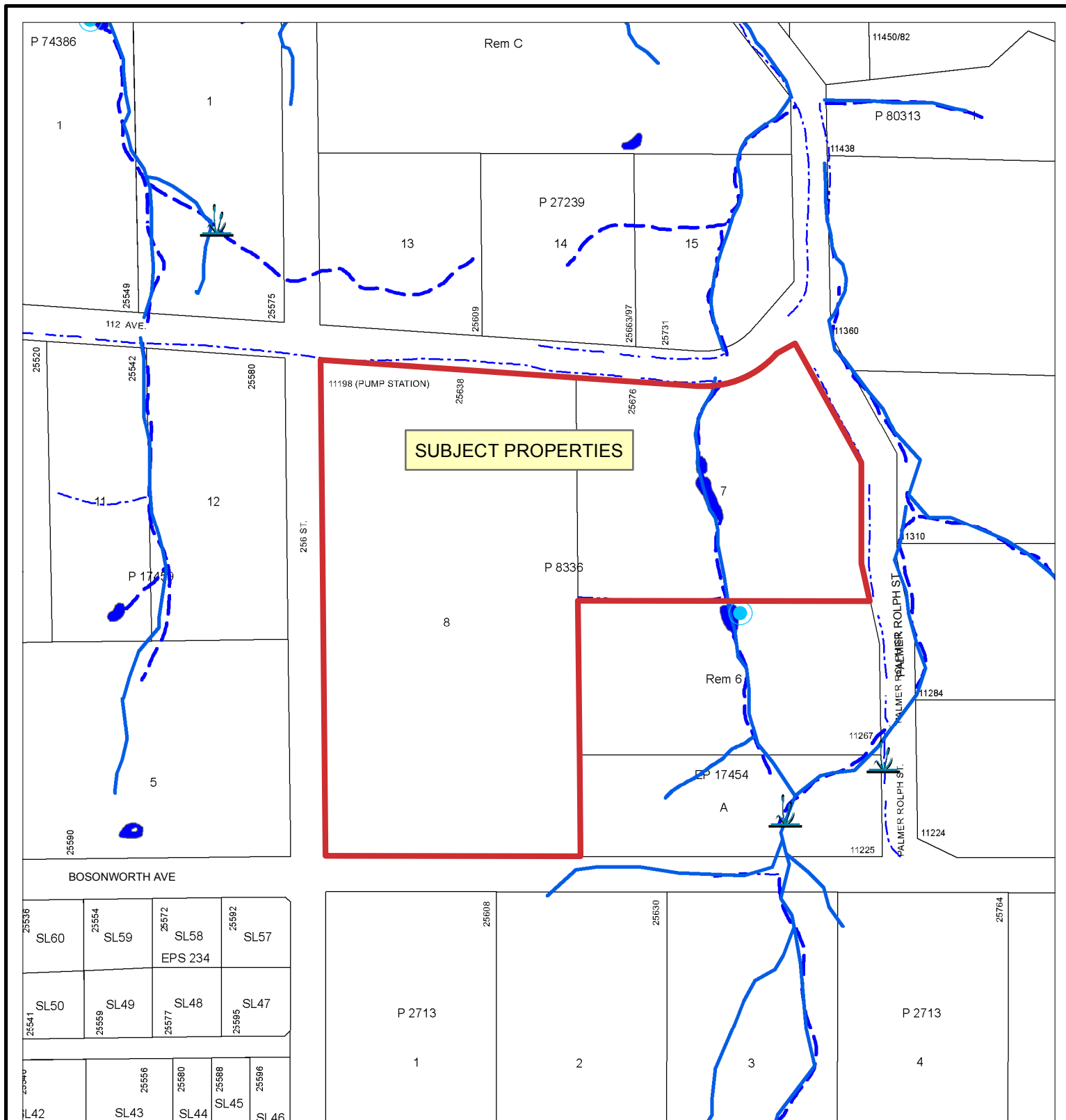
Appendix A – Subject Map

Appendix B – Proposed Subdivision Plan

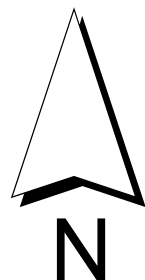
Appendix C – Area Designated Agricultural to be excluded

Appendix D – Environmental Context Map

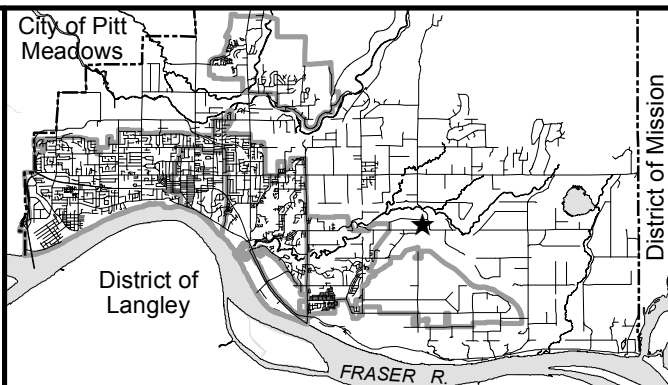
Appendix E – Petition and Letters of Opposition



25538 SL60	25554 SL59	25572 SL58 EPS 234	25592 SL57
25541 SL50	25559 SL49	25577 SL48	25595 SL47
25542 SL42	25556 SL43	25580 SL44	25596 SL46



Scale: 1:3,000



25638/76 112 AVENUE



CORPORATION OF
THE DISTRICT OF
MAPLE RIDGE
PLANNING DEPARTMENT

DATE: Jun 25, 2014

FILE: 2014-060-AL

BY: PC

PROPOSED SUBDIVISION OF LOT 8 SEC.13 TP.12 N.W.D. PLAN 8336

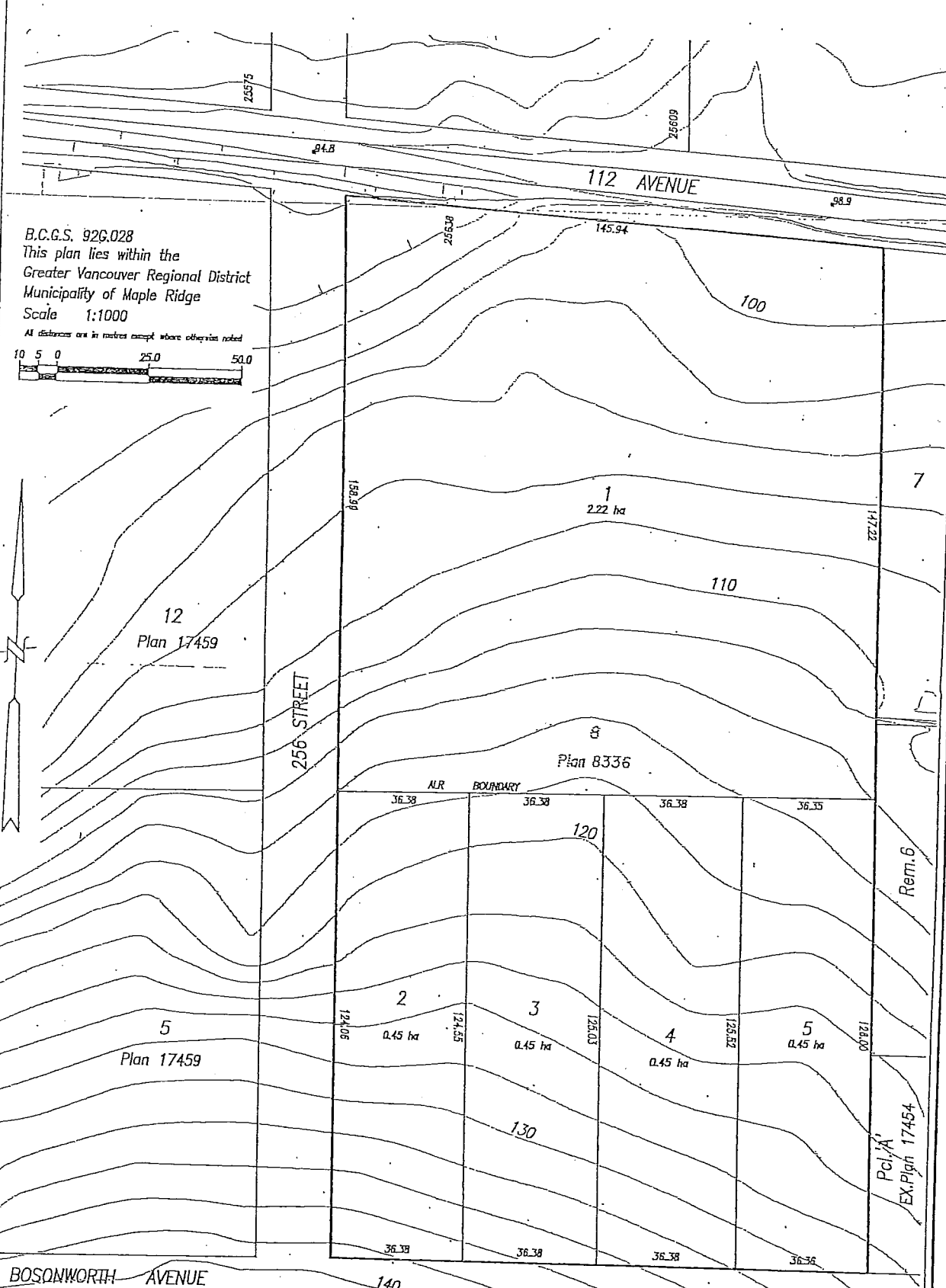
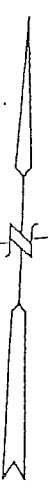
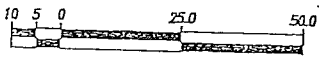
APPENDIX B

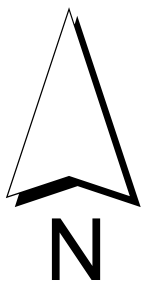
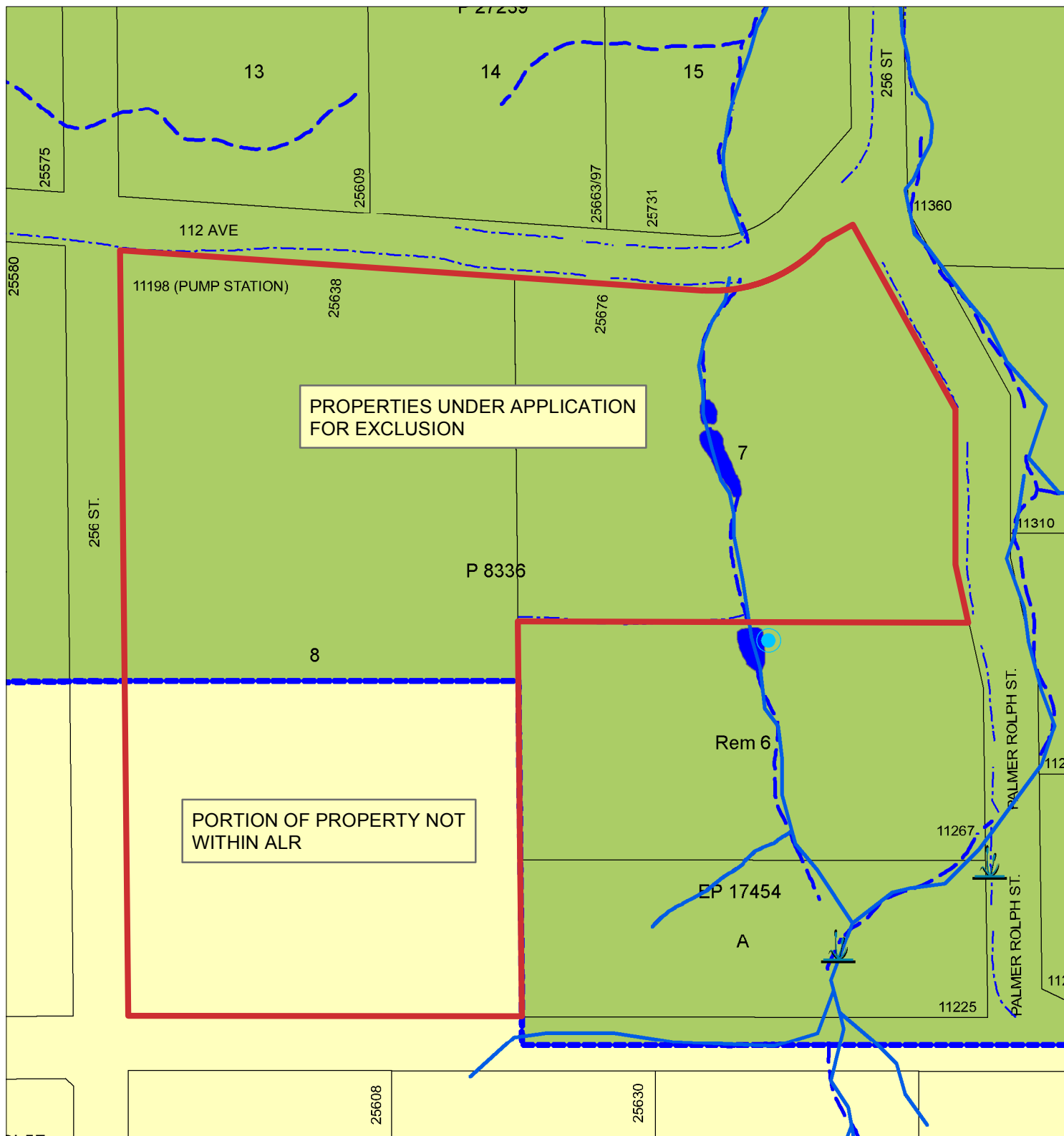
B.C.G.S. 926.028

This plan lies within the
Greater Vancouver Regional District
Municipality of Maple Ridge

Scale 1:1000

All distances are in metres except where otherwise noted





Scale: 1:2,000

Legend

- Agricultural
- Suburban Residential

25638/76 112 AVENUE

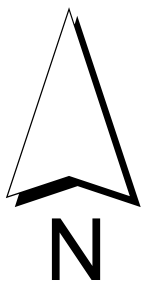
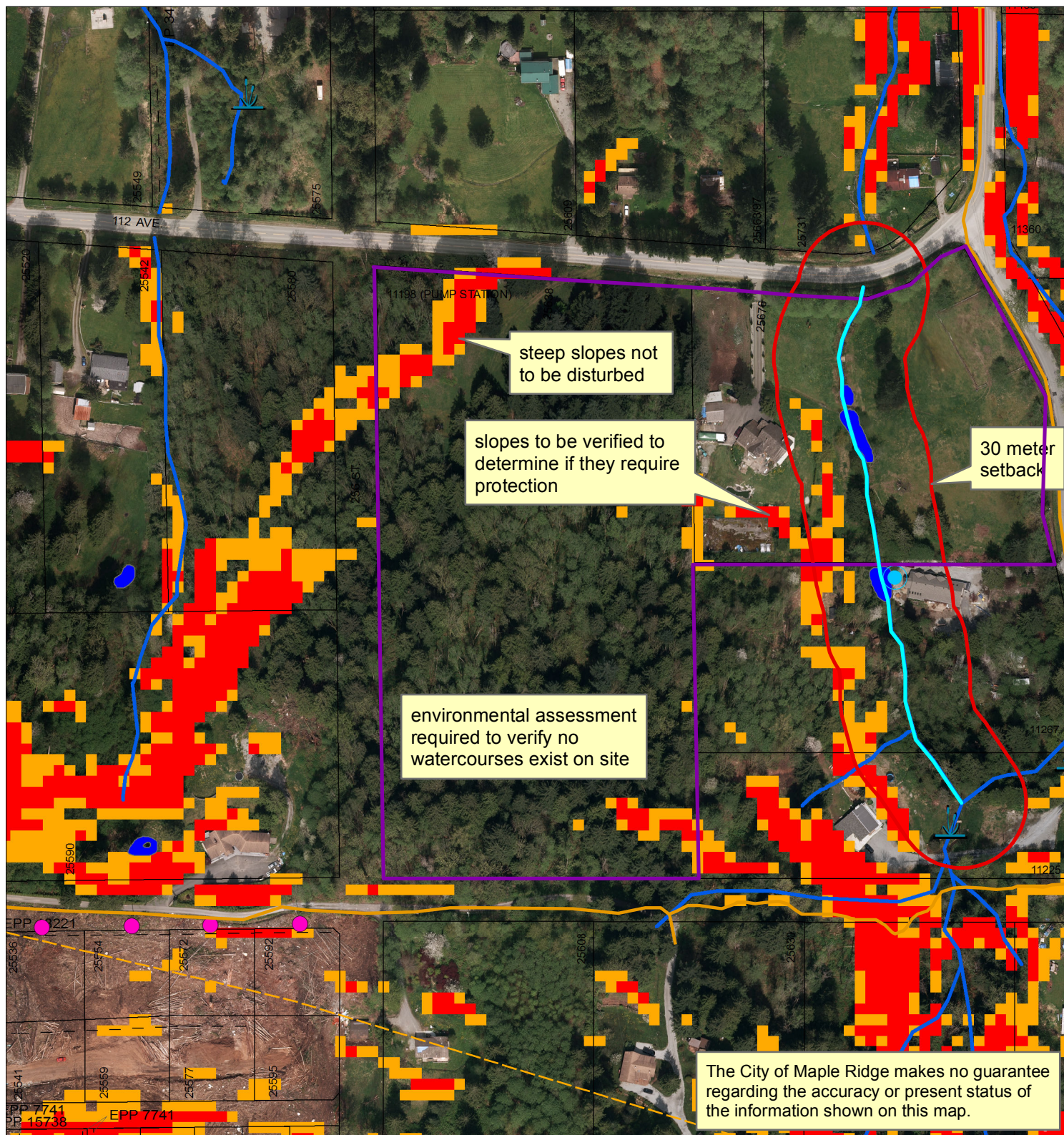


CITY OF MAPLE RIDGE
PLANNING DEPARTMENT

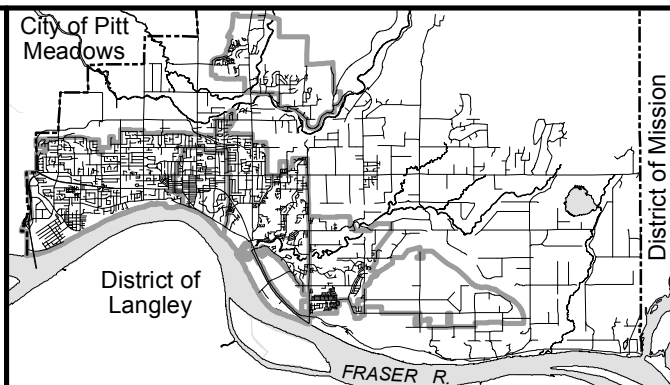
DATE: Oct 15, 2014

FILE: 2014-060-AL

BY: PC



Scale: 1:2,500



Site context for 25638 and
25676 112 Ave



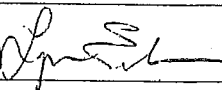
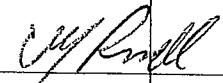

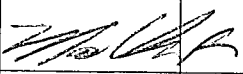
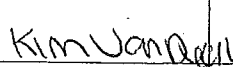
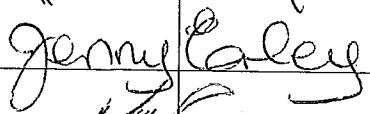
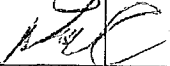
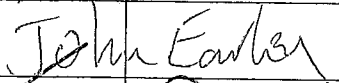
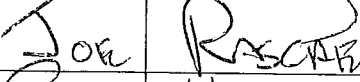
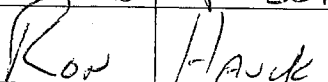
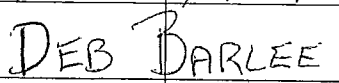
CITY OF MAPLE RIDGE
PLANNING DEPARTMENT

DATE: Sep 30, 2014 FILE: Untitled

BY: GS

Petition against the exclusion of ALR land on properties 25676 and 25638 112th Ave.

We, the undersigned, implore Maple Ridge Council not to endorse the exclusion of ALR land at 25638 and 25678 112th Ave., Maple Ridge. We make this request due to the strong viability of the farmland; the potential ecological damage; and the irreversible damage to the nature of our rural community if the ALR exclusion and development is allowed to proceed.

Name	Address	Phone Number
LYNN EASTON 	11357 261 st Maple Ridge B? ^{Lynne Easton @}	
 CHUCK RUSSELL	11357 261 st MAPLE RIDGE SC ^{Shaw on} V2W 1H2	
 ANNIE RUSSELL	" " "	
 MAURICE VANDYCK	11333 261 st Maple Ridge ^{V2W 1A2}	
Kim Van Dyck  KIM VANDYCK	11333 261 st Maple Ridge BC	
Jenny Carey 	11323 261 st St Maple Ridge BC	
	11323 261 st St Maple Ridge	
John Early 	11323 261 st Maple Ridge	
Joe Roscetta 	11281 261 st Maple Ridge	
Ron Hauck 	11269 261 st MAPLE RIDGE	
DEB BARLEE 	11269 261 st MAPLE RIDGE	

Petition against the exclusion of ALR land on properties 25676 and 25638 112th Ave.

We, the undersigned, implore Maple Ridge Council not to endorse the exclusion of ALR land at 25638 and 25678 112th Ave., Maple Ridge. We make this request due to the strong viability of the farmland; the potential ecological damage; and the irreversible damage to the nature of our rural community if the ALR exclusion and development is allowed to proceed.

Name	Address	Phone Number
TYLER COLLIE	11239 26 th STREET MAPLE RIDGE, BC.	
Kris Klammer	26110 112 th Ave. Maple Ridge BC	
Michelle Ludeman	26090 112 th Ave Maple Ridge BC	
Corrie Donselaar	26090 112 th Ave M.R. BC	
KYLE LUDEMAN	26090 112 th Ave, MAPLE RIDGE	
HEATHER LEE	11297- 261 st St " "	
Simon CHOLLEYGER	11297 261 st ST, MAPLE RIDGE	
Michelle Ferguson	11367- 261 st maple Ridge	
	11367- 261 st Maple Ridge	
Jessie Russell	11357 261 st St. Maple Ridge V2W 1H2	
Tracy Tabbert	26047 112 th . Maple Ridge	

Petition against the exclusion of ALR land on properties 25676 and 25638 112th Ave.

We, the undersigned, implore Maple Ridge Council not to endorse the exclusion of ALR land at 25638 and 25678 112th Ave., Maple Ridge. We make this request due to the strong viability of the farmland; the potential ecological damage; and the irreversible damage to the nature of our rural community if the ALR exclusion and development is allowed to proceed.

Name	Address	Phone Number
Mr [Signature]	26047-112 Ave M.R.	
Shane Ridley	25764-112 Ave MR	
Alexis Dees	11279 261 st St. Maple Ridge	
JUNE SETH	11279-261 st ST. M.R.	
CLARA WASSILAK	11279 261 ST MR	
Dave Dees	11279 261 st	
Jackie Chow	23708 110B Ave	

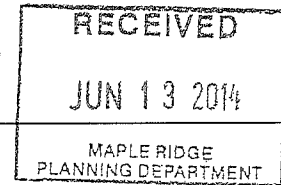
13 June 2014

M&C ☒ CAO ☐ GM ☐

Other A. Kopynski

Action: FYI

District of Maple Ridge
11995 Haney Place
Maple Ridge, B.C.
V2X 6A9



Attention: Mayor and Councillors of Maple Ridge

RECEIVED
JUN 13 2014

This letter addresses the application to withdraw the District of Maple Ridge land parcels located at 25676 - 112th Avenue and 25638 - 112th Avenue from the Agricultural Land Reserve. We the undersigned are asking that this application be denied, for the reasons outlined below.

To start, the land in this area is fertile and well-watered. Although the grade does not allow for large-field crops such as wheat or corn and would be problematic for raising cattle, it is eminently suitable for artisan or organic farming (particularly berry farming) or for raising animals such as sheep or goats. Our district – indeed, our province – would not be well served to have land capable of agricultural production converted to uses that damage or destroy that capability. Since the ALR's primary mandate is to protect useful agricultural land, we believe that this alone would justify denying the application referenced above.

Examination of the area plans that are incorporated into the District of Maple Ridge's Official Community Plan shows that the specified land parcels, fall outside the urban planning areas of Albion and Thornhill. Note that we do not fully concur with the currently identified northeast historic boundary separating the communities of Albion and Webster's Corners – the current urban planning boundary better reflects our understanding that these land parcels fall within the rural community of Webster's Corners, as does the property on which we have resided for decades.

Although the reason for this land withdrawal application is not expressly stated on the notice signs, it is not difficult to discern that the property owners wish to sell or use the land for higher density development than is currently possible for the parcels in question, as that would permit a higher return on their investment. We understand and empathize with the property owners' wishes – everyone likes to make as high a profit as possible – nor do we object to development in Webster's Corners per se; however, any development of this type needs to be carefully managed to retain the essential rural nature of the community that is so cherished by its residents and also by those in adjoining communities.

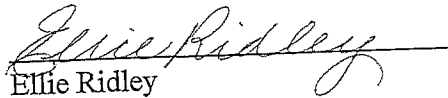
Already there are numerous complaints that the property development south of these parcels has had a negative impact on groundwater serving wells on surrounding properties as well as streams feeding into Kanaka Creek, an important salmon-bearing waterway served by the Bell-Irving Hatchery. There are also growing concerns about the potential impact of higher-density developments upon the local wildlife and on Kanaka Creek Provincial Park unless careful planning is implemented first.

.../2

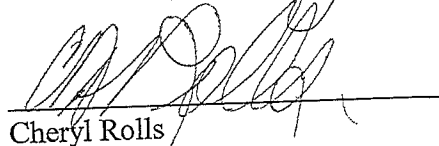
According to the OCP, there is no current area plan for the community of Webster's Corners; therefore, the necessary planning for balanced development within this rural area is not in place. Further higher-density development of lands within this community is premature and potentially contradictory to the approved OCP until this detailed planning is implemented.

Based on the above reasons and concerns, we the undersigned respectfully request that the Mayor and Council of Maple Ridge deny this application to remove land from the Agricultural Land Reserve.


Jim Ridley


Ellie Ridley


Leanne Ridley


Cheryl Rolls

25764 - 112th Avenue
Maple Ridge, B.C.
V2W 1H1

Maple Ridge Municipal Council
11995 Haney Place
Maple Ridge, BC

M&C ☒ CAO ☐ GM ☒

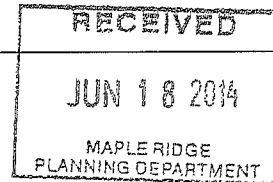
Other CMT + Planning ~ A. Kopystynski

Action: Fyi

RECEIVED

JUN 18 2014

MAYOR



June 13, 2014

To Whom It May Concern,

This letter is to express my opposition as a resident and a taxpayer to the proposal to withdraw agricultural land from the Agricultural Land Reserve (ALR) land at 25676 112th Avenue and 25638 112th Avenue in Maple Ridge. **This land is viable farmland. There is no sound argument for its removal from the ALR.**

This application intrudes on one of Maple Ridge's most rural and unspoiled communities. Most informed residents consider this land to be part of the Webster's Corners community and not part of Albion. Removing it from the ALR would change the rural integrity of our Webster's Corner neighbourhood. And its removal is against the letter, spirit and intention of the ALR and the stated direction of the OCP.

Development of property to the south of this application has already caused documented environmental and well water quality damage. The municipality has the responsibility to protect us as residents, and to protect fish and wildlife habitat from development proposals that seek to destroy the land's viability to sustain us.

For the above reasons, as well as the land's close proximity to a popular regional park and a salmon stream supply creek, I request that Council refuses to endorse this ALR exclusion application.

Thank you for your attention to this matter, and I will be anticipating a response to this letter and a decision made in the best interests of your electors: Maple Ridge residents such as myself.

Respectfully,

A handwritten signature in cursive script, appearing to read "Frimen Tomsic".

Frimen Tomsic
26220 - 112th Avenue,
Webster's Corner
Maple Ridge, BC
V2W 1H1

Maple Ridge Municipal Council
11995 Haney Place,
Maple Ridge, BC

M&C ☒ CAO ☒ GM ☒
Other Adrian K. + Amanda A.
Action: FYI 8 pages

June 10, 2014

To Whom it May Concern;

I am writing to voice my opposition to the withdrawal of ALR land proposed at 25676 112th and 25628 112th in Maple Ridge.

Firstly, this land is viable as farmland. There is absolutely no sound argument for removing this land from the ALR.

Secondly, this application intrudes on one of Maple Ridge's most iconic rural communities. This land is widely considered part of the Webster's Corners community, not Albion. Approving this application would change the rural integrity of this neighbourhood - going against the spirit and the stated direction of the OCP.

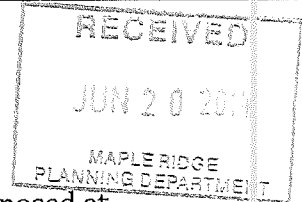
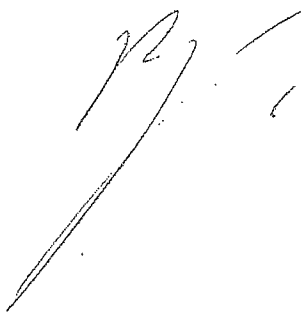
Thirdly, development of the property to the south of this application has already caused documented environmental and well water damage and the municipality has a responsibility to protect residents, along with fish and wildlife habitat, from more damage.

For these reasons, as well as the land's close proximity to a popular regional park, I implore Council to refuse to endorse this ALR exclusion application.

Thank you for your attention and I will be awaiting your decision.

Respectfully,

Robert B. Sperling.



Maple Ridge Municipal Council
11995 Haney Place,
Maple Ridge, BC

June 10, 2014

To Whom it May Concern;

I am writing to voice my opposition to the withdrawal of ALR land proposed at 25676 112th and 25628 112th in Maple Ridge.

Firstly, this land is viable as farmland. There is absolutely no sound argument for removing this land from the ALR.

Secondly, this application intrudes on one of Maple Ridge's most iconic rural communities. This land is widely considered part of the Webster's Corners community, not Albion. Approving this application would change the rural integrity of this neighbourhood - going against the spirit and the stated direction of the OCP.

Thirdly, development of the property to the south of this application has already caused documented environmental and well water damage and the municipality has a responsibility to protect residents, along with fish and wildlife habitat, from more damage.

For these reasons, as well as the land's close proximity to a popular regional park, I implore Council to refuse to endorse this ALR exclusion application.

Thank you for your attention and I will be awaiting your decision.

Respectfully,

Sheree Fondeur
Fondeur

Maple Ridge Municipal Council
11995 Haney Place,
Maple Ridge, BC

RECEIVED
JUN 16 2014
MAYOR

June 10, 2014

To Whom it May Concern;

I am writing to voice my opposition to the withdrawal of ALR land proposed at 25676 112th and 25628 112th in Maple Ridge.

Firstly, this land is viable as farmland. There is absolutely no sound argument for removing this land from the ALR.


Secondly, this application intrudes on one of Maple Ridge's most iconic rural communities. This land is widely considered part of the Webster's Corners community, not Albion. Approving this application would change the rural integrity of this neighbourhood - going against the spirit and the stated direction of the OCP.

Thirdly, development of the property to the south of this application has already caused documented environmental and well water damage and the municipality has a responsibility to protect residents, along with fish and wildlife habitat, from more damage.

For these reasons, as well as the land's close proximity to a popular regional park, I implore Council to refuse to endorse this ALR exclusion application.

Thank you for your attention and I will be awaiting your decision.

Respectfully,



SIMON CHALLENGER
11997 261ST STREET,
MAPLE RIDGE

Re. ALR EXCLUSION REQUEST

June 13, 2014

①

RECEIVED
JUN 16 2014
Received at
Reception Desk
JUN 13 2014
MAYOR
@ 3:36 PM

Dear Mayor + Council,

I am writing to express my absolute opposition to this request to withdraw land from the ALR proposed at 25676 112th and 25628 112th ave in Maple Ridge.

I live across the street to the north, below these properties and am very concerned about increasing densification and urban development, in particular the Bosanworth development of over 100 homes uphill from our property.

I fail to see the justification for this request to remove land

(2)

from the ALR. This land is certainly viable as farmland, and I believe we need to make every effort ~~in~~ ~~on~~ to protect and preserve land in the ALR. This represents a slippery slope, especially when this land is located in a well established rural area, known as Webster's Corners community.

We have already seen that the development of the property directly to the south of this application has already caused documented environmental and well water damage, ~~to~~ to the extent that there was an order to stop work on that development. There were also concerns

(3)

about excessive sedimentation that was

getting into Kanaka Creek and potentially affecting the fish habitat.

I believe the municipality has a responsibility and priority to protect residents in particular the safety and security of our drinking water, and also to ensure protection for fish and wildlife habitat from more damage.

allowing this densification of development in a largely rural area in my view ~~ignores~~ goes against the spirit and stated direction and vision of our OCP.

④

I have been on the record speaking out with concerns about the Bosanworth development and this application touches on the north end of that development. This application is also in close proximity to Kanaka Creek Regional Park, and intrudes into the buffer zone so important to this park and Kanaka Creek.

I fail to see the urgency or even the need for this application, when we already are anticipating ~~more~~ more negative impacts from the Bosanworth development as it is built out over the next years.

⑤

I again urge you to seriously consider these concerns and vote to reject this application for exclusion of lands in our agricultural land reserve.

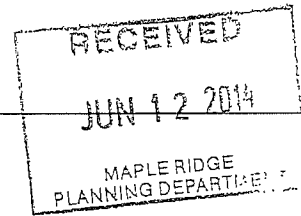
Thank you for your consideration and attention, to this important issue in our community.

Respectfully

Mike Gildersleeve

MIKE GILDERSLEEVE
25663 112th Ave
Maple Ridge, BC.

Maple Ridge Municipal Council
11995 Haney Place,
Maple Ridge, BC



June 10, 2014

To Whom it May Concern;

I am writing to voice my opposition to the withdrawal of ALR land proposed at 25676 112th and 25628 112th in Maple Ridge.

Firstly, this land is viable as farmland. There is absolutely no sound argument for removing this land from the ALR.

Secondly, this application intrudes on one of Maple Ridge's most iconic rural communities. This land is widely considered part of the Webster's Corners community, not Albion. Approving this application would change the rural integrity of this neighbourhood - going against the spirit and the stated direction of the OCP.

Thirdly, development of the property to the south of this application has already caused documented environmental and well water damage and the municipality has a responsibility to protect residents, along with fish and wildlife habitat, from more damage.

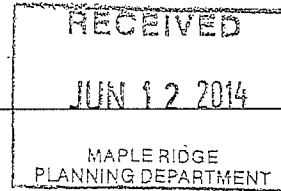
For these reasons, as well as the land's close proximity to a popular regional park, I implore Council to refuse to endorse this ALR exclusion application.

Thank you for your attention and I will be awaiting your decision.

Respectfully,

A handwritten signature in dark ink, appearing to be "MTC".

Maple Ridge Municipal Council
11995 Haney Place,
Maple Ridge, BC



June 10, 2014

To Whom it May Concern;

I am writing to voice my opposition to the withdrawal of ALR land proposed at 25676 112th and 25628 112th in Maple Ridge.

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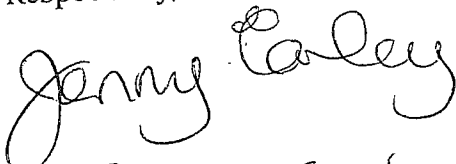
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Thirdly, development of the property to the south of this application has already caused documented environmental and well water damage and the municipality has a responsibility to protect residents, along with fish and wildlife habitat, from more damage.

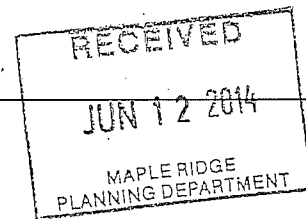
For these reasons, as well as the land's close proximity to a popular regional park, I implore Council to refuse to endorse this ALR exclusion application.

Thank you for your attention and I will be awaiting your decision.

Respectfully,


Jenny Earley

Maple Ridge Municipal Council
11995 Haney Place,
Maple Ridge, BC



June 10, 2014

To Whom it May Concern;

I am writing to voice my opposition to the withdrawal of ALR land proposed at 25676 112th and 25628 112th in Maple Ridge.

Firstly, this land is viable as farmland. There is absolutely no sound argument for removing this land from the ALR.

Secondly, this application intrudes on one of Maple Ridge's most iconic rural communities. This land is widely considered part of the Webster's Corners community, not Albion. Approving this application would change the rural integrity of this neighbourhood - going against the spirit and the stated direction of the OCP.

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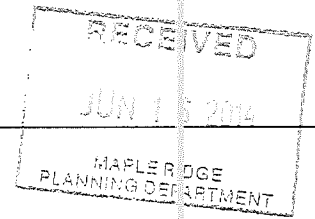
For these reasons, as well as the land's close proximity to a popular regional park, I implore Council to refuse to endorse this ALR exclusion application.

Thank you for your attention and I will be awaiting your decision.

Respectfully,

J.P. Earley
John Earley

Mr. Adrian Kopystynski, Planner
c/o Municipality of Maple Ridge
11995 Haney Place,
Maple Ridge, BC



June 15, 2014

Dear Mr Kopystynski,

I am writing to voice my opposition to the withdrawal of ALR land proposed at 25676 112th and 25628 112th in Maple Ridge. I understand that the deadline for comments regarding this issue were due on 14 June 2014; I hope my message can still be considered as I was not aware, until Saturday, that this exclusion was being considered. And I am sure you have already seen this message!

Firstly, this land is viable as farmland. There is absolutely no sound argument for removing this land from the ALR.

Secondly, this application intrudes on one of Maple Ridge's most iconic rural communities. This land is widely considered part of the Webster's Corners community, not Albion. Approving this application would change the rural integrity of this neighbourhood - going against the spirit and the stated direction of the OCP.

Thirdly, development of the property to the south of this application has already caused documented environmental and well water damage; the municipality has a responsibility to protect residents, along with fish and wildlife habitat, from more damage.

For these reasons, as well as the land's close proximity to a popular regional park, I implore Council to refuse to endorse this ALR exclusion application.

Thank you for (re)reading this message and I will hope that the importance of the notions "local", "community" and "environment" will take precedence over "development" and "profit".

Sincerely,

Sheila Pratt
14092 Silver Valley Road
Maple Ridge, BC
V4R 2R3

June 13, 2014

Adrian Kopystynski,

These letters are a response to a sign on Palmer Rolf and on 112th Ave that ask for input on the owners intention to apply for exclusion from the ALR on properties at 25676 and 25638 112th Ave.

The sign requested input by June 14th to the Maple Ridge District Planning Department. This is a sampling of concern by neighbouring properties. We understand that 25638 112th has an existing rezoning application in with the municipality as well as this forthcoming separate ALR exclusion application.

We would like these letters to also be given to council members. Is this possible?

Could you please inform me of when both of these applications will be discussed at council. Thank you.

Respectfully,

Lynn Easton
11357 261st St.
Maple Ridge. BC

To Whom it May Concern.
Maple Ridge Planning Department,
Members of the Maple Ridge council,

I would like to voice my opposition to the withdrawal of ALR land proposed at 25676 112th and 25638 112th in Maple Ridge.

Firstly, this land is completely viable as farmland, which is after all the main definition of Agricultural Farm Land and the most straightforward reason you are obliged to turn down this application. There is absolutely no viable agricultural reason to remove this land from the ALR. Period.

Secondly, I see this attempt to remove this land as a cynical wedge by the development community to continue to push residential growth into what is clearly one of the most iconic and distinct rural neighbourhoods in this community.

Please remember this as you deliberate on this small but important ALR exclusion request. These requests always spur on others, you need only look west along 112th to see this. If you continue to say yes, you are beginning to erode your brand as a rural oasis.

And with the Metro Vancouver Cliff Falls Park steps away from this property, more development like the environmentally questionable Grant Hill, will only continue to destroy your brand.

This development will also affect the pathways for dwindling wildlife populations which are already displaced by the Grant Hill development on Thornhill.

I am not so sure that is top of mind at this point, however. When I asked about this project months ago, I was told this area was 'Upper Albion'. Not Websters Corners - as those of us who live here call it. Not Thornhill as some others call it. Upper Albion. A clear indication of where plans for this area align.

This may seem a small area of land, but your decision will influence this rural region of Maple Ridge dramatically. I am hoping, as I have been hoping for some time, that the District begins to take seriously its promise to preserve the rural character of our community.

To do so, you must draw a line somewhere. Soon. It's too late for 240th St. If you allow this application to go through, 256th will no longer stand as a line where you are intent on protecting our rural and agricultural character. Where then? Please ask yourself this question before you allow residential growth to continue any

further east or south of Grant Hill. Your brand is at stake.

This morning I saw a huge majestic buck walking along Palmer Rolf and 112th. I have lived here 16 years and never once seen such a specimen. But this was not a celebratory moment of natural beauty in rural Maple Ridge.

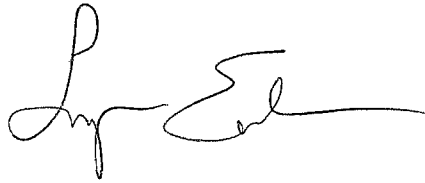
This was a warning. A beautiful harbinger of your development plans.

He was lost, displaced and alone. Something those in your rural community are beginning to feel. The only difference between that Buck and us is - we can vote.

Lynn EASTON

11357 241ST ST.

Maple Ridge.

A handwritten signature in cursive script, appearing to read "Lynn Easton". The signature is fluid and stylized, with a long horizontal stroke at the end.

Maple Ridge Municipal Council
11995 Haney Place,
Maple Ridge, BC

June 10, 2014

To Whom it May Concern;

I am writing to voice my opposition to the withdrawal of ALR land proposed at 25676 112th and 25638 112th in Maple Ridge.

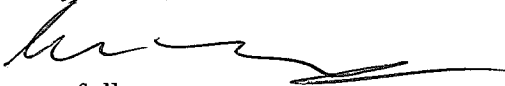
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Thirdly, development of the property to the south of this application has already caused documented environmental and well water damage and the municipality has a responsibility to protect residents, along with fish and wildlife habitat, from more damage.

For these reasons, as well as the land's close proximity to a popular regional park, I implore Council to refuse to endorse this ALR exclusion application.

Thank you for your attention and I will be awaiting your decision.


Respectfully,

26047 - 112 AVE M. R. B.C.
V2W 1H1

Maple Ridge Municipal Council
11995 Haney Place,
Maple Ridge, BC

June 10, 2014

To Whom it May Concern;

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For these reasons, as well as the land's close proximity to a popular regional park, I implore Council to refuse to endorse this ALR exclusion application.

Thank you for your attention and I will be awaiting your decision.

Respectfully,

26047 112th Ave.
Maple Ridge B.C.
V2W 1H1

Maple Ridge Municipal Council
11995 Haney Place,
Maple Ridge, BC

June 10, 2014

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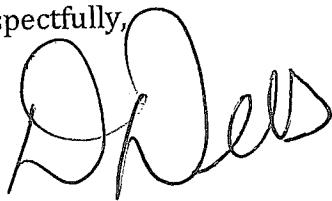
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For these reasons, as well as the land's close proximity to a popular regional park, I implore Council to refuse to endorse this ALR exclusion application.

Thank you for your attention and I will be awaiting your decision.

Respectfully,



11279 261st

Maple Ridge Municipal Council
11995 Haney Place,
Maple Ridge, BC

June 10, 2014

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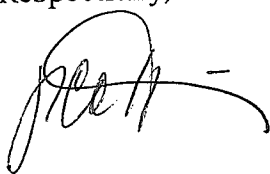
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For these reasons, as well as the land's close proximity to a popular regional park, I implore Council to refuse to endorse this ALR exclusion application.

Thank you for your attention and I will be awaiting your decision.

Respectfully,

 - 11279-261ST ST. M.R.

Maple Ridge Municipal Council
11995 Haney Place,
Maple Ridge, BC

June 10, 2014

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For these reasons, as well as the land's close proximity to a popular regional park, I implore Council to refuse to endorse this ALR exclusion application.

Thank you for your attention and I will be awaiting your decision.

Respectfully,

Glenn Warrill

11279-161 *W*

Maple Ridge Municipal Council
11995 Haney Place,
Maple Ridge, BC

June 10, 2014

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Thank you for your attention and I will be awaiting your decision.

Respectfully,



11279 261st St.

Maple Ridge Municipal Council
11995 Haney Place,
Maple Ridge, BC

June 10, 2014

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Thank you for your attention and I will be awaiting your decision.

Respectfully,



26090 112 AVE
MAPLE RIDGE, BC

Maple Ridge Municipal Council
11995 Haney Place,
Maple Ridge, BC

June 10, 2014

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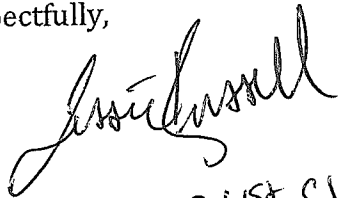
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Thank you for your attention and I will be awaiting your decision.

Respectfully,



11357 261st St. Maple Ridge
V2W1H2

Maple Ridge Municipal Council
11995 Haney Place,
Maple Ridge, BC

June 10, 2014

To Whom it May Concern;

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For these reasons, as well as the land's close proximity to a popular regional park, I implore Council to refuse to endorse this ALR exclusion application.

Thank you for your attention and I will be awaiting your decision.

Respectfully,

Michelle Ferguson
11367-261 st.
Maple Ridge BC
V2W 1H2

Maple Ridge Municipal Council
11995 Haney Place,
Maple Ridge, BC

June 10, 2014

To Whom it May Concern;

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For these reasons, as well as the land's close proximity to a popular regional park, I implore Council to refuse to endorse this ALR exclusion application.

Thank you for your attention and I will be awaiting your decision.

Respectfully,



11367 261 St.

Maple Ridge

B.C. V2W 1H2

Maple Ridge Municipal Council
11995 Haney Place,
Maple Ridge, BC

June 10, 2014

To Whom it May Concern;

I am writing to voice my opposition to the withdrawal of ALR land proposed at 25676 112th and 25628 112th in Maple Ridge.

Firstly, this land is viable as farmland. There is absolutely no sound argument for removing this land from the ALR.

Secondly, this application intrudes on one of Maple Ridge's most iconic rural communities. This land is widely considered part of the Webster's Corners community, not Albion. Approving this application would change the rural integrity of this neighbourhood - going against the spirit and the stated direction of the OCP.

Thirdly, development of the property to the south of this application has already caused documented environmental and well water damage and the municipality has a responsibility to protect residents, along with fish and wildlife habitat, from more damage.

For these reasons, as well as the land's close proximity to a popular regional park, I implore Council to refuse to endorse this ALR exclusion application.

Thank you for your attention and I will be awaiting your decision.

Respectfully,



26090 112 Ave
Maple Ridge BC

Maple Ridge Municipal Council
11995 Haney Place,
Maple Ridge, BC

June 10, 2014

To Whom it May Concern;

I am writing to voice my opposition to the withdrawal of ALR land proposed at 25676 112th and 25638 112th in Maple Ridge.

Firstly, this land is viable as farmland. There is absolutely no sound argument for removing this land from the ALR.

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MAPLE RIDGE, BC

Maple Ridge Municipal Council
11995 Haney Place,
Maple Ridge, BC

June 10, 2014

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Respectfully,



26110 112 AVE
MAPLE RIDGE BC

Maple Ridge Municipal Council
11995 Haney Place,
Maple Ridge, BC

June 10, 2014

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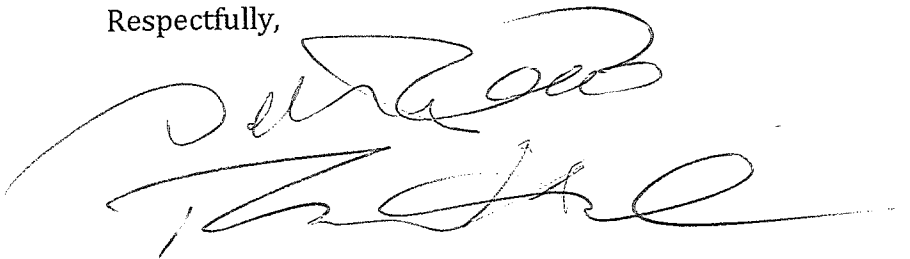
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For these reasons, as well as the land's close proximity to a popular regional park, I implore Council to refuse to endorse this ALR exclusion application.

Thank you for your attention and I will be awaiting your decision.

Respectfully,



11269 261ST MAPLE RIDGE

Maple Ridge Municipal Council
11995 Haney Place,
Maple Ridge, BC

June 10, 2014

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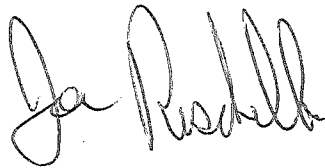
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For these reasons, as well as the land's close proximity to a popular regional park, I implore Council to refuse to endorse this ALR exclusion application.

Thank you for your attention and I will be awaiting your decision.

Respectfully,



11281 261 ST
MAPLE RIDGE, BC

Maple Ridge Municipal Council
11995 Haney Place,
Maple Ridge, BC

June 10, 2014

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Thank you for your attention and I will be awaiting your decision.

Respectfully,

A handwritten signature in black ink, appearing to be 'J. Blum' or similar, written in a cursive style.

11239 261 St
Maple Ridge BC



City of Maple Ridge

TO: His Worship Mayor Ernie Daykin
and Members of Council
FROM: Chief Administrative Officer
SUBJECT: First Reading
Maple Ridge Official Community Plan Amending Bylaw No. 7108-2014
22245 Lougheed Highway

MEETING DATE: October 20, 2014
FILE NO: 2014-074-CU
MEETING: C of W

EXECUTIVE SUMMARY:

An application has been received for a Temporary Commercial Use Permit to temporarily allow CS-1 (Service Commercial) uses in an existing building on a C-3 (Town Centre Commercial) zoned property. The subject property is located at 22245 Lougheed Highway. To proceed further with this application additional information is required as outlined below.

RECOMMENDATIONS:

1. 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;

2. That Official Community Plan Amending Bylaw No. 7108-2014 be given first reading; and
3. That the applicant provide further information as described on Schedule H of the Development Procedures Bylaw No. 5879-1999.

DISCUSSION:

a) Background Context:

Applicant:	Mussallem Realty Limited
Owner:	Mussallem Realty Limited
Legal Description:	Lot 61, District Lot 398, Group 1, New Westminster District Plan 25783
OCP:	
Existing:	Town Centre Commercial
Proposed:	Commercial
Zoning:	
Existing:	C-3 (Town Centre Commercial)
Proposed:	Temporary CS-1 (Service Commercial)
Surrounding Uses:	
North:	Use: Vacant and Medical Office Zone: C3 (Town Centre Commercial) Designation: Flexible Mixed-Use
South:	Use: Commercial Zone: C-3 (Town Centre Commercial) Designation: Town Centre Commercial
East:	Use: Vacant Zone: CS-1 (Service Commercial) Designation: Town Centre Commercial
West:	Use: Commercial Zone: C-3 (Town Centre Commercial) Designation: Town Centre Commercial
Existing Use of Property:	Vacant Building
Proposed Use of Property:	CS-1 (Service Commercial) zone permitted uses
Site Area:	386 m ² (4,155 ft ²)
Access:	Lougheed Highway and Lane
Servicing requirement:	Urban Standard

b) Site Characteristics:

The subject property fronts onto Lougheed Highway, between 222 Street and 223 Street. It is bounded to the west by an existing commercial building, to the north by a lane, to the east by a vacant lot owned by the same owner as the subject property (see Appendix A), and to the south by Town Centre Commercial and service station uses.

c) Project Description:

The applicant is proposing to amend Appendix D - Temporary Use Permits of the Official Community Plan (OCP) to allow a Temporary Commercial Use Permit on the subject property (see Appendix B). An existing building currently exists on the subject property, which is vacant. The applicant would like to allow CS-1 (Service Commercial) uses, on a temporary basis, in the existing building. The long-term plans for the entire parcel is for redevelopment and lot consolidation for a future mixed-use development.

The CS-1 (Service Commercial) uses (see Appendix C) are generally uses intended to service the motoring public. Such uses can range from Place of Worship to big box retail and liquor primary. The applicant has requested the full range of use; however, Council can specify such uses in the permit.

At this time the current application has been assessed to determine its compliance with the OCP and provide a land use assessment only. Detailed review and comments will need to be made once full application packages have been received. A more detailed analysis and a further report will be required prior to second reading. Such assessment may impact proposed lot boundaries and yields, OCP designations and Bylaw particulars, and may require application for further development permits.

d) Planning Analysis:

Official Community Plan:

The subject property is located in within the Downtown West Precinct of the Town Centre Area Plan and is designated *Town Centre Commercial*. An OCP amendment is required to add the subject property into Appendix D – Temporary Use Permits of the OCP. Appendix D of the OCP states the following:

1. *Lands in the District may be designated to permit temporary uses if a condition or circumstance exists that warrants the use for a short period of time but does not warrant a change of land use designation or zoning of the property.*
2. *Council has the authority by resolution to issue Temporary Use Permits to allow temporary uses on specific properties. Council may specify conditions for the temporary use.*
3. *Designated Temporary Use Permit areas will require guidelines that specify the general conditions regarding the issuance of permits, the use of the land, and the date the use is to terminate.*
4. *As a condition of issuing the permit, Council may require applicants or owners to remove buildings, to restore the property to a specific condition when the use ends, and to post a security bond. A permit may be issued for a period of up to two years, and may be renewed only once.*
5. *Council may issue Temporary Use Permits to allow:*
 - a) *temporary commercial uses, i.e., temporary parking areas; and*
 - b) *temporary industrial uses, i.e. soil screening.*
6. *A Temporary Use Permit is issued in accordance with the provisions of Section 920.2 of the Local Government Act.*

The subject property is currently zoned C-3 (Town Centre Commercial), which does not permit the highway commercial use. As the lots to the east, which are also owned by the applicant, are zoned CS-1 (Service Commercial), which permits the highway commercial use, the applicant feels that they would be in a better position to rent out the existing smaller building for a CS-1 (Service Commercial) use at this time. A rezoning and development application may be submitted in the future that would incorporate rezoning and developing the assembly of lots owned by the applicant; therefore, a temporary use permit as outlined in point 1 above is more appropriate than a rezoning application at this point in time.

It is important to note that the Temporary Use Permits are now valid for a period of up to three years, and may be renewed and extended only once. A text amendment to the OCP is proposed to make the bylaw consistent with the Local Government Act. The main difference between rezoning and

temporary use permits is the duration of time that the use is permitted on the property, and the removal and restoration requirements. In this case, an existing building is remaining on the subject property, therefore it's not expected that there will be any removal or restoration requirements associated with the CS-1 (Service Commercial) use.

A second text amendment to the OCP is proposed to correct the wording in the preamble from "Temporary Industrial Use Permit Areas" to "Temporary Use Permit Areas", as some of the areas are intended for commercial use, rather than industrial use. Note, the permit number will be added at second reading.

Development Information Meeting:

As there is an OCP amendment, a Development Information Meeting is required for this application. Prior to second reading the applicant is required to host a Development Information Meeting in accordance with Council Policy 6.20.

e) Interdepartmental Implications:

In order to advance the current application, after first reading, comments and input, will be sought from the various internal departments and external agencies listed below:

- a) Engineering Department;
- b) Operations Department;
- c) Licenses, Permits, and Bylaws Department;
- d) Fire Department;
- e) School District 42; and
- f) Ministry of Transportation and Infrastructure.

The above list is intended to be indicative only and it may become necessary, as the application progresses, to liaise with agencies and departments not listed above.

f) Early and Ongoing Consultation:

In respect of Section 879 of the Local Government Act for consultation during an OCP amendment, it is recommended that no additional consultation is required beyond the early posting of the proposed OCP amendments on the City's website, together with an invitation to the public to comment.

g) Development Applications:

In order for this application to proceed the following information must be provided, as required by Development Procedures Bylaw No. 5879 – 1999 as amended:

1. A Temporary Commercial Use Permit Application (Schedule H)

Other applications may be necessary as the assessment of the proposal progresses.

CONCLUSION:

The subject property is adjacent to an existing CS-1 (Service Commercial) zoned property, owned by the same owner. The proposed OCP amendments will allow the existing building to be used for a CS-1 (Service Commercial) use, potentially in coordination with the property to the east for a period of up to three years, with the potential for one extension. It is therefore recommended that Council grant first reading subject to additional information being provided and assessed prior to second reading. It is recommended that Council not require any further additional OCP consultation.

"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

"Original signed by Frank Quinn"

Approved by: Frank Quinn, MBA, P. Eng
GM: Public Works & Development Services

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

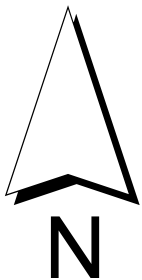
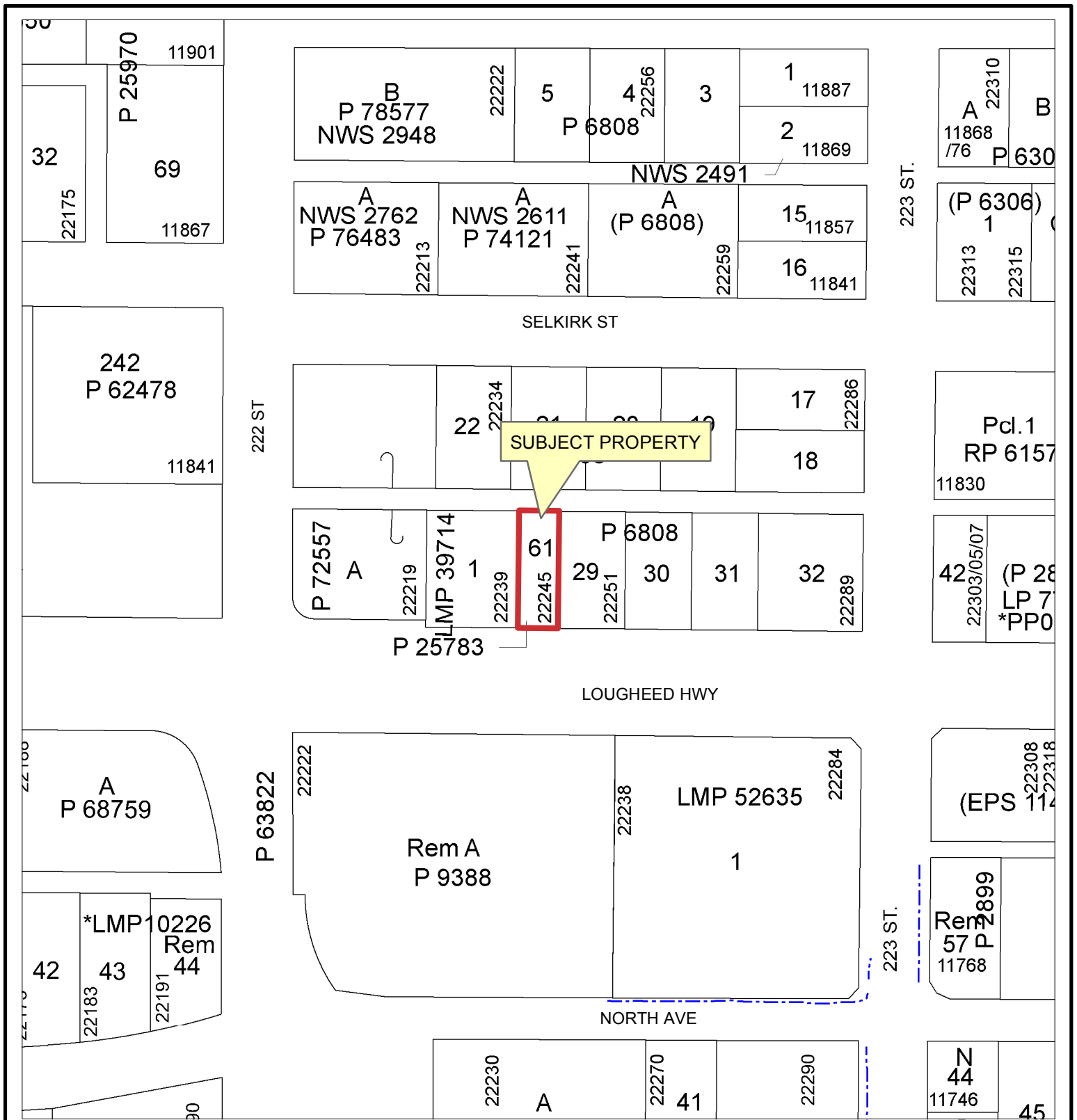
Concurrence: J. L. (Jim) Rule
Chief Administrative Officer

The following appendices are attached hereto:

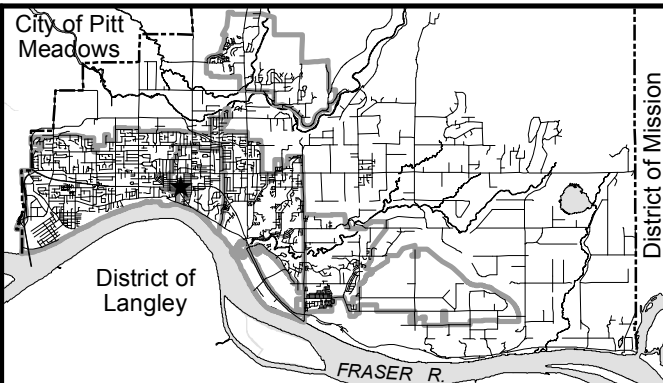
Appendix A – Subject Map

Appendix B – Official Community Plan Amending Bylaw No. 7108-2014

Appendix C – CS-1 (Service Commercial) zone



Scale: 1:1,500



22245 LOUGHEED HWY



CITY OF MAPLE RIDGE
PLANNING DEPARTMENT

DATE: Oct 10, 2014

FILE: 2014-074-CU

BY: PC

CITY OF MAPLE RIDGE

BYLAW NO. 7108-2014

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 Schedule "A" 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. 7108-2014."
2. Appendix D. TEMPORARY USE PERMITS, TEMPORARY USE PERMITS, Item 4. is amended by changing "two years" to "three years", as per the *Local Government Act*, Section 921 (11).
3. Appendix D. TEMPORARY USE PERMITS, TEMPORARY USE PERMIT AREA, first sentence, is amended by removing "The following areas are designated Temporary Industrial Use Permit Areas", and by adding the sentence "The following areas are designated for Temporary Use Permit Areas"; and
4. Appendix D. TEMPORARY USE PERMITS, TEMPORARY USE PERMIT AREA is amended by the addition of the following, in sequential numeric order:

"Temporary Commercial Use Permit Area No. __

Purpose:

To permit CS-1 (Service Commercial) uses within the existing C-3 (Town Centre Commercial) zoned building.

Location:

Those parcels or tracts of land and premises shown on Temporary Commercial Use Permit Area No. __ map, and known and described as:

Lot 61 District Lot 398 Group 1 New Westminster District Plan 25783"

are hereby designated to permit a temporary commercial use for CS-1 (Service Commercial) uses, for a three-year period, effective upon adoption of this bylaw.

- 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 .
- ADOPTED, the day of , 20 .

CORPORATE OFFICER

708 SERVICE COMMERCIAL: CS-1

This zone is intended to accommodate uses oriented to the motoring public.

1) PERMITTED PRINCIPAL USES

- a) assembly use limited to public transportation depot, private schools, and movie theatres of a minimum 2,000 m² gross floor area;
- b) drive-through use;
- 6355 c) place of worship;
- d) convenience store;
- e) highway commercial use;
- f) business services excluding consulting services;
- g) research and non-medical testing laboratories;
- h) light industry limited to 279 m² gross floor area;
- i) indoor commercial recreation;
- j) outdoor commercial recreation;
- k) personal repair services;
- l) personal services;
- m) professional services limited to veterinarians, architects, engineering and surveying offices, and drop-in medical clinics;
- n) recycling depot;
- 6931-2012 o) retail limited to household furnishings, vehicle parts and accessories, second hand goods, antiques, musical instruments and accessories, and sports equipment and accessories, with other retail uses limited to a minimum 2000 m² gross floor area;
- 6105 p) restaurants;
- q) tourist accommodation limited to motor hotel and motel;
- r) service station;
- s) warehousing; and
- 6105 t) Liquor Primary Establishment;
- 6750-2010 u) Licensee Retail Store.

2) PERMITTED ACCESSORY USES

- a) retail to a tourist accommodation use, or to an indoor or outdoor commercial recreation use provided the total accessory use gross floor area does not exceed 100 m²;
- b) retail to light industry use provided the accessory use gross floor area does not exceed 25% of the total principal use gross floor area;
- c) rentals;
- d) apartment;
- a) unenclosed storage; and
- 6931-2012 f) music lessons, where the principal use is for the retail of musical instruments.



City of Maple Ridge

TO: His Worship Mayor Ernie Daykin
and Members of Council
FROM: Chief Administrative Officer
SUBJECT: First Reading
Maple Ridge Zone Amending Bylaw No. 7111 - 2014
23791 112 Avenue

MEETING DATE: October 20, 2014
FILE NO: 2012-004-RZ
MEETING: C of W

EXECUTIVE SUMMARY:

This rezoning application for the subject site at 23791 112 Avenue (Appendix A) was first received in January 2012 for a proposed townhouse development to be zoned RM-1 (Townhouse Residential). At the Council meeting of February 14, 2012, Council denied first reading of Maple Ridge Zone Amending Bylaw No. 6897 - 2012. At the Council meeting of February 28, 2012, Council reconsidered the application and deferred Bylaw No. 6897 - 2012 pending further analysis of the site.

In 2014 a revised development plan was submitted for a single family residential development. The original bylaw has been cancelled, and the new Zone Amending Bylaw No. Bylaw 7111 - 2014 (Appendix B), has been prepared to rezone the developable portion of the site to R-1 (Residential District) for approximately 16 lots. To proceed further with this application additional information is required as outlined below.

RECOMMENDATIONS:

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 Zone Amending Bylaw No. 7111-2014 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, along with the information required a Subdivision application.

DISCUSSION:

a) Background Context:

Applicant:	Damax Consultants Ltd
Owner:	Maple Industries Ltd
Legal Description:	Parcel G (Reference Plan 1387), except that portion on Plan LMP38552, of the SE ¼ Section 16, Township 12, NWD
OCP:	
Existing:	Urban Residential, Conservation
Proposed:	Urban Residential, Conservation
Zoning:	
Existing:	RS-3 (One Family Rural Residential)
Proposed:	R-1 (Residential District)
Surrounding Uses:	
North:	Use: Park
	Zone: RS-3 (One Family Rural Residential)
	Designation: Conservation
South:	Use: Single Family Residential, Park
	Zone: R-3 (Special Amenity Residential District), CD-1-93 (Amenity Residential District), RS-3 (One Family Rural Residential)
	Designation: Urban Residential, Conservation
East:	Use: Single Family Residential
	Zone: RS-1b (One Family Urban (Medium Density) Residential, and Under application 2012-023-RZ for P-6 (future Fire Hall site)
	Designation: Urban Residential, Park
West:	Use: Park
	Zone: RS-3 (One Family Rural Residential)
	Designation: Conservation
Existing Use of Property:	Rural Single Family Residential
Proposed Use of Property:	Single Family Residential
Site Area:	5.950 ha. (14.7ac)
Access:	112 Avenue and continuation of 238 Street
Servicing requirement:	Urban Standard

b) Background:

This rezoning application was received in January 2012 for a proposed townhouse development to be zoned RM-1 (Townhouse Residential). In a report to Council for first reading dated February 6, 2012, the Planning Department did not support the development proposal because it conflicted with the neighbouring single family houses and was not supported by the Official Community Plan policies. At the Council meeting of February 14, 2012, Council denied first reading of Maple Ridge Zone Amending Bylaw No. 6897 - 2012. At the Council Workshop meeting of February 20, 2012, Council approved a resolution to reconsider the application at the next Council meeting. At the Council meeting of February 28, 2012, Council reconsidered the application and deferred Bylaw No. 6897 - 2012 pending further analysis of the site.

In 2014 a revised development plan was submitted for single family residential development. The original bylaw was cancelled, and the new Zone Amending Bylaw No. Bylaw 7111 - 2014 has been prepared to rezone the developable portion of the site to R-1 (Residential District) for approximately 16 lots.

c) Site Characteristics:

The subject site is located in the Cottonwood area at the northwest corner of 112 Avenue and a future continuation of 238 Street. The majority of the site is designated Conservation and a narrow strip of land on the east side of the lot between the top-of-bank of Horseshoe Creek and the east property line is designated Urban Residential. Northeast of the site there is a single row of RS-1b zoned lots on the west side of 238 Street with steep slopes down to Horseshoe Creek in the rear. This revised development proposal will continue that pattern south to 112 Avenue. Single detached dwellings are also located south of 112 Avenue. The lands north and west of the site are dedicated park land for Conservation purposes. The future Fire Hall/Park site is to be located east of this site.

There is a 6 metre wide road dedication adjacent to the east property line which currently has a pedestrian trail through it. Additional road dedication would be required to construct 238 Street through to 112 Avenue. 112 Avenue terminates in a cul-de-sac southwest of the site, and will not be extended to the west across the Horseshoe Creek ravine.

The clay slopes in the Cottonwood area are known to have significant slope stability problems, and evidence of instability has been noted in the area. Both loading and unloading (cutting and filling) associated with development can cause substantial changes to the stability of these slopes. Detailed geotechnical and environmental assessments will be required to establish the setback requirements for geotechnical and watercourse/slope protection on this site.

The Fire Department is in the process of developing the plans for a new Fire Hall on the site to the east, 23863 112 Avenue (Appendix A). Therefore, it is not yet known what the site requirements will be for their site: including site coverage, building locations, environmental setbacks, and road requirements. The interface with adjacent properties and any implications can not be determined at this time.

At this time the current application has been assessed to determine its compliance with the Official Community Plan and provide a land use assessment only. Detailed review and comments will need to be made once full application packages have been received. A more detailed analysis and a further report will be required prior to Second Reading. Such assessment may impact proposed lot

boundaries and yields, Official Community Plan designations and Bylaw particulars, and may require application for further development permits.

d) Project Description:

The proposed development application has been revised to rezone the developable portion of the site to R-1 (Residential District) for approximately 16 lots fronting onto 238 Street, which will be constructed to a collector road standard. The balance of the site will be dedicated as Park for the protection of the steep slopes and watercourses.

At this time the current application has been assessed to determine its compliance with the Official Community Plan (OCP) and provide a land use assessment only. Detailed review and comments will need to be made once full application packages have been received. A more detailed analysis and a further report will be required prior to Second Reading. Such assessment may impact proposed lot boundaries and yields, OCP designations and Bylaw particulars, and may require application for further development permits.

e) Planning Analysis:

Official Community Plan:

The subject site is currently designated Urban Residential and Conservation. The proposed development of single family lots to be zoned R-1 is consistent with the Neighbourhood Residential category, and is consistent with single family housing forms in the surrounding neighbourhood. It is expected that once complete information is received an OCP Amendment may be required to adjust the Conservation boundary.

Zoning Bylaw:

The current application proposes to rezone the property located at 23791 112 Avenue from RS-3 (One Family Rural Residential) to R-1 (Residential District) to permit a future subdivision of approximately 16 lots. Any variations from the requirements of the proposed zone will require a Development Variance Permit application.

Development Permits:

Pursuant to Section 8.9 of the OCP, a Watercourse Protection Development Permit application is required for all developments and building permits within 50 metres of the top of bank of all watercourses and wetlands. The purpose of the Watercourse Protection Development Permit is to ensure the preservation, protection, restoration and enhancement of watercourse and riparian areas.

Pursuant to Section 8.10 of the OCP, a Natural Features Development Permit application is required for all development and subdivision activity or building permits for:

- All areas designated Conservation on Schedule “B” or all areas within 50 metres of an area designated Conservation on Schedule “B”, or on Figures 2, 3 and 4 in the Silver Valley Area Plan;
- All lands with an average natural slope of greater than 15 %;
- All floodplain areas and forest lands identified on Natural Features Schedule “C”

to ensure the preservation, protection, restoration and enhancement of the natural environment and for development that is protected from hazardous conditions.

Development Information Meeting:

A Development Information Meeting is not required for this application as there are less than 25 lots proposed and it is in compliance with the OCP.

f) Interdepartmental Implications:

In order to advance the current application, after First Reading, comments and input will be sought from the various internal departments and external agencies listed below:

- a) Engineering Department;
- b) Operations Department;
- c) Fire Department;
- d) Parks Department;
- e) School District; and
- f) Canada Post.

The above list is intended to be indicative only and it may become necessary, as the application progresses, to liaise with agencies and/or departments not listed above.

This application has not been forwarded to the Engineering Department for comments at this time; therefore, an evaluation of servicing requirements has not been undertaken. We anticipate that this evaluation will take place between First and Second Reading.

g) Early and Ongoing Consultation:

In respect of Section 879 of the *Local Government Act* for consultation during an Official Community Plan amendment, it is recommended that no additional consultation is required beyond the early posting of the proposed OCP amendments on the City's website, together with an invitation to the public to comment.

h) Development Applications:

In order for this application to proceed the following information must be provided, as required by Development Procedures Bylaw No. 5879-1999 as amended:

1. An OCP Application (Schedule A);
2. A complete Rezoning Application - single family (Schedule B);
3. A Watercourse Protection Development Permit Application (Schedule F);
4. A Natural Features Development Permit Application (Schedule G);
5. A Subdivision Application.

The above list is intended to be indicative only, other applications may be necessary as the assessment of the proposal progresses.

CONCLUSION:

It is expected that once complete information is received, Maple Ridge Zone Amending Bylaw No.7111-2014 will be amended and an OCP Amendment to adjust the Conservation boundary may be required.

The proposed layout has not been reviewed in relation to the relevant bylaws and regulations governing subdivision applications. Any subdivision layout provided is strictly preliminary and must be approved by the City of Maple Ridge's Approving Officer.

"Original signed by Ann Edwards"

Prepared by: Ann Edwards, CPT
Senior 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 Jim Rule"

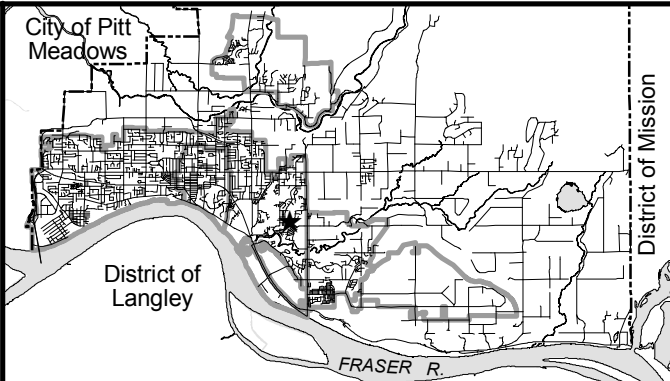
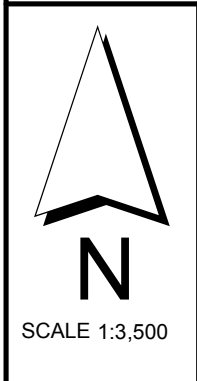
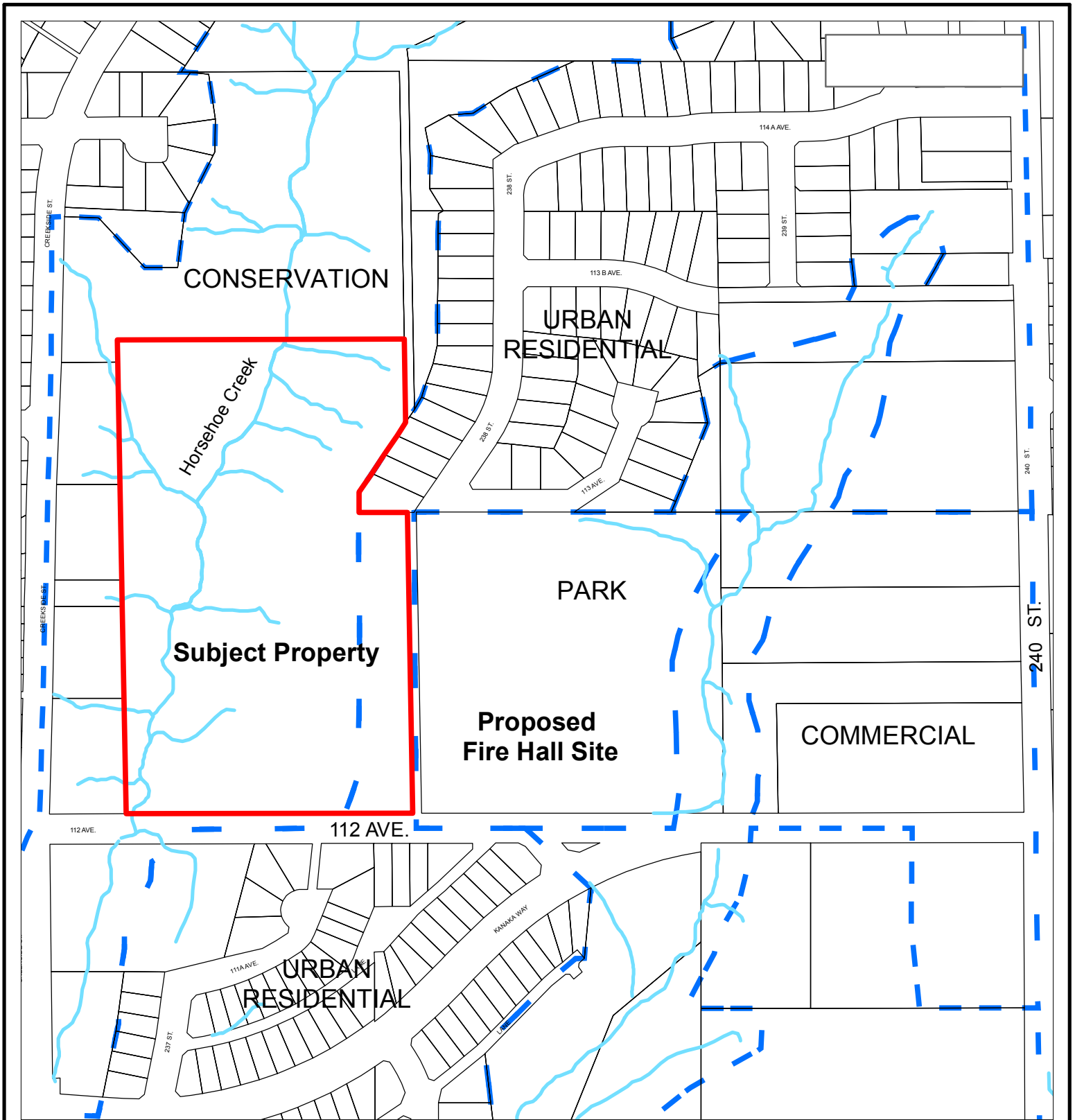
Concurrence: J. L. (Jim) Rule
Chief Administrative Officer

The following appendices are attached hereto:

Appendix A – Subject Map

Appendix B – Zone Amending Bylaw No. 7111 - 2014

Appendix C – Proposed Subdivision Plan

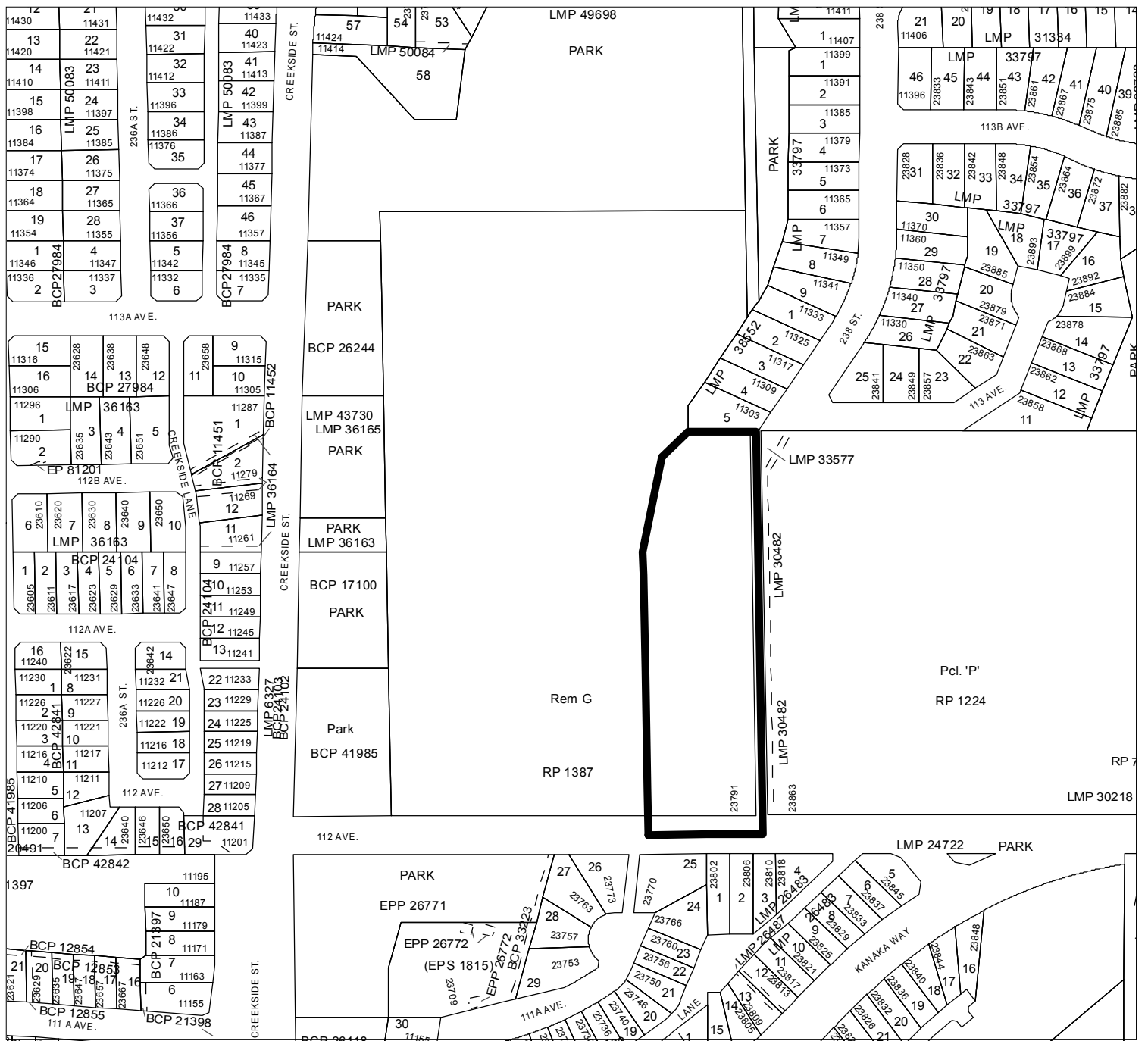


23791-112 Ave



**CORPORATION OF
THE DISTRICT OF
MAPLE RIDGE**
PLANNING DEPARTMENT

DATE: Feb 3, 2012 2012-004-RZ BY: DT



MAPLE RIDGE ZONE AMENDING

Bylaw No. 7111-2014

Map No. 1626

From: RS-3 (One Family Rural Residential)

To: R-1 (Residential District)



SCALE 1:3,000

Rem Pcl G
Ref Plan 1387

Park
48490.3 m²
(4.85 ha)

R-1 LOTS
371 m²
MINIMUM 12m X 24m

5
Plan LMP38552

25
Plan LMP33797

24

113th Avenue

238th Street

DATE: OCTOBER 3, 2014
PAPER SIZE: 17"x11"

SCALE 1 : 750

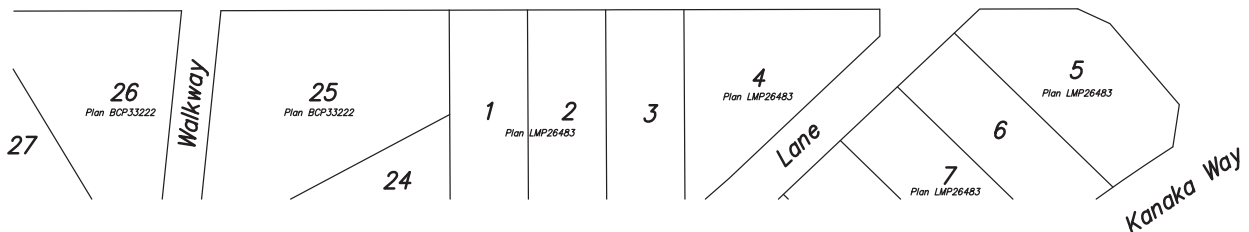


Pcl P
Ref Plan 1224

PROPOSED 16 LOT
SUBDIVISION PLAN

112th Avenue

Part
Pcl P
94.3 m²





City of Maple Ridge

TO: His Worship Mayor Ernie Daykin
and Members of Council
FROM: Chief Administrative Officer
SUBJECT: First Reading
Maple Ridge Zone Amending Bylaw No. 7115-2014
12420 Ansell Street

MEETING DATE: October 20, 2014
FILE NO: 2014-091-RZ
MEETING: C of W

EXECUTIVE SUMMARY:

An application has been received to rezone the subject property, located at 12420 Ansell Street, from RS-3 (One Family Rural Residential) to RS-2 (One Family Suburban Residential) to allow for a two lot subdivision. To proceed further with this application additional information is required as outlined below.

RECOMMENDATIONS:

That Zone Amending Bylaw No. 7115-2014 be given first reading; and

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

DISCUSSION:

a) Background Context:

Applicant:	Rob Jeeves
Owner:	R. and E. Hayden
Legal Description:	Lot 78, Section 22, Township 12, New Westminster District Plan 43885
OCP:	
Existing:	Estate Suburban Residential
Proposed:	No Change
Zoning:	
Existing:	RS-3 (One Family Rural Residential)
Proposed:	RS-2 (One Family Suburban Residential)
Surrounding Uses:	
North:	Use: Single Family Residential
	Zone: RS-2 (One Family Suburban Residential)
	Designation: Estate Suburban Residential

South:	Use:	Single Family Residential
	Zone:	RS-3 (One Family Rural Residential)
	Designation:	Agricultural
East:	Use:	Single Family Residential
	Zone:	RS-3 (One Family Rural Residential)
	Designation:	Agricultural
West:	Use:	Single Family Residential
	Zone:	RS-2 (One Family Suburban Residential)
	Designation:	Estate Suburban Residential
Existing Use of Property:		Single Family Residential
Proposed Use of Property:		Single Family Residential
Site Area:		0.81 ha (2 acres)
Access:		Ansell Street and 124 Avenue
Servicing requirement:		Rural Standard

b) Site Characteristics:

The subject property is located on the northeast corner of Ansell Street and 124 Avenue (see Appendix A). The site is relatively flat with an existing home on the western half of the property, with the eastern half that is mainly covered with trees.

c) Project Description:

The applicant is proposing to rezone the property from RS-3 (One Family Rural Residential) to RS-2 (One Family Suburban Residential) to allow for a two-lot subdivision. The applicant is proposing to maintain the existing home on the western lot.

At this time the current application has been assessed to determine its compliance with the Official Community Plan (OCP) and provide a land use assessment only. Detailed review and comments will need to be made once full application packages have been received. A more detailed analysis and a further report will be required prior to Second Reading. Such assessment may impact proposed lot boundaries and yields, OCP designations and Bylaw particulars, and may require application for further development permits.

d) Planning Analysis:

Official Community Plan:

The subject property is designated *Estate Suburban Residential* in the OCP, which allows for single detached and two-family residential housing, generally on 0.4 ha (1 acre) lots. Areas designated Estate Suburban Residential are located outside the Urban Area Boundary, but are within the Fraser Sewer Area, or on property where sewer services have already been connected.

This application is in compliance with the policies of the OCP.

Zoning Bylaw:

The current application proposes to rezone the subject property from RS-3 (One Family Rural Residential) to RS-2 (One Family Suburban Residential) (see Appendix B) to permit a two-lot subdivision. The existing home will remain on the western lot (see Appendix C).

Any variations from the requirements of the proposed zone will require a Development Variance Permit application.

Development Permits:

A Development Permit is not required for this single family two-lot rezoning and subdivision application.

Advisory Design Panel:

This application is not required to go to the Advisory Design Panel, as it is for a two lot single family development.

Development Information Meeting:

A Development Information Meeting is not required for this application as there is no amendment to the OCP and it is proposing less than 25 dwelling units.

e) Interdepartmental Implications:

In order to advance the current application, after first reading, comments and input, will be sought from the various internal departments and external agencies listed below:

- a) Engineering Department;
- b) Operations Department;
- c) Licenses, Permits and Bylaws Department;
- d) Fire Department;
- e) Agricultural Land Commission; and
- f) Canada Post.

The above list is intended to be indicative only and it may become necessary, as the application progresses, to liaise with agencies and/or departments not listed above.

This application has not been forwarded to the Engineering Department for comments at this time; therefore, an evaluation of servicing requirements has not been undertaken. We anticipate that this evaluation will take place between first and second reading.

f) Development Applications:

In order for this application to proceed the following information must be provided, as required by Development Procedures Bylaw No. 5879-1999 as amended:

1. A complete Rezoning Application (Schedule B); and
2. A Subdivision Application.

The above list is intended to be indicative only, other applications may be necessary as the assessment of the proposal progresses.

CONCLUSION:

The development proposal is in compliance with the OCP, therefore, it is recommended that Council grant first reading subject to additional information being provided and assessed prior to second reading.

The proposed layout has not been reviewed in relation to the relevant bylaws and regulations governing subdivision applications. Any subdivision layout provided is strictly preliminary and must be approved by the City of Maple Ridge's Approving Officer.

"Original signed by Michelle Baski"

Prepared by: Michelle Baski, AScT
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"

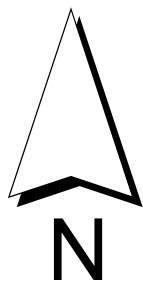
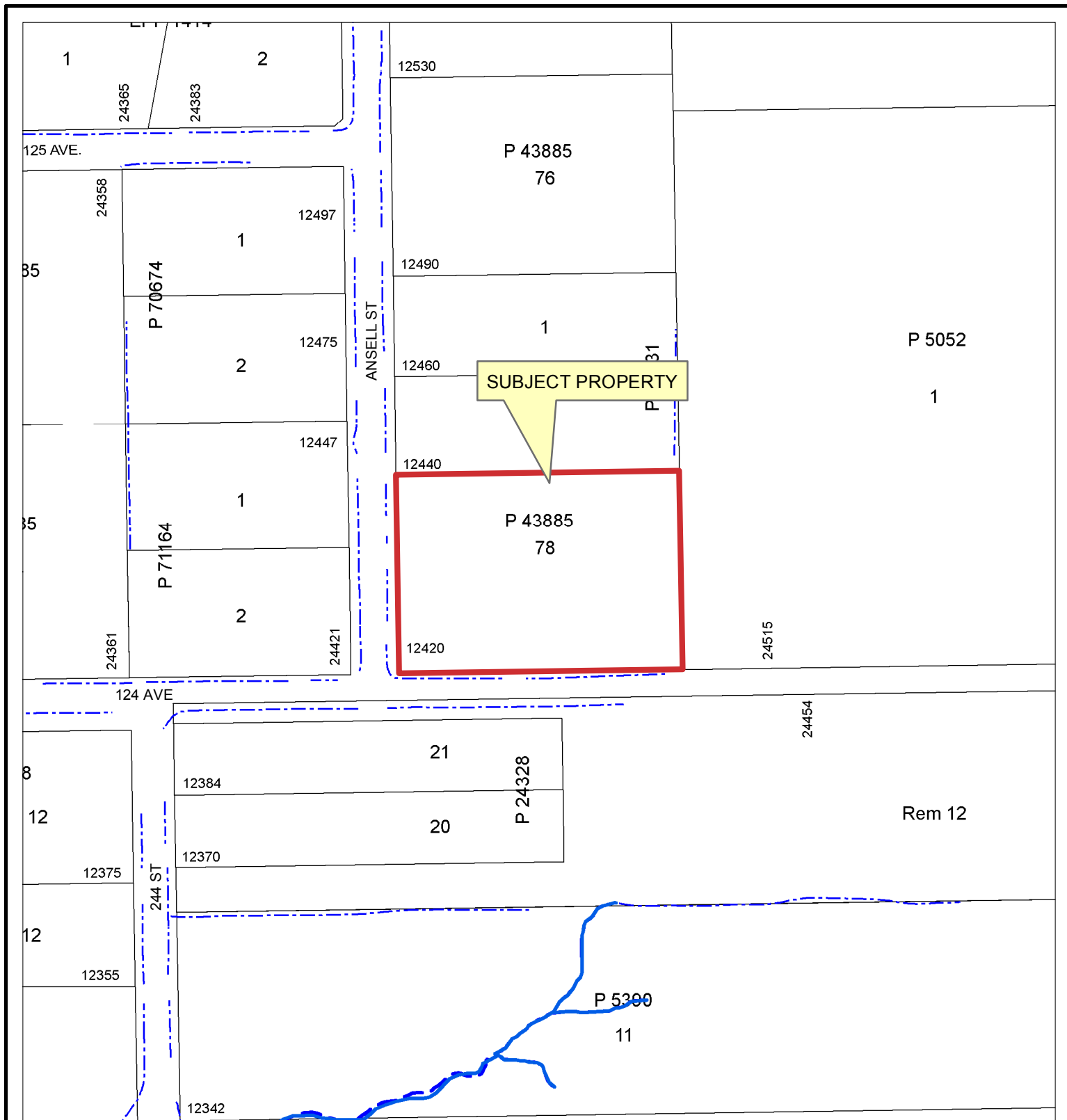
Concurrence: J. L. (Jim) Rule
Chief Administrative Officer

The following appendices are attached hereto:

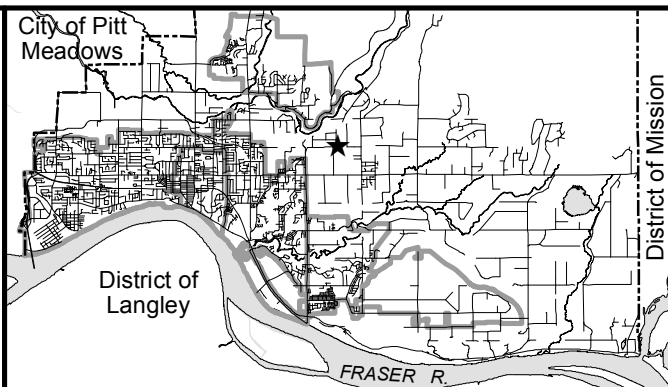
Appendix A – Subject Map

Appendix B – Zone Amending Bylaw No. 7115-2014

Appendix C – Proposed Subdivision Plan



Scale: 1:2,000



12420 ANSELL STREET



CITY OF MAPLE RIDGE
PLANNING DEPARTMENT

DATE: Sep 25, 2014 FILE: 2014-091-RZ BY: PC

BYLAW NO. 7115-2014

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

1. This Bylaw may be cited as "Maple Ridge Zone Amending Bylaw No. 7115-2014."

Lot 78 Section 22 Township 12 New Westminster District Plan 43885

and outlined in heavy black line on Map No. 1628 a copy of which is attached hereto and forms part of this Bylaw, is hereby rezoned to RS-2 (One Family Suburban 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 _____ 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_____

ADOPTED, the day of , 20

CORPORATE OFFICER



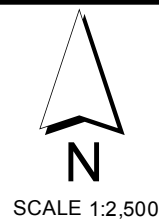
MAPLE RIDGE ZONE AMENDING

Bylaw No. 7115-2014

Map No. 1628

From: RS-3 (One Family Rural Residential)

To: RS-2 (One Family Suburban Residential)



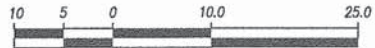
PROPOSED SUBDIVISION OF LOT 78 SEC.22 TP.12 N.W.D. PLAN 43885

B.C.G.S. 92G.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

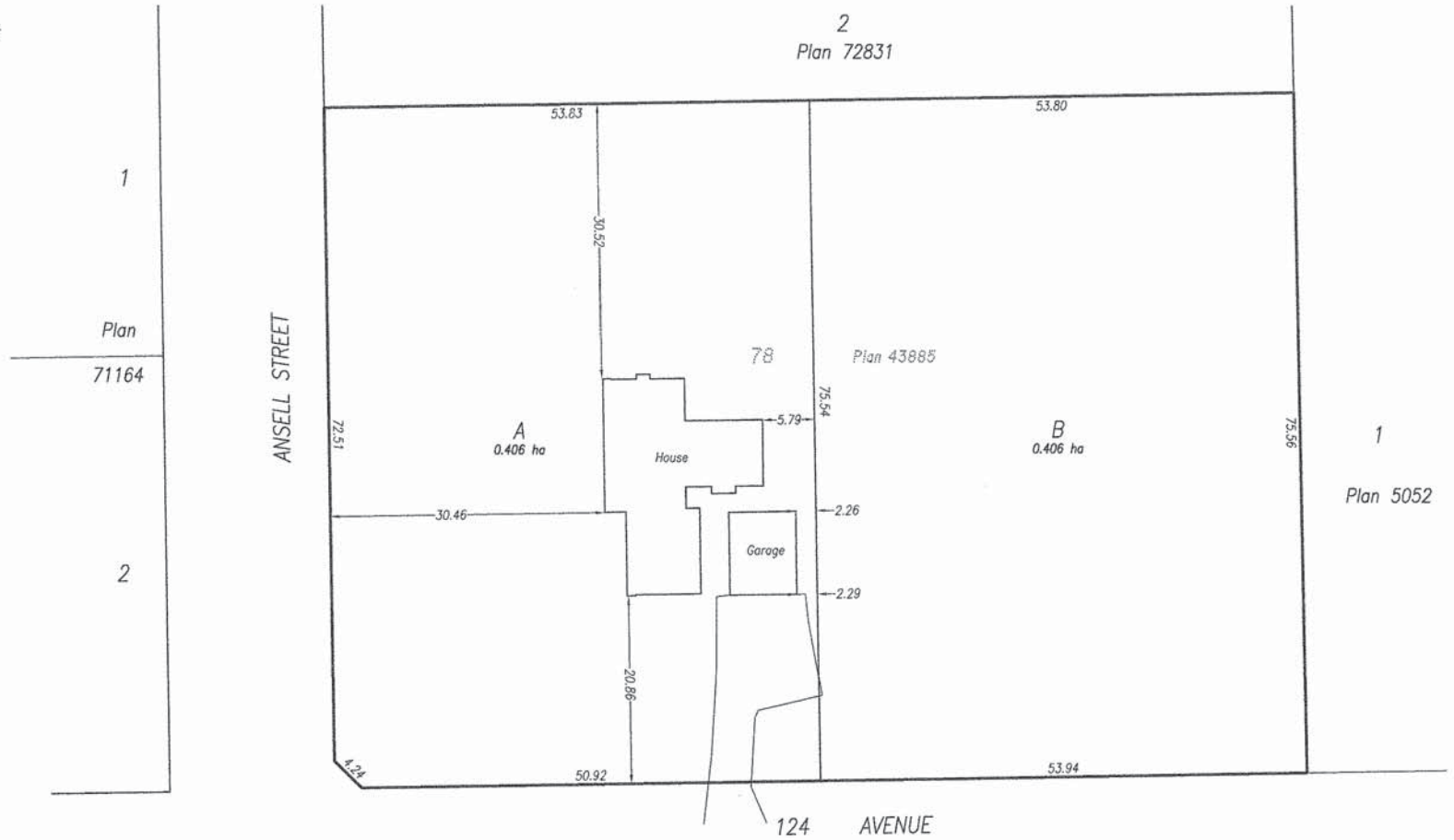


S.P. Wade

S.P. Wade, B.C.L.S.

DATE: AUGUST 20, 2014

Wade & Associates Land Surveying Ltd.
B.C. Land Surveyors
Maple Ridge and Mission
File: H2994-02 Phone 604-463-4753





City of Maple Ridge

TO: His Worship Mayor Ernie Daykin
and Members of Council
FROM: Chief Administrative Officer
SUBJECT: **Second Reading (Second Plan Revision)**
Maple Ridge Zone Amending Bylaw No.6969-2013
24108 104 Avenue and 10336 240A Street

MEETING DATE: October 20, 2014
FILE NO: 2012-119-RZ
MEETING: C of W

EXECUTIVE SUMMARY:

An application has been received to rezone the subject properties located at 24108 104 Avenue and 10336 240A Street (see Appendix A), from RS-3 (One Family Rural Residential) and RS-2 (One Family Suburban Residential) to RM-1 (Townhouse Residential), to permit a future development of 97 townhouse units. The proposed RM-1 (Townhouse Residential) zoning complies with the Official Community Plan (OCP).

This application received first reading for Zone Amending Bylaw No. 6969 - 2013 on February 12, 2013. Consideration for second reading of the zone amending bylaw was deferred at the July 22, 2014 Council meeting due to concerns that all of the units had a tandem parking configuration. In response to these concerns, the applicant's architect modified the development proposal by reducing the number of units from 104 to 99, and by changing 25 units to have a double car garage. The revised proposal was deferred by Council on August 26, 2014 with the following resolution:

That application 2012-119-RZ be deferred for return with a four week time period.

As a result of the second deferral, the applicant has made further changes to the project design related to parking garages. The latest plan proposes 97 townhouse units, 30 of which have a double car garage. Additionally, the new proposal has added 120 additional parking spaces by providing functional driveway aprons. Of the additional parking spaces provided, 92 are longer parking spaces to accommodate large vehicles such as a GMC Sierra. The additional parking spaces have resulted in 23 units having a total of four parking spaces per unit, 54 units with a total of three parking spaces per unit, and 19 units with two spaces per unit. Overall, there are now 314 parking spaces for the proposed development that requires 214 parking spaces.

In comparison to the original development proposal considered on July 22, 2014, the applicant has increased the number of double car garage units from 0 to 30; has increased the number of extra parking spaces not required by bylaw from 0 to 120 (92 of which are over sized for large vehicles); and has decreased the number of units from 104 to 97.

RECOMMENDATIONS:

1. That Maple Ridge Zone Amending Bylaw No. 6969 - 2013 be given second reading, and be forwarded to Public Hearing; and
2. 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. Consolidation of the development site;
 - iv. 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;
 - v. Registration of a Cross Access Easement Agreement at the Land Title Office;
 - vi. Registration of a Restrictive Covenant at the Land Title Office protecting the Visitor Parking;
 - vii. Removal of the existing buildings; and
 - viii. 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:	Nordel Homes Ltd. (Amar Bains)
Owners:	Guards Capital Group (Corp. Inc No. 0547954) Gurjeet Dhindsa Surinder Dhindsa
Legal Description:	Lot: 4, Section: 3, Township: 12, Plan: 9393 Lot: 19, Section: 3, Township: 12, Plan: BCP36407
OCP:	
Existing:	Medium Density Residential
Zoning:	
Existing:	RS-2 (One Family Suburban Residential), and RS-3 (One Family Rural Residential)
Proposed:	RM-1 (Townhouse Residential)

Surrounding Uses:

North:	Use:	Vacant
	Zone:	RS-3 (One Family Rural Residential)
	Designation:	Institutional
South:	Use:	Park, Single Family Residential
	Zone:	RS-3 (One Family Rural Residential) and RS-2 (One Family Suburban Residential)
	Designation:	Conservation, Medium Density Residential
East:	Use:	Single Family Residential
	Zone:	RS-3 (One Family Rural Residential)
	Designation:	Medium Density Residential
West:	Use:	Single Family Residential
	Zone:	R-3 (Special Amenity Residential District)
	Designation:	Medium Density Residential
Existing Use of Property:		Single Family Residential
Proposed Use of Property:		Multi-Family Residential
Access:		104 Avenue, 240A Street
Servicing:		Urban Standard
Companion Applications:		2012-119-DP
Site Area:		2.3 Hectares (5.68 Acres)

b) Project Description:

The proposed townhouse development is comprised of 18 buildings with between four and seven attached units (see Appendix D). The project is proposed to develop over four phases, starting from the 104 Avenue frontage and working southwards and westwards. Two vehicle access points are proposed for the development, at 104 Avenue and 240A Street. The 104 Avenue entrance will be shared with the townhouse development to the west, and a cross access easement is required to allow residents of both developments to enter and exit across the adjacent property.

Since the application's second deferral at the August 26, 2014 Council meeting, the project architect has modified the project design to reduce the unit yield by two and convert five additional units to have a double car garage, for a total of 30 double car garage units. Driveway aprons have been added to buildings 2-7, 11, 13, 15, 17 and 18 (10 buildings in total). All but one building has driveway aprons and a total of only 8 units including double car and tandem arrangements are without an apron. Additionally, the seven buildings that had driveway aprons in the August 2014 plans have been lengthened from 5.5 metres (18.5 ft) to 6.1 metres (20 ft). The applicant has illustrated that a GMC Sierra vehicle will fit into these longer parking spaces. Visitor parking spaces are distributed throughout the development to reduce the visual impact of these parking areas, and to provide close proximity parking options for all buildings.

All 97 units have been designed with buildings that are three storeys in height. Both an indoor and outdoor amenity spaces are included in the site design. A two storey amenity unit is located in

building 3 that will include an outdoor patio space and a picnic table. The common outdoor activity area is located in the northwestern area of the subject properties behind buildings 3, 5 and 11. The outdoor space will include a children's playground space with benches for seating nearby. The surrounding area will be landscaped with trees and grass to provide shade and informal play areas.

A spring, which connects to Spencer Creek further south, is located on the subject properties. This spring will be enhanced with a replanting plan and incorporated into the overall design of the development.

c) Planning Analysis:

Official Community Plan:

The subject properties are located within the Albion Area Plan, and are subject to the regulations as outlined in the Official Community Plan. The Area Plan designates the property *Medium Density Residential* which allows for a range of housing styles and densities, including townhouses. The proposed rezoning to RM-1 (Townhouse Residential) is in compliance with the regulations of the Official Community Plan.

Zoning Bylaw:

The applicant is proposing to rezone the subject properties from RS-2 (One Family Suburban Residential) and RS-3 (One Family Rural Residential) to RM-1 (Townhouse Residential), to permit the construction of 97 townhouse units (see Appendix B). The proposed development meets the required setbacks from all of the property lines; however, an increase to the maximum building height has been requested (see Appendix D).

Proposed Variances:

A Development Variance Permit application has been received for this project and involves the following relaxation:

1. *Maple Ridge Zoning Bylaw No. 3510 - 1985*, Part 6, Section 602, Subsection 7, item a), to increase the height from 10.5 metres and 2.5 storeys to 11 metres and 3 storeys.

The requested variance to the RM-1 (Townhouse Residential) will be the subject of a future report to Council.

Off-Street Parking and Loading Bylaw:

The proposed development has 97 townhouse units, which requires two parking spaces per dwelling unit, and 20 visitor parking spaces according to the *Maple Ridge Off-Street Parking and Loading Bylaw No. 4350-1990*. Based on these requirements, the development is required to include 194 residential parking spaces and 20 visitor parking spaces. This latest version of the development proposal includes 294 off-street parking spaces, as well as 20 visitor parking spaces.

With the latest revision to the plans, the number of units with a tandem garage has been further reduced from 74 units to 67 units, and 30 units now have a double car garage. Each double car garage is 5.9 metres (19.3 ft) in length and width. Two sample garage configurations are attached as Appendix E. There are 89 units with additional parking on the driveway apron beyond the bylaw requirements, which is a substantial increase from 13 such units in the August 2014 proposal, and no such units in the original proposal. The length of these aprons ranges from 4.9 metres (16 ft) to 6.1 metres (20 ft), and the width is 2.7 metres (8.9 ft). In the revised development proposal presented in this report, the applicant has increased the minimum length of the driveway apron space for 92 of the townhouse units, thus accommodating a large vehicle such as a GMC Sierra. In total, 23 units have a total of four parking spaces, 54 units have a total of three parking spaces, and 19 units have two spaces.

Development Permits:

The subject properties are adjacent to Spencer Creek and contains isolated slopes with grades exceeding 25% . A Watercourse Protection and Natural Features Development Permit are required for the preservation, restoration and enhancement of the natural environment of the watercourse areas and of the natural features on the site. A security will be taken as a condition of the issuance of the Development Permit to ensure that the Development Permit Area Guidelines are met.

Pursuant to Section 8.7 of the Official Community Plan, a Multi-Family Development Permit application is required to ensure the current proposal enhances existing neighbourhoods with compatible housing styles that meet diverse needs, and minimize potential conflicts with neighbouring land uses. Accordingly, prior to the issuance of a Building Permit, the Development Permit must be reviewed and approved. Adherence of this project to the Development Permit Guidelines of this permit will be the subject of a future report to Council.

Advisory Design Panel:

The Advisory Design Panel reviewed the form and character of the proposed townhouse development and the landscaping plans at a meeting held on December 10, 2013. Following presentations by the project Architect and Landscape Architect, the Advisory Design Panel resolved that:

The application be supported and the following concerns be addressed as the design develops and submitted to Planning staff for follow-up:

- *Consider continuing the perimeter trail around building 7 or more to the north to eliminate a dead end;*
- *Consider barrier free access to central amenity area;*
- *Consider better series of connections for the pedestrian walkway;*
- *Consider a continuous sidewalk at the main vehicle entrance;*
- *Provide details of site entry features;*
- *Consider architectural treatment to more visible ends of the buildings;*
- *Consider the surface treatment at unit entries;*
- *Better consideration to be taken at the termination of building finishes;*

- *Consider glass panels in the entry doors or garage doors;*
- *Consider matching styles of windows on each elevation;*
- *Provide architectural character with trellis or roof skirts on the building elevations facing amenities area;*
- *Provide pedestrian and roadway lighting details; and*
- *Provide more prominence to north access to amenity area.*

The ADP concerns have been addressed and the architectural plans have been revised. This information will be summarized in the future Development Permit report to Council.

Development Information Meeting:

A Development Information Meeting was held at Albion Elementary on June 11, 2014. In total, seven people attended the information meeting. A summary of the comments and discussions with the attendees was provided by the applicant and include the following concerns:

1. Construction noise and traffic
2. Increased amount of traffic on 240A Street and 103 Avenue; and
3. Increased parking on 240A Street and 103 Avenue

The following are provided in response to the issues raised by the public:

1. The applicant will be required to adhere to the Noise Bylaw and provide a construction traffic management through the Highway Use Permit.
2. A Traffic Impact Assessment has been prepared by Creative Transportation Solutions, which states that at the busiest hour of the day, the proposed development is estimated to generate up to 63 vehicle trips. This level of traffic demand is equivalent to one vehicle movement on average every minute.
3. The required number of resident and visitor parking spaces have been provided within the townhouse site.

d) Environmental Implications:

A Watercourse Protection Development Permit and a Natural Features Development Permit are required for the proposed development. The applicant has provided an enhancement and replanting plan for the existing parkland to the south of the subject properties prepared by Envirowest Consultants Inc. The Environmental Consultant has advised that invasive plants, including Himalayan blackberry and yellow archangel along the southern property line and riparian area adjacent to Spencer Creek will be removed by the applicant through the development permit application approval process. Enhancement of the riparian area will consist of the addition of native trees, shrubs and ground cover. Existing native plants in the riparian area will be conserved, and enhancement plantings will be integrated with existing vegetation. Approximately 6657 m² (1.6 acres) of riparian area will be enhanced.

Additionally, the applicant's Environmental Consultant, Envirowest Consultants Inc., reports that flows from the spring located in the northeastern corner of the southern lot will be maintained.

Flows will be directed via a landscaped gravel swale into an inlet structure and then to a constructed infiltration trench. This will ensure that flows from the spring will still contribute to Spencer Creek. The area around the conserved spring will be extensively landscaped. An area of approximately 874 m² (9400 ft²) will be enhanced via the addition of native and ornamental plants.

Lastly, Envirowest Consultants Inc. proposes to construct a rain garden in the northeast corner of the subject properties. The channel section of the rain garden will be constructed with gravel, cobble and boulders. Native vegetation including shrubs, ferns and grasses, will be planted in a band on the banks and perimeter the rain garden. The rain garden and plantings will occupy a total area of 145 m² (1560 ft²) (see Appendix G), and will contribute to the onsite stormwater management through biofiltration and infiltration.

e) Traffic Impact:

As the subject properties are located within 800 metres of a Lougheed Highway intersection, a referral has been sent to the Ministry of Transportation and Infrastructure. Ministry approval of the Maple Ridge Zone Amending Bylaw No. 6969 - 2013 will be required as a condition of final reading. At this time, the Ministry has granted preliminary approval of the development application.

Furthermore, the applicant has submitted a Traffic Impact Assessment prepared by Creative Transportation Solutions. The report concludes that the proposed development is estimated to generate up to 63 vehicle trips during the weekday afternoon peak hour. This level of traffic demand is equivalent to one vehicle movement on average every minute, which is not considered significant from a traffic engineering point of view. The projected demand is also below the provincial threshold for triggering a full traffic impact study, which is 100 or more 'new' vehicle trips. Creative Transportation Solutions also concluded that the intersections at 104 Avenue and 240 Street can accommodate the projected site traffic and maintain the current level of service until the year 2017. Additionally, the report suggests changes to the operation of the intersection at 240 Street and 103 Avenue that the applicant may need to address with this application. This will be addressed in the Rezoning Servicing Agreement, as a condition of final reading.

f) Interdepartmental Implications:

Engineering Department:

The Engineering Department has reviewed the development proposal for the subject properties, and has determined that servicing improvements along 104 Avenue are required. These works and services will be secured through a Rezoning Servicing Agreement prior to final reading. The servicing improvements will require profile upgrades along 104 Avenue beyond the frontage of the subject properties.

Fire Department:

The Fire Department has reviewed the strata road circulation pattern in terms of emergency access and fire truck turning radii, and is satisfied with the development proposal. Detailed fire requirements will be provided through the Building Permit application process.

CONCLUSION:

Since Council's motion to defer the subject application at the August 26, 2014 Council meeting, the applicant has further modified the townhouse development proposal. The original proposal was for 104 townhouse units each with a tandem garage and did not provide any additional parking spaces on the driveway apron beyond the two spaces required by bylaw. The latest plans propose a total of 97 units, 30 of which have a double car garage and 67 which have a tandem garage. Additionally, the new proposal has added 120 additional parking spaces by providing longer driveway aprons. Of the additional parking spaces provided, 92 are longer parking spaces to accommodate large vehicles such as a GMC Sierra. The additional parking spaces have resulted in 23 units having a total of four parking spaces per unit, 54 units with a total of three parking spaces per unit, and 19 units with two spaces per unit.

The proposed townhouse development is in compliance with the Official Community Plan; therefore, it is recommended that second reading be given to Zone Amending Bylaw No. 6969-2013, and that application 2012-119-RZ 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"

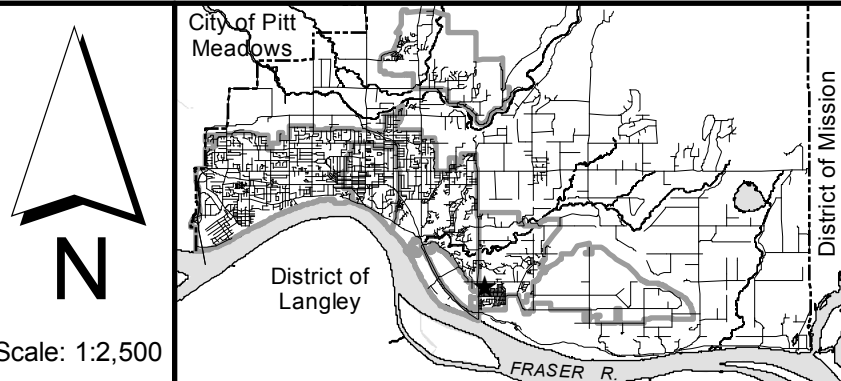
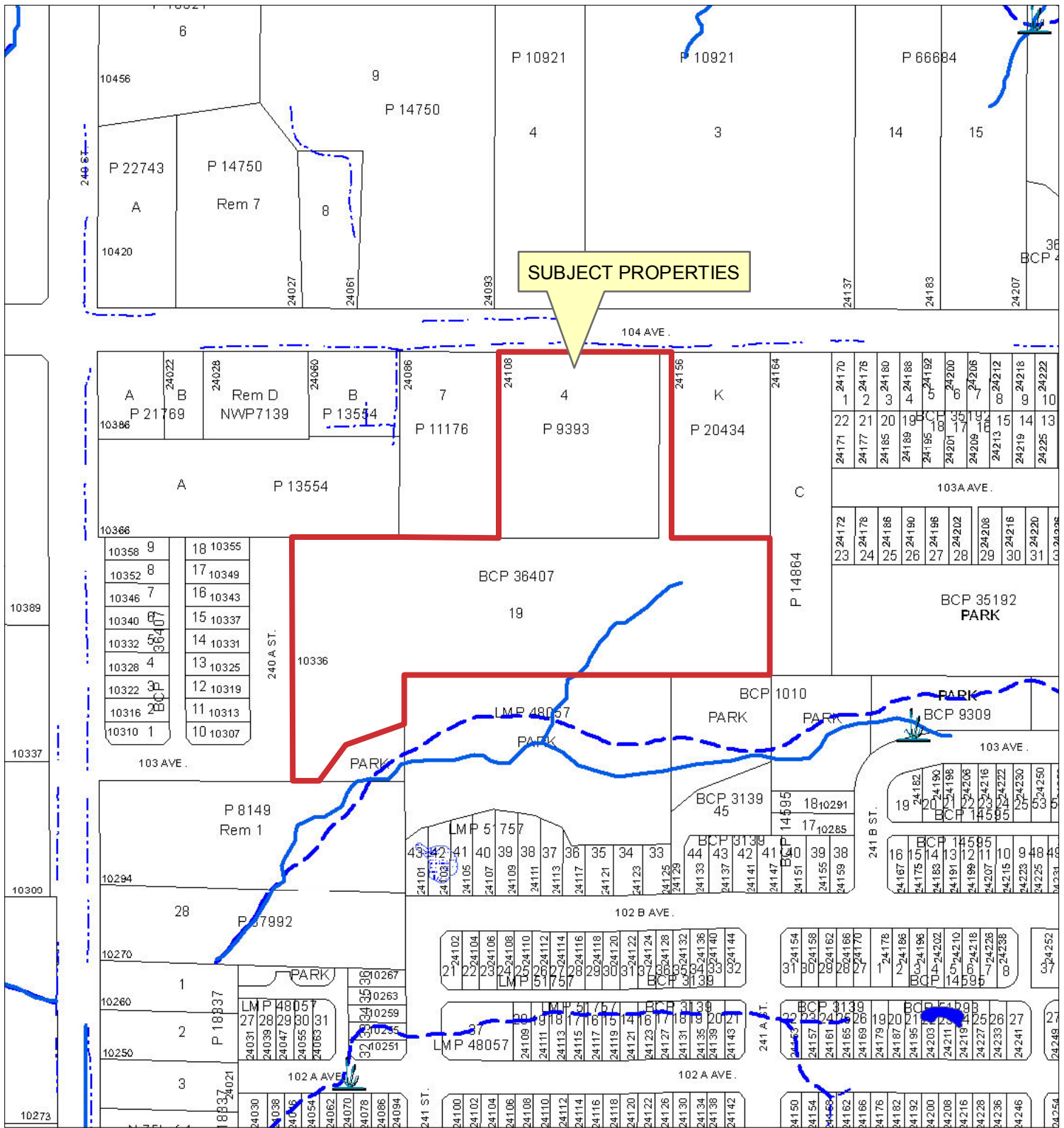
Approved by: Frank Quinn, MBA, P. Eng
GM: Public Works & Development Services

"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 – Zone Amending Bylaw No. 6969 – 2013
- Appendix C – Project Streetscape
- Appendix D – October 2014 Site Plan
- Appendix E – October 2014 Garage Configurations
- Appendix F – Original Building Elevation Plans
- Appendix G – Original Landscape Plans
- Appendix H – Developer's Design Rationale



10336 240A STREET &
24108 104 AVENUE



CORPORATION OF
THE DISTRICT OF
MAPLE RIDGE
PLANNING DEPARTMENT

CORPORATION OF THE DISTRICT OF MAPLE RIDGE

BYLAW NO. 6969-2013

**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 amended;

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 as "Maple Ridge Zone Amending Bylaw No. 6969-2013."
2. Those parcels or tracts of land and premises known and described as:

Lot 4 Section 3 Township 12 New Westminster District Plan 9393
 Lot 19 Section 3 Township 12 New Westminster District Plan BCP36407

and outlined in heavy black line on Map No. 1581 a copy of which is attached hereto and forms part of this Bylaw, are 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 12th day of February, A.D. 2013.

READ a second time the _____ day of _____, 20__.

PUBLIC HEARING held the day of , 20 .

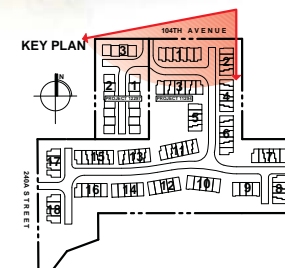
READ a third time the _____ day of _____, 20__.

APPROVED by the Minister of Transportation this day of , 20 .

RECONSIDERED AND FINALLY ADOPTED, the day of , 20 .

PRESIDING MEMBER

CORPORATE OFFICER

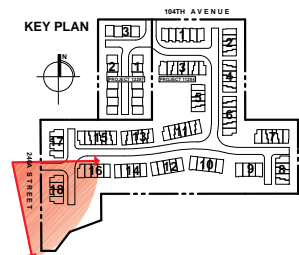


A-1.300





PERSPECTIVE ALONG 240A STREET - SECONDARY SITE ENTRANCE



INTEGRARCHITECTURE INC.
 416 WEST PENDER STREET
 VANCOUVER, BC V6B 1T5
 T 604.688.4220 F 604.688.4270
 info@integrarch.com
 www.integrarch.com
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(ARCHITECT SEAL)

(CLIENT)

Nordel Construction Ltd

(PROJECT)

Townhome
 Development
 24108 104th Avenue
 Maple Ridge, BC

(TITLE)

COLOURED
 PERSPECTIVE

11294 (PROJECT)

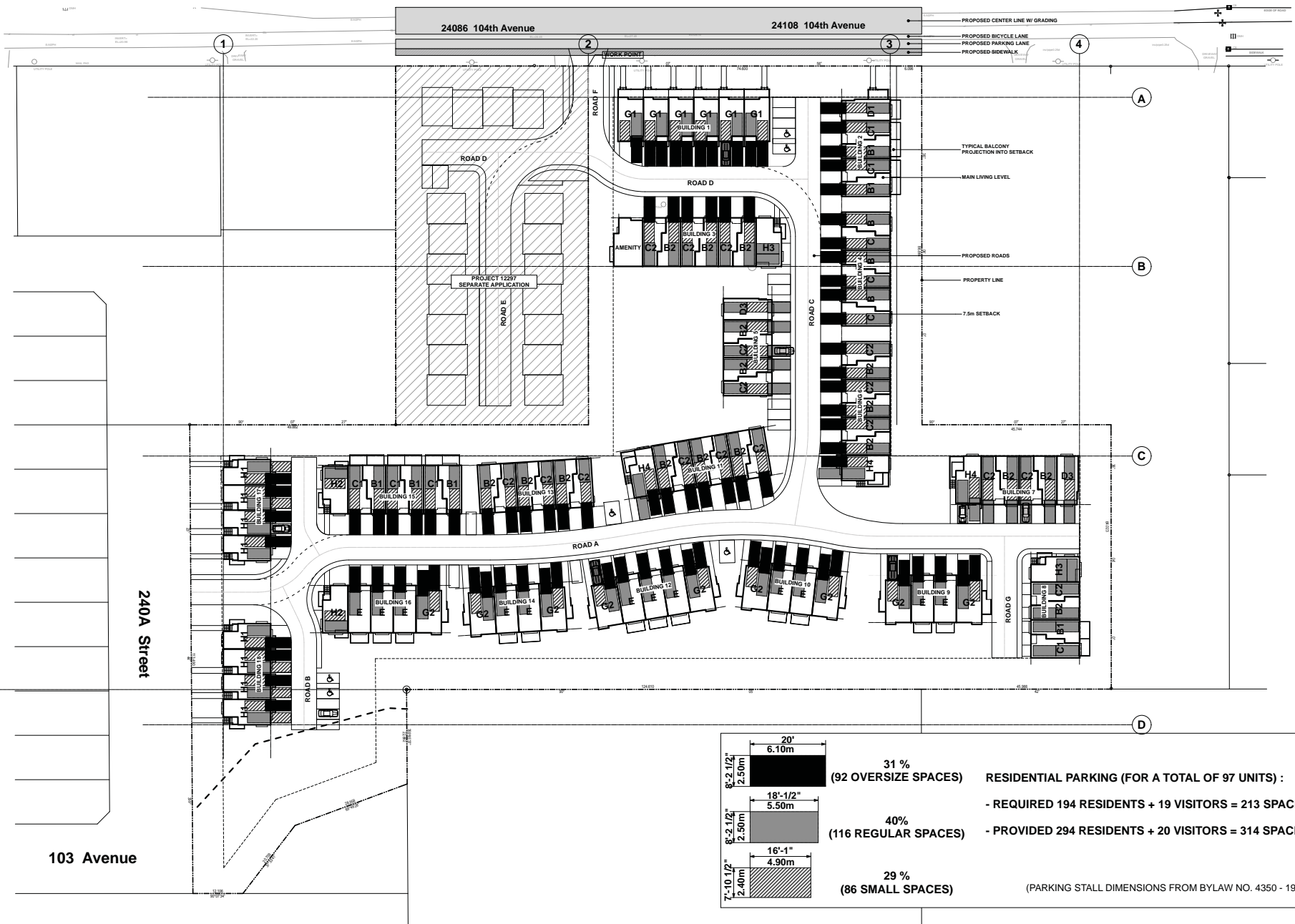
NTS (SCALE)

October 6, 2014 (DATE)

Draft (DRAWING)

(DRAWING)

A-1.320



INTEGRA ARCHITECTURE INC.

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VANCOUVER, BC V6B 1T5
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(ARCHITECT SEAL)

(CLIENT)

Nordel Construction Ltd

(PROJECT)

Townhome Development

24108 104th Avenue
Maple Ridge, BC

(TITLE)

PARKING

11294 (PROJECT)

1:400 (SCALE)

October 6, 2014 (DATE)

6 (SHEET)

(DRAWING)

A-1.005



INTEGRA ARCHITECTURE INC.

416 WEST PENDER STREET

VANCOUVER, BC V6B 1T5

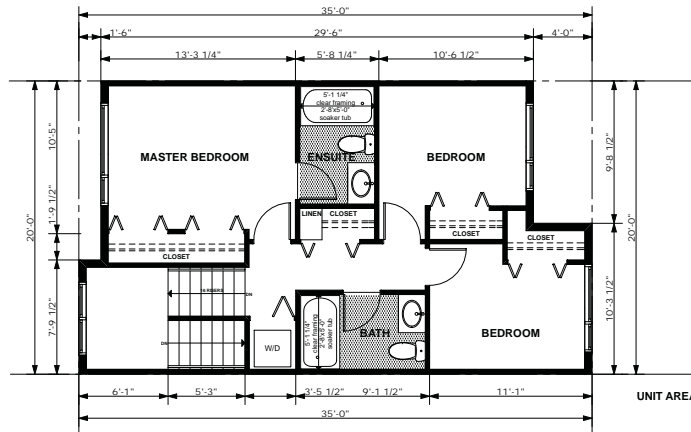
T 604.688.4220 F 604.688.4270

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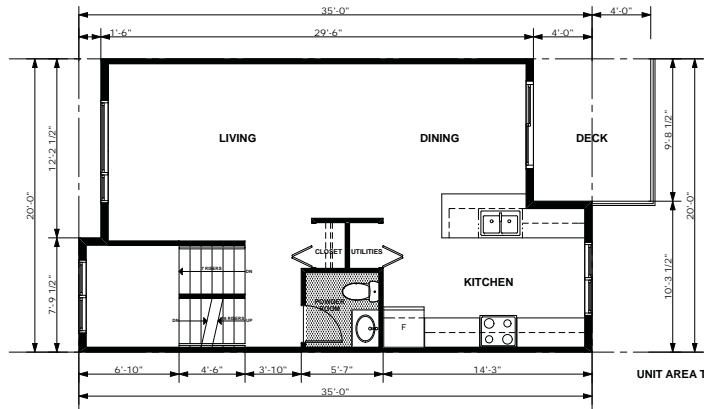
www.integra-arch.com

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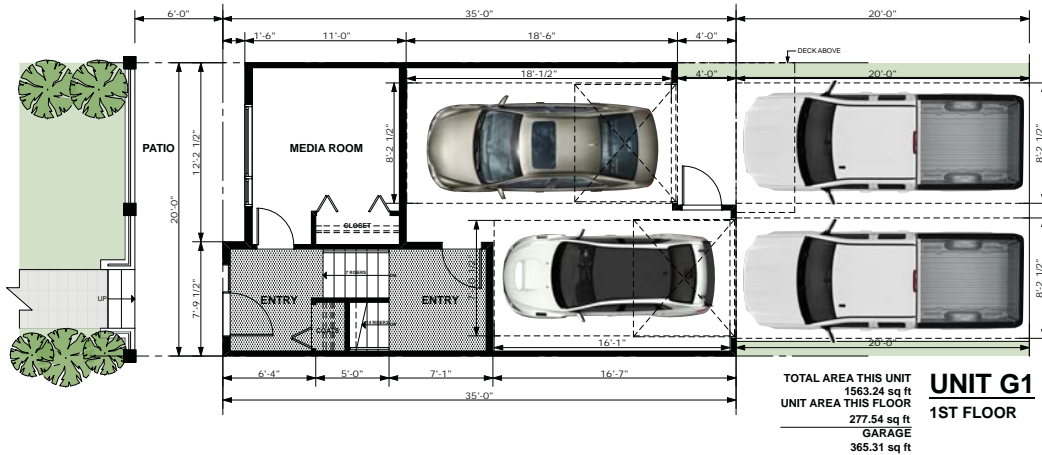
PROJECT SIGN



UNIT AREA THIS FLOOR 642.85 sq ft
UNIT G1
3RD FLOOR

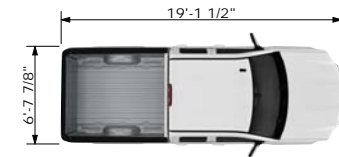


UNIT AREA THIS FLOOR 642.85 sq ft
UNIT G1
2ND FLOOR



TOTAL AREA THIS UNIT 1563.24 sq ft
UNIT AREA THIS FLOOR 277.54 sq ft
GARAGE 365.31 sq ft
UNIT G1
1ST FLOOR

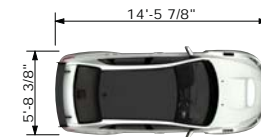
OVERSIZE PARKING SPACE :
GMC SIERRA



REGULAR PARKING SPACE :
TOYOTA CAMRY



SMALL PARKING SPACE :
SUBARU IMPREZA



(ARCHITECT SEAL)

(CLIENT)

NORDEL
CONSTRUCTION

(PROJECT)

TOWNHOUSE
DEVELOPMENT

24108 104th Avenue
Maple Ridge, BC CANADA

(TITLE)

UNIT G1

11294

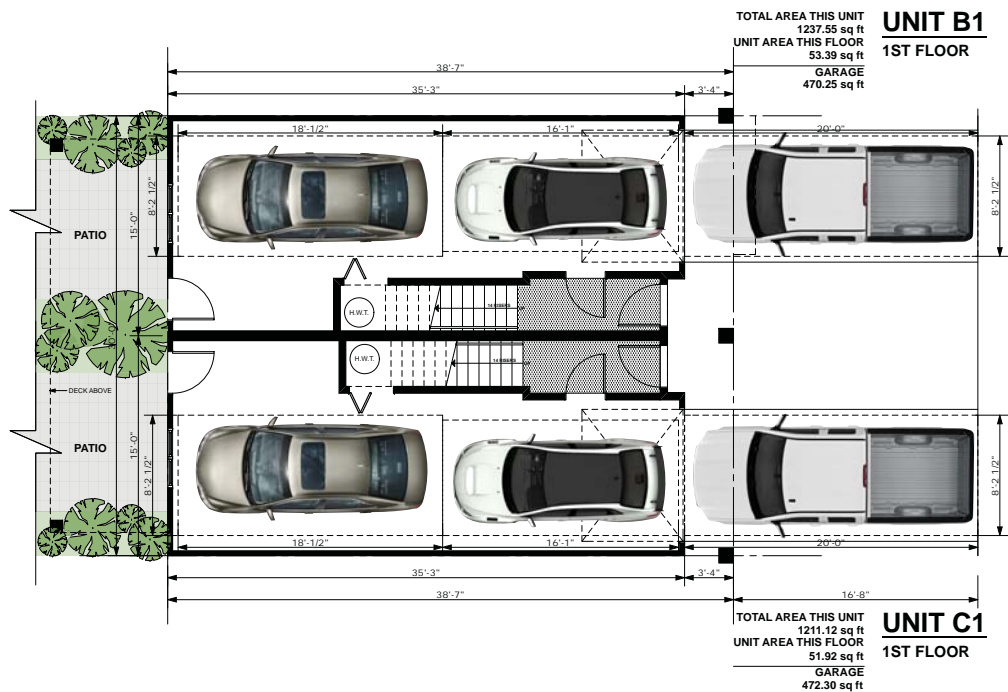
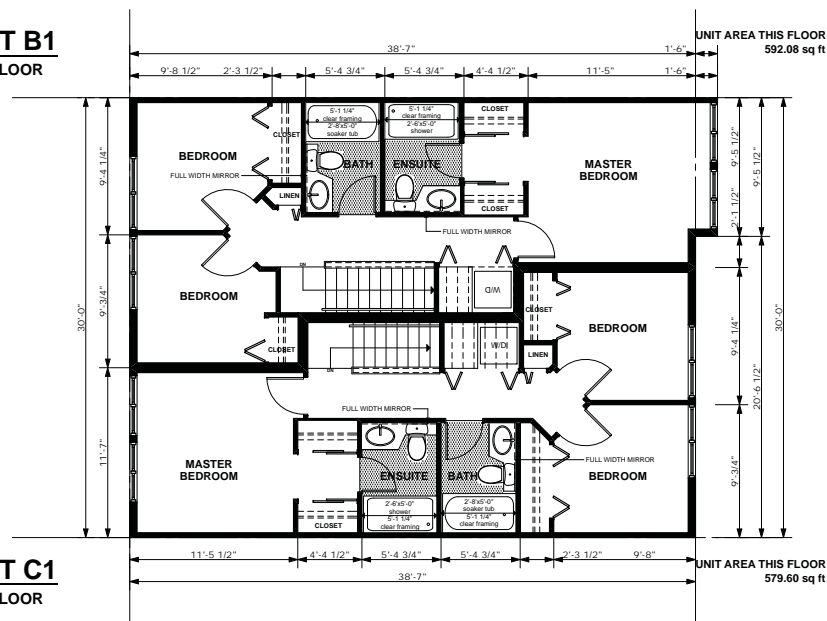
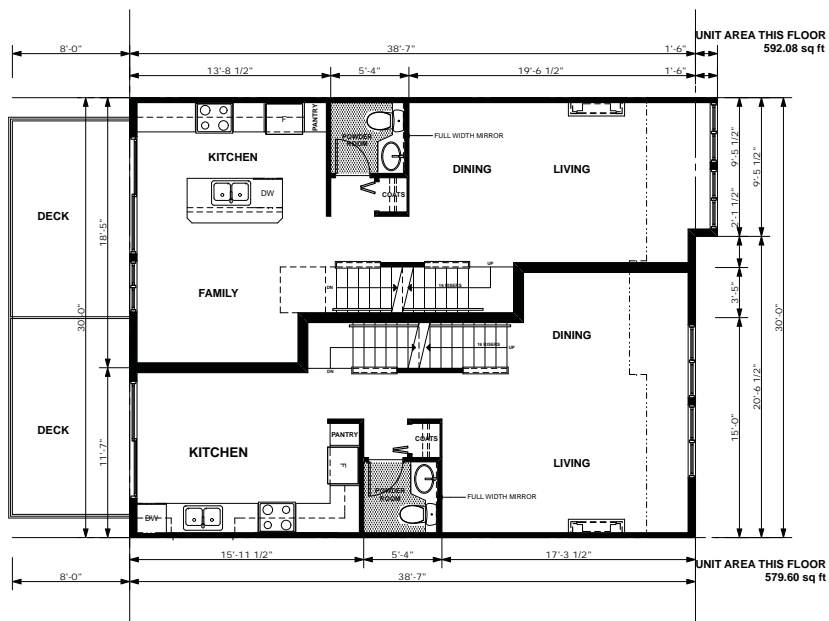
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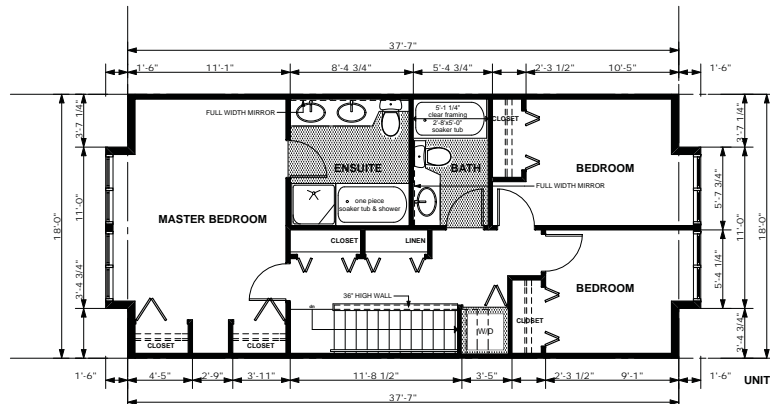
October 6, 2014

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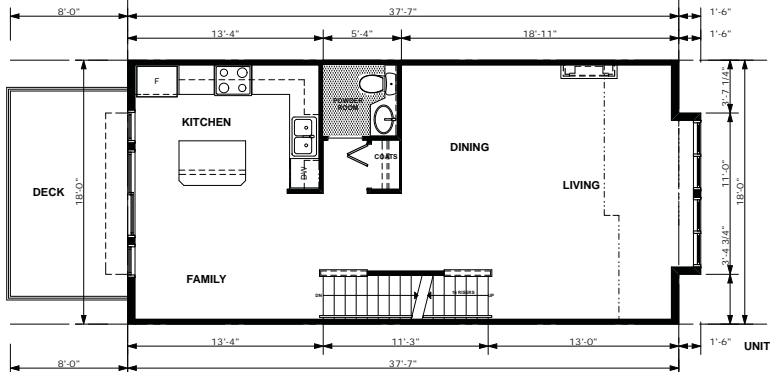
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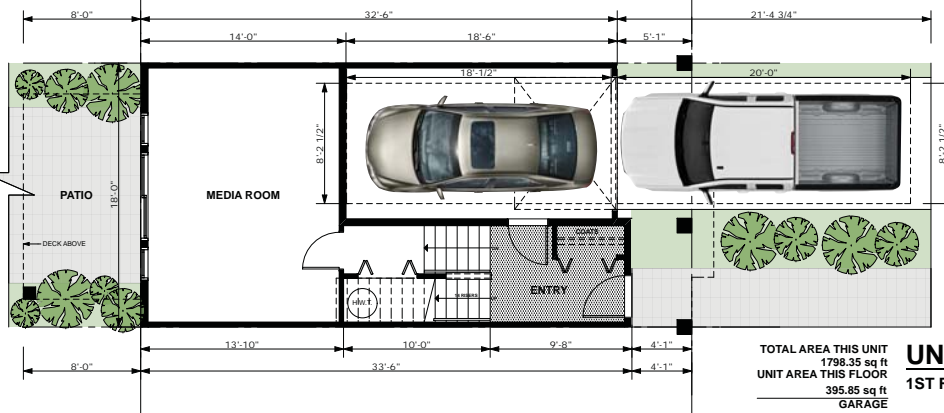




UNIT E
3RD FLOOR



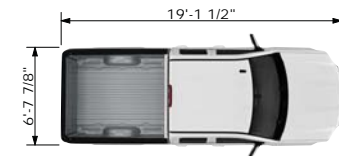
UNIT E
2ND FLOOR



UNIT E
1ST FLOOR



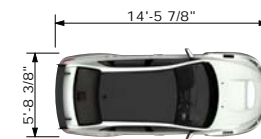
OVERSIZE PARKING SPACE :
GMC SIERRA



REGULAR PARKING SPACE :
TOYOTA CAMRY



SMALL PARKING SPACE :
SUBARU IMPREZA



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info@integra-arch.com
www.integra-arch.com

(CLIENT)
NORDEL CONSTRUCTION
(PROJECT)
TOWNHOUSE DEVELOPMENT
24108 104th Avenue
Maple Ridge, BC CANADA

(TITLE)
UNIT E
(PROJECT)
11294
1/4" = 1'-0"
October 6, 2014
6
(DRAWING)



INTEGRA ARCHITECTURE INC.

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ARCHITECTURE

CLIMATE

Nordel Construction Ltd

PROJECT

Townhome
Development
24108 104th Avenue
Maple Ridge, BC

DATE

COLOURED
ELEVATIONS

11294 PROJECT

1:100 SCALE

April 17, 2014 DATE

4 DRAWING

DATE

A-1.320



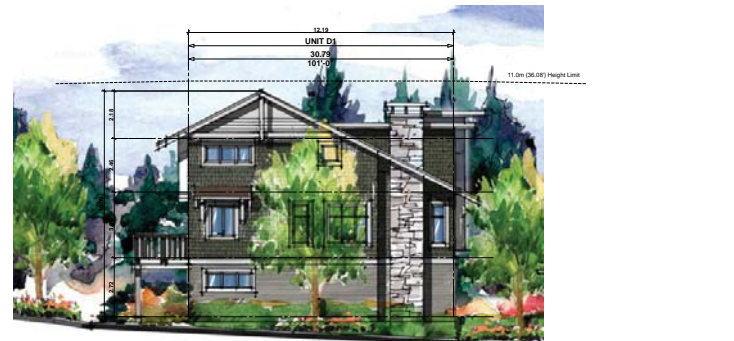
1 BUILDING 2 - WEST ELEVATION - INTERIOR STREET



2 BUILDING 2 - SOUTH ELEVATION



3 BUILDING 2 - EAST ELEVATION



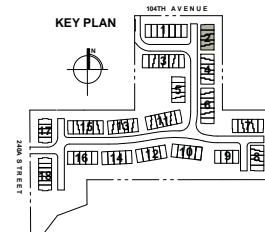
4 BUILDING 2 - NORTH ELEVATION

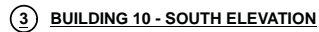
5 MATERIAL & COLOUR LEGEND SK-2 GREEN

Colour	Manufacturer	Colour to match... Reference No.	Elements
Grey / Brown	Midway	Norwegian 10 Midnight Black	Laminated asphalt shingles @ sloped roofs
Beige	Gemtek	Pebble	Vinyl siding @ 2nd, 3rd, floors exterior walls
Light green	Gemtek	Canyon Clay	Vinyl siding @ 2nd, 3rd, floors exterior walls
Beige	Gemtek	Wicker	Vinyl siding @ 2nd, 3rd, floors exterior walls
Beige	Gemtek	Storm	Vinyl siding @ 2nd, 3rd, floors exterior walls
White	Vinyl	White	Vinyl windows w/ matching finishing & window trim
White	Benjamin Moore	OC 64 Pure white	Wood trim @ windows, handpainted @ bay windows, decorative brackets/bars @ unit entry roof overhangs

Black	Gemtek	Snow White	4 panel perforated aluminum gutters @ all other walls locations sloped walls, all at balcony overhangs at garage elevations
White	Makin Metals Ltd.	Makin White	Flashing @ white windows and handpainted locations only
Black	Makin Metals Ltd.	Black	Flashing @ flat and sloped roofs
Beige	Shaw Brick	Southwest	Shaw Stone Thin Veneer Pro-Fill Ledgerstone @ Columns at selected unit entry locations
Black	SUPERMEL Powder Coatings	P4100-61885 Midnight Blue	Aluminum / glass railing @ balconies
White	Gemtek Aluminum Colors	White	Downspouts, gutters
Beige	Shaw Brick	Southwest	Shaw Stone Thin Veneer Pro-Fill Ledgerstone @ fireplace elements at selected locations

Grey	Gemtek	Windward Smoke	Vinyl shingles (sape roof shingles) @ 2nd, 3rd floors exterior walls
Green	Gemtek	Mountain Moss	Vinyl shingles (sape roof shingles) @ 2nd, 3rd floors exterior walls
Red	Gemtek	Venarian Red	Vinyl shingles (sape roof shingles) @ 2nd, 3rd floors exterior walls
White	Benjamin Moore	OC 64 Pure white	Hardie/Panel Vertical Siding @ sloped roofs

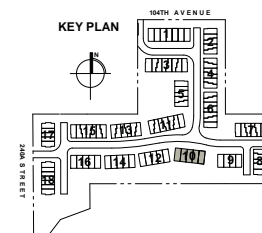
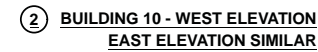




⑤ MATERIAL & COLOUR LEGEND
SK-3 RED

●	White	Genick	Snow White	4 panel perforated aluminum soffits (if all other soffits locate outside soffits, use of ballows, overlap at gargoyle elevations)
●	White	Main Metallic Blue	Main White	Flashing ① white windows and handrails ② locations only
●	Black	Main Metallic Blue	Black	Flashing ① flat and sloped roofs
●	Blue	Shaw Pink	Shaw Pink	Shaw Stone Thin Veneer Pro-Fill Ledgestones ① Columns as selected suit every location
●	Black	SUPERMEL Powder Coatings	P4100-H1855 Mauve Black	Aluminum / glass railing ① balconies
●	White	Genick Aluminum Colours	White	Downspouts, gutters
●	Blue	Shaw Black	Southwest	Shaw Stone Thin Veneer Pro-Fill Ledgestones ① Downspouts

●—M1		Gentek	Windward Smoke	Vinyl shingles (cape cod shingle) @ 2nd, 3rd floors exterior walls
●—M2		Gentek	Moonlit Moss	Vinyl shingles (cape cod shingle) @ 2nd, 3rd floors exterior walls
●—M3		Gentek	Venetian Red	Vinyl shingles (cape cod shingle) @ 2nd, 3rd floors exterior walls
●—M4		Benjamin Moore	OC 64 Pure white	HardiPanel® Vertical Siding @ sloped roofs





INTEGRA ARCHITECTURE INC.

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www.integra-arch.com

DESIGN: INTEGRITY, THE DESIGN AND CONSTRUCTION OF A BETTER WORLD
ARCHITECTURE, INC. 2017-2018 10th Avenue, Maple Ridge, BC V2X 2Y4
PROJECT NO. 17-001

ARCHITECTURE

COLORS

Nordel Construction Ltd

17-001-001

Townhome
Development
24106 104th Avenue
Maple Ridge, BC

17-001-002

**COLOURED
ELEVATIONS**

11294 17-001-001

1:100 17-001-002

April 17, 2014 17-001-003

4 17-001-004

17-001-005

A-1.340



1 BUILDING 17 - WEST ELEVATION - 240A STREET



3 BUILDING 17 - EAST ELEVATION - INTERIOR STREET



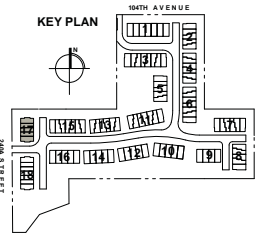
4 BUILDING 17 - NORTH ELEVATION
SOUTH ELEVATION SIMILAR

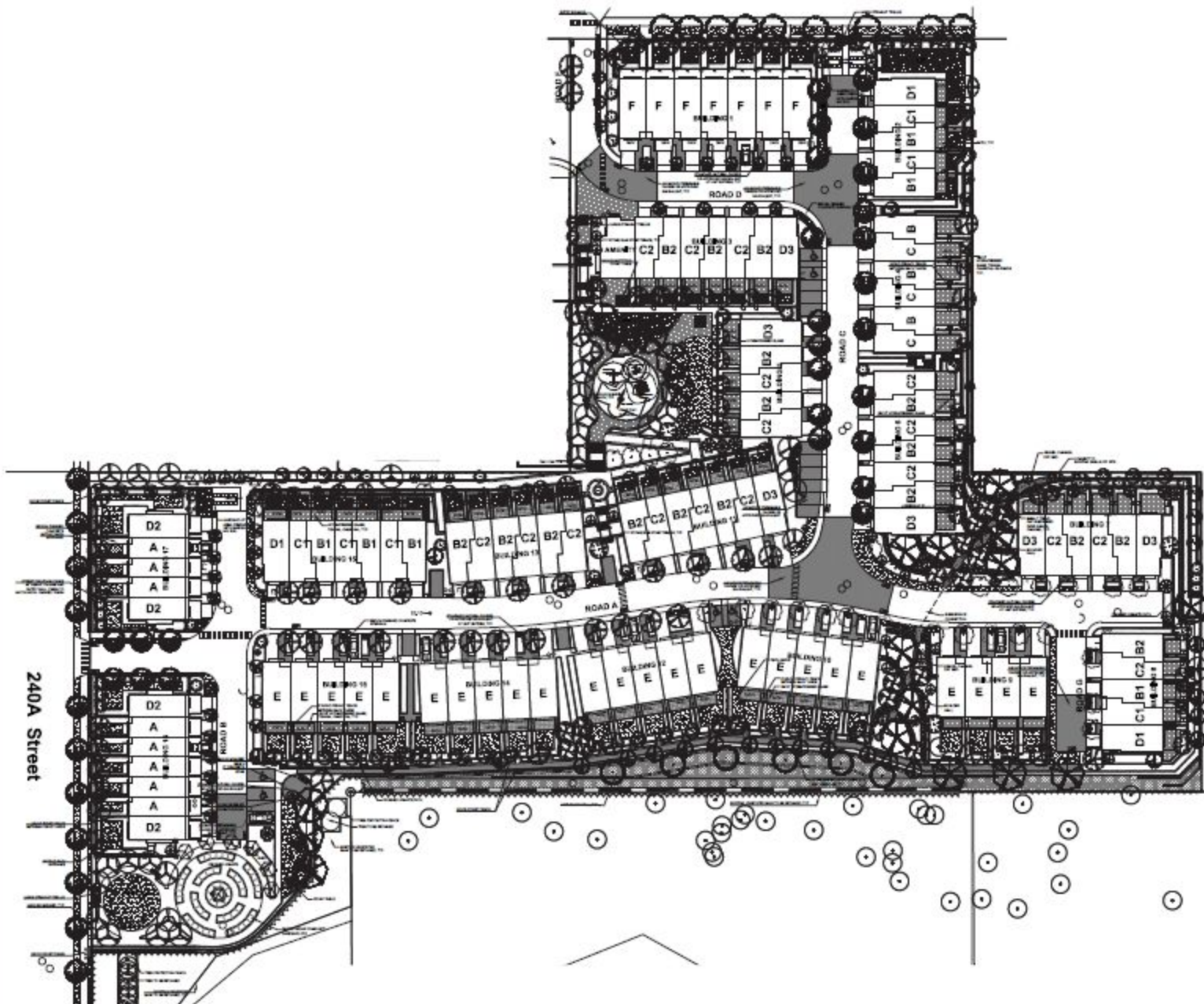
5 MATERIAL & COLOUR LEGEND
SK-1 GREY

Colour	Manufacturer	Colour to match... Reference No.	Elements
Grey / Brown	Makro	Norwegian 10 Midnight Black	Laminated asphalt shingles to sloped roofs
Blue	Gemtek	Pebble	Vinyl siding to 2nd, 3rd, floors exterior walls
Light green	Gemtek	Canyon Clay	Vinyl siding to 2nd, 3rd, floors exterior walls
Blue	Gemtek	Wicker	Vinyl siding to 2nd, 3rd, floors exterior walls
Blue	Gemtek	Storm	Vinyl siding to 2nd, 3rd, floors exterior walls
White	Vinyl	White	Vinyl shingles w/ matching flashing & window trim
White	Benjamin Moore	OC 64 Pure white	Wood trim to windows, hardpanel to bay windows, decorative brackets/bars to unit entry roof overhangs

White	Gemtek	Snow White	4 panel perforated aluminum walls to all other walls locations-sloped walls, all at balcony overhangs at garage elevations
White	Makin Metals Ltd.	Makin White	Flashing to white windows and hardpanel locations only
Black	Makin Metals Ltd.	Black	Flashing to flat and sloped roofs
Blue	Shaw Brick	Southwest	Shaw Stone Thin Veneer Pro-Fill Ledgerstone to columns at selected unit entry locations
Black	SUPERMEL Powder Coatings	P4100-61885 Matte Black	Aluminum / glass railing to balconies
White	Gemtek Aluminum Colors	White	Downspouts, gutters
Blue	Shaw Brick	Southwest	Shaw Stone Thin Veneer Pro-Fill Ledgerstone to fireplace elements at selected locations

Grey	Gemtek	Windward Smoke	Vinyl shingles (sloped roof shingles) to 2nd, 3rd floors exterior walls
Green	Gemtek	Mountain Moss	Vinyl shingles (sloped roof shingles) to 2nd, 3rd floors exterior walls
Red	Gemtek	Vermont Red	Vinyl shingles (sloped roof shingles) to 2nd, 3rd floors exterior walls
White	Benjamin Moore	OC 64 Pure white	Hardie/Panel Vertical Siding to sloped roofs





PLANT SCHEDULE	PLANT NAME	PLANT SIZE	PLANT QUANTITY
1	ACORN OAK	1.5M HT	10
2	ACORN OAK	1.5M HT	10
3	ACORN OAK	1.5M HT	10
4	ACORN OAK	1.5M HT	10
5	ACORN OAK	1.5M HT	10
6	ACORN OAK	1.5M HT	10
7	ACORN OAK	1.5M HT	10
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96	ACORN OAK	1.5M HT	10
97	ACORN OAK	1.5M HT	10
98	ACORN OAK	1.5M HT	10
99	ACORN OAK	1.5M HT	10
100	ACORN OAK	1.5M HT	10



City of Maple Ridge

TO: His Worship Mayor Ernie Daykin
and Members of Council
FROM: Chief Administrative Officer
SUBJECT: **Second Reading**
Maple Ridge Zone Amending Bylaw No.7074-2014
21434 121 Avenue

MEETING DATE: October 20, 2014
FILE NO: 2014-023-RZ
MEETING: C of W

EXECUTIVE SUMMARY:

An application has been received to rezone the subject property, located at 21434 121 Avenue, from RS-1b (One Family Urban (Medium Density) Residential) to R-1 (Residential District), to permit a future subdivision into two single family lots. This application is in compliance with the Official Community Plan (OCP) and received first reading for Zone Amending Bylaw No. 7074-2014 on May 13, 2014.

RECOMMENDATIONS:

1. That Maple Ridge Zone Amending Bylaw No. 7074-2014 be given second reading, and be forwarded to Public Hearing; and
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. 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.

DISCUSSION:

a) Background Context:

Applicant:	Jonathan Craig
Owners:	Jonathan Craig
Legal Description:	Lot "F" District Lot 245 Group 1 New Westminster District Plan 21461
OCP:	
Existing:	Urban Residential
Zoning:	
Existing:	RS-1b (One Family Urban (Medium Density) Residential)
Proposed:	R-1 (Residential District)
Surrounding Uses	
North:	Use: Single Family Residential Zone: RS-1 (One Family Urban Residential) Designation: Urban Residential
South:	Use: Elementary School (Glenwood) Zone: P-1 (Park and School) Designation: Institutional
East:	Use: Single Family Residential Zone: RS-1 (One Family Urban Residential) Designation: Urban Residential
West:	Use: Single Family Residential Zone: RS-1 (One Family Urban Residential) Designation: Urban Residential
Existing Use of Property:	Vacant
Proposed Use of Property:	Residential
Site Area:	0.13 ha (0.32 acres)
Access:	121 Avenue
Servicing:	Urban Standard
Companion Application:	2014-023-SD

b) Project Description:

The subject property is located on the south side of 121 Avenue, and is approximately 0.13 ha (0.32 acres) in size. The subject property is currently vacant and is bound by single family residential properties to the north, west, and east, with Glenwood Elementary to the south (see Appendix A). The subject property is flat with some vegetation around the perimeter of the property. The applicant proposes to rezone the subject property from RS-1b (One Family Urban (Medium Density)

Residential) to R-1 (Residential District) to permit future subdivision into two single family residential lots.

c) Planning Analysis:

Official Community Plan:

The OCP designates the property *Urban Residential*, and is subject to the *Major Corridor* infill policies of the OCP. These policies require that development be compatible with the surrounding neighborhood, 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-1 (Residential District) is in conformance with the *Urban Residential* designation and infill policies.

Zoning Bylaw:

The current application proposes 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 two lots (see Appendix C).

Development Permits:

A Form and Character Development Permit is not required for this single family residential development.

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.

Development Information Meeting:

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.

d) Environmental Implications:

The subject property is located within the Fraser River Escarpment area, where stormwater must be directed to Municipal storm sewer, as per Council Policy 6.23. The applicant should retain as many of the existing trees as possible on the perimeter of the subject property.

e) Traffic Impact:

The subject property is within 800 metres of a controlled intersection of the Lougheed Highway, therefore, a referral was sent to the Ministry of Transportation and Infrastructure, and granted

Preliminary Approval on June 17, 2014, for one year, pursuant to section 52(3)(a) of the Transportation Act.

f) Interdepartmental Implications:

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.

CONCLUSION:

As this application is in compliance with the OCP, it is recommended that second reading be given to Maple Ridge Zone Amending Bylaw No. 7074-2014, and that application 2014-023-RZ be forwarded to Public Hearing.

"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"

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 – Proposed Subdivision Plan

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**

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

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 as "Maple Ridge Zone Amending 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 Westminster District Plan 21461

and outlined in heavy black line on Map No. 1616 a copy of which is attached hereto and forms part of this Bylaw, is hereby rezoned to R-1 (Residential District).

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

READ a first time the 13th day of May, 2014.

READ a second time the day of , 20

PUBLIC HEARING held the day of , 20

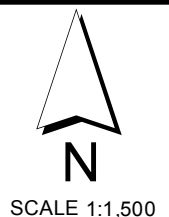
READ a third time the day of , 20

APPROVED by the Ministry of Transportation and Infrastructure this day of , 20

ADOPTED, the day of , 20

PRESIDING MEMBER

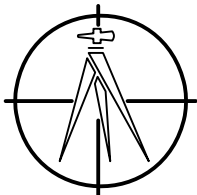
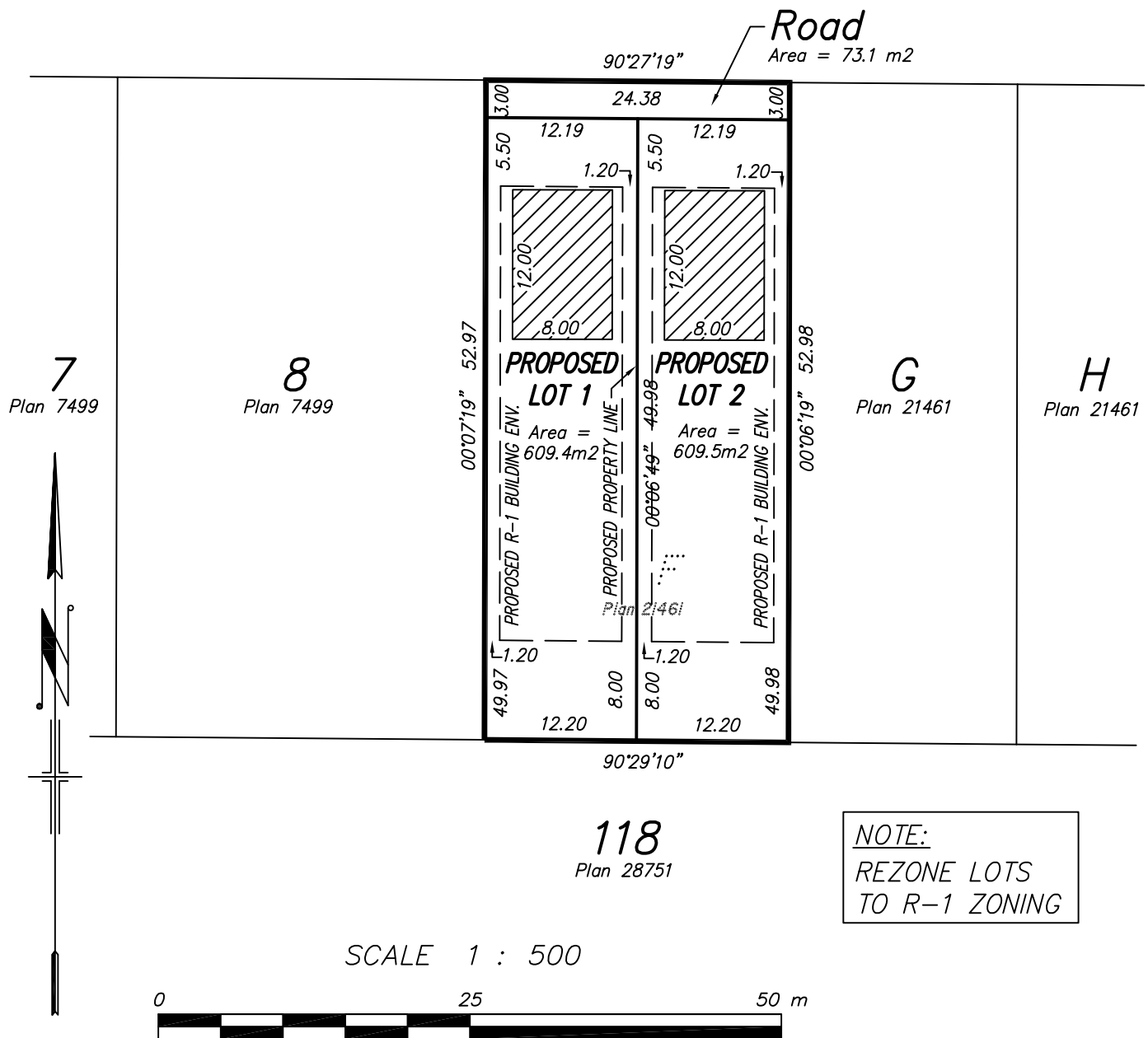
CORPORATE OFFICER



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

TO: His Worship Mayor Ernie Daykin
and Members of Council
FROM: Chief Administrative Officer
SUBJECT: **Second Reading**
Maple Ridge Zone Amending Bylaw No. 7090-2014
13065 Katonien Street

MEETING DATE: October 20, 2014
FILE NO: 2014-043-RZ
MEETING: C of W

EXECUTIVE SUMMARY:

An application has been received for a site-specific text amendment to the M-2 (General Industrial) zone for the subject property at 13065 Katonien Street, to permit an "Indoor Mountain and BMX Biking Facility". The subject property is located within the Kanaka Business Park. The proposed use is supportable for these reasons: It aligns well with the Commercial and Industrial Strategy: 2012 -2042. Also, the proposed use does not require a location dependent on quick access to major transportation routes. Finally, the proposed building's large size/form fits well into this business park and is well positioned in the vicinity of other recreational opportunities such as the outdoor bike trails on Blue Mountain. The proposed use is also consistent with the Official Community Plan.

RECOMMENDATIONS:

1. That Zone Amending Bylaw No. 7090-2014 be given Second Reading and be forwarded to Public Hearing; and
2. That the following be met prior to final reading:
 - i. Submission of a parking study.

DISCUSSION:

a) Background Context:

Applicant: Matteo Signorelli
Owner: Suemoe Enterprises Ltd., Inc.No. BC0645902
Legal Description: Lot 14 Section 25 Township 12 New Westminster District Plan BCP4220
OCP: Existing: Suburban Residential

Zoning:

Existing: M-2 (General Industrial)

Surrounding Uses:

North: Use: City owned vacant land
Zone: M-2 (General Industrial)
Designation: Rural Resource and Suburban Residential

South: Use: Industrial
Zone: M-2 (General Industrial)
Designation: Suburban Residential

East: Use: Industrial
Zone: M-2 (General Industrial)
Designation: Rural Resource and Suburban Residential

West: Use: City owned vacant land
Zone: M-2 (General Industrial)
Designation: Rural Resource and Suburban Residential

Existing Use of Property: Vacant
Proposed Use of Property: Indoor Mountain and BMX biking facility
Site Area: 0.57 Hectares (1.41 acres)
Access: Katonian Street
Servicing requirement: Rural Standard

b) Project Description:

The applicant proposes to build with approximately 2,832.2 sq. m. of first floor area and 230 sq. m at a mezzanine level, for a total of 3,066 sq. m. of floor area. A total of 38 parking spaces are proposed to be located in the south portion of the site. This project will be subject to “Building and Landscape Design Guidelines for Kanaka Business Park” registered as a covenant on title of all the lots in this business park rather than a development permit. Compliance with the guidelines will be assessed as part of the Building Permit approval process.

c) Planning Analysis:

Official Community Plan:

The subject site is designated *Suburban Residential* on Schedule B of the Official Community Plan and but has a historic zoning of M-2 General Industrial. Chapter 6, Employment, Section 6.1- Employment Generating Opportunities of the OCP, through Principal 17, states that:

Maple Ridge views the promotion of economic development (jobs) as being very important to developing a balanced community- one that is not a dormitory suburb.

Policy 6-2 of the OCP states that:

Maple Ridge will support and facilitate opportunities for local job creation, and identify and promote local strengths to a global market.

Policy 6-55 in Section 6.5 Additional Employment Generating Opportunities states:

Maple Ridge will actively promote and market the outdoor resource theme by:

- a) supporting and strengthening businesses that cater to tourists;*
- b) support businesses involved with outdoor recreational activities and physical fitness;*
- c) facilitating growth in eco-tourism, cycling and equestrian industry;*

The proposed use aligns well with the above mentioned OCP policies and is anticipated to serve as a recreational and employment generating resource. This facility will likely attract visitors from the region and help promote Maple Ridge as a tourist destination.

Commercial and Industrial Strategy:

GP Rollo and Associates were commissioned to prepare the Commercial and Industrial Strategy ("the Strategy") that received Council endorsement on September 30, 2014. The key intention of the Strategy is to ensure that the City has the land supply for industrial, commercial and office uses (employment uses) with a supporting regulatory environment that will assist the City in attracting a variety of businesses over the 30 year time horizon of the Strategy. The Strategy also recognizes that the City is expected to be one of the fastest-growing municipalities in the Region and needs to balance attracting growth and employment with established lifestyle aspects that make Maple Ridge an attractive municipality in which to live and work.

Although industrial areas in Maple Ridge such as Kanaka Business Park are ready to develop, the Strategy comments "industrial lands in Maple Ridge are in the north – primarily Kanaka Business Park – which, while attractive for many sectors, is too removed from major transportation routes for most business."

The proposed Mountain Bike and BMX Bike Centre is drawn to the Kanaka Business Park site for its need for a large industrial-type building necessary to accommodate the proposed indoor recreational use. The Strategy encourages the nurturing of new business and promotes employment growth such as the one being proposed. While the proposed use is for an indoor commercial recreation facility and not for an industrial use, the form and design of the proposed building is such that it will fit seamlessly into the Kanaka Business Park and is such that it could be adapted for an industrial use in the future. The proposed site-specific text amendment will enable the proposed use but does not allow a similar indoor recreation use elsewhere in the Kanaka Business Park or on any other site zoned M-2 General Industrial within the City.

Zoning Bylaw:

The applicant is proposing a site specific text amendment to the M-2 (General Industrial) zone to permit “Indoor Mountain and BMX biking facility”. This text amendment to the M-2 zone is reflected in Maple Ridge Zone Amending Bylaw No. 7090-2014.

Off- Street Parking and Loading Bylaw:

The parking regulations for Indoor Recreational Use would apply to this project. The requirement of 1 space for every 30 sq. m. of floor space results in 103 spaces. The industrial requirement of 1 for every 93 sq. m. would require 32 spaces. The applicant is proposing to provide this number of spaces. The applicant has advised that this would be consistent with preliminary input from his traffic consultant as well as other similar facilities located elsewhere in BC and Washington.

Part of the logic for a lower parking requirement is the larger space required per person for this activity compared with other more intensive indoor recreational activities, such as a fitness center or a dance studio. There appears to be some merit for this observation. The applicant has been requested to supply information from a traffic consultant on the parking expected to be generated by this use.

If the building is adapted for industrial use in the future, the 38 parking spaces being proposed would suffice for that purpose. In the meantime, the extent of the variance for the indoor commercial recreation use will need to be determined, and an application for a development variance permit will be forwarded a separate report to Council.

Proposed Variances:

No variances are being proposed at this time. Should a variance become necessary, an application for a development variance permit would be submitted, forming a separate Council Report. A development variance permit may be required based on the outcome of the parking study.

Development Permits:

A development permit and Advisory Design Panel referral are not required. The proposed building design is subject to “Building and Landscape Design Guidelines for Kanaka Business Park” registered as a covenant on title of all the lots in this business park. Compliance with the guidelines will be assessed as part of the Building Permit approval process. A summary of the guidelines are as follows:

- i. To ensure careful design integration of all the elements in the park and to bring about high quality park development and site utilization;
- ii. To maintain standards to provide a clean, business image of the Kanaka Business Park at all times in order to benefit the respective owners and tenants of the Park; and
- iii. To provide a consistent streetscape image and to screen less attractive elements (such as unsightly outside storage) associated with the buildings and site uses within the Kanaka Business Park.

Currently the applicant has provided conceptual building plans, with final architectural and landscaping plans to be prepared by the applicant`s design professional as part of the building permit process.

CONCLUSION:

It is recommended that second reading be given to Maple Ridge Zone Amending Bylaw No. 7090-2014 and that application 2014-043-RZ be forwarded to Public Hearing.

"Original signed by Adrian Kopystynski"

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

"Original signed by Christine Carter"

***Approved by:* Christine Carter
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:

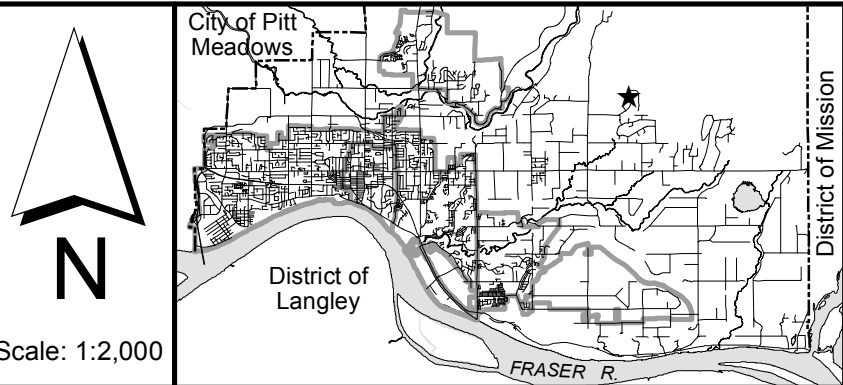
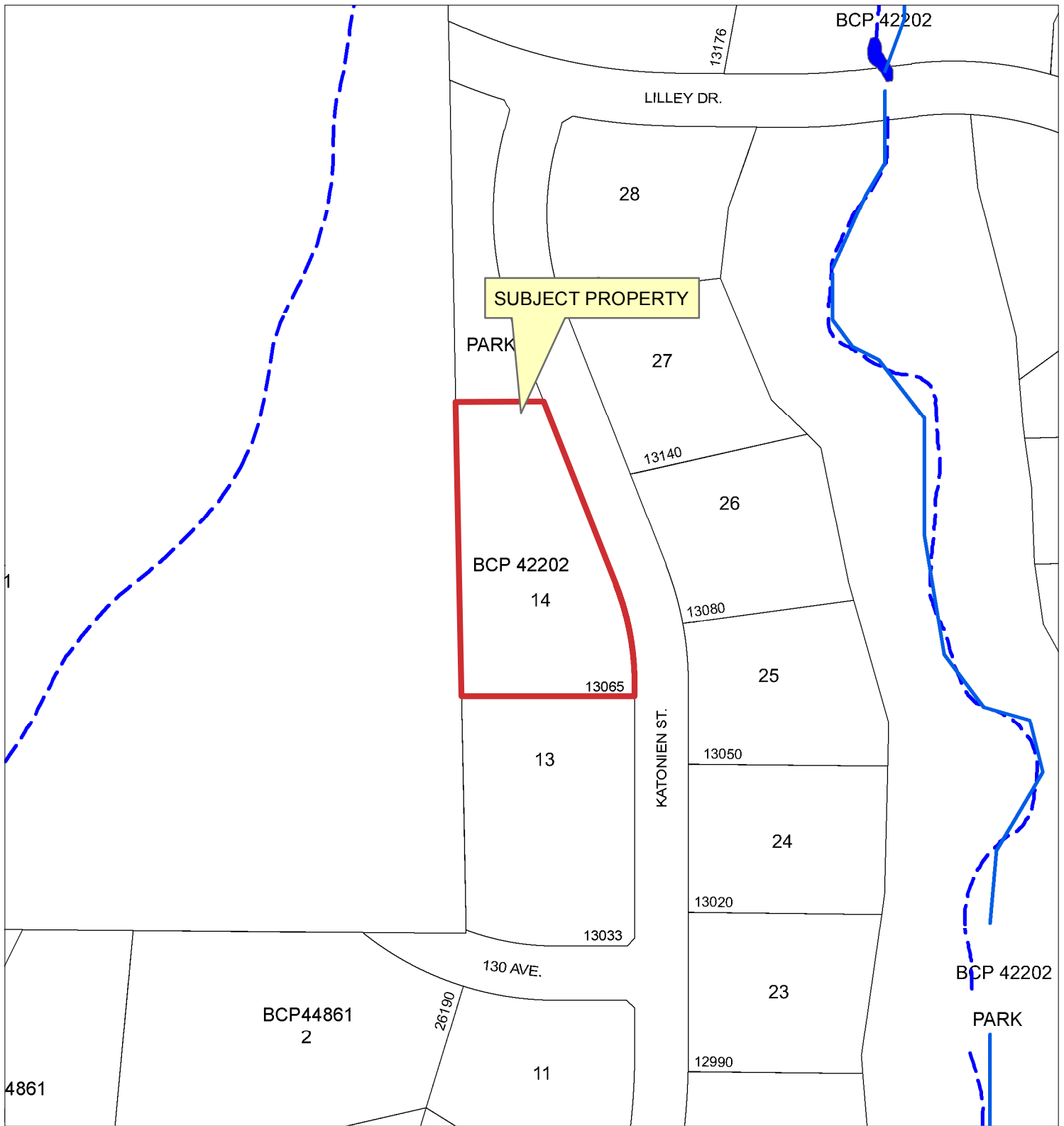
Appendix A – Subject Map

Appendix B – Zone Amending Bylaw No. 7090-2014

Appendix C – Site Plan

Appendix D – Preliminary front elevation detail

Appendix E – Example of interior



13065 KATONIEN STREET



CORPORATION OF
THE DISTRICT OF
MAPLE RIDGE
PLANNING DEPARTMENT

DATE: May 21, 2014 FILE: 2014-043-RZ BY: PC

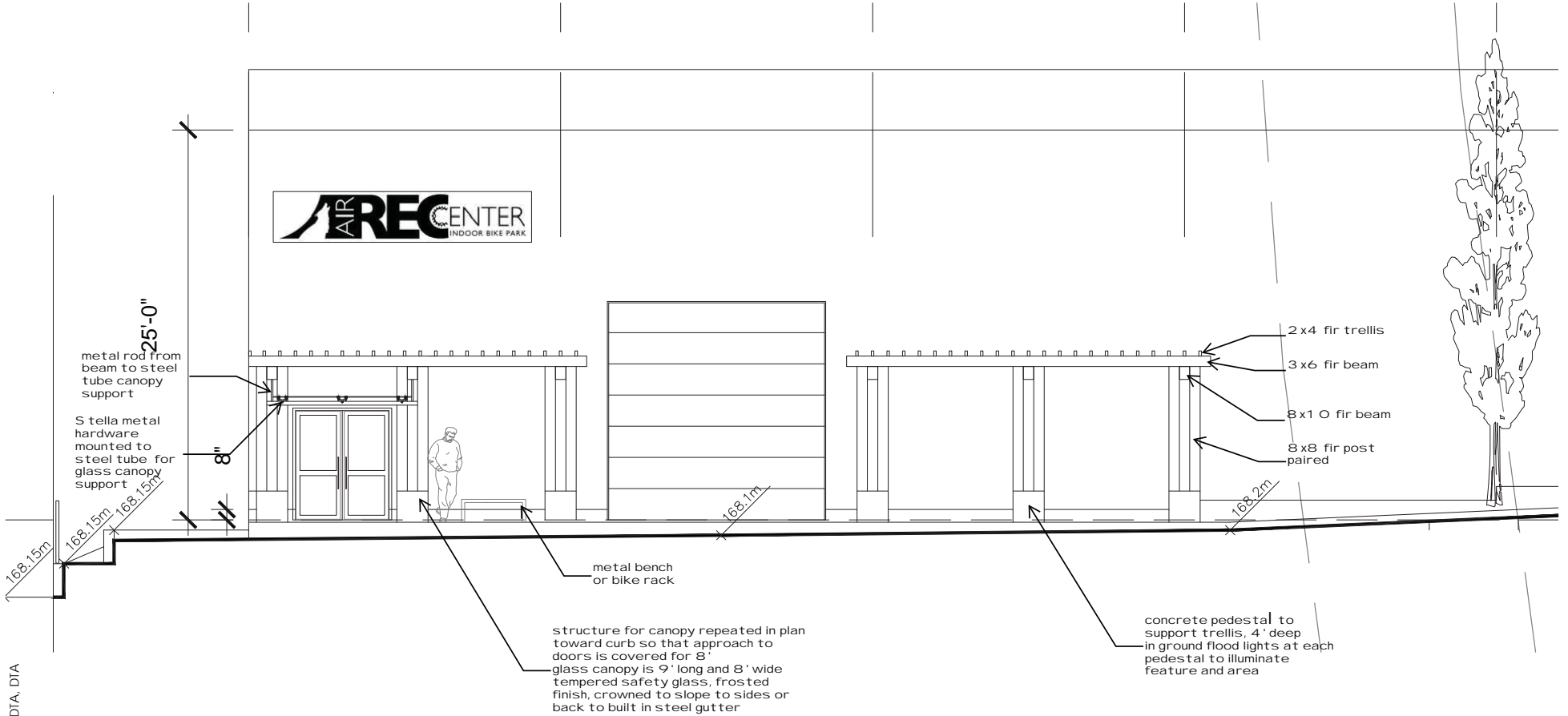
BYLAW NO. 7090-2014

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

1. This Bylaw may be cited as "Maple Ridge Zone Amending Bylaw No. 7090-2014."
2. That PART 8 – INDUSTRIAL ZONES, SECTION 802, GENERAL INDUSTRIAL (M-2), SUBSECTION 1) PRINCIPAL USES is amended by the addition of g) as stated below:
 - g) Indoor Commercial Recreation use shall be permitted at 13065 Katonien Street (Lot 14 Section 25 Township 12 New Westminster District Plan BCP4220).
3. Maple Ridge Zoning Bylaw No. 3510-1985 as amended is hereby amended, applicable to lands none other than described above, accordingly.

ADOPTED, the day of , 20

CORPORATE OFFICER







City of Maple Ridge

TO: His Worship Mayor Ernie Daykin
and Members of Council
FROM: Chief Administrative Officer
MEETING DATE: October 20, 2014
FILE NO: RZ/021/04
MEETING: C of W
SUBJECT: Final One Year Extension Application
20870 Lougheed Highway

EXECUTIVE SUMMARY:

The purpose of this application is to rezone the subject property, located at 28070 Lougheed Highway, from RS-1 (One Family Urban Residential) to CS-1 (Service Commercial) to permit mobile equipment storage and improve internal circulation for the existing equipment rental business.

Council previously granted a one year extension for the above-referenced application. The applicant has now applied for a final one year extension under Maple Ridge Development Procedures Bylaw No. 5879-1999.

RECOMMENDATION:

That a one year extension be granted for rezoning application RZ/021/04 and that the following conditions be addressed prior to consideration of final reading:

- i. Approval from the Ministry of Transportation;
- ii. Registration of a Rezoning Servicing Agreement as a Restrictive Covenant and receipt of the deposit of security as outlined in the Agreement;
- iii. Amendment to Schedule "B" of the Official Community Plan;
- iv. Consolidation of the development site (Lots 5, 6, and 7);
- v. A landscape plan prepared by a Landscape Architect must be submitted including the security to do the works; and
- vi. 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.

DISCUSSION:

a) Background Context:

Applicant:	Dave Prevedello, Bob's A To Z Rental Ltd.
Owner:	624744 BC Ltd. (Dave Prevedello)
Legal Description:	Lot 7, District Lot 250, NWD Plan 12376
OCP:	
Existing:	Urban Residential
Proposed:	Commercial
Zoning:	
Existing:	RS-1 (One Family Urban Residential)
Proposed:	CS-1 (Service Commercial)
Surrounding Uses	
North:	Use: Restaurant and Vacant
	Zone: CS-1 (Service Commercial) and P-1 (Park and School)
	Designation: Commercial and Conservation
South:	Use: Residential
	Zone: RS-1 (One Family Urban Residential)
	Designation: Urban Residential
East:	Use: Residential
	Zone: RS-1 (One Family Urban Residential)
	Designation: Urban Residential and Conservation
West:	Use: Equipment Rental Facility (Lots 5 and 6 of Bob's A to Z Rental Ltd.)
	Zone: CS-1 (Service Commercial)
	Designation: Commercial
Existing Use of Property:	Vacant
Proposed Use of Property:	Commercial Equipment Rental Storage
Site Area:	919 m ²
Access:	Lougheed Highway (via Lot 6)
Servicing:	Existing urban servicing through Lots 5 and 6
Companion Applications:	None

This application is to rezone the subject property from RS-1 (One Family Urban Residential) to CS-1 (Service Commercial) to permit mobile equipment storage and improve internal circulation for the existing equipment rental business. This application also proposes an amendment to the Official Community Plan to re-designate the subject property from Urban Residential to Commercial.

The following dates outline Council's consideration of the application and Bylaws 6638-2008 and 6639-2008:

- First reading was granted February 24, 2009
- Public Hearing was held March 17, 2009;
- Second and third readings were granted on March 24, 2009; and
- First extension was granted on March 23, 2010.

b) Application Progress:

The applicant recently submitted civil drawings to the Engineering Department, indicating progress towards achieving a Rezoning Servicing Agreement. It is expected that final reading will be achieved within the one year time frame, as per the Development Procedures Bylaw.

c) 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 recently submitted materials required for the completion of this rezoning application and has applied for a final one year extension.

"Original signed by Michelle Baski"

Prepared by: Michelle Baski, ASCT
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
GM: Public Works & Development Services

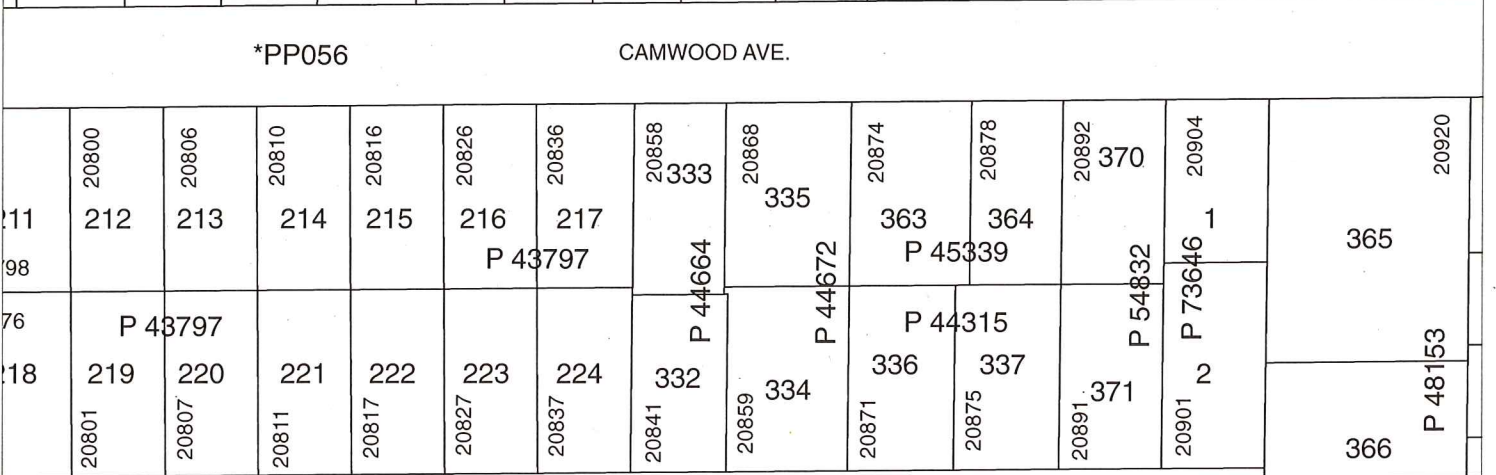
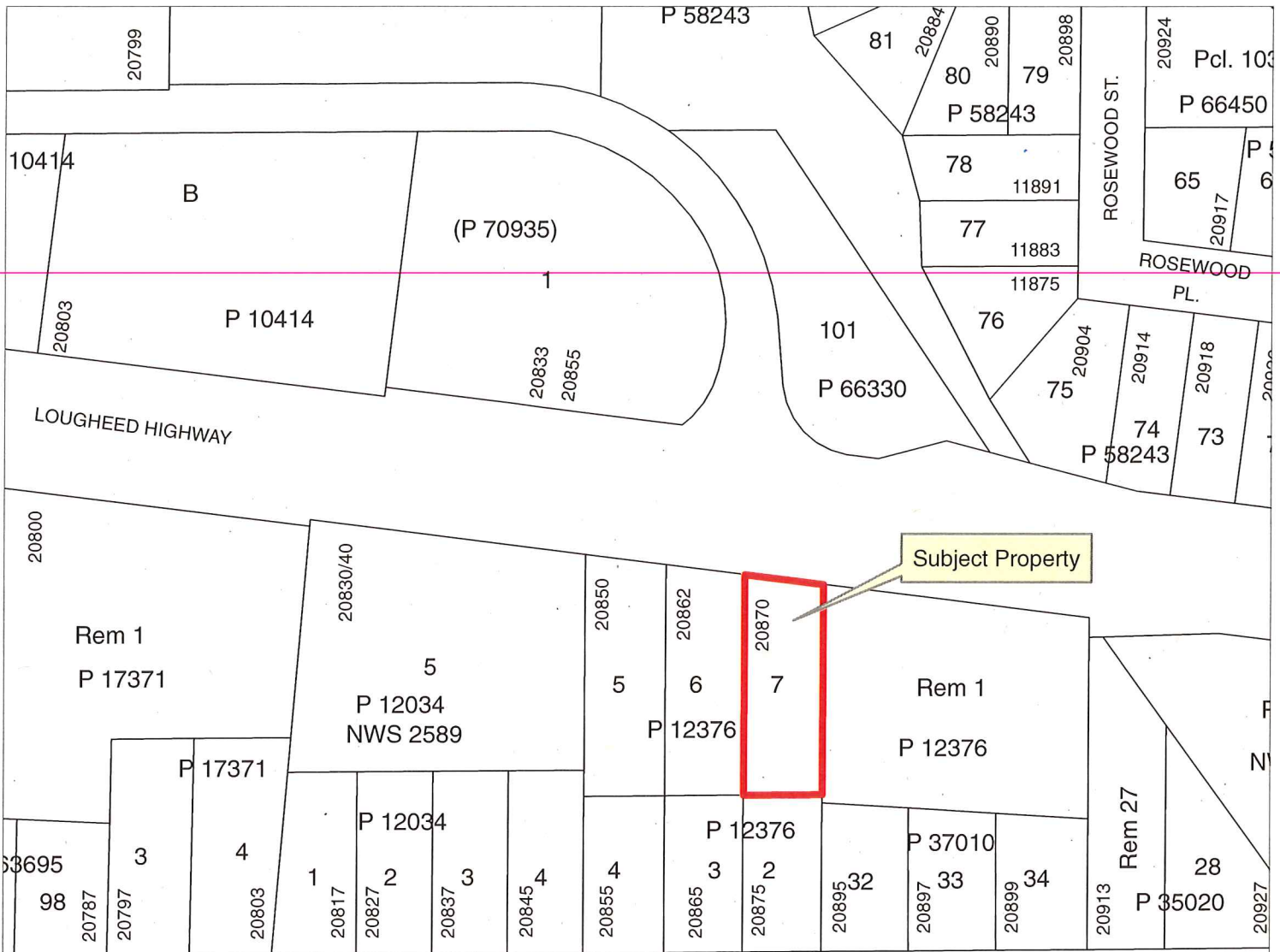
"Original signed by J.L. (Jim) Rule"

Concurrence: J. L. (Jim) Rule
Chief Administrative Officer

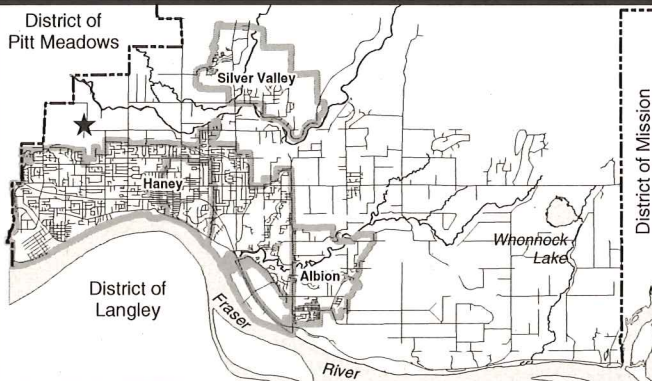
The following appendices are attached hereto:

Appendix A – Subject Map

Appendix B – Second Reading Report



SCALE 1:1,500



20870 Lougheed Hwy



CORPORATION OF
THE DISTRICT OF
MAPLE RIDGE
PLANNING DEPARTMENT

DATE: Aug 18, 2008 RZ/021/04

BY: PC



Deep Roots
Greater Heights

DISTRICT OF MAPLE RIDGE

TO: His Worship Mayor Ernie Daykin
and Members of Council
FROM: Chief Administrative Officer
SUBJECT: First Reading
Maple Ridge Official Community Plan Amending Bylaw No. 6638-2008 and
Maple Ridge Zone Amending Bylaw No. 6639-2008
20870 Lougheed Highway

DATE: February 2, 2009
FILE NO: RZ/021/04
ATTN: C of W

EXECUTIVE SUMMARY:

An application has been received to rezone the subject property from RS-1 (One Family Urban Residential) to CS-1 (Service Commercial), to permit mobile equipment storage and improve internal circulation for the existing equipment rental business. This application requires an amendment to the Official Community Plan to change the land use designation from Urban Residential to Commercial.

RECOMMENDATIONS:

1. That Maple Ridge Official Community Plan Amending Bylaw No. 6638-2008 be given first 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. 6638-2008 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. 6638-2008 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. 6638-2008 is consistent with the Capital Expenditure Plan and Waste Management Plan;
5. That Zone Amending Bylaw No. 6639-2008 be given first reading and be forwarded to Public Hearing; and
6. That the following terms and conditions be met prior to final reading.
 - i. Approval from the Ministry of Transportation;

- ii. Registration of a Rezoning Servicing Agreement as a Restrictive Covenant and receipt of the deposit of security as outlined in the Agreement;
- iii. Amendment to Schedule "B" of the Official Community Plan;
- iv. Consolidation of the development site (Lots 5, 6, and 7);
- v. A landscape plan prepared by a Landscape Architect must be submitted including the security to do the works;
- vi. 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.

DISCUSSION:

a) Background Context:

Applicant: Dave Prevedello, Bob's A To Z Rental Ltd.
 Owner: 624744 BC Ltd. (Dave Prevedello)

Legal Description: Lot 7, District Lot 250, NWD Plan 12376

OCP:

Existing: Urban Residential
 Proposed: Commercial

Zoning:

Existing: RS-1 (One Family Urban Residential)
 Proposed: CS-1 (Service Commercial)

Surrounding Uses

North:	Use:	Restaurant and Vacant
	Zone:	CS-1 (Service Commercial) and P-1 (Park and School)
	Designation:	Commercial and Conservation
South:	Use:	Residential
	Zone:	RS-1 (One Family Urban Residential)
	Designation:	Urban Residential
East:	Use:	Residential
	Zone:	RS-1 (One Family Urban Residential)
	Designation:	Urban Residential and Conservation
West:	Use:	Equipment Rental Facility (Lots 5 and 6 of Bob's A to Z Rental Ltd.)
	Zone:	CS-1 (Service Commercial)
	Designation:	Commercial

Existing Use of Property:	Vacant
Proposed Use of Property:	Commercial Equipment Rental Storage
Site Area:	919 m ²
Access:	Lougheed Highway (via Lot 6)
Servicing:	Existing urban servicing through Lots 5 and 6
Companion Applications:	None

b) Project Description:

Bob's A to Z Rental Ltd., an equipment rental commercial operation, currently exists at 20850 Lougheed Highway (Lot 5) and 20862 Lougheed Highway (Lot 6). An application has been submitted to rezone the adjacent eastern property located at 20870 Lougheed Highway (Lot 7) from RS-1 (One Family Urban Residential) to CS-1 (Service Commercial) to permit the storage of mobile rental equipment and facilitate internal circulation for the existing equipment rental operation on Lots 5 and 6. Consolidation of Lots 5, 6, and 7 will be a condition of the rezoning.

c) Planning Analysis:

Official Community Plan:

The subject property, 20870 Lougheed Highway (Lot 7), is designated as Urban Residential in the Official Community Plan. The proposal is to amend the Official Community Plan to re-designate this property as Commercial, to enable the expansion of the existing commercial business situated immediately to the west. The expansion of the existing business is supported by Section 6.1 of the Official Community Plan, which contains an objective "to support, maintain and market the community to current and potential employers". The site is a natural extension of the commercial designation to the west, is vacant, and is limited in residential potential, given its location on Lougheed Highway and narrow lot width. The lot's incorporation into the rental business improves the viability of the business, the security to the existing equipment yard, and eliminates a potentially problematic driveway access onto Lougheed Highway.

Zoning Bylaw:

A preliminary review of the plans in relation to the Zoning Bylaw requirements has revealed that the proposal generally complies with the bylaw, although Lots 5, 6, and 7 would need to be consolidated prior to rezoning. Landscaping and servicing requirements would also need to be met.

Development Permits:

A Development Permit is not required for this rezoning as there is no proposed new development and site improvements are valued at less than \$25,000.

Development Information Meeting:

A Development Information Meeting was hosted by the applicant on December 18, 2008, at the Maple Ridge Travelodge, located at the intersection of Lougheed Highway and 216th Street, with no attendees, therefore no questions nor concerns were raised.

d) **Citizen/Customer Implications:**

The additional storage space will allow for improved internal circulation for equipment movement and customer parking. Some interest has been expressed by the neighbouring property for commercial designation also. The District has not supported this request as the site has very limited access, has a smaller site area due to the watercourse setback area, and is not well suited to a commercial use.

e) **Interdepartmental Implications:**

Engineering Department:

The Engineering Department reviewed the servicing for the rezoning and provided their comments to the applicant. There is no proposed new development, therefore the services provided through Lots 5 and 6 will be adequate for this application, provided that the three lots are consolidated as planned. The lots will be serviced to a full urban standard in accordance with the provisions of the Subdivision & Development Servicing Bylaw No. 4800-1993 as amended.

Fire Department:

The Fire Department reviewed the application for rezoning and had no concerns as no access to Lot 7 is proposed after lot consolidation.

f) **Intergovernmental Issues:**

Local Government Act:

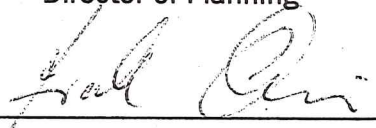
An amendment to the Official Community Plan requires the local government to consult with any affected parties and to adopt related bylaws in compliance with the procedures outlined in Section 882 of the Act. The amendment required for this application, changing the designation of Lot 7 from Urban Residential to Commercial, 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.

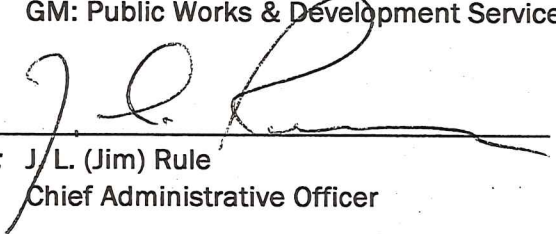
CONCLUSION:

It is recommended that first reading be given to Maple Ridge Official Community Plan Amending Bylaw No. 6638-2008 and Maple Ridge Zone Amending Bylaw No. 6639-2008 and that application RZ/021/04 be forwarded to Public Hearing.


Prepared by: Michelle Bast
Planning Technician


Approved by: Jane Pickering, MCP, MCIP
Director of Planning


Approved by: Frank Quinn, MBA, P.Eng
GM: Public Works & Development Services

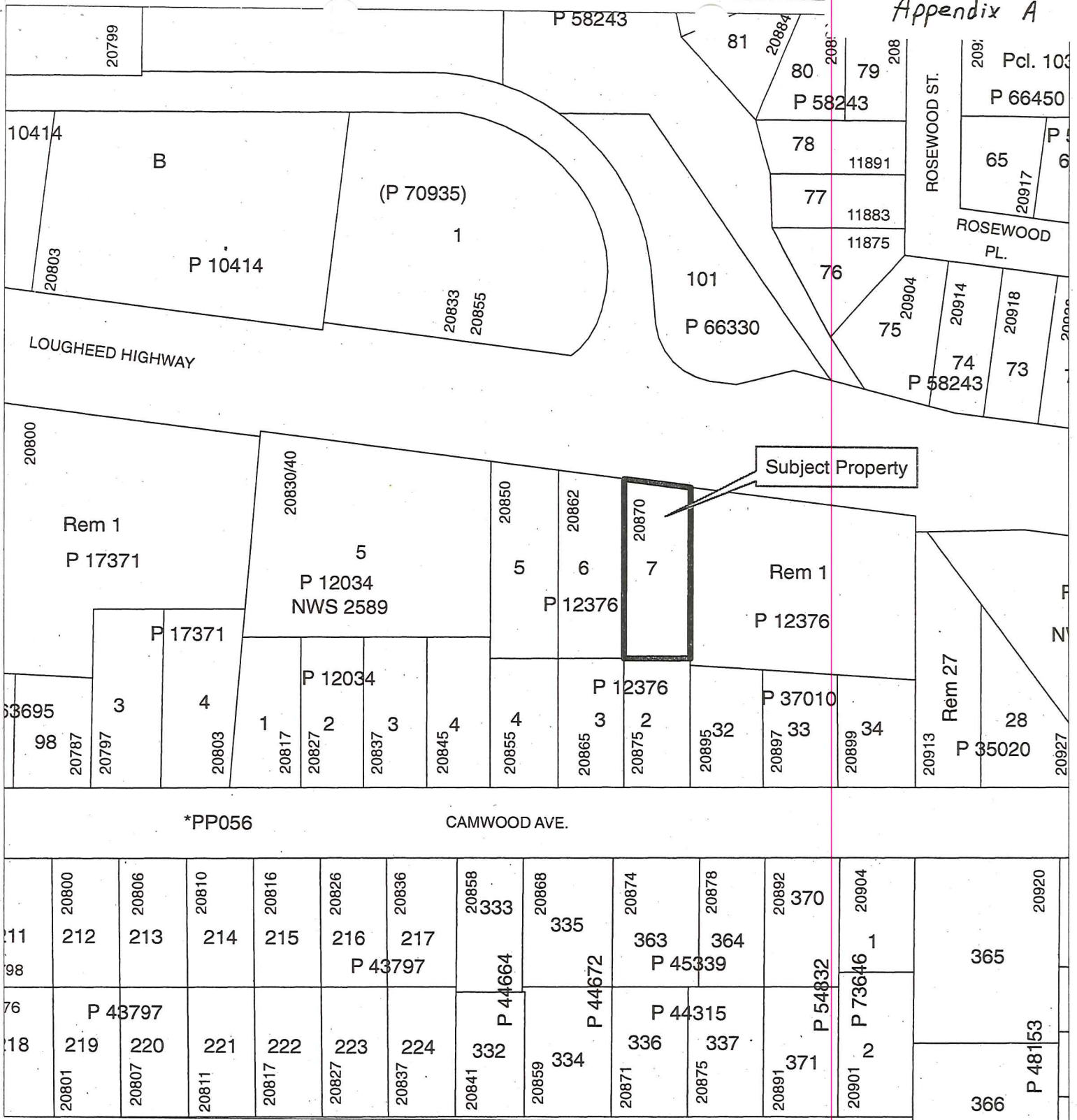

Concurrence: J. L. (Jim) Rule
Chief Administrative Officer

MB/dp

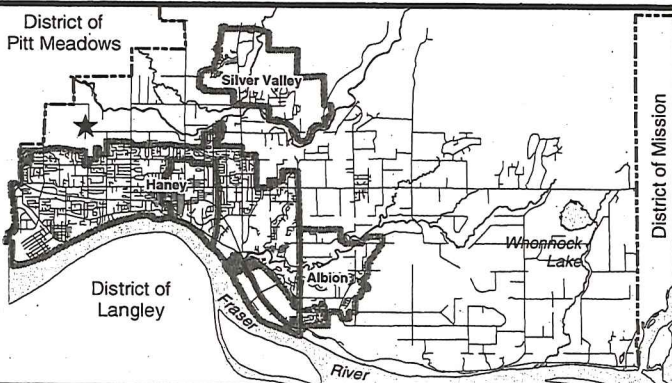
The following appendices are attached hereto:

- Appendix A – Subject Map
- Appendix B – OCP Amending Bylaw 6638-2008
- Appendix C – Zone Amending Bylaw 6639-2008
- Appendix D – Site Plan

Appendix A



SCALE 1:1,500



20870 Loughheed Hwy



CORPORATION OF
THE DISTRICT OF
MAPLE RIDGE
PLANNING DEPARTMENT

DATE: Aug 18, 2008 RZ/021/04

BY: PC

CORPORATION OF THE DISTRICT OF MAPLE RIDGE

BYLAW NO. 6638-2008

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 Schedule "B" to the Official Community Plan;

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. 6638-2008."
2. That parcel or tract of land and premises known and described as:

Lot 7 District Lot 250 Group 1 Plan 12376 New Westminster District

and outlined in heavy black line on Map No. 769, a copy of which is attached hereto and forms part of this Bylaw, is hereby redesignated to Commercial.
3. Maple Ridge Official Community Plan Bylaw No.6425-2006 is hereby amended accordingly.

READ A FIRST TIME the _____ day of _____, A.D. 200.

PUBLIC HEARING HELD the day of , A.D. 200 .

READ A SECOND TIME the day of , A.D. 200 .

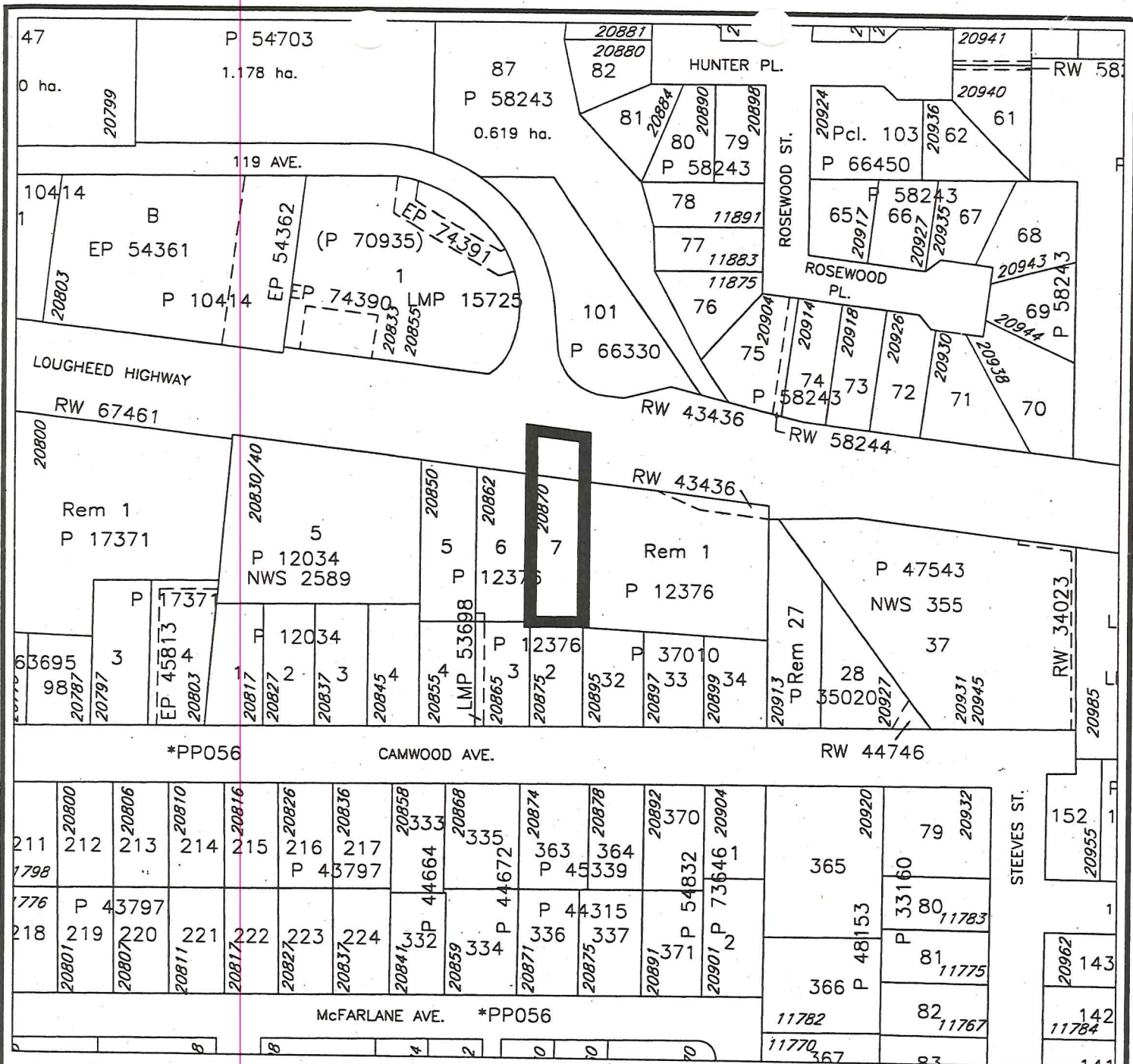
READ A THIRD TIME the _____ day of _____, A.D. 200 .

RECONSIDERED AND FINALLY ADOPTED, the day of , A.D. 200.

MAYOR

CORPORATE

OFFICER



MAPLE RIDGE OFFICIAL COMMUNITY PLAN AMENDING

Bylaw No. 6638-2008

Map No. 769

From: Urban Residential

To: Commercial



1:2000

CORPORATION OF THE DISTRICT OF MAPLE RIDGE

BYLAW NO. 6639-2008

**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 Corporation of the District of Maple Ridge, in open meeting assembled, **ENACTS AS FOLLOWS:**

1. This Bylaw may be cited as "Maple Ridge Zone Amending Bylaw No. 6639-2008"

2. That parcel or tract of land and premises known and described as:

Lot 7 District Lot 250 Group 1 Plan 12376 New Westminster District

and outlined in heavy black line on Map No. 1446 a copy of which is attached hereto and forms part of this Bylaw, is hereby rezoned to CS-1 Service Commercial

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

READ a first time the _____ day of _____, A.D. 200 .

PUBLIC HEARING held the day of , A.D. 200 .

READ a second time the _____ day of _____, A.D. 200 .

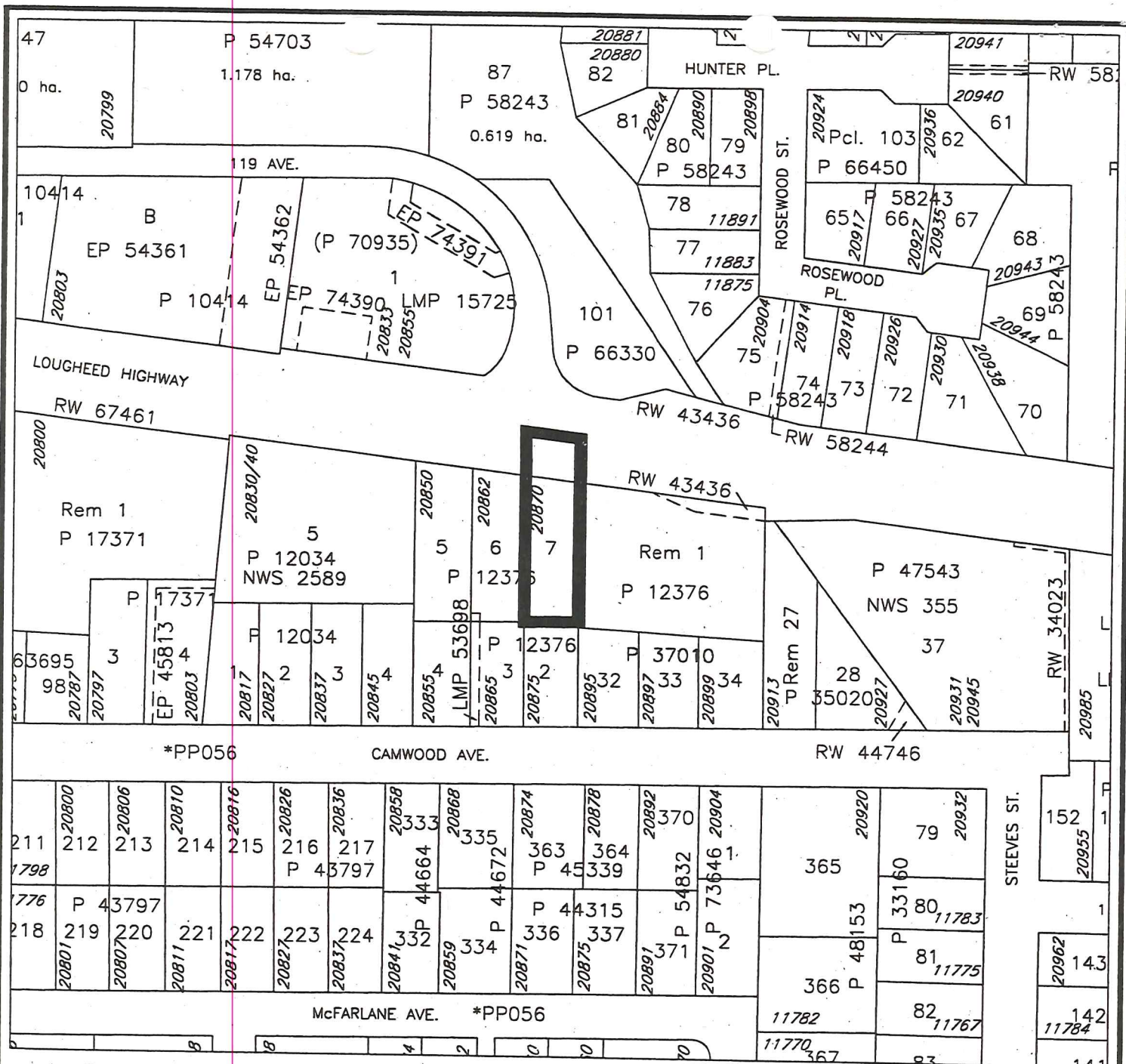
READ a third time the _____ day of _____, A.D. 200 .

APPROVED by the Minister of Transportation this day of , A.D. 200 .

RECONSIDERED AND FINALLY ADOPTED, the day of , A.D. 200 .

PRESIDING MEMBER

CORPORATE OFFICER



MAPLE RIDGE ZONE AMENDING

Bylaw No. 6639-2008

Map No. 1446

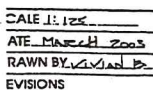
From: RS-1(One Family Urban Residential)

To: CS-1(Service Commercial)



1:2000

lots 5, 6, 7, layout
scale 1:125
Feb (0.001)



CLIENT: A to Z RENTALS
PROJECT: DEVELOPMENT OF Lot 7
lots 5, 6, 7, LAYOUT



BIERO DESIGN



City of Maple Ridge

TO: His Worship Mayor Ernie Daykin
and Members of Council
FROM: Chief Administrative Officer
MEETING DATE: October 20, 2014
FILE NO: 2011-089-RZ
MEETING: C of W
SUBJECT: Final One Year Extension Application
Maple Ridge Heritage Designation and Revitalization and Tax Exemption
Agreement Bylaw No. 6913-2012
22309 St Anne Avenue, 22319 St Anne Avenue and 22331 St Anne Avenue

EXECUTIVE SUMMARY:

Council granted a one year extension to the above noted application on November 12, 2013. The applicant has now applied for a final one year extension under Maple Ridge Development Procedures Bylaw No. 5879-1999. This application is to permit the relocation, restoration and adaptive re-use of an existing heritage house (the Turnock/Morse residence) into a duplex and construction of a 66 unit four-storey multi-family apartment based on the Medium Density Apartment Residential (RM-2) Zone.

RECOMMENDATION:

That pursuant to Maple Ridge Development Procedures Bylaw No. 5879-1999, a one year extension be granted for rezoning application 2011-089-RZ (site located at 22309 St Anne Avenue, 22319 St Anne Avenue and 22331 St Anne Avenue).

- 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. Road dedication as required;
- iv. Consolidation of the development site;
- v. Removal of buildings other than the Turnock/Morse residence;
- 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;
- vii. Registration of a Restrictive Covenant at the Land Title Office protecting the Visitor Parking;
- viii. 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;

- ix. Submission of reports from a structural engineer with expertise in heritage structures about moving the Turnock/Morse residence during construction, and from the registered heritage professional on record about amending the Heritage Conservation Plan with guidelines for moving, off site relocation / security measures and moving the Turnock/Morse residence back to a permanent location on the development site;
- x. Approval of a Temporary Commercial Use Permit for the off-site storage of Turnock/Morse residence.

DISCUSSION:

a) Background Context:

Applicant:	Bissky Architecture and Urban Design Inc. Wayne Bissky
Owner:	Hui Yang Lee Liu-Hsiang Hsieh Yu-Lun Chiang
Legal Description:	Lot: 9, D.L.: 398, Block: 5, Plan: 155; Lot: 10, D.L.: 398, Block: 5, Plan: 155; Lot: 11, D.L.: 398, Block: 5, Plan: 155
OCP:	
Existing:	Port Haney Multi-Family, Commercial and Mixed-Use
Proposed:	Port Haney Multi-Family, Commercial and Mixed-Use
Zoning:	
Existing:	RS-1 (One Family Urban Residential)
Proposed:	RS-1 (One Family Urban Residential)
Surrounding Uses	
North:	Use: Single-Family Residential Zone: RS-1 (One Family Urban Residential) Designation: Port Haney Multi-Family, Commercial & Mixed-Use
South:	Use: Commercial & Single-Family Residential Zone: C-3 (Town Centre Commercial); RS-1 (One Family Urban Residential)
East:	Designation: Port Haney Multi-Family, Commercial & Mixed-Use Use: Single-Family Residential Zone: RS-1 (One Family Urban Residential) Designation: Port Haney Multi-Family, Commercial & Mixed-Use

West:	Use:	Vacant
	Zone:	RS-1 (One Family Urban Residential)
	Designation:	Park
Existing Use of Property:		Single-Family Residential
Proposed Use of Property:		Single-Family Residential and Multi-Family Residential
Site Area:		2,424 m ²
Access:		St. Anne Avenue and 223 rd Street
Servicing:		Urban
Companion Applications:		Development Permit – Port Haney and Waterfront (for the form and character of the proposed apartment building)

This application is to permit the relocation, restoration and adaptive re-use of an existing heritage house (the Turnock/Morse residence) into a duplex and construction of a 66 unit four-storey multi-family apartment based on the Medium Density Apartment Residential (RM-2) Zone. An OCP Amendment / Temporary Commercial Use Permit application is required to facilitate the temporary off-site relocation of the Turnock Residence while the (underground parking structure is constructed on the development site.

b) Council Actions:

The following dates outline Council's consideration of the application and Bylaw Maple Ridge Heritage Designation and Revitalization and Tax Exemption Agreement Bylaw No. 6913-2012:

- The First Reading Report was considered on the April 2, 2012.
- First Reading was granted April 10, 2012.
- The Second Reading Report was considered on October 1, 2012.
- Second Reading was granted October 9, 2012.
- Public Hearing was held November 20, 2012.
- Third Reading was granted November 27, 2012.
- First Extension granted on November 12, 2013.

Application Progress:

The applicant has taken steps to remove the non-heritage rear portion of the Turnock Residence and to better secure the historic residence from unauthorized use. Other buildings and structures on the proposed development site were removed in accordance with the term and conditions of Third Reading.

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:

Although the applicant has pursued completing the terms and conditions of the rezoning and design aspects of this application, a request was made for more time on the temporary relocation aspect; namely to undertake additional heritage and structural assessment, to work through the complicated logistics and to submit the necessary OCP Amendment / Temporary Commercial Use Permit application. For these reasons, the applicant has applied for a final one year extension to complete this rezoning / heritage revitalization application.

“Original signed by Adrian Kopystynski”

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

“Original signed by Christine Carter”

**Approved by: Christine Carter, M.P.L, MCIP, RPP
Director of Planning**

“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



District of Maple Ridge

TO: His Worship Mayor Ernie Daykin
and Members of Council
FROM: Chief Administrative Officer
SUBJECT: **Second Reading**
Heritage Designation and Revitalization and Tax Exemption Agreement
Bylaw No. 6913-2012
22309, 22319 and 22331 St. Anne Avenue

MEETING DATE: October 1, 2012
FILE NO: 2011-089-RZ
MEETING: C of W

EXECUTIVE SUMMARY:

An application has been received for a Heritage Designation and Revitalization and Tax Exemption Agreement Bylaw (HRA Bylaw), which involves the relocation, restoration and adaptive re-use of an existing heritage house, known as the Turnock/Morse residence. This heritage house, located at 22309 St. Anne Avenue, will be relocated to a more prominent location on the site and this, in turn, will accommodate the construction of a four-storey multi-family apartment. The proposal includes adapting the Turnock/Morse residence from a single-family use into a two-unit duplex.

In exchange for protecting the heritage value of the Turnock/Morse residence, the applicant is seeking to supersede the Off-Street Parking Bylaw requirements to allow for reduced parking standards and the Zoning Bylaw to allow for reduced building setbacks and increased density.

Consistent with the previous HRA bylaws brought forward to Council, a five-year property tax exemption, to the municipal portion of property taxes, is requested by the applicant. To date, two HRA bylaws have been adopted in Maple Ridge and both received five-year property tax exemptions.

The HRA Bylaw was granted First Reading on April 10, 2012, attached here to has been amended as follows:

- Changing the completion date in the Agreement for the lot consolidation requirement from October 15, 2012 to December 15, 2012 (Section 1 Condition Precedent);
- Adding members of the British Columbia Association of Heritage Professionals as recognized “Registered Professionals” in Section 5 of the Agreement; and
- Housekeeping changes to renumber some of the sections in the Agreement.

With these changes and the additional information required from the applicant being received, the application may proceed to Second Reading and Public Hearing.

RECOMMENDATIONS:

1. That Maple Ridge Heritage Designation and Revitalization and Tax Exemption Agreement Bylaw No. 6913-2012 as amended, be given Second Reading and be forwarded to Public Hearing; and
2. 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. Road dedication as required;
 - iv. Consolidation of the development site;
 - v. Removal of buildings other than the Turnock/Morse residence;
 - 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;
 - vii. Registration of a Restrictive Covenant at the Land Title Office protecting the Visitor Parking;
 - viii. 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.

DISCUSSION:

a) Background Context:

Applicant:	Bissky Architecture and Urban Design Inc. Wayne Bissky
Owner:	Hui Yang Lee Liu-Hsiang Hsieh Yu-Lun Chiang
Legal Description:	Lot: 9, D.L.: 398, Block: 5, Plan: 155; Lot: 10, D.L.: 398, Block: 5, Plan: 155; Lot: 11, D.L.: 398, Block: 5, Plan: 155

OCP:		
Existing:		Port Haney Multi-Family, Commercial and Mixed-Use
Proposed:		Port Haney Multi-Family, Commercial and Mixed-Use
Zoning:		
Existing:		RS-1 (One Family Urban Residential)
Proposed:		RS-1 (One Family Urban Residential)
Surrounding Uses		
North:	Use:	Single-Family Residential
	Zone:	RS-1 (One Family Urban Residential)
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	Zone:	C-3 (Town Centre Commercial); RS-1 (One Family Urban Residential)
	Designation:	Port Haney Multi-Family, Commercial & Mixed-Use
East:	Use:	Single-Family Residential
	Zone:	RS-1 (One Family Urban Residential)
	Designation:	Port Haney Multi-Family, Commercial & Mixed-Use
West:	Use:	Vacant
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	Designation:	Park
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Proposed Use of Property:		Single-Family Residential and Multi-Family Residential
Site Area:		2,424 m ²
Access:		St. Anne Avenue and 223 rd Street
Servicing:		Urban
Companion Applications:		Development Permit – Port Haney and Waterfront (for the form and character of the proposed apartment building)

b) Project Description:

Turnock Residence

The Turnock Residence, located at 22309 St. Anne Avenue, was constructed by Joseph Dakin Turnock in 1938 and is listed in the Maple Ridge Heritage Inventory. In 1942, Joseph and his wife Hilda gave the house to their daughter Iris and her new husband Garnet Robert Morse as a wedding gift. At that time, Joseph converted the upper floor to a living unit for he and Hilda and they continued to live in the house, with Iris and Garnet, until Joseph completed construction of a new home on Fern Crescent.

The development proposal involves consolidating the Turnock/Morse site with the two adjacent sites on the east side, moving the existing heritage house closer to the corner of St. Anne Avenue and 223rd Street, and constructing a four-storey apartment building behind the heritage house.

A Conservation Plan has thoroughly researched and documented the heritage value and character of the house to form the basis of guidelines for the preservation and restoration of the original form of the exterior and a rehabilitation of the interior of the heritage house. Recommendations have been provided on how to undertake this work, so that the heritage value of the building is protected throughout the process. The plan also contains the known historical details and architectural relevance of the site. This plan is attached as Schedule “C” to the HRA bylaw (see Appendix “B”).

The restoration of the existing heritage house is intended to include interior modifications for two one-bedroom units, adapting the single-family use into a duplex. The four storey apartment is proposed to have a total of 66 one and two-bedroom units. Resident, heritage duplex and visitor parking is provided underground.

Apartment Building

The new four-storey building proposed in this application will qualify for the Town Centre Investment Incentives Program if the building permit is issued by the deadline date of December 30, 2013. A five-year heritage tax exemption is requested on the existing Turnock/Morse residence, for the municipal portion of taxes.

The proposal is for a four-storey, 66-unit apartment building, with underground parking. The HRA Bylaw provides for the RM-2 (Medium Density Apartment Residential District) zone, with variances noted elsewhere in this report, to be applied to regulate this apartment building.

The design of the building will be subject to a development permit to be issued in conjunction with Final Reading.

c) Planning Analysis:

Heritage Designation and Revitalization and Tax Exemption Agreement Bylaw

The applicant is seeking to supersede the Zoning Bylaw and the Off-Street Parking Bylaw through the HRA Bylaw. Section 966 of the *Local Government Act* authorizes special powers to HRAs in that they may supersede many local municipal bylaws to enable unique opportunities for heritage conservation.

If this development application did not include the conservation of a heritage resource, then a rezoning application for RM-2 (Medium Density Apartment Residential District) would be necessary to accommodate this proposal. The variations proposed for this project involve building setbacks that are significantly reduced from what would normally be permitted in an applicable zone and a slightly greater density.

The applicant is also proposing to provide fewer parking stalls than normally required and therefore, is seeking to supersede the Off-Street Parking Bylaw. The required number of parking stalls for the total of 68 units is 75, however, the applicant is only able to provide a total of 72 stalls for the development.

Heritage Conservation Plan

A Heritage Conservation Plan was completed for the Turnock/Morse residence, by Donald Luxton & Associates, who has undertaken a number of heritage projects in Maple Ridge over the years, including the Heritage Inventory where the subject residence is listed. The Plan documents the history, heritage value, architectural significance, conservation guidelines, and recommendations for the rehabilitation and preservation of the building's heritage value. This document serves as a valuable tool to guide the proposed work and the long-term maintenance of the building. It is attached to the HRA bylaw, as Schedule "C", and will aid in the long-term conservation of the heritage house and in the review of any future Heritage Alteration Permit Applications for the site.

The Statement of Significance, located on page 15 of the Conservation Plan, states that the 1938 house is "valued as a picturesque example of a Cape Code cottage, a style that became increasingly popular in the two decades that followed the end of World War One." The Character Defining Elements listed on page 16 of the Plan are key physical features that contribute to the building's heritage value. The Character Defining Elements are:

- location at the northwest corner of St. Anne Avenue and 223rd Street in the historic Port Haney neighbourhood of Maple Ridge;
- continuous residential use;
- residential form, scale and massing as expressed by its one and one-half storey height, side-gabled roofline, rectangular plan with projecting setback wing to the east, and offset front entry;
- Period Revival "Cape Cod" details such as: clipped eaves; wide, random-width, cedar shingle siding with wide exposure to the weather; simple wooden trim; front and rear shed-roofed dormers; central red brick chimney; multi-paned wooden-sash windows including single and double fixed and double-hung assemblies; and inset shutter vents beside the fixed windows;
- Interior features such as the living room fireplace with dark-red brick and wooden mantle, interior shutter vent doors, interior single panel doors and wrought iron balustrade.

The Conservation Plan notes that the *Standards & Guidelines for the Conservation of Historic Places in Canada* is serving as a guide for this proposal. Two key *Guideline* principles highlighted in the Plan for directing the design scheme are as follows:

- Designing a new addition in a manner that draws a clear distinction between what is historic and what is new;
- Design for the new work may be contemporary or may reference design motifs from the historic place. In either case, it should be compatible in terms of mass, materials, relationship of solids to voids, and colour, yet be distinguishable from the historic place.

The proposed design of the new building is such that it is compatible with the heritage buildings, but the plans show that the two buildings will be distinct from each other through both building colour and design. The landscaped garden contributed to the heritage character and setting, therefore a number of these elements such as a trellis and original planting species are to be reinstated after construction is completed to harmonize the appearance of the heritage house within its new setting and to recall the original lush landscaping. Refer to Appendix C for more details.

The conservation Plan notes that the conservation and the reuse of historic and existing structures supports the following sustainability strategies:

- Reduction of solid waste disposal and the reduced impact on landfills;
- Retention of embodied energy with the extended use or adaptive use of each existing heritage building (embodied energy is defined as the total expenditure of energy involved in the creation of the building and its constituent materials and upkeep over time.);
- Conserving original historic materials that are significantly less consumptive of energy than many new replacement materials (often local and regional materials, e.g. timber, brick, concrete, plaster, can be preserved and reduce the carbon footprint of manufacturing and transporting new materials).

Heritage Conservation Recommendations

Various recommendations are made in the Heritage Conservation Plan with regards to the proposal and the restoration and protection of the building's heritage character and heritage value. These include:

- Moving the house to the southwest corner is “an acceptable approach to rehabilitation within the context of the new development”.
- Preserving the roof character by introducing potential alterations to the roof structure at the rear, so they are not visible from the front façade.
- Preservation of the original internal brick chimney that is a key Cape Code feature.
- That a contractor trained in the repair of historic sash windows be retained to carry out the necessary restoration and preservation work.
- Restore original front door location and reconstruct the original trellis feature.
- Use historical building colours (identified from onsite sampling work).
- When building is available for interior inspection, assess interior building features for condition and suitability of retention.
- Use landscape materials that are based on those originally used at the site.

Tax Exemption Bylaw

In exchange for the long-term protection of the Turnock/Morse residence, a five-year tax exemption is requested for the existing heritage building only. Both duplex units will have a tax exemption. An exemption of the municipal portion of property taxes for protected heritage properties is permitted under Section 225(2)(b) of the *Community Charter*. The intent of the legislation is to encourage heritage conservation by mitigating the costs involved in preservation and restoration of the building's heritage value. Five year tax exemptions have been granted for the Miller Residence and

Billy Miner Pub HRA bylaws and one is also proposed (RZ/109/08) for the Beeton/Daykin HRA bylaw is at Third Reading.

The municipal portion of property taxes for the Turnock/Morse residence for 2011 was \$1,943.00.

Official Community Plan:

A number of policies in the Official Community Plan (OCP) apply to this proposal. These include policies in Chapter 4 Community Services and in the Town Centre Area Plan.

In Chapter 4, the following OCP Policies apply with respect to heritage management:

- 4-43** The development application review process will include an opportunity to evaluate the overall impact of proposed development on the heritage characteristics and context of each historic community or neighbourhood. Conservation guidelines and standards should be prepared to aid in this evaluation and provide a basis from which recommendations can be made to Council.
- 4-44** Maple Ridge will endeavour to use tools available under Provincial legislation more effectively to strengthen heritage conservation in the District. Other planning tools will also be utilized where appropriate to establish a comprehensive approach to heritage management in the District.

The conservation of the Turnock/Morse residence as well as insuring that the proposed apartment building is compatible with both the heritage building and the historical community has been achieved through the detailed analysis in the Conservation Plan forming part of the Heritage Revitalization Agreement that applies to this site. The *Standards & Guidelines for the Conservation of Historic Places in Canada* were used by the heritage professional preparing the Conservation Plan for the Turnock/Morse residence in accordance with these OCP policies.

In the Town Centre Area Plan, the site is designated “*Port Haney Multi-Family, Commercial and Mixed-Use*” in the Town Centre Area Plan, which permits four-storey multi-family development, such as the one proposed. Area Plan policies that support the proposed application include:

- 3-34** Maple Ridge will continue to encourage the conservation and designation of heritage properties recognized as having heritage value.
- 3-35** Adaptive re-use of heritage properties is encouraged to enable the longevity of use and ongoing conservation of historical resources.
- 3-36** Parking is encouraged to be accessed from a rear lane or side-street, wherever feasible.

- 3-38** Low-rise Multi-Family apartment, Commercial, and Mixed-Use in Port Haney should be a minimum of three (3) storeys and a maximum of four (4) storeys in height, with at least 90% of required parking provided underground.

Development of a four-storey multi-family development on the subject sites would result in the adjacent single-family use site to the east being left to develop on its own. There is currently a four-storey mixed used building on the east side of this site. The development potential in Port Haney ranges from ground-oriented townhouse form of development to four-storey development. As such, the size and dimensions of the remainder lot would permit a RM-1 (townhouse residential) development, which is consistent with the Official Community Plan designation.

- 5-10** Laneways should have a maximum paved width of 6 metres.

The laneway right-of-way is 10 metres and the additional width on the development side will be landscaped and maintained by the strata through a landscape covenant.

Zoning Bylaw, Off-Street Parking & Loading Bylaw, and Variances:

Adoption of HRA bylaws does not replace the existing zoning on a site and currently the three subject sites are zoned RS-1 (One Family Urban Residential). The subject development proposal is a close fit for the RM-2 (Medium Density Apartment) zone and it is intended that this zone will guide the requirements for the site with some setback variations and a slightly higher density. A Heritage Revitalization Agreement has the power to supersede the Zoning Bylaw and the variations to the Zoning Bylaw are identified in Schedule “F” to the HRA bylaw (Appendix “B”).

The proposed setbacks are identified in the following table:

Building Setbacks	RM-2 Zone Requirements	HRA Bylaw Proposal
Front Yard	7.5m	3.6m
Rear Yard	7.5m	4.2m
Exterior Side Yard	7.5m	3.0m
Interior Side Yard	7.5m	4.1m

The density permitted under the RM-2 zone is a floor space ratio of 1.8. The applicant is seeking a floor space ratio of 1.817.

In addition to superseding the RM-2 (Medium Density Apartment) zone for the specific use and design of the site, the applicant is seeking to supersede the Off-Street Parking Bylaw to reduce the parking standard from a required 75 stalls to a minimum of 72 stalls. The Town Centre Central Business District parking standards, which are the lowest in the municipality, were extended to the Port Haney area as part of the Town Centre Investment Incentives Program and these are the parking standards that would normally apply.

The majority of the parking is being provided in an underground parking area, including four visitor parking stalls. Of the three stalls located at grade, two will be allocated to the heritage house duplex.

As the proposed HRA Bylaw varies use and density of use provisions, *LGA Section 966 (8)* requires a Public Hearing to be held.

Development Permit and Heritage Alteration Permit

The changes proposed to this site affect the existing heritage building and the construction of a new multi-family building. As such a Development Permit is required for the new four-storey residential building (pursuant to Section 8.7 of the Official Community Plan) to be processed concurrently with this HRA application. Apart from intensive residential development, development permits do not apply to single family houses. A development permit will apply to the proposed apartment and this HRA will apply to the heritage house with respect to their respective designs. To clarify this, a text amendment to the Official Community Plan, OCP Amending Bylaw No. 6907-2012, is currently at Third Reading, intended to waive the requirement of a Development Permit for existing heritage buildings in such circumstances, because any alterations to protected heritage buildings will be subject to a Heritage Alteration Permit.

The subject site is located in the Port Haney & Waterfront precinct and as such, will be subject to the key guideline concepts for this precinct and the more general requirements of the Town Centre Development Permit Area Guidelines.

Advisory Design Panel:

The multiple residential component of this application was presented to the ADP on July 10, 2012. The applicant addressed the comments of the ADP as follows:

Design Panel Comments	Response
Consider lane way trees (Street Trees along the lane)	Trees along the lane are provided adjacent to North property Line on Site, as per the original plan.
Consider providing screening between the refuse pick-up area and the patios	Cedar hedging provided.
Provide access from the surface parking to the 2nd heritage unit	Sidewalk extended.
Provide pedestrian access from parking spaces 41 & 42 to the entrance lobby	Revised as requested.
Consider including the space in the hallway, north of the elevator on upper floors, into the adjacent suite	Revised as requested.
Consider the heights of the window mullions on the north elevation	Revised as requested.
Consider reducing the overall amount of fencing and trellis by providing an accent at	Fencing and trellis provided to highlight and personalize entry points, to define public/private

the main entrance of the apartment building	space and to compliment heritage theme.
Consider the design and proportions of the elevator tower	Tower height has been reduced to its minimum height required for elevator. See revised elevations.
Consider providing some alternate material to the vinyl siding	Hardy board has been substituted for vinyl.
Consider the window treatment on the south elevation	Revised as requested.
Consider provision of landscape grading plan in an effort to minimize the amount of retaining walls around patio and gardens	Retaining walls have been limited to the South East area of the site.
Consider additional continuous evergreen hedging between private patios and along lane hedge	A continuous hedge would make the narrow space feel even more constrained. Openings allow light into this north-facing space and is consistent with CEPTED principles for safety
Consider reducing the amount of surface parking and replace with green space/common amenity area	Surface parking has been relocated to the underground parking as requested

Development Information Meeting:

A Development Information Meeting (DIM) was held by the applicant on Monday, May 7, 2012 at the CEED Centre Meeting Room. Four individuals attended. The applicant reports that comments were favorable towards the project. Some of the additional comments made were related to incorporating more trees at this and nearby sites to encourage birds, the degree of truck activity associated with construction (applicant to respond to individual directly), plans to construct of new sidewalks (to be provided by applicant in accordance with municipal standards), and making repairs to a fence shared by an adjacent property owner if its damaged during construction (applicant to respond to individual directly).

d) Interdepartmental Implications:

Engineering Department:

Comments from the Engineering Department were provided to the applicant to resolve directly. Among the comments are the following: widening the south side of the lane; widening the east side of 223 Street to a collector standard, corner truncation; road resurfacing, sidewalk construction, street lighting and street tree planting; and cancelling an unnecessary sewer Statutory Right of Way.

A servicing agreement and securities will be required prior to Final Approval.

Building Department:

The comments provided from the Building Department are related to the location and width of the ramp to the underground parking, the location of garbage/recycling facilities, and spatial separation requirements under the Code. The architect has advised all these matters have been addressed.

Parks & Leisure Services Department:

The Parks & Leisure Services Department have identified that after the subdivision / consolidation is completed they will be responsible for maintaining the street trees. The required street trees will be provided and secured through the development permit for the multi-family residential use.

Fire Department:

The comments provided from the Fire Department relate mainly to the proposed apartment building, that will be addressed at the building permit stage.

e) School District Comments:

None required.

f) Intergovernmental Issues:

There are no known intergovernmental issues related with this application.

CONCLUSION:

The Turnock/Morse HRA Bylaw is the fourth application to be brought forward for Council consideration, within the past two years, and the second for the historic Port Haney area. The proposed Turnock/Morse residence is one of Port Haney's few remaining heritage buildings and preserving this building will help preserve the memories of the past as new development occurs. It is anticipated that shifting the original use of the existing heritage resources in Port Haney to new adaptive uses is key to preserving these buildings over the long term. Additionally, the new four storey building being proposed is sympathetic to the heritage building being preserved and is the kind of new development and density that is encouraged for Port Haney in the Town Centre Area Plan.

It is recommended that Second Reading be given to Heritage Designation and Revitalization and Tax Exemption Agreement Bylaw 6913-2012, and that application 2011-089-RZ be forwarded to Public Hearing.

"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
Director of Planning

"Original signed by Frank Quinn"

Approved by: Frank Quinn, MBA, P.Eng
GM: Public Works & Development Services

"Original signed by Kelly Swift"

Concurrence: J. L. (Jim) Rule
Chief Administrative Officer

The following appendices are attached hereto:

Appendix A – Subject Map

Appendix B – Heritage Designation and Revitalization and Tax Exemption Agreement
Bylaw 6913-2012

Appendix C – Site Plan

Appendix D – Rendering

Appendix E – Landscape Plans



City of Maple Ridge

TO: His Worship Mayor Ernie Daykin
and Members of Council
FROM: Chief Administrative Officer
SUBJECT: 5% Money in Lieu Of Parkland Dedication
12116 and 12170 204B Street

MEETING DATE: October 20, 2014
FILE NO: 2012-038-SD
MEETING: C of W

EXECUTIVE SUMMARY:

The subject properties, located at 12116 and 12170 204B Street, are proposed to be subdivided from 2 vacant lots to 4 residential lots. This is subject to the provisions of the *Local Government Act* regarding parkland dedication or payment in lieu of dedication. It is recommended that Council require payment in lieu of parkland dedication for the subject properties.

RECOMMENDATION:

That pursuant to *Local Government Act*, Section 941, regarding 5% Parkland Dedication or payment in lieu, be it resolved that the owner of land proposed for subdivision at 12116 and 12170 204B Street, under application 2012-038-SD, shall pay to the City of Maple Ridge an amount that is not less than \$26,500.00.

DISCUSSION:

Section 941 (1) of the *Local Government Act* requires the provision of parkland, without compensation, as a condition of subdivision, subject to some exceptions. The land, not to exceed 5% of the area proposed for subdivision, may be acquired in a location acceptable to the City, or a payment equal to 5% of the market value of the area proposed for subdivision is required. Section 941 (5) of the *Local Government Act* states that subsection (1) does not apply to a subdivision by which fewer than 3 additional lots would be created, except as provided in subsection (5.1). Subsection (5.1) states that subsection (1) does apply to a subdivision by which fewer than 3 additional lots would be created if the parcel proposed to be subdivided was itself created by subdivision within the past 5 years. For this application, the subject properties being subdivided were created on August 23, 2013, therefore subsection (1) still applies.

Section 8.9, Watercourse Protection Development Permit Area, of the Official Community Plan states that where watercourse protection areas are identified on the lands, the area is to be dedicated into public ownership as Park, where possible, for the preservation, protection, restoration and enhancement of watercourses and riparian areas. These areas also provide large vegetated areas in urban neighbourhoods that provide corridors for wildlife and passive park areas for residents.

Where there are either no watercourse protection areas or no suitable lands are identified for park dedication, then 5% of the market value of the land is paid to the City. These funds are placed into a special Parkland Acquisition Reserve Fund, for the purpose of acquiring parkland, which are typically used where the ability to achieve parkland through development is limited, such as the Blaney Bog.

In this particular instance there are no suitable lands present and it is, therefore, recommended that money in lieu of parkland dedication be provided.

In keeping with past practice, the City has requested that an appraisal be provided for the 5% market value of the development site. This appraisal is based on zoned but not serviced land.

A report from a qualified real estate appraiser has determined that the market value of the land is \$530,000.00, which indicates that the 5% value of this property is \$26,500.00.

CONCLUSION:

As there are no watercourse protection areas and no suitable lands on the property for parkland dedication, it is recommended that Council require payment in lieu of parkland dedication as prescribed in the appraisal.

“Original signed by Michelle Baski”

Prepared by: Michelle Baski, ASCT
Planning Technician

“Original signed by Christine Carter”

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

“Original signed by Frank Quinn”

Approved by: Frank Quinn MBA, P.Eng.
GM: Public Works & Development Services

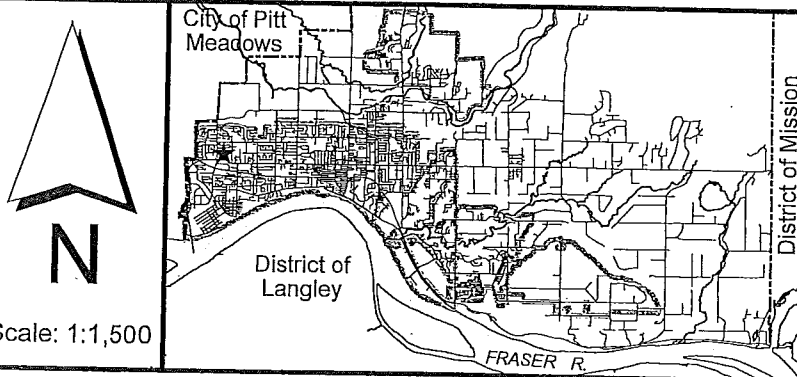
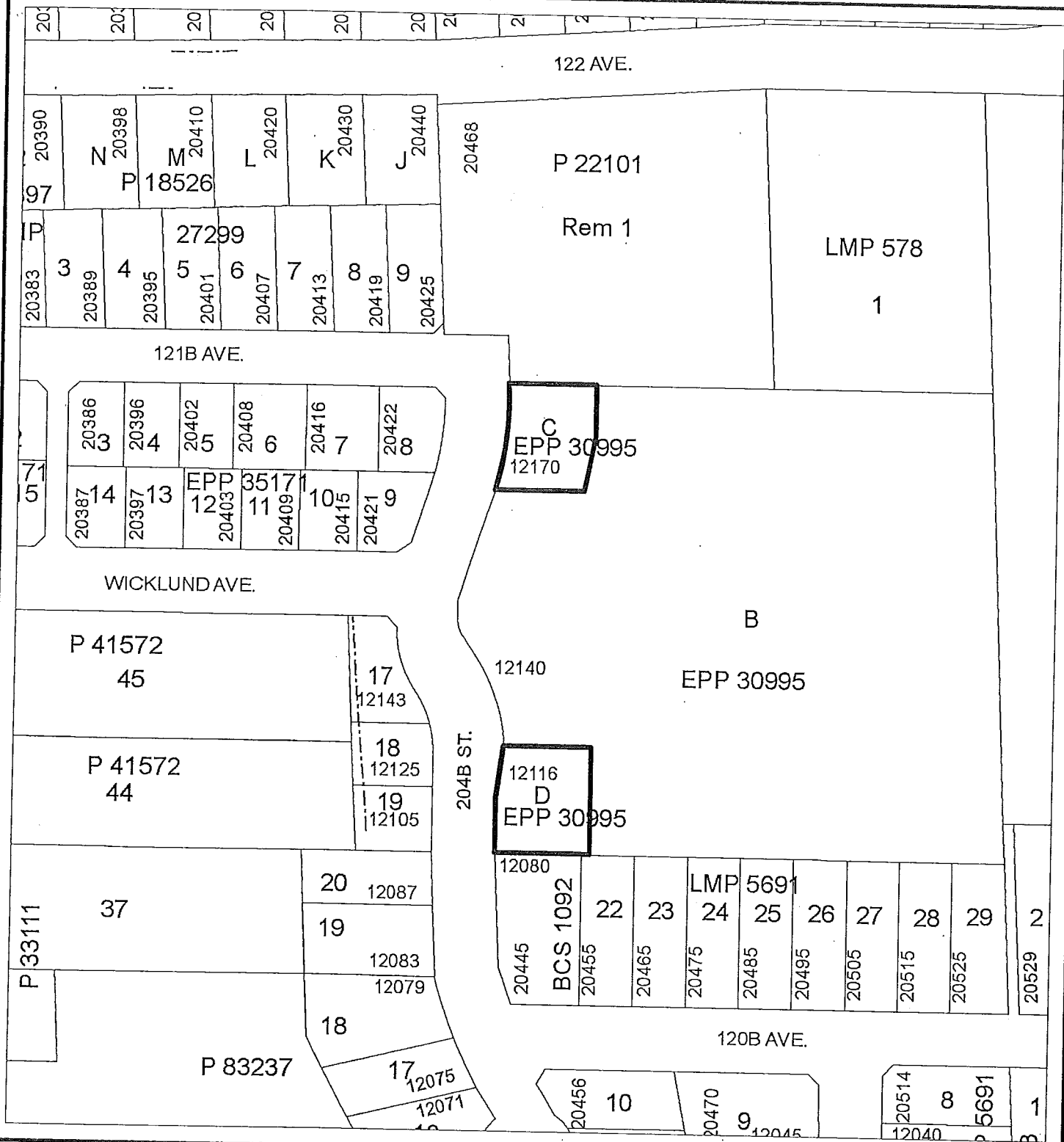
“Original signed by Jim Rule”

Concurrence: J. L. (Jim) Rule
Chief Administrative Officer

The following appendices are attached hereto:

Appendix A – Subject Property Map

Appendix B – Subdivision Plan

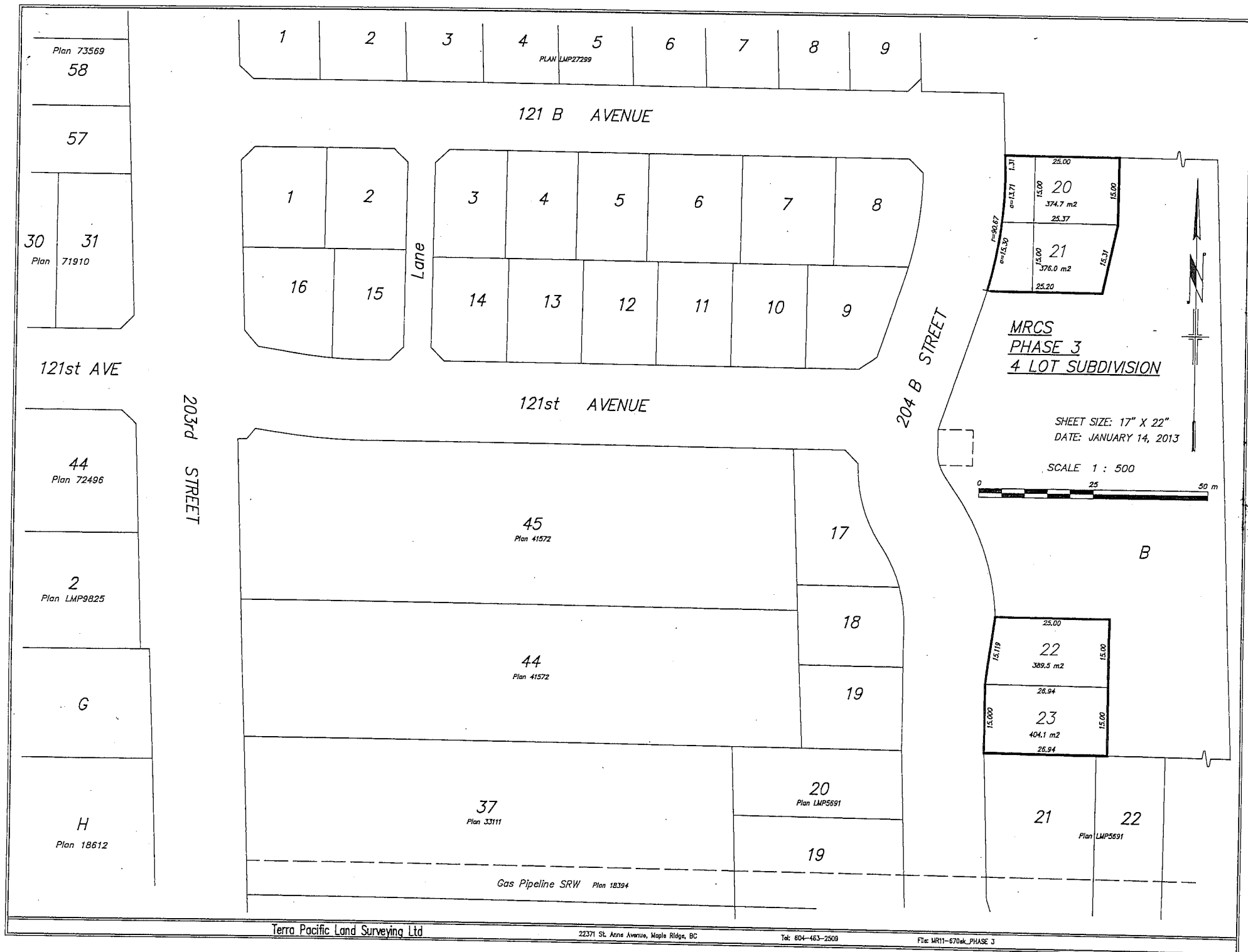


12116 & 12170 204B STREET

CITY OF MAPLE RIDGE
PLANNING DEPARTMENT

MAPLE RIDGE
British Columbia

DATE: Sep 25, 2014 FILE: 2012-038-VP BY: PC





City of Maple Ridge

TO: His Worship Mayor Ernie Daykin
and Members of Council
FROM: Chief Administrative Officer
MEETING DATE: October 20, 2014
MEETING: Committee of the Whole
SUBJECT: Maple Ridge Development Cost Charge Reserve Fund Expenditure Amending Bylaw No. 7116-2014

EXECUTIVE SUMMARY:

The Maple Ridge Development Cost Charge (DCC) Reserve Fund Expenditure Amending Bylaw No. 7116-2014 is required to authorize the expenditure from the DCC Reserve Fund. This bylaw authorizes the projects included in 2014 and 2015 of 2014-2018 Financial Plan Amending Bylaw 7106-2014 that is currently before Council.

Only capital projects that have been included in the DCC Imposition Bylaw can be funded by Development Cost Charges. The DCC Imposition Amending Bylaw adopted in October 2011 includes all the projects listed in this DCC Reserve Fund Expenditure Amending Bylaw.

RECOMMENDATION(S):

That Maple Ridge Development Cost Charge Reserve Fund Expenditure Amending Bylaw No. 7116-2014 be given first, second and third readings.

DISCUSSION:

a) Background Context:

To authorize expenditure from the DCC Reserve Fund in the amount of \$31,803,928 for projects planned in 2014 or earlier and \$12,874,608 for 2015 projects identified in Schedule "A" and "B" (attached).

Section 935 (3) and (5) of the Local Government Act addresses the use of development cost charges and the authority to make payments from the Development Cost Charge Reserve Fund for capital works. *Section 189 of Division 4 (Reserve Funds) of the Community Charter* directs the use of and restrictions on the use of money in reserve funds.

b) Desired Outcome:

To obtain Council authorization for the expenditure of development cost charges from the DCC Reserve Fund.

c) Strategic Alignment:

The recommendation supports the City's business purpose for the effective and efficient delivery of services to the community. Implementation of capital works identified and approved in the capital works program is an integral part of service delivery in this regard.

d) Citizen/Customer Implications:

Facilitation of capital projects benefits the community through provision of capital infrastructure, facilities and improvements as identified by the departments in their business areas and as endorsed by the Corporate Management Team and Council through the adoption of the Financial Plan Bylaw.

e) Business Plan/Financial Implications:

This bylaw authorizes the use of DCC funding for 2014 and 2015 capital projects included in the 2014-2018 Financial Plan.

Several master plans (such as the Transportation Plan) have recently been refreshed or are nearing completion; these will have an impact on the long term capital program and will likely require an amendment to the DCC Imposition Bylaw.

CONCLUSIONS:

In order to expend funds from the DCC Reserve Fund in support of capital projects and the repayment of an over collection, Council authorization to expend a total of \$44,678,536 from the DCC Reserve Fund is required.

“Original signed by C.K. Lee”

Prepared by: C.K. Lee, CPA, CGA
Financial Analyst

“Original signed by Trevor Thompson”

Approved by: Trevor Thompson, CPA, CGA
Manager of Financial Planning

“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

CITY OF MAPLE RIDGE

Bylaw No. 7116-2014

A Bylaw to amend Maple Ridge Development Cost Charge Reserve Fund
Expenditure Bylaw 2718-1979

WHEREAS, development cost charges are collected for the purpose of assisting in the cost of providing services necessary to support new development;

AND WHEREAS, the service deemed necessary for new development has previously been established;

AND WHEREAS, it is desirable to complete a portion of the capital projects previously established as Development Cost Charge items.

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

1. This Bylaw may be cited as "Maple Ridge Development Cost Charge Reserve Fund Expenditure Amending Bylaw No. 7116 - 2014".
2. The sum of **\$31,803,928** is hereby appropriated from the Development Cost Charge Reserve Fund By-law No. 2718-1979 as amended, and it is hereby authorized to be used for capital projects listed in SCHEDULE "A".
3. The sum of **\$12,874,608** is hereby appropriated from the Development Cost Charge Reserve Fund By-law No. 2718-1979 as amended, and it is hereby authorized to be used for capital projects listed in SCHEDULE "B".
4. Should any of the above noted funding remain unexpended after the expenditures hereby authorized have been made, any unexpended balance shall be returned to the credit of the said Reserve Fund.

READ a first time the day of , 2014.

READ a second time the day of , 2014.

READ a third time the day of , 2014.

ADOPTED the day of , 2014.

PRESIDING MEMBER

CORPORATE OFFICER

Attachment: Schedules "A" & "B"

SCHEDULE "A"
Bylaw No. 7116-2014

List of 2014 and prior Capital Projects Identified for Development Cost Charge Funding

Component	Project Description
Government Services	Development Equity & Zoning Plans
Highways	104 Ave (240 - 244)
	104 Ave Pedestrian Connect (245 St) Phase 2
	119 Ave (226 - 227)
	128 Ave (210 - 216) Design
	132 Ave (232 - 235) Fern Crescent
	203 St (Lougheed - Golden Ears Way) Design
	224 St @ 124 Ave Intersection Safety
	232 St (132 - Silver Valley Road) Sidewalk
	232 St Bridge (N Alouette River)
	23513 Larch Ave - Road Dedication
	240 St (Lougheed - 104) - Road & Drainage
	240 St Signal Right Turn To East Bound
	Abernethy (210 - E Blackstock) Acquisition
	Abernethy Way Multi Use Path Phase 3
	Abernethy Way Phase 2 - Intersection Improvements
	Larch Ave (Balsam - 236)
	Larch Ave Road Extension
	Silver Valley Pedestrian & Road Improvements
Park Acquisition	Boundary Park (201/123) Phase 2
	Park (221/119) Lot 4
	Park (241/112) Lot 2
	Park (248/108) Lot 2
	Silver Valley Neighbourhood Park Acquisition A - Nelson's Peak
	Silver Valley Neighbourhood Park Acquisition B
	Silver Valley Neighbourhood Park Acquisition SE H
	Silver Valley Neighbourhood Park Completion - Acquisition 1
Park Improvements	Cottonwood E Park Development - Firefighters Park
	Park Development (231/137)
	Park Development (232/132)
	Whonnock Lake Phase 3 Path/Light
	Whonnock Lake Phase 4 Beach/General
Sewage	136 Ave (230 - 231)
	River Rd @236 (LTC6152 ext) - Sewer Water
Water	Barnston/MR Pump Station & Watermain
	Infrastructure Review Silver Valley
	MR Main W Connect & PRV @ 224/Abernethy Phase 2
	Silver Valley Reservoir

Development Cost Charge Authorization Amount \$31,803,928

SCHEDULE "B"
Bylaw No. 7116-2014

List of 2015 Capital Projects Identified for Development Cost Charge Funding

Component	Project Description
Highways	128 - 216 Intersection Improvement
	128 Ave (210 - 216)
	203 St (Lougheed - Golden Ears Way)
	Selkirk Ave (225 - 227)
Park Acquisition	Silver Valley Neighbourhood Park Phase 1
Park Improvements	Albion Park (Washroom Facility)
	Park Development (241/104)
	Raymond Park Development
Water	Silver Valley Reservoir

Development Cost Charge Authorization Amount \$12,874,608



City of Maple Ridge

TO: His Worship Mayor Ernie Daykin
and Members of Council
FROM: Chief Administrative Officer
SUBJECT: Revitalization Tax Exemption Agreements

MEETING DATE: October 20, 2014
MEETING: Committee of the Whole

EXECUTIVE SUMMARY:

The Town Centre Investment Incentive Program offers property tax exemptions to eligible development projects, as one of a comprehensive set of financial incentives. The Community Charter requires the City to enter into formal agreements with property owners in order to enable the exemptions. This report is to authorize the execution of those agreements for development projects qualifying for three-year exemptions beginning in 2015.

RECOMMENDATION:

That the Corporate Officer be authorized to execute agreements with the qualified property owners listed in Schedule A, as attached to the staff report "Revitalization Tax Exemption Agreements" dated October 20, 2014.

DISCUSSION:

a) Background Context:

In late 2010, Municipal Council approved the framework for an incentive program to encourage accelerated private sector investment in the Town Centre, with a focus on both commercial and high density residential development. An important element of the incentive program is a Revitalization Tax Exemption (RTE) Program, which offers municipal property tax exemptions for eligible projects in the Town Centre. Council adopted Bylaw No. 6789-2011 in March 2011 to enable the exemption process, in alignment with Community Charter requirements. The charter also requires that the City enter into RTE agreements with property owners for eligible projects.

The initial program expired at the end of 2013 and Council opted to continue the commercial portion of the program for an additional year, adopting Bylaw No. 7010-2013 in December 2013 to enable the program extension.

Between 2011, 2012 and 2013 Council authorized RTE agreements for over thirty projects. Review by BC Assessment determined that eleven of those projects met the criteria to receive an RTE. The tax exemption is equivalent to 100% of the municipal property tax payable on the amount of non-market change attributed to the project, as specified by the bylaw. The eleven qualifying projects generated non-market change in excess of \$76 million and have received tax exemptions to date of \$609,529. The estimated total impact of these exemptions is \$1.44 million. Tax exemptions on

these properties will begin to expire in 2014 and by 2017 all of them will be contributing fully to municipal tax revenues.

This year, 22 projects are eligible to apply for exemptions for the 2015 taxation year. Qualifying projects will receive an exemption on the municipal portion of property taxes for three years. None meet the 'green' requirements to qualify for the extended six-year exemption. The non-market change in value is calculated by BC Assessment, based on the condition of the property and improvements as of October 31. Due to legislated timing, we don't know in advance of executing the agreements which projects will generate a value that can be exempted. Therefore it is requested that Council authorize agreements with all the property owners, knowing that some may not be executed. The option rests with the property owners, and projects must meet all other requirements of the bylaw.

"Schedule A" lists all of the eligible projects, along with the property owners. "Schedule B" illustrates the agreement template.

b) Desired Outcome:

That property tax exemptions are provided for projects meeting the requirements of the Revitalization Tax Exemption Program.

c) Strategic Alignment:

The Town Centre Investment Incentives Program is intended to accelerate the implementation of the award winning Smart Growth on the Ground plan, and the award winning Town Centre Area Plan. The incentives are intended to stimulate growth and density, as well as to enhance the quality of new and existing development, all of which are guided by comprehensive development guidelines. The incentive program strongly supports the Town Centre and Council's vision for the community.

d) Financial Implications:

The five-year financial plan includes revenue projections due to growth in the tax base. Tax exemptions will require the City to forgo revenue for a period of time, with the intent that future revenues, as a result of stimulated growth and density, will provide a net financial benefit. Should all eligible properties included in "Schedule A" experience non-market change equivalent to the estimated construction value, exempted tax revenues would be approximately \$175,000 in 2015 and \$540,000 over the full three-year exemption period.

In addition to the properties noted in "Schedule A", any eligible projects that have been issued a building permit by December 30, 2014 will be able to apply for an RTE in the future. Based on the projects we are aware of at this time, there could be an additional \$400,000 in total tax exemptions. Once all exemptions associated with the current incentive programs have expired, cash flows to the City from the TCIP projects are estimated to exceed \$890,000 annually.

The total investment in the community as a result of the incentive program is expected to exceed \$92 million, has advanced Council goals of increasing density in the Town Centre and has seen some exciting commercial ventures come to town. Total tax exemptions over the life of the incentive program are estimated at approximately \$1.75 million. To help offset the impact of tax exemptions resulting from this bylaw Council set aside \$1.6 million over the past two years. Net cash flows are projected to become positive starting in 2017 as existing exemptions start to expire.

CONCLUSION:

A component of the Town Centre Investment Incentives Program is Revitalization Tax Exemptions. A bylaw was adopted in March 2011 to establish the program; a second bylaw was adopted in December 2013 to extend the commercial portion of the program. The Community Charter requires the City to enter into formal agreements with property owners in order to enable the exemptions. This report is to authorize the execution of those agreements for development projects qualifying for three-year exemptions beginning in 2015.

"Original signed by Catherine Nolan"

Prepared by: Catherine Nolan, CGA
Manager of Accounting

"Original signed by Laura Benson"

Reviewed by: Laura Benson, CPA, CMA
Manager of Sustainability and Corporate Planning

"Original signed by Paul Gill"

Approved by: Paul Gill, BBA, CGA
General Manager, Corporate and Financial Services

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

Concurrence: **J.L. (Jim) Rule**
Chief Administrative Officer

Schedule A: List of potential Revitalization Tax Exemption Agreement signatories
Schedule B: Revitalization Tax Exemption Agreement

Schedule A: List of potential Revitalization Tax Exemption Agreement signatories

Gill, Malvinder S & Sukhminder 21989 Acadia St Maple Ridge, BC V2X 3B7	Lands: Legal Description: PID #: Folio Number: Building Permit # Project: Term of Tax Exemption:	22674 Dewdney Trunk Rd Lot 4, Block 1 District Lot 401, New Westminster Plan NWP12215 Subsidy Lot 2 Group 1 002-293-293 31928-0100-1 13-118649 Interior renovations Three years
0724674 BC Ltd.* 1606-7878 Westminister Hwy, Richmond, BC V6X 4A2	Lands: Legal Description: PID #: Folio Number: Building Permit # Project: Term of Tax Exemption:	12028 222 Street Lot A District Lot 399 New Westminster District Plan BCP50302 Group 1 028-783-077 42450-0000-0 12-110037 4 storey, 75 unit apartment building Three years
450617 BC Ltd. 1955 4 th Ave W Vancouver, BC V6J 1M7	Lands: Legal Description: PID #: Folio Number: Building Permit # Project: Term of Tax Exemption:	22444 Lougheed Highway Lot C District Lot 398 New Westminster District Plan NWP6524 Group 1, Lot 2, Plan 5414 District Lot 398 Group 1, New Westminster Land District 011-203-323 31745-0000-X 13-125760 Tenant improvements Three years
Ezekiel 34 Enterprises Inc. * 25011 124 Ave Maple Ridge, BC V4R 1T6	Lands: Legal Description: PID #: Folio Number: Building Permit # Project: Term of Tax Exemption:	22183 Cliff Avenue Lot 43 District Lot 397 New Westminster District Plan NWP9218 Group 1 000-877-255 42386-0000-9 13-113127 Convert residence into a doctor's office Three years

** Council authorized agreements for these projects last year as they were eligible for the exemption program. The property owners elected to delay the tax exemption starting year until more construction had been completed, thereby maximizing the tax reduction.*

Schedule A: List of potential Revitalization Tax Exemption Agreement signatories

<p>Narland Properties (Haney) Ltd. 35-11900 Haney Place Maple Ridge, BC V2X 8R9</p>	<p>Lands: Legal Description: PID #: Folio Number: Building Permit #'s Project: Term of Tax Exemption:</p>	<p>11900 Haney Place District Lot 398 New Westminster District Parcel 127, Group 1, Except Plan BCP50864, Expl PI 65997; & DL 401 003-739-341 31711-0500-5 13-121105, 13-121400, 13-121418, 13-121562, 13-122264, 14-104781, 14-116809 Various improvements Three years</p>
<p>CIBC Development Corp Realty Taxation c/o BLIC CIBC Lease Administration 7400 Birchmount Rd PO Box 4500 Stn Industrial Par L3R 0Z5</p>	<p>Lands: Legal Description: PID #: Folio Number: Building Permit # Project: Term of Tax Exemption:</p>	<p>11909 224 St Lot E District Lot 398 New Westminster District Plan NWP3206 Group 1 (AC165563) 014-496-321 31635-0100-0 14-115145 Interior renovation Three years</p>
<p>22475 Dewdney Trunk Road Inc. 1040-1185 Georgia St W Vancouver, BC V6E 4E6</p>	<p>Lands: Legal Description: PID #: Folio Number: Building Permit # Project: Term of Tax Exemption:</p>	<p>22475 Dewdney Trunk Road Lot 302 Section 20 Township 12 New Westminster District Plan NWP45004 Group 1 , Except Plan 79869 002-180-511 52713-0000-6 14-108649 Tenant improvements – Petsmart Three years</p>
<p>Bank of Montreal c/o Corporate Real Estate Attn: Property Administration 251-55 Bloor St. W Toronto, ON M4W 1A6</p>	<p>Lands: Legal Description: PID #: Folio Number: Building Permit #: Project Term of Tax Exemption:</p>	<p>22410 Lougheed Highway District Lot 398 New Westminster District Plan LMP30487 Parcel A, Group 1 023-580-267 31733-0001-0 13-124245 Exterior improvements Three years</p>

Schedule A: List of potential Revitalization Tax Exemption Agreement signatories

Steelhead Investments Ltd. 299 Kings Rd E. North Vancouver, BC V7N 1H7	<p>Lands: 22618 Lougheed Highway</p> <p>Legal Description: Lot 1 District Lot 401 New Westminster District Plan NWP9819 Parcel A, Group 1, EP11970, Lot 1, Plan 12503, District Lot 401, Group 1, New Westminster Land District.</p> <p>PID #: 001-620-444</p> <p>Folio Number: 31920-0100-8</p> <p>Building Permit #: 13-122927</p> <p>Project: Interior Renovation</p> <p>Term of Tax: Three years</p> <p>Exemption:</p>
McDonalds Restaurants of Canada Ltd. 100-2 McDonalds Pl North York, ON M3C 3L4	<p>Lands: 22780 Lougheed Highway</p> <p>Legal Description: Lot 63 District Lot 401 New Westminster District Plan NWP51655 Group 1</p> <p>PID#: 004-952-766</p> <p>Folio Number: 31598-3600-2</p> <p>Building Permit #: 13-114908</p> <p>Project: Expansion of drive through facilities</p> <p>Term of Tax: Three years</p> <p>Exemption:</p>
Mainstay Holdings Stacks & Decker Developments Inc. Falcon Homes Ltd. 752 Capital Crt Port Coquitlam, BC V3C 6E4	<p>Lands: 102-11882 226 Street</p> <p>Legal Description: Lot 3 District Lot 401 New Westminster District Plan EPS1222 Group 1, together win an interest in the common property in proportion to the unit entitlement of the strata lot as shown on Form V or I as appropriate</p> <p>PID #: 029-092-078</p> <p>Folio Number: 31872-0005-0</p> <p>Building Permit #: 13-120162</p> <p>Project: Tenant improvements</p> <p>Term of Tax: Three Years</p> <p>Exemption:</p>
Greenside Properties Inc. 104-6409 Arbroath St Burnaby, BC V5E 1C3	<p>Lands: 11580 223 Street</p> <p>Legal Description: District Lot 398 New Westminster District Parcel 129, Group 1 Ref Pl 65880</p> <p>PID #: 003-685-217</p> <p>Folio Number: 31405-0100-1</p> <p>Building Permit #: 12-118671</p> <p>Project: 51 unit apartment building</p> <p>Term of Tax: Three years</p> <p>Exemption:</p>

Schedule A: List of potential Revitalization Tax Exemption Agreement signatories

Fraser Street Holdings Ltd. 1605-1166 Alberni St Vancouver, BC V6E 3Z3	Lands: Legal Description: PID # Folio Number: Building Permit #: Project Term of Tax Exemption	11965 Fraser Street Lot 103 District Lot 398 New Westminster Plan NWP49778 Group 1 001-022-954 31701-0100-6 13-118761, 13-120432 Interior and exterior improvements Three years
Avalon Haney Property Corp. 814 Broughton St Victoria, BC V8W 1E4	Lands: Legal Description: PID#: Folio Number: Building Permit #: Project: Term of Tax Exemption:	11950 223 Street Lot 14 District Lot 398 New Westminster District Plan NWP3206 Group 1 010-891-021 31599-0000-8 13-120026 Upgrade office space Three years
Selkirk Clinic Ltd. 1385 Kingsway Ave Port Coquitlam, BC V3C 1S2	Lands: Legal Description: PID#: Folio Number: Building Permit #: Project: Term of Tax Exemption:	22334 Selkirk Avenue District Lot 398 New Westminster Plan NWP2899 Parcel D(S106289), Group 1 002-179-270 31541-0000-3 13-122459 Interior building renovation Three years
Lee, Garling; Moy, Honda 3540 William Street Vancouver, BC V5K 2Z7	Lands: Legal Description: PID#: Folio Number: Building Permit # Project: Term of Tax Exemption	11968 223 Street Lot 13 District Lot 398 New Westminster District Plan NWP3206 Group 1 010-891-013 31598-0000-3 13-120189 Interior improvements Three years
Canshang Holdings 1690 Giles Pl Burnaby, BC V5A 3K6	Lands: Legal Description: PID#: Folio Number: Building Permit #: Project: Term of Tax Exemption	11955 224 Street Lot C District Lot 398 New Westminster District Group 1, Ref PI 52529 005-036-089 31612-0000-7 13-123862 Interior improvements Three years



THIS AGREEMENT dated for reference _____.

BETWEEN:

CITY OF MAPLE RIDGE, a municipal corporation under the laws of
British Columbia and having its offices at 11995 Haney Place,
Maple Ridge, British Columbia V2X 6A9

("City")

AND:

("Owner")

- A. Under the Maple Ridge Revitalization Tax Exemption Bylaw No. 6789-2011 (the "Bylaw"), the City of Maple Ridge established a revitalization tax exemption program for the purpose of encouraging revitalization of the Town Centre Investment Incentives Areas identified in the Bylaw.
- B. The Lands subject to this Agreement are located within the Town Centre Investment Incentives Areas.
- C. The Owner proposes to construct an improvement(s) or carry out an alteration(s) to an existing improvement(s) on the Lands.
- D. This Agreement contains terms and conditions governing the provision of a general municipal property tax exemption under the Bylaw.

NOW THEREFORE, in consideration of the mutual promises contained in this Agreement and the payment by the Owner to the City of \$1.00, the receipt and sufficiency of which are acknowledged by the City, the parties agree as follows:

1. Definitions

- 1.1. In this Agreement the following words have the following meanings:

"Lands" means those lands and premises located at: _____

Legally described as: _____

Parcel Identifier (PID): _____

Folio Number: _____

“Project” means the project identified on Building Permit No. _____

2. The Project

- 2.1. The Owner will use its best efforts to ensure that the Project is constructed, maintained, operated and used in a fashion that will be consistent with and will foster the objectives of the revitalization tax exemption program, as outlined in the Bylaw. Without limiting the generality of the foregoing, the Owner covenants to use its best efforts to ensure that the Project will (tick all that apply):

- ☐ diversify housing options, to increase density in the Town Centre, and to provide a larger base of residents to support **Commercial** activities;
- ☐ strengthen the local economy and expand employment opportunities for citizens;
- ☐ Increase pedestrian traffic to support local business, and to enhance safety;
- ☐ use environmentally sustainable building construction methods and materials, and encourage energy efficiency and alternative technologies.

3. Owner's Obligations

- 3.1. In consideration of the City granting the Owner a revitalization tax exemption in accordance with the Bylaw, the Owner agrees to construct the following new improvement(s) or carry out the following alteration(s) to an existing improvement(s) on the Lands:

Brief description and reference building permit number and DP# where applicable.

- 3.2. Throughout the term of this Agreement, the Owner shall operate, repair and maintain the Project and will keep the Project in a state of good repair as a prudent owner would do.
- 3.3. The Owner must substantially complete the construction of, or alterations to, the improvement(s) referred to in section 3.1 of this Agreement by:

Specify date

- 3.4. The Owner agrees that a revitalization tax exemption granted by the City under the Bylaw is subject to the Owner's compliance with and fulfilment of all the terms and conditions arising out of the Building Permits issued.
- 3.5. The Owner shall construct the Project and, at all times during the term of the tax exemption, operate, use and occupy the Lands and the Project in compliance with all statutes, laws, regulations and orders of any authority having jurisdiction and, without limiting the generality of the foregoing, all federal, provincial, or municipal laws or statutes or bylaws, including all the rules regulations policies guidelines criteria or the like made under or pursuant to any such laws.
- 3.6. The Owner must bear all the expenses of performing the obligations and covenants of the

Owner contained in this Agreement, and of all matters incidental to them.

3.7. The Owner represents and warrants to the City that:

- a. All necessary corporate actions and proceedings have been taken by the Owner to authorize its entry into, and performance of, this Agreement;
- b. Upon execution and delivery on behalf of the Owner, this Agreement constitutes a valid and binding contractual obligation of the Owner;
- c. Neither the execution and delivery, nor the performance of this Agreement shall breach any other Agreement or obligation or cause the Owner to be in default of any other Agreement or obligation respecting the Lands; and,
- d. The Owner has the corporate capacity and authority to enter into and perform this Agreement.

4. City's Rights, Powers and Obligations

- 4.1. Nothing contained or implied in this Agreement prejudices or affects the City's rights and powers in the exercise of its functions or its rights and powers under any public and private statutes, bylaws, orders or regulations to the extent the same are applicable to the Lands, all of which may be fully and effectively exercised in relation to the Lands as if this Agreement had not been executed and delivered by the Owner.
- 4.2. Where the terms and conditions of this Agreement and the Bylaw have been met, the City shall issue a tax exemption certificate to the Owner in accordance with the provisions of the Bylaw.
- 4.3. The Owner acknowledges and agrees that, if the Owner breaches or fails to comply with any of the terms, conditions or requirements of this Agreement or the Bylaw, and the Owner fails to remedy such breach or non-compliance within the time specified by the City in its notice to the Owner, the City may thereafter immediately terminate this Agreement.
- 4.4. Whenever the City is permitted to make or give any decision, direction, determination, or consent, the City may act in its sole discretion, but must act reasonably.

5. General Provisions

- 5.1. The Owner and the City represent that the City has made no representations, covenants, warranties, guarantees, promises, or any agreements, express or implied, with the Owner other than those expressly contained in this Agreement.
- 5.2. All covenants made by the Owner herein shall be for the benefit of the City.
- 5.3. This Agreement may only be modified by written agreement of the City and the Owner.
- 5.4. This Agreement shall inure to the benefit of, and is binding on the parties and their respective heirs, executors, administrators, successors and assigns.
- 5.5. Time is of the essence in this Agreement.
- 5.6. This Agreement constitutes the entire Agreement between the Owner and the City with regard to the subject matter herein, and supersedes all prior agreements, understandings, negotiations, and discussions, whether oral or written, of the City with the Owner.

- 5.7. No amendment or waiver of any portion of this Agreement shall be valid unless in writing and executed by the parties to this Agreement.
- 5.8. Waiver of any default by a party shall not be deemed to be a waiver of any subsequent default by that party.
- 5.9. This Agreement shall be construed according to the laws of the Province of British Columbia.

6. Revitalization Tax Exemption

- 6.1. Subject to fulfilment of the conditions set out in this Agreement and the Bylaw, the City shall issue a revitalization tax exemption certificate to BC Assessment entitling the Owner to a property tax exemption in respect of the property taxes due (not including local service taxes) in relation to the amount of non-market change attributed to the Project as specified in Part 6 of the Bylaw for the calendar year(s) set out in this Agreement: *[choose a or b]*:
 - a. For a total of three years; or,
 - b. For a total of six years for LEED® Silver or better or alternate/renewable energy projects, pursuant to the Bylaw.

7. Calculation of Calculation of Revitalization Tax Exemption

- 7.1. The amount of the Tax Exemption shall be equal to 100% of the Municipal Property Tax payable on the amount of non-market change attributed to the Project by BC Assessment, as specified in Part 6 of the Bylaw, and where all conditions of the Bylaw and this Agreement have been met: *[choose a or b]*:
 - c. For a total of three years; or,
 - d. For a total of six years for LEED® Silver or better or alternate/renewable energy projects, pursuant to the Bylaw.

8. Term of Tax Exemption

- 8.1. Provided the requirements of this Agreement and the Bylaw are met, the tax exemption shall be for the taxation years:
_____ to _____ inclusive.

9. No Refund

- 9.1. For greater certainty, under no circumstances will the Owner be entitled under the City's revitalization tax exemption program to any cash credit, any carry forward tax exemption credit or any refund for any property taxes paid.

10. Notices

- 10.1. Any notice or other communication required or contemplated to be given or made by any provision of this Agreement shall be given or made in writing and either delivered personally (and if so, shall be deemed to be received when delivered), or mailed by prepaid registered mail in any Canada Post Office (and if so, shall be deemed to be delivered on the sixth business day following such mailing, except that, in the event of interruption of mail service, notice shall be deemed to be delivered only when actually received by the party to whom it is

addressed), so long as the notice is addressed to the party at the address shown on Page 1 of this Agreement.

11. Severance

- 11.1. 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.

12. Further Assurances

- 12.1. The parties shall execute and do all such further deeds, acts, things and assurances that may be reasonably required to carry out the intent of this Agreement.

As evidence of their agreement to be bound by the terms of this Revitalization Tax Exemption Agreement, the parties have executed this Revitalization Tax Exemption Agreement as follows:

Corporate Officer

City of Maple Ridge

Executed by the (Insert name) by its authorized signatories:

Name

Name



City of Maple Ridge

TO: His Worship Mayor Ernie Daykin and Members of Council
FROM: Chief Administrative Officer
SUBJECT: Disbursements for the month ended September 30, 2014

DATE: October 20, 2014
Committee of the Whole

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 September 30, 2014 now be approved.

GENERAL	\$10,184,488
PAYROLL	\$ 1,684,156
PURCHASE CARD	\$ 79,083
	<u>\$ 11,947,727</u>

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

• Downtown road improvements – Edge Street	\$	302,090
• Fraser Valley Regional Library – 3 rd quarter member assessment	\$	653,433
• G.V. Water District – Water consumption July 2 to August 6/14	\$	1,121,392
• Jakes Construction Ltd. – 240 St road & drainage improvements	\$	577,797
• RCMP Receiver General – RCMP contract Apr-Jun/14	\$	2,905,020
• Ridge Meadows Recycling Society – Monthly contract for recycling	\$	197,846
• Trans Western Electric Ltd. – Hammond Stadium playfield lighting	\$	369,992

d) Policy Implications:

Approval of the disbursements by Council is in keeping with corporate governance practice.

CONCLUSIONS:

The disbursements for the month ended September 30, 2014 have been reviewed and are in order.

Prepared by: **G'Ann Rygg**
Accounting Clerk II

Approved by: **Trevor Thompson, BBA, CGA**
Manager of Financial Planning

Approved by: **Paul Gill, BBA, CGA**
GM – Corporate & Financial Services

Concurrence: **J.L. (Jim) Rule**
Chief Administrative Officer

gmr

CITY OF MAPLE RIDGE
MONTHLY DISBURSEMENTS - SEPTEMBER 2014

<u>VENDOR NAME</u>	<u>DESCRIPTION OF PAYMENT</u>	<u>AMOUNT</u>
0740396 BC Ltd	Security refund	78,147
0946235 BC Ltd	Roadside mowing	15,225
Ansan Industries Ltd	Traffic control	15,342
Arsalan Construction Ltd	Downtown road improvements - Edge Street	302,090
BC Hydro	Electricity	125,079
BC SPCA	Contract payment	27,925
BDO Canada LLP	Professional services - non-audit matters	15,865
Blue Pine Enterprises Ltd	232nd Street bridge	17,346
	Downtown enhancement - Lougheed Hwy & 226 St to 228 St	16,202
Boileau Electric & Pole Ltd	Maintenance: Council chambers	8,400
	Curling Club	2,614
	Firehalls	99
	Hammond Stadium	99
	Leisure Centre	132
	MVA repairs	2,542
	Pitt Meadows Family Rec. Centre	805
	Street lights	5,852
	Traffic signals	673
Bryco Projects Inc	Seismic upgrade Rothsay reservoir at 256 St	17,412
CUPE Local 622	Dues - pay periods 14/18 & 14/19	25,527
Chevron Canada Ltd	Gasoline & diesel fuel	74,584
Fraser Valley Regional Library	3rd quarter member assessment	653,433
GCL Contracting & Engineering	232 Street bridge replacement	43,174
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	3,959
Greater Vanc Water District	Water consumption July 2 to August 5/14	1,121,392
	Water sample analysis	1,400
Interprovincial Traffic Serv	Video camera detection system - Dunn & Maple Meadow Way	22,786
	Intersection camera	3,528
ISL Engineering & Land Serv	240 St road & drainage improvements	3,108
	Abernethy Way - 210 St to 224 St	12,884
	Environmental monitoring	1,841
Jakes Construction Ltd	240 St road & drainage improvements - Lougheed to 120 Ave	577,797
Jaskar Developments Ltd	Security refund	66,800
Kerr Wood Leidal Associates	136 Ave watermain extension	6,045
	Drinking water master plan	314
	Silver Valley water servicing plan	630
	Water servicing agreement	523
	Water system assessment & review	10,010
King Hoe Excavating Ltd	104 Ave road & drainage improvements - 224 St to 245 St	112,748
Lafarge Canada Inc	Roadworks material	30,201
Mainland Civil Works Inc	Hampton Street local area service	66,005
Manulife Financial	Employer/employee remittance	148,405
Maple Ridge & PM Arts Council	Arts Centre contract payment	50,867
	Program revenue Aug	17,225

Maple Ridge Carpet One	City Hall	6,576	
	Leisure Centre	64,777	71,353
Medical Services Plan	Employee medical & health premiums		38,765
Mertin Imports Ltd	2015 Hyundai Sonata		26,187
Municipal Pension Plan BC	Employer/employee remittance		439,433
Newlands Lawn & Garden Mainten	Grass cutting		19,603
Perpetual Success Enterprises	Security refund		150,707
RCMP -Receiver General For Cda	RCMP contract Apr-Jun/14	2,905,020	
	RCMP fingerprinting	1,750	2,906,770
Receiver General For Canada	Employer/Employee remittance PP14/17, 14/18 & 14/19		944,070
RG Arenas (Maple Ridge) Ltd	Ice rental Jun & Jul	111,956	
	Curling rink operating expenses May - Jul	11,354	123,309
Ridge Canoe & Kayak Club	Summer camp programs		16,710
Ridge Meadows Recycling Society	Monthly contract for recycling	197,846	
	Weekly recycling	336	
	Litter pickup contract	1,848	
	MMBC startup costs	40,264	
	Recycling station pickup	330	
	Roadside waste removal	202	240,826
RJ Construction	Blaney Room AV support wall	9,768	
	Leisure Centre spinning room	12,075	21,843
Spyders Inc	Hardware/software maintenance & support		56,387
Tetra Tech EBA Inc	Cottonwood landfill closure	7,462	
	Pavement management study	32,660	40,122
Total Energy Systems Ltd	Maintenance: City Hall	16,957	
	Firehalls	3,255	
	Leisure Centre	14,098	
	Library	7,124	
	Maple Ridge Museum	259	
	Operations	294	
	Pitt Meadows Family Rec. Centre	3,826	
	Pitt Meadows Heritage Hall	483	
	Pitt Meadows Museum	192	
	Randy Herman Building	952	
	RCMP	1,846	
	South Bonson Community Centre	305	
	Whonnock Lake Community Centre	410	50,001
Trans Western Electric Ltd	Hammond Stadium playfield lighting		369,992
Warrington PCI Management	Advance for Tower common costs less expenses		46,916
Wesco Distribution Inc	LED street light pilot project		25,283
Westridge Security Ltd	Security - core park Jul & Aug	19,542	
	Safe walk program	156	
	South Bonson Community Centre	1,125	20,823
Young, Anderson - Barristers	Professional fees		51,365
Disbursements In Excess \$15,000			9,386,475
Disbursements Under \$15,000			798,013
Total Payee Disbursements			10,184,488
Payroll	PP14/18 & PP14/19		1,684,156
Purchase Cards - Payment			79,083
Total Disbursements September 2014			11,947,727

GMR

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District of Maple Ridge

TO: His Worship Mayor Ernie Daykin
and Members of Council
FROM: Chief Administrative Officer
SUBJECT: 2014 Council Expenses

MEETING DATE: 20-October-2014
FILE NO:
MEETING: C.O.W.

EXECUTIVE SUMMARY

In keeping with Council's commitment to transparency in local government, the attached Schedule lists Council expenses for 2014, updated to the end of September. The expenses included on the schedule 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 schedule 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 Paul Gill"

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	Memberships	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 Centennial 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	UBCM Conference - Whistler	-						
October								
November								
December								
		30.00	295.00	-	-	-	94.16	419.16
Bell, Corisa								
January	iPad & cell phone charges						93.09	
February								
	iPad & cell phone charges						93.09	
March	iPad & cell phone charges						71.69	
April	iPad & cell phone charges						71.69	
May	iPad & cell phone charges	-					93.09	
June	iPad & cell phone charges						71.69	
July	iPad & cell phone charges						75.97	
August	iPad & cell phone charges						71.69	
September	Cell phone charges	-					53.50	
October								
November								
December								
		-	-	-	-	-	695.50	695.50

Month of Event	Reason for expense	Conferences & Seminars	Community Events	Mileage	Memberships	Business Meals	Cell Phones / iPads	Totals
Daykin, Ernie								
January	iPad & cell phone charges						98.50	
February	BCRPA Membership				60.00			
	iPad & cell phone charges						78.83	
March	iPad & cell phone charges						77.03	
April	iPad & cell phone charges						77.30	
May	LMLGA Conference - Whistler	1,023.25						
	iPad & cell phone charges						77.57	
June	iPad & cell phone charges						73.90	
July	iPad & cell phone charges						98.97	
August	iPad & cell phone charges						77.93	
	Urban Development Institute - Seminar	35.00						
September	UBCM Conference - Whistler	54.37						
	Cell phone charges						60.71	
October								
November								
December								
		1,112.62	-	-	60.00	-	720.74	1,893.36
Dueck, Judy								
January	iPad charges						5.35	
February	iPad charges						5.35	
March	iPad charges						5.35	
April	iPad charges						5.35	
	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								
October								
November								
December								
		30.00	100.00	-	-	-	68.48	198.48

Month of Event	Reason for expense	Conferences & Seminars	Community Events	Mileage	Memberships	Business Meals	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 Centennial 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	
	Urban Development Institute - Seminar	60.00						
	Chamber of Commerce general meeting		32.95					
July	10 Trends for Smarter Communities	37.07						
	iPad charges						18.19	
August	iPad charges						18.19	
September	UBCM Conference - Whistler	1,067.63						
October								
November								
December								
		1,587.20	402.95	-	-	-	166.92	2,157.07
Masse, Bob								
January	iPad & cell phone charges						55.64	
February	BC Economic Development Assoc - Ministers Dinner	125.00						
	iPad & cell phone charges						89.88	
March	iPad & cell phone charges						89.85	
	Chamber of Commerce general meeting		32.95					
April	Business Excellence Awards		75.00					
	iPad & cell phone charges						89.88	
May	Cell phone charges						50.29	
June	Urban Development Institute - Seminar	60.00						
	Chamber of Commerce general meeting		32.95					
July								
August								
September								
October								
November								
December								
		185.00	140.90	-	-	-	375.54	701.44

Month of Event	Reason for expense	Conferences & Seminars	Community Events	Mileage	Memberships	Business Meals	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 Centennial 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	689.37						
October								
November								
December								
		1,526.31	402.95	-	-	-	345.17	2,274.43
Totals		4,471.13	1,341.80	-	60.00	-	2,466.51	8,339.44



City of Maple Ridge

TO: His Worship Mayor Ernie Daykin
and Members of Council
FROM: Chief Administrative Officer
SUBJECT: JOINT LEISURE SERVICES RECOMMENDATIONS

MEETING DATE: October 20, 2014
FILE NO: 0640-30-01
MEETING: C.O.W.

EXECUTIVE SUMMARY:

The Joint Parks and Leisure Services (JLS) model was adopted by the District of Maple Ridge and City of Pitt Meadows in 1994, formalized through an agreement and bylaws, and made operational through the Maple Ridge and Pitt Meadows Parks and Leisure Services Commission. A review of the JLS model was included in the 2014 business plan at the request of both Councils.

Professional Environmental Recreation Consultants (PERC) was selected to conduct this review. PERC met with both Councils four times individually as well as key stakeholder groups during the review process. In addition, the consultant reviewed financial, business planning and other pertinent documents. PERC's final report on the JLS model review (attached) was then discussed in a joint meeting with both Councils. The report recommendations remained unchanged following that discussion and are being brought back to both Councils for endorsement.

RECOMMENDATION:

That the recommendations in the Joint Parks and Leisure Services Model Review report dated July 31, 2014 prepared by Professional Environmental Recreation Consultants Ltd. and the implementation approach described in this report dated October 20, 2014 be endorsed.

DISCUSSION:

a) Background Context:

Previous reviews of this model were conducted in 2002 and 2010. Following each review the model was refined. In 2010, a resolution was passed that scheduled the next review for 2015. However, both Councils asked that it be done sooner. Consequently, a review of the JLS model was included in the 2014 work plan. A report on the project scope was brought forward to Council on February 17, 2014 and following that Professional Environmental Recreation Consultants (PERC) was selected through a formal request for proposal process to conduct this review.

During the review process Mr. Brian Johnston, representing PERC, met with each Council on a number of occasions.

1. Council provided comments on the current model in a discussion on May 5, 2014.
2. Council heard and commented on input provided by all stakeholder groups on June 9, 2014.
3. Council heard and commented on draft conclusions and recommendations prepared by PERC on July 7, 2014.
4. The final report on the Joint Parks and Leisure Services Model Review was presented to Council on August 25th.
5. On October 9, 2014 both Councils participated in a facilitated discussion on the recommendations in the final report.

Following the discussion between both Councils, the recommendations in the PERC report remain unchanged. However, the joint Council discussion informed the implementation approach as described below.

1. *That any service change requests or concerns with service standards be forwarded directly to the Commission.*
Staff support questions about service standards being directed to the Commission. Staff will include this direction in the orientation for Council members appointed to Commission and will add it to the discussion agenda for workshops with incoming Councils.
2. *That the Art Gallery support be added to the Joint Services Agreement.*
Staff support this recommendation and will bring this request forward to Pitt Meadows Council during the 2015 business planning process. In terms of the cost, in 2014 the portion of Art Gallery funding provided by the Commission toward operating the Art Gallery was approximately \$22,000. If this service was funded through the Joint Leisure Services Agreement the Pitt Meadows portion would be approximately \$4,400 and the Maple Ridge portion would be approximately \$17,600.

It was noted during the discussion that the budget to operate the Art Gallery exceeds this funding and the difference is secured through sponsorship, grants and other sources available to the Maple Ridge-Pitt Meadows Arts Council.

3. *That net financial benefits be shared equitably.*
Staff recommend that this item be referred to finance representatives to develop a deeper understanding of the financial benefits delivered through the JLS model than we were able to achieve through this review process and to use that increased understanding to suggest whether and how financial equity could be improved.

Discussion points noted:

- That absolute financial clarity is difficult to achieve.
- That every benefit cannot be measured in financial terms. For example, how can we quantify the intangible benefit that citizens in both communities receive from being able to use services that cross our municipal boundaries.
- Whether capital costs and lifecycle repairs are relevant to the cost-share model.
- How innovative discussions about funding future capital projects might occur.
- A request that major studies in either community be distributed beyond the Commission table to include both Councils.

4. *That a joint Council workshop be hosted to deal with each Joint Service Model review.* Staff support this recommendation. A joint Council workshop will be planned to take place with each incoming Council.

For further clarity, key touch points with Councils will include:

- A Council orientation on Commission's role and function at the beginning of a new Council's term. Specific timing will be determined in collaboration with each municipal Clerks department.
- Individual orientations will be provided to each Council member as they are appointed to the Commission.
- Both Councils will receive the Commission's annual business plan in alignment with each Municipal business planning system.
- Both Councils will be involved in a review of the JLS in the third year of their Council term, which will include a joint Council workshop.

It was suggested that due to the potential extension of Council terms from three to four years, that Council representation on Commission could be changed from 12 to 16 month appointments. The Commission bylaw will be brought forward for review to Commission and Councils in 2015 and changes such as this could be considered at that time.

5. *That an annual senior management workshop be held.* Staff support this recommendation and will coordinate a workshop to occur as soon as possible in the coming weeks, and after that, to occur on an annual basis or more often if needed.

This workshop will allow staff to develop a shared understanding of the JLS at a more technical level while also representing the views and wishes of their Councils. Timing will be planned to occur early in the budget planning process and as often as needed to keep lines of communication open.

A suggestion was made that staff report out on these workshops to the Commission.

6. *Establishment of a City of Pitt Meadows staff member advocate and resource.* Staff support this recommendation and propose that the General Manager of Community Development, Parks and Recreation discuss this matter with the CAO's from both Municipalities and bring a recommendation back to Councils on an appropriate structure.

A concern raised was how this position would be funded given limited resources. In the consultant's view, it needs to be funded by the City of Pitt Meadows so that the overseer is operating outside of the Commission's purview when providing Pitt Meadows Council with advice. If the position is funded through the JLS the independence of this oversight and the intent of the recommendation would be lost.

7. *That a more complete set of performance measures be developed.* The facilitator noted that performance measures tend to define "a public good" or "an indirect benefit from which one cannot escape" rather than individual user benefits.

Staff support this recommendation and will include this item in Commission's 2015 business plan. Once performance measures are confirmed as meaningful to both Councils to use as an indicator of the performance of the JLS, we can improve how we report out on them. Staff will seek to utilize current research tools wherever possible rather than to create new systems. However, we may also identify some information gaps that we need to fill through this process.

A point raised during the discussion of performance measures was how to manage the impact when Council direction does not align with the terms of the Agreement. For example, if one Council directed staff to bring forward a budget that would result in a reduction in service that impacts both municipalities without the agreement of the partner. It was concluded that the report did not solve this problem, other than to mitigate it through early and better communication about problems and issues as described in recommendations number four and five.

8. Regularization of the schedule of full reviews of the agreement.

PERC recommends that a review of the JLS agreement occur once in every Council term and staff support this schedule. As discussed under recommendation number four, a review of the JLS that involves both Councils will be scheduled to take place in the third year of each Council term.

b) Desired Outcomes:

This review process confirmed the benefits associated with the JLS model as well as any constraints. Through this process the financial benefit that a joint service delivery model provides to both municipalities was confirmed. The conclusion suggested that the current model has been very successful for twenty years and should be continued and included eight recommendations on how it could be improved.

c) Strategic Alignment:

This review has confirmed that each municipality is utilizing the optimal operating model to deliver good quality parks, recreation and cultural services to our citizens and customers.

d) Citizen/Customer Implications:

The final report prepared by the consultant includes an evaluation of the benefits that the JLS model provides to citizens in each municipality and confirms that all five of the previously identified benefits are being achieved. In addition, a sixth benefit was identified regarding the enhanced level of cooperative planning with School District No. 42 that is enabled through the JLS model.

e) Interdepartmental Implications:

The project team supporting this work included finance representatives from both municipalities and the General Manager of Community Development, Parks and Recreation.

f) Business Plan/Financial Implications:

If supported by Council, the recommendations in the attached report will be included in Commission's 2015 business plan.

CONCLUSIONS:

Staff support the recommendations PERC has provided in their Final Report on the Joint Leisure Services Model Review and has provided a description of the implementation approach for Council's consideration.

"Original signed by Kelly Swift"

Prepared by: Kelly Swift, General Manager Community Development,
Parks and Recreation Services

"Original signed by Trevor Thompson"

Concurrence: Trevor Thompson, Manager, Financial Planning

"Original signed by Jim Rule"

Concurrence: J.L. (Jim) Rule
Chief Administrative Officer

:ks

Attachment:
Joint Parks and Leisure Services Model Review Final Report

**Maple Ridge and Pitt Meadows
Parks and Leisure Services
Joint Parks and Leisure Services
Model Review**

Final Report

Submitted by: Professional Environmental
Recreation Consultants Ltd.

Submitted on: July 31st, 2014

Submitted to: Maple Ridge and Pitt Meadows
Parks and Leisure Services



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Introduction

In March of 2014 PERC was retained to undertake a review of the Joint Parks and Leisure Services Agreement in which the District of Maple Ridge, the City of Pitt Meadows and School District 42 jointly deliver public parks and leisure services within the two municipalities. This is the third in a series of reviews mandated by the agreement that underpins the Joint Services Model, which has been in existence for 20 years.

In the course of this review the consultant:

- Compiled and analyzed a great deal of background data including budgets for Parks and Leisure Services, agreements and contracts, previous reviews of the Agreement, results of surveys of the general public and community groups;
- Met with both councils three times before submitting and presenting this final report;
- Solicited and obtained input from members of the Maple Ridge / Pitt Meadows Parks and Leisure Services Commission;
- Met with groups representing front line service delivery staff, senior municipal staff at each of the municipalities, and representatives of the Ridge Meadows Senior Services Society;
- Solicited and obtained input from the staff and Board of School District 42;
- Met with a Project Steering Committee representing the two municipalities five times before undertaking the analysis that led to a draft report, and now this final report.

The consultant would like to thank all who had input to the review, and provided background information. However, any errors or omissions in the information provided are the consultants' responsibility.

The report provides some analysis, explores several options to the existing system, draws nine conclusions and culminates in a set of eight recommendations.

Background

Twenty years ago the two municipalities, by by-law, agreed to enter into a Joint Parks and Leisure Services Delivery Model representing the two municipalities. The Delivery Model is implemented by a Joint Parks and Leisure Services Commission, which then entered into a master agreement and several sub-agreements with the School District. The School District and each of the municipalities have three elected representatives which sit on the Commission, which is augmented by six additional unelected citizens at large (i.e. two from Pitt Meadows and four from Maple Ridge) for a total of fifteen voting members.

Each municipality entered into a full range of parks and leisure services originally, and the range has been extended over time as new facilities have been built or enhanced (e.g. South Bonson Community Centre). However, Pitt Meadows has unilaterally opted out of a few services (e.g. Art Gallery) even though the Agreement is not clear on how opting out is to occur. The parks and leisure services are provided by the staff of Maple Ridge's Community Development, Parks and Recreation Department, which reports to the Commission for direction on service delivery.

The costs for each of the 21 services currently provided within the Agreement are calculated as follows;

- Direct costs for each service are identified and any non-tax revenues associated with that service (e.g. user fees and outside grants) are deducted;
- Then a portion of a basket of Support Services is added to account for Departmental staff and services which span a number of service areas;
- Finally 4.5% is added to account for support from other Maple Ridge departments other than Community Development Parks and Recreation. This includes Information Technology, Finance, Human Resources, and the CAO's office.

The result is the total cost for each service (and, by addition, all services) that must be paid by local taxpayers.

Once the net tax support for each and all of the shared services is quantified, the total net cost to be assumed by local taxpayers is split on the basis of proportional population. At present, that split is 80% Maple Ridge (population of 79,142) and 20% Pitt Meadows (population of 18,648) and this ratio has remained quite constant for many years.

When the Joint Services Model was originally being considered, the benefits of working together were clearly articulated in an Investigative Report. These five categories of benefits became the basis for the Joint Services Agreement and continue to be a base for reviewing the current relevance and appropriateness of the Model. They are listed in **Figure One** along with some comments provided by the consultant.

Figure One
The Benefits That Justified the Formation of the Joint Services Model

Categories of Benefits	Some Explanation	Consultant Comments
1. Benefits of Equal Access	No delayed registration or non-resident fees for accessing parks and leisure services in either municipality	Access to an indoor pool continues to be one of main issues here. While there are more opportunities for Pitt Meadows to use indoor pools and other services west and south than there were 20 years ago, this is still a significant benefit.
2. Access to Technical Resources	Specialized training and expertise is available that might not otherwise be justified (at least in the smaller municipality)	This is still quite important and relevant, and may actually be growing in importance as expertise becomes more sophisticated. Specialized operating and maintenance equipment also comes into play now (e.g. a synthetic turf groomer used on both sides of the border).
3. Public Service Benefits	Individuals and user groups deal with only one agency for accessing information, facilities and services	This continues to be quite important and relevant, and especially advantageous to user groups; most of which have a membership which spans the two municipalities.

Categories of Benefits	Some Explanation	Consultant Comments
4. Coordinated Planning	No inappropriate duplication of services; rather a systematic approach to services for both communities	This is still quite relevant and a powerful overall benefit. However, Pitt Meadows is requesting some services which could cause inappropriate duplication of effort. Also, when Pitt Meadows eventually gets an indoor pool, it becomes less relevant as each community will have some of almost all categories of facilities.
5. Cost Savings	One larger delivery system can provide more efficient services than two separate smaller delivery systems operating in parallel	This continues to be quite important and relevant. There are very significant cost savings overall delivered through the joint model; especially to Pitt Meadows.

Source of the first two columns: Ridge Meadows Parks and Leisure Services; An Investigative Report, December 21st, 1992, page 12; the final column represents the consultant's understanding of the situation.

While not part of the original five categories of benefits, it is worth noting that a sixth area of substantial benefit accrues to local residents due to the inclusion of the School District in the Joint Services Model. The fact that School District 42, which has boundaries coterminous with the two municipalities, can deal directly with the two municipalities through a single joint Parks and Leisure Services Commission of which it is part, has allowed for substantially more cooperative planning and service delivery involving school district property and assets than would have been likely if the School District had to work with two separate municipal bodies in parallel to effect the same level of reciprocal benefit. In the consultant's experience, the list of cooperative projects entered into with this School District is atypically high in Maple Ridge and Pitt Meadows when compared to other communities in British Columbia.

The above noted five categories of benefits and the sixth category of cooperative planning and service delivery with the School District form the basis for this review and assessment of how well the existing model is working.

Evaluation of the Benefits Categories

The information collected by the consultant as part of this review is analyzed and the results summarized firstly under each of the six benefits categories introduced in the previous section and then under a few additional headings that have broader application.

1. Equal Access to Services

The first category of benefits is the assurance that all residents of both municipalities have equitable access to all public parks and leisure services available in both municipalities.

Every three years the Commission retains an independent research firm to conduct a random sample, statistically reliable survey of Pitt Meadows and Maple Ridge residents to determine usage patterns and satisfaction levels; in part to test this category of benefit. The most recent survey was completed in May of 2014 and the results were considered as part of this review process. The following salient points represent the overall findings that are most pertinent to this review.

- An extremely high proportion (97%) of resident households has used the existing parks and leisure services over the past year. About the same proportion of residents in both communities have used one or more parks or leisure services, with most using multiple parks and leisure services. Generally, there appears to be equitable access to all services.
- Satisfaction levels with the existing parks and leisure service delivery system are very high, with 86% of respondents indicating that the services are excellent or good, and separately 62% indicating that such services are equal to or better than comparable services in other Metro Vancouver communities.
- Usage rates and satisfaction levels are at or higher than experienced in the results of similar surveys in previous years, which is a very good result.
- A higher proportion of Pitt Meadows respondents (27%) indicated a need for more or better parks and leisure services than did Maple Ridge residents (16%). More than half the need for additional services in Pitt Meadows was specifically tied to a need for a new indoor pool.
- In general, this most recent survey and past surveys have shown very similar usage rates of parks and leisure services spaces and programs. However, for the first time, there is a statistically significant difference in the proportion of households that have used the Maple Ridge Leisure Centre indoor pool in the past year. Whereas 60% of Maple Ridge households reported using the pool within the past twelve months, only 46% of Pitt Meadows households reported using the same facility over the same time frame. This indicates that the single indoor pool may not be serving both municipalities proportionately. The consultant wondered if Pitt Meadows residents may be using indoor public pools west and south of the community as an alternative to using the Maple Ridge Leisure Centre indoor pool. However, a smaller proportion of respondents¹ from Pitt Meadows (26%) indicated some swimming activity over the past year than Maple Ridge residents (32%), which suggests that Pitt Meadows residents aren't so much using other pools as they are simply less likely to swim in any indoor pool. This survey result may indicate a general pattern of use seen with other facilities whereby residents tend to use facilities that are located geographically closer to them, or it may be an anomaly, or it may represent a potentially emerging problem for the Joint Delivery Model that needs to be monitored. If it is an anomaly, it won't recur or it will reduce. If it indicates a growing trend, this will have to be addressed.

Other issues were raised about equity of access to parks and leisure services. They include the following points.

- Concern was expressed by Pitt Meadows staff or elected officials that some services are unbalanced and unfair to Pitt Meadows. A specific example is that the operating hours at and services located within the Pitt Meadows Seniors Centre are not commensurate with the operating hours at and services provided within the Maple Ridge Seniors Centre, even though both are operated by the same organization. However, when this was discussed with the non-profit organization that operates the two centres, it did not agree with that perception. It clearly indicated to the consultant that the organization attempts to deal with both centres as fairly as possible and that the differences are due to operating economies of scale, the relative size of the population served, the specific differences in the two facilities, and the age and

¹ The higher proportions for using the MRLC indoor pool (60% for MR and 46% for PM) were for household use, whereas the lower proportions for swimming activity (32% for MR and 26% for PM) were for the individual respondents.

evolution of one facility which is more advanced than the other. Board members of the group from both Pitt Meadows and Maple Ridge resisted any perception of inequity in service delivery between the two communities and asserted that they knew best that both centres operated equitably. It is also worth noting that the resources originally assigned to operate the Seniors Centre in Pitt Meadows were sufficient for 20 hours of operation per week and that the society operating both centres has been able to more than double that level of service through reallocation of resources.

- There are some areas in which Pitt Meadows does not participate financially in, and yet still derives benefits from. For example, Pitt Meadows doesn't participate in social planning initiatives. So, Maple Ridge alone funds a Facilitator for the Maple Ridge, Pitt Meadows, Katzie Community Network of social service providers which includes representation from all providers serving the region except for the City of Pitt Meadows. Therefore, Maple Ridge funds something that benefits Pitt Meadows and Pitt Meadows cannot easily be excluded from that benefit. Also, Pitt Meadows has opted out of funding for the Art Gallery within the ACT facility. Yet, attendance data shows that a significant amount of Art Gallery use is by Pitt Meadows residents which continue to benefit from the service and cannot easily be excluded from that benefit.

2. Access to Technical Resources

There appears to be ample clarity and near unanimity that this benefit heading continues to be at least as relevant as it once was and possibly even delivers more benefits now than it has in the past. This would be due to increasingly sophisticated equipment and technical expertise being required in the delivery of certain parks and leisure services. In the area of technical expertise, examples include the following.

- In order to legally operate an outdoor pool, a technically qualified pool supervisor is required who has training in water quality testing and control as well as thorough knowledge of safety and operating issues. In the two communities, one such person is available at the indoor pool to supervise the opening, operating and closing of both outdoor pools. If the two municipalities operated independently, a second staff person would be legally required to operate the Pitt Meadows outdoor pool.
- The Parks Planning technician in the Joint Parks and Leisure Services Model has been available to coordinate and supervise design and development of parks in both communities. It would be much more difficult for both communities to justify retaining such expertise separately and independently.
- A Manager in the Joint Parks and Leisure Services Model acts as a Project Manager for such capital projects as the Pitt Meadows Family Recreation Centre retrofit, and is available to deal with technical HVAC and other facility operating issues in facilities on both sides of the municipal boundary. It would be much more difficult for both communities to retain such expertise separately and independently.

In addition to technical expertise, sophisticated technical equipment can be justified within a single unified department, whereas it would be much less economical to duplicate that equipment in each municipality if the two were to operate separately. Just one example of this type of equipment is the synthetic turf groomer which is used to groom all three synthetic fields in Maple Ridge and Pitt Meadows.

3. Public Service Benefits (One Stop Leisure Information Shopping)

This benefit category suggests that citizens of both municipalities would benefit from dealing with a single agency that provides service and attempts to ensure that everyone knows about the availability of all leisure opportunities in the region and how to access them. It also suggests that one agency dealing with all Ridge Meadows organizations, providing support and allocating indoor and outdoor spaces is much easier than would be the case if these groups were to deal with two separate agencies.

Generally, this appears to be as compelling a benefit now as it has always been. Indeed a recent survey of organized user groups probing for how supported they feel had very positive results and many user groups benefit greatly from dealing with only one agency in terms of accessing spaces on both sides of the municipal border. Also, most citizens appear to benefit from having access to all information they might ever need through unified phone numbers and a common website.

However, there was one concern registered. Pitt Meadows staff and council report that some of its citizens contact Pitt Meadows City Hall to obtain information about parks and leisure services, programs spaces or special events. Although they are referred to the joint and common website, some would prefer to obtain such information directly from City Hall.

4. Coordinated Service and Facility Planning

One of the benefit categories is coordinated service and facility planning to reduce duplication and optimize service delivery. This doesn't mean that there will only be one facility or one program of each type in the region; each serving all residents of both municipalities. Instead, it means a hierarchy of services and spaces with duplicates in each neighbourhood or community and some specialized spaces and services provided in one location within the region as the total population grows to the point where a second one is warranted. At that point, a second service or space can be provided where it is most needed. It also means a systems approach to service delivery which includes more effective inter-municipal trails and green spaces. While coordinated facility planning appears to be working well, the notion of coordinating services between the two jurisdictions has exhibited some stresses and strains as summarized below.

The consultant heard a few examples where a program or special event that should optimally be provided in one location within the two municipalities, and possibly moved from one to the other over time, is duplicated in both municipalities, usually due to requests from Pitt Meadows to have its own permanent version of the program or special event. Also, some services are duplicated between the two communities and this causes the staff to support two separate and independent functions (e.g. the two municipal Public Art Committees).

Interestingly, the need for a new indoor pool in Pitt Meadows is a bit of a "two edged sword" in that:

- On the one hand, a second pool in the region, located in Pitt Meadows, would benefit all residents of both municipalities. It would directly impact Pitt Meadows positively, and indirectly help Maple Ridge residents by freeing up capacity at the MRLC, thereby delaying the need for a second pool in eastern Maple Ridge.
- However, if a second pool is developed by Pitt Meadows under the terms of the current agreement, the flows of net financial benefit will shift even more substantially in favour of Pitt Meadows such that there could be pressure for Maple Ridge to opt out of the Joint Parks and Leisure Services Agreement. This would increase costs to Pitt Meadows over and above the costs of the new indoor pool and make it much more difficult for Pitt Meadows to sustain the increased level of parks and leisure services on its own.

5. Economies of Scale

It continues to be quite clear there is net financial benefit to the entire system due to the Joint Delivery Model. The actual figures are included in **Addendum A**. While the overall financial benefit is likely in the order of \$820,000 (or about \$8 per citizen), it is more difficult (and less accurate) to clarify the benefit for each of the categories of service. This is due to the large block of what is called “Support Services” which includes all staff and all services that span several service categories. This \$2,100,000 block of costs includes management staff and employees with a broad base of responsibilities as well as a number of common services such as banking costs and vehicle insurance. The block is quantified and then apportioned to each of the 21 service categories on a percentage basis. If each service were to be broken out and operated separately, it would be difficult to reduce tiny pieces of several staff members or systems. However, that has been done and the results are summarized in **Addendum A**. It shows that virtually all of the financial benefit flows to Pitt Meadows which benefits most from the partnership. In fact, it is possible that Maple Ridge taxpayers currently subsidize Pitt Meadows taxpayers to a modest degree.

This financial benefit is reaffirmed by comparing what Pitt Meadows pays and the level of service it gets against other lower mainland communities (e.g. City of Langley, City of White Rock and City of Port Moody) of similar size and circumstance and other communities in BC. **Figure Two** provides some comparison.

Figure Two
Comparison of Small Cities in the Lower Mainland

Community	Population	Net Public Subsidy for Parks and Leisure Services	Net Public Subsidy per Capita
City of Pitt Meadows Parks and Leisure Services in 2013, including support for an indoor pool	18,648	2,195,000	\$118
City of Langley Parks and Leisure Services in 2012 but no support for an indoor pool	27,000	1,268,000	\$47
City of White Rock Parks and Leisure Services in 2012 but no support for an indoor pool	20,000	1,110,000	\$56
City of Port Moody Parks and Leisure Services in 2012 but no support for an indoor pool	33,000	5,382,000	\$163
City of Trail* All parks and recreation in 2013, including support for an indoor pool	8,000	2,057,000	\$257
City of Williams Lake All recreation in 2012, including indoor pool but no parks are included	20,000	2,020,000	\$101

* While the City of Trail provides services to another 8,000 residents in the outlying area, and some contribute to the cost of parks and recreation services, the net cost to the 8,000 City residents is \$2,057,000.

As **Figure Two** shows, Pitt Meadows, which does not operate its own indoor pool, but which contributes to the indoor pool in Maple Ridge, and enjoys most other types of services and facilities, invests more

per capita than two other smaller Lower Mainland Cities which also do not own an indoor pool but do not contribute to the operation of the indoor pool in an adjacent municipality. It also spends less per capita than the City of Port Moody which does not support an indoor pool. In all three of these comparator urban centres, there is very little collaborative service delivery between the City and its adjacent municipality that provides an indoor pool.

It is worth noting that smaller centres like Trail and Williams Lake which have a full complement of parks and recreation spaces, including an indoor pool, spend significantly more than Pitt Meadows on a per capita basis. Trail spends more than twice what Pitt Meadow spends, and Williams Lake, if the cost of operating parks services were added, would certainly spend more than Pitt Meadows.

Maple Ridge also spends about \$120 per capita on a full slate of parks and leisure services. In a series of surveys of communities in BC, conducted by PERC over the past thirty years, Maple Ridge has consistently reported about 10% less spending per capita than the average of large urban centres.

6. School District Cooperative Service Planning

Among the long list of successful municipal/school district collaborations, several examples stand out.

1. **Sport and Recreation Facilities** - SD42 and Parks and Leisure Services (PLS) have collaboratively developed and maintained more than a dozen school and community sport facilities that flowed from the Master Agreement, including several synthetic turf fields, natural turf athletic fields, courts, diamonds and pitches, as well as several other school amenities.
2. **SD42 Use of PLS Facilities** - More than 30,000 visits per year are made by SD42 students to public facilities and amenities in the two communities as part of the school curriculum, with swimming and skating the most popular categories of uses. In addition, SD42 operates a Store Front School within Greg Moore Youth Centre (GMYC), and the School Outreach Team brings students into the facility during unutilized times to connect with youth and to connect youth to the centre and the services provided there.
3. **Community Use of SD42 Facilities** – More than 5,000 visits per year are made by residents of the two municipalities to schools within SD42 to participate in programs and a range of community group activities, all coordinated, scheduled and tracked by the department's registration software. Also, more than 1,000 hours of community group rentals are recorded in school facilities each year resulting in more than 15,000 participant hours. In addition to this usage, PLS offers summer day camps on weekends and during summer school break at school sites such as the Lillooet (Old Yennadon Community) Centre and Alexander Robinson.
4. **Partnership Programs** - The formation of the Maple Ridge, Pitt Meadows, Katzie Community Network in 1999 and its evolution as a recognized and effective community planning table, provided a valuable venue that strengthened the system's ability to achieve Master Agreement objectives. This has occurred through shared research such as the Early Development Indicators (EDI), through dialogue between service providers about common issues and community priorities, and through shared knowledge and resources to address defined priorities. Examples of services that have resulted from discussions in this forum include a Girls in Action Noon Hour Program, International Student Special Events, Listen to Us Youth Forum, Neighbourhood School Gardens Project, Hive Neighbourhood Learning Centre, School Yard Youth Action Park and Leadership Team, Active Kids Club, and the Building Community Solutions Study Circles.

5. **Other Examples of Collaboration** - There are many ways that SD42 and PLS work together outside of programming to benefit children, youth and families.
- SD42 supports PLS staff to conduct regular focus groups with children and youth within schools to gauge recreation interests and needs.
 - SD42 provides PLS with funding through the Tzu Chi Foundation to alleviate financial barriers to recreation for SD42 students. PLS allocates that funding following SD42's criteria and reports back on participation levels.
 - PLS promotes Active Healthy Lifestyle and program opportunities through school newsletters and publications; makes presentations to children and youth to promote recreation and healthy living to staff at career days and at leadership classes.
 - PLS supports students to gain experience in recreation settings under the Career and Personal Planning Program.
 - PLS works with SD42 Leadership Classes to host special events.

It is unlikely that all of these would have been initiated and operated as successfully as they have in both municipalities if the School District had to deal separately with two municipalities within its boundaries to effect such cooperation.

Evaluation of Additional Information

In addition to assessing how the original set of six benefits continue to be relevant, the consultant received additional input which collectively fits under subheadings that span more than one of the six.

There is a perception, at least among staff and elected officials in Pitt Meadows, that the delivery system is not working as well as it should. There are a number of examples of concerns expressed publicly, and these concerns were registered with the consultant and summarized under a series of sub-headings as follows.

Clarity

- There is a lack of clarity about what is included in the Agreement and what is not; especially when staff members originally involved in its implementation came to understandings that were never documented as refinements to the Agreement. In some cases, new senior staff members come into new roles and don't have the background to understand what is included within each of the 21 service categories.
- On a related matter, there is little clarity on the specifics of defined service levels for each category of service. That allows for expectations that are divergent on each side of the border. For example, there is pressure to provide higher staffing levels at South Bonson Community Centre than for similarly positioned community centres in Maple Ridge which are operated differently.
- Measuring the value of the partnership is difficult. In fact few measures are available on which to base value of the cooperative effort. This leaves value open to individual interpretation which allows for variance in interpretation of how well the model is working.

The Nature of the Relationship

- There is some lack of clarity about the nature of the relationship between the two municipalities. Some perceive it as a partnership and some perceive it as a contract for service. This warrants some discussion. The consultant would suggest that a contract for service is a simple relationship in which a municipality contracts another to deliver a service at a set price. This works best where there is competition for the contract such that the purchaser has some market assurance that it is getting good value for its service fee. At worst, it is a so called “soft service” area without clarity of how to measure benefits (see first subheading above). It has also been described as a “race to the bottom” where any entity that can provide the service cheaper wins the contract because it is unclear that the level of service is also reduced.

On the other hand, a partnership is a more complex and broader relationship. It typically involves two municipalities cooperating and giving up some things in order to gain others which are deemed to be more important. For example, it could be that Pitt Meadows gives up some degree of customizing of the services for its residents, in favour of the financial benefits of standardized economies of scale in delivering services to both communities. Alternatively, Maple Ridge might give up the right to provide local citizens with preferred access to its indoor pool as it approaches maximum capacity, in return for the revenue it derives from the partnership agreement. In the consultant’s opinion, the Joint Service Agreement describes a partnership in which both parties “give and get” and both sacrifice some things in order to get others deemed to be more important.

Governance

- The employer of record is Maple Ridge, yet the employees have to take direction primarily from the Commission in terms of how to implement the jointly funded service levels. There are cases where there is some conflict, or at least perceived or potential for conflict, between the two “bosses”.
- The fact that all staff members are employees of the “other municipality” causes some angst among staff and council of Pitt Meadows, who may not be convinced that they have Pitt Meadows’ interests at heart. If the staff group were somehow neutral (i.e. retained by the Commission as a separate employer, or by the Regional District in a regional function) this might resolve this angst.
- Structure of the Commission has been a cause of some minor concern. It currently includes mixture of elected representatives and unelected representatives. Often the elected representatives have a longer tenure on the Commission due to multiple three year terms than the community representatives, and often also have more complete background about issues before the Commission because they have dealt with them during council and budget meetings. For example, one or more members and senior staff reporting to the Commission have a twenty year history with the Commission and the model, while some lay Commission members have only two or three years. This has the tendency to create two classes of voting members; those with more background and knowledge, and those with less. And, this creates some inequity in the debates of the Commission.
- Also, with respect to the Commission, there is sometimes lack of clarity of the roles that elected Commission members play when they represent the Commission while sitting on Commission

Committees that liaise with community groups and partners. Whether an elected person is representing the Commission or their Council is unclear on occasion.

- Maple Ridge council, which is accountable to Maple Ridge residents for spending of their tax contributions, funds 80% of the costs of Parks and Leisure Services but has only three of fifteen votes on the Commission. This has, at times, caused council some concerns.

Differences Between the Two Communities

- The perception has been expressed that “things are done differently here in Pitt Meadows” and that the current Joint Services Model doesn’t appropriately respond to those differences. More specifically, there is concern that the current model relies heavily on, and is focussed on a community development approach to service delivery which, although approved by the Commission, is sometimes understood differently and implemented differently in Pitt Meadows than it is in Maple Ridge. Some Pitt Meadows representatives feel like their community has a more “just get it done by staff” approach. However, the community development model espoused by PLS is that a longer term investment in community organizations will be more cost effective and better for the community in the long run, even if it takes longer to see the results. Another example is that Pitt Meadows would prefer to have facility operating hours for Pitt Meadows facilities like the South Bonson Community Centre different than what might be set by the unified system. So, the management of PLS locates support staff at the centre in order to oversee longer opening hours, even if that staff isn’t directly involved in community centre operations.
- Because it is a much smaller municipality, Pitt Meadows council interacts with its citizens differently than does Maple Ridge. In Pitt Meadows, councillors have a great deal of day to day interaction with its citizens about the specifics of the delivery of public leisure services that happens in a different way in Maple Ridge. This interaction results in a great deal more communication between the council of Pitt Meadows and senior management of PLS than the staff has with the council in Maple Ridge. Also, councillors in Pitt Meadows interact with the PLS staff in a very different way than the councillors in Maple Ridge. They are much more “hands on” and more involved in day to day operating issues. The result is that PLS management staff members spend much more time dealing with Pitt Meadows council than they do with Maple Ridge council.
- In Pitt Meadows, council sometimes wants to brand special events as municipal corporate events and prefers that they be staff driven. In Maple Ridge, council supports community groups to host events that are branded by the community groups that organize them. This difference in approach causes differences in types and amounts of staffing support for special events on each side of the border than the other.

Divergent Levels of Required Service Levels

- Originally, the Joint Services Agreement included a wide range of service categories that were available at that time. Several additional services have been added over time as they were required. The Agreement also provides for the possibility that one municipality may request a higher level of service (e.g. parks maintenance for a specific category of parks) than the basic standard, and pay for it directly. However, the Agreement is not clear about what to do if one of the two municipalities either wishes to opt out of a service or wishes to reduce service levels in one or more service categories. There have been examples of both recently and they have been referred to this review to address.

Gaps in Service Delivery

- Representatives of Pitt Meadows felt that there was a gap in services for youth during the after school hours on weekdays. They felt that the existing system wasn't doing enough to respond to the needs of all types of youth and keep them active and engaged in Pitt Meadows. While there as a significant amount of youth oriented opportunity at the Pitt Meadows Family Recreation Centre, this was perceived as not serving all segments of the youth demographic in the community. This perception needs to be addressed

In summary, more concerns with the current Joint Services Agreement were raised in Pitt Meadows than in Maple Ridge. Also, the concerns raised by both parties were quite different. Before drawing conclusions on how to respond to these concerns and preparing recommendations on how to deal with them, the consultant reviewed some options to the existing delivery system.

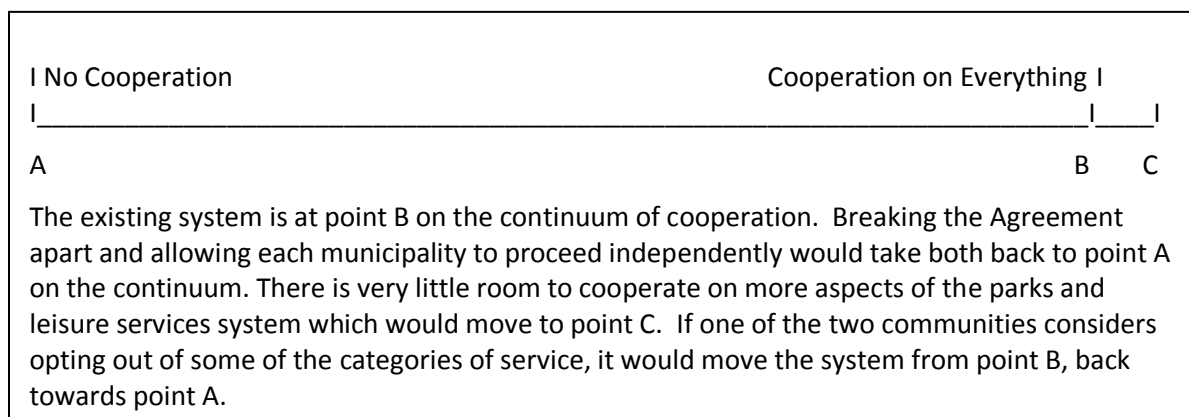
Options to the Existing Delivery System

The consultant reviewed two types of options to the existing system. In the first case, the review examines options within the current governance model. These include the option of getting into or out of specific types of service. Then the consultant reviewed different governance and funding models to deliver the services currently being delivered.

Options within the Existing Governance Model

As **Figure Three** suggests, the existing system collaborates on and includes the vast majority of all parks and leisure service categories.

Figure Three
The Continuum of Joint Service Delivery



There are very few areas where one of the two municipalities has determined that it would not collaborate or share costs. Three were raised in this review as follows:

- Adding the Art Gallery into the Joint Delivery Model – Pitt Meadows has opted out of this category of service – however, Pitt Meadows residents continue to use and benefit from the Art Gallery and can't easily be excluded from those benefits;

- Cemetery services – Pitt Meadows doesn't have a cemetery – it uses the one operated by Maple Ridge and pays a non-resident premium to make use of it;
- Social Planning Initiatives – Pitt Meadows has opted out of the service, but still benefits from some of the Maple Ridge funded services.

At present, there has been little interest in Pitt Meadows to join and participate in the funding of any of the three outstanding services that comprise the difference between points B and C along the continuum in **Figure Three**.

In discussing some of the stresses and strains on the system with Pitt Meadows council, there appeared to be some interest in opting out of and pursuing separately a few of the 21 existing jointly funded categories of parks and leisure services. Therefore, the consultant assessed each of the 21 categories of service independently and subjectively against each of the five benefits headings. The result is summarized in **Figure Four**, in which each of the 21 services are subjectively assessed on the basis of whether they deliver the benefit category in each column to a **High** degree, a **Moderate** degree or a **Low** degree.

Those categories with a higher score are more relevant to remain in a joint service agreement.

Figure Four
Evaluation of Parks and Leisure Service Categories

	Equal Access	Access to Technical Resources	Public Service Benefits	Coordinated Planning	Cost Savings	Overall Score	Comments
1. Pitt Meadows Family Recreation Centre	M	M	M	L	L	M	The vast majority of use of this facility comes from Pitt Meadows residents and most of its services also exist in Maple Ridge. However, the high quality fitness centre may draw uses from Maple Ridge.
2. South Bonson Recreation Centre	M	M	M	L	L	M	The majority of use of this facility comes from Pitt Meadows residents and most of its services also exist in Maple Ridge.
3. Pitt Meadows Heritage Hall	L	L	M	L	L	L	The vast majority of use of this facility comes from Pitt Meadows residents and most of its services also exist in Maple Ridge.
4. Arenas	H	H	H	H	H	H	Arenas are used by Ridge Meadows groups that use all ice surfaces in both communities through one coordinated system with services at the two facilities planned in a coordinated fashion.
5. Historic Sites	H	M	H	M	M	M	More use of each site comes from its host community than the other one. However, they are unique and different.
6. Outdoor Pools	M	H	M	H	H	H	Specialized staff supervision is required, economies of scale are significant and coordinated scheduling helps each other.
7. Municipal Parks	H	H	H	H	H	H	These are specialized areas that draw use from across the region, require specialized expertise and equipment and exhibit significant economies of scale.
8. Community Parks	M	M	H	H	M	M	These are less specialized so users tend to use the closest one, but athletic uses need to be coordinated regionally, technical expertise is required and economies of scale apply.

	Equal Access	Access to Technical Resources	Public Service Benefits	Coordinated Planning	Cost Savings	Overall Score	Comments
9. Neighbourhood Parks	L	L	L	L	L	L	These spaces are neighbourhood specific, with much less technical expertise or equipment to maintain and fewer economies of scale.
10. Trails and Greenways	H	M	H	M	M	M	These spaces operated on a regional level with planning required inter-municipally. However, there are fewer economies of scale or specialized equipment or expertise required.
11. Fairgrounds	H	M	H	H	H	H	There is only one in the region and it is used regionally.
12. Arts and Culture	H	H	H	H	M	H	These are specialized services operated regionally, and mostly through a single fee for use arrangement.
13. Children's Services	M	M	M	M	H	M	While regionally planned, coordinated and advertised, this program area tends to be more community specific than some other areas of services (e.g. sport leagues, which are quite standardized across municipal boundaries).
14. Neighbourhood Development	M	M	L	L	L	L	This is quite community specific service.
15. Youth Services	H	H	H	M	M	H	While these can be community specific, the two youth centres share many users and are scheduled and operated collaboratively with significant economies of scale.
16. Seniors Services	H	H	H	M	M	H	These services can vary by community but the two seniors centres operate synergistically through a single organization with significant economies of scale.
17. Special Events	M	L	L	L	M	L	Pitt Meadows council has an approach to Special events which is different than in Maple Ridge and, while coordinated regionally with a regional draw, they are quite community specific.
18. Special Access	H	M	H	H	H	H	This is a single system which is very expensive to duplicate, and will be very similar in each community.
19. Maple Ridge Leisure Centre	H	H	H	H	H	H	This facility includes a pool which is the only one in the region, and is therefore used heavily by residents of both municipalities. However, if Pitt Meadows were to build an indoor pool, the scores could change.
20. Whonnock Community Centre	L	L	M	L	L	L	The vast majority of use of this facility comes from Maple Ridge residents and most of its services also exist in Pitt Meadows.
21. Curling Rink	H	H	H	H	H	H	This single facility is clearly used proportionately by residents of both municipalities.

As **Figure Four** indicates, ten of the 21 service categories, including Maple Ridge Leisure Centre, arenas, Fairgrounds, municipal parks, curling rink, special access, arts and culture services, youth services, seniors services, and outdoor pools clearly benefit in a major way from continuing in the Joint Services Agreement. Six other service categories, including two Pitt Meadows recreation centres, community parks, children's services, trails and greenways and historic sites exhibit significant, but less extensive benefits of joint delivery. And, five service categories, including neighbourhood development, neighbourhood parks, Pitt Meadows Heritage Hall, Whonnock Community Centre and special events are

more community specific and require a community specific approach. It is these five that could become candidates for opting out of the Joint Services Agreement.

However, as the consultant looked more closely at the implications of opting out of any or all of these five service categories, it became apparent that it would be difficult and expensive to take these out of a Joint Delivery Model and deal with them separately in each municipality as they are so interdependent with the other sixteen service categories. For example, even if special events were an “opt out” consideration, they would still have to deal with the joint Parks and Leisure Services system for such things as advertising, facility rental, and involve arts and sports groups which are already dealing with the Commission. Also, there is an existing joint Festivals Network which is supported by the staff of Parks and Leisure Services. If one municipality opted out, the group would still exist and would still be supported, so the opting out municipality would save the costs but still get all the benefits of that support.

It is worth noting that services like Public Art, which is currently not covered within the Joint Services Agreement, would be the type of service that is so community specific that it would not qualify for inclusion within it. However, a service like the ACT Art Gallery, which is a region wide venue with use proportionately from both municipalities, would score highly under such an evaluation and would be a candidate to add to the Joint Services Agreement.

On balance, the consultant believes that opting out of even one or two services would not be viable in the long run. While it could deliver some incremental benefits, it would also experience new and costly disadvantages. An “all or nothing” paradigm appears to be most suitable in the foreseeable future.

If, however, there were some appetite to proceed from point B to point C along the continuum in **Figure Three**, the Art Gallery and Social Planning Initiatives are areas that currently benefit both municipalities and where the benefit cannot easily be isolated to one or the other. They are logical candidates for inclusion in the Agreement.

Options to the Existing Governance Model

Even if all 21 existing service categories continue to be within the Joint Delivery System, there can be alternatives to the structure and function of that system. A variety of options exist.

Funding

The existing system includes all operating costs and revenues and a very small amount of depreciation of some pieces of equipment which are embedded in equipment rental rates charged to the jointly funded services. There appears to be no viable alternative to what is included within the cost sharing agreement. Because all physical assets are owned by the municipality in which they are located, it is that municipality’s responsibility to invest in their spaces sufficient to ensure they are operational and sustainable.

However, it is possible to examine how the net costs are shared. In the case of the two communities, the net costs are shared on the basis of proportionate population. Other alternatives exist.

Some inter-municipal systems share net costs on the basis of use. An example of this is the City and District of North Vancouver. However, there are two compelling disadvantages to this approach:

- Accurately measuring the residence of users is difficult, can be abused, and is expensive. It has been argued, even in North Vancouver, that it costs more to measure use than advantage gained to either party. And, in the long run, use tracks and should track very closely to population, which is much easier and less expensive to measure.

- The real benefits of parks and leisure services are not the direct benefit to users, but the indirect benefit to all citizens, regardless of whether they use the service or not. For example, studies in the US show that the economic benefit of parks to property values outweighs the cost of the parks regardless of who is using them. In other words, neighbourhoods and communities with parks have higher value homes than those without. Also, the social, community and health benefits of parks and leisure services accrue to all citizens indirectly.

For those reasons, it is not prudent to share costs on the basis of use.

Another option used in BC is to share all or part of the costs on the basis of taxable assessment. This applies and is more relevant when there is a significant variance in the net assessment per capita that results in the sharing of some major commercial or industrial taxable assessment in a region. However, currently, the net taxable assessment per capita is virtually identical in each of Pitt Meadows and Maple Ridge, so sharing the costs on the basis of assessment would not change anything.

It is also possible to combine more than one base for sharing net costs. For example, in the Peninsula Recreation system in the Capital Regional District, the three contributing municipalities share half the net costs based on population and half on the basis of taxable assessment. However, there isn't a significant difference in the net taxable assessment per capita between Maple Ridge and Pitt Meadows, so this option doesn't offer any advantages.

Structure

In BC, inter-municipal parks and leisure services are essentially formed under two formats; inter-municipal agreements (like the one currently used in Maple Ridge and Pitt Meadows, but also used in many other jurisdictions including the City and District of North Vancouver) and Regional District Specified Areas (which form the vast majority of inter-municipal systems in BC, including areas like Trail and District and Williams Lake and District).

The regional district format is worth considering. This is most popular in BC as it offers a well-developed legislative system of governance and funding. In this model, the delivery system is set up as a function of the local regional district, operating within a specified benefitting area. While there are no such examples in Metro Vancouver, many of the other regional districts have such functions. The advantage of this model is the clarity of the role, and governing structure of the Commission and the regional directors voting on the basis of population represented so that a direct relationship between funding and control is guaranteed. Another advantage is that the staff members, often employees of the Regional District, are not aligned with, nor seen to be aligned with any one municipal partner in the system.

However, while this structure may be worth considering if the system were being developed today, it would be costly to shift from the current structure to the new system and the costs of changing the structure would likely outweigh any benefits derived.

Regardless of whether the joint system is created by way of an inter-municipal agreement or a Regional District benefitting area, the system has options for how it delivers the service. In the case of the inter-municipal agreement, the service is often provided by the staff of the larger of the participating municipalities, as it is in the Maple Ridge/Pitt Meadows case. However, the joint commission can also act as its own employer, as in the case of the North Vancouver Recreation Commission. Or, it can contract to an outside entity, usually a not-for-profit agency. While these not for profit agencies work reasonably well where a single facility needs to be operated with a single set of interests (e.g. a single ice sheet arena used primarily by ice using groups that form a society to operate the arena), these

structures often breakdown where multiple sets of interests need to be arbitrated over time through public policy (e.g. facility allocation priority policies).

One relatively new example in BC combines the public accountability with the notion of a not-for-profit operating contractor. This example is in the five communities west of Victoria which used to be a regional function called Juan de Fuca Parks and Recreation and is now called Westshore Parks and Recreation Society. In this case, the five municipalities formed a not for profit society with five municipal members. The society is then contracted to deliver the public services. However, during this transition, little or no financial advantages were realized. The major reported benefit was to bring the service back under direct control of municipal councils rather than through Regional District directors. But, Maple Ridge and Pitt Meadows already have that in place.

The option of contracting out a public service to a not-for-profit or private agency has sometimes been driven by an interest in providing lower cost service by shifting from a unionized environment to a non-unionized operator. However, this has generally been viewed as either inappropriate or not viable in the long term, and usually both.

It is worth noting here that the consultant also considered altering the structure and makeup of the existing Commission to deal with the concern that elected members have a somewhat different status than the unelected members. In BC there are generally two kinds of Commission; advisory and operating. The advisory Commissions are generally weighted in favour of unelected members who represent various community sets of interests and the community's interests as a whole. In such cases the municipal councils make all final operating decisions on the advice of these Commissions. The operating Commissions are weighted heavily in favour of elected officials as only they can be held accountable through a democratic process for public policy decisions of an operating nature. The experience has been that it is difficult to appoint unelected members in a majority on a Commission and hold it accountable for operating decisions. Therefore, experience suggests that to get the "best of both worlds" in terms of accountability and public input, a mix of elected and unelected members is appropriate. It may be more prudent then to deal with the relatively minor issue of differential status between elected and unelected Commission members through a procedural response rather than a structural one. That is the approach taken in the conclusions and recommendations that follow.

There was also a suggestion that the Commission was too large and required too many elected officials from each partner. The consultant explored the implications of reducing the size of the Commission by having only two elected representatives of each partner and only five non-elected representatives. However, it appears to function quite well as a larger organization and, because parks and leisure services represent one of the largest categories of public services, it could easily continue with three elected officials from each municipality. So, no changes in the size of the Commission are indicated.

In summary, the consultant can find no viable option to the status quo for either funding or governance that offers such significant benefits over the status quo that it is worth considering further.

Overall Findings of the Review

In the course of the review the consultant learned a great deal about how the Joint Delivery Model currently operates and which issues or problems are in need of resolving. These learnings led to a number of conclusions which are listed below and these conclusions are translated into a series of recommendations in the next section for consideration by all three parties over the next year.

Conclusions

- **The Joint Services Model appears to be well grounded.** A great deal of work was done 22 years ago and that work formed a solid foundation on which to build trust and cooperation. A review of that foundation showed insight and foresight, the value of which is relevant to this day. The evidence of the enduring foundation is the 20 years of outstanding cooperation, which is a major accomplishment indeed.
- **In general, the five categories of benefits that anchored the Joint Services Model continue to apply today.** The delivery system currently enjoys all five of the categories of benefits and each on its own, and certainly all together, justify continuation of the relationship. While the financial benefits may accrue to and be realized by one of the two municipalities more than the other, it is clear that there is a significant net benefit to the region as a whole in the order of \$800,000 dollars, as well as significant benefits in the other categories of benefit.
- In addition to the five benefits categories referred to above, **there is a sixth substantial benefit of School District 42 working closely with a single unified parks and leisure service agency** with boundaries coterminous with its own. There would be diseconomies in both municipalities' dealings with School District 42 if the existing model were to be phased out. It would be much more difficult to engage the School District in the kinds of cooperative programs and services that respond to shared mandates if the School District had to deal separately with each.
- While the consultant recognizes and has referred to a number of different options to the existing joint delivery model, **no other alternatives have advantages that so clearly outweigh the disadvantages that they should be adopted in favour of the existing model.** If the joint delivery model were being newly considered at this time, alternatives to the existing model might be considered. However, to change the existing model, once it has evolved to its current status, would add its own risks and costs and these, added to the fact that no alternative model is substantially better than the existing one, suggest that considering alternatives to the existing model is not prudent at this time. **The current model, refined through recommendations herein, should be continued.**
- The possible small exceptions to this conclusion may be one or two service areas where the services are so local in nature, and respond separately to the uniqueness of each of the two communities, that they may be candidates for "opting out" of the Joint Delivery Model by either municipality, with permission of the other, through the vehicle of a Commission recommendation. However, any opting out brings with it its own difficulties as all services are so closely interdependent, and therefore difficult to separate. **Both municipalities should think long and hard before asking that they be allowed to opt out of even a single service category and proceed alone with it.** A more prudent approach might be to opt for an increased level of service in a specific category, and to pay the difference. However, even this is difficult to incorporate into the existing system and should be done only in exceptional cases with full understanding of the difficulties it might create.
- Over the past three years some modest stresses and strains have arisen which have challenged the Joint Delivery Model. These relate to quite understandable differences in the two communities; the way they operate and govern, and the respective differences in priorities. **It behooves all three partners to work on these relatively minor differences to resolve them, rather than disband the model and proceed separately in parallel for the foreseeable future or adopt an alternative model.**

- The stresses and strains that need to be resolved include the following.
 - **Clarity is required on the nature of the relationship** between the three parties; that is the fact that it is a partnership and not a contract for service. A contractual service involves a municipality paying for a service and judging whether or not good value for that payment is being received. A partnership is a broader, more complex relationship in which two municipalities are prepared to give up certain things in order to realize broader benefits that outweigh what is given up.
 - **Clarity is required on exactly what is and is not included in the Agreement and the standard or level of service in each category of service is required.**
 - **Clarity and consensus is required on how to measure performance of the system** to the satisfaction of all parties. The standard or level of service is being tracked now in a periodic survey, but more clarity on how to measure the public benefits delivered within each category of service would be helpful. Performance measures cannot vary by municipality and need to be supported by both so that the system can be even more accountable than it is at present.
 - **Clarity on the total cost savings and the breakdown of same to both municipalities is also required.** Greater shared understanding and consensus is required about the magnitude and flow of the financial benefits. While this review attempts to shed much light on such financial benefits, it can only achieve a margin of error of about $\pm 2\%$. It behooves both parties to pursue even more clarity on both the magnitude and flow of financial benefits over time and to reconcile the flow of net financial benefits so that there is no inappropriate cross subsidization from one municipality to the other. At present, it is possible that Maple Ridge subsidizes Pitt Meadows to a very modest extent. However, the estimate error of the financial benefits is not sufficiently narrow to be sure of that subsidy. Therefore, it needs to be tracked over time.
 - **Clarity is required on how to manage a situation where one of the two partners wishes to opt out of a service, and/or wishes to reduce the level of service in a specific area or across the board.** The Agreement currently assumes an “all or nothing” approach and so the above potential situations need to be clarified.
 - **Clarity is also required on the role, structure and function of the Joint Parks and Leisure Services Commission**, as it relates to the role and jurisdiction of the three parent bodies. The two municipalities enter into a partnership by agreeing to a complete set of service standards and providing the funds to realize those standards. The Commission operationalizes those standards on behalf of the two municipalities. There are, however, a few modest exceptions to the authority of the Commission, where municipalities cannot delegate authority to the Commission (e.g. authority to lease a municipal asset). However, for all other operating issues, the Commission has authority to collectively represent its parent bodies and make decisions on their behalf. While the two municipal councils retain responsibility for setting the budget, the Commission operates the service within that budget. It would also be helpful if both councils ensured that the council representatives appointed as liaison to various committees and groups that are within the purview of the Commission are the same council members that are appointed to the Commission to ensure consistency of information flow.

- Because all staff members of the Parks and Leisure Services Model are employees of Maple Ridge, **there is a perception or potential perception that the staff may have more allegiance to the District of Maple Ridge than to the City of Pitt Meadows. This creates an “us” and “them” perception that needs to be rectified.**
- There were other stresses and strains that were identified by at least one person during the review that the consultant does not believe can be easily remedied within the existing model. These include the following.
 - **Varying the approach and delivery method of specific programs and services by municipality such that they are significantly different in Pitt Meadows than they are in Maple Ridge is untenable.** Attempts to operate differently on one side of the municipal border than on the other work against three of the five categories of benefit (i.e. economies of scale, one stop leisure information, and coordinated service delivery) and would reduce any cost savings in implementing service delivery in each municipality.
 - **Separating the sources of information for each municipality and breaking down the information systems by municipality so that residents and groups based in each contact only their own municipality for information about the availability of parks and leisure services must be resisted.** Separating information systems, even to a minor extent, would work against the benefit of “one stop leisure shopping” for parks and leisure services information. Other joint municipal operations (e.g. North Vancouver City and District) have proved that a single unified delivery system with its own information support can serve the residents of both municipalities well.
 - **Separating out a few of the specific categories of service that, on the surface, appear to be more community specific, and taking them out of the Joint Delivery Model for each community to implement separately is not prudent.** If the pieces of the entire Joint Service Model are separated, the synergy of the whole entity is jeopardized and several of the benefits headings are jeopardized.
 - **Any concerns that the Pitt Meadows Seniors Centre is not operating at an equitable level of service to the Maple Ridge Seniors Centre are unfounded.** Such concerns should be left to the Ridge Meadows Seniors Society to sort out and manage within its relationship to Parks and Leisure Services. At present, any differences in services are due to appropriate differences between the two communities, the size of the market in each, the age and therefore degree of evolution of services in each and the uniqueness of each Seniors Centre.
 - **When one party unilaterally opts out of a service area, and yet cannot be excluded from the benefit of that service area (e.g. Pitt Meadows opting out of the operation of the Art Gallery), there is virtually nothing that can be done about it.** If and when one of the two partners opts out too much, or the opting out appears to be abused too much, the other partner’s only recourse is to cancel the entire Agreement and the two parties will proceed independently and in parallel in the future.
 - **There is some tendency toward duplication of service in a few cases (e.g. special events or specialized programs). Some can be condoned as appropriate responses to differences in the two communities. Others may not be in the best interests of users or taxpayers in the long run.** If there are ever examples where one community requests, through the Commission, to have a service which the staff believe to be inappropriate duplication (i.e. not in the best interests of all citizens, or best use of

resources to have more than one such program in the region), the staff must make that belief clear to the Commission in a recommendation, and the Commission will decide on whether the service or program should be duplicated in each municipality. If deemed by the Commission to be inappropriate duplication, the requesting municipality may decide to have the duplicate program or service and pay for it as an enhanced level of service within the agreement.

- **There are a few possibly foreseeable significant changes that could occur over time that will cause such significant stresses and strains on the model that they will require a major change to it**, and trigger the possibility that the model be disbanded. These could include:
 - The construction of a new indoor pool in Pitt Meadows, thereby creating a situation where both municipalities have at least one of almost all categories of services and facilities.
 - Total population build out levels being reached in Pitt Meadows while the population of Maple Ridge continues to grow significantly; thereby creating such an imbalance in the funding levels as to make the partnership much less relevant.
 - Evidence that residents of one municipality, likely Pitt Meadows, are becoming significantly less likely to use a category of facilities, possibly an indoor pool, than residents of the other municipality, likely Maple Ridge. Early indication that this could be the case has recently been recorded and needs to be monitored to determine if it is an anomaly, or is the beginning of an important trend in behaviour patterns.

Recommendations

The conclusions reached above, and the analysis in the previous sections, have triggered the following recommendations by the consultant.

1. **All service change requests or concerns with service standards should go directly to the Commission**

The General Manager and her Directors spend far too much time dealing with issues with the two municipal councils that need to be dealt with by the Commission. These issues are often dealt with at two or three tables resulting in a great deal of redundancy. These issues (e.g. one partner's concern that youth services are not delivered equitably in both municipalities) should be dealt with at the Commission table where all parties get to hear about them and deal with them within a single point of operationalizing the Joint Services Agreement. This may require that a portion of each Commission meeting or an additional occasional meeting is/are required; possibly in a monthly workshop mode to fully discuss such issues. In fact, workshopping these issues outside of the formal meeting format may also help to ensure that all Commission members are equally comfortable in debating and voting on the issues in the formal part of the meeting. Furthermore, this will be the format for dealing with any issues of duplication of service brought forward by staff or Commissioners.

2. **Add the Art Gallery support to the Joint Services Agreement**

One of the two municipalities unilaterally opted out of the cost sharing for this specific service in spite of the fact that it continues to be used proportionately by Maple Ridge and Pitt Meadows residents and the fact that Pitt Meadows residents cannot be isolated from its benefits. If one partner wishes to opt out of a specific service area, such a request needs to be directed first to

the Commission which, after reviewing the situation, would make a recommendation to both councils. This protocol, and the one in the first recommendation above, should also be embedded in the Agreement.

The total Art Gallery budget at present is only about \$22,000 per year, and therefore the cost to Pitt Meadows of sharing this cost is quite limited. However, the service may be expanded in the short term future. There are other categories of service that could take the Joint Services Agreement from its current point B in Figure Three towards point C. The two other categories of service which could be considered are cemetery operation and Social Planning. However, funding for both is more complicated than the Art Gallery and both would require some separate analysis to determine the feasibility of adding them to the Joint Services Agreement.

3. **Net financial benefits need to be shared equitably**

The issue of the magnitude and flow of financial benefits needs to be monitored on a regular basis and any inequity needs to be dealt with. Equity does not mean equal. It simply means that one partner should not be inappropriately subsidizing the other. It would appear that the total net benefits are quite significant now, but that only one of the six significant categories of benefit can be monetized. The attempt to quantify the net financial benefits of the sixth category is summarized in **Addendum A**, and shows, with a margin of error of about +/-2%, that it is possible that Maple Ridge could be seen to be subsidizing Pitt Meadows by about \$200,000 annually. However, because this amount is just within the range of estimate error, the consultant cannot conclude that it is significant. Rather it is an amount that needs to be continually monitored. If this amount were to increase beyond the range of estimate error, it becomes a situation where one municipality is inappropriately subsidizing the other. In that case, the finance officers of both parties need to strategize on how to ameliorate that imbalance. However, ameliorating any imbalance does not necessarily mean reducing it to zero, as the benefits under the other five categories of benefits are also significant to both partners, even if they can't be monetized.

4. **A Joint Council workshop is required to deal with each review**

The clarity issues listed in the conclusions and any other significant concerns held by either council need to be aired directly in a facilitated working session involving both councils. The working session, possibly hosted by the Commission, should be planned for some time during the year after this and any future reviews of the partnership.

5. **Annual senior management workshop**

As an extension of the Joint Council Workshop, and to leverage its value, the two municipal senior management teams should meet annually around budget time to jointly reaffirm or alter the existing service levels and agree on what that means in terms of changes to the budget. That same meeting should address any outstanding issues of clarity as are listed under conclusions above; possibly in a workshop mode.

6. **City of Pitt Meadows staff member advocate and resource**

The City of Pitt Meadows should consider designating one senior staff member to make themselves intimately aware of such issues as parks and leisure service levels/standards, the budget and any operating issues such that she/he can advise council accordingly. This may assist in ameliorating the concern that the staff members of the Joint Services Model are all Maple Ridge employees and may be seen to be protecting the interests of one municipality more than the other. Pitt Meadows elected officials need to have advice on parks and leisure service issues in which they have confidence, in the same way they have staff providing input on all other

types of public services. Council needs to know that staff providing advice are protecting its interests.

7. Invest in a more complete set of performance measures

The Commission should invest in a more robust set of performance measures so that both councils have greater comfort when comparing the costs of the service in relation to their benefits. While the public survey is an excellent gauge of performance, and public perception of satisfaction is one form of reality, additional measures are indicated that provide a more nuanced evaluation of the performance of the system. This set of measures has to be embraced by both councils for it to be helpful. Therefore, they need to be involved in crafting the set of measures.

8. Regularize the schedule of full reviews of the Agreement

This review needs to be updated every three or four years to ensure it continues to meet the needs of all parties.

Addendum A – Summary of Financial Benefits of the Joint Delivery System

Category of Services	Pitt Meadows		Maple Ridge		Consultant Comments
	Net Costs in the Current Model in 000's	Net Costs of Paying Only for Their Own Services in 000's	Net Costs in the Current Model in 000's	Net Costs of Paying for Their Own Services in 000's	
Administration and Management	80	180	250	320	MR would reduce by one manager within its Support Services mgt. team (dealt with under subsequent headings) at 120k and PM would have to add a core of one manager at 120k and one .4 Executive Assistant at 80k; special projects that are now included in the cost centre would be duplicated. For example, the satisfaction survey and Master Plan.
Pitt Meadows Family Rec Centre	140	735	585	50	All the total costs would shift to the host municipality, with premium of about 10k added to PMFRC to top up for extra costs involved in support services currently provided more efficiently by MR (e.g. IT support). However, MR can't realize all savings in reduced Support Services so still has 50k in costs it must assume elsewhere.
South Bonson Rec Centre	35	185	130	30	All the total costs would shift to the host municipality and an assumption that new PM staff would be located there to compensate for no Support Services staff housed at this location to broaden hours of operation. However, MR can't realize all savings in reduced Support Services.
Pitt Meadows Heritage Hall	30	100	70	5	All the total costs would shift to the host municipality. However, MR can't realize all savings in reduced Support Services.
Arenas	185	135	745	820	In addition to its contract with the private arena operator, PM requires a half time booking clerk and some senior staff time to manage the contract and arena uses.
Historic Sites	55	110	225	175	
Outdoor Pools	25	75	90	80	Costs should be split evenly for the two pools but cost reductions in MR can't be realized due to inability to realize savings in Support Services. Also a premium of 15k due to duplication of supervisory and technical staff is added to PM.
Community Parks	170	300	765	720	The net costs are first apportioned 74/26 as PM has 26% of park area in this category, then a premium of 6,000 due to duplication of specialized equipment and expertise and addition of a portion of a Director to manage parks system in PM and a premium of 29k added to MR due to inability to reduce Support Services Costs.
Neighbourhood Parks	80	120	340	300	No adjustments to this net cost. But costs shifted 71/29 as PM has 29% of park area so pays accordingly.

Category of Services	Pitt Meadows		Maple Ridge		Consultant Comments
	Net Costs in the Current Model in 000's	Net Costs of Paying Only for Their Own Services in 000's	Net Costs in the Current Model in 000's	Net Costs of Paying for Their Own Services in 000's	
Municipal Parks	390	325	1400	1560	The costs were split 86/14 as PM has 14% of park area in this category. There would be a premium of 75k due to specialized equipment and expertise and a portion of Director to manage the parks system in PM. Finally, MR adds a premium of 20k as it can't realize all benefits of reduced Support Services.
Fairgrounds	20	5	70	85	PM would pay a nominal amount for this service. The remainder would be MR's cost.
Greenbelts and Trails	65	80	260	250	Costs are first split 75/25 as PM has 25% of all maintained trails. A small premium is added for duplication of services.
Insurance	0	60	135	75	PM would have to purchase insurance for its own facilities. It was formally in Support Services.
Arts and Culture	135	130	585	720	Figures account for what PM would need to operate its own arts services, even if they wouldn't actually duplicate what is currently provided. Because the current total is a fee for service contract that would not change if separated, MR could not reduce it.
Children's Services	50	105	170	135	Adjustment due to an analysis of where staff time is spent now and what PM would need to operate its own children's services; mostly in the area of Support Services. However, MR can't realize all savings in reduced Support Services Staff.
Neighbourhood Development	20	20	70	90	Whereas fixed costs are such that MR couldn't reduce its costs in this area, PM would have to add costs to replace what was no longer provided in the shared service area.
Youth Services	145	260	610	525	While the volume of service at MR is higher than in PM, the hours of operation are roughly the same, so the existing costs have been shared according to volume and hours of operation with a premium of 20k in duplicate supervisory and management staff. Also, MR can't realize all savings in reduced Support Services.
Seniors Services	70	125	280	255	While MR centre is higher volume and broader opening hours, there are still core services required to operate each such that duplication of supervisory and support staff would be required. Some costs have been shifted to account for volume of service and a premium of 20k is added for duplicated staff. Also, MR can't realize all savings in reduced Support Services Staff.
Special Events	70	110	290	290	Some costs need to be shifted to account for the fact that more than 20% of staff time and support costs are currently allocated to PM. Also, a premium is added to account for duplication of effort.
Special Access	45	65	185	175	While 20k would shift to PM in order to create its own service, there would be a total of 10,000 that MR would not be able to reduce on its side. So, the premium due to duplication of service would be about 10k.
Maple Ridge Leisure Centre	385	0	1475	1860	All the total costs would shift to the host municipality without any premium added.

Category of Services	Pitt Meadows		Maple Ridge		Consultant Comments
	Net Costs in the Current Model in 000's	Net Costs of Paying Only for Their Own Services in 000's	Net Costs in the Current Model in 000's	Net Costs of Paying for Their Own Services in 000's	
Whonnock Community Centre	5	0	15	20	All of the costs would shift to the host municipality without any premium added.
Curling Rink	5	0	15	20	All the total costs would shift to the host municipality without any premium added.
Total	2205	3225	8760	8560	The economic benefit of partnership is about \$820,000 but appears to be very one sided.

Assumptions:

1. Figures have been rounded to the nearest \$5,000 so as not to suggest a higher level of accuracy than is actually the case.
2. Usage, and therefore operating revenues, would remain constant in the two scenarios.
3. The standard and level of service would remain constant in the two scenarios.
4. Due to difficulties in determining how Support Services would be affected and how much of that \$2,100,000 total could actually be saved if the two municipalities dissolved the Joint Services Agreement, estimates of the total impact should be seen to be accurate only to within about one or two hundred thousand dollars. To get more accurate would require a great deal more effort than allowed within the Terms of Reference for this review.

It is important to note In understanding the table, that if the existing model were ever to be terminated, the two municipalities would likely not spend exactly the total amounts at the bottom of the projected columns, as they would be free to increase or decrease service levels or get out of some service lines completely that don't make sense at the new, less cost effective level. All the figures at the bottom of projected columns actually indicate is that if the two municipalities tried to duplicate the level and types of services they are now getting, the costs would likely be in that range.

What the figures in the table suggest is that for Pitt Meadows, if it were to operate on its own, in order to deliver the same services it currently receives, there would be a need to hire two senior director positions (Parks and Recreation) to replace the management currently provided in the Joint Delivery Model and the two new directors would collectively require one full time senior clerical support person. The City would also have to retain at least four programmers (in the areas of special events, arts, youth and children's services), create a Special Access Program to reduce barriers to participation, and add staff or contracted services in areas such as marketing, ice programming, facility lifecycle maintenance, facility allocation, seniors services, and fitness services. It would have to assume operation of facilities such as the Pitt Meadows Family

Recreation Centre, the South Bonson Community Centre, the Pitt Meadows Heritage Hall and the Harris Road outdoor pool, the Pitt Youth Action Park, all at the current level of service and operating hours. It would also need to manage a multimillion dollar budget, house all above staff (the cost of which is not currently accounted for in the table) manage and maintain 59 hectares of parks and athletic fields and several kilometers of trails. Also, the City would have to acquire a great deal of capital equipment required to maintain such specialized services such as artificial turf, natural grass, and trails. The City would assume some staff from the existing Joint Services Model and would budget for some initial expense of staff terminations where the new structure could not accommodate all existing staff. The costs of all that would be slightly more than one million dollars more than the City currently spends, not including capital and the cost of housing new staff. This represents almost a 50% increase in net tax support for parks and leisure services.

While the City would not likely do all of the above as it would likely result in more cost than can easily be assumed by local taxpayers at one time, and would result in a staff complement that is higher than what Cities of similar size can currently justify; but that is what would be required to maintain the existing service levels currently enjoyed.

What the figures mean for Maple Ridge is that in order to downsize to meet only its own needs, the municipality would have to reorganize to shift management responsibilities to reduce at least one Manager, shift a great deal of work within its department to reduce hours and eventually staff positions in several areas, possibly including special events, youth programming, arts services and children's programming. It would also shed several staff positions in areas such as horticulture and parks maintenance, facility operation and maintenance. It would divest itself of responsibility for the facilities and parks that would be assumed by the City of Pitt Meadows. It would not be able to downsize proportionately to the loss of its 20% of revenue from Pitt Meadows in several areas such as Special Access, marketing, outdoor aquatics, youth services and arts services. Over time, the municipality would manage staff such that staffing increases would be resisted in favour of using existing positions to accommodate growth in the community. It would also be free to adjust service levels on its own both upward and downward. It would likely be able to sell some equipment and vehicles to Pitt Meadows. It would have to budget for some initial expense of staff terminations where the new structure could not accommodate all existing staff. The Municipality would wind up saving up to \$200,000 from what it currently spends. However, it is unlikely that it would be able realize much savings as the cost of dissolution and the turmoil of staff downsizing would be expensive and so any potential savings would likely be phased in over time.

Finally, the increased costs to the School District due to dealing with two municipalities in parallel would need to be quantified and added to the diseconomies of separating the two delivery systems.

As the table indicates, the net cost impact of abolishing the partnership and proceeding in parallel are quite negative for Pitt Meadows and more neutral for Maple Ridge. But, in general, it would be negative for taxpayers of the region, with total costs increasing by about \$800,000 which is the net financial benefit of economies of scale. However, whatever the financial economies or diseconomies of partnership, they are only one of five or six categories of benefit that are currently being realized by local citizens.

Addendum B – Inventory of Parks Breakdown by Municipality

Maple Ridge Municipal Parks	Area Ha			PM Municipal	Area Ha	
Albion Fairgrounds	12.73			Cottonwood	4.08	
Jerry Sulina	19.14			Harris Landing	9.75	
Maple Ridge Park	9.03			Menzies Crossing	1.67	
Maple Ridge Upper Park	3.8			Shoreline	1.74	
Memorial Peace Park	1.07					
Whonnock Lake	60.53					
		106.3				17.24
		86%				14%

MR Community Parks	Area Ha			PM Community	Area Ha	
Albion Park	13.96			Harris Road	4.08	
Albion Sports Comp	12.36			Hoffmann	3.65	
Allco	11.21			PM Athletic	15.07	
Cliff	2.25			PM Civic	2.94	
Crosses Cabins	1.92			PM Museum	0.1	
Davidson Pool	0.61			PMSS Field	2.63	
Fraser River Walk	0.04					
Hammond Stadium	5.36					
Haney House	0.39					
Horsemen's Park	3.64					
Jim Hadgkiss	0.81					
Merkley	0.66					
Reiboldt	2.24					
Ruskin	6.4					
Selvey	4.6					
Thomas Haney	5.79					
Thornhill Park	3.84					
SRT	2.27					
Westview Field	2.78					
		81.13				28.47
		74%				26%

MR Neighbourhood parks	Area Ha			PM Neighbourhood Parks	Area Ha	
Alexander Robinson	0.95			Bonson Park	2.02	
Alouette	0.5			Mitchell Road	2.85	
Belle Morse	2.29			North Bonson	1.83	
Boundary	1.04			Somerset	1.33	
Brickwood	1.65			Waterfront Commons	0.24	
Camwood	0.64			Davie Jones	1.88	
Canoe	0.9			Edith McDermott	1.8	
Nokai	0.93					

Cook	0.27					
Cottonwood North	1.9					
Fraserview	1.28					
Fletcher	0.78					
Hammond	0.83					
Hampton	0.47					
Harry Hooe	3.74					
Jordan	1.37					
Kin	0.82					
Lions	1.08					
Pioneer	1.54					
Reg Franklin	1.36					
Tolmie	0.67					
Volker	1.62					
Cedar Park	1.2					
Birch Park	0.1					
Deer Fern	0.32					
Websters Corners Park	1.27					
Westview Park	1.89					
		31.41				11.95
		72%				28%

Mini Neighborhood parks	Area Ha			Mini Parks	Area Ha	
Callaghan	0.16			Advent Park	0.13	
Chilcotin	0.07			Chestnut	0.38	
Country Lane north	0.11			Linden Grove	0.28	
Country Lane South	0.05			Lions Fun	0.17	
Horseshoe creek	0.02			Morningside East	0.05	
Storey Green	0.02			Morningside West	0.02	
Holly	0.13			North Commons	0.22	
Homestead	0.09			Roundabout	0.14	
Dewdney Parkette	0.06			Shinglebolt	0.12	
Creeks Crossing	0.08					
Brown Ave	0.06					
		0.85				1.51
		36%				64%

Total for MR	219.69			Total for PM	59.17	
	73%				27%	