

City of Maple Ridge

COUNCIL MEETING AGENDA

December 6, 2016

7:00 p.m.

Council Chamber

MEETING DECORUM

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

Note: This Agenda is also posted on the City's Web Site at www.mapleridge.ca

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

100 ***CALL TO ORDER***

200 ***AMENDMENTS TO THE AGENDA***

300 ***APPROVAL OF THE AGENDA***

400 ***ADOPTION AND RECEIPT OF MINUTES***

401 Minutes of the Regular Council Meeting of November 29, 2016

402 Minutes of the Special Council Meetings of:

- November 28, 2016
- November 29, 2016
- November 30, 2016

500 ***PRESENTATIONS AT THE REQUEST OF COUNCIL***

600 ***DELEGATIONS***

601 **CP Holiday Train Event and Update on the Friends in Need Food Bank Programs**

- Lynda Lawrence, Chairperson, Board of Directors, Friends in Need Food Bank Society

700 ***ITEMS ON CONSENT***

701 **Minutes**

701.1 Minutes of the Development Agreements Committee Meetings of November 24 and November 30, 2016

701.2 Minutes of Meetings of Committees and Commissions of Council

- Public Art Steering Committee – September 20, 2016

702 **Reports**

703 **Correspondence**

704 **Release of Items from Closed Council Status**

800 ***UNFINISHED BUSINESS***

900 ***CORRESPONDENCE***

1000 ***BYLAWS***

Note: ***Item 1001 is from the December 6, 2016 Public Hearing***

Bylaws for Third Reading

1001 **2016-436-RZ**

Maple Ridge Zone Amending Bylaw No.7298-2016

To establish a farm home plate that limits house size and setbacks for residential and accessory residential uses on properties within the Agricultural Land Reserve.

Third reading

Bylaws for Final Reading

- 1002 **2014-104-RZ, 23050 136 Avenue**
Staff report dated December 6, 2016 recommending final reading
- 1002.1 **Maple Ridge Official Community Plan Amending Bylaw No. 7167-2015**
To designate land adjacent to proposed Lot 8 from Eco Clusters to Conservation
Final reading
- 1002.2 **Maple Ridge Zone Amending Bylaw No. 7124-2014**
To rezone from R-1 (Residential District) and R-3 (Special Amenity Residential District) to R-2 (Urban Residential District) to permit a future subdivision of 21 lots
Final reading
- 1003 **2012-109-RZ, 24979 108 Avenue**
Maple Ridge Zone Amending Bylaw No. 6961-2012
Staff report dated December 6, 2016 recommending final reading of Maple Ridge Zone Amending Bylaw No. 6961-2012 to rezone from RS-3 (One Family Rural Residential) to RS-1b (One Family Urban (Medium Density) Residential) to permit a future subdivision of 13 lots
Final reading

COMMITTEE REPORTS AND RECOMMENDATIONS

1100 ***COMMITTEE OF THE WHOLE***

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

Public Works and Development Services

- 1101 **2016-299-AL, 12176 237 Street, Application for Exclusion from the Agricultural Land Reserve, Addendum Report**

Amended
December
6, 2016

Staff report dated December 5, 2016 providing options for consideration for Application 2016-299-AL to exclude approximately 1.12 hectares (2.8 acres) from the Agricultural Land Reserve.

1102 2016-434-AL, 11680 252 Street, Application for Exclusion from the Agricultural Land Reserve

Staff report dated December 5, 2016 recommending that Application 2016-434-AL to subdivide 2.5 hectares (6.2 acres) of land within the Agricultural Land Reserve not be forwarded to the Agricultural Land Commission and providing options for consideration.

1103 2016-411-RZ, 21188 Wicklund Avenue, RS-1 to R-1

Staff report dated December 5, 2016 recommending that Application 2016-411-RZ to rezone from RS-1 (One Family Urban Residential) to R-1 (Residential District) to permit subdivision into two single family residential lots not be given first reading.

1104 2016-052-RZ, 22260 and 22292 122 Avenue and 12159 and 12167 223 Street, LUC and RS-1 to RM-2

Staff report dated December 5, 2016 recommending that Maple Ridge Official Community Plan Amending Bylaw No. 7243-2016 to designate subject properties from Single Family to Low Rise Apartment be given second reading and be forwarded to Public Hearing and that Maple Ridge Zone Amending Bylaw No. 7244-2016 to rezone from LUC (Land Use Contracts) and RS-1 (One Family Urban Residential) to RM-2 (Medium Density Apartment Residential) to permit construction of a 291 unit multi-family rental housing development within the Town Centre.

1105 2016-325-RZ, 22606 Dewdney Trunk Road, Temporary Taxi Dispatch Use

Amended
December
6, 2016

Staff report dated December 5, 2016 recommending that Maple Ridge Official Community Plan Amending Bylaw No. 7283-2016 to designate 22606 Dewdney Trunk Road to permit a temporary taxi dispatch use be given second reading and be forwarded to Public Hearing.

1106 2014-104-SD, 23050 136 Avenue, Local Area Service

Staff report dated December 5, 2016 recommending that a local area service bylaw be authorized for enhanced landscape maintenance costs of lands referred to as "East Hampstead" and that East Hampstead Local Area Service Bylaw No. 7278-2016 to require property owners within the development to pay an annual fee as a Local Service Tax for enhanced landscape maintenance areas be given first, second and third readings.

1107 2015-346-CP, Wildfire Development Permit Update

Staff report dated December 5, 2016 recommending that Maple Ridge Official Community Plan Amending Bylaw No. 7187-2015 to amend recently adopted Wildfire Development Permit Areas to remove references to the National Fire Protection Association standards and provide greater flexibility when reviewing development applications be given second reading as amended and be forwarded to Public Hearing.

1108 2016-448-CP, 13150, 13120, 13070, 13030, 12990 ,12940, 13655 256 Street; 25775, 25801, 25927 128 Avenue; 26185 130 Avenue; 13301 251A Street; 13055 251A Street; and 25100 Alouette Road

Staff report dated December 5, 2016 recommending that Maple Ridge Official Community Plan Amending Bylaw No. 7299-2016 to designate 15 properties in the 256 Street and 128 Avenue vicinity from Suburban Residential and Institutional to Industrial to expand employment opportunities in the vicinity of existing and well-utilized employment lands.

1109 2012-109-DVP, 24979 108 Avenue

Staff report dated December 5, 2016 recommending that the Corporate Officer be authorized to sign and seal 2012-109-DVP to reduce minimum lot widths for lots 1, 10, 11, 12 and 13,

1110 Council Policy 6.21 – Development Sign Policy Review

Staff report dated December 5, 2016 recommending that Council Policy 6.21 –Development Sign Policy dated September 12, 2012 be repealed and replaced with the revised Council Policy 6.21 – Development Sign Policy.

Financial and Corporate Services (including Fire and Police)

1131 2017-2021 Financial Plan Bylaw

Amended
December
6, 2016

Staff report dated December 6, 2016 recommending that Maple Ridge 2017-2021 Financial Plan Bylaw No. 7300-2016 be given first, second and third readings.

1132 Council Procedure Amending Bylaw No. 7301-2016 – Release of Vote Pattern from Closed Meetings

Staff report dated December 5, 2016 recommending that Maple Ridge Council Procedure Amending Bylaw No. 7301-2016 be given first, second and third readings.

1133 2017 Acting Mayor, Committee & Commission Appointments

Staff report dated December 5, 2016 recommending that the Acting Mayor schedule and appointments to Government Agencies, Advisory and/or Legislated Committees, Special Committees, Community Groups and Organizations and Standing Committees be approved.

1134 Bylaw for Highway Closure & Dedication Removal for a Portion of Laneway (18000 Block of 226 Street and 227 Street)

Staff report dated December 5, 2016 recommending that Maple Ridge Highway Closure & Dedication Removal Bylaw No. 7291-2016 for closure and dedicate removal of a portion of laneway in the 18000 block of 226 Street and 227 Street be given first, second and third readings.

1135 Award of Contract, Construction of Fire/Tanker Truck, Fire Truck Replacement, Engine 32

Staff report dated December 5, 2016 recommending that the contract for construction of one fire pumper/tanker truck be awarded to Hub Fire Engines Ltd. and that the Corporate Officer be authorized to execute the contract.

1136 Award of Contract, Construction of Tower Truck Fire Apparatus, Fire Truck Replacement, Tower 1

Staff report dated December 5, 2016 recommending that the contract for construction of one tower truck fire apparatus be awarded to Safetek Emergency Vehicles Ltd. and Smeal Fire Apparatus and that the Corporate Officer be authorized to execute the contract.

Community Development and Recreation Service

1151 Maple Ridge Civic and Cultural Facility – Phased Design Process

Staff report dated December 5, 2016 recommending that Phase One of the design process for the Maple Ridge Civic and Cultural Master Plan be funded from the Parks Recreation and Culture Master Plan funding and that staff be directed to issue a Request for Proposal to conduct phase one of the detailed design process.

Amended
December
6, 2016

1152 Municipal Advisory Committee on Accessibility Issues Recommendations

Staff report dated December 5, 2016 recommending that the Maple Ridge-Pitt Meadows Municipal Advisory Committee of Accessibility Issues continue as a joint committee with the City of Pitt Meadows, sharing all associated costs equally and that staff work with the committee to establish an updated committee structure and bylaw.

1153 Maple Ridge Leisure Centre Retrofit Update

Staff report dated December 5, 2016 recommending that a report be provided on the process of updating existing Leisure Centre retrofit costs, communication plan and customer accommodations.

Administration

1171

Other Committee Issues

1191

1200 ***STAFF REPORTS***

1300 ***OTHER MATTERS DEEMED EXPEDIENT***

1400 ***NOTICES OF MOTION AND MATTERS FOR FUTURE MEETING***

1500 ***QUESTIONS FROM THE PUBLIC***

1600 ***ADJOURNMENT***

QUESTION PERIOD

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

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

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

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

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

For more information on these opportunities contact:

Clerk's Department at **604-463-5221** or clerks@mapleridge.ca.

Mayor and Council at mayorandcouncil@mapleridge.ca.

Checked by: _____

Date: _____

City of Maple Ridge

COUNCIL MEETING MINUTES

November 29, 2016

The Minutes of the City Council Meeting held on November 29, 2016 at 7:00 p.m. in the Council Chamber of the City Hall, 11995 Haney Place, Maple Ridge, British Columbia for the purpose of transacting regular City business.

PRESENT

Elected Officials

Mayor N. Read
Councillor B. Masse
Councillor G. Robson
Councillor T. Shymkiw
Councillor C. Speirs

Appointed Staff

E.C. Swabey, Chief Administrative Officer
W. McCormick, Acting General Manager of Parks,
Recreation and Cultural Services
P. Gill, General Manager Corporate and Financial Services
F. Quinn, General Manager Public Works and Development
Services

ABSENT

Councillor C. Bell
Councillor K. Duncan

C. Carter, Director of Planning
L. Darcus, Manager of Legislative Services
A. Gaunt, Confidential Secretary

Other staff as required

C. Goddard, Manager of Development and Environmental
Services
M. Baski, Planner 1
B. Elliott, Manager of Community Planning
D. Pollock, Municipal Engineer

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100 ***CALL TO ORDER***

200 ***INTRODUCTION OF ADDITIONAL AGENDA ITEMS***

A presentation of the Business Partner Award by the Agricultural Association to the City of Maple Ridge was added to the agenda as Item 601. Section 600 was renumbered.

300 ***APPROVAL OF THE AGENDA***

The agenda as revised was approved.

400 ***ADOPTION AND RECEIPT OF MINUTES***

401 Minutes of the Regular Council Meeting of November 15, 2016

R/2016-533

It was moved and seconded

That the minutes of the Regular Council Meeting of November 15, 2016 be adopted as circulated.

CARRIED

402 Minutes of the Public Hearing of November 22, 2016

R/2016-534

It was moved and seconded

That the minutes of the Public Hearing of November 22, 2016 be adopted as circulated.

CARRIED

500 ***PRESENTATIONS AT THE REQUEST OF COUNCIL*** – Nil

600 ***DELEGATIONS***

601 **Presentation of Business Partner Award by the Agricultural Association to the City of Maple Ridge**

- Lorraine Bates, Manager, Maple Ridge-Pitt Meadows Agricultural Association
- Tom Cameron, President, Maple Ridge-Pitt Meadows Agricultural Association

Ms. Bates provided information on the 2016 Outstanding Business Partner Award which she is presenting to the City of Maple Ridge and described the quality partnership between the Agricultural Association and the City of Maple Ridge. She spoke highly of Parks, Recreation and Culture staff and their responses to the needs and concerns of the Association and thanked the City for its support over the last 25 plus years.

Mayor Read accepted the award from the Agricultural Association. On behalf of Council she thanked the Association for the nomination for the award and thanked them for their continuing work.

Mayor Read acknowledged Tom Cameron's award as National Fair Champion which he recently received from the Canadian Association of Fairs and Exhibitions. She spoke of Mr. Cameron's commitment as a volunteer for the local fair and highlighted his numerous contributions to the community. She presented Mr. Cameron with a thank you gift for his dedication.

602 **Wildsafe BC Presentation**

- Dan Mikolay, Wildsafe BC Coordinator for Maple Ridge

Mr. Mikolay gave a PowerPoint presentation providing an update on the Wildsafe BC Program. He provided a history of the program, highlighted the bear resistant organics bins available at the Recycling Society and outlined education programs and found milestones for the program. He advised that the Wildsafe BC program has applied for "Bear Smart" Community status and is on track to being one of first in the Lower Mainland to obtain that status.

700 ***ITEMS ON CONSENT***

701 **Minutes**

701.1 Minutes of the Development Agreements Committee Meeting of November 17, 2016

701.2 Minutes of Meetings of Committees and Commissions of Council

- Municipal Advisory Committee on Accessibility Issues – March 17, 2016
- Municipal Advisory Committee of Accessibility Issues – May 19, 2016
- Environmental Advisory Committee – October 12, 2016

701.3 Minutes of the Committee of the Whole of November 21, 2016

702 **Reports**

702.1 **2016 Council Expenses**
(Item 1131 on the November 21, 2016 Committee of the Whole Agenda)

Staff report dated November 21, 2016 providing an update on Council expenses to the end of October 2016.

**702.2 Disbursements for the month ended October 31, 2016
(Item 1132 on the November 21, 2016 Committee of the Whole Agenda)**

Staff report dated November 21, 2016 recommending that the disbursements for the month ended October 31, 2016 be received for information.

**702.3 Filming Review
(Item 1171 on the November 21, 2016 Committee of the Whole Agenda)**

Staff report dated November 21, 2016 providing highlights of the film industry in BC in general and Maple Ridge in specific.

703 Correspondence – Nil

704 Release of Items from Closed Council Status

From the November 21, 2016 Closed Council Meeting

04.01 Active Transportation Advisory Committee Membership –
2017/2018 Member Appointments of Kino Roy, David Rush,
Bijan Naghipour, Ineke Boekhorst

04.02 Sale of Municipal Property – Laneway (22600 Block of 119
Avenue/ Selkirk Avenue)

R/2016-535

It was moved and seconded

That items 701.1 to 704 on the Consent Agenda be received.

CARRIED

800 UNFINISHED BUSINESS – Nil

900 CORRESPONDENCE – Nil

1000 ***BYLAWS***

Note: Item 1001 is from the November 22, 2016 Public Hearing

Bylaws for Third Reading

1001 **2015-253-RZ, 23539 Gilker Hill**

1001.1 **Maple Ridge Official Community Plan Amending Bylaw No. 7284-2016**

To designate from conservation to urban residential

Third reading

R/2016-536

It was moved and seconded

That Bylaw No. 7284-2016 be given third reading.

CARRIED

1001.2 **Maple Ridge Zoning Amending Bylaw No. 7179-2016**

To rezone from RS-3 (One Family Rural Residential) to RM-1 (Townhouse Residential) to permit the future development of 43 townhouse units

Third reading

R/2016-537

It was moved and seconded

That Bylaw No. 7179-2016 be given third reading.

CARRIED

Bylaws for Final Reading

1002 **Maple Ridge Business Licencing and Regulation Amending Bylaw No. 7250-2016**

To allow food truck vending on City Property, including streets

Final reading

R/2016-538

It was moved and seconded

That Bylaw No. 7250-2016 be adopted.

CARRIED

1003 Maple Ridge Highway Closure and Dedication Removal Bylaw No.7293-2016

To permanently close a portion of 136 Avenue Roadway (23050 block of 136 Avenue) and remove the public highway dedication

Final reading

R/2016-539

It was moved and seconded

That Bylaw No. 7293-2016 be adopted.

CARRIED

1004 Maple Ridge Highway Closure & Dedication Removal Bylaw No. 7294-2016

To permanently close a portion of 127 Avenue Roadway (22300 block of 127 Avenue) and remove the public highway dedication

Final reading

R/2016-540

It was moved and seconded

That Bylaw No. 7294-2016 be adopted.

CARRIED

Public Works and Development Services

1101 2014-009-CP, Hammond Area Plan Bylaw, Second Reading

Staff report dated November 21, 2016 recommending that Hammond Area Plan Bylaw No. 7279-2016 to guide land use and development in the Hammond Area be given second reading as amended and be forwarded to Public Hearing.

R/2016-541

It was moved and seconded

That Bylaw No. 7279-2016 as amended be given second reading and be forwarded to Public Hearing.

CARRIED

- 1102 **2014-009-CP, 11240 and 11230 206 Street; 20605, 20617, 20627, 20643, 20645, 20661 Maple Crescent; 11233, 11202 and 11391 Dartford Street; 20657 and 20598 Lorne Avenue; PIDs 003-435-181 and 004-963-415, Rezoning of Hammond Village Commercial Area and Zoning Bylaw Amendments**

Staff report dated November 21, 2016 recommending that Maple Ridge Zone Amending Bylaw No. 7292-2016 to create the H-2 (Hammond Village Commercial) zone and to rezone from C-3 (Town Centre Commercial) and RS-1 (One Family Urban Residential) to H-2 (Hammond Village Commercial) and P-4 (Church Institutional) to align with the policies of the Hammond Area Plan be given first and second readings and be forwarded to Public Hearing.

R/2016-542

It was moved and seconded

That Bylaw No. 7292-2016 be given first and second readings and be forwarded to Public Hearing.

CARRIED

- 1103 **Award of Contract ITT-EN16-51: Installation of Rectangular Rapid Flashing Beacons (RRFB) at Six Uncontrolled Crosswalks on Dewdney Trunk Road**

Staff report dated November 21, 2016 recommending that Contract ITT-EN16-51: Installation of Rectangular Rapid Flashing Beacons (RRFB) at Six Uncontrolled Crosswalks on Dewdney Trunk Road be awarded to Fraser City Installations (1989) Ltd., that a project contingency of 10% be approved to address variations in field conditions and that the Corporate Officer be authorized to execute the contract.

R/2016-543

It was moved and seconded

That Contract ITT-EN16-51, Installation of Rectangular Rapid Flashing Beacons (RRFB) at Six Uncontrolled Crosswalks on Dewdney Trunk Road, be awarded to Fraser City Installations (1989) Ltd. in the amount of \$168,200 excluding taxes; and

That a project contingency of 10% or \$16,800 be approved to address potential variations in field conditions; and further

That the Corporate Officer be authorized to execute the contract.

CARRIED

1104 Local Area Service – 20300 Block of Hampton Street

Staff report dated November 21, 2016 recommending that a Request for Proposal for consulting services to design and manage the construction of the 20300 Block of Hampton Street Local Area Service be prepared and that staff proceed with the Local Area Service if received quotations are within the identified value on the formal petition and within the Purchasing Policy.

R/2016-544

It was moved and seconded

That staff prepare and advertise a Request for Proposal for consulting services to design and manage the construction of the 20300 Block of Hampton Street Local Area Service; and

That if the received quotations are less than the identified value on the formal petition and within the Purchasing Policy, staff proceed with the 20300 Block of Hampton Street Local Area Service.

CARRIED

Financial and Corporate Services (including Fire and Police)

Note: Items 1131 and 1132 have been placed in the “Items on Consent” agenda

1131 2016 Council Expenses

1132 Disbursements for the month ended October 31, 2016

1133 2017 Council Calendar

Staff report dated November 21, 2016 recommending that the Council Meeting schedule for 2017 be adopted or that the Council Meeting schedule for 2017 be adopted as amended.

R/2016-545

It was moved and seconded

That the September 26, 2017 Council Meeting be cancelled and that all items from the September 18, 2016 and October 2, 2016 Committee of the Whole Meetings be forwarded to the October 10th Council meeting.

CARRIED

R/2016-546

It was moved and seconded

That the Council Meeting schedule attached to the staff report dated November 21, 2017 be adopted as amended.

CARRIED

1134 Property and Liability Insurance

Staff report dated November 21, 2016 recommending the approval of expenditures for the City's liability and property insurance coverage policies as offered through the Municipal Insurance Association of BC.

R/2016-547

It was moved and seconded

That the expenditures of \$375,396 and \$238,064 for the City's liability and property insurance coverage policies as offered through the Municipal Insurance Association of BC be approved.

CARRIED

Community Development and Recreation Service – Nil

Administration

Note: Item 1171 has been placed in the "Items on Consent" agenda

1171 Filming Review

Other Committee Issues – Nil

1200 STAFF REPORTS – Nil

1300 OTHER MATTERS DEEMED EXPEDIENT – Nil

1400 NOTICES OF MOTION AND MATTERS FOR FUTURE MEETINGS – Nil

1500 *QUESTIONS FROM THE PUBLIC* – Nil

1600 *ADJOURNMENT* – 7:57 p.m.

N. Read, Mayor

Certified Correct

L. Darcus, Corporate Officer

City of Maple Ridge

SPECIAL COUNCIL MEETING MINUTES

November 28, 2016

The Minutes of the City Council Meeting held on Monday, November 28, 2016 at 1:00 p.m. in the Council Chamber of the City Hall, 11995 Haney Place, Maple Ridge, British Columbia for the purpose of transacting regular City business.

PRESENT

Elected Officials

Mayor N. Read
Councillor K. Duncan
Councillor B. Masse
Councillor T. Shymkiw
Councillor C. Speirs

Appointed Staff

E.C. Swabey, Chief Administrative Officer
K. Swift, General Manager of Community Development,
Parks and Recreation Services
P. Gill, General Manager Corporate and Financial Services
F. Quinn, General Manager Public Works and Development
Services

ABSENT

Councillor C. Bell
Councillor G. Robson

C. Carter, Director of Planning
L. Darcus, Manager of Legislative Services
A. Gaunt, Confidential Secretary

Other staff as required

L. Benson, Manager of Sustainability and Corporate
Planning
F. Armstrong, Manager Corporate Communications
L. Siracusa, Manager of Economic Development
T. Thompson, Manager of Financial Planning

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

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

1.0 *CALL TO ORDER*

2.0 *ADOPTION OF THE AGENDA*

The agenda was adopted as circulated.

3.0 *2017-2021 BUSINESS PLAN REVIEW*

3.1 BUSINESS PLANNING & FINANCIAL OVERVIEW

The Mayor introduced the City's process and the importance of business planning.

The Manager of Sustainability and Corporate Planning provided an overview of the schedule and the business planning process.

The General Manager of Corporate and Financial Services presented the Financial Plan Overview.

3.2 ADMINISTRATION DIVISION

The Manager of Sustainability and Corporate Planning presented the Administration Division Business Plans and individual directors and managers responded to Council questions.

Note: Councillor Masse left the meeting at 3:46 p.m.

4.0 *ADJOURNMENT* – 4:10 p.m.

Certified Correct

N. Read, Mayor

L. Darcus, Corporate Officer

City of Maple Ridge

SPECIAL COUNCIL MEETING MINUTES

November 29, 2016

The Minutes of the City Council Meeting held on Monday, November 29, 2016 at 10:00 a.m. in the Council Chamber of the City Hall, 11995 Haney Place, Maple Ridge, British Columbia for the purpose of transacting regular City business.

PRESENT

Elected Officials

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

Appointed Staff

E.C. Swabey, Chief Administrative Officer
K. Swift, General Manager of Parks, Recreation and Cultural Services
P. Gill, General Manager Corporate and Financial Services
F. Quinn, General Manager Public Works and Development Services
C. Carter, Director of Planning
L. Darcus, Manager of Legislative Services
S. Schiller, Committee Clerk
A. Gaunt, Confidential Secretary

ABSENT

Councillor C. Bell

Other staff as required

L. Benson, Manager of Sustainability and Corporate Planning
H. Exner, Fire Chief
D. Fleugel, Superintendent, Officer in Charge Ridge Meadows RCMP Detachment
C. Nolan, Manager of Accounting
D. Boag, Director of Parks & Facilities
T. Cotroneo, Manager of Community Services
S. Matthewson, Social Planning Analyst, Recreation and Community Services

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1.0 *CALL TO ORDER*

2.0 ***ADOPTION OF THE AGENDA***

The agenda was adopted as circulated.

3.0 ***2017-2021 BUSINESS PLAN REVIEW***

3.1 **Corporate & Financial Services Division**

The General Manager of Corporate and Financial Services presented the Corporate Services and Financial Services Division business plans. Specific managers responded to questions from Council.

R/2016-531

It was moved and seconded

That staff bring back a report for increased policing/security in the Downtown Core.

CARRIED

Councillor Duncan - OPPOSED

R/2016-532

It was moved and seconded

That staff include a line item in the business plan for development of a Community Safety Plan.

CARRIED

Note: The meeting was recessed at 11:59 a.m. and reconvened at 12:20 p.m.

3.2 **Parks, Recreation and Culture division**

The General Manager of Parks, Recreation and Cultural Services reviewed Division business plans.

Note: The meeting was recessed at 11:59 a.m. and reconvened at 12:20 p.m.
Councillor Robson was not in attendance at the start of the reconvened meeting

The General Manager of Parks, Recreation and Cultural Services and specific managers responded to questions from Council related to their business plan.

Note: The meeting was recessed at 12:58 p.m. and reconvened at 1:38 p.m.
Councillor Robson rejoined the meeting.

The General Manager of Parks, Recreation and Cultural Services and specific managers continued to respond to questions from Council related to their business plan.

4.0 ***ADJOURNMENT*** – 3:08 p.m.

N. Read, Mayor

Certified Correct

L. Darcus, Corporate Officer

City of Maple Ridge

SPECIAL COUNCIL MEETING MINUTES

November 30, 2016

The Minutes of the City Council Meeting held on Monday, November 30, 2016 at 10:00 a.m. in the Council Chamber of the City Hall, 11995 Haney Place, Maple Ridge, British Columbia for the purpose of transacting regular City business.

PRESENT

Elected Officials

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

Appointed Staff

E.C. Swabey, Chief Administrative Officer
K. Swift, General Manager of Community Development,
Parks and Recreation Services
P. Gill, General Manager Corporate and Financial Services
F. Quinn, General Manager Public Works and Development
Services

ABSENT

Councillor C. Bell

C. Carter, Director of Planning
L. Darcus, Manager of Legislative Services
S. Schiller, Committee Clerk
A. Gaunt, Confidential Secretary

Other staff as required

L. Benson, Manager of Sustainability and Corporate
Planning
D. Pollock, Municipal Engineer
J. Storey, Director of Engineering Operations
S. Cote-Rolvink, Manager of Inspection Services
W. McCormick, Director of Recreation & Community
Services
C. Crabtree, Chief Information Officer

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

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

1.0 ***CALL TO ORDER***

2.0 ***ADOPTION OF THE AGENDA***

The agenda was adopted as circulated.

3.0 ***2017-2021 BUSINESS PLAN REVIEW***

3.1 **Public Works and Development Services Division**

The General Manager of Public Works and Development presented the Public Works and Development Services Division business plans and specific directors and managers responded to questions from Council.

Note: The meeting was recessed at 12:05 p.m. and reconvened at 1:00 p.m.

3.2 **Financial Plan Overview**

The General Manager of Corporate and Financial Services reviewed the past few days of business plan presentations. He presented each incremental package to Council for approval.

R/2016-548

It was moved and seconded

That all incremental packages be approved as per attached list noting that:

The Social Planning incremental package approval is contingent upon holding a workshop with Council to define policy and planning, including a discussion on Council priorities; and

That an additional incremental expense be included for increased security in the downtown core (\$20,000).

CARRIED

4.0 ***ADJOURNMENT*** – 2:58 p.m.

Certified Correct

N. Read, Mayor

L. Darcus, Corporate Officer

Incrementals as per Financial Overview Report

Item (\$ in thousands)	2017	2018	2019	2020	2021
General Revenue Surplus	487	622	708	1,196	1,771
Incremental Adjustments and Capital to be funded from Accumulated Surplus					
Proposed Ongoing Incremental Operating Items					
Research Technician	-	(25)	(50)	(50)	(50)
Document Management	(40)	(80)	(80)	(80)	(80)
Emergency Program	-	(3)	(3)	(3)	(3)
Tax Counter	(30)	(30)	(30)	(30)	(30)
Social Planning	(200)	(100)	(100)		
Succession Planning (Existing funding)	200				
Museum / Seniors	(90)	(90)	(90)	(90)	(90)
IT Business Solutions	(90)	(90)	(90)	(90)	(90)
After Hours IT	(80)	(80)	(80)	(80)	(80)
Sustainability Reserve	(3)	(4)	(5)	(6)	(7)
Staff Retention	(50)	(100)	(150)	(150)	(150)
RCMP Members accelerated hiring	(300)	(200)	(100)		
RCMP Members funded from Police Reserve	300	200	100		
Community Energy Program	(80)				
Carbon Rebate	80				
6 Additional Staff requested					
Building Inspector	(100)	(100)	(100)	(100)	(100)
Building Inspector Supervisor	(110)	(110)	(110)	(110)	(110)
Building Department Plan Checker Supervisor	(110)	(110)	(110)	(110)	(110)
Environmental Technician	(93)	(93)	(93)	(93)	(93)
Manager Of Transportation Engineering	(141)	(141)	(141)	(141)	(141)
Engineering Technologist 1	(96)	(96)	(96)	(96)	(96)
Building Permit Revenue to fund Staffing	650	650	650	650	650
Desks and Computers for 6 new staff	(42)				
Funding for Desks and Computers BSR	42				
Subtotal General Revenue Surplus	104	20	30	617	1,191
Proposed One Time Operating Items funded by Accumulated Surplus					
Archives	(50)				
Advisory Committees	(5)				
Emergency Program	(10)				
Fire Training JIBC Rental	(175)	(175)			
Cultural Plan	(15)				
Hotel Feasibility and Air BNB Study	(30)				
Tourism Coordinator (Contract)	(60)				
Proposed Capital Items funded from Accumulated Surplus					
Transportation Plan: Cycling Infrastructure	(100)	(100)	(100)	(100)	
Transportation Plan: Sidewalk Infrastructure	(400)	(400)	(400)	(400)	

Transfer From Accumulated Surplus	845	675	500	500	-
General Revenue Surplus	104	20	30	617	1,191

Item (\$ in thousands)	2017	2018	2019	2020	2021
Proposed Ongoing Operating Items funded by Water Revenue Fund					
Water Reservoir Maintenance	(60)	(60)	(60)	(60)	(60)
Water Pump Station Maintenance	(90)	(90)	(90)	(90)	(90)
Total Funded by Water Revenue Fund	(150)	(150)	(150)	(150)	(150)
Proposed Ongoing Operating Items funded by Sewer Revenue Fund					
Sanitary Sewer Flushing	(90)	(90)	(90)	(90)	(90)
Sewage Pump Station Maintenance	(30)	(30)	(30)	(30)	(30)
225 Street Sewage Pump Station Maintenance	(45)	(45)	(45)	(45)	(45)
Total Funded by Sewer Revenue Fund	(165)	(165)	(165)	(165)	(165)

700 *ITEMS ON CONSENT*

CITY OF MAPLE RIDGE
DEVELOPMENT AGREEMENTS COMMITTEE
MINUTES

November 24, 2016
Mayor's Office

PRESENT:

Nicole Read, Mayor
Chair

Ted Swabey, Chief Administrative Officer
Member

Catherine Schmidt, Recording Secretary

1. 15-124754 BG

LEGAL:	Parcel "F", District Lots 243 and 284, Group 1, New Westminster District, Reference Plan 3444, Except Parcels C and D with fee deposited 24823E and Plans 60736, 62286, 62954 and BCP52220
LOCATION:	12725 Laity Street
OWNER:	Kenneth, Tania, Douglas, Kaitlyn, & Jeffrey LAITY
REQUIRED AGREEMENTS:	Accessory Employee Residential Covenant

THAT THE MAYOR AND CORPORATE OFFICER BE AUTHORIZED TO SIGN AND SEAL THE PRECEDING DOCUMENTS AS THEY RELATE TO 15-124754.

CARRIED

2. 16-123828 BG

LEGAL:	Lot 104, Section 3, Township 12, New Westminster District, Plan EPP53452
LOCATION:	10151 247B Street
OWNER:	Janum Custom Homes Ltd.
REQUIRED AGREEMENTS:	Secondary Suite Covenant

THAT THE MAYOR AND CORPORATE OFFICER BE AUTHORIZED TO SIGN AND SEAL THE PRECEDING DOCUMENTS AS THEY RELATE TO 16-123828.

CARRIED

3. 2016-438-SD

LEGAL: Lot 1, District Lots 406 and 408, Group 1, New Westminster District, Plan EPP45286, Except Part Subdivided by Plan EPS2387

LOCATION: 10525 240 Street

OWNER: Spencer Creek Ventures Inc.

REQUIRED AGREEMENTS: Reciprocal Access Easement

THAT THE MAYOR AND CORPORATE OFFICER BE AUTHORIZED TO SIGN AND SEAL THE PRECEDING DOCUMENTS AS THEY RELATE TO 2016-438-SD.

CARRIED

4. 2016-007-SD

LEGAL: Lot 41, District Lot 263, Group 1, New Westminster District, Plan BCP 30587

LOCATION: 12430 Allison Street

OWNER: 1002256 B.C. Ltd.

REQUIRED AGREEMENTS: Stormwater Management Covenant, Tree Protection Covenant, Geotechnical Covenant, Flood Protection Covenant, Subdivision Servicing Agreement, Release of Covenant Lot 14 (CA5401309), Release of Covenant Lot 41 (BB513023)

THAT THE MAYOR AND CORPORATE OFFICER BE AUTHORIZED TO SIGN AND SEAL THE PRECEDING DOCUMENTS AS THEY RELATE TO 2016-007-SD.

CARRIED

5. 2015-350-RZ

LEGAL:	Lot 2, Section 15, Township 12, New Westminster District, Plan 77744, Except Plan EPP62330
LOCATION:	24341 112 Avenue
OWNER:	CIPE Homes Ltd.
REQUIRED AGREEMENTS:	Rezoning Servicing Agreement, Geotechnical Covenant, Stormwater Management Covenant

THAT THE MAYOR AND CORPORATE OFFICER BE AUTHORIZED TO SIGN AND SEAL THE PRECEDING DOCUMENTS AS THEY RELATE TO 2015-350-RZ.

CARRIED

6. 2014-104-RZ

LEGAL:	Lot 2, Section 29, Township 12, New Westminster District, Plan 5116, Except Plans BCP42569 and BCP48907
LOCATION:	23050 136 Avenue
OWNER:	1076213 B.C. Ltd.
REQUIRED AGREEMENTS:	Rezoning Servicing Agreement, Geotechnical Covenant

THAT THE MAYOR AND CORPORATE OFFICER BE AUTHORIZED TO SIGN AND SEAL THE PRECEDING DOCUMENTS AS THEY RELATE TO 2014-104-RZ.

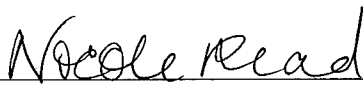
CARRIED

7. 14-124149 BG

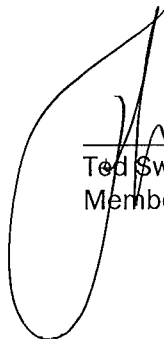
LEGAL:	Lot 12, Section 28, Township 12, New Westminster District, Plan BCP19418
LOCATION:	13131 240 Street
OWNER:	Clayton and Caroline Waters
REQUIRED AGREEMENTS:	Secondary Suite Covenant

THAT THE MAYOR AND CORPORATE OFFICER BE AUTHORIZED TO SIGN AND SEAL THE PRECEDING DOCUMENTS AS THEY RELATE TO 14- 124149,

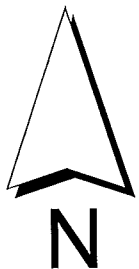
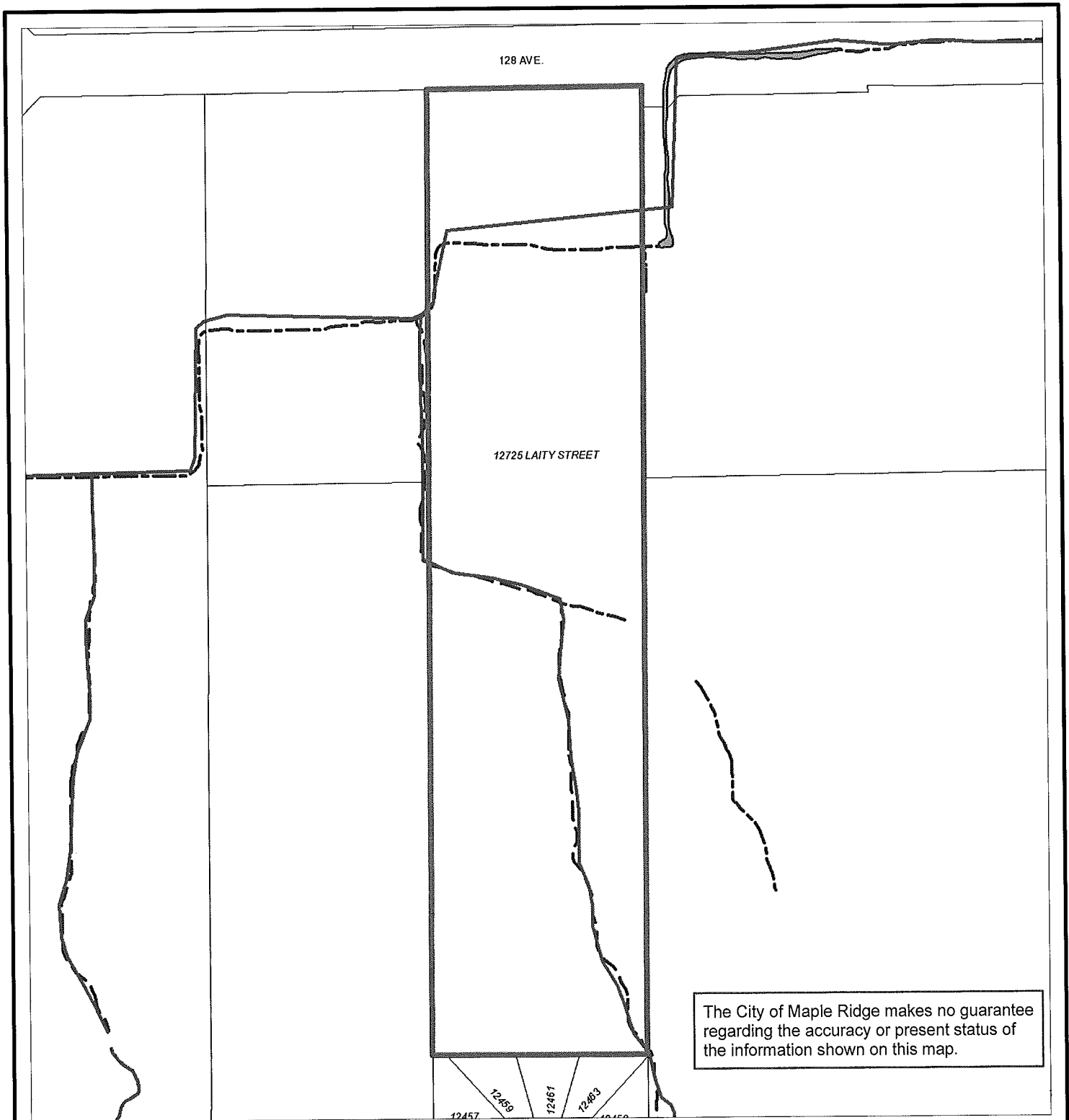
CARRIED



Nicole Read, Mayor
Chair








Ted Swabey, Chief Administrative Officer
Member



Scale: 1:2,500

Legend

-  Stream
-  Canal Edge
-  Ditch Centreline
-  Indefinite Creek
-  Canal

12725 LAITY STREET

PLANNING DEPARTMENT

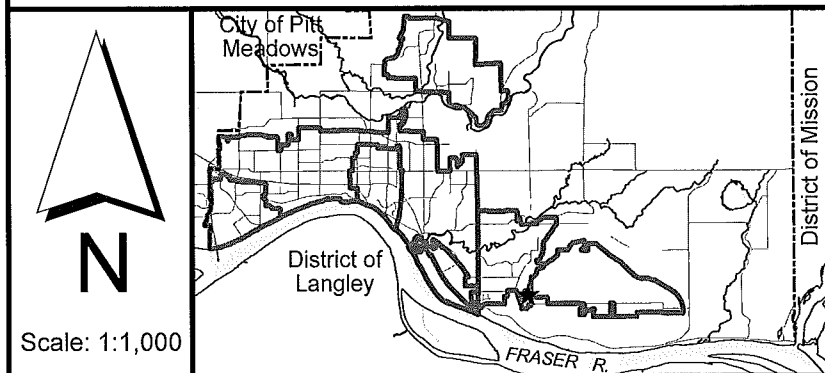
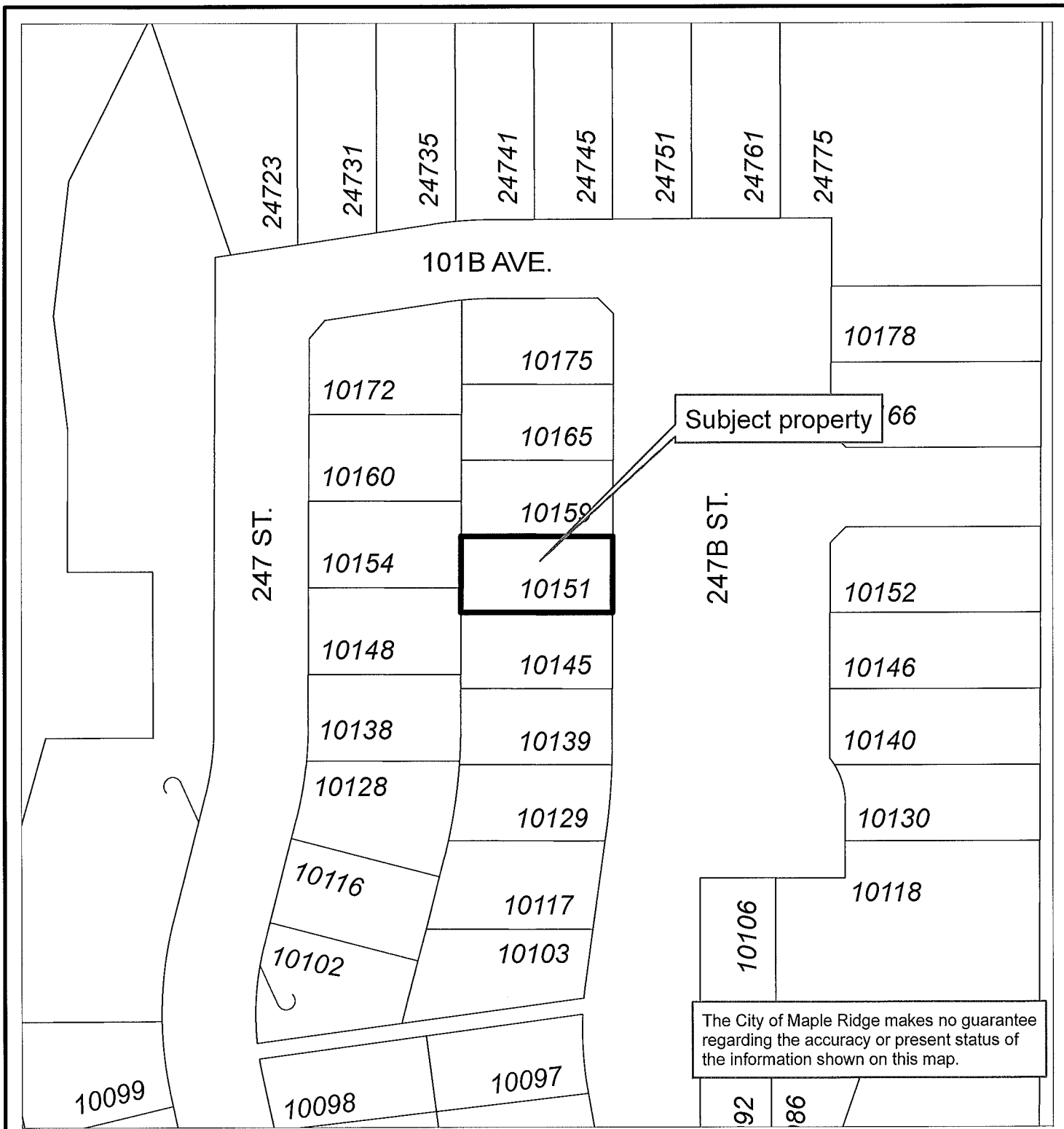


MAPLE RIDGE
British Columbia

mapleridge.ca

FILE: Untitled
DATE: Nov 24, 2016

BY: PC



Scale: 1:1,000

10151 247B ST

ENGINEERING DEPARTMENT

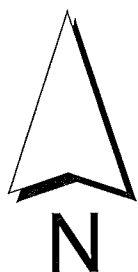
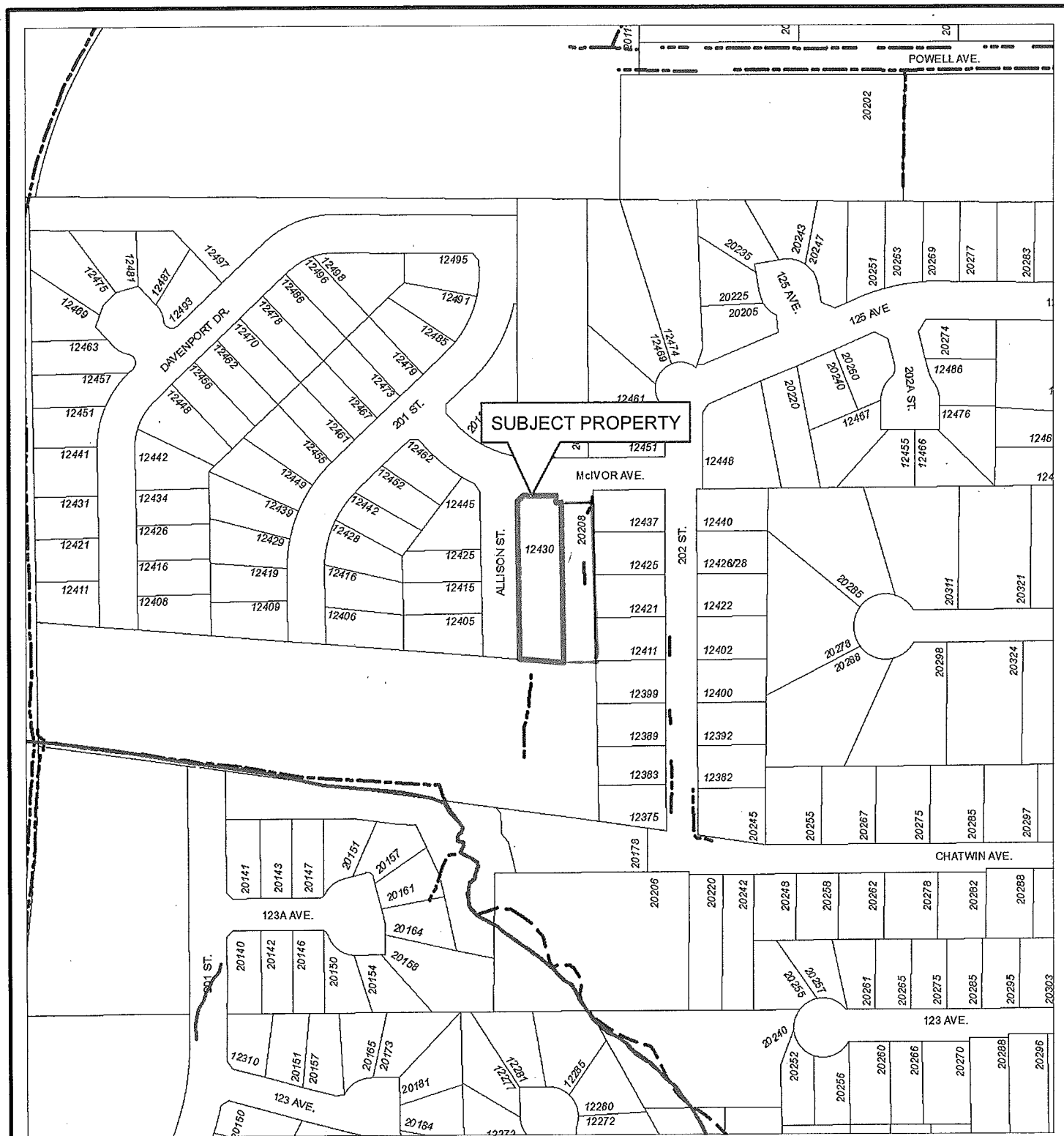


MAPLE RIDGE
British Columbia

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FILE: Untitled
DATE: Nov 23, 2016

BY: C3



Scale: 1:2,500

Legend

-  Stream
-  Ditch Centreline
-  Indefinite Creek

12430 ALLISON STREET

PLANNING DEPARTMENT



MAPLE RIDGE

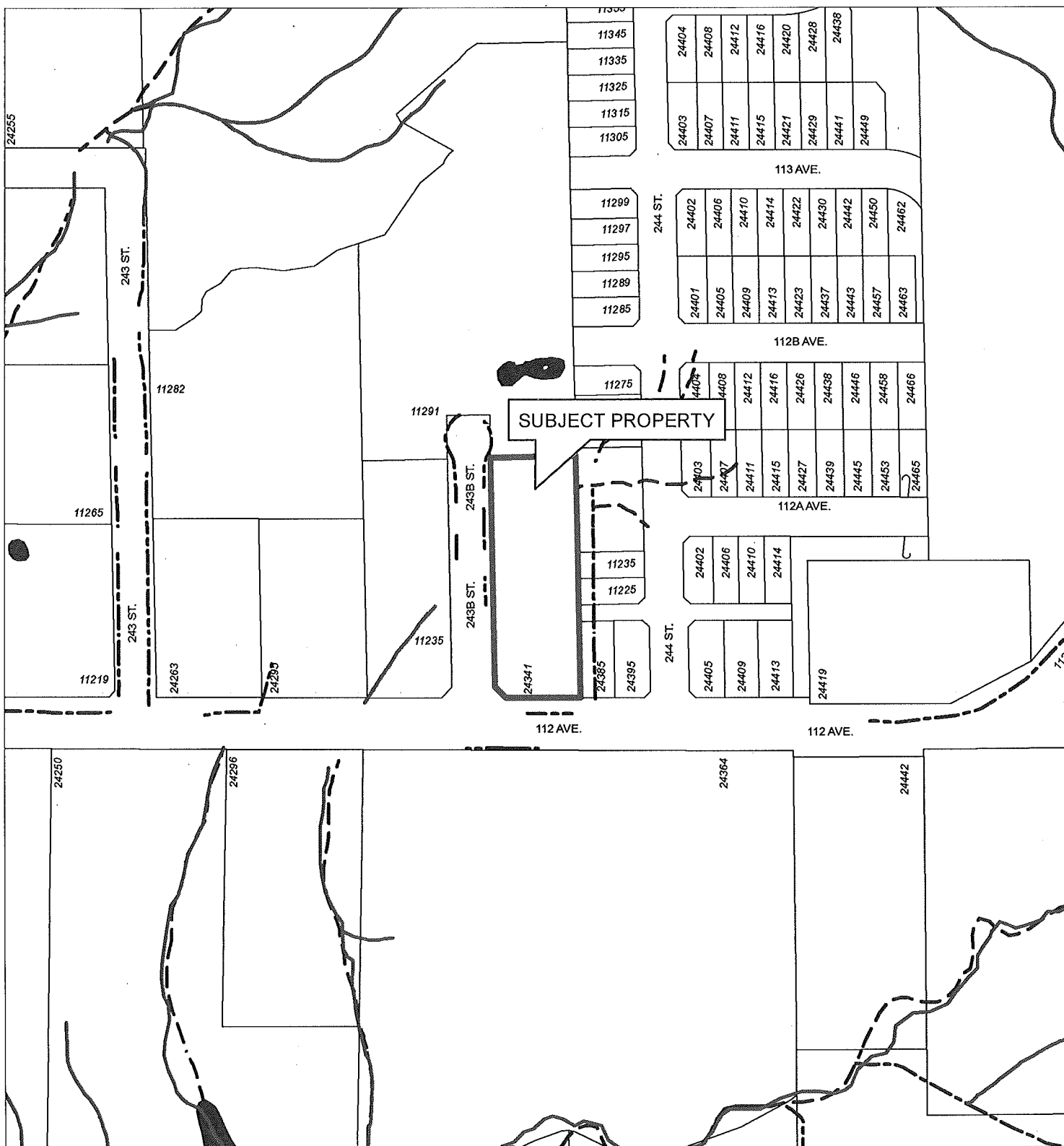
British Columbia

mapleridge.ca

FILE: 2016-007-SD

DA E: Jan 22, 2016

BY: PC



Legend

-  Stream
-  Ditch Centreline
-  Indefinite Creek
-  River
-  Major Rivers & Lakes

24341 112 Ave
2011 Image

PLANNING DEPARTMENT



MAPLE RIDGE

British Columbia

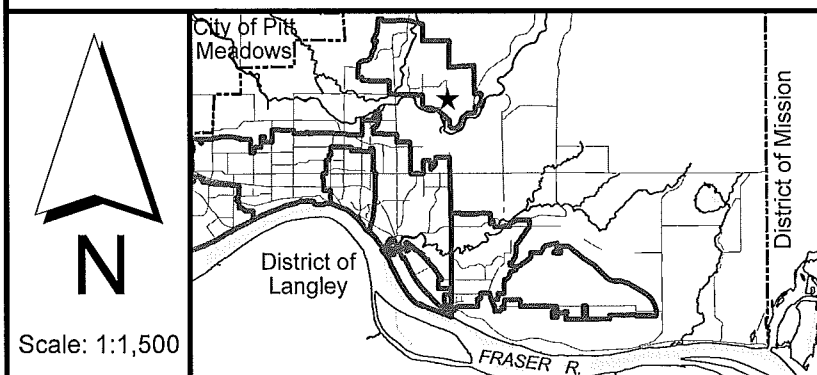
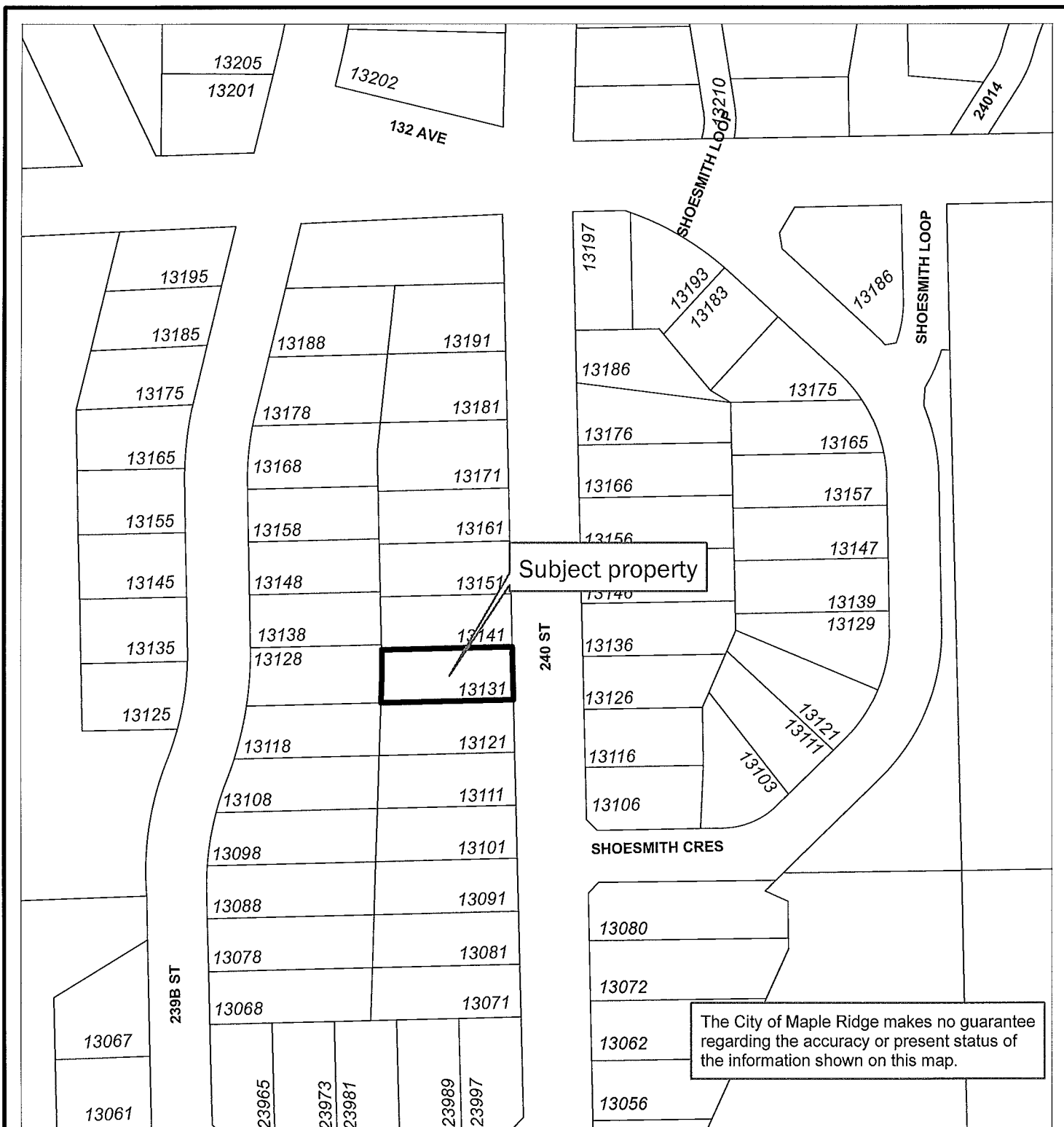
mapleridge.ca


2015-350-RZ

DATE: Nov 19, 2015

BY: JV

Scale: 1:2,500



13131 240 St	
ENGINEERING DEPARTMENT	
 MAPLE RIDGE British Columbia	
mapleridge.ca	
FILE: Untitled	BY: MC
DATE: Nov 23, 2016	

CITY OF MAPLE RIDGE
DEVELOPMENT AGREEMENTS COMMITTEE
MINUTES

November 30, 2016
Mayor's Office

PRESENT:

Nicole Read, Mayor
Chair

Ted Swabey, Chief Administrative Officer
Member

Catherine Schmidt, Recording Secretary

1. 2016-163-SD

LEGAL:

West Half Lot 2, Except Firstly: Parcel A, (Reference Plan 13881) and Secondly: Parcel A (Reference Plan 84990), Thirdly: Part Subdivided by Plan LMP1641, Section 16, Township 12, New Westminster District, Plan 1676

Parcel A (Reference Plan 13881) West Half Lot 2, Except: Parcel B (Reference Plan 84991), Section 16, Township 12, New Westminster District, Plan 1676

LOCATION:

23908 and 23920 Dewdney Trunk Road

OWNER:

Red Hawk Construction Ltd.

REQUIRED AGREEMENTS:

Subdivision Servicing Agreement

THAT THE MAYOR AND CORPORATE OFFICER BE AUTHORIZED TO SIGN AND SEAL THE PRECEDING DOCUMENTS AS THEY RELATE TO 2016-163-SD.

CARRIED

2. 2016-126016

LEGAL: Lot 65, Section 22, Township 12, New Westminster
District, Plan 43885

LOCATION: 12561 243 Street

OWNER: Ya Ling Pan

REQUIRED AGREEMENTS: Sanitary Sump Pump Covenant

THAT THE MAYOR AND CORPORATE OFFICER BE AUTHORIZED TO SIGN AND SEAL THE PRECEDING DOCUMENTS AS THEY RELATE TO 2016-126016.

CARRIED

3. 16-128405 BG

LEGAL: Lot 65, Section 22, Township 12, New Westminster
District, Plan 43885

LOCATION: 12561 243 Street

OWNER: Ya Ling Pan

REQUIRED AGREEMENTS: Secondary Suite Covenant

THAT THE MAYOR AND CORPORATE OFFICER BE AUTHORIZED TO SIGN AND SEAL THE PRECEDING DOCUMENTS AS THEY RELATE TO 16-128405.

CARRIED

4. 2016-120961 BG

LEGAL: Lot A, District Lot 222, Group 1, New Westminster District,
Plan BCP6872

LOCATION: 20118 Patterson Avenue

OWNER: Nicholas and Kellie Davis

REQUIRED AGREEMENTS: Flood Protection Covenant

THAT THE MAYOR AND CORPORATE OFFICER BE AUTHORIZED TO SIGN AND SEAL THE PRECEDING DOCUMENTS AS THEY RELATE TO 2016-120961.

CARRIED

5. Wayne Jackson/C. Goddard

LEGAL: Lot B, Section 28, Township 12, New Westminster District,
Plan EPP30549


LOCATION: 23435 Huston Drive

OWNER: Wayne Jackson

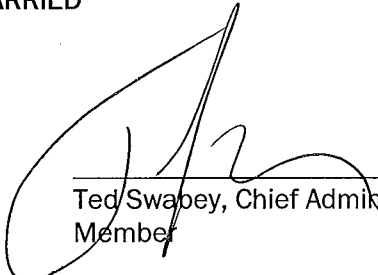
REQUIRED AGREEMENTS: Release - No Build Covenant (BB1752790)

THAT THE MAYOR AND CORPORATE OFFICER BE AUTHORIZED TO SIGN AND SEAL THE PRECEDING DOCUMENTS AS THEY RELATE TO Wayne Jackson.

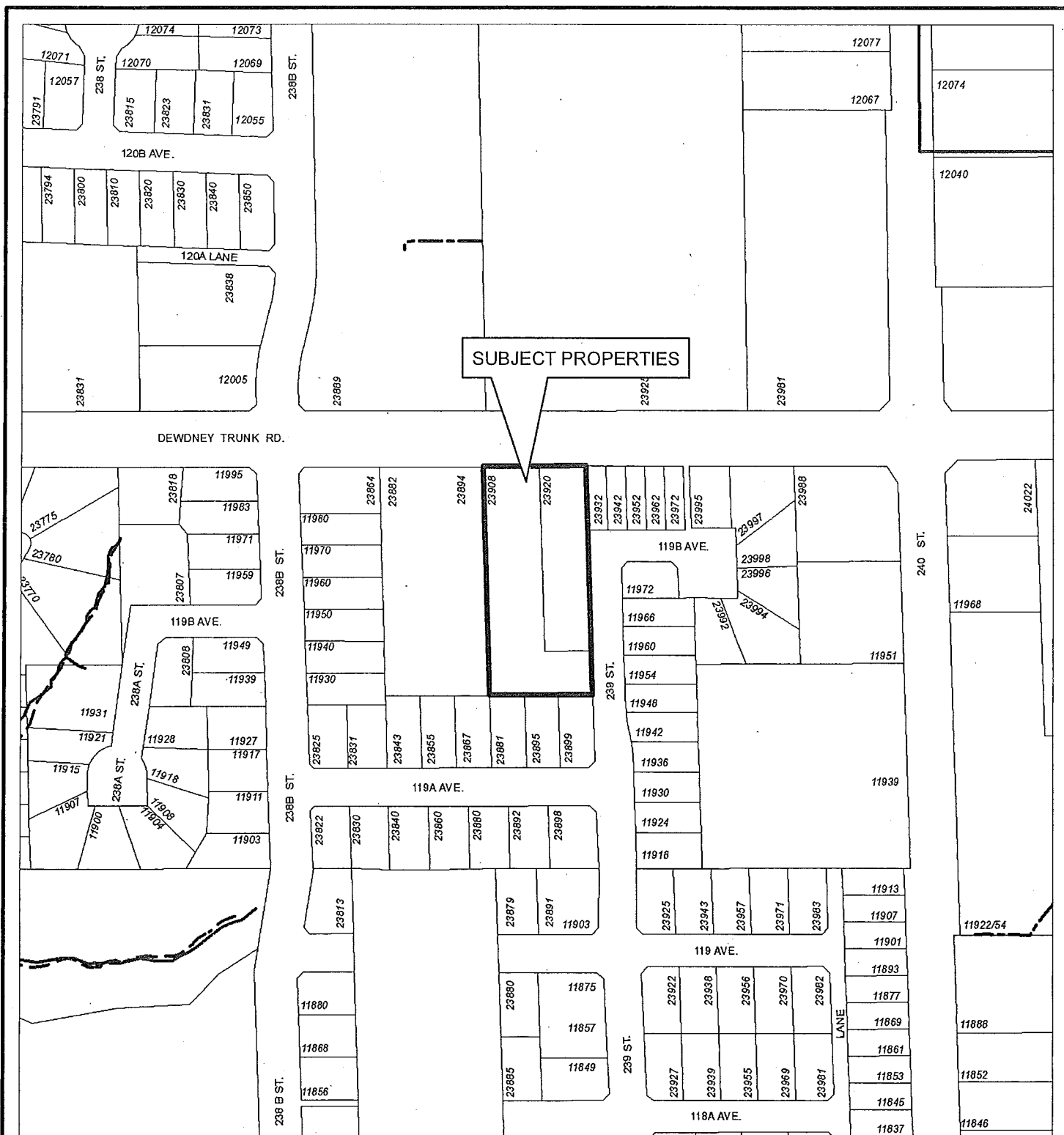
CARRIED



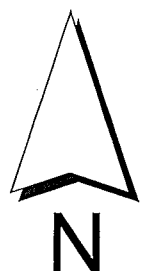
Nicole Read, Mayor
Chair



Ted Swabey, Chief Administrative Officer
Member







SUBJECT PROPERTIES



Scale: 1:2,500

Legend

-  Stream
-  Indefinite Creek
-  River Centreline
-  Major Rivers & Lakes

23908/23920 Dewdney Trunk Rd

PLANNING DEPARTMENT



MAPLE RIDGE

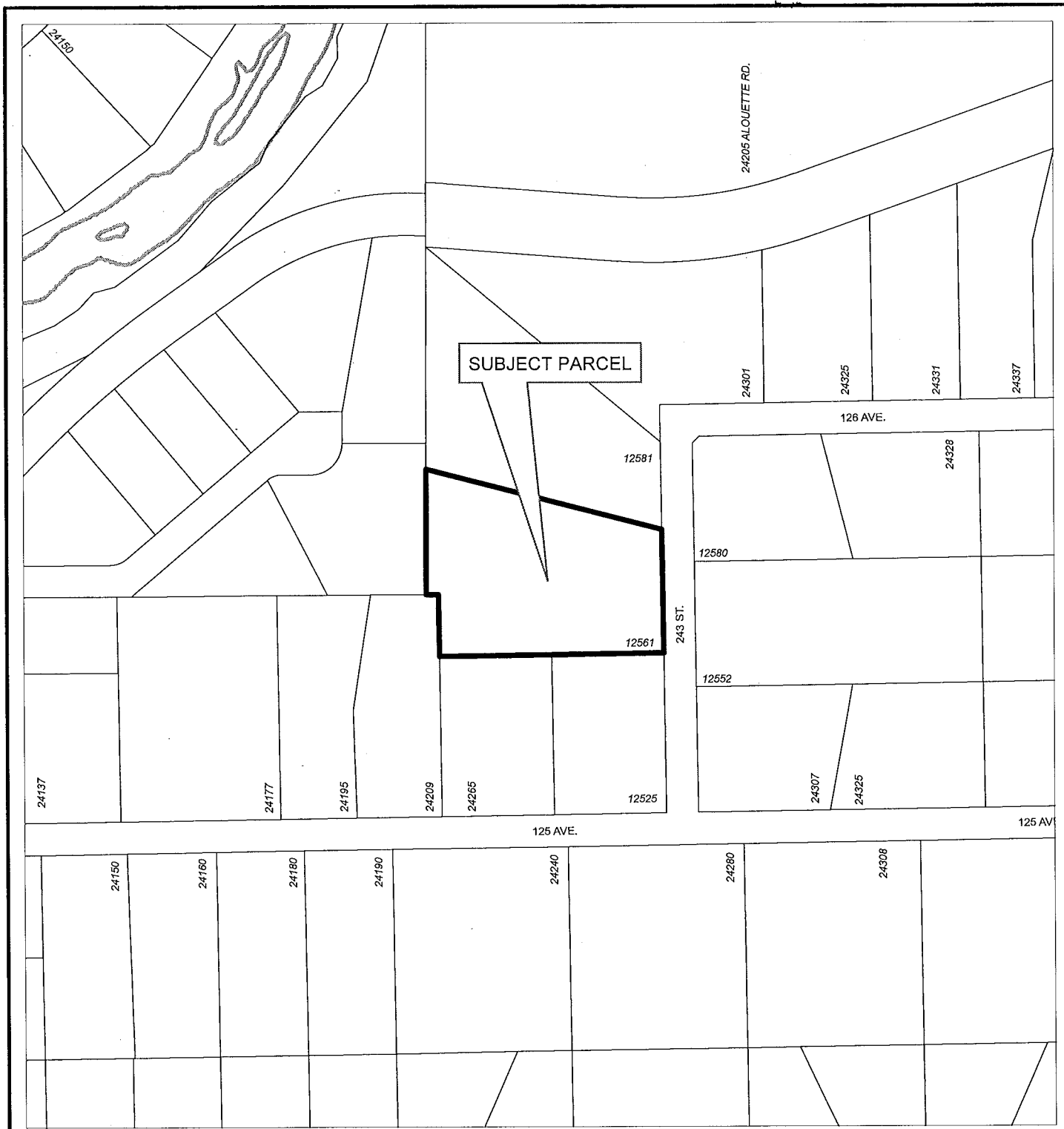
British Columbia

mapleridge.ca

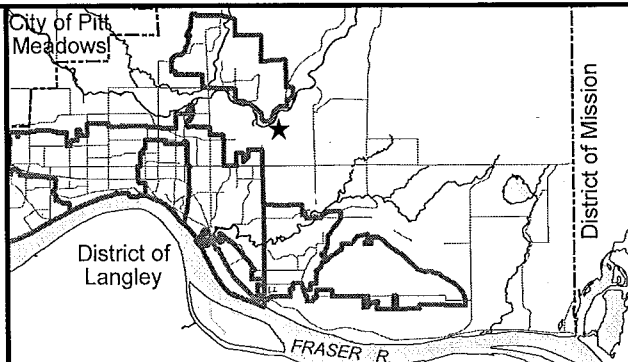
2016-163-SD

DATE: May 16, 2016

BY: JV



Scale: 1:2,500



SANITARY SUMP PUMP COVENANT 12561 243 STREET

LICENCES, PERMITS & BYLAWS DEPT.



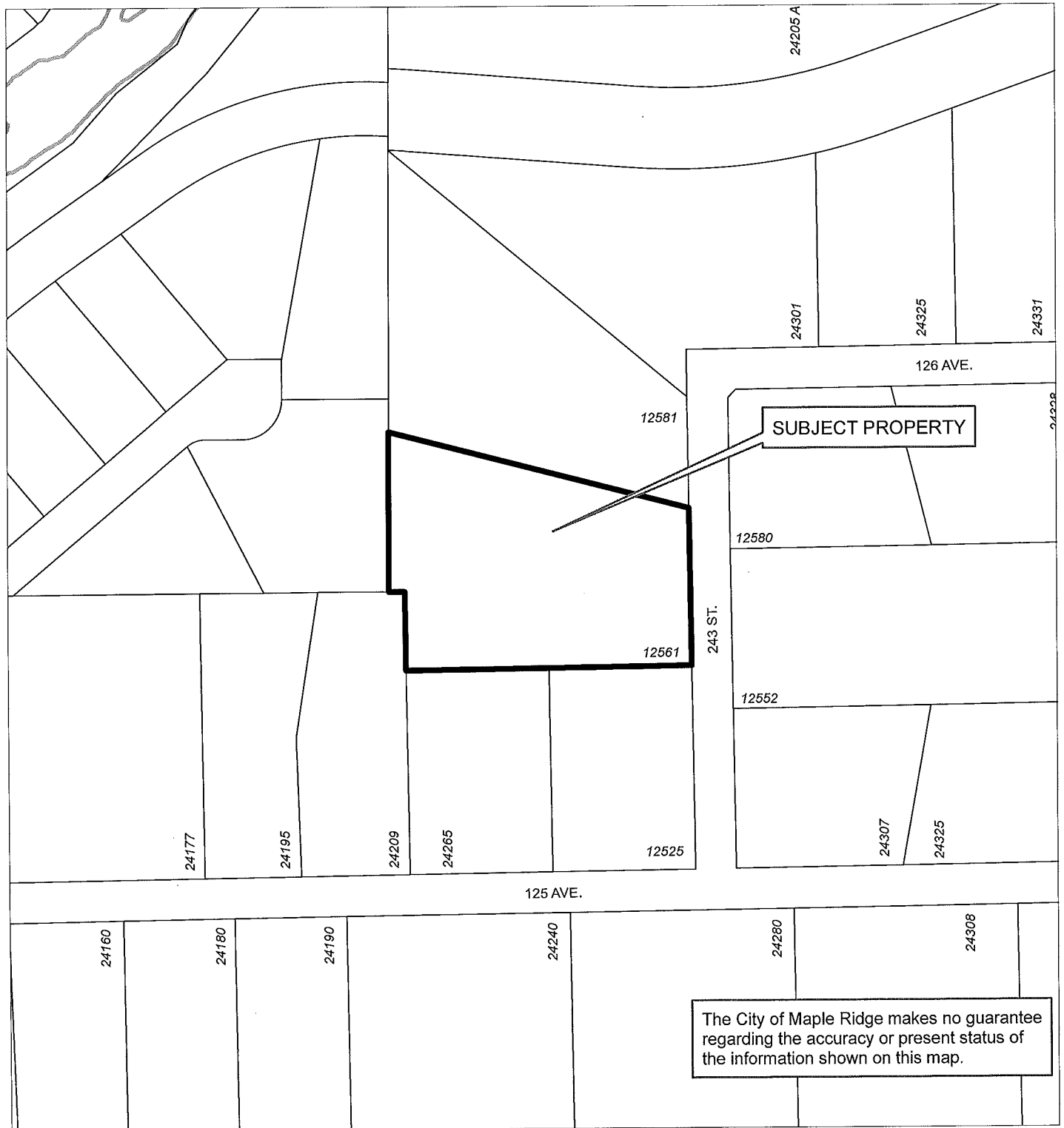
MAPLE RIDGE

British Columbia

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FILE: Untitled
DATE: Nov 25, 2016

BY: JS



The City of Maple Ridge makes no guarantee regarding the accuracy or present status of the information shown on this map.

12561 243 St

ENGINEERING DEPARTMENT



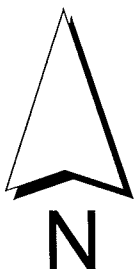
MAPLE RIDGE

British Columbia

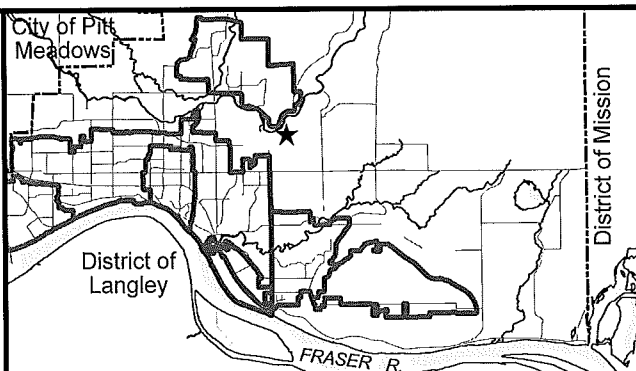
mapleridge.ca

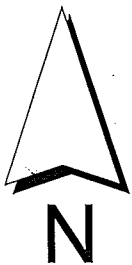
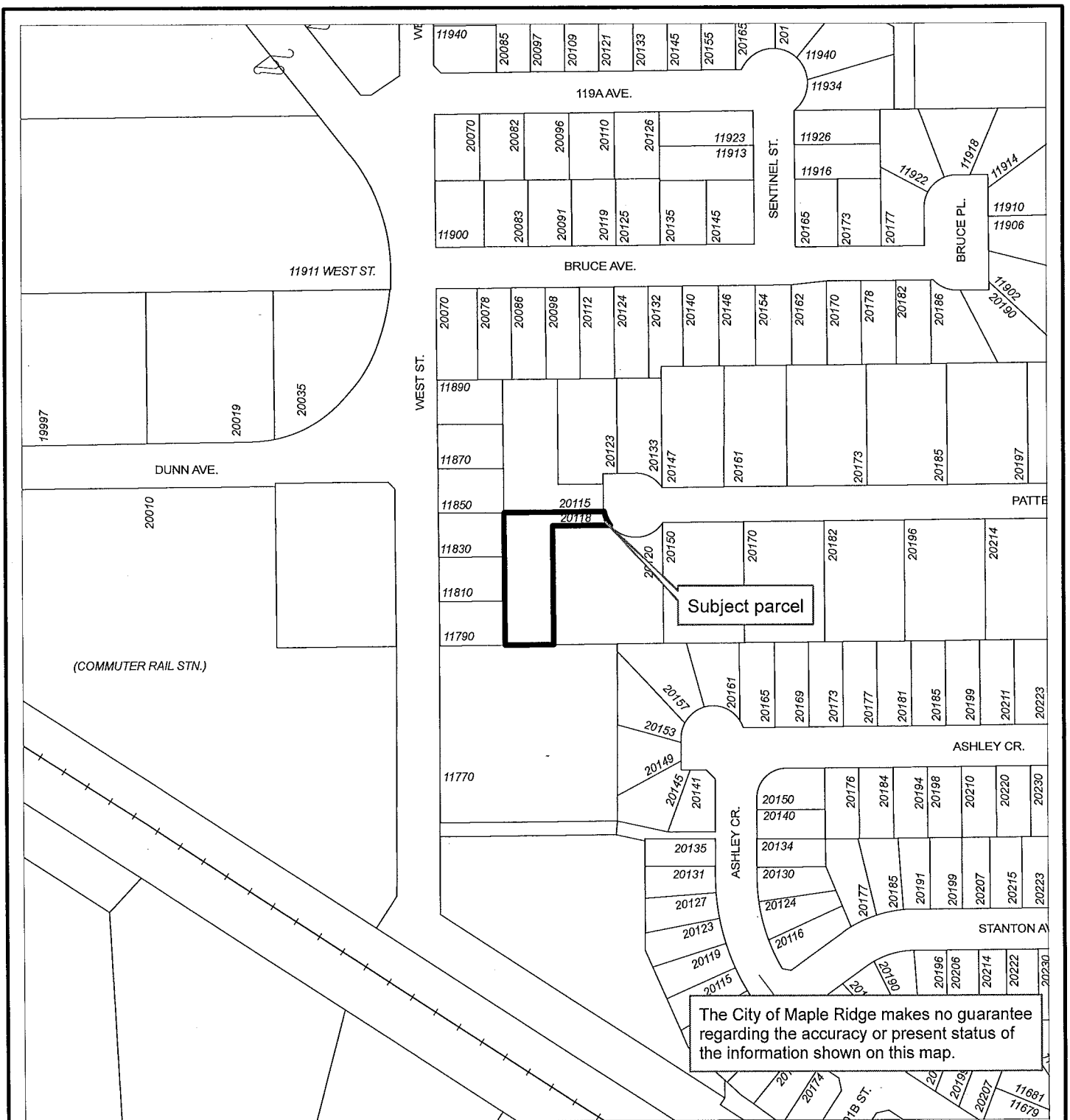
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DATE: Nov 28, 2016

BY: NV

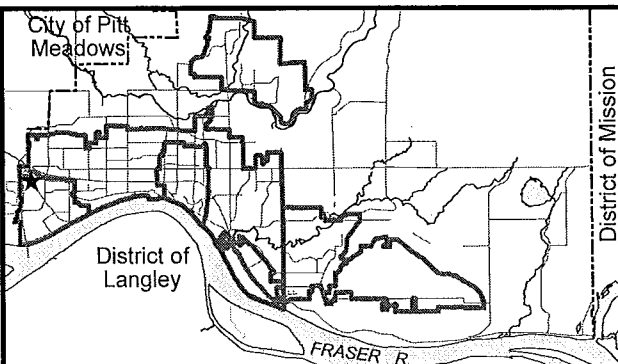


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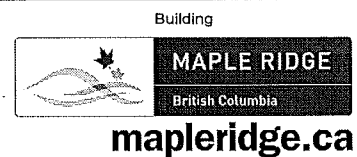




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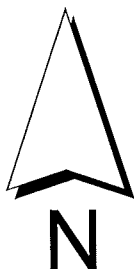
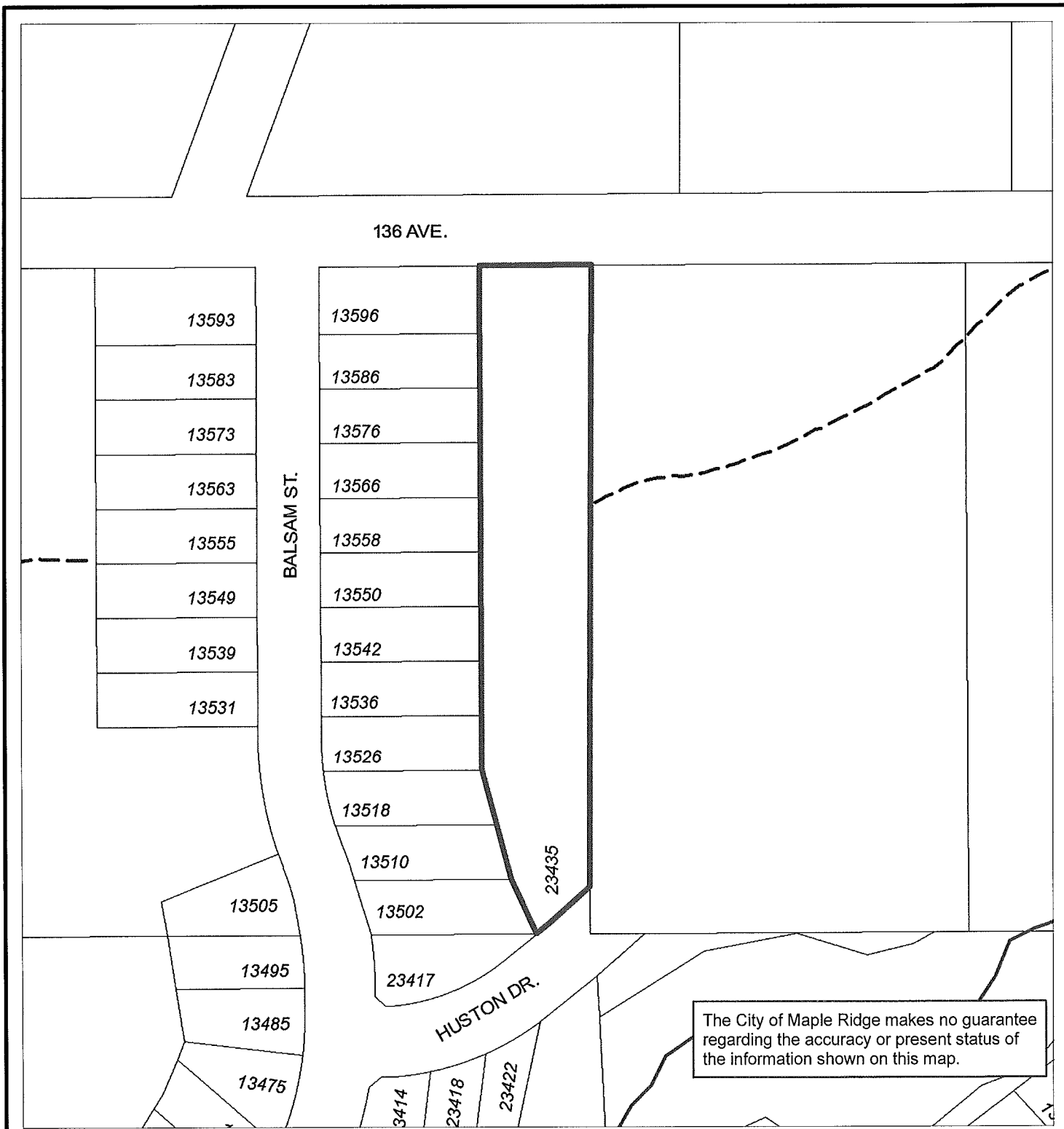


Section 219 Covenant: Flood Protection





FILE: Untitled
DATE: Nov 28, 2016

BY: ML



Scale: 1:1,500

Legend

-  Stream
-  Indefinite Creek

23435 HUSTON DRIVE

PLANNING DEPARTMENT



MAPLE RIDGE
British Columbia

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FILE: Untitled
DATE: Nov 29, 2016

BY: PR

PUBLIC ART STEERING COMMITTEE MEETING MINUTES

The Minutes of the Regular Meeting of the Public Art Steering Committee, held in the Coho Room, at Maple Ridge City Hall, 11995 Haney Place, Maple Ridge, British Columbia, on Tuesday, September 20, 2016 at 3:00 p.m.

COMMITTEE MEMBERS PRESENT

Susan Hayes, Chair	Artist
Councillor Duncan	City of Maple Ridge
Donald Luxton	Cultural Resource Management Consultant
Wayne Bissky, Vice Chair	Architect

STAFF MEMBERS PRESENT

Sunny Schiller	Committee Clerk
Yvonne Chui	Manager, Arts and Community Connections

REGRETS/ABSENTS

Wan-Yi Lin	Artist
Barbara Duncan	Arts Council Representative / Curator, ACT Art Gallery
Leanne Koehn	Community at Large Member

1. CALL TO ORDER AND INTRODUCTIONS

There being a quorum present the Chair called the meeting to order at 3:16 pm.

2. AGENDA ADOPTION

R16-016

It was moved and seconded

That the Agenda be amended to defer Item 4.1 Community Foundation presentation to a future meeting and be adopted as amended.

CARRIED

3. MINUTE APPROVAL

R16-017

It was moved and seconded

That the Minutes of June 28, 2016 be approved.

CARRIED

4. DELEGATIONS - Nil

5. QUESTION PERIOD

6. NEW & UNFINISHED BUSINESS

6.1 Hammond Public Art Wrap Up

The Staff Liaison provided a final update on the Hammond Stadium public art installation. Councillor Duncan reported the Ridge Meadows Minor Baseball Association found their participation on the project to be beneficial and is currently holding a photo contest that involves the "Play Ball" installation.

6.2 Developer Public Art Update: ArtWorks for Development forum

Members were encouraged to attend the ArtWorks for Development breakfast on October 4 at 7:00 am at Chances. The event will provide an opportunity to contribute to the vision for public art in Maple Ridge development projects.

6.3 Public Art 2017 Priorities and Budget

The Committee discussed different scenarios for the 2017 work plan pending approval of the Canada 150 grant application. Potential projects include two Gateways, a Donor Recognition project and Community Public Art (mural intersection project, Ridge walk, civic banners). The Committee discussed community engagement and the need to provide different levels of opportunity to engage. It was suggested that the mural intersection project be deferred to 2018. The Committee will report back to Council during the fall, once the outcome of the grant process is known.

Changes to a variety of programs and events as a result of the dissolution of the Joint Leisure Services Agreement were considered.

The Staff Liaison will prepare a budget and timeline for 2017 projects.

6.4 Cultural Plan Update

The Staff Liaison reported the Request for Proposals for the Cultural Plan Update is underway. After discussion

R16-018

It was moved and seconded

That the Request for Proposals for the Cultural Plan Update be amended to allow more time for responses and to reallocate \$5,000 from the Public Art Steering Committee budget and to continue to work with proponents to further define a scope of work.

CARRIED

A Cultural Plan Update steering committee is being formed. The Staff Liaison reviewed steering committee membership. Work will begin in October and the group will meet monthly. Donald Luxton and Susan Hayes volunteered to participate in the Steering Committee.

6.5 Work Plan 2017

The Staff Liaison reviewed the details of the draft 2017 Work Plan with the Committee.

6.6 Creative Cities Conference 2016

The Committee reviewed the schedule for the Creative Cities Conference. The Committee has registered two delegates.

7. ROUNDTABLE

Yvonne Chui - has videos and slides from recent festivals to share at the next meeting.

Wayne Bissky – reminded members about the Picasso show at the Vancouver Art Gallery.

Donald Luxton – working on the Maple Ridge Heritage Inventory Update. Nominations are being sought from the public. Further information can be found at www.mapleridge.ca/1384

Councillor Duncan – mentioned some heritage locations with Japanese ties.

Yvonne Chui – reminder of Culture Days coming up September 30, October 1 and 2, 2016.

7. ADJOURNMENT

It was moved and seconded

That the meeting be adjourned at 5:15 pm.

Chair

/ss

**CITY OF MAPLE RIDGE
BYLAW NO. 7298-2016**

A Bylaw to amend the text of Maple Ridge Zoning Bylaw No. 3510-1985 as amended

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

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

1. This bylaw may be cited as “Maple Ridge Zone Amending Bylaw No. 7298-2016”.
2. Maple Ridge Zoning Bylaw No. 3510-1985 is hereby amended as follows:

PART 2, INTERPRETATION

Insert the following definition in alphabetical order after the definition of “Family Day Care”.

FARM HOME PLATE means an area allocated for all principal and accessory residential buildings, structures and land uses on a lot that is designated on the *Maple Ridge Official Community Plan Bylaw No. 7060-2014* as “Agricultural”; is located within the Agricultural Land Reserve; and is subject to the regulations of the *Agricultural Land Commission*.

3. **PART 4 GENERAL REGULATIONS, SECTION 402 REGULATIONS FOR PERMITTED USES OF LAND, BUILDINGS, AND STRUCTURES.**

Insert the following as subsection (15) Farm Home Plate

For properties within the Agricultural Land Reserve, the following limits to residential development shall apply:

- (a) The area of the farm home plate *shall* not exceed a maximum of 0.2 hectares.
- (b) The maximum depth of a farm home plate shall not exceed 60.0 metres from the lot line that abuts the fronting road to the rear of the farm home plate.
- (c) The one family residential, boarding, agricultural employee residential, temporary residential, secondary suite residential, detached garden suite residential, and bed and breakfast uses shall be sited within the farm home plate.
- (d) The gross floor area for the one family residential use shall not exceed 650.0 square metres.

- (e) The maximum distance from the lot line that abuts the fronting road to any portion of the one family residential use shall not exceed 50.0 metres.
- (f) The maximum building separation between the one family residential use and any of the agricultural employee residential, temporary residential, secondary suite residential, boarding, and bed and breakfast uses shall not exceed 20.0 metres.

4. Maple Ridge Zoning Bylaw No. 3510-1985 as amended is hereby amended accordingly.

READ a first time the 21st day of November, 2016.

READ a second time the 21st day of November, 2016.

PUBLIC HEARING held the 6th day of December, 2016.

READ a third time the day of , 2016.

ADOPTED the day of , 2016.

PRESIDING MEMBER

CORPORATE OFFICER

City of Maple Ridge

TO: Her Worship Mayor Nicole Read
and Members of Council
FROM: Chief Administrative Officer
SUBJECT: Final Reading
Official Community Plan Amending Bylaw No. 7167-2015
Zone Amending Bylaw No. 7124-2014
23050 136 Avenue

MEETING DATE: December 6, 2016
FILE NO: 2014-104-RZ
MEETING: COUNCIL

EXECUTIVE SUMMARY:

Bylaws 7167-2015 and 7124-2014 have been considered by Council and at Public Hearing and subsequently were granted third reading. The applicant has requested that final reading be granted. The purpose of the rezoning is to permit subdivision into 21 single family lots under the R-2 (Special Amenity Residential District) and RS-1b (One Family (Medium Density) Urban Residential) zones, with the lots being not less than 315 m² (3,390 ft²) in area.

Council granted first reading for Zone Amending Bylaw No. 7124-2014 on February 10, 2015. Council granted first and second reading for Official Community Plan Amending Bylaw No. 7167-2015 and second reading for Zone Amending Bylaw No. 7124-2014 on November 24, 2015. This application was presented at Public Hearing on December 8, 2015, and Council granted third reading on December 8, 2015.

RECOMMENDATIONS:

That Official Community Plan Amending Bylaw No. 7167-2015 be adopted; and

That Zone Amending Bylaw No. 7124-2014 be adopted.

DISCUSSION:

a) Background Context:

Council considered this rezoning application at a Public Hearing held on December 8, 2015. On December 8, 2015 Council granted third reading to Official Community Plan Amending Bylaw No. 7167-2015 and Zone Amending Bylaw No. 7124-2014 with the stipulation that the following conditions be addressed:

- i) Registration of a Rezoning Servicing Agreement as a Restrictive Covenant and receipt of the deposit of a security, as outlined in the Agreement;
- ii) Amendment to Official Community Plan Schedule "A", Chapter 10.3, Part VI, A – Silver Valley Figure 2 - Land Use Plan, Figure 3A - Blaney Hamlet and Figure 4 - Trails / Open Space.
- iii) Park dedication as required and removal of all debris and garbage from park land;

- iv) Registration of a Restrictive Covenant for the geotechnical report which addresses the suitability of the subject property for the proposed development;
- v) Removal of existing buildings, and
- vi) A voluntary citywide Community Amenity Contribution (CAC) be provided in keeping with the direction given by Council with regard to amenities.

The following applies to the above:

1. A Rezoning Servicing Agreement has been registered at the Land Title Office, and the security amount outlined in the agreement has been provided.
2. The necessary OCP Amending Bylaw and associated schedules will be approved with final reading of Bylaw 7167-2015.
3. A park dedication plan has been registered at the Land Title Office.
4. A Geotechnical Restrictive Covenant has been registered at the Land Title Office.
5. The existing home has been demolished.
6. The applicant has provided a Community Amenity Contribution in the amount of \$ 107,100.00, which is equivalent to \$5,100.00 for each single family lot created through subdivision.

CONCLUSION:

As the applicant has met Council's conditions, it is recommended that final reading be given to Official Community Plan Amending Bylaw No. 7167-2015 and Zone Amending Bylaw No. 7124-2014.

"Original signed by Amelia Bowden"

**Prepared by: Amelia Bowden, M.Urb
Planner 1**

"Original signed by Christine Carter"

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

"Original signed by Frank Quinn"

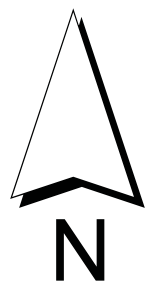
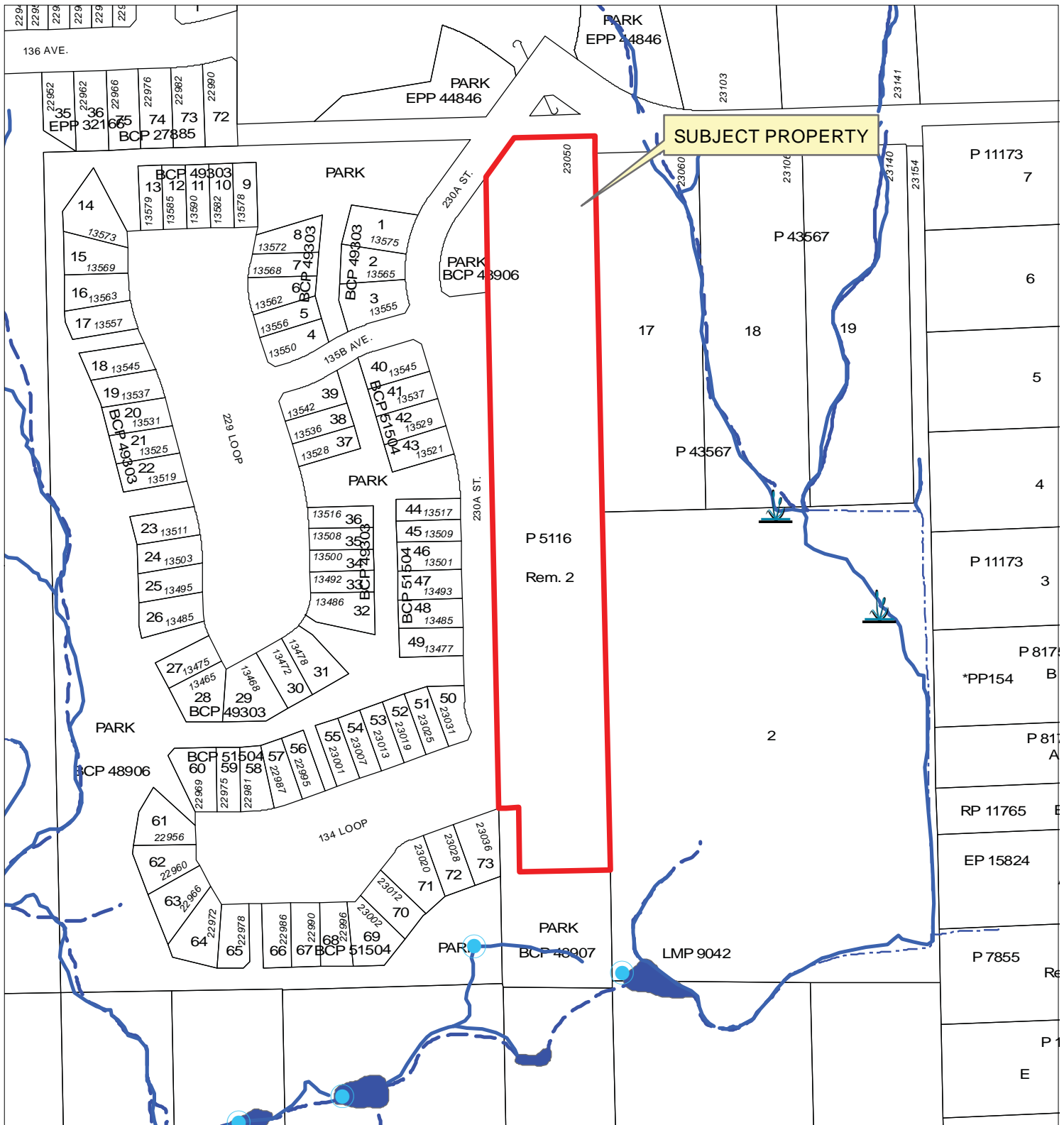
**Approved by: Frank Quinn, MBA, P.Eng
GM: Public Works & Development Services**

"Original signed by E.C. Swabey"

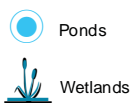
**Concurrence: E.C. Swabey
Chief Administrative Officer**

The following appendices are attached hereto:

- Appendix A – Subject Map
- Appendix B – Official Community Plan Amending Bylaw No. 7167-2015
- Appendix C – Zone Amending Bylaw No. 7124-2014
- Appendix D – Subdivision Plan



Scale: 1:2,500



Streams & Rivers (Topographic)
Feature Type
 - Indefinite Creek Centreline
 - Ditch Centreline
 - River Centreline

Rivers & Lakes (Topographic)
Feature Type
 - Lake/Reservoir

23050 136 AVENUE



CITY OF MAPLE RIDGE
 PLANNING DEPARTMENT

DATE: Jan 27, 2015 FILE: 2014-104-RZ BY: DT

CITY OF MAPLE RIDGE**BYLAW NO. 7167-2015**

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

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

AND WHEREAS it is deemed expedient 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. 7167-2015".
2. Schedule "A" Chapter 10.3, Part VI, A – Silver Valley, Figure 2 - Land Use Plan and Figure 3A - Blaney Hamlet are hereby amended for the parcel or tract of land and premises known and described as:

Lot 2 Section 29 Township 12 New Westminster District Plan 5116 Except Plans BCP42569 and BCP48907

and outlined in heavy black line on Map No. 913, a copy of which is attached hereto and forms part of this bylaw, is hereby designated as shown.

3. Schedule "A" Chapter 10.3, Part VI, A – Silver Valley, Figure 4 - Trails / Open Space is hereby amended for the parcel or tract of land and premises known and described as:

Lot 2 Section 29 Township 12 New Westminster District Plan 5116 Except Plans BCP42569 and BCP48907

and outlined in heavy black line on Map No. 914, a copy of which is attached hereto and forms part of this bylaw, is hereby designated as shown.

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

READ A FIRST TIME the 24th day of November, 2015.

READ A SECOND TIME the 24th day of November, 2015.

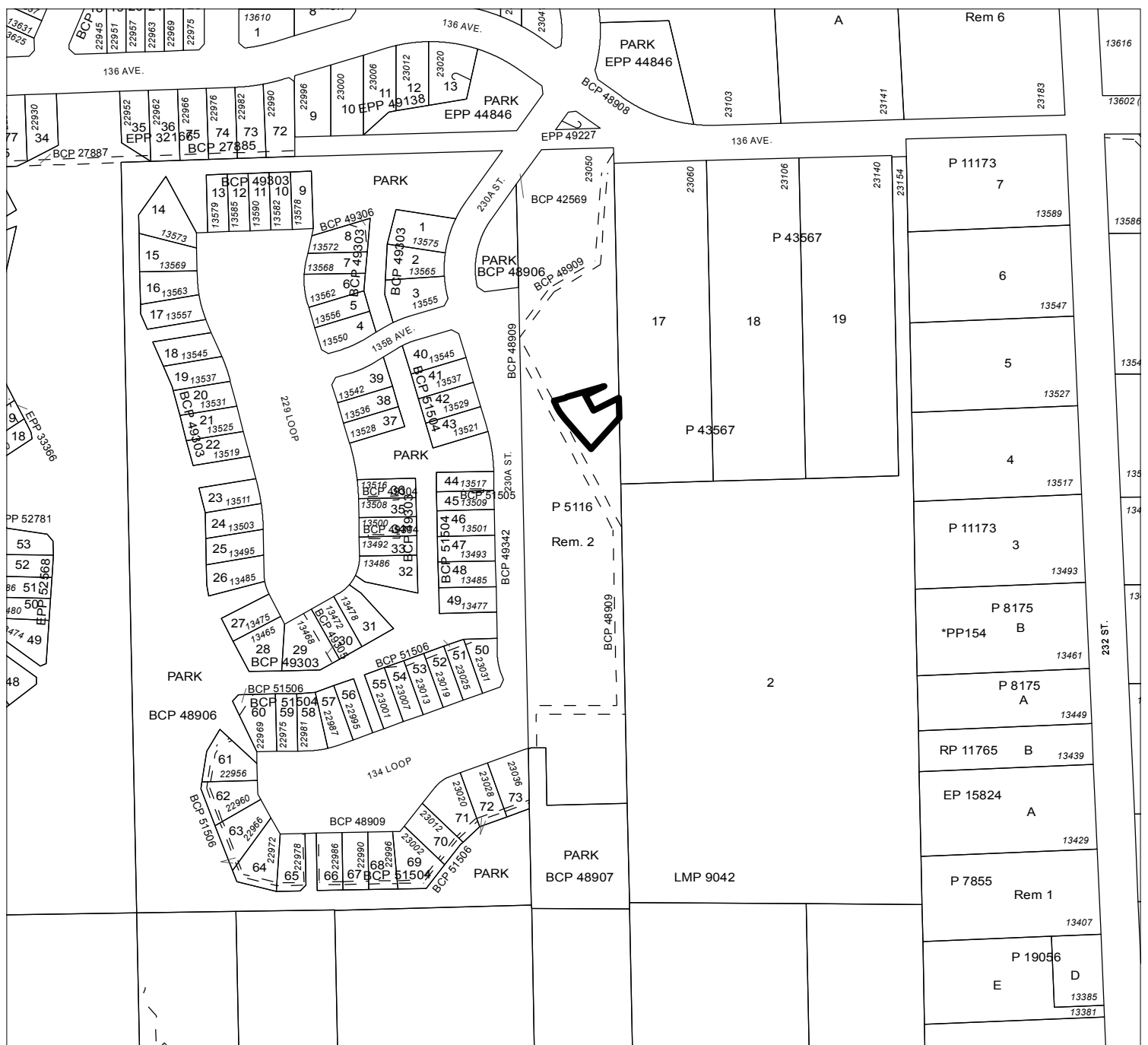
PUBLIC HEARING HELD the 8th day of December, 2015.

READ A THIRD TIME the 8th day of December, 2015.

ADOPTED the day of , 20 .

PRESIDING MEMBER

CORPORATE OFFICER



MAPLE RIDGE OFFICIAL COMMUNITY PLAN AMENDING

Bylaw No. 7167-2015

Map No. 913

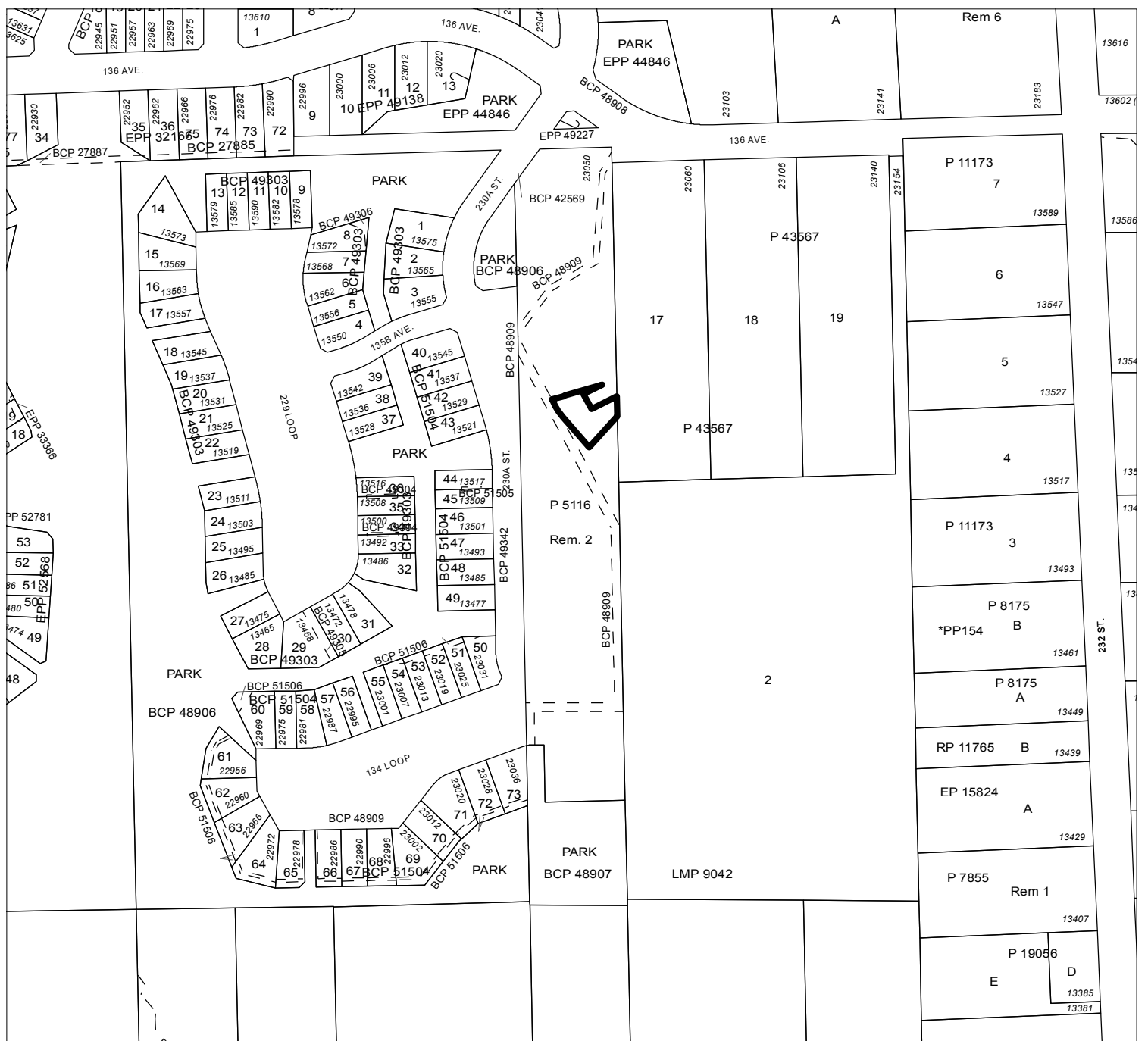
Purpose: To Amend Figure 2 (Land Use Plan) and 3A (Blaney Hamlet) of the Silver Valley Area Plan

From: Eco Cluster

To: Conservation



SCALE 1:3,000



MAPLE RIDGE OFFICIAL COMMUNITY PLAN AMENDING

Bylaw No. 7167-2015

Map No. 914

Purpose: To Add to Conservation on Figure 4 (Trails/Open Space)
of the Silver Valley Area Plan as shown



SCALE 1:3,000

CITY OF MAPLE RIDGE

BYLAW NO. 7124-2014

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 City of Maple Ridge enacts as follows:

1. This Bylaw may be cited as "Maple Ridge Zone Amending Bylaw No. 7124-2014."
2. That parcel or tract of land and premises known and described as:

Lot 2 Section 29 Township 12 New Westminster District Plan 5116 Except Plans BCP42569 and BCP48907

and outlined in heavy black line on Map No. 1632 a copy of which is attached hereto and forms part of this Bylaw, is hereby rezoned to R-2 (Urban 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 10th day of February, 2015.

READ a second time the 24th day of November, 2015.

PUBLIC HEARING held the 8th day of December, 2015.

READ a third time the 8th day of December, 2015.

ADOPTED the day of , 20

PRESIDING MEMBER

CORPORATE OFFICER



MAPLE RIDGE ZONE AMENDING

Bylaw No. 7124-2014

Map No. 1632

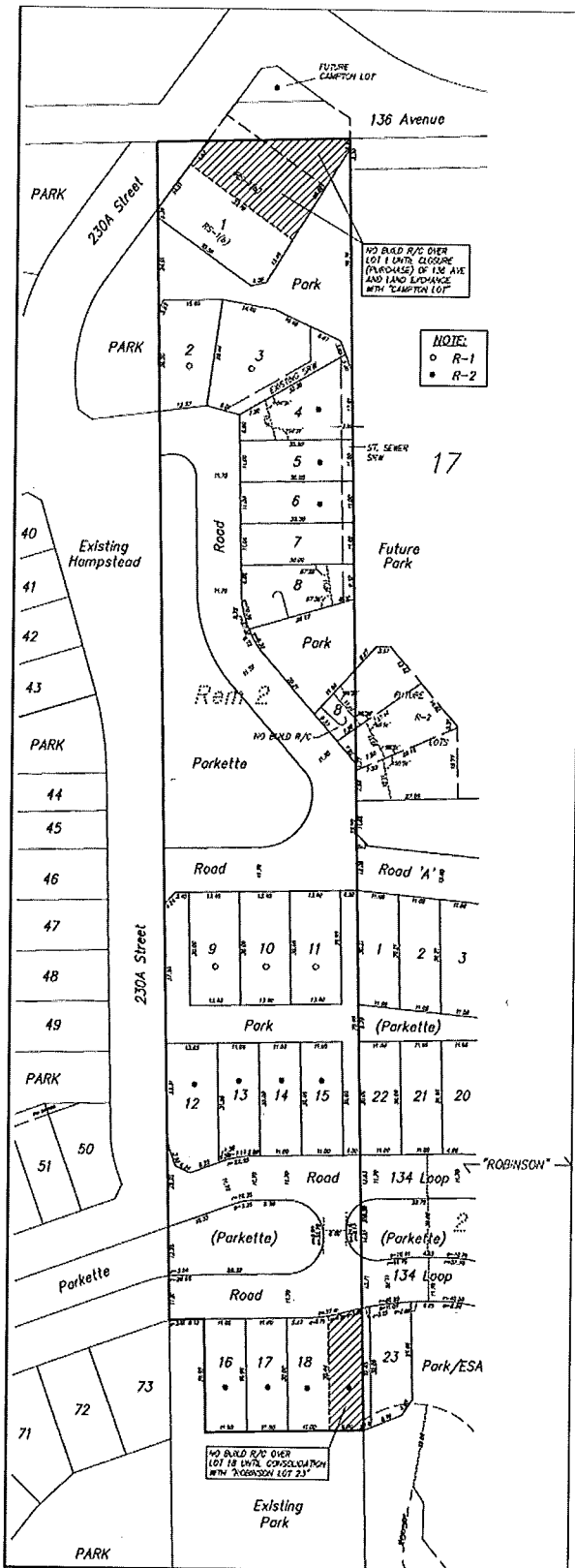
From: R-1 (Residential District)
R-3 (Special Amenity Residential District))

To: R-2 (Urban Residential District)



SCALE 1:3,000

Proposed Subdivision Plan



City of Maple Ridge

TO: Her Worship Mayor Nicole Read
and Members of Council
FROM: Chief Administrative Officer
SUBJECT: Final Reading
Zone Amending Bylaw No. 6961-2012
24979 108 Avenue

MEETING DATE: December 6, 2016
FILE NO: 2012-109-RZ
MEETING: COUNCIL

EXECUTIVE SUMMARY:

Zone Amending Bylaw No. 6961-2012 for the subject property, located at 24979 108 Avenue, has been considered by Council and at Public Hearing and subsequently was granted third reading. The applicant has requested that final reading be granted. The purpose of the rezoning is to permit subdivision into 13 RS-1b (One Family Urban (Medium Density) Residential) lots not less than 557 m² in area.

Council granted first reading for Zone Amending Bylaw No. 6961-2012 on January 8, 2013 and second reading on September 24, 2013. This application was presented at Public Hearing on October 15, 2013, and Council granted third reading on October 22, 2013. Council granted a first extension on January 13, 2015, and a second extension on January 12, 2016.

Pursuant with Council direction, this application is exempt from the Community Amenity Contribution (CAC) program because it was presented at Public Hearing and subsequently received third reading prior to the adoption of the CAC program.

RECOMMENDATION:

That Zone Amending Bylaw No. 6961-2012 be adopted.

DISCUSSION:

a) Background Context:

Council considered this rezoning application at a Public Hearing held on October 15, 2013 and subsequently granted third reading to Zone Amending Bylaw No. 6961-2012 with the stipulation that the following conditions be addressed:

- i. Road dedication as required;
- ii. Removal of the existing buildings; and
- iii. A disclosure statement must be submitted by a Professional Engineer advising whether there is any evidence of underground fuel storage tanks. If there is evidence, a site profile pursuant to the Waste Management Act must be provided in accordance with the regulations.

The following applies to the above:

- i. Road dedication has been provided;
- ii. Removal of the existing buildings occurred; and
- iii. A disclosure statement, submitted July 4, 2013, indicates that no underground fuel storage tanks exist on the subject property.

CONCLUSION:

As the applicant has met Council's conditions, it is recommended that final reading be given to Zone Amending Bylaw No. 6961-2012.

"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

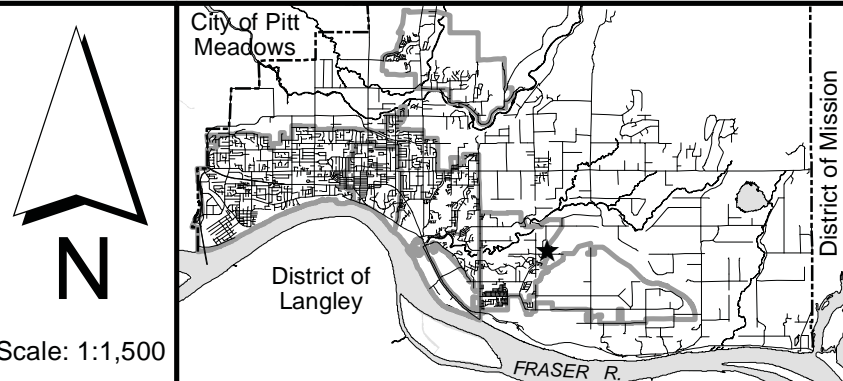
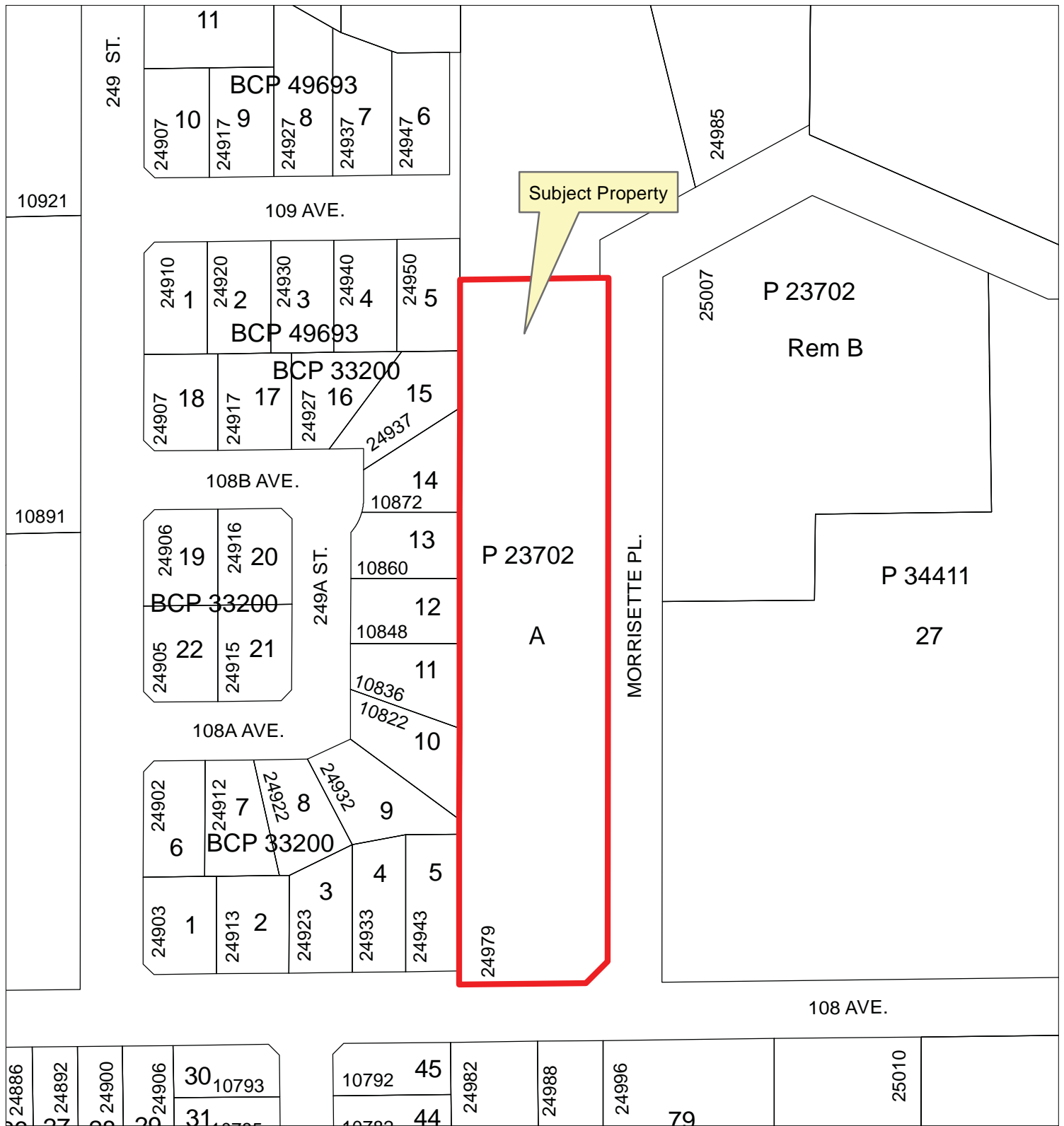
"Original signed by E.C. Swabey"

Concurrence: E.C. Swabey
Chief Administrative Officer

The following appendices are attached hereto:

Appendix A – Subject Map
Appendix B – Zone Amending Bylaw No. 6961-2012
Appendix C – Preliminary Subdivision Plan

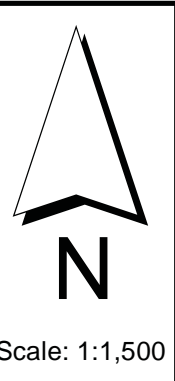
APPENDIX A



24979-108 Ave

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

DATE: Jul 8, 2013 2012-109-SD BY: JV



APPENDIX B

CITY OF MAPLE RIDGE

BYLAW NO. 6961-2012

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

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

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

1. This Bylaw may be cited as "Maple Ridge Zone Amending Bylaw No. 6961-2012."

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

Lot "A" Section 11 Township 12 New Westminster District Plan 23702

and outlined in heavy black line on Map No. 1578 a copy of which is attached hereto and forms part of this Bylaw, is hereby rezoned to RS-1b (One Family Urban (Medium Density) Residential).

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

READ a first time the 8th day of January, 2013.

READ a second time the 24th day of September, 2013

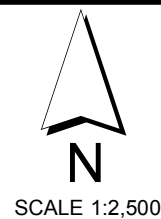
PUBLIC HEARING held the 15th day of October, 2013.

READ a third time the 22nd day of October, 2013.

RECONSIDERED AND FINALLY ADOPTED, the ____ day of _____, 2016

PRESIDING MEMBER

CORPORATE OFFICER

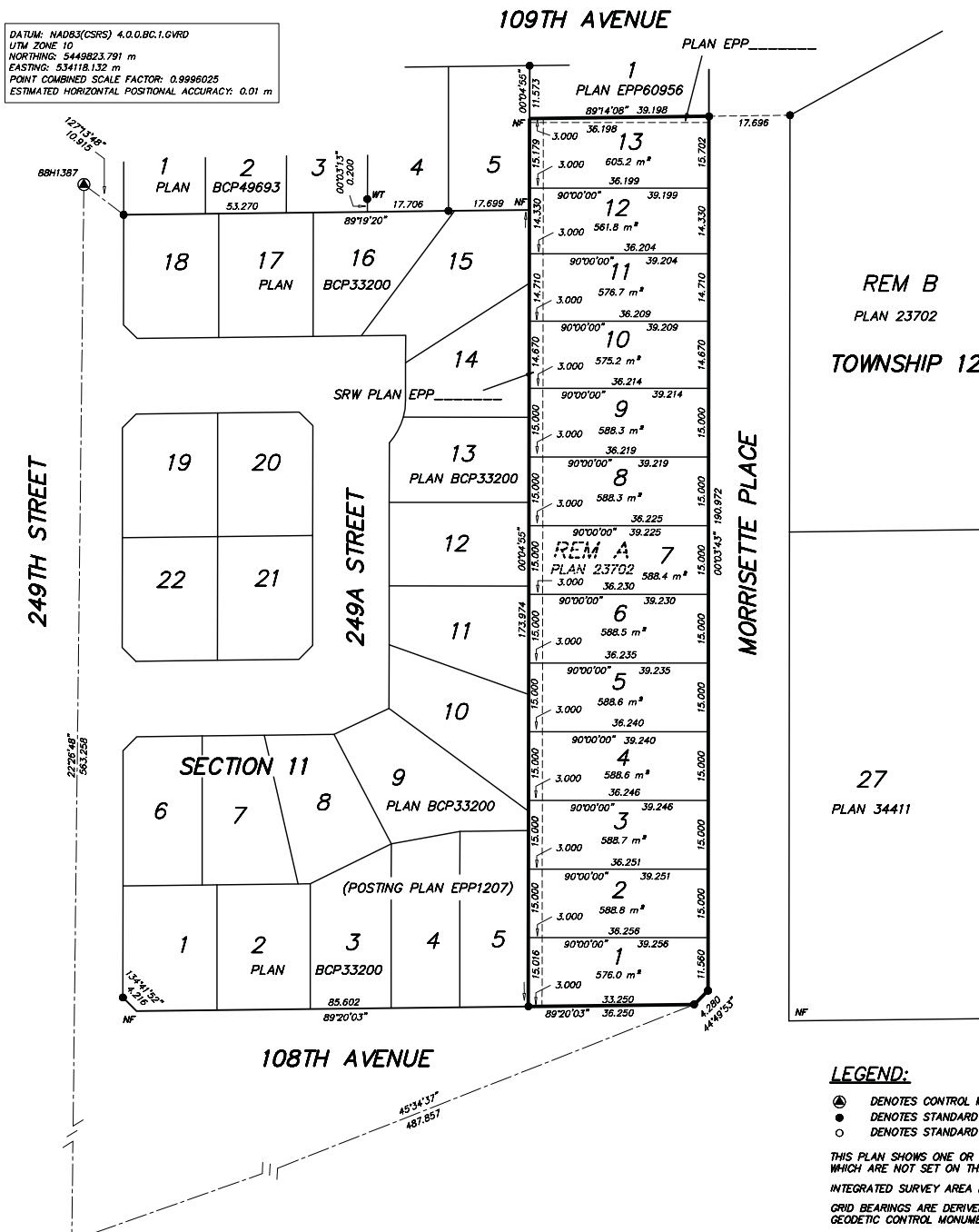


APPENDIX C

ALL DISTANCES ARE IN METRES

THE INTENDED PLOT SIZE OF THIS PLAN IS 432mm IN WIDTH BY 559mm IN HEIGHT
(C SIZE SHEET) WHEN PLOTTED AT A SCALE OF 1:750

DATUM: NAD83(CSRS) 4.0.0.BC.1.GVRD
UTM ZONE 10
NORTHING: 5449823.791 m
EASTING: 534118.132 m
POINT COMBINED SCALE FACTOR: 0.9996025
ESTIMATED HORIZONTAL POSITIONAL ACCURACY: 0.01 m



LEGEND:

- (A) DENOTES CONTROL MONUMENT FOUND
 ● DENOTES STANDARD IRON POST FOUND
 ○ DENOTES STANDARD IRON POST PLACED

THIS PLAN SHOWS ONE OR MORE WITNESS POSTS
WHICH ARE NOT SET ON THE TRUE CORNER(S)

INTEGRATED SURVEY AREA No.36, DISTRICT OF MAPLE RIDGE, NAD83 (CSRS) 4.0.0.BC.1.GVRD

GRID BEARINGS ARE DERIVED FROM OBSERVATIONS BETWEEN
GEODETIC CONTROL MONUMENTS 88H1387 AND 88H1364

THE UTM COORDINATES AND ESTIMATED HORIZONTAL POSITIONAL ACCURACY ACHIEVED ARE DERIVED FROM THE MASCOT PUBLISHED COORDINATES AND STANDARD DEVIATIONS FOR GEODETIC CONTROL MONUMENTS 88H1387 AND 88H1364

THIS PLAN SHOWS HORIZONTAL GROUND-LEVEL DISTANCES UNLESS OTHERWISE SPECIFIED. TO COMPUTE GRID DISTANCES, MULTIPLY GROUND-LEVEL DISTANCES BY THE COMBINED FACTOR OF 0.9996025 WHICH HAS BEEN DERIVED FROM GEODETIC CONTROL MONUMENT 88H1387



MURRAY & ASSOCIATES
PROFESSIONAL LAND SURVEYORS
201-12448 82nd AVENUE
SURREY, BC V3W 3E9
(604) 597-9189

THIS PLAN LIES WITHIN THE JURISDICTION OF THE
APPROVING OFFICER FOR THE DISTRICT OF MAPLE RIDGE

THIS PLAN LIES WITHIN THE GREATER VANCOUVER REGIONAL DISTRICT
(DISTRICT OF MAPLE RIDGE)

THE FIELD SURVEY REPRESENTED BY THIS PLAN WAS COMPLETED
ON THE XXTH DAY OF OCTOBER, 2016
ZUZANA FULKOVA, BCLS 944
FILE 9869-02

1100 *COMMITTEE OF THE WHOLE ITEMS*

City of Maple Ridge

TO: Her Worship Mayor Nicole Read
and Members of Council
FROM: Chief Administrative Officer
SUBJECT: Addendum Report
Application to Exclude Land from the Agricultural Land Reserve
12176 237th Street.

MEETING DATE: December 5, 2016
FILE NO: 2016-299-AL
MEETING: C of W

EXECUTIVE SUMMARY:

At their October 11, 2016 Council meeting, Council considered and deferred Application 2016-299-AL to exclude the 1.12 hectare (2.8 acres) parcel from the Agricultural Land Reserve, under Section 30 (1) of the Agricultural Land Commission Act. It was understood that Council wished to have an accompanying development proposal in support of the application.

The exclusion application occurred concurrently with exclusion application 2016-298-AL, for the subject property at 12102 237th Street, which was forwarded to the Agricultural Land Commission on October 11, 2016. The Commission had previously recommended excluding this parcel, and this recommendation formed the basis of Council's decision to forward the application. It is assumed that this application will be successful, based on the Commission's recommendation.

Should Council forward Application 2016-299-AL, and if the Commission agrees to its exclusion, the applicant will have a contiguous block of 3 properties, including 12102 and 12146 237th Street. The parcel at 12146 237th Street was previously excluded under application AL/045/04.

This report includes the applicant's response to Council's request. The original report is attached as Appendix A.

RECOMMENDATION:

The following resolutions are provided for Council's consideration:

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

DISCUSSION:

Applicant:	Paul Hayes
Owner:	R C B Enterprises Limited
Legal Description:	Lot: 2, Section: 21, Township: 12, Plan: NWP72342
OCP :	
Existing:	AGR (Agricultural)
Zoning:	
Existing:	RS-3 (One Family Rural Residential)
Surrounding Uses	
North:	Use: Rural Residential Zone: A-2 Upland Agriculture Designation: Agriculture
South:	Use: Rural Residential Zone: RS-3 One Family Rural Residential Designation: Agricultural
East:	Use: 3 properties, urban residential Zone: RS-1b One Family Urban Medium Density Residential
West:	Designation: Urban Residential Use: Townhouse Residential Zone: RM-1 Townhouse Residential Designation: Urban Residential
Existing Use of Property:	vacant
Proposed Use of Property:	not explicitly stated
Site Area:	1.12 hectares (2.8 acres)
Access:	237 th Street
Servicing:	On-site sewer and water

a) Project Description:

This application is to exclude the subject property from the Agricultural Land Reserve. In response to Council's request for more development details, the applicant provides the following:

The owner does not have an explicit development plan as two of the three properties are presently within the Agricultural Land Reserve. However, the intention of the owner (if and when ALR exclusion occurs) is to consolidate the three properties at 12102, 12146, and 12176 237th Street and present a proposal for residential development that will meet the Planning Department's recommendations and expectations that will fit with the neighbouring urban residential lands and the ALR lands to the north, and also that may be supportable by the Maple Ridge City Council. Thank you for your consideration.
Paul Hayes

CONCLUSION:

This report has provided, for Council's consideration, a response to their request for more information about the development intentions for the subject property should this application for exclusion from the Agricultural Land Reserve be successful. The recommendations provided in this report are consistent with Council direction for processing exclusion applications.

"Original signed by Diana Hall"

Prepared by: Diana Hall, MA, (Planning), MCIP
Planner 2

"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 E.C. Swabey"

Concurrence: E.C. Swabey
Chief Administrative Officer

The following appendices are attached hereto:

Appendix A – Report dated October 3, 2016, and titled, Application for Exclusion from the Agricultural Land Reserve, 12176 237th Street



City of Maple Ridge

TO: Her Worship Mayor Nicole Read
and Members of Council
FROM: Chief Administrative Officer
SUBJECT: Application for Exclusion from the Agricultural Land Reserve
12176 237 Street

MEETING DATE: October 3, 2016
FILE NO: 2016-299-AL
MEETING: C of W

EXECUTIVE SUMMARY:

An application has been received under Section 30 (1) of the Agricultural Land Commission Act to exclude approximately 1.12 hectares (2.8 acres) of land from the Agricultural Land Reserve. The applicant's submission conforms with the notice of application requirements of the Agricultural Land Commission.

The applicant has not provided an explicit development plan with this proposal, but indicates an intent to assemble the subject property with the 2 parcels to its south (12146 and 12102 237th Street), as attached to this report (Appendix C)

This property is designated Agricultural in the Official Community Plan and in the Regional Growth Strategy of Metro Vancouver. Redevelopment of this property for urban uses would be contrary to these long range plans and would require approval from municipal, regional, and provincial agencies. On this basis, this application could be considered not supportable.

The recommendation of this report has been provided in accordance with Council direction for applications for exclusion from the Agricultural Land Reserve. However, other options for Council's consideration are presented in the Alternatives section of this report.

RECOMMENDATION:

In accordance with Council direction for applications for exclusions from the Agricultural Land Reserve, 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.

DISCUSSION:

a) Background Context:

Applicant: Paul Hayes
Owner: R C B Enterprises Limited

Legal Description: Lot: 2, Section: 21, Township: 12, Plan:
NWP72342

OCP :		
Existing:		AGR (Agricultural)
Zoning:		
Existing:		RS-3 (One Family Rural Residential)
Surrounding Uses		
North:	Use:	Rural Residential
	Zone:	A-2 Upland Agriculture
	Designation	Agriculture
South:	Use:	Rural Residential
	Zone:	RS-3 One Family Rural Residential
	Designation:	Agricultural
East:	Use:	3 properties, urban residential
	Zone:	RS-1b One Family Urban Medium Density Residential
	Designation:	Urban Residential
West:	Use:	Townhouse Residential
	Zone:	RM-1 Townhouse Residential
	Designation:	Urban Residential
Existing Use of Property:		vacant
Proposed Use of Property:		not explicitly stated
Site Area:		1.12 hectares (2.8 acres)
Access:		237 th Street
Servicing:		On-site sewer and water

b) Project Description:

This application is to exclude the subject property from the Agricultural Land Reserve. The applicant does not have a stated land use plan for the site, but indicates a desire to assemble this property with the 2 parcels to its south (12146 and 12102 237th Street) for redevelopment, likely to an urban standard. Of these 3 properties, this most northern parcel, if excluded, would require an amendment to Metro Vancouver's Regional Growth Strategy prior to redevelopment to an urban standard. The other two parcels are currently designated urban in this regional plan, and therefore, urban development would be possible south of the subject property, without first requiring regional approvals. The parcel at 12102 237th is concurrently being proposed for exclusion under application 2016-298-AL. The Agricultural Land Commission indicated support for its removal from the ALR under Commission Resolution # 2635/2011. The property at 12146 237th Street was previously excluded under Application AL/045/04.

A number of letters have been received in opposition to this application, due to a concern over the loss of farmland. These letters will be circulated to the Commission, should this application be supported.

c) Planning Analysis:

On July 19, 2004, a report for processing exclusion applications was received by Council outlining legal implications and the local government's role in processing applications for exclusion from the Agricultural Land Reserve. Council resolved to consider the following options for referring applications to the Agricultural Land Commission:

- The application be authorized to go forward to the Agricultural Land Commission with no comment.
- The application be authorized to go forward to the Agricultural Land Commission with comments.
- The application be authorized to go forward to the Agricultural Land Commission with a recommendation to exclude the property with or without comments.
- The application be authorized to go forward to the Agricultural Land Commission with a recommendation to not exclude the property with or without comments.
- The application not be authorized to go forward to the Agricultural Land Commission.

The process for decision making on applications for exclusion from the Agricultural Land Reserve was further refined by Council at their February 14, 2005 Workshop. At that time, Council resolved that the process for referring applications for exclusion to the Agricultural Land Commission include the following options:

- 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.*

The above resolution forms the recommendations presented in this staff report. To assist Council in the decision of allowing this application to proceed further, this development proposal will be reviewed in light of the policies of the Official Community Plan and the Agricultural Plan.

OFFICIAL COMMUNITY PLAN

The Official Community Plan, adopted by Council on November 14, 2006, provides a policy context that has relevance to this application, and the agricultural future of the subject property. The following outlines some of the relevant sections from the Official Community Plan.

Official Community Plan Agricultural Policies

The Maple Ridge Official Community Plan emphasizes the value of agriculture in contributing to the local economy and to the rural character of the community. It is noted that Maple Ridge agriculture faces considerable challenges, but there is consistent community support for local farming. Policy 6-12 of the Official Community Plan states:

Maple Ridge will protect the productivity of its agricultural land by:

- a) Adopting a guiding principal of "positive benefit to agriculture" when making land use decisions that could affect the agricultural land base, with favourable recognition of initiatives including but not limited to supportive non-farm uses, infrastructure improvements for farmland, or the inclusion of land elsewhere in the Agricultural Land Reserve;*
- b) requiring agricultural impact assessments (AIAs) and Groundwater Impact Assessment of non-farm development and infrastructure projects and identifying measures to off-set impacts on agricultural capability;*

- c) *preserving larger farm units and areas by using appropriate buffers such as roads, topographic features, watercourses, ditching, fencing, or gradually reduced residential densities on properties adjacent to agricultural land;*
- d) *discouraging the subdivision of agricultural land into smaller parcels, except where positive benefits to agriculture can be demonstrated;*
- e) *reinforcing the concept that the Agricultural Land Reserve is intended for agricultural use by increasing the minimum lot size for ALR properties that are zoned Rural Residential;*
- f) *encouraging the amalgamation of smaller parcels of farmland into larger, more cohesive parcels.*

Section 6.2 of the Official Community Plan, which pertains to Agricultural opportunities, states that the value of agriculture is consistently recognized and supported within the community, as follows:

Agricultural land is a key component of the Metro Vancouver Regional Growth Strategy and provides many benefits of local and regional significance. As an economic generator it contributes to a more complete community.

Official Community Plan - Growth Management Policies

Section 2.1 of the Official Community Plan states that in Maple Ridge the majority of the growth in population, jobs and housing will be accommodated within the Urban Area Boundary where services are readily available or infrastructure is already in place. The subject property forms the legal boundary of the Agricultural Land Reserve at this location. The Official Community Plan emphasized that adjustments to the Urban Area Boundary, if required, must follow a specified process.

Although additional adjustments may occur in the future, this process was generally concluded, thereby clarifying the location of the Urban Area Boundary, through the completion of the Maple Ridge Agricultural Plan in 2009 and the adoption of the Metro Vancouver Regional Growth Strategy in 2011.

The 2 parcels to the south of the subject property have either been excluded (12146 237th Street) from the Agricultural Land Reserve, or identified as appropriate for this purpose (12102 237th Street) by the Commission. They have both been designated urban in the Regional Growth Strategy, demonstrating the extent of cooperation between the agencies involved. For these reasons, the exclusion and redesignation of these adjacent properties is supportable. However, urban development of the subject property is not supportable.

AGRICULTURAL PLAN

The Maple Ridge Agricultural Plan, adopted by Council on December 15, 2009, provided additional direction for advancing agricultural opportunities in Maple Ridge. Although adopted, specific actions related to the implementation of the Plan are currently being prioritized by Council. Pertinent excerpts of the Plan are included below.

Issue 1 in the Agricultural Plan notes the difficulty faced by farmers in gaining access to underutilized agricultural land. Specific issues included the following:

- *Absentee landlords*
- *Agricultural land held in idle state*
- *Landless operators unable to find land to farm*
- *High land cost restricts access.*

The Plan indicates that an appropriate means to address these issues would be to encourage non-farming land owners to make idle land available to farmers or to start farming it themselves. The Plan notes the need to re-emphasize the role of agriculture in the Agricultural Land Reserve and to remove some of the perception that the Agricultural Land Reserve is a land reserve for eventual non-agricultural development in Maple Ridge.

Issue 5 of the Agricultural Plan discusses the loss of the agricultural land base and notes the following specific issues:

- *Many small parcels*
- *High level of rural residential incursion into Agricultural Land Reserve*
- *Non-farmed areas of the Agricultural Land Reserve tend to be smaller parcels*
- *Limited availability of irrigation water*
- *Continued conversion pressure from the District of Maple Ridge's urban growth*
- *Financial pressure on farming*

The Agricultural Plan recognizes that there may be situations in the future where exclusions may be required to meet community needs, for example employment generating lands. In instances where land conversion is unavoidable, levies or other means be established by the City in order to compensate for the loss of agricultural land.

Goal 6 of the Plan discusses the issue of the conversion of agricultural land as follows:

The primary goal with respect to larger established farming operations in Maple Ridge is to plan for their retention as farms, rather than watch them languish and deteriorate, so that the community can optimize the rewards and advantages of having agriculture in its midst.

Limited to highly specific situations, the secondary goal (if the primary goal is not feasible) is to explore establishing a policy of compensation from development that enables funds to be generated and expended so that the net agricultural capability of the District is enhanced by investment elsewhere.

INTERGOVERNMENTAL AGENCIES

Agricultural Land Commission

The Commission has established guidelines for local governments regarding the timing of application processing. These guidelines are provided by the Commission in their document, the *Agricultural Land Reserve Use, Subdivision And Procedure Regulation*. The local government is normally required to address the application within 60 days of its receipt under Section 21.1 of this Regulation, but has an option to hold a public meeting which would extend the application processing time to 90 days.

Metro Vancouver

The subject property is designated for Agricultural use in the Official Community Plan. If the property was excluded from the Agricultural Land Reserve, its Agricultural designation would remain in the Official Community Plan. Any change in permitted uses would require an amendment to the Official Community Plan, which in turn would require the approval of Metro Vancouver to amend the Regional Growth Strategy. This type of amendment would be considered by Metro Vancouver to be a Type 2 Minor Amendment. The bylaw amendment process would include a regional public hearing and a two-thirds weighted vote of the Metro Vancouver Board. In this instance, the municipal government would apply for the amendment to Metro Vancouver.

d) Alternatives:

The report recommendations follow Council direction as noted earlier in this report. The property has not been identified for exclusion from the Agricultural Land Reserve, and is not considered available for urban development in the Regional Growth Strategy. On this basis, this application could be considered not supportable.

CONCLUSION:

This application for exclusion from the Agricultural Land Reserve has been considered in the context of the policies of the Official Community Plan, and the Agricultural Plan. On review of this context, this application is found to be not supportable. However, the report recommendation has been prepared in accordance with previous Council direction for applications for exclusion from the Agricultural Land Reserve.

“Original signed by Diana Hall”

**Prepared by: Diana Hall, MA (Planning), MCIP
Planner II**

“Original signed by Christine Carter”

**Approved by: Christine Carter, MCP, MCIP
Director of Planning**

“Original signed by Frank Quinn”

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

“Original signed by Frank Quinn” for

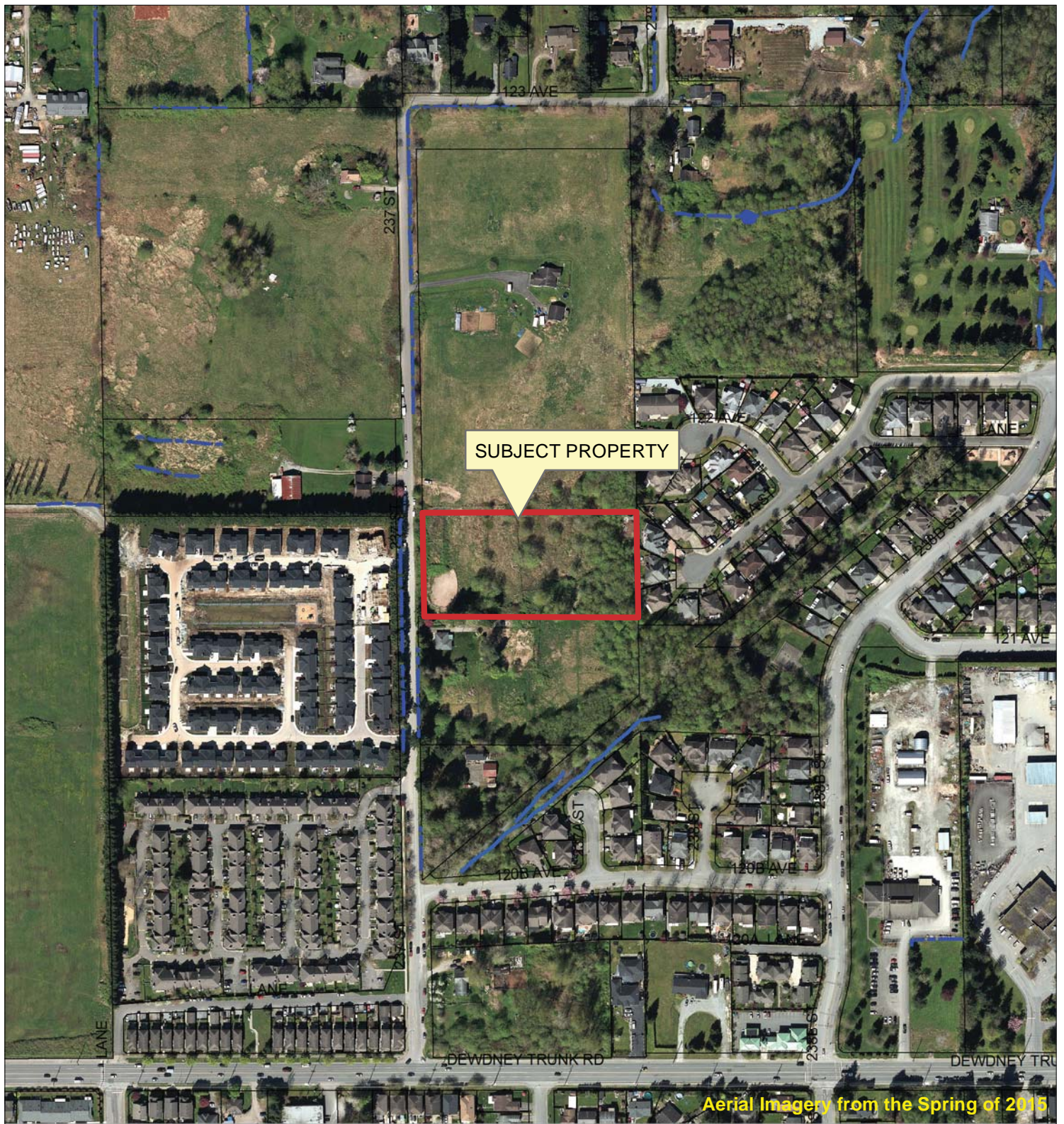
**Concurrence: E.C. Swabey
Chief Administrative Officer**

The following appendices are attached hereto:

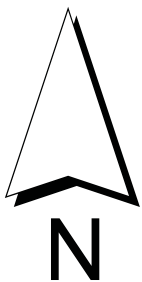
Appendix A – Subject Map

Appendix B – Ortho Photo

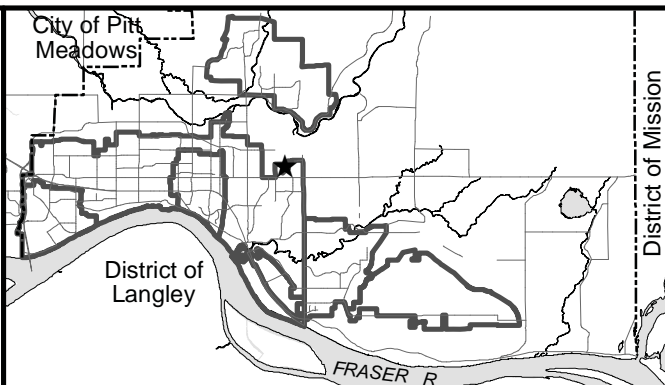
Appendix C – Development Sketch prepared by Applicant.



Aerial Imagery from the Spring of 2015



Scale: 1:3,784



12176 237 STREET

PLANNING DEPARTMENT



MAPLE RIDGE

British Columbia

mapleridge.ca

FILE: 2016-299-AL
DATE: Aug 9, 2016

BY: PC

City of Maple Ridge

TO:	Her Worship Mayor Nicole Read and Members of Council	MEETING DATE:	December 5, 2016
FROM:	Chief Administrative Officer	FILE NO:	2016-434-AL
		MEETING:	C of W
SUBJECT:	Application to Subdivide Land within the Agricultural Land Reserve 11680 252 Street		

EXECUTIVE SUMMARY:

An application has been received under Section 21 (2) of the Agricultural Land Commission Act to subdivide 2.5 hectares (6.2 acres) of land that is within the Agricultural Land Reserve. The Applicant's submission conforms with the requirements of the Agricultural Land Commission.

This report evaluates the merits of this subdivision proposal within the policy context of the Official Community Plan and the Agricultural Plan. Based on this analysis, the recommendation is not to support this application for subdivision within the Agricultural Land Reserve. On this basis, the recommendation is not to forward the application to the Agricultural Land Commission.

RECOMMENDATION:

That Application 2012-107-AL not be forwarded to the Agricultural Land Commission based on the considerations as outlined in this report, dated December 5, 2016.

DISCUSSION:

a) Background Context:

Applicant:	Justin Endresen		
Legal Description:	Section: 14, Township: 12		
OCP :			
Existing:	Agricultural		
Proposed:	No Change		
Zoning:			
Existing:	RS-3 (One Family Rural Residential)		
Proposed:	No Change		
Surrounding Uses			
North:	Use:	Rural Residential	
	Zone:	RS-3 (One Family Rural Residential)	
	Designation	Agricultural	
South:	Use:	Park	
	Zone:	RS-3 (One Family Rural Residential)	
	Designation	Park	

East:	Use:	Park
	Zone:	RS-3 (One Family Rural Residential)
	Designation	Park
West:	Use:	2 Properties, Rural Residential
	Zone:	RS-3 (One Family Rural Residential)
	Designation	Agricultural
Existing Use of Property:		Agriculture & Rural Residential
Proposed Use of Property:		No Change
Site Area:		2.5 hectares (6.2 acres)
Access:		252 Street
Servicing:		Water, on site septic

b) Project Description:

The applicant wishes to subdivide the 2.5 hectare (6.2 acre) subject property into 3 parcels to develop into smaller lot hobby farms.

This proposal conforms with the minimum parcel sizes of the RS-3 One Family Rural Residential Zone which is 0.8 hectares (2 acres) where municipal water is available. Kanaka Creek traverses the site at its eastern property line.

If this application is forwarded by Council, and receives Agricultural Land Commission approval, the applicant will have to apply for a subdivision through the municipality. Through this process, the applicant will have to demonstrate that all of the proposed lots will have on-site septic capability to current standards. All new parcels must comply with municipal requirements with respect to lot geometry, servicing, road frontage and parcel size.

c) Planning Analysis:

Official Community Plan

The property is designated Agriculture in the Official Community Plan, which contains policies in support of agriculture. On December 16, 2009 Council adopted an Agricultural Plan to support agriculture within the rural area and the Agricultural Land Reserve. The merits of this application will be viewed within this policy context.

Section 6.2.2 Sustainable Agriculture

Policy 6-12 states:

Maple Ridge will protect the productivity of its agricultural land by:

- a) adopting a guiding principle of "positive benefit to agriculture" when making land use decisions that could affect the agricultural land base, with favourable recognition of initiatives including but not limited to supportive non-farm uses, infrastructure improvements for farmland, or the inclusion of land elsewhere in the Agricultural Land Reserve;*
- b) requiring agricultural impact assessments (AIAs) and Groundwater Impact Assessment of non-farm development and infrastructure projects and identifying measures to off-set impacts on agricultural capability;*
- c) preserving larger farm units and areas by using appropriate buffers such as roads, topographic features, watercourses, ditching, fencing, or gradually reduced residential densities on properties adjacent to agricultural land;*

- d) *discouraging the subdivision of agricultural land into smaller parcels, except where positive benefits to agriculture can be demonstrated;*
- e) *reinforcing the concept that the Agricultural Land Reserve is intended for agricultural use by increasing the minimum lot size for ALR properties that are zoned Rural Residential;*
- f) *encouraging the amalgamation of smaller parcels of farmland into larger, more cohesive parcels.*

Policy 6-12 emphasizes the importance of discouraging the subdivision of agricultural land into smaller parcels, increasing the minimum parcel size of ALR properties with Rural Residential zoning, and amalgamation to create larger farm parcels. Reasons for discouraging subdivision within the Agricultural Land Reserve include minimizing incentives for land speculation in the Agricultural Land Reserve, which increases the market value of farmland, and exacerbates the issue of economic barriers to entry for legitimate farming interests.

Section 6.2.1 Economic Development Strategy.

Policy 6-6 of the Official Community Plan describes alternatives to subdivision such as leaseholds that could ensure greater utilization and retain larger parcels, as follows:

Maple Ridge will develop an Agricultural Plan that:

- a) *maintains an inventory of local agricultural products and agricultural land use;*
- b) *develops and maintains a database of farm businesses and operators;*
- c) *promotes leasing opportunities of agricultural land;*
- d) *promotes agricultural heritage initiatives;*
- e) *identifies appropriate land uses within agricultural areas and at the rural/urban interface;*
- f) *promotes urban agriculture;*
- g) *recognizes the positive role that agricultural lands have on the environment;*
- h) *will identify a variety of mechanisms to assist farm operators and to protect agricultural lands, including but not limited to the creation of trusts, endowments, and life-leases;*
- i) *includes an assessment of the agricultural land base; and*
- j) *develops Development Permit area guidelines to direct non-agricultural development at the urban/rural interface.*

One reason for promoting alternative tenures (Policies 6-6 c and h) relates to the high cost of land, which is a known barrier for new farmers wishing to start an agricultural business. By supporting other forms of tenure that can delay or avoid the need for this capital investment by individual farmers, the municipality can improve its agricultural potential, and bring more of its agricultural land into full production.

For the above noted reasons, this application does not comply with the Agricultural policies of the Official Community Plan.

Agricultural Plan

Issue 5 of the Agricultural Plan notes concerns with the loss of the agricultural land base, describing the following situations that are pertinent to this application:

- Many small parcels
- High level of rural residential incursion into Agricultural Land Reserve
- Non-farmed areas of the Agricultural Land Reserve tend to be smaller parcels
- Continued conversion pressure from the District of Maple Ridge's urban growth
- Financial pressure on farming

The Plan also notes that more recent priorities given to food safety, food security, and climate change, includes the development of a local food system. Towards this end, the community would benefit from greater certainty that the agricultural land base is not undermined by incremental land use decisions. The Plan makes the following recommendations that pertain to this application:

- b) Continue to implement the OCP policies to protect the agricultural land base by creating guidelines for reviewing applications for non-farm use, exclusions, fill applications, transportation and utility applications, subdivisions, and government applications;...*
- g) Explore retention of lots 2 ha (5 acres) and larger in the Agricultural Land Reserve.*

Currently, the minimum parcel size in the RS-3 One Family Rural Residential Zone is 0.8 hectares (2.0 acres) where community water is available. This zone pertains to most of the land that is within the Agricultural Land Reserve, including the subject property. The RS-3 (One Family Rural Residential) zone pre-dates the creation of the Agricultural Land Reserve. Although designated for Agriculture, there is a concern that this historic zoning contributes to the perception that farming is not the primary use of this zone. The Agricultural Plan recommends that 2.0 hectares (5 acres) is a more appropriate minimum parcel size for lands within the Agricultural Land Reserve.

Ministry of Agriculture

Research provided by the Ministry of Agriculture in their most recent inventory work validates concerns raised in the Agricultural Plan about small lot sizes¹. Conclusions drawn from this region wide information have been summarized by Metro Vancouver, as follows:

Evidence exists that small parcels are less likely to be farmed and therefore further subdivision of parcels in the ALR is not warranted and will only encourage more non-farm use of ALR land. Currently 75% of the parcels less than 2 ha (5 acres) are not farmed. The average size of parcels not used for farming is 3 ha (7.4 acres), while the average size of parcels used for farming is 7 ha (17 acres).²

¹ Maple Ridge was a project partner for the Ministry of Agriculture inventory work in 2011

² Metro Vancouver, Farming in Metro Vancouver, Metro Facts in Focus | Policy Backgrounder, 2014

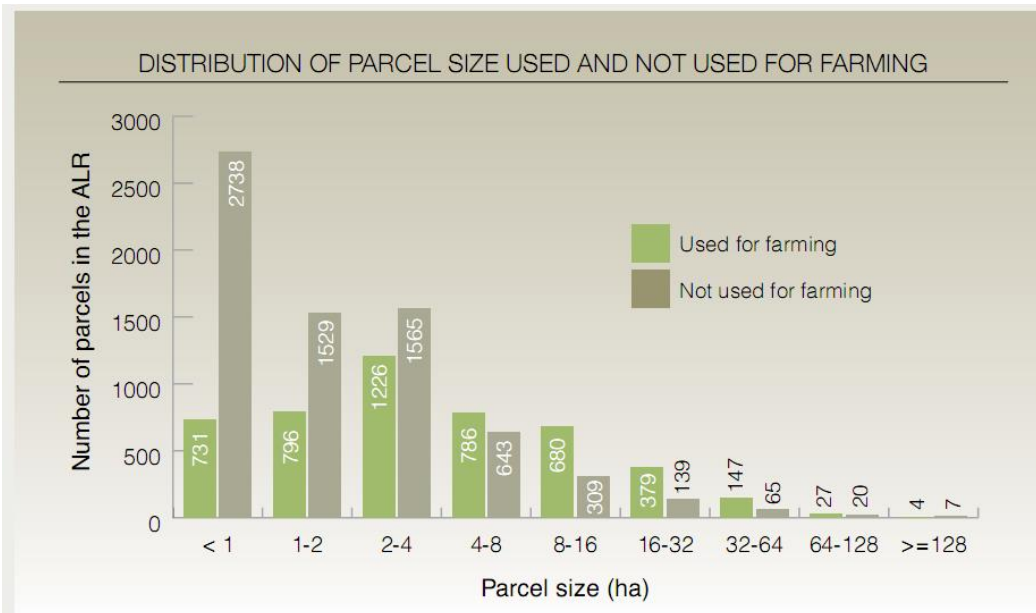


Figure 1 Source: Metro Vancouver, Farming in Metro Vancouver, Metro Facts in Focus | Policy Backgrounder, 2014

Based on Ministry data, the above table demonstrates the connection between parcel size and farming activity. This information indicates that the subdivision of this property will significantly increase the probability that the 3 new parcels created will not be used for farming.

d) Interdepartmental Implications:

Engineering Department

The Engineering Department would review this proposal for its servicing requirements as part of the municipal subdivision application should Commission approval be granted. It should be noted that the subject property has unconstructed access to 252nd Street. Road construction would be required to serve all properties. Water connection to each parcel would be required and septic capacity to current municipal standards for each parcel would need to be determined by a qualified professional.

e) Alternatives:

If Council decides not to forward this application to the Commission, it will be considered denied and will not proceed further. However, if Council decides to forward this application to the Agricultural Land Commission, the Commission will evaluate the merits of this application, and make their decision accordingly.

CONCLUSION:

This application has been evaluated for its consistency with the policies of the Official Community Plan, and its implications for the Agricultural Plan, and is found not to comply with this policy framework. On this basis, the recommendation is that this application for subdivision not be supported.

“Original signed by Diana Hall”

Prepared by: Diana Hall, MA (Planning), MCIP, CIP
Planner 2

“Original signed by Christine Carter”

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

“Original signed by Frank Quinn”

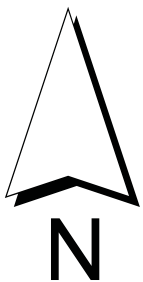
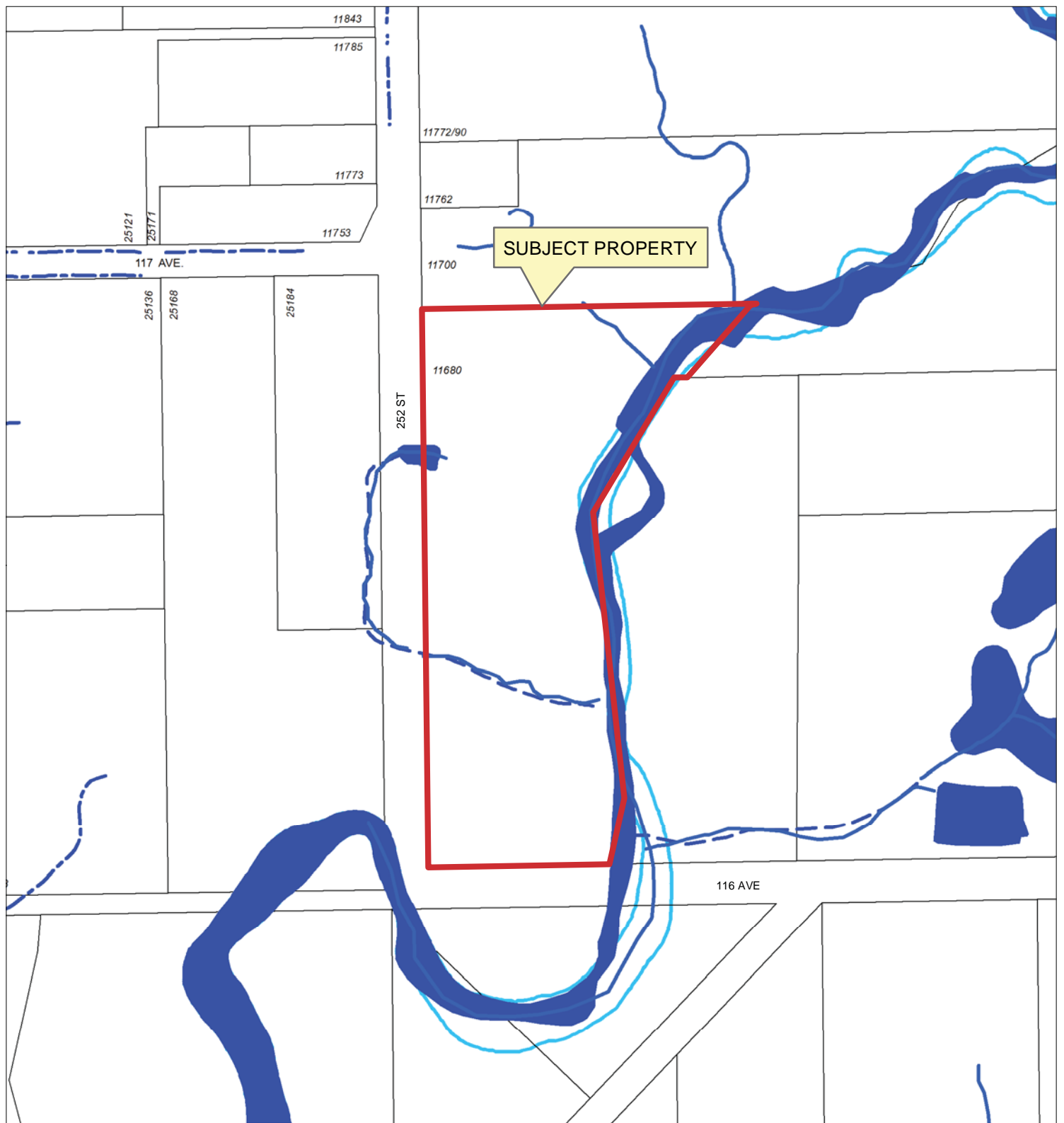
Approved by: Frank Quinn, MBA, P.Eng
GM: Public Works & Development Services

“Original signed by E.C. Swabey”

Concurrence: E.C. Swabey
Chief Administrative Officer

The following appendices are attached hereto:

- Appendix A – Subject Map
- Appendix B – Ortho Photo
- Appendix C – Subdivision Sketch prepared by Applicant



Scale: 1:2,500

Legend

- Stream
- - - Ditch Centreline
- Edge of River
- - - Indefinite Creek
- Lake or Reservoir
- River
- Major Rivers & Lakes

11680 252 STREET

PLANNING DEPARTMENT



MAPLE RIDGE

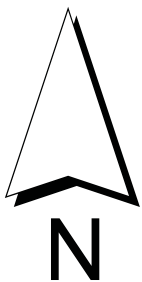
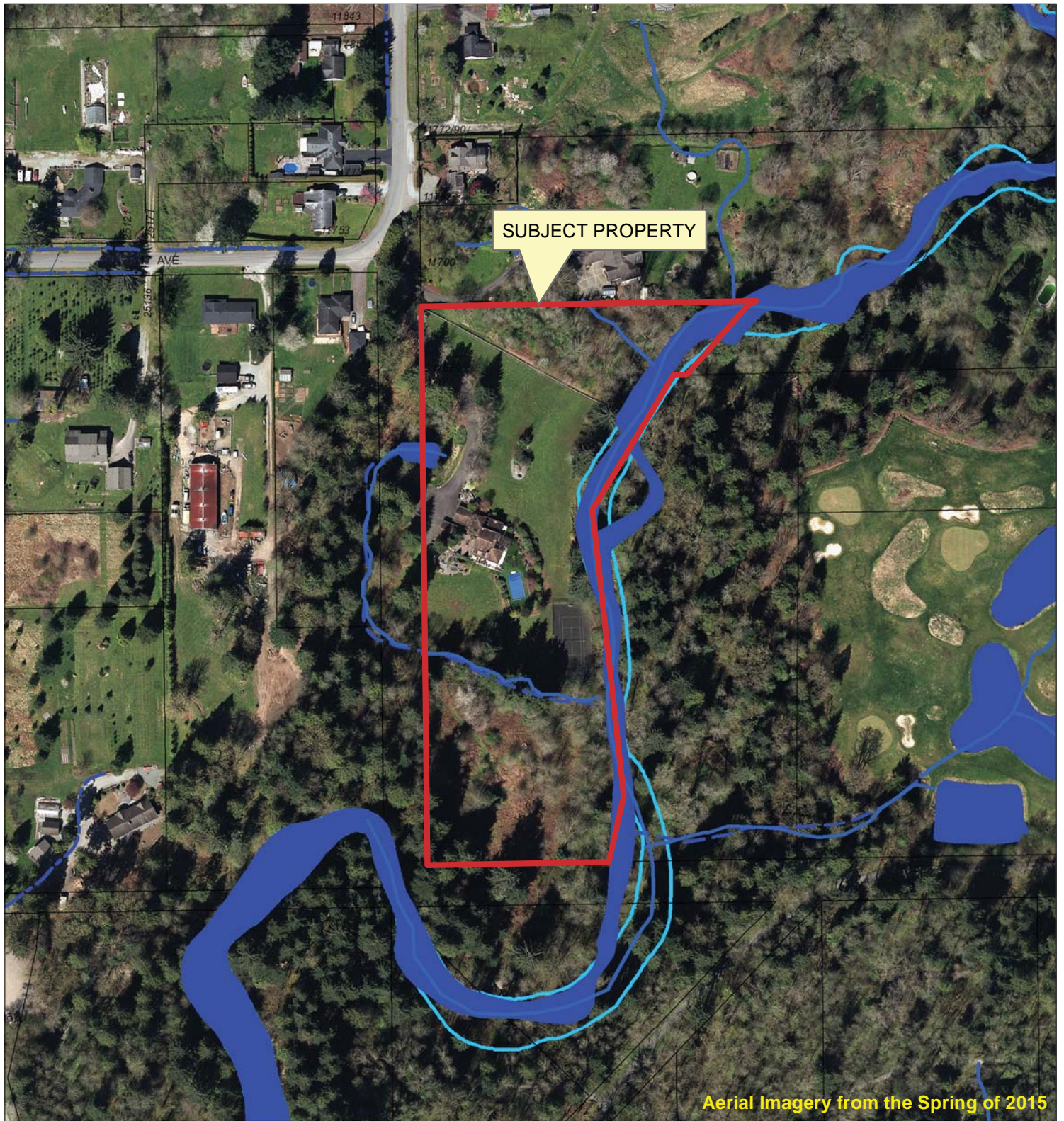
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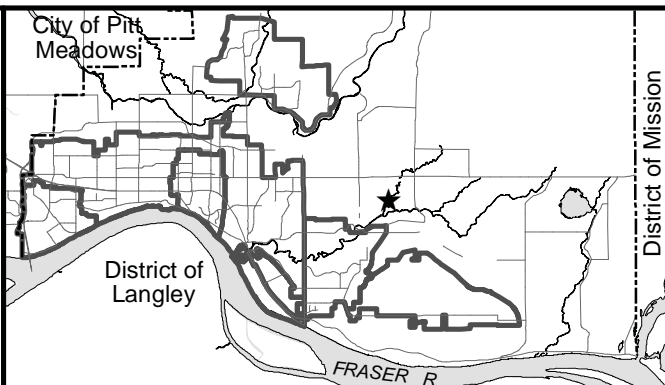
FILE: 2016-434-AL

DATE: Nov 29, 2016

BY: PC



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11680 252 STREET

PLANNING DEPARTMENT



MAPLE RIDGE

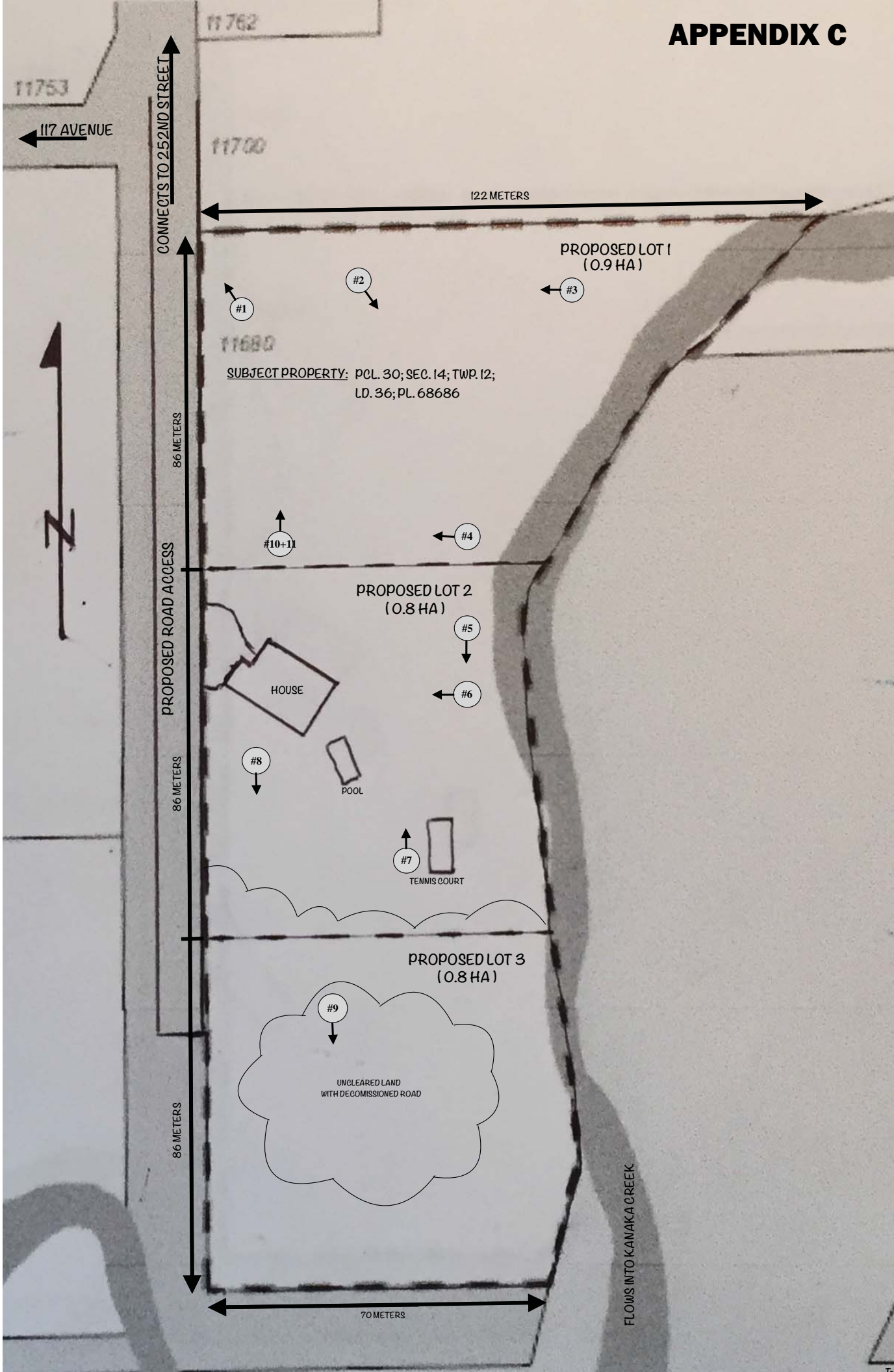
British Columbia

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FILE: 2016-434-AL
DATE: Nov 4, 2016

BY: PC

APPENDIX C



City of Maple Ridge

TO: Her Worship Mayor Nicole Read
and Members of Council
FROM: Chief Administrative Officer

MEETING DATE: December 5, 2016
FILE NO: 2016-411-RZ
MEETING: C of W

SUBJECT: First Reading
21188 Wicklund Avenue

EXECUTIVE SUMMARY:

An application has been received to rezone the subject property, located at 21188 Wicklund Avenue, from RS-1 (One Family Urban Residential) to R-1 (Residential District) to permit subdivision into two single family residential lots. As the application does not align with policies within the Official Community Plan (OCP), the recommendation is to not support this development proposal.

This application proposes the creation of fewer than 3 new lots; therefore, it is exempt from the requirements under the Community Amenity Contribution (CAC) Policy 6.31.

RECOMMENDATION:

That the subject application not be given first reading.

DISCUSSION:

a) Background Context:

Applicant: Anita Chowdhury

Legal Description: Lot 119 District Lot 242 Group 1 New Westminster District Plan 47383

OCP:
Existing: Urban Residential

Zoning:
Existing: RS-1 (One Family Urban Residential)
Proposed: R-1 (Residential District)

Surrounding Uses:
North: Use: Residential
Zone: RS-1 (One Family Urban Residential) and RS-1b (One Family Urban (Medium Density) Residential)
Designation: Urban Residential
South: Use: Residential
Zone: RG (Group Housing Zone)
Designation: Urban Residential

East:	Use:	Residential
	Zone:	RS-1 (One Family Urban Residential)
	Designation:	Urban Residential
West:	Use:	Residential
	Zone:	RS-1 (One Family Urban Residential)
	Designation:	Urban Residential
Existing Use of Property:		
Proposed Use of Property:		Single Family Residential
Site Area:		Single Family Residential
Access:		969 m ² (0.24 acres)
Servicing requirement:		Wicklund Avenue
		Urban Standard

b) Site Characteristics:

The subject property is 969 m² (0.24 acres) in size and is bound by single family residential lots to the north, west and east, and townhomes to the south. The subject property is flat with a row of hedges to the rear of the property and a few trees located in the front and rear yards. There is an existing house on the property that will require removal.

c) Project Description:

The applicant proposes to rezone the subject property, from RS-1 (One Family Urban Residential) to R-1 (Residential District), to permit future subdivision into two single family residential lots not less than 371 m². It is noted that the proposed lot sizes are larger than the minimum R-1 (Residential District) requirements.

Staff had a pre-application meeting with the applicant advising that an application to rezone and subdivide to the R-1 (Residential District) zone would not be supported. Alternative development options were discussed noting that either Duplex or Triplex housing that would achieve similar density and would be in compliance with the OCP.

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 if Council supports the proposal and once full application packages have been received. A more detailed analysis and a further report will be required prior to second reading, should Council support this development. 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 currently designated *Urban Residential-Neighbourhood Residential*. The Neighbourhood Residential designation allows for single detached dwellings and other housing forms, subject to the Neighbourhood Residential Infill policies. The rezoning and subdivision of this property into two single family residential lots and, specifically, use of the R-1 (Residential District) zone is not in compliance with the OCP, as per Policy 3-19 (a) (i), which states:

The proposed lot area and widths should be not less than 80% of the lot area and width prescribed under the predominate or adjacent zoning in the surrounding neighbourhood.

During the OCP review, the above noted policy was created stemming from conversations with residents, who advised that infill developments need to fit the character of a neighbourhood. It was acknowledged that slightly reduced lot sizes were considered appropriate in older, larger lot neighbourhoods; however, there was recognition that the reduction in lot size should be nominal, and that compatible lot width was key to preserving the character of a neighbourhood. For that reason, the policies were written to allow for a lot width not less than 80% of the zoning in the surrounding area. In addition, residents noted a preference to a Duplex or Triplex form, instead of subdivision, to achieve similar density, noting that the lot area and width would remain unchanged.

The current RS-1 (One Family Urban Residential) zone requires a minimum lot area of 668 m² and lot width of 18 m. The proposed R-1 (Residential District) zone would result in a lot area of 371 m² and lot width of 12 m. Under this policy, the RS-1b (One Family Urban (Medium Density) Residential) zone would be considered the appropriate zone, with a minimum lot area requirement of 557 m² and a lot width of 15 m; however, the applicant can not achieve the minimum lot area required for two RS-1b (One Family Urban (Medium Density) Residential) zoned lots. It has been suggested to the applicant that a Duplex or Triplex housing form could be alternative options to achieve additional density, without subdividing.

Zoning Bylaw:

The current application proposes to rezone the subject property, located at 21188 Wicklund Avenue, from RS-1 (One Family Urban Residential) to R-1 (Residential District) to permit subdivision into two single family residential lots. The minimum lot size for the current RS-1 (One Family Urban Residential) zone is 668m², and the minimum lot size for the proposed R-1 (Residential District) zone is 371 m².

The surrounding neighbourhood is made up of predominantly RS-1 (One Family Urban Residential) zoned lots, with the exception of two properties north-east of the subject property, and two properties to the west, which are zoned RS-1b (One Family Urban (Medium Density) Residential).

Alternatives:

That staff be directed to prepare a Bylaw in support of the development application to the R-1 (Residential District) zone. Should Council support this development application, it should be noted that it would not be referred to the Advisory Design Panel or is a Development Information Meeting required, as it is for a two lot single family subdivision. Comments and input will need to be sought from the various internal departments and external agencies and a complete rezoning and subdivision application would be required.

The other alternative would be that the application be deferred, and the applicant be requested to revise the application pending direction from Council.

CONCLUSION:

The development proposal is not in compliance with the OCP, as per Policy 3-19, and an amendment to such is not supportable, therefore, it is recommended that this application be denied.

“Original signed by Chuck Goddard” for

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

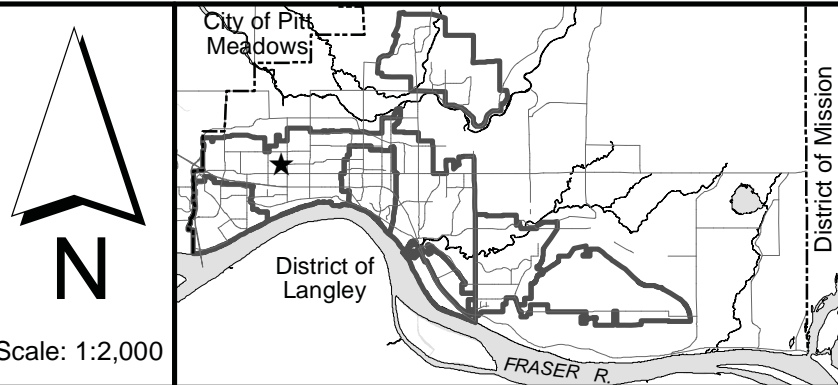
“Original signed by E.C. Swabey”

Concurrence: E.C. Swabey
Chief Administrative Officer

The following appendices are attached hereto:

Appendix A – Subject Map

Appendix B – Ortho Map



21188 WICKLUND AVENUE

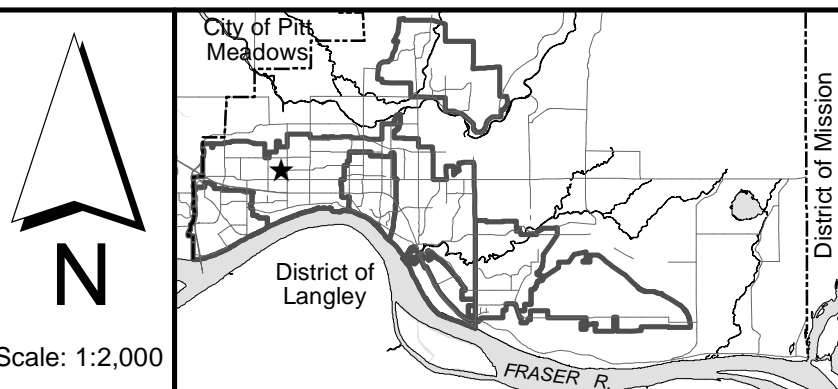
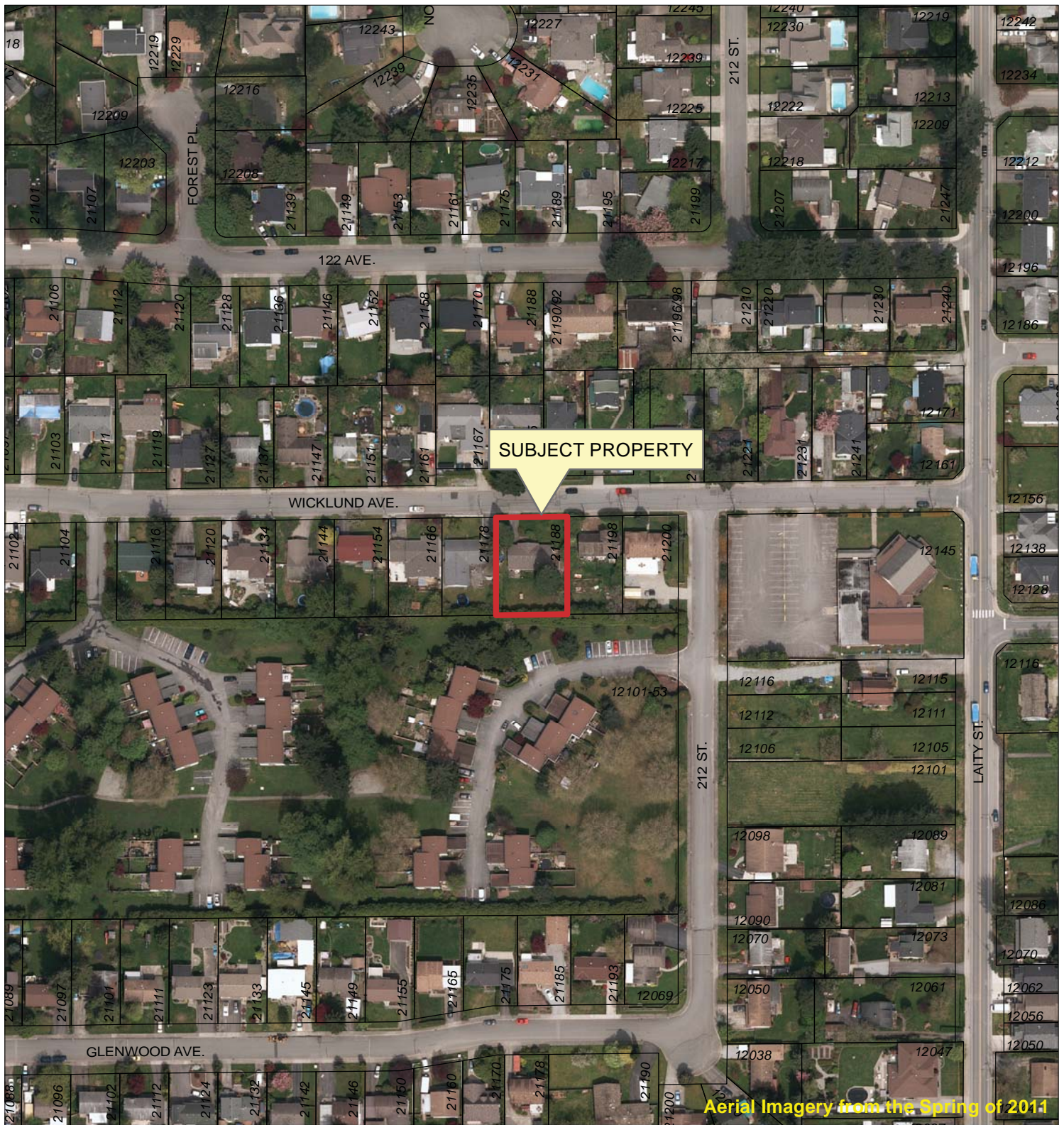
PLANNING DEPARTMENT

MAPLE RIDGE
British Columbia

mapleridge.ca

FILE: 2016-411-RZ
DATE: Oct 21, 2016

BY: PC



21188 WICKLUND AVENUE

PLANNING DEPARTMENT



MAPLE RIDGE

British Columbia

mapleridge.ca

FILE: 2016-411-RZ

DATE: Oct 21, 2016

BY: PC

City of Maple Ridge

TO: Her Worship Mayor Nicole Read
and Members of Council
FROM: Chief Administrative Officer
SUBJECT: First and Second Reading
Official Community Plan Amending Bylaw No. 7243-2016 and
Second Reading
Zone Amending Bylaw No. 7244-2016
22260 & 22292 122nd Avenue, and 12159 & 12167 223rd Street.

MEETING DATE: December 5, 2016
FILE NO: 2016-052-RZ
MEETING: C of W

EXECUTIVE SUMMARY:

An application has been received to rezone the subject properties located at 22260 & 22292 122 Avenue and 12159 & 12167 223 Street from LUC (Land Use Contracts) & RS-1 (One Family Urban Residential) to RM-2 (Medium Density Apartment Residential), to permit the future construction of a 291 unit multi-family rental housing development within the Town Centre. On April 26, 2016, Council granted first reading to Zone Amending Bylaw No. 7244-2016 and considered the early consultation requirements for the Official Community Plan (OCP) amendment. In their consideration, Council expressed concern that the existing tenants would be accommodated with rental housing at rates within their means.

This application requires an amendment to the Official Community Plan (OCP) to redesignate the subject properties at 12159 & 12167 223 Street from Single Family to Low Rise Apartment. This proposal is consistent with Council priorities for the provision of rental housing, and is therefore supportable. The minimum lot size for the current RM-2 Medium Density Apartment Residential District Zone is 1300 m².

RECOMMENDATIONS:

- 1) That, in accordance with Section 475 of the *Local Government Act*, opportunity for early and on-going consultation has been provided by way of posting Official Community Plan Bylaw No. 7243-2016 on the municipal website and requiring that the applicant host a Development Information Meeting (DIM), and Council considers it unnecessary to provide any further consultation opportunities, except by way of holding a Public Hearing on the bylaw;
- 2) That Official Community Plan Amending Bylaw No. 7243-2016 be considered in conjunction with the Capital Expenditure Plan and Waste Management Plan;
- 3) That it be confirmed that Official Community Plan Amending Bylaw No. 7243-2016 is consistent with the Capital Expenditure Plan and Waste Management Plan;
- 4) That Official Community Plan Amending Bylaw No. 7243-2016 be given first and second readings and be forwarded to Public Hearing;
- 5) That Zone Amending Bylaw No. 7244-2016 be given second reading, and be forwarded to Public Hearing;

6) That the following terms and conditions be met prior to final reading:

- i) Registration of a Rezoning Servicing Agreement as a Restrictive Covenant and receipt of the deposit of a security, as outlined in the Agreement;
- ii) Approval from the Ministry of Transportation and Infrastructure;
- iii) Amendment to Official Community Plan Schedule “A”, Chapter 10.4 Town Centre Area Plan, Schedule 1 – Town Centre Area Land-Use Designation Map;
- iv) Road dedication on 223 Street as required;
- v) Consolidation of the subject properties;
- vi) Registration of a Housing Agreement in accordance with Section 483 of the Local Government Act and a Restrictive Covenant stating that the use of the property as consolidated will be restricted to residential rental units;
- vii) Removal of existing vacant structure at 22292 122nd Street and existing houses at 12159 & 12167 223rd Street.
- viii) In addition to the site profile, a disclosure statement must be submitted by a Professional Engineer advising whether there is any evidence of underground fuel storage tanks on the subject properties. If so, a Stage 1 Site Investigation Report is required to ensure that the subject property is not a contaminated site.

DISCUSSION:

1) Background Context:

Applicant: Ciccozzi Architecture Shannon Seefeldt
Owner: Viam Holdings Ltd.

Legal Description: Lot: 44, D.L.: 399, Plan: NWP41066, Lot: 48, D.L.: 399, Plan: NWP44211, Lot 1; D.L.: 399 NWD; Plan: NWP14397, Lot 2; D.L.: 399; NWD; Plan NWP14397

OCP:
Existing: APTL (Low-Rise Apartment) and Single Family
Proposed: Medium and High-Rise Apartment

Zoning:
Existing: LUC (Land Use Contracts) and RS-1 One Family Urban Residential
Proposed: RM-2 (Medium Density Apartment Residential)

Surrounding Uses:
North: Use: Apartment and Single Family uses
Zone: RM-2 Medium Density Apartment Residential, RM-5 Low Density Apartment Residential, and RS-1 One Family Urban Residential
Designation: Apartment and Ground Oriented Multi-Family

South:	Use:	Seniors apartment and congregate care
	Zone:	CD-1-00 (Seniors Apartment and Private Hospital)
	Designation:	Low Rise Apartment
East:	Use:	Urban Single Family Residential
	Zone:	RS-1 One Family Urban Residential
	Designation:	Ground Oriented Multi-Family
West:	Use:	Strata Lot Condominium
	Zone:	LUC (Land Use Contracts)
	Designation:	Low Rise Apartment
Existing Use of Property:		Vacant, Rental Apartment, and Single Family
Proposed Use of Property:		Rental Apartment
Site Area:		1.03 HA. (2.5 acres)
Access:		122 nd Avenue and 223 Street.
Servicing requirement:		Urban Standard

2) Background:

This development proposal is for 291 rental housing units. There are 4 properties included in this application. The multi-family development on the property at 22292 122nd Avenue (Sunrise Court) was destroyed by fire in 2015. This proposal will replace this structure with a larger multi-family unit structure. The property at 22260 122nd Avenue will also be replaced at a later phase of this development. This phased approach allows current tenants to be accommodated, initially in the existing structure, and then later, in the first of the two new buildings. The applicant has committed to providing assistance to existing tenants with the transition to new living arrangements, which may be in the new building.

3) Project Description:

This proposal will assemble the two smaller single family properties along 223rd Street into this development, which will rebuild existing or previous rental accommodation along 122nd Avenue. A total of 291 dwelling units are proposed, with a mix of 1, 2 and 3 bedroom units, and a projected floor area of approximately 200,000 square feet.

PLANNING ANALYSIS:

i) Official Community Plan:

Official Community Plan / Town Centre Area Plan:

The development site is located within the North View subarea of the Town Centre Area Plan and is currently designated Low Rise Apartment and Single Family. An OCP amendment will be required to re-designate the portions of the site that front 223rd Street from Single Family to Low Rise Apartment to allow the proposed RM-2 Medium Density Apartment Zoning.

These two smaller parcels were designated Single Family in the Town Centre Area Plan as they were perceived to have limited development options for a site assembly with sufficient lot depth to create a multifamily development and road dedication for the widening of 223rd Street.

These constraints will be alleviated by the consolidation of these two parcels with the larger properties to their west. For this reason, the proposed amendment to the Official Community Plan designation from Single Family to Low Rise Apartment is supportable. The resulting assembly will be

able to provide required road dedication along 223rd Street, and create a sufficiently large parcel for a comprehensive development plan.

The applicants were not able to acquire the corner parcel at 22306 122nd Avenue. However, due to its location, this parcel will be able to develop independently as a multi-family development, and does not need to be part of an assembly to realize its development potential.

Rental Housing Accommodation. The proposed rental accommodation will improve the housing stock diversity in the Community. The Maple Ridge Official Community Plan notes that Maple Ridge has a shortage of specific types of rental accommodation, including 3 bedroom apartments, which are proposed with this application. The following OCP policies support rental housing:

Policy 3-33 – *Maple Ridge supports the provision of rental accommodation and encourages the construction of rental units that vary in size and number of bedrooms.*

Policy 3-34 – *Maple Ridge supports the provision of affordable, rental and special needs housing throughout the District.*

OCP policy 3-33 supports the provision of rental accommodation in varying dwelling unit size and number of bedrooms, and OCP policy 3-34 supports the provision of affordable, rental and special housing needs throughout the City. A recommended approach to secure these units as rental housing will be through a Restrictive Covenant and a Housing Agreement with the property owner.

Housing Action Plan:

The Housing Action Plan, endorsed by Council on September 15, 2014, identifies rental housing as a priority. Strategy 4 of the Housing Action Plan is to **Create New Rental Housing Opportunities**. Strategy 4 notes that Municipalities can support the development of new rental housing through a set of incentives, such as a reduction in parking requirements or waiving permitting fees. The units could be “secured” as market rental housing, with a covenant on title.

A number of incentives are being considered to facilitate the development of rental housing. The 2017 Planning work program includes consideration for relaxation of parking standards to reduce construction costs to facilitate affordable housing. Reducing the amount of parking required per dwelling unit enables a higher potential dwelling unit count relative to site area, and reduced constructions costs, particularly in large multi-family buildings with underground parking. Of particular relevance to this application, the relaxation of parking requirements is supported in the Housing Action Plan as a means to facilitate the development of rental housing. In Maple Ridge, this practice is currently negotiated during the development process on a case by case basis. The development of a transparent formal process using defensible criteria, such as proximity to services and transit, should be considered as a possible incentive. This concept is currently being used by other Metro Vancouver municipalities including the Corporation of Delta, City of Langley, City of New Westminister, District of North Vancouver, City of Surrey and the City of Vancouver.

As this proposed development will increase the amount of rental housing stock in the community, this proposal will meet the objectives of the Housing Action Plan. The parking provisions it proposes comply with the requirements of the Central Business District of the Town Centre for non-market housing. However, this development is close (within 300 metres) but not within the Central Business District and therefore does not qualify for this reduced parking requirement. However, as it is consistent with the policy direction of the Housing Action Plan and proposes rental housing that is near services and transit, a parking reduction may be supportable through a development variance

permit or other mechanisms. The applicant has agreed to secure this supply of rental housing in perpetuity through a restrictive covenant registered on title¹

ii) Zoning Bylaw:

There are 2 Land Use Contracts for the subject properties fronting 122nd Avenue. Land Use Contract #H33588 applies to the subject property at 22260 122nd Avenue, while Land Use Contract #P108265 applies to the subject property at 22292 122nd Avenue. Both contracts must be discharged prior to zoning the properties RM-2 (Medium Density Apartment Residential). To address this issue, the attached zoning amendment bylaw will also discharge these Land Use Contracts.

This application also proposes to rezone the properties located at 12159 and 12167 223rd Street from RS-1 One Family Urban Residential to RM-2 (Medium Density Apartment Residential) to permit a 4 storey apartment building. The minimum lot size for the current RS-1 (One Family Urban Residential) zone is 668 m², and the minimum lot size for the proposed RM-2 (Medium Density Apartment Residential) zone is 1300 m². Any variations from the requirements of the proposed zone will require a Development Variance Permit application. Appendix C describes the Zoning Map Amendment proposed with this development.

iii) Off-Street Parking And Loading Bylaw:

The Off Street Parking and Loading Bylaw establishes that 1.5 parking stalls and 0.2 visitor stalls are required for each dwelling unit in the RM-2 Zone. For the 291 housing units proposed, the full complement of parking would be 495 stalls. The parking provided is consistent with requirements for non-market multi-family development in the Central Business District of the Town Centre. For this reason, a parking relaxation will be required, and is supportable due to the proximity of the site to transit services along Dewdney Trunk Road and the rental tenure of the proposed housing stock.

Parking information provided by the applicant indicate that their existing rental buildings consistently have more parking than is used. The following table shows three rental housing developments managed by the applicant. Two of these are within the Maple Ridge Town Centre but out of the Central Business District (one of these is the existing Sorrento building on the subject site). The other building is in the City of Coquitlam.

Parking stalls used in 3 rental housing developments in Maple Ridge and Coquitlam					
Site	Total suites	Total parking provided	Stalls in use	Vacant stalls	stalls used /# suites
Coquitlam	53	78	35	43	0.66
Sorrento (MR)	22	54	22	32	0.53
Maple Ct. (MR)	108	150	53	97	0.49

¹ Council has requested information on rental rates and how existing tenants will be accommodated with the transition to new housing. Dialogue with the applicant reveals concessions are being considered as follows:

- Right of first refusal in new building
- Offer of available unit in other buildings owned by the applicant (one of these is within Maple Ridge)
- Financial compensation to all tenants to assist with relocation.

In all of these examples (involving over 180 rental units), the parking complement is less than 1 stall used per dwelling unit. This ratio is significantly lower than the Off Street Parking Bylaw requirement, even for the reduced standards of the Central Business District. On this basis, a parking variance is supportable. A parking reduction study prepared by a qualified professional has been provided, offering further justification for a parking reduction, as follows:

A key finding in the MVAPS (Metro Vancouver Apartment Parking Study) was that residents of rental apartment units (both market and non-market units combined) had average auto ownership levels of 0.82 vehicles per household, approximately 65% of that of strata units ...²

Section 3.4 of the Off-Street Parking Bylaw provides a cash in lieu option for relaxing parking requirements for properties that are within a 930 metre radius of the boundary of the Municipal parking lot in the Town Centre. This option could be a consideration. However, the cash contribution that required would be \$8000.00 per stall, which would be onerous for the applicant to provide. Additional options for consideration could be providing car share facilities. A mix of options could be considered, including granting a variance, cash in lieu, electric car charging stations, provision of some non-market rental, and car share facilities.

iv) Proposed Variances:

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

1. To vary the exterior side yard setback: (North PL along 122nd Avenue) from the required 7.5 metres to 6.0 metres.
2. To vary the interior side yard setback: (West and South PL) from the required 7.5 metres to 6.0 metres.
3. To vary the front yard setback: (East PL along 223rd Street) from 7.5 metres to 3.6 metres. Note: this setback is measured from the new property line established after a 3.9 metre road dedication along 223rd Street).
4. Parking requirements. The parking provided (288 stalls) generally complies with requirements in the Central Business District for non-market housing. However, parking requirements for the site, which is within 300 metres, but not within the CBC, are 1.7 stalls per dwelling unit, amounting to 495 stalls required.

The requested variances to the setback and parking requirements in the RM-2 Medium Density Zone will be the subject of a future Council report.

v) Development Permits:

Pursuant to Section 8.11 of the OCP, a Town Centre Development Permit application is required for all multifamily residential, flexible mixed use and commercial development located in the Town Centre.

vi) Advisory Design Panel:

The Advisory Design Panel (ADP) reviewed the form and character of the proposed development and the landscaping plans at a meeting held on October 11, 2016.

² Sunrise Re-Development Parking Variance Study, Bunt & Associates, November 2016

Following presentations by the project Architect and Landscape Architect, the ADP made the following resolution that:

The proposal be re-submitted and presented at a future Advisory Design Panel meeting with the following concerns addressed:

1. Consider relocating the office, multi purpose room, and fitness area to a central location and access to courtyards. Stacking program spaces is an option.
2. Consider further natural light elements along length of corridor and throughout building.
3. Consider further variation and diversity of building elevations for building as a whole.
4. Consider allowing additional natural light into courtyard areas by addressing building massing.
5. Consider further enhancements to courtyard resident entries.
6. Consider distributing underground bike parking throughout parking area.
7. Consider CEPTED issues and weather protection related to parking stairwells.
8. Consider additional variation of treatments and breaking up of building elevations on south façade.
9. Provide further enhancement and design forward play area for west play area.
10. Provide additional vertical elements to central play area.
11. Provide drop off area.
12. Reconsider activities for programming within courtyard area and noise conflicts.
13. Diversify the planting design within the massed planting areas.

The applicant has responded to these comments as follows:

1. Consider relocating the office, multi purpose room, and fitness area to a central location and access to courtyards. Stacking program spaces is an option.

Response: The location for the amenity areas was carefully selected in efforts to minimize the negative impacts to the neighbouring units and therefore livability. Having the amenities located near the front entrance of the building also allows for the office to ensure a secure building by way of having clear sight lines to who is entering/exiting the building and subsequently who is utilizing the amenity areas. Therefore, the current location of our office and amenity package serves to maintain a high level of security and consequently reduce theft/damage to the building.

2. Consider further natural light elements along length of corridor and throughout building.

Response: Natural light elements in a corridor is uncommon in condo/apartment buildings, as the natural light comes at the expense of reducing unit sizes. For this proposal, we have made every effort to ensure the units are as livable as possible, with ample windows creating a vast improvement on the current condition. The corridors will be well lit and have security features throughout.

3. Consider further variation and diversity of building elevations for building as a whole.

Response: Consideration will be made to bring more individual identity to the three end elevations fronting 223rd.

4. Consider allowing additional natural light into courtyard areas by addressing building massing.

Response: The building was oriented to maximize the amount of south facing units. Adjusting massing at this point will reduce the number of units that directly face the sun throughout the day, therefore not gaining a net positive offset through more light into courtyards. During the summer months, our shadow study shows that throughout the day that majority of the courtyard areas will see sunshine into the late afternoon.

5. Consider further enhancements to courtyard resident entries.

Response: Lobby entry points will be investigated for the potential to be further refined and enhanced.

6. Consider distributing underground bike parking throughout parking area.

Response: A revised parkade plan has been developed and is appended to this report.

7. Consider CEPTED issues and weather protection related to parking stairwells.

Response: Stairwells will be secure with residents accessing through exits from the parkade below in emergency situations only. Stairwells are also located directly in front of multiple unit windows and balconies which will give many tenants a direct sightline into them. Should any issues arise, tenants will be able to contact building management who will take the appropriate steps to correct. The stairwells are also located within the boundaries/fencing of the property and will only be accessible by tenants. Additional security measures will be discussed and investigated. It is important to also consider that this will be a rental building and any security issues or damage to the building will need to be remedied at the cost of Amacon (the Landlord). It is therefore in our best interests to carefully consider the security of this building in efforts to reduce future issues.

8. Consider additional variation of treatments and breaking up of building elevations on south façade.

Response: Consideration will be made to varying the massing on the south elevation.

9. Provide further enhancement and design forward play area for west play area.

Response: Landscape architect will revise to maximize the 'fun' potential of play area while ensuring a high level of safety is maintained.

10. Provide additional vertical elements to central play area.

Response: Landscape architect will revise to maximize the 'fun' potential of play area while ensuring a high level of safety is maintained.

11. Provide drop off area.

Response: Architect and Civil engineer will investigate possibility of having loading and pickup/drop off area near front entrance of building. This will be dictated by Maple Ridge Engineering's direction for the road widening at 223rd Street.

12. Reconsider activities for programming within courtyard area and noise conflicts.

Response: Any activities that cause excessive noise will be limited (ie no basketball hoop).

13. Diversify the planting design within the massed planting areas.

Response: Landscape architect will investigate other low-maintenance vegetation that could also be planted.

The applicant has considered and addressed ADP concerns as noted above and reflected in the current plans. A detailed description of how these items were incorporated into the final design will be included in a future report to Council pertaining to the required development permit.

Not all of the Advisory Design Panel's recommendations have been provided by the applicant. However, Council is not required to insist on strict adherence to the recommendations of this advisory committee. On this basis, Council may wish to approve or defer the applicant's latest submission.

vii) Development Information Meeting:

A Development Information Meeting was held at the Maple Ridge Legion at 12101 on July 20, 2016. There were 17 attendees attended the meeting. A summary of the main comments and discussions with the attendees was provided by the applicant and include the following main points:

Concerns:

1. Basketball court/hoop in play area
2. Skylights on top floor
3. Dishwashers
4. Amenity room rentable
5. Wooden blinds (or like material)
6. Swings in the courtyard area
7. Secluded area for smoking tenants
8. Unit square footages to remain same as those in previous buildings
9. Need big bedrooms and storage room
10. Rent to remain the same as current rates

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

1. *Basketball court/hoop in play area.* Though we will have a courtyard suitable for all children of all ages, we will not be able to include a basketball hoop on site. There is a park on 222nd St and 121st Ave that has a basketball hoop and is within a 5 minute walk from the building.
2. *Skylights on top floor.* Skylights will require additional structural design and reinforcement which will add substantial cost to the building construction in addition to added ongoing maintenance. The rental homes on the top level will have significant natural light through oversized windows.
3. *Dishwashers.* This again comes down to the cost benefit of including a dishwasher vs the affect it will have on the rental rates. We will review as we progress.
4. *Amenity room rentable.* This is typical in condominium buildings we have done in the past and rental of the amenity room will be managed by the on – site building manager.
5. *Wooden blinds (or like material).* Each unit will come equipped with sets of blinds though the exact material has not been specified yet.
6. *Swings in the courtyard area.* As the exact play equipment has not been selected, we still have the potential to include swings in the courtyard. Liability concerns may be raised here due to potential injury on private property.
7. *Secluded area for smoking tenants.* Tenants who wish to smoke will be able to use their personal balconies unless future law requires a designated area. If so, a designated area will be provided.
8. *Unit square footages to remain same as those in previous buildings.* Our square footage for the proposed units will be smaller in size than the old Sunrise and Sorrento buildings. However, the new units will be more efficiently laid out to maximize the full potential of the unit and create a much more livable space.
9. *Need big bedrooms and storage room.* Our bedrooms will be sized to support full size bedroom furniture. We will also have entry closets and storage closets in all units. Some units will also include dens (ie 2 bedrooms + a small den).

10. *Rent to remain the same as current rates.* This cannot be guaranteed as this will be a brand new rental building at market rental rates to be assessed at completion.

viii) Parkland Requirement:

As this development proposes to consolidate 4 parcels into one, there will be no parkland dedication required for this proposal.

4) Traffic Impact:

As the subject properties are located within 800 metres of the Lougheed Highway, a referral has been sent to the Ministry of Transportation and Infrastructure. Ministry approval of the Zone Amending Bylaw will be required as a condition of final reading. A traffic study will be forwarded to the Ministry for its approval.

5) Interdepartmental Implications:

i) Engineering Department:

Comments provided by the Engineering Department pertain to required servicing upgrades, traffic impacts, and road dedication. The conditions set out by the Engineering Department will be included as part of the Rezoning Servicing Agreement, stated as a condition of final approval, or will be addressed during the phase of construction by the Building Department.

ii) License, Permits and Bylaws Department:

The License, Permits and Bylaws Department will be addressing all matters relating to building permits and the demolition of the existing structures on the subject site. As noted, the construction process will proceed as a phased process, with the Sorrento Building that is currently occupied remaining until the initial construction is complete. At that time, the existing tenants will be relocated, and the Sorrento building will be demolished. The other 3 structures are currently undergoing demolition.

iii) Fire Department:

The Fire Department will require the applicant to provide a construction safety plan to cover the construction process. Additional information and requirements include structural details for emergency planning, Fire Department access based on established protocols, fire safety plan prior to occupancy, security measures, and address visibility.

6) Intergovernmental Issues:

i) Local Government Act:

An amendment to the OCP requires the local government to consult with any affected parties and to adopt related bylaws in compliance with the procedures outlined in Section 477 of the *Local Government Act*. The amendment required for this application, for the two parcels at 12159 & 223rd Street, from single family to low rise apartment, is considered to be minor in nature. It has been determined that no additional consultation beyond existing procedures is required, including referrals to the Board of the Regional District, the Council of an adjacent municipality, First Nations, the School District or agencies of the Federal and Provincial Governments.

The amendment has been reviewed with the Financial Plan/Capital Plan and the Waste Management Plan of the Greater Vancouver Regional District and determined to have no impact.

7) Citizen/Customer Implications:

The provision of rental housing is needed in the community and is a Council priority. This proposal will assist with meeting these objectives, and is therefore supportable.

CONCLUSION:

It is recommended that first and second reading be given to OCP Amending Bylaw No. 7243-2016, that second reading be given to Zone Amending Bylaw No. 7244-2016, and that application 2016-052-RZ be forwarded to Public Hearing.

“Original signed by Diana Hall”

Prepared by: Diana Hall, MA (Planning), MCIP, RPP
Planner 2

“Original signed by Christine Carter”

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

“Original signed by Frank Quinn”

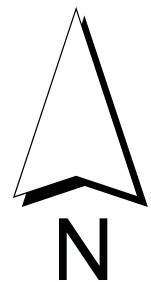
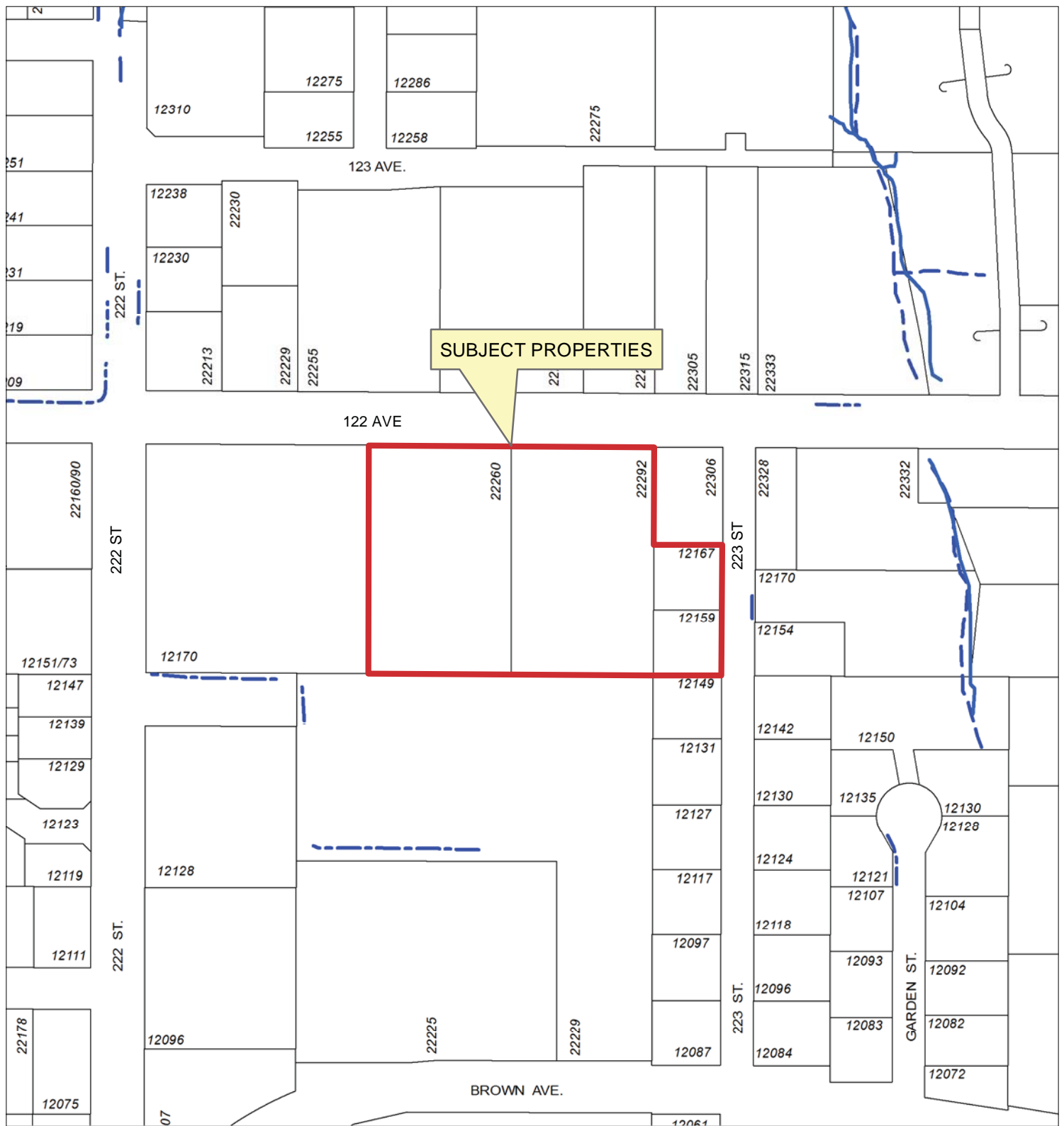
Approved by: Frank Quinn, MBA, P.Eng
GM: Public Works & Development Services

“Original signed by E.C. Swabey”

Concurrence: E.C. Swabey
Chief Administrative Officer

The following appendices are attached hereto:

Appendix A – Subject Map
Appendix B – Ortho Map
Appendix C – OCP Amending Bylaw No. 7243-2016
Appendix D – Zone Amending Bylaw No. 7244-2016
Appendix E – Site Plan and Parking Plan
Appendix F – Building Elevation Plans
Appendix G – Landscape Plan



Scale: 1:2,000

Legend

- Stream
- Ditch Centreline
- Indefinite Creek

**22260/92 122 AVENUE &
12159/67 223 STREET**

PLANNING DEPARTMENT



MAPLE RIDGE

British Columbia

mapleridge.ca

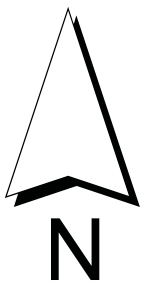
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DATE: Feb 29, 2016

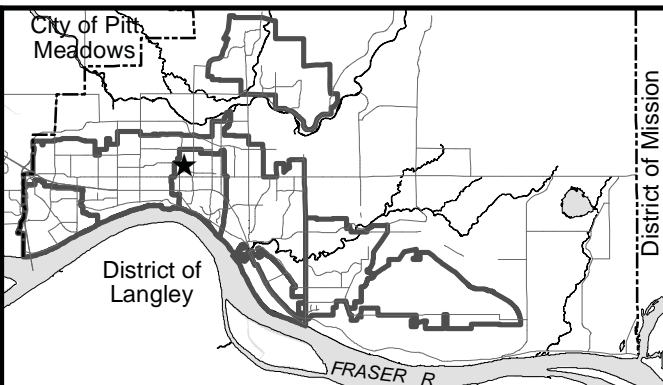
BY: PC



Aerial Imagery from the Spring of 2011



Scale: 1:2,000



22260/92 122 AVENUE &
12159/67 223 STREET

PLANNING DEPARTMENT



MAPLE RIDGE

British Columbia

mapleridge.ca

FILE: 2016-052-RZ

DATE: Feb 29, 2016

BY: PC

APPENDIX C

CITY OF MAPLE RIDGE

BYLAW NO. 7243-2016

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 expedient to amend Schedule "B" 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. 7243-2016."
2. Schedule "B" is hereby amended for that parcel or tract of land and premises known and described as:

Lot 44 District Lot 399 Group 1 New Westminster District Plan 41066

Lot 48 District Lot 399 Group 1 New Westminster District Plan 44211

and outlined in heavy black line on Map No. 924, a copy of which is attached hereto and forms part of this Bylaw, is hereby designated/amended as shown.

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

READ a first time the _____ day of _____, 20_____

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

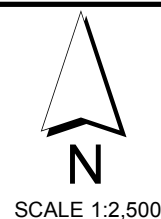
PUBLIC HEARING held the day of , 20

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

ADOPTED, the day of , 20 .

PRESIDING MEMBER

CORPORATE OFFICER



CITY OF MAPLE RIDGE

BYLAW NO. 7244-2016

A Bylaw to amend Zoning Bylaw No. 3510 - 1985 and to discharge certain Land Use Contracts

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

WHEREAS a land use contract may, under s.546 of the Local Government Act, be discharged by bylaw with the agreement of the local government and the owner of any parcel of land that is described in the bylaw as being covered by the discharge; and

WHEREAS the owner of land legally described as:

Lot 44 District Lot 399 Group 1 New Westminster District Plan 41066 and

Lot 48 District Lot 399 Group 1 New Westminster District Plan 44211

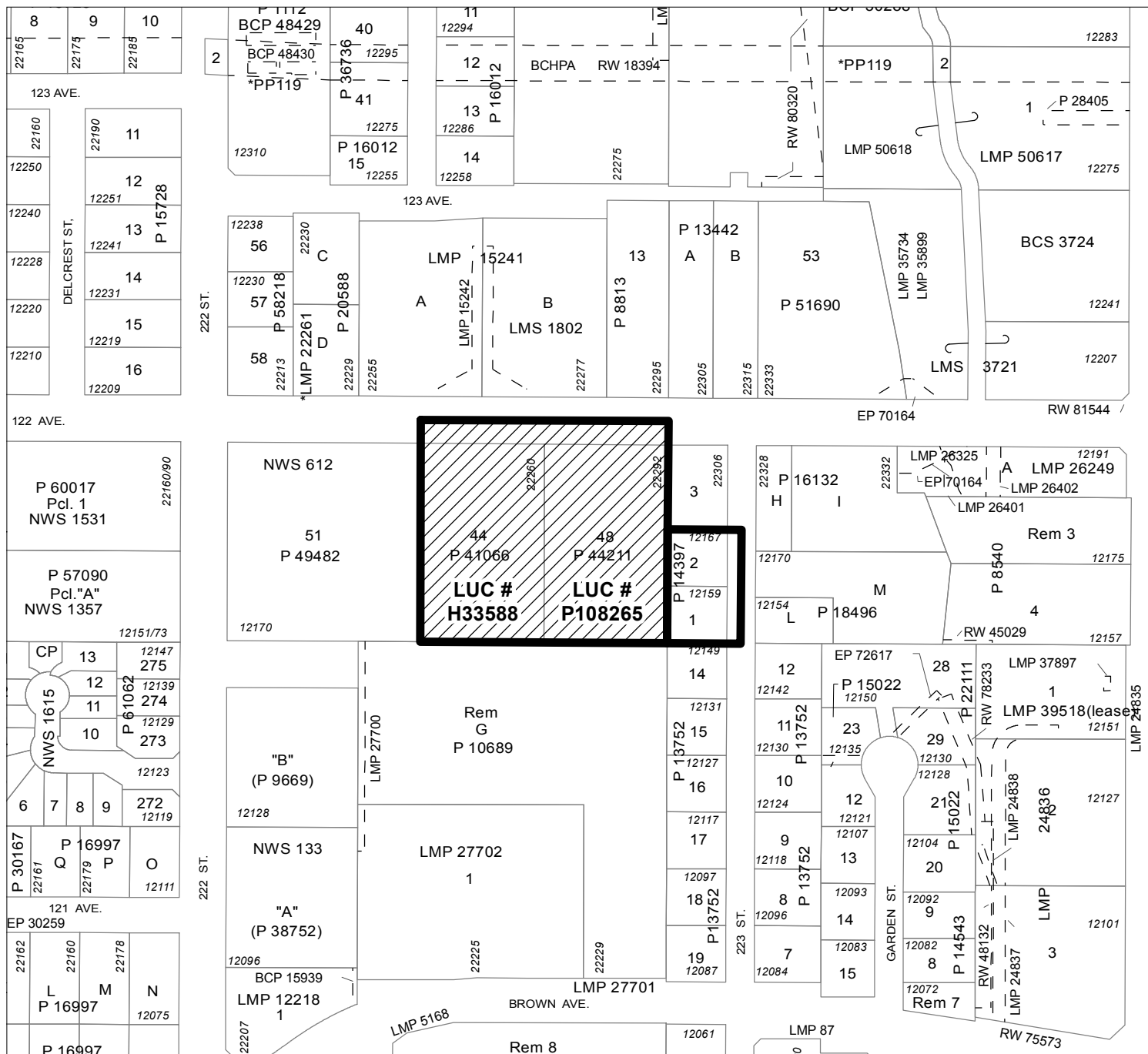
has agreed in writing to the discharge of the land use contracts charging each of those parcels;

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

1. This Bylaw may be cited as "Maple Ridge Zone Amending and Land Use Contract Discharge Bylaw No. 7244-2016."
2. Those parcel (s) or tract (s) of land and premises known and described as:

Lot 44 District Lot 399 Group 1 New Westminster District Plan 41066
Lot 48 District Lot 399 Group 1 New Westminster District Plan 44211
Lot 1 District Lot 399 Group 1 New Westminster District Plan 14397
Lot 2 District Lot 399 Group 1 New Westminster District Plan 14397
as shown outlined in heavy black line on Map No. 1674 a copy of which is attached hereto and forms part of this Bylaw, are hereby rezoned to RM-2 (Medium Density Apartment Residential).
3. Maple Ridge Zoning Bylaw No. 3510 - 1985 as amended and Map "A" attached thereto are hereby amended accordingly.
4. The land use contract registered on April 12, 1972 and assigned registration number H33588 is discharged from the land described as Lot 44 District Lot 399 Group 1 New Westminster District Plan 41066 (PID 002-539-187).


CORPORATE OFFICER



MAPLE RIDGE ZONE AMENDING

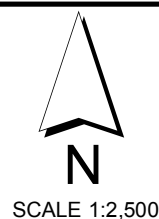
Bylaw No. 7244-2016

Map No. 1674

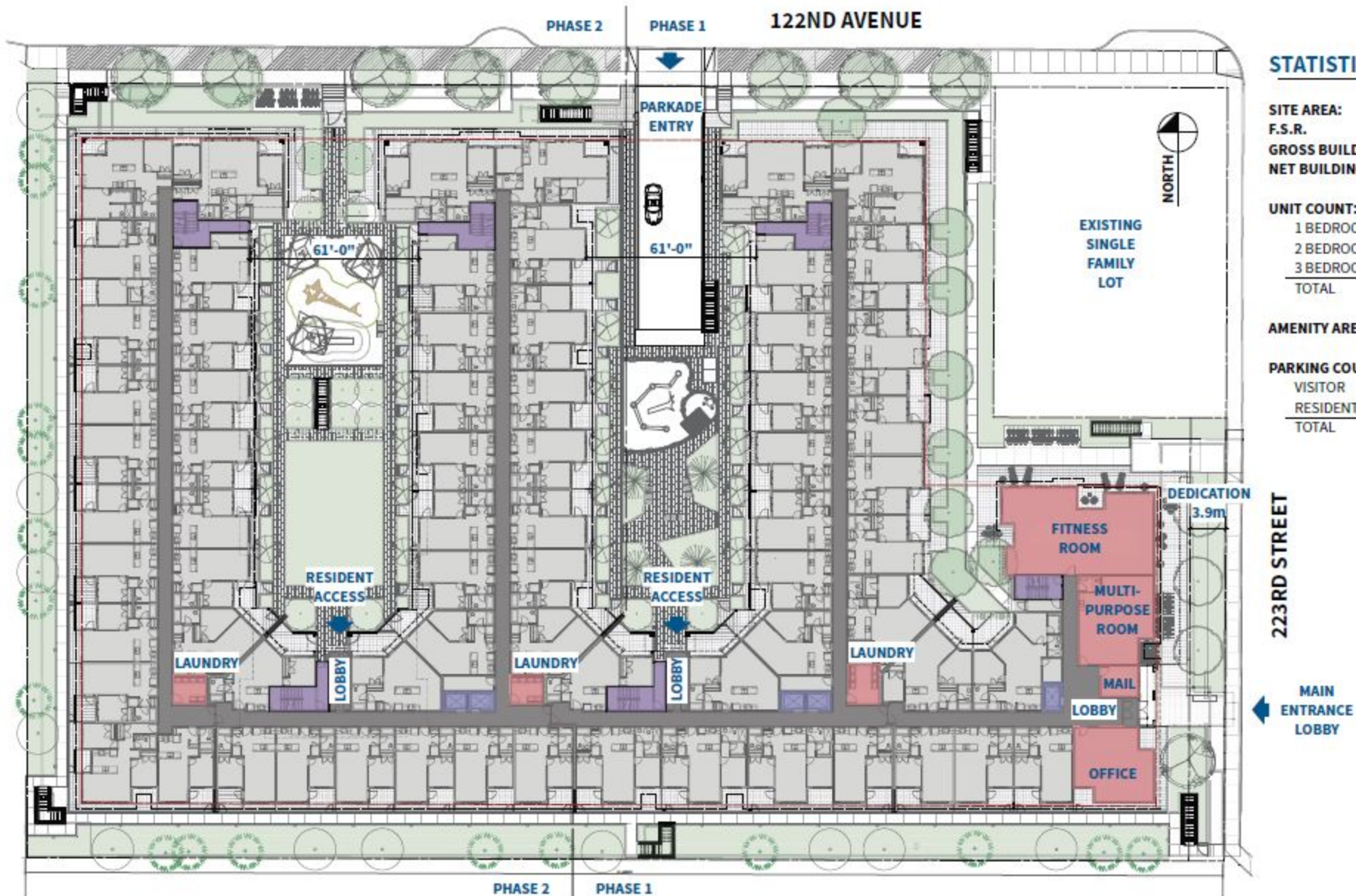
From:  LUC (Land Use Contracts) Registration #H33588 & #P108265

 RS-1 (One Family Urban Residential)

To: RM-2 (Medium Density Apartment Residential)



APPENDIX E



STATISTICS

SITE AREA:	110 865.05 SF
F.S.R.	1.80
GROSS BUILDING AREA:	222 022.0 SF
NET BUILDING AREA:	187 639.20 SF

UNIT COUNT:	
1 BEDROOM	200
2 BEDROOM	79
3 BEDROOM	12
TOTAL	291

AMENITY AREA:	3322.9 SF
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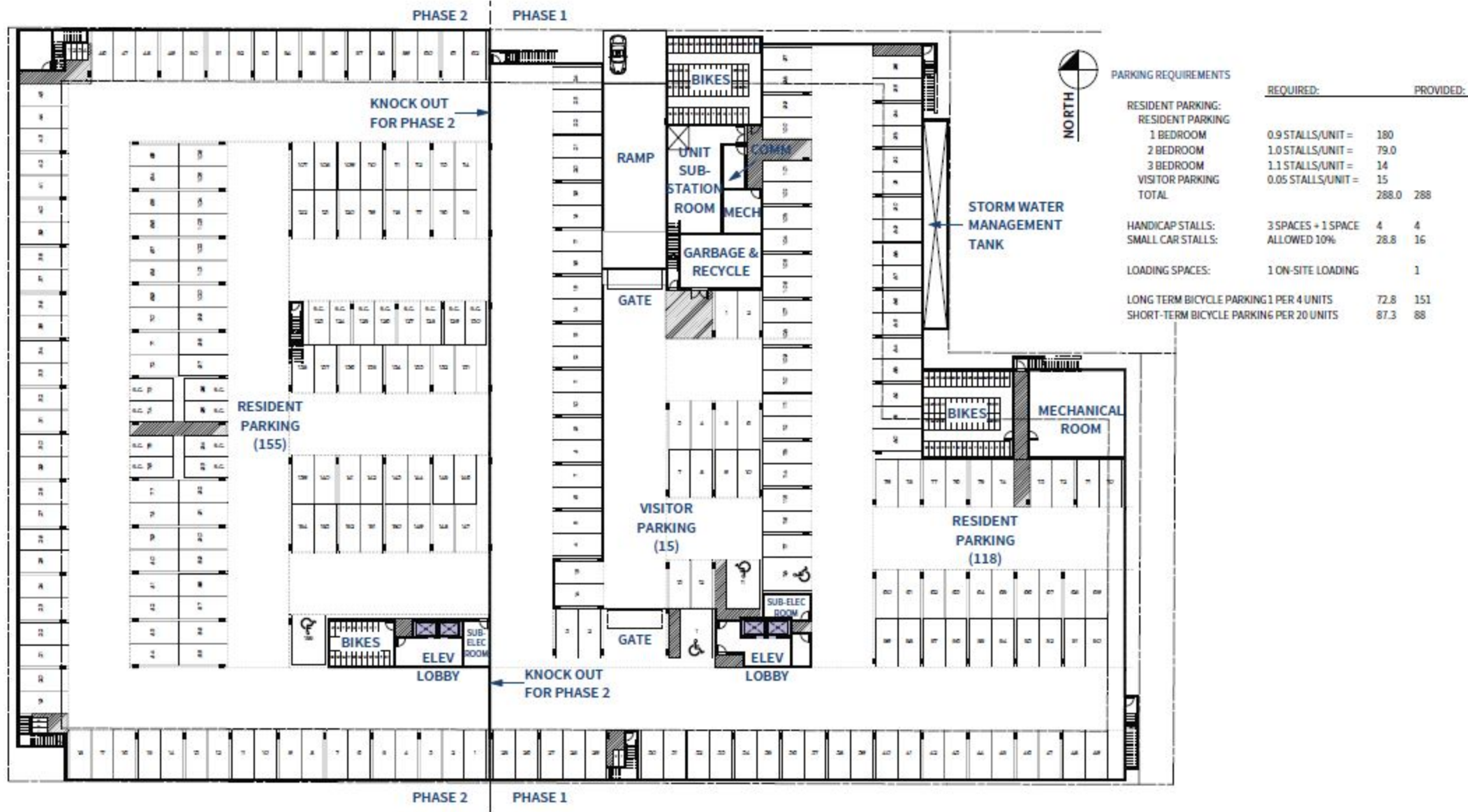
PARKING COUNT:	
VISITOR	15
RESIDENT	273
TOTAL	288

SUNRISE RE-DEVELOPMENT SITE PLAN AND GROUND FLOOR PLAN 1:200

22260, 22292 122ND AVE & 12159-12167 223RD ST, MAPLE RIDGE

CICCOZZI
ARCHITECTURE

11.09.2016



SUNRISE RE-DEVELOPMENT PARKING PLAN 1:200

22260, 22292 122ND AVE & 12159-12167 223RD ST, MAPLE RIDGE

CICCOZZI
ARCHITECTURE

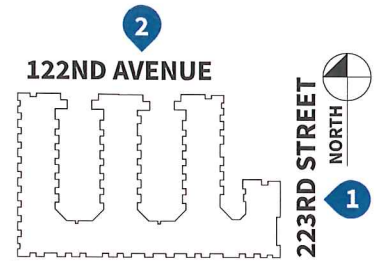
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APPENDIX F



SEE: 2/ELEVATION BLOW-UPS

1 223RD STREET (EAST) STREETSCAPE

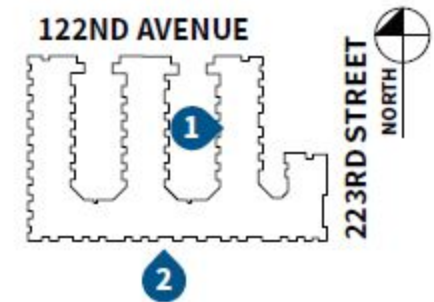


SEE: 1/ELEVATION BLOW-UPS

2 122ND AVE (NORTH) STREETSCAPE



1 INTERIOR ELEVATION (SECTION THROUGH PARKADE ENTRY)



2 SOUTH ELEVATION

SUNRISE RE-DEVELOPMENT ELEVATIONS

22260, 22292 122ND AVE & 12159-12167 223RD ST, MAPLE RIDGE

CICCOZZI
ARCHITECTURE

11.09.2016



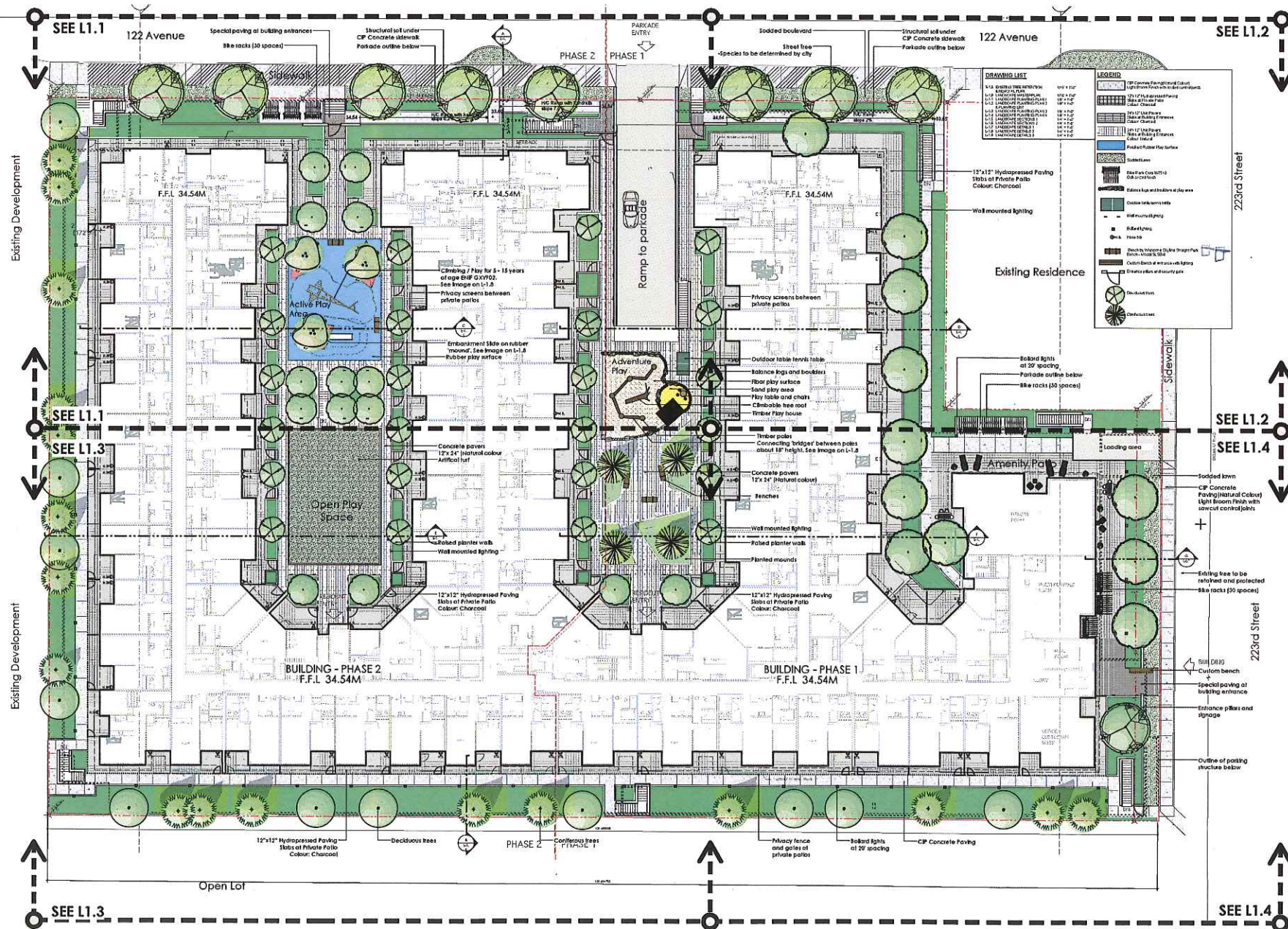
SUNRISE RE-DEVELOPMENT RENDERING LOOKING AT MAIN ENTRY FROM 233RD STREET

22260, 22292 122ND AVE & 12159-12167 223RD ST, MAPLE RIDGE

CICCOZZI
ARCHITECTURE

11.09.2016

APPENDIX G



TO: Her Worship Mayor Nicole Read
and Members of Council
FROM: Chief Administrative Officer
SUBJECT: Second Reading
Official Community Plan Amending Bylaw No. 7283-2016
22606 Dewdney Trunk Road

MEETING DATE: December 5, 2016
FILE NO: 2016-325-RZ
MEETING: C of W

EXECUTIVE SUMMARY:

A Temporary Use Permit application has been received for the subject property, located at 22606 Dewdney Trunk Road, to permit a temporary taxi dispatch use. The applicant is currently operating a taxi dispatch office at 20542 Dewdney Trunk Road; however, this property is not commercially zoned and the previous temporary use permit has lapsed. A previous application to rezone 20542 Dewdney Trunk Road and bring the taxi dispatch use into compliance was received in 2013 but the applicant did not proceed beyond first reading and the application was subsequently closed due to inactivity. The applicant no longer intends to develop 20542 Dewdney Trunk Road to include the existing non-compliant taxi business. The purpose of the subject application is to temporarily relocate the taxi business to 22606 Dewdney Trunk Road to rectify the current business' non-compliance at the current location. Council granted first reading and considered the early consultation requirements for the Official Community Plan (OCP) Amending Bylaw No. 7283-2016, on September 20, 2016.

RECOMMENDATIONS:

- 1) That, in accordance with Section 475 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. 7283-2016 on the municipal website and requiring that the applicant host a Development Information Meeting (DIM), and Council considers it unnecessary to provide any further consultation opportunities, except by way of holding a Public Hearing on the bylaw;
- 2) That Official Community Plan Amending Bylaw No. 7283-2016 be considered in conjunction with the Capital Expenditure Plan and Waste Management Plan;
- 3) That it be confirmed that Official Community Plan Amending Bylaw No. 7283-2016 is consistent with the Capital Expenditure Plan and Waste Management Plan;
- 4) That Official Community Plan Amending Bylaw No. 7283-2016 , as amended, be given second reading and be forwarded to Public Hearing;
- 5) That the following terms and conditions be met prior to final reading:
 - i) Amendment to Official Community Plan Appendix D – Temporary Use Permits, to add the subject property to the list of properties; and

- ii) Provision of a refundable security equivalent to 100% of the estimated landscape cost, in accordance with the terms and conditions of the Temporary Use Permit.

DISCUSSION:

1) Background Context:

Applicant:	SDM Transport Ltd.
Legal Description:	Lot 4 Except Westerly 81.1 Feet District Lot 401 Group 1 New Westminster District Plan 7863
OCP:	
Existing:	Town Centre Commercial
Proposed:	Temporary Use Permit
Zoning:	
Existing:	CS-1 (Service Commercial)
Surrounding Uses:	
North:	Use: Automotive Repair, Indoor Recreation Zone: CS-1 (Service Commercial) Designation: Town Centre Commercial
South:	Use: Road, Vacant, Bus Loop Zone: RS-1 (One Family Urban Residential), C-3 (Town Centre Commercial) Designation: Medium and High-Rise Apartment, Town Centre Commercial
East:	Use: Child Care Zone: C-3 (Town Centre Commercial) Designation: Town Centre Commercial
West:	Use: Restaurant, Office Zone: C-3 (Town Centre Commercial) Designation: Town Centre Commercial
Existing Use of Property:	Vacant
Proposed Use of Property:	Taxi Dispatch Office
Site Area:	0.168 ha. (0.4 acres)
Access:	Dewdney Trunk Road, 226 Street
Servicing requirement:	Urban Standard

2) Background:

The applicant proposes to amend Appendix D - Temporary Use Permits of the OCP to allow a Temporary Use Permit for a taxi dispatch office. The uses requested for the temporary use permit include a taxi dispatch office and taxi parking. The applicant proposes to improve the overall appearance of the property by painting the existing building, and adding landscaping.

The applicant is currently operating a taxi dispatch office at 20542 Dewdney Trunk Road; however, this property is not commercially zoned and the previous temporary use permit has lapsed. A previous application to rezone 20542 Dewdney Trunk Road and bring the taxi dispatch use into compliance was received in 2013 but the applicant did not proceed beyond first reading and the application was subsequently closed due to inactivity. The applicant no longer intends to develop 20542 Dewdney Trunk Road to include the existing non-compliant taxi business. The purpose of the subject application is to temporarily relocate the taxi business to 22606 Dewdney Trunk Road to rectify the current business' non-compliance at the current location (see Appendix A and B)

3) Project Description:

The subject property has vehicular access via Dewdney Trunk Road and 226 Street, which the applicant proposes to keep fenced with a chain link gate for security purposes. A total of 43 parking spaces will be provided on the property for taxi parking and taxi driver parking. The existing building on the property will be utilized for a taxi dispatch office, which operates 24 hours per day, seven days a week. No propane refueling will take place on the property.

4) Planning Analysis:

i) Official Community Plan:

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 City 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 three 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.*
 - c) *other temporary uses.*
6. *A Temporary Use Permit is issued in accordance with the provisions of Section 492 of the Local Government Act.*
7. *The following section lists areas designated for Temporary Uses and describes the purpose of the use. The described purpose and the specified general conditions for issuing a Permit for the declared areas are described as part of the Temporary Use Permit.*

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. The bylaw has been amended to add the Permit Area Number “4”, to be in sequential numeric order within Appendix D of the OCP (see Appendix C).

ii) **Development Information Meeting:**

A Development Information Meeting was held at the Maple Ridge Library on November 22, 2016. A total of three people attended the meeting from surrounding apartment buildings and were concerned that the applicant intended to construct a tall building that would impede their view. After the applicant presented the proposal (see Appendix D), the attendees felt that the presence of an office operating 24 hours per day would increase safety in the neighbourhood.

5) **Interdepartmental Implications:**

The Licenses, Permits and Bylaws Department (the Bylaws Department) has provided the following draft operating requirements for the business license, which are in line with the City's Taxi Bylaw.

- The records of all daily trips for each taxi must be kept in the place of business for a period of six months and shall be produced for inspection at any time on request by the Police or the Bylaw department.
- Any taxi that is older than 7 years must be removed from the fleet.
- The drivers must always have a current chauffeurs permit and the Company must send the bylaw department updated lists of all current drivers.
- All drivers must clearly display photo identification inside the taxi.
- Each taxi must display a vehicle for hire plate that is valid for the current year. These plates are not transferrable from vehicle to vehicle.
- A list of complaints must be forwarded to the Bylaw Department twice monthly.

As the Bylaws Department is currently dealing with infractions at the existing business location, the above noted conditions will need to be resolved to the satisfaction of the City prior to issuance of a Temporary Use Permit on the subject property. The property located at 20542 Dewdney Trunk Road holds a valid business license which expires on December 31, 2016. Due to the RS-1 (One Family Urban Residential) zoning of that property, which does not permit a taxi dispatch use, the business license will not be renewed for that property.

6) **Intergovernmental Issues:**

i) **Local Government Act:**

An amendment to the OCP requires the local government to consult with any affected parties and to adopt related bylaws in compliance with the procedures outlined in Section 477 of the *Local Government Act*. The amendment required for this application, to amend Appendix D - Temporary Use Permits of the Official Community Plan (OCP) is proposed to allow a Temporary Use Permit on the subject property, is considered to be minor in nature. It has been determined that no additional consultation beyond existing procedures is required, including referrals to the Board of the Regional District, the Council of an adjacent municipality, First Nations, the School District or agencies of the Federal and Provincial Governments.

The amendment has been reviewed with the Financial Plan/Capital Plan and the Waste Management Plan of the Greater Vancouver Regional District and determined to have no impact.

CONCLUSION:

It is recommended that first and second reading be given to OCP Amending Bylaw No. 7283-2016, and that application 2016-325-RZ be forwarded to Public Hearing.

“Original signed by Amelia Bowden”

Prepared by: Amelia Bowden, M. Urb
Planner 1

“Original signed by Christine Carter”

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

“Original signed by Frank Quinn”

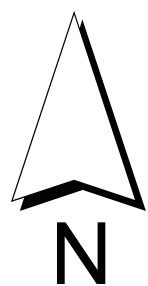
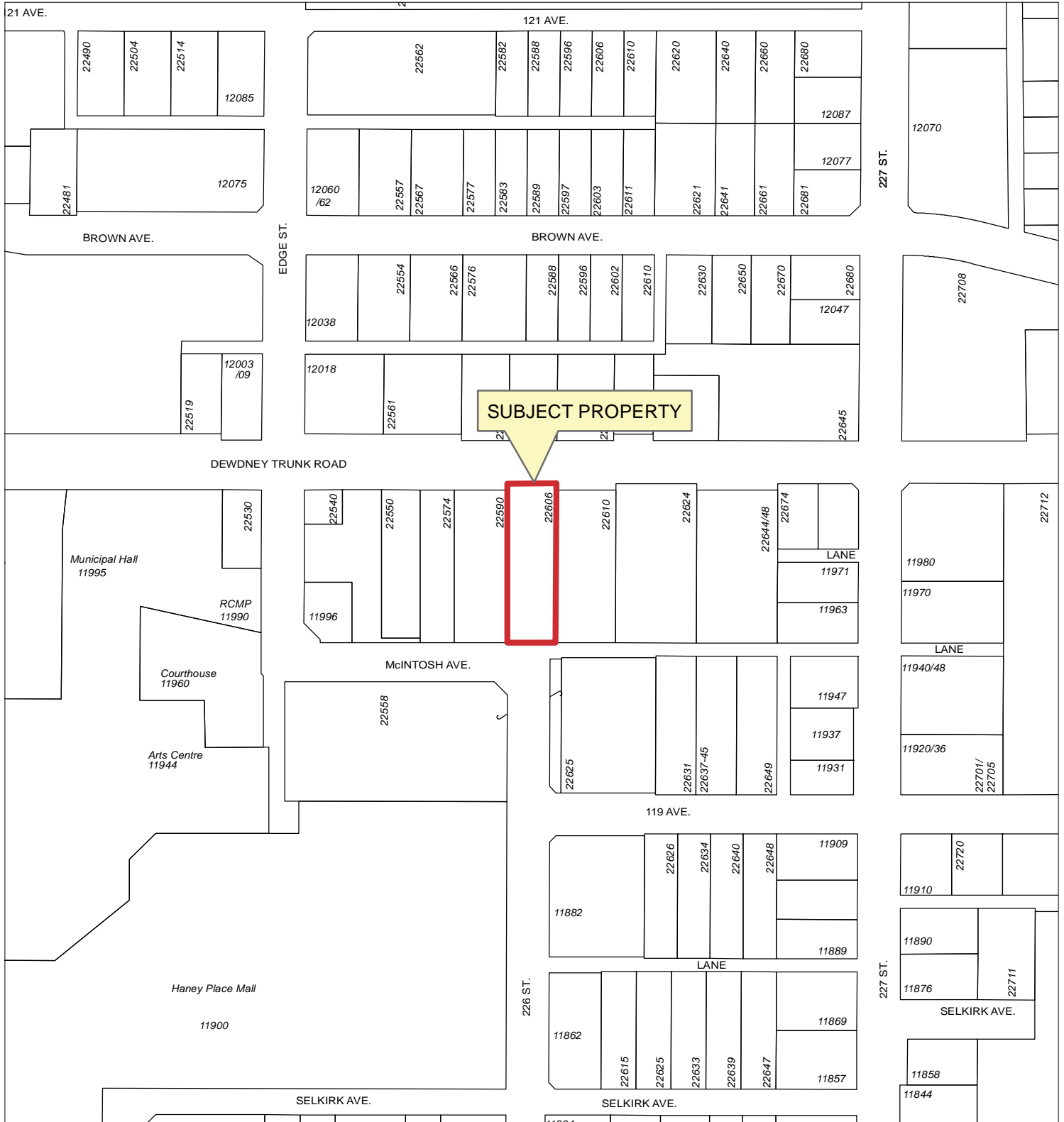
Approved by: Frank Quinn, MBA, P.Eng
GM: Public Works & Development Services

“Original signed by E.C. Swabey”

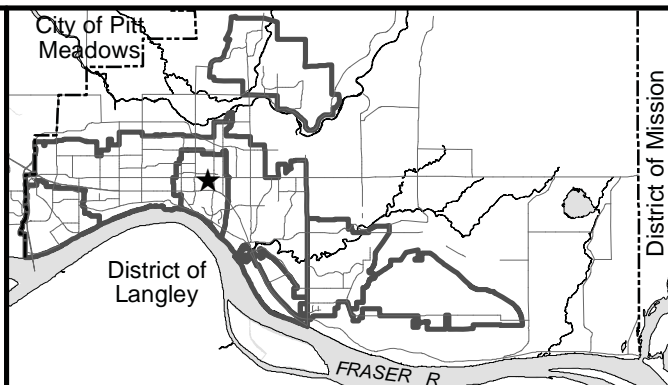
Concurrence: E.C. Swabey
Chief Administrative Officer

The following appendices are attached hereto:

- Appendix A – Subject Map
- Appendix B – Ortho Map
- Appendix C – OCP Amending Bylaw No. 7283-2016
- Appendix D – Site and Landscape Plan



Scale: 1:2,500



22606 DEWDNEY TRUNK ROAD

PLANNING DEPARTMENT



MAPLE RIDGE

British Columbia

mapleridge.ca

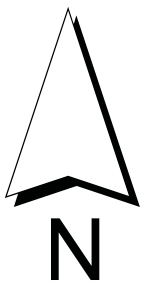
FILE: 2016-325-RZ

DATE: Aug 22, 2016

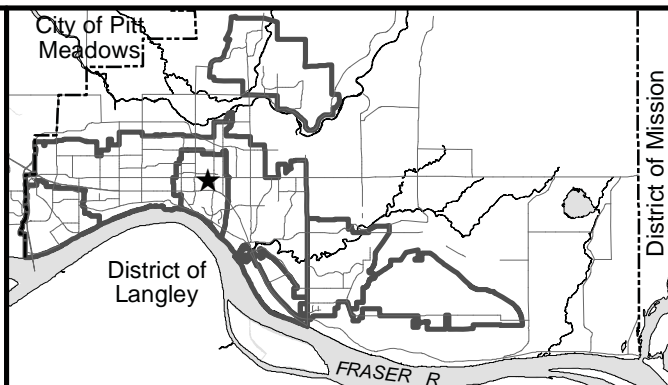
BY: PC



Aerial Imagery from the Spring of 2011



Scale: 1:2,500



22606 DEWDNEY TRUNK ROAD

PLANNING DEPARTMENT



FILE: 2016-325-RZ
DATE: Aug 22, 2016

BY: PC

CITY OF MAPLE RIDGE

BYLAW NO. 7283-2016

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 expedient 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. 7283-2016."
2. Appendix D. TEMPORARY USE PERMITS, Section TEMPORARY USE PERMIT AREA is amended by deleting Temporary Commercial Use Permit Area Location No.2 in its entirety and renumbering subsequent locations accordingly.
3. Appendix D. TEMPORARY USE PERMITS, Section TEMPORARY USE PERMIT AREA is amended by the addition of the following, in sequential numeric order:

Temporary Commercial Use Permit Area Location No. 4

Purpose:

To permit a temporary taxi dispatch office and taxi parking located at 22606 Dewdney Trunk Road.

Location:

Those parcels or tracts of land shown on Temporary Commercial Use Permit Area No. 5 map, and known and described as:

Lot 4 Except: Westerly 81.1 feet; District Lot 401 Group 1 New Westminster District Plan 7863

is hereby designated to permit a temporary commercial use for a taxi dispatch office, for the lesser of a three-year maximum period or in the event of an offence to any City bylaw. The time period becomes effective upon adoption of this bylaw.

4. Appendix D. TEMPORARY USE PERMITS, Section TEMPORARY USE PERMIT AREA is amended by the addition of the attached Temporary Commercial Use Permit Area Location No. 4 map, in sequential numeric order.

5. Maple Ridge Official Community Plan Bylaw No.7060-2014 as amended, is hereby amended accordingly.

READ a first time the 20th day of September, 2016.

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 .

PRESIDING MEMBER

CORPORATE OFFICER

PLANT LIST

SYMBOL	QUANTITY	BOTANICAL NAME	COMMON NAME	SIZE	SPACING
SHRUBS					
	46	Euonymus fortunei 'Emerald Gaiety'	Emerald Gaiety Euonymus	#1 Cont.	0.6m O.C.
	8	Prunus l. 'Otto Luyken'	Otto Luyken Laurel	#2 Cont.	1.0m O.C.
	5	Pieris japonica 'Forest Flame'	Forest Flame Pieris	#2 Cont.	
	30	Thuja occidentalis 'Smaragd'	Smaragd Hedge Cedar	1.2m ht.	0.75m O.C.

NOTES:

ALL WORK & MATERIALS TO CONFORM TO THE LATEST EDITION OF THE BC LANDSCAPE STANDARD AND IN ACCORDANCE WITH THE CITY OF MAPLE RIDGE STANDARDS, UNLESS OTHERWISE NOTED.
 PROVIDE FERTILITY & PARTICLE SIZE ANALYSIS TEST FOR GROWING MEDIUM PRIOR TO STARTING WORK.
 GROWING MEDIUM TO BE WEED FREE AND COMPOSTED, CONFORMING TO BCNTA STANDARD FOR 'LEVEL 2 SOILS'.
 PROVIDE TOPSOIL DEPTHS AS FOLLOWS:
 SHRUBS AND GROUNDCOVERS-Min. 18" DEPTH CONTINUOUS
 ONE YEAR PLANT WARRANTY SITE REVIEW WILL BE CONDUCTED
 ALL PLANT MATERIAL TO COME FROM A CERTIFIED DISEASE-FREE NURSERY. PROVIDE CERTIFICATION UPON REQUEST
 IN THE EVENT OF A DISCREPANCY BETWEEN QUANTITIES IN THE PLANT LIST AND ACTUAL SYMBOLS IN THE PLAN, A MANUAL COUNT OF SYMBOLS IN THE PLAN SHALL TAKE PRECEDENT. BIDDERS TO CONFIRM ALL QUANTITIES.

GROWING MEDIUM SPECIFICATION**

BC Landscape Standard • Seventh Edition

6 - Growing Medium

Table 6-3: Properties of Growing Medium for Level 2 "Groomed" and Level 3 "Moderate" Areas

Level 2 and 3 areas: routine, high to moderate standard of maintenance is anticipated. Automatic irrigation is recommended, however such areas can be adequately irrigated through consistent use of manual irrigation equipment. The textural classification for these growing media by the Canadian System of Soil Classification is "Loamy Sand" to "Sandy Loam". These growing media accommodate a wide selection of plants; they create a balance between good drainage and water retention and are suited to moderate, normal maintenance practices. "On-slab" areas should be treated as Level 1 areas, with corresponding increase in sand content and decrease in silts and clays.

Growing Medium Types:	2L	2P	3P
Applications:	Low traffic Lawn Areas Trees & Large Shrubs	High Traffic Lawn Areas	Planting Areas
Percent of Dry Weight of Total Growing Medium			
Texture:			
Coarse Gravel			
• larger than 19mm	0 - 1%	0 - 1%	0 - 1%
• smaller than 40mm			
All Gravel			
• larger than 2mm	0 - 5%	0 - 5%	0 - 5%
• smaller than 40mm			
Percent of Dry Weight of Growing Medium Excluding Gravel			
Sand:			
• larger than 0.05mm	50 - 80%	70 - 90%	40 - 80%
• smaller than 2mm			
Silt:			
• larger than 0.002mm	10 - 25%	0 - 15%	10 - 25%
• smaller than 0.05mm			
Clay:			
• smaller than .002mm	0 - 25%	0 - 15%	0 - 25%
Clay and Silt Combined	Maximum 35%	Maximum 15%	Maximum 35%
Organic Content:			
Coast ¹	3-10%	3-5%	10-20%
Organic Content			
Interior ²	3-5%	3-5%	15-20%
Acidity (pH):	6.0-7.0	6.0-7.0	4.5-6.5
Drainage:	Percolation shall be such that no standing water is visible 60 minutes after at least 10 minutes of moderate to heavy rain or irrigation.		

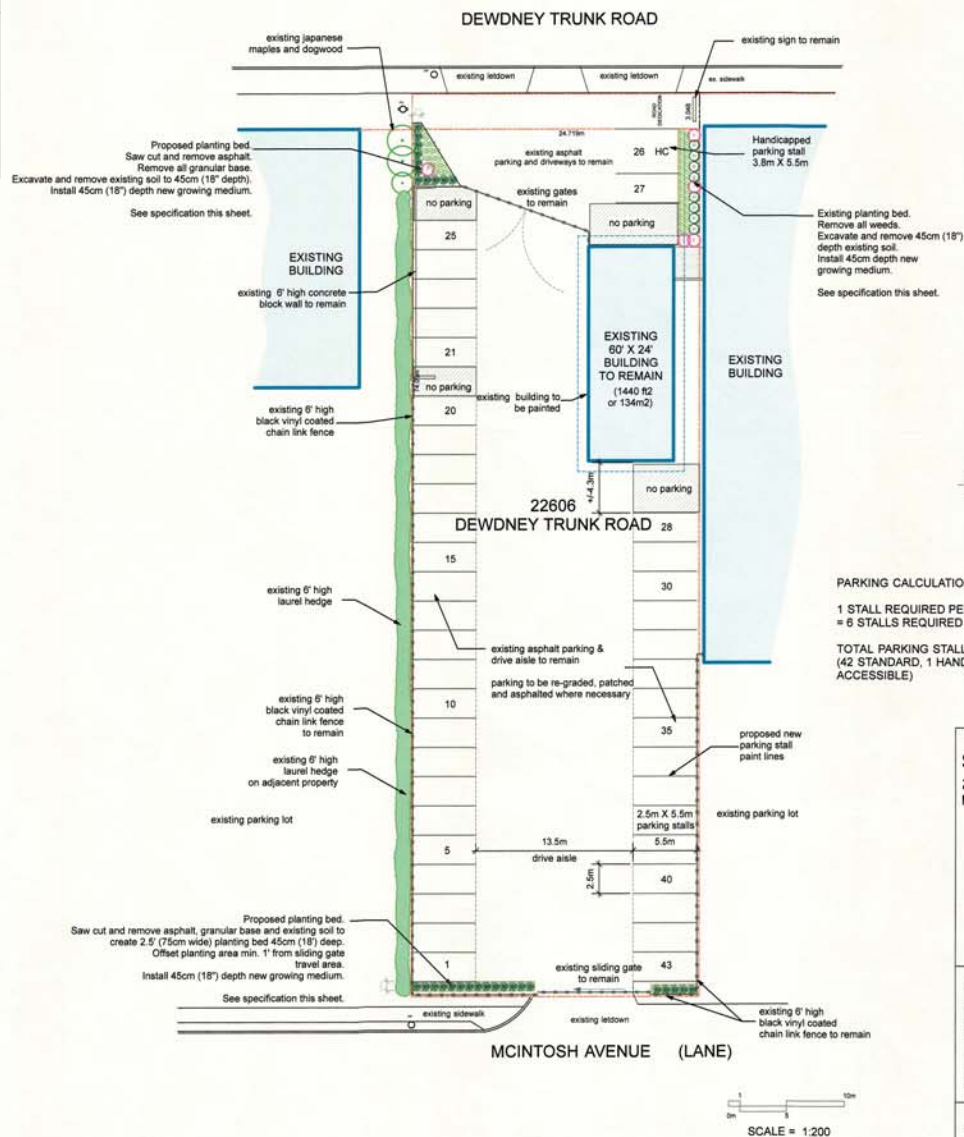
1 - "Coast" denotes locations with average annual precipitation greater than 60cm (24in). Organic matter is calculated as a percentage of the upper 20cm (8in) of growing medium.

2 - "Interior" denotes locations with average annual precipitation less than 60cm (24in). Organic matter is calculated as a percentage of the upper 20cm (8in) of growing medium.

PAGE 70

SEVENTH EDITION

****PROVIDE SOIL FERTILITY & PARTICLE SIZE ANALYSIS TEST FOR APPROVAL PRIOR TO DELIVERY OR PLACEMENT OF ANY GROWING MEDIUM**



NOTES:
 LANDSCAPE PLANS FORM AN INTEGRAL PART OF THE DEVELOPMENT AND BUILDING PERMITS AND MUST BE SUBMITTED TO THE RELEASE OF THE LANDSCAPING LETTER OF CREDIT.
 FEATURES SHOWN ON THIS PLAN HAVE BEEN FIELD MEASURED APPROXIMATELY AND DO NOT CONSTITUTE A LEGAL SURVEY.

THE SOLE TERMS OF THE LANDSCAPE ARCHITECT'S SCOPE OF WORK AND PROFESSIONAL RESPONSIBILITIES ARE DEFINED ON THE LANDSCAPE SCHEDULES SUBMITTED FOR THIS PROJECT.
 ALL DESIGNS & DRAWINGS (PAPER & DIGITAL) ARE COPYRIGHT © 2017 RORY DAFOR LANDSCAPE ARCHITECT & ARE NOT TO BE REPRODUCED, REVISED OR COPIED WITHOUT PRIOR CONSENT.

REVISIONS:

ISSUES:

PARKING CALCULATION

1 STALL REQUIRED PER 25m2 GROSS FLOOR AREA
 = 6 STALLS REQUIRED

TOTAL PARKING STALLS PROVIDED=43
 (42 STANDARD, 1 HANDICAPPED ACCESSIBLE)

PROJECT:

SDM TRANSPORT LTD.
 22606 Dewdney Trunk Road
 Maple Ridge, B.C.

LANDSCAPE ARCHITECT
 RORY DAFOR
 11278 81st Street
 Maple Ridge
 British Columbia
 Canada
 V2X 1P3
 Office & Mobile: (604) 480 9696
 rdafor@shaw.ca

TITLE:
**SITE PLAN &
 LANDSCAPE PLAN**

DRWG: **L-1** of 1

DATE: Aug. 19/16 SCALE: 1:200 REVISION:

City of Maple Ridge

TO: Her Worship Mayor Nicole Read
and Members of Council
FROM: Chief Administrative Officer
MEETING DATE: December 5, 2016
FILE NO: 2014-104-SD
MEETING: C of W
SUBJECT: First, Second, and Third Reading
East Hampstead Local Area Service Bylaw No. 7278-2016
23050 136 Avenue

EXECUTIVE SUMMARY:

The developer of the property located at 23050 136 Avenue has made a formal petition (Appendix "D"), per the *Community Charter, Part 7, Division 5, 211 (1)(a)*, requesting the City provide a Local Area Service Bylaw specific to those properties to be created by subdivision. The service is for enhanced landscape maintenance including road bioswales and two parkettes within the development. The bylaw will require the future property owners of each the 21 single family lots to pay an annual fee as a Local Service Tax for these enhanced landscape maintenance areas within the development. Similar Local Area Service bylaws have been established in Albion and Silver Valley. A concurrent rezoning application (2014-104-RZ) is scheduled for final reading on December 6, 2016.

Local Area Service Bylaws have previously been applied in other areas of Maple Ridge, predominantly in growth areas such as Silver Valley and Albion. Staff will be preparing an information report to Council in the near future outlining the current practices and performance of Local Area Service Bylaws.

RECOMMENDATIONS:

1. That a Local Area Service Bylaw, as formally petitioned by the developer of the lands referred to as 'East Hampstead', and per the *Community Charter, Part 7, Division 5, 211 (1)(a)*, be authorized for the enhanced landscape maintenance costs to be levied on the benefitting properties to be created by subdivision of the land; and further
2. That East Hampstead Local Area Service Bylaw No. 7278-2016 be given first, second and third readings.

DISCUSSION:

a) Background Context:

The subject property located at 23050 136 Avenue is 1.7 ha (4.22 acres) in size. The applicant is proposing to rezone a portion of the property from R-1 (Residential District) and R-3 (Special Amenity Residential District) to R-2 (Urban Residential District) to permit a future subdivision with a total of 21 lots. If approved, this will result in the addition of two lots from the previously proposed subdivision plan.

In revising the subdivision plan for the R-2 (Urban Residential District) zoned lots, the applicant has enlarged the park area adjacent to Lot 8 resulting in 352m² of additional land to be dedicated as Park. This will provide increased green space between the groups of lots, which is one of the features of an Eco Clusters development.

b) Desired Outcomes:

A Local Area Service Bylaw is required for the enhanced landscape maintenance of an enhanced road bioswales and two parkettes within the development in order for subdivision approval under application 2014-104-SD. The developer has made a formal petition, per the *Community Charter, Part 7, Division 5, 211 (1)(a)*, requesting the City provide a Local Area Service Bylaw, specific to those properties to be created by subdivision.

The developer of the site will be responsible for the enhanced landscaped areas installation costs and maintenance costs, ensuring 100% survival, for the two years after completion of planting. The costs for ongoing maintenance in subsequent years will then be provided by the 21 property owners after subdivision. The cost recovery method will be through the collection of 100% of the enhanced landscaping maintenance costs as a Local Service Tax.

c) Enhanced Landscape Area Requirements:

The enhanced landscape maintenance areas include enhanced road bioswales and two parkettes. These areas are identified on the Bylaw Map (Schedule "A" of Appendix "C"). The planting concept for these landscape areas is for enhanced natural areas that will be planted with a variety of native trees and shrubs.

The planting plan for the enhanced landscape planting areas was prepared by Phoenix Environmental Services and is attached as Schedule "C" of Appendix "C". The recommended procedures and frequencies for maintenance is attached as Schedule "B" of Appendix "C". This standard is for preservation of natural conditions, with weeds and debris removed periodically. The standard includes maintaining areas to preserve natural plantings in a natural condition. Phoenix Environmental Services has provided an estimate for the yearly maintenance of \$2,820.00 per year after the developer's initial two year maintenance period, attached as Schedule "B" of Appendix "C".

d) Citizen Implications:

The estimated cost of the petitioned service will be \$134.29 per year for each residential lot of the 21 lots in the East Hampstead Local Area Service. It is anticipated that this charge will start in 2020, after the completion of the two year maintenance period required from the developer. Potential buyers prior to 2020 will be advised of the future charge through a notation on the Property Tax Information Sheet. Once the charge comes into effect, the cost will be included in the property tax.

e) Interdepartmental Implications:

Operations Department:

The enhanced landscaping maintenance requirements for the enhanced landscape planting areas in this development are in excess of the funded base level of maintenance provided throughout Maple Ridge, and therefore would be unfunded by the City. Local Area Service Bylaws have been established in several other areas in the City, including Albion and Silver Valley.

Finance Department:

The Property Tax section of the Finance Department will impose the cost of this service as a levy and place the notation on the tax roll of the benefitting property owners, anticipated to be in 2020.

CONCLUSION:

It is recommended that the formal petition by the developer for a Local Area Service be authorized by Council for the enhanced landscape maintenance costs to be levied on the benefitting properties to be created by subdivision of the land; and that first, second and third readings be given to East Hampstead Local Area Service Bylaw No. 7278-2016.

“Original signed by Amelia Bowden”

Prepared by: **Amelia Bowden. M.Urb
Planner 1**

“Original signed by Christine Carter”

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

“Original signed by Frank Quinn”

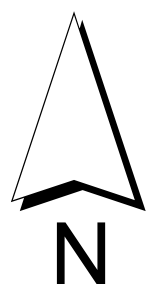
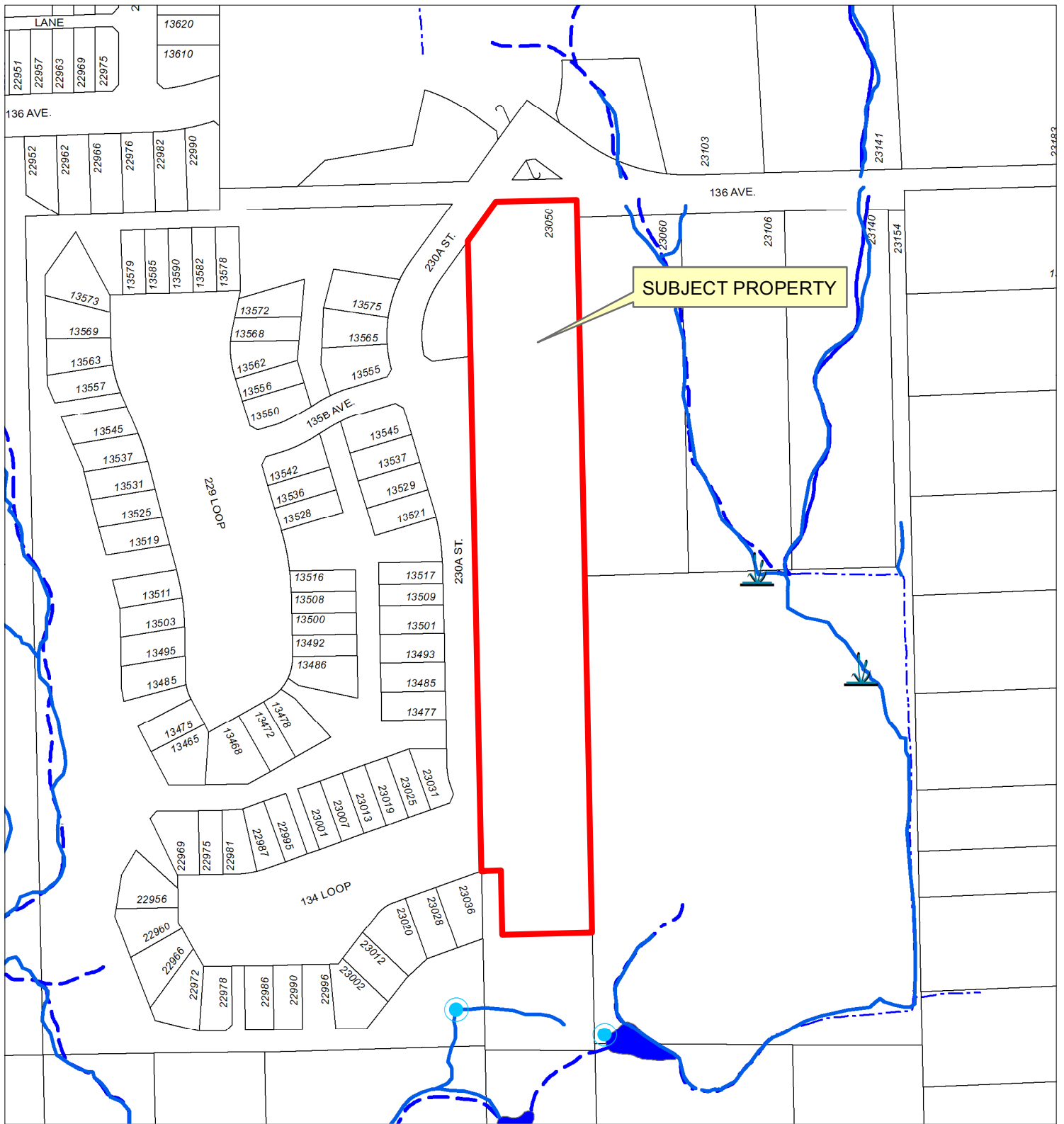
Approved by: **Frank Quinn, MBA, P. Eng
GM: Public Works & Development Services**

“Original signed by E.C. Swabey”

Concurrence: **E.C. Swabey
Chief Administrative Officer**

The following appendices are attached hereto:

Appendix A – Subject Map
Appendix B – Ortho Photo
Appendix C – Local Area Service Bylaw No. 7278-2016
Appendix D – Petition for Local Area Service



Scale: 1:2,500

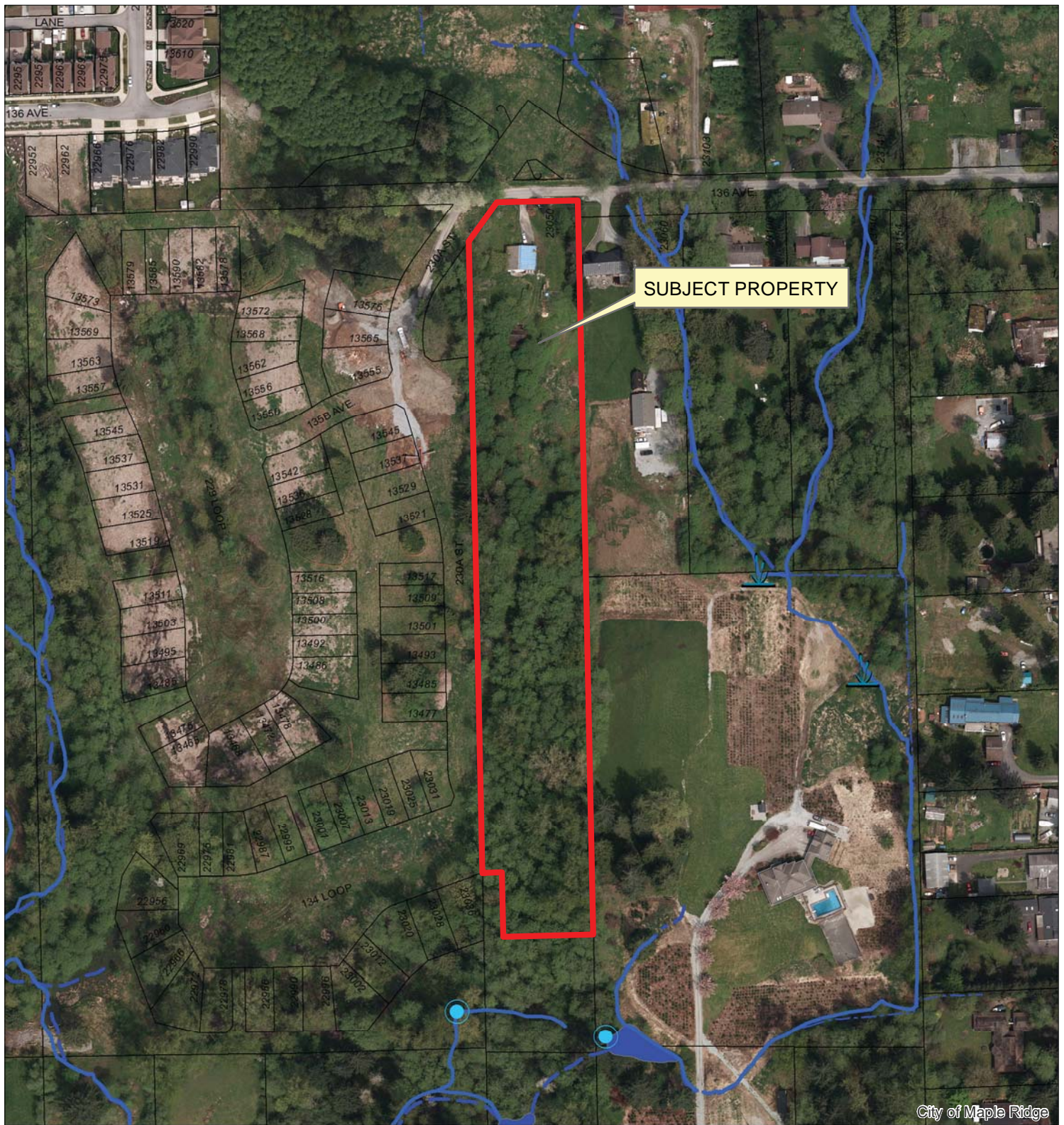
- Legend**
- Ponds
 - Wetlands
 - GPS Creek Centrelines
 - Streams & Rivers (Topographic)**
 - Feature Type**
 - Indefinite Creek Centrelines
 - Ditch Centrelines
 - River Centrelines
 - Rivers & Lakes (Topographic)**
 - Feature Type**
 - Canal
 - Flooded Land
 - Lake/Reservoir
 - Marsh
 - River

23050 136 Avenue



CITY OF MAPLE RIDGE
PLANNING DEPARTMENT

DATE: May 8, 2015 2014-104-SD BY: JV



City of Maple Ridge

Legend



GPS Creek Centrelines

Streams & Rivers (Topographic)

Feature Type

Indefinite Creek Centrelines

Ditch Centrelines

River Centrelines

Rivers & Lakes (Topographic)

Feature Type

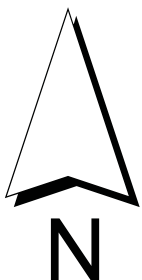
Canal

Flooded Land

Lake/Reservoir

Marsh

River



Scale: 1:2,500

23050 136 Avenue



CITY OF MAPLE RIDGE
PLANNING DEPARTMENT

DATE: May 8, 2015

2014-104-SD

BY: JV

CORPORATE OFFICER

SCALE 1:3,000

CITY OF MAPLE RIDGE
LOCAL AREA SERVICE
BYLAW NO. 7278-2016

SCHEDULE "B"

Class of Work:

The establishment, maintenance and replacement of enhanced road bioswales and two rain gardens indicated by bold outline on Schedule "A" are to be maintained as per the attached recommended procedures and frequencies.

Annual Charge:

The Annual Charge is based on a per lot basis for each of the 21 lots created by the subdivision of:

Lot 2 Section 29 Township 12 New Westminster District Plan 5116 Except Plans BCP42569 and BCP48907

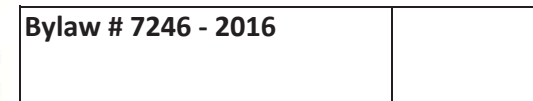
of \$134.29 starting in 2020.

The charges established under this Bylaw shall be specifically charged against the parcels benefitting from the work, payable by a per lot basis levied year by year.

The Annual Charge Adjustment:

The annual charge will be reviewed each year by the Operations Department, and adjusted accordingly to reflect any change in maintenance requirements or costs, and to reflect any increase in the Consumer Price Index (CPI) for Vancouver, BC for the immediately preceding year, as provided by Statistics Canada.

23050 136 Avenue, Maple Ridge, BC



Procedure	Schedule (Month)												Frequency	Yearly Cost
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec		
Inspection/Reporting		x		x	x	x	x	x	x	x		x	As shown	\$450.00
Garbage Removal		x		x	x	x	x	x	x	x		x	As shown	\$600.00
Weeding				x	x	x	x	x	x	x			Monthly in growing season	\$600.00
Invasive plant removal				x	x	x	x	x	x				Monthly in growing season	\$300.00
Prune shrubs													As required only	\$200.00
Hazard tree assessment and abatement													Every 5 years or when reported	\$200.00
Note: Property developer is responsible for 2 years of establishment maintenance and warranty on plant material													Sub-Total	\$2,350.00
													15% Administration Fee	\$352.50
													GST	\$117.50
City of Maple Ridge or contractor will begin maintenance after 2 years establishment maintenance														
													Total	\$2,820.00



LEGEND:

--- SITE BOUNDARY

RESTORATION PLANTING AREAS (1,120 m²)

BIOSWALE PERIMETER PLANTING AREA (140 m²)

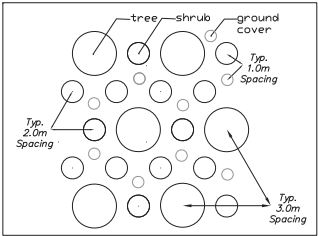
RESTORATION PLANTING LIST:

Restoration Planting Area	Ancient	Botanical Name	Common Name	Spacing	Size
1,120 m ²	15	Thuja plicata	Western Red Cedar	3m	5 gallon
	33	Salix lucida	Pacific Willow	3m	5 gallon
	33	Acer macrophyllum	Big Leaf Maple	3m	5 gallon
	33	Cornus nuttallii	Pacific Dogwood	3m	5 gallon
	43	Acer glabrum	Douglas Maple	3m	5 gallon
	43	Crataegus douglasii	Black Hawthorne	3m	5 gallon
	53	Symphoricarpos albus	Snowberry	2m	2 gallon
	53	Sorbus sitchensis	Sitka Mountain Ash	2m	2 gallon
	53	Amelanchier alnifolia	Saskatoon	2m	2 gallon
	63	Rosa nutkana	Nootka Rose	2m	2 gallon
	63	Mahonia aquifolium	Oregon Grape	2m	2 gallon
	63	Holodiscus discolor	Oceanspray	2m	2 gallon
	63	Sambucus racemosa	Elderberry	2m	2 gallon
	63	Rubus parviflorus	Thimbleberry	2m	2 gallon
	130	Blechnum spicant	Deer Fern	1m	1 gallon
	130	Polystichum munitum	Western Swordfern	1m	1 gallon
	250	Gaultheria shallon	Salal	1m	1 gallon
Total Plants = 1385					

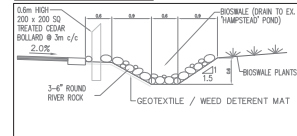
*Fire DP Requirements: DO NOT PLANT within 15m of proposed structures, and minimum of 7.5m apart from each other or existing coniferous trees

Bioswale Planting	Ancient	Botanical Name	Common Name	Spacing	Size
140 m ²	25	Symphoricarpos albus	Snowberry	1m	2 gallon
	25	Yuccinum ovalifolium	Oval-leaf Blueberry	1m	2 gallon
	25	Rosa gymnocarpa	Baldhip Rose	1m	1 gallon
	25	Mahonia nervosa	Oregon Grape (dwarf)	1m	1 gallon
	43	Gaultheria shallon	Salal	1m	1 gallon
Total Plants = 144					

RESTORATION PLANTING LAYOUT DIAGRAM (N.T.S.):



BIOSWALE DETAIL (N.T.S.):



Restoration Planting Specifications:

Topsoil
No topsoil shall be brought into the restoration area unless required to meet proposed grades, and must be approved by Phoenix Environmental. Any topsoil must be completely weed free. On-site soils may be used and moved to different locations within the restoration area, but only following removal of any invasive plant species.

Planting Material
The requirements of the Canadian Standards for Nursery Stock shall apply except as and where modified by the requirements of the City of Maple Ridge or this specification. The Contractor shall be responsible for ensuring that plant materials delivered to the site are true to the specification of the Planting Lists. There shall be no substitutions of plants without prior written approval from Phoenix Environmental. Trees shall meet the requirements outlined in Section 9.2.12.2: Deciduous Trees of the BC Landscape Standard (Seventh Edition).

Transport and Storage of Plant Material
Roots of plant material should be protected, at all times, from frost, wind, sun, and extremes in temperature. All plants shall be kept well watered. Plant delivery shall be such that it minimizes storage of plants on-site prior to planting. Ensure a maximum of thirty-six (36) hours of storage of plant materials on-site. Where planting is postponed, plant material shall be stored and maintained with protection and irrigation procedures that will ensure the success of planting. All plants in containers, B&B, or wire basket, if not planted immediately, shall be stored in an upright position, with care taken to provide enough space between plants to allow light to reach all around to the bottom of the plant in order to avoid sunscald or burning when plants are planted out.

Water and Irrigation
Plants shall be inspected for moisture content at time of delivery and watered as necessary to retain a turgid condition. On-site irrigation shall be available during the duration of on-site storage. It is recommended to provide irrigation to the planting areas during the typically drier summer months (May - September).

Planting Time
Planting should occur in early Spring (March-April) or Fall (September - October) in order to ensure the highest possible plant survival rates. If planting is done outside of these windows, the Owner should plan a summer watering schedule or protection from winter frost based on the recommendations of Phoenix Environmental.

Planting Methods
Planting methods shall adhere to the recommendations in the BC Landscape Standard Section (Seventh Edition) 9.3.4: Planting. Typical spacing should be adhered to based on the diagrams provided on this drawing. Attention regarding the placement of shade-preferring plants vs. sun-preferring plants should be taken in consideration by the Landscaping Contractor. SPECIAL ATTENTION with respect to the Fire DP requirements involving coniferous trees have been applied to this plan - specifically that coniferous restoration trees are to be minimized. Those noted to be planted MUST be a minimum of 15m from proposed structures, and spaced a minimum distance of 7.5m apart from each other or other conifers on site.

Invasive Species & Control
Any Himalayan blackberry and/or English Ivy is to be grubbed up and removed from the site, prior to the restoration planting occurring. For the English Ivy growing up mature trees, the ivy is to be cut at a minimum of 1.0m from ground level and left to dry up and die. All Invasive species are to be controlled and ultimately eradicated during the 5-year maintenance period.

Existing Trees & Protection
All existing trees and vegetation within the Park, Parkette, and No Disturb Covenant Boundaries that will remain are to be protected during construction activities with wood framed barriers lined with high visibility snow fence, extended to the drip-line of the tree canopy. It is understood that some mature trees will be removed due to drainage / roadway design. It is the Contractors responsibility to acquire the necessary permitting and City approval prior to clearing or tree-cutting. Contact Phoenix Environmental if tree removal is required during March 15th - August 1st, existing coniferous trees on site are to have their branches pruned from ground level to 3.5m height, to comply with Fire Hazard Assessment report. All woody biomass accumulation on ground in planting / park areas are to be removed from the site and brought to green waste recycling / landfill.

Log-Rail Fencing
This plan depicts where Log-Rail fencing is to be installed. They are to be composed of machine peeled pine rails and posts, with a minimum diameter of 150mm. Posts shall be spaced at 2.5m at a minimum depth of 0.6m, and rails are to be situated at a minimum of 0.4m from ground level. This is to occur prior to construction activities beginning so as to clearly mark out the boundary for Contractors working on Site - preventing unnecessary damage to the existing ESA vegetation.

Maintenance and Monitoring.
It is the Owner's responsibility to continue maintenance and monitoring of the restoration area throughout the required period of 5 years. Phoenix Environmental should be contracted to complete annual monitoring inspections and reports, which will include an evaluation of plant survival rates, presence of invasive species, condition of the restoration works, and measures required to address any deficiencies or issues. Plant survival rates shall be 100% for trees and 80% for shrubs and herbaceous plants. Any required replacements shall be the responsibility of the Owner, unless the plant material is under warranty by the Landscape Contractor. Ongoing management of invasive plant species throughout the restoration area must continue throughout the restoration maintenance and monitoring period (5 years) to the satisfaction of Phoenix Environmental and the City of Maple Ridge. A maintenance contract for annual weeding and invasive control (spring & late summer) by a Landscaping Contractor should be maintained for at least 3 years by the Owner.

LAS AGREEMENT - RESTORATION PLANTING PLAN

21-Lot Residential Subdivision
23050 136 Avenue, Maple Ridge, BC



DATE: NOV. 2016 DRAWN BY: NGL SCALE: AS SHOWN DWG:23050-136.Hab.Restoration.dwg

October 28, 2016

Mayor and Council
City of Maple Ridge
11995 Haney Place
Maple Ridge, BC
V2X 6A9

Dear Mayor and Council

**Re: PETITION FOR LOCAL AREA SERVICES ("LAS") REGARDING LANDSCAPE MAINTENANCE FOR
PROPOSED SUBDIVISION AT 23050 136 Avenue, Maple Ridge, BC, 2014-104-SD.**

The subject property is located at 23050 136 Avenue. The service is for 21 lots.

The estimated annual maintenance cost of the vegetated enhancement areas within the entire subdivision, is approximately \$2820 or approximately \$134.29 per lot.

The cost recovery method for 100% of the annual maintenance cost would be by way of a local services tax within the property tax system. As the petitioner will be paying for the first year of maintenance, cost recovery for the homeowners should commence in year 2 from the date of installation of the enhancement works.

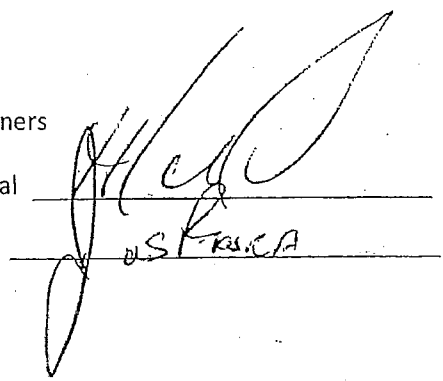
Hardeep Johal & Jesse Basra forward this petition to the City of Maple Ridge for approval by Mayor and Council.

Sincerely,

Property Owners

Hardeep Johal

Jesse Basra

The block contains two handwritten signatures. The first signature, for Hardeep Johal, is a large, stylized cursive script that extends above and below the horizontal line. The second signature, for Jesse Basra, is written in a more blocky, capital-letter style and is positioned directly on the horizontal line.

City of Maple Ridge

TO: Her Worship Mayor Nicole Read
and Members of Council
FROM: Chief Administrative Officer
SUBJECT: Wildfire Development Permit Update
Second Reading
Official Community Plan Amending Bylaw No. 7187-2015

MEETING DATE: December 5, 2016
FILE NO: 2015-346-CP
MEETING: C of W

EXECUTIVE SUMMARY:

On July 26, 2016, Council gave first reading to Official Community Plan Amending Bylaw No. 7187-2015, to amend the recently adopted Wildfire Development Permit Area Guidelines to remove the references to the National Fire Protection Association (NFPA) standards and provide greater flexibility when reviewing development applications, while still offering a satisfactory measure of risk management for wildfire events.

In the first reading report, a commitment was made to consult with the Urban Development Institute (UDI) and Greater Vancouver Home Builders Association (GVHBA) through the UDI/GVHBA Liaison Committee, as well as the Maple Ridge Builders' Forum, prior to seeking second reading on the bylaw. As these consultations have now occurred, the Official Community Plan Amending bylaw is coming forward for second reading and to be forwarded to Public Hearing.

RECOMMENDATION:

That Official Community Plan Amending Bylaw No. 7187-2015, as amended, be given second reading, and be forwarded to Public Hearing.

DISCUSSION:

On July 26, 2016, Council gave first reading to Official Community Plan (OCP) Amending Bylaw No. 7187-2015, to amend the recently adopted Wildfire Development Permit Area bylaw to remove the references to the NFPA Standards and provide greater flexibility when reviewing development applications (see Appendix A).

CONSULTATION UPDATE:

UDI/GVHBA

The proposed OCP amending bylaw was presented at the September 16, 2016 Maple Ridge Development Liaison Committee meeting, and a positive written response was received on September 27, 2016 (see Appendix B). Both the UDI and GVHBA are supportive of the proposed amendments as their members have also found that some of the NFPA standards conflicted with Official Community Plan policies and could undermine the unit yields for some projects. They feel that staff have provided a good compromise that limits the loss of development yields while still providing wildfire protection. The UDI and GVHBA also appreciated the approach of reviewing the policy one year after adoption to assess the impacts and fine-tune the policy.

Builders' Forum

The proposed OCP amending bylaw was also presented at the November 16, 2016 Builders' Forum. Approximately 45 builders were in attendance. There was discussion around coordination of the various consultants involved in a development proposal; however, no serious concerns were raised with the proposed amendments.

Agricultural Land Commission

A referral was sent to the Agricultural Land Commission (ALC) regarding the proposed amendments. A response has not been received. Comments from the ALC on the original OCP amending bylaw were received on September 18, 2014. The ALC comments were related to the definition of farm use and the ALC in the Development Permit Area Exemptions section.

The current exemption section in the bylaw reads as follows:

"On lands where a farm use, as defined in the Agricultural Land Reserve Use, Subdivision and Procedure Regulation B.C. Reg. 171/2002 or its successor, is being practiced and where the building design for residential buildings comply with the NFPA 1144 (latest edition) building guidelines, a Wildfire Development Permit will not be required. Non-residential farm buildings are exempt from all Wildfire Development Permit requirements, as long as they are sited at least 10 metres away from all residential buildings."

In order to remove the reference to the NFPA standards, the proposed wording reads as follows:

"For non-residential farm buildings, located on lands where a farm use is being practiced, as defined in the Agricultural Land Reserve Use, Subdivision and Procedure Regulation B.C. Reg. 171/2002 or its successor, provided that they are sited at least 10 metres away from any residential building(s) and wildfire interface. If within 10 metres, then a restrictive covenant detailing building design and landscaping requirements will be required for these types of developments within the Wildfire Development Permit Area."

This wording has been revised slightly from what had been proposed at first reading, to remain consistent with the ALC's original comments. The bylaw has been amended to reflect this revision (see Appendix C).

CONCLUSION:

As there were no significant concerns with the proposed amendments to the Wildfire Development Permit Guidelines, it is recommended that second reading be given to OCP Amending Bylaw No. 7187-2015, as amended in this report, and that application 2015-246-CP be forwarded to Public Hearing.

"Original signed by Michelle Baski"

Prepared by: Michelle Baski, ASCT, MA
Planner 1

"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 E.C. Swabey"

Concurrence: E.C. Swabey
Chief Administrative Officer

The following appendices are attached hereto:

Appendix A – First reading report
Appendix B – UDI/GVHBA response letter
Appendix C – OCP Amending Bylaw No. 7187-2015



City of Maple Ridge

TO: Her Worship Mayor Nicole Read
and Members of Council
FROM: Chief Administrative Officer
SUBJECT: Wildfire Development Permit Update
First Reading
Official Community Plan Amending Bylaw No. 7187-2015
Development Procedures Amending Bylaw No. 7233-2016

MEETING DATE: July 25, 2016
FILE NO: 2015-346-CP
MEETING: COW

EXECUTIVE SUMMARY:

On October 28, 2014, Council approved *Official Community Plan Amending Bylaw No. 7101-2014* and *Development Procedures Amending Bylaw No. 7102-2014* for the Wildfire Development Permit Guidelines. At that time, there was also a commitment made to report back to Council one year after adoption. Since the adoption of the bylaws, several development applications have been subject to the Wildfire Development Permit and staff and the consultants have had an opportunity to further evaluate the program. For the most part, the Wildfire Development Permit has been successful; however, there have been some challenges in applying the Wildfire Development Permit Guidelines as they were originally written. Specifically, the guidelines refer to compliance with the National Fire Protection Association (NFPA) standards, which have proven to be significantly restrictive, resulting in potential reductions to development potential within the Wildfire Development Permit Area and substantially increased construction costs.

The following report provides an update on the Wildfire Development Permit and includes recommendations intended to fine-tune the policy. *Official Community Plan Amending Bylaw No. 7187-2015* and *Development Procedures Amending Bylaw No. 7233-2016* are intended to amend the recently adopted bylaws to remove the references to the NFPA Standards and make the Development Procedures Schedule J consistent with the other schedules within the bylaw.

RECOMMENDATIONS:

1. That Official Community Plan Amending Bylaw No. 7187-2015 be given first reading;
2. That Official Community Plan Amending Bylaw No. 7187-2015 be considered in conjunction with the Capital Expenditure Plan and Waste Management Plan;
3. That it be confirmed that Official Community Plan Amending Bylaw No. 7187-2015 is consistent with the Capital Expenditure Plan and Waste Management Plan;

4. In respect of Section 475 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. Boards of Education, Greater Boards and Improvements District Boards; and
 - vi. The Provincial and Federal Governments and their agencies.

and in that regard it is recommended that additional consultation be required with the Urban Development Institute and Greater Vancouver Home Builders Association via the Maple Ridge UDIGHBA Liaison Committee, and the Maple Ridge Builders' Forum prior to second reading, in addition to 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;

5. That Development Procedures Amending Bylaw No. 7233-2016 be given first and second reading.

DISCUSSION:

a) Background Context:

In 2004, the Provincial Government recommended that all communities undertake a Community Wildfire Risk Assessment and funding was established to help municipalities pay for this work.

A Maple Ridge Wildfire Risk Assessment and a Wildfire Protection Plan were produced for the City in 2007. These documents discussed the risk of wildfire in Maple Ridge and the Plan provided the following context in the executive summary:

"The District of Maple Ridge is embedded within the forest; approximately 60% of the community is forested. This region of the Province is susceptible to both lightning and human caused fires. Overall, the community could be classified with a fire risk profile described by a low to moderate fire probability and high to extreme consequences based on the values at risk."

The Community Wildfire Protection Plan provided 21 recommendations on:

- Risk assessment;
- Education and communication;
- Structure protection;
- Emergency response;
- Training
- Fuel management; and
- Post fire rehabilitation.

On July 10, 2007, Council passed the following resolution:

“That the recommendations contained in the Community Wildfire Protection Plan be adopted in principle pending the development of a detailed implementation plan with an associated financial plan which will be brought back to Council for their consideration and adoption; and

That staff be instructed to make application to the Union of British Columbia Municipalities for grant funding to develop an implementation plan for the Community Wildfire Protection Plan recommendations.”

In the Fall of 2007, Maple Ridge was awarded a grant for the development of municipal wildfire legislation. At that time, a staff working group was formed with representatives from Fire, Planning, Engineering, Operations, Building, and Parks and Leisure Services Departments to develop a draft Wildfire Development Permit. During that time, staff worked together to ensure the draft incorporated:

- risk mitigation measures;
- a process that would work concurrently and in concert with existing related regulations; and
- built-in flexibility to allow for alternative options that effectively mitigate risk.

At the January 7, 2013 Council Workshop, Council raised concerns with the technical aspects of the boundaries of the Wildfire Development Permit Area and the potential costs that would be incurred by the development community and referred the Wildfire Development Permit back to staff. A peer review was conducted and it was determined that the methodology used to prepare the Wildfire Development Permit Area was sound and that the forests around Whonnock Lake and Webster’s Corner should also be included in the Wildfire Development Permit Area.

Over the course of developing the Wildfire Development Permit Area Guidelines, four consultation events occurred in 2012, and one in 2014 when the boundaries were revised to include the forests around Whonnock Lake and Webster’s Corner. On May 27, 2014, Council passed a resolution directing staff to prepare the bylaws for the Wildfire Development Permit Area Guidelines. A Public Hearing for the *Official Community Plan Amending Bylaw No. 7101-2014* was held on October 21, 2014. The *Official Community Plan Amending Bylaw No. 7101-2014* and *Development Procedures Amending Bylaw No. 7102-2014* received third and final reading on October 28, 2014. The areas included within the Wildfire Development Permit Area are not proposed to change as a result of this report.

b) Update:

The Wildfire Development Permit Guidelines were originally written to be as flexible as possible with built-in exemptions and options if the requirements were not feasible. The requirements to meet the National Fire Protection Association (NFPA) standards referenced made it difficult to develop within the Wildfire Development Permit Area without significantly reducing the developable area or significantly increasing the cost of building. This was not the intent of the Wildfire Development Permit Guidelines.

In addition, staff have identified concerns with the NFPA standards, noting that they often conflict with the Official Community Plan Silver Valley Area Plan, which was developed through extensive public consultation in 1994 and adopted in 1996. Examples of Development Principles from the Silver Valley Area Plan that conflict with the NFPA and FireSmart principles include:

- Plan compact housing clusters as a solution to preserving natural environments and significant vegetation.
- Promote patterns and forms of development that allow for retention of existing mature trees and vegetation.
- Adopt road and street types and standards that limit speed, fit to topography and minimize impervious areas.
- Utilize reduced road width to achieve traffic calming, reduced site consumption, and maintenance of the desired rural character.
- Encourage unpaved, shared driveways and narrow paved lanes to housing clusters to minimize paved areas.

Since the Wildfire Development Permit Area Guidelines were adopted on October 28, 2014, twelve Wildfire Development Permit applications have been received and three have been approved. Of the twelve Wildfire Hazard Assessment reports that have been provided by consultants to the City, 9 have been prepared by Diamond Head Consultants Ltd. and 3 have been prepared by B.A. Blackwell and Associates. Both consultants have expressed concern with preparing Wildfire Hazard Assessment reports in accordance with the NFPA standards.

The main examples of NFPA code requirements that conflict with the Silver Valley Area Plan Development Principles and/or *Zoning Bylaw No. 3510-1985* siting regulations include the following:

Building Separation:

Issue

During the Development of the Wildfire Development Permit Guidelines, there was always an awareness that establishing separation distances in the bylaw could be problematic. NFPA 1141 requires that any building shall be separated from another building by at least 9.1 metres (30 ft.) and shall be set back at least 9.1 metres (30 ft.) from a property line.

The *FireSmart Protecting Your Community from Wildfire* manual requires a minimum of 15 to 20 metres of space separating dwellings to minimize the spread of fire. Current Zoning Bylaw siting requirements are as follows:

Zone	Interior Side Setback	Front Setback	Rear Setback
R-1 Residential District	1.2 m (4 ft.)	5.5 m (18 ft.)	8.0 m (26 ft.)
R-2 Urban Residential District	1.2 m (4 ft.)	3.0 m (10 ft.)	8.0 m (26 ft.)
R-3 Special Amenity Residential District	1.2 m (4 ft.)	3.0 m (10 ft.)	6.0 m (20 ft.)

The Fire Chief at the time had indicated a comfort in using his discretion when considering alternatives to the NFPA standards. However, when reviewing the Wildfire Hazard assessments, concerns with variances and liability have since arisen from staff and the consultants.

Recommendation

The proposed alternative to the siting requirements is to manage the building construction materials at wildfire interfaces and provide landscaping treatment within the different priority zones. This is addressed through the proposed revisions to the Wildfire Development Permit Area Guidelines (see Appendix A). The *FireSmart Homeowner's Manual* provides guidance for how to reduce the risk of wildfire hazard with respect to building construction and landscaping treatments.

Access:

Issue

NFPA 1141 requires a minimum clear width of 3.7 metres (12 ft.) for each lane of travel, excluding shoulders and parking, which conflicts with the Road Cross Sections identified in the *Maple Ridge Supplementary Standard Detail Drawings*. The typical lanes of travel for arterial and collector roads range from 3.4 metres (11 ft.) in typical areas, to 3.1 metres (10 ft.) in Silver Valley areas. In addition, when vehicles are parked on both sides of a local road, the width does not accommodate the ability for two vehicles to pass and requires drivers to yield to oncoming vehicles.

Recommendation

As an alternative for developments with a single access, the Registered Professional Forester, in consultation with the Project Engineer, will be required to identify strategic locations to provide passing lanes within Wildfire Development Permit Areas. This is addressed through the proposed revisions to the Wildfire Development Permit Area Guidelines (see Appendix A).

Building Materials:

Issue

NFPA 1144 requires exterior vertical walls to “*meet the requirements for heavy timber construction, ignition-resistive material, fire-retardant-treated wood, or be a minimum 20 minute fire-rated assembly where walls are potentially exposed to a wildland fire*”. FireSmart recommends that “*any material used for siding purposes should be fire-resistant, such as stucco, metal siding, brick, cement shingles, concrete block, poured concrete and rock. Siding material should be at least 12 millimetres thick and extend from ground level to the roofline.*”

When the Wildfire Development Permit Guidelines were initially under review, developers had a concern with the additional cost of ignition-resistant or non-combustible materials for the exterior cladding. Since the adoption of the Wildfire Development Permit Guidelines, the option of using vinyl siding with external sprinklers has been considered and deemed unsuitable. Upon further review, the logistics of managing the external sprinklers and the lack of reference standards for installation of such sprinklers made the option unfeasible. It was also problematic to ensure there would be the capacity to run the external sprinklers without impacting the water pressure and storage capacity required for Fire Department suppression needs.

In the interim, serious wildfires in the country illustrated the importance of target-hardening buildings, noting that vinyl siding easily melts, exposing combustible building materials which catches fire.

Recommendation

It is recommended that exterior elevations exposed to the wildfire interface be constructed of ignition-resistant or non-combustible materials (i.e. stucco, metal siding, brick, cement shingles, cement board, concrete block, poured concrete, concrete composite, rock and logs or heavy timber). The approximate cost of installing vinyl siding ranges from \$2.40-\$3.10 per square foot. The approximate cost of installing non-combustible hardie board and rainscreen ranges from \$5.75-\$6.75 per square foot. A typical rear elevation of an R-1 sized home, minus the windows, is approximately 530 ft², so the difference in cost for this example could range from \$1,400.00 to \$2,300.00. This amount would vary, depending on the size of the home and number of elevations that are exposed to the wildfire interface.

Additional Proposed Revisions:

In addition to the revisions to the Wildfire Development Permit Area Guidelines described above, a minor revision to Section 8.4, *Development Permit Area Exemptions* is proposed to exclude a single-family home Building Permit from requiring a Wildfire Hazard Development Permit, as long as a restrictive covenant is registered on title, specifying the building design, siting, landscaping and open space requirements, as specified in the guidelines.

Schedule J of the *Development Procedures Bylaw No. 5879-1999* is also proposed to be amended to include the requirement for the application form and fee and to remove the details of the Wildfire Hazard Assessment report (see Appendix B) and to provide these details as a separate hand-out for applicants. This practice is consistent with other technical report guidelines, such as Geotechnical Reports or Agricultural Impact Assessments.

c) Early and Ongoing Consultation:

In respect of Section 475 of the *Local Government Act* for consultation during an Official Community Plan amendment, it is recommended additional consultation is conducted with the Urban Development Institute and Greater Vancouver Home Builders Association via the Maple Ridge UDIGHBA Liaison Committee, and the Maple Ridge Builders' Forum, prior to second reading, in addition to the early posting of the proposed OCP amendments on the City's website, together with an invitation to the public to comment.

CONCLUSION:

As with current City practice, this report represents a review of the Wildfire Development Permit that was adopted in 2014. Since that time, the City has reviewed twelve Wildfire Hazard Assessment Reports and has had an opportunity to review the Wildfire Development Permit Guidelines. For the most part, the Wildfire Development Permit has been successful; however, there have been challenges in applying the Wildfire Development Permit Guidelines as they were originally written. Specifically, the guidelines refer to compliance with the NFPA standards, which have proven to be

significantly restrictive, resulting in potential reductions to development potential within the Wildfire Development Permit Area and substantially increased construction costs.

The proposed amendments to the Official Community Plan *Wildfire Development Permit Area Guidelines, Exemptions and Development Procedures Bylaw Schedule J* will help to reduce the difficulty in applying NFPA standards and provide greater flexibility when reviewing development applications, while still offering a satisfactory measure of risk management for wildfire events.

It is recommended that Council grant first reading to Official Community Plan Amending Bylaw No. 7187-2015 and first and second reading to Development Procedures Amending Bylaw No. 7233-2016.

“Original signed by Michelle Baski”

Prepared by: Michelle Baski, ASCT, MA
Planner 1

“Original signed by Michael Van Dop”

Approved by: Michael Van Dop
Assistant Chief Planning and Prevention

“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 E.C. Swabey”

Concurrence: E.C. Swabey
Chief Administrative Officer

The following appendices are attached hereto:

Appendix A – OCP Amending Bylaw No. 7187-2015

Appendix B – Development Procedures Amending Bylaw No. 7233-2016

CITY OF MAPLE RIDGE

BYLAW NO.7187-2015

A Bylaw to amend the Official Community Plan

WHEREAS the Local Government Act empowers a local government to adopt or amend an 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.7187-2015."
2. Section **8.4 Development Permit Area Exemptions, Item 4** is replaced with the following:

“4. A Wildfire Development Permit is not required under the following circumstances:

- a) For an addition or renovation to any existing building in the municipality where the value of the work indicated on the building permit application does not exceed 50% of the assessed value of the improvements on the property on the date of the building permit application. For the purposes of this section the value of the building on the date of the building permit application is deemed to be the value as shown on the most recent assessment, by the British Columbia Assessment Authority, where such an assessment is available.
- b) For interior renovations to an existing lawfully constructed, or legally non-conforming, building or structure wholly contained within, and not projecting beyond, the foundation.
- c) For a single family home or a subdivision resulting in the creation of not more than two residential lots. A restrictive covenant detailing building design and landscaping requirements will be required for these types of developments within the Wildfire Development Permit Area.
- d) For non-residential farm buildings, provided that they are sited at least 10 metres away from any residential building(s) and wildfire interface. If within 10 metres, then a restrictive covenant detailing building design and landscaping requirements will be required for these types of developments within the Wildfire Development Permit Area.

- e) For public works and services and maintenance activities carried out by, or on behalf of, the City.
- f) For any construction of a building or structure or any alteration of land that does not require a permit from the City.”

3. Section **8.12 Wildfire Development Permit Guidelines, Subsection 8.12.1 Key Guideline Concepts** and **8.12.2 Guidelines, Items A-D** are replaced with the following:

“Intent

The Wildfire Development Permit Area Guidelines are intended for the protection of life and property in designated areas that could be at risk of wildfire and where this risk, in some cases, may be reasonably abated through implementation of appropriate precautionary measures.

A Development Permit will be required for all development and subdivision activity or building permits for areas identified as Wildfire Risk Areas identified on Map 1: Wildfire Development Permit Area. A Development Permit may not be required under certain circumstances indicated in the Development Permit Exemptions, Section 8.4, Item 4. These Development Permit Guidelines are to work in concert with all other regulations, guidelines and bylaws in effect.

8.12.1 Key Guideline Concepts

The intent of the Key Guideline Concepts is to ensure that development within the Wildfire Development Permit Area is managed to minimize the risk to property and people from wildfire urban interface hazards and to further reduce the risk of potential post-fire landslides and debris flows.

Applications for Wildfire Development Permits will be assessed against the following key guideline concepts:

1. Locate development on individual sites so that, when integrated with the use of mitigating construction techniques and landscape management practices, the risk of wildfire hazards is reduced;
2. Mitigate wildfire impacts while respecting environmental conservation objectives and other hazards in the area;
3. Ensure identified hazard areas are recognized and addressed within each stage of the land development process; and
4. Manage the interface forest fuel components, including vegetation and structures, thereby increasing the probability of successful fire suppression, containment and minimize adverse impacts.

8.12.2 Guidelines

The design and construction of buildings and structures located within the boundaries of the Wildfire Development Permit Area shall be in accordance with the following key guidelines. Additional details can be found in the *BC Wildfire Service FireSmart* manuals.

The City may consider alternative design and construction solutions if the alternative solution meets the intent of these guidelines.

A. Subdivision Design and Construction

1. The development building face should be located a minimum of 10 metres away from the adjacent forest interface. This 10 metre distance (Priority Zone 1) should be created between all sides of the foundation and the forest interface (vegetation shall be modified to mitigate hazardous conditions within 10 metres of the foundations prior to the start of construction). The treatment within Priority Zone 1 may include: treating fuel on the existing parcel; developing a trail as a part of the Priority Zone; or including an environmental and geotechnical setback, if such treatment is mutually beneficial to the intent of the setback areas and FireSmart principles.
2. Priority Zone 1 may incorporate cleared parks, roads, or trails to meet the 10 metre distance requirement.
3. Development shall be set back a minimum of 10 metres from the top of ridgelines, cliffs or ravines. Variations may be considered if a wildfire hazard assessment can justify a change in the setback distance.
4. Where the City requires fire hydrants within a development, these must be fully functional prior to construction above the foundation level.
5. For subdivisions where a secondary access is not provided and an emergency Utility Vehicle (UTV) trail system is planned as an alternative, the trail access must be constructed with a 1.5 metre trail width and a minimum height and width of 2 metres cleared of vegetation, with pullouts for passing and turnaround every 500 metres, where appropriate. In areas where a 30 metre environmental setback is required, the City may consider including the trail within the 30 metre setback; however, it must be located outside of a 15 metre watercourse setback from the top of bank. Trails or turnaround points must consider appropriate design measures for protecting environmentally sensitive and/or geotechnical sensitive areas.
6. Access points suitable for evacuation and the movement of emergency response equipment must be provided. The number of access points and their capacity should be determined during subdivision design. Two means of access are preferred for subdivisions in a Wildfire Development Permit Area. If two access points are not possible, then the single access must have the capability of accommodating two fire trucks - each with a width of 2.9 metres - safely passing each other at strategic locations.

B. *Building Design and Siting*

1. Locate building sites on the flattest areas of the property and avoid gullies or draws that accumulate fuel and funnel winds.
2. Steep roofs and closed or screened gutters are preferred in order to prevent the collection of leaves or needles, and to reduce the risk of ember shower accumulation.
3. Buildings must comply with the requirements listed below. Accessory buildings located within the Wildfire Development Permit Area must meet the same building standards as the principal residence.

Roofing Materials

- a) Roof materials shall have a Class A or B fire resistance rating as defined in the current British Columbia Building Code, as amended. Examples of typical Class A or B roofing products include, but are not limited to: asphalt shingles, metal, concrete tile, clay tile, synthetic, slate, and hybrid composite materials. Note: Wood shakes and shingles are not acceptable, unless certified to Class A or B.

Exterior Cladding

- a) Exterior cladding on elevations adjacent to the wildfire interface shall be constructed of ignition-resistant or non-combustible materials such as: stucco, metal siding, brick, cement shingles, cement board, concrete block, poured concrete, concrete composite, rock and logs or heavy timber.
- b) Decorative construction features, such as fascia, trim board materials and trim accents, are exempted from this requirement, to a maximum of 10% per elevation.

Overhanging Projections and Cantilevered Floors

- a) Overhanging projections attached to buildings and their support (i.e. decks, balconies, porches, structural columns, and beams) shall be constructed of heavy timber construction, ignition-resistant or non-combustible materials, similar to those allowed in the "Exterior Cladding" section above.
- b) The underside of all exposed floors (i.e. underside of balconies, decks and porches) shall be sheathed or skirted with fire-resistant materials, similar to those allowed in the "Exterior Cladding" section above.
- c) The underside of all cantilevered floors (i.e. bay windows, hutches, and window seats) shall be protected with fire-resistant materials and have the floor system fire-blocked at the exterior wall plane.
- d) Areas under overhang projections must be kept clear of debris.

Exterior Doors and Windows

- a) Exterior doors and garage doors shall be constructed of non-combustible materials (i.e. metal clad, solid core wood or have a 20 minute fire protection rating), and must meet the requirements of the North American Fenestration Standard (NAFS).

CORPORATE OFFICER

CITY OF MAPLE RIDGE
BYLAW NO. 7233-2016

A Bylaw to amend the Maple Ridge Development Procedures Bylaw No. 5879-1999

WHEREAS, it is deemed expedient to amend the Maple Ridge Development Procedures Bylaw No. 5879-1999 as amended:

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

1. This bylaw may be cited as “Maple Ridge Development Procedures Amending Bylaw. No. 7233-2016”.
2. Maple Ridge Development Procedures Bylaw No. 5879-1999 be further amended by replacing the Development Application Submission Checklist for **Schedule J - Wildfire Development Permit Application** with the following:

“Schedule J

WILDFIRE DEVELOPMENT PERMIT APPLICATION

The City will provide the opportunity for applicants to meet with staff from the appropriate departments early in the application process. Applications for Wildfire Development Permits are to be made to the Planning Department, and must include the following:

- 1) A completed application form with the prescribed fee.
- 2) A Certificate of Title and a Consent Form (if the applicant is different from the owner shown on the Certificate of Title) plus copies of any restrictive covenant documents registered against Title.
- 3) A Site Profile.
- 4) A Site Plan prepared by a certified BCLS including:
 - i. Topography and natural features;
 - ii. Parcel boundaries;
 - iii. Adjacent streets and Rights-of-Way;
 - iv. Existing structures and infrastructure;
 - v. Location of watercourses, wetlands, ponds, etc. and approved environmental protection setback and geotechnical setback areas for steep slopes;
 - vi. Proposed tree retention areas;
 - vii. Proposed subdivision plan or lot layout;
 - viii. Building envelopes, driveways, parking areas and impervious surfaces;

- ix. Servicing infrastructure such as water, sewage disposal systems, stormwater detention, and surface drainage; and
 - x. The extent of the proposed site clearing and lot grading.
- 5) A Wildfire Hazard Assessment, prepared by a Registered Professional Forester, qualified by training or experience in fire protection engineering, with at least two years of experience in fire protection engineering and with assessment and mitigation of wildfire hazards in British Columbia (see Wildfire Hazard Assessments Guidelines). The Wildfire Hazard Assessment will also need to include:
- i. A Comprehensive Plan indicating proposed modifications to retained interface areas; new plantings; proposed enhancement planting works for adjacent park land; trees to be retained and protected; and trails on or adjacent to the site. A cost estimate for the proposed works must be included. The cost estimate amount will be used to determine the security amount taken for the Wildfire Development Permit.
 - ii. A plan for ongoing landscaping maintenance for park areas must also be provided, including a cost estimate. The amount will be used to help determine a Local Area Service Bylaw fee.
 - iii. A summary of proposed exterior building materials exposed to the wildfire interface.

Reference Documents:

- BC Wildfire Service: bcwildfire.ca/Prevention/firesmart.htm
- FireSmart Homeowner's Manual – FireSmart Begins at Home
- FireSmart – Protecting Your Community from Wildfire
- National Fire Protection Association 1141 Standard for Fire Protection Infrastructure for Land Developments in Suburban and Rural Areas
- National Fire Protection Association 1144 Standard for Reducing Structure Ignition Hazards from Wildland Fire"

READ a first time the day of , 2016.

READ a second time the day of , 2016.

READ a third time the day of , 2016.

ADOPTED the day of , 2016.

PRESIDING MEMBER

CORPORATE OFFICER



URBAN DEVELOPMENT INSTITUTE – PACIFIC REGION

#200 – 602 West Hastings Street
Vancouver, British Columbia V6B 1P2 Canada
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GREATER VANCOUVER HOME BUILDERS' ASSOCIATION

#1003, 7495 – 132 Street
Surrey, British Columbia V3W 1J8 Canada
T. 778-565-4288
www.gvhba.org

September 27, 2016

Frank Quinn
General Manager, Public Works & Development Services
City of Maple Ridge
11995 Haney Place
Maple Ridge, BC V2X 6A9

Dear Mr. Quinn:

Re: Wildfire Development Permit Update

I would like to thank you and your staff for the briefing on the *Wildfire Development Permit Update* that was provided to the development and building industry at the September 16th Maple Ridge Development Liaison Committee meeting.

Both the Urban Development Institute (UDI) and the Greater Vancouver Homebuilders' Association (GVHBA) are supportive of the proposed amendments to the City's *Official Community Plan Bylaw* and the *Development Procedures Bylaw*.

Like the City, our members have found that some of National Fire Protection Association (NFPA) standards have conflicted with some of Maple Ridge's planning principles (e.g. compact housing clusters, tree retention, and narrower road widths for traffic calming). In addition, the standards have undermined the unit yield for some projects.

Staff have provided a good compromise that maintains the City's planning goals and limits the loss of development yields while still providing wildfire protection. There are also some processing improvements that will also assist the industry.

UDI and GVHBA are also pleased that when the original policy was approved on October 28, 2014, the City made a commitment to review it one-year after adoption, so impacts could be assessed and fine tuning of the policy could occur. We believe this approach is a best practice and should be considered for other government policies. The positive changes in the *Wildfire Development Permit Update* exemplifies this.

We would like to thank staff again for the update they provided on the wildfire issue. UDI and GVHBA support the proposed changes and look forward to the upcoming presentation on them at the *Maple Ridge Builders' Forum*.

Yours truly,



Anne McMullin
President & CEO
Urban Development Institute



Bob de Wit
CEO
Greater Vancouver Home Builders' Association

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Update.doc

CITY OF MAPLE RIDGE

BYLAW NO.7187-2015

A Bylaw to amend the Official Community Plan

WHEREAS the Local Government Act empowers a local government to adopt or amend an 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.7187-2015."
2. Section **8.4 Development Permit Area Exemptions, Item 4** is replaced with the following:

“4. A Wildfire Development Permit is not required under the following circumstances:

- a) For an addition or renovation to any existing building in the municipality where the value of the work indicated on the building permit application does not exceed 50% of the assessed value of the improvements on the property on the date of the building permit application. For the purposes of this section the value of the building on the date of the building permit application is deemed to be the value as shown on the most recent assessment, by the British Columbia Assessment Authority, where such an assessment is available.
- b) For interior renovations to an existing lawfully constructed, or legally non-conforming, building or structure wholly contained within, and not projecting beyond, the foundation.
- c) For a single family home or a subdivision resulting in the creation of not more than two residential lots. A restrictive covenant detailing building design and landscaping requirements will be required for these types of developments within the Wildfire Development Permit Area.
- d) For non-residential farm buildings, located on lands where a farm use is being practiced, as defined in the Agricultural Land Reserve Use, Subdivision and Procedure Regulation B.C. Reg. 171/2002 or its successor, provided that they are sited at least 10 metres away from any residential building(s) and wildfire interface. If within 10 metres, then a restrictive covenant detailing building design and

landscaping requirements will be required for these types of developments within the Wildfire Development Permit Area.

- e) For public works and services and maintenance activities carried out by, or on behalf of, the City.
- f) For any construction of a building or structure or any alteration of land that does not require a permit from the City.”

3. Section **8.12 Wildfire Development Permit Guidelines, Subsection 8.12.1 Key Guideline Concepts** and **8.12.2 Guidelines, Items A-D** are replaced with the following:

“Intent

The Wildfire Development Permit Area Guidelines are intended for the protection of life and property in designated areas that could be at risk of wildfire and where this risk, in some cases, may be reasonably abated through implementation of appropriate precautionary measures.

A Development Permit will be required for all development and subdivision activity or building permits for areas identified as Wildfire Risk Areas identified on Map 1: Wildfire Development Permit Area. A Development Permit may not be required under certain circumstances indicated in the Development Permit Exemptions, Section 8.4, Item 4. These Development Permit Guidelines are to work in concert with all other regulations, guidelines and bylaws in effect.

8.12.1 Key Guideline Concepts

The intent of the Key Guideline Concepts is to ensure that development within the Wildfire Development Permit Area is managed to minimize the risk to property and people from wildfire urban interface hazards and to further reduce the risk of potential post-fire landslides and debris flows.

Applications for Wildfire Development Permits will be assessed against the following key guideline concepts:

1. Locate development on individual sites so that, when integrated with the use of mitigating construction techniques and landscape management practices, the risk of wildfire hazards is reduced;
2. Mitigate wildfire impacts while respecting environmental conservation objectives and other hazards in the area;
3. Ensure identified hazard areas are recognized and addressed within each stage of the land development process; and
4. Manage the interface forest fuel components, including vegetation and structures, thereby increasing the probability of successful fire suppression, containment and minimize adverse impacts.

8.12.2 Guidelines

The design and construction of buildings and structures located within the boundaries of the Wildfire Development Permit Area shall be in accordance with the following key guidelines. Additional details can be found in the *BC Wildfire Service FireSmart* manuals.

The City may consider alternative design and construction solutions if the alternative solution meets the intent of these guidelines.

A. Subdivision Design and Construction

1. The development building face should be located a minimum of 10 metres away from the adjacent forest interface. This 10 metre distance (Priority Zone 1) should be created between all sides of the foundation and the forest interface (vegetation shall be modified to mitigate hazardous conditions within 10 metres of the foundations prior to the start of construction). The treatment within Priority Zone 1 may include: treating fuel on the existing parcel; developing a trail as a part of the Priority Zone; or including an environmental and geotechnical setback, if such treatment is mutually beneficial to the intent of the setback areas and FireSmart principles.
2. Priority Zone 1 may incorporate cleared parks, roads, or trails to meet the 10 metre distance requirement.
3. Development shall be set back a minimum of 10 metres from the top of ridgelines, cliffs or ravines. Variations may be considered if a wildfire hazard assessment can justify a change in the setback distance.
4. Where the City requires fire hydrants within a development, these must be fully functional prior to construction above the foundation level.
5. For subdivisions where a secondary access is not provided and an emergency Utility Vehicle (UTV) trail system is planned as an alternative, the trail access must be constructed with a 1.5 metre trail width and a minimum height and width of 2 metres cleared of vegetation, with pullouts for passing and turnaround every 500 metres, where appropriate. In areas where a 30 metre environmental setback is required, the City may consider including the trail within the 30 metre setback; however, it must be located outside of a 15 metre watercourse setback from the top of bank. Trails or turnaround points must consider appropriate design measures for protecting environmentally sensitive and/or geotechnical sensitive areas.
6. Access points suitable for evacuation and the movement of emergency response equipment must be provided. The number of access points and their capacity should be determined during subdivision design. Two means of access are preferred for subdivisions in a Wildfire Development Permit Area. If two access points are not possible, then the single access must have the capability of accommodating two fire trucks - each with a width of 2.9 metres - safely passing each other at strategic locations.

B. *Building Design and Siting*

1. Locate building sites on the flattest areas of the property and avoid gullies or draws that accumulate fuel and funnel winds.
2. Steep roofs and closed or screened gutters are preferred in order to prevent the collection of leaves or needles, and to reduce the risk of ember shower accumulation.
3. Buildings must comply with the requirements listed below. Accessory buildings located within the Wildfire Development Permit Area must meet the same building standards as the principal residence.

Roofing Materials

- a) Roof materials shall have a Class A or B fire resistance rating as defined in the current British Columbia Building Code, as amended. Examples of typical Class A or B roofing products include, but are not limited to: asphalt shingles, metal, concrete tile, clay tile, synthetic, slate, and hybrid composite materials. Note: Wood shakes and shingles are not acceptable, unless certified to Class A or B.

Exterior Cladding

- a) Exterior cladding on elevations adjacent to the wildfire interface shall be constructed of ignition-resistant or non-combustible materials such as: stucco, metal siding, brick, cement shingles, cement board, concrete block, poured concrete, concrete composite, rock and logs or heavy timber.
- b) Decorative construction features, such as fascia, trim board materials and trim accents, are exempted from this requirement, to a maximum of 10% per elevation.

Overhanging Projections and Cantilevered Floors

- a) Overhanging projections attached to buildings and their support (i.e. decks, balconies, porches, structural columns, and beams) shall be constructed of heavy timber construction, ignition-resistant or non-combustible materials, similar to those allowed in the "Exterior Cladding" section above.
- b) The underside of all exposed floors (i.e. underside of balconies, decks and porches) shall be sheathed or skirted with fire-resistant materials, similar to those allowed in the "Exterior Cladding" section above.
- c) The underside of all cantilevered floors (i.e. bay windows, hutches, and window seats) shall be protected with fire-resistant materials and have the floor system fire-blocked at the exterior wall plane.
- d) Areas under overhang projections must be kept clear of debris.

Exterior Doors and Windows

- a) Exterior doors and garage doors shall be constructed of non-combustible materials (i.e. metal clad, solid core wood or have a 20 minute fire protection rating), and must meet the requirements of the North American Fenestration Standard (NAFS).

CORPORATE OFFICER

City of Maple Ridge

TO: Her Worship Mayor Nicole Read
and Members of Council
FROM: Chief Administrative Officer

MEETING DATE: December 5, 2016
FILE NO: 2016-448-CP
MEETING: C of W

SUBJECT: First Reading
OCP Amending Bylaw No. 7299-2016
13150, 13120, 13070, 13030, 12990, 12940, 13655 256 Street;
25775, 25801, 25801, 25927, 25927 128 Avenue; 26185 130 Avenue; 13301 251A
Street; 13055 251A Street, 25100 Alouette Road; 51 lots comprised of Kanaka
Business Park and adjacent park land
Employment Land Use Suitability Assessment (Located East and West of 256 Street and
North of 128 Avenue)

EXECUTIVE SUMMARY:

On September 19, 2016, Council authorized staff to begin preparing an OCP Amending Bylaw to redesignate the above noted properties in the 256 Street and 128 Avenue vicinity under the following resolution:

That staff draft a bylaw amendment to the Official Community Plan to redesignate lands in the 256 Street vicinity to Industrial from Suburban Residential and Institutional.

This OCP amendment will serve to facilitate future employment uses and development. These lands, while not identified in the 2012-2014 Commercial and Industrial Strategy, evolved from an investigation of suitable employment land across the City. These subject properties were seen as another means of expanding employment opportunities in the vicinity of existing and well-utilized employment lands. This report summarizes the existing policy and site context of the subject lands and outlines considerations stemming from a redesignation of the lands to *Rural Resource*, along with minor portions of land to be redesignated as *Park*, *Suburban Residential*, and *Estate Residential*. The 51 M-2 (General Industrial) zoned properties in the Kanaka Business Park are also included in the OCP amending bylaw to align to the existing zone with the *Industrial* and *Conservation* land use designations.

RECOMMENDATIONS:

- 1) That Official Community Plan Amending Bylaw No. 7299-2016 be given first reading;
- 2) That, in respect of Section 475(2)(b) 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. boards of education, greater boards and improvement district boards;
- vi. the Provincial and federal governments and their agencies.

3) That the only additional consultation to be required in respect of this matter beyond the consultation and communication process outlined in this report titled “Employment Land Use Suitability Assessment (Located East and West of 256 Street and North of 128 Avenue)” and the early posting of the proposed Official Community Plan Amending Bylaw on the City’s website, together with an invitation to the public to comment, are meetings with the subject property owners.

DISCUSSION:

It is the purpose of this report to present the results stemming from a high-level land use assessment intended to investigate the suitability of the lands located generally to the east and west of 256 Street and north of 128 Avenue for an employment designation (see Figure 1). The report also presents OCP Amending Bylaw 7299-2016 to redesignate the subject lands from *Suburban Residential* and *Institutional*, to *Rural Resource*, *Industrial*, *Park*, *Suburban Residential* and *Estate Suburban Residential*. The *Rural Resource* land use designation would allow for a variety of industrial and light-industrial activities to be considered in the future, including gravel extraction. While Council had originally directed staff to consider an *Industrial* redesignation, further analysis revealed that a *Rural Resource* designation would accommodate Council’s industrial employment goals while preserving potential gravel resources.



Figure 1: The Subject Lands Located to the East and West of 256 Street and North of 128 Avenue

a) Background Context:

On October 5, 2015, Council endorsed the Commercial and Industrial Strategy Implementation Plan Matrix. The Commercial and Industrial Strategy indicates that the City needs a range of 69-93 hectares (170-230 acres) of additional industrial lands by 2040. As part of the ensuing discussion with Council, a number of areas that could potentially accommodate employment-based land uses were identified (See Figure 2), along with the following Council Resolutions:

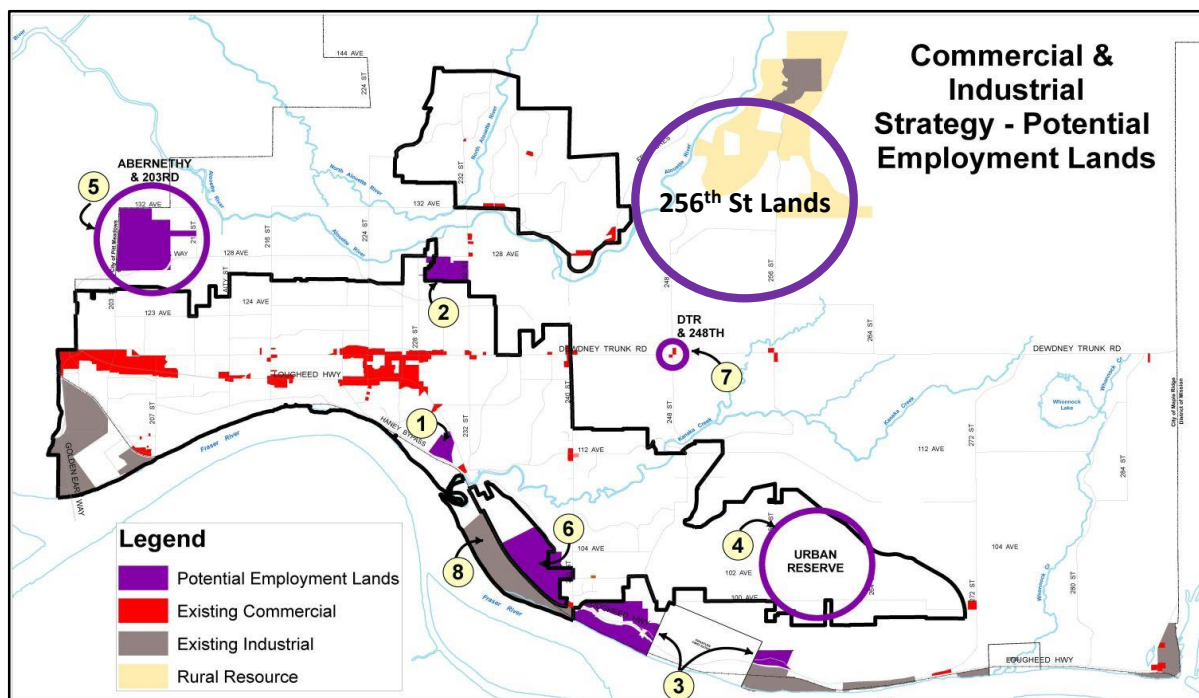
That staff be directed to obtain a more detailed site analysis [of each identified location] to determine feasibility as employment generating lands. (Dec. 2, 2013); OR

For this work to be completed as part of development application information.

On September 19, 2016, Council authorized staff to begin preparing an amending bylaw to redesignate the lands in the 256 Street and 128 Avenue vicinity with the following resolution:

That staff draft a bylaw amendment to the Official Community Plan to redesignate lands in the 256 Street vicinity to Industrial from Suburban Residential and Institutional.

Again, staff have noted that a *Rural Resource* designation aligns with Council's direction while also acknowledges the presence of gravel resources and their importance to the City. Further, these lands, under the proposed *Rural Resource* land use designation, offer another means of expanding employment opportunities in vicinity of existing and well-utilized employment lands.



b) Property Description:

The subject lands are located to the east and west of 256 Street and to the north of 128 Avenue. These properties represent approximately 153 gross hectares (378 acres) comprised of multiple properties, many with different land use designations. As such, staff have grouped the various properties for clarification purposes. As shown in Figure 1:

- The properties in group “1” are currently a mix of *Suburban Residential*, *Rural Resource*, and *Agricultural* designated properties. The properties are located immediately west of the existing Kanaka Business Park.
- The property identified as “2” is comprised of two smaller properties immediately adjacent to *Suburban Residential* properties which are hooked to a larger parcel. The property is currently designated *Institutional* in reflection of past land use activities, and is generally surrounded by *Rural Resource* land.
- The property identified as “3” has a current split land use designation of *Rural Resource* and *Suburban Residential*, and is zoned A-2 (Upland Agricultural).
- The land identified as “4” is a portion of a larger parcel that has a number of different zones including A-2 (Upland Agricultural), M-2 (General Industrial), M-4 (Extraction Industrial) and P-5 (Corrections and Rehabilitation). The portion of the lot in question is currently designated *Institutional* based on historic uses, while the remainder of the parcel is designated *Rural Resource* to reflect the current gravel extraction operation.

All of the properties in Figure 1 are located outside of the City’s Urban Area Boundary. Regionally, the sites are not within the Metro Vancouver Urban Containment Boundary, and are designated either Industrial or Rural in the Regional Growth Strategy and are adjacent to lands designated Industrial by Metro Vancouver. The properties identified as “2” is within the Fraser Sewerage Area, while portions of group “1”, “3”, and “4” are either outside of, or partially within, the Fraser Sewerage Area. Those properties that are included or are partially within the Agricultural Land Reserve (ALR) do not form part of OCP Amending Bylaw No. 7299-2016 and are to remain designated *Agricultural* and within the ALR.

c) Property Assessment:

In consideration of Council’s earliest motion, namely to investigate the suitability of lands within the City for a employment designation, staff undertook a high-level assessment of the potential environmental and technical requirements that face any future redevelopment of these lands, regardless of land use designation.

Topography and Watercourses – The properties in this area are relatively level, although changes in topography are notable in proximity to known watercourses. As well, any future development will be impacted by the setbacks associated with the watercourses present (ranging from 10 m to 30 m). A Watercourse Protection Development Permit will be required for those properties that are within 50 metres of a watercourse, pond, or wetland feature to ensure riparian areas and environmentally sensitive habitat remains protected.

Soils and Geology - Given the topography and presence of watercourses, hydro-geotechnical issues likely exist, requiring further hydro-geotechnical studies to determine setbacks from top of slope and toe of slope. A Natural Features Development Permit is required for development of sites on slopes over 15% to consider OCP Hillside Management Policies.

Significant Trees and Forest Areas – While some of the lands in this area are already cleared as a result of past land use activities, there are remaining portions of the sites that would require clearing and tree removal. A Tree Cutting Permit is required under the Tree Protection and Management Bylaw. Further investigation through a Tree Management Plan is required to determine potential retention areas for significant tree clusters, especially on the periphery of the sites and around conservation boundaries. In addition, appropriate studies, mitigation, and coordination measures are required to manage tree retention and tree removal areas on site, including tree replacement requirements.

Surface Water, Groundwater and Vulnerable Aquifer Management – This area is accessible and serviceable, which reduces uncertainty with respect to groundwater impacts and aquifer management. At the time of any future development, groundwater issues will need to be dealt with through measures including adaptive stormwater management plans and coordination with grading, conservation areas, and geotechnical setback recommendations. A Groundwater Impact Assessment is anticipated to be required for stormwater management purposes depending on proximity of future development to steep slopes and the scale of any clearing that may be needed.

Stormwater Management – Floodplain issues are peripheral to these lands. At the time of a development application, any implicated lands, especially those that are in proximity to the Alouette River, would need to demonstrate compliance with the City's stormwater management requirements with respect to three tier on-site source controls using Provincial and Metro Vancouver design standards. Emphasis within the three tier approach is on management of volumes, runoff rates, and water quality improvements which need to be coordinated with geotechnical recommendations, environmentally sensitive areas, and tree retention areas.

Agriculture Impacts – Some of the subject lands are adjacent to land in the Agricultural Land Reserve. All future development of these lands will be required to complete an Agricultural Impact Assessment for adjacent Agricultural Land Reserve properties. Mitigation recommendations may include; but are not be limited to: landscape buffering, fencing, and road design with each future development application.

d) Engineering Considerations:

Access – In general, many of the properties in this area either abut or are readily accessible from 256 Street. For those parcels located in the northwesterly extent of the area, access may be more challenged. Any future developments on these properties will need to confirm if access to those portions of land available for development can be achieved within the design and construction standards set out in the Maple Ridge Subdivision and Development Servicing Bylaw; as well as meet the requirements for emergency access identified by the Maple Ridge Fire Department.

Furthermore, truck traffic stemming from this area, if redesignated, may warrant an examination of the Strategic Transportation Plans recommendations, specifically regarding the identified routes for access to this area and consider if specific improvements are necessary such as the turning movements at the intersection of 256 Street and Dewdney Trunk Road.

Municipal Water – Municipal watermain are currently located along 256 Street and 128 Avenue; however, not all of the subject lands fronting these roads have a water connection. There is no municipal watermain on Alouette Road, which provides road frontage to some of the subject lands. The Engineering Department has identified an upcoming capital works project scheduled for spring 2018 that will increase the water capacity and fire flow potential through an upgrade to the 270A Street reservoir. Although this capital project will address such likely needs for the subject lands in the short term, a detailed review of water requirements will be required to confirm the need for any upgrades to accommodate the change in land use.

Sanitary Service – The subject lands have varying degrees of access to the municipal sanitary sewer system depending on their status in the Fraser Sewerage Area. Some of the properties are partially or wholly within the Fraser Sewerage Area, allowing full or limited sanitary connections; whereas as some of the lands are not within the Fraser Sewerage Area. Properties within the latter category will require a private septic system to deal with sanitary requirements. Industrial development on private septic systems is currently the case at the M-2 (General Industrial) zoned Kanaka Business Park to the east of the subject lands. A study is required to determine what upgrades to the sewage collection system would be required to accommodate the proposed change in land use.

e) Development Potential:

Once combined, the environmental and technical requirements will inherently limit the development of these lands, regardless of future land use designation. With attention solely on the topography and the known watercourses, staff prepared a summary illustration of the areas available for development to the east and west of 256 Street and to the north of 128 Avenue. As shown in more detail in Figure 3, which identifies the possible development potential for each property or group of properties, overall it was identified that of the possible 153 gross hectares (378 acres) of site area, the total resulting development area is approximately 115 hectares (284 acres) or 75%.

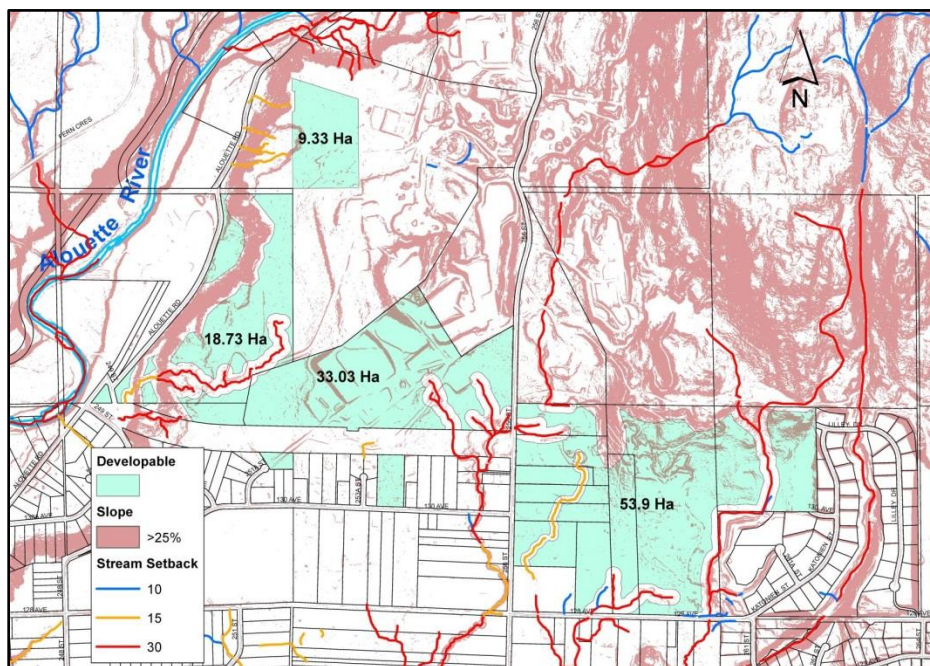


Figure 3: Potential Lands Available for Development to the East and West of 256 Street and to the North of 128 Avenue (Allowing for Slope and Watercourses).

f) Policy and Zoning Assessment:

Aside from environmental factors, the site will be further influenced by the City's policy and regulatory directions.

Official Community Plan

The *Rural Resource* land use designation supports industrial and employment uses and aligns with the M-2 (General Industrial), M-4 (Extraction Industrial) and M-5 (High Impact Industrial) zones. The *Rural Resource* land use is intended to identify potential gravel deposits given its importance as a natural resource.

The OCP outlines a long-term vision for identifying additional employment generating lands, yet equally places an emphasis on ensuring the suitability of any lands contemplated for new opportunities. As a result, the OCP provides a set of evaluation parameters for potential lands being considered for employment, be it industry or business park. These include:

Policy 6-41 The identification of additional employment generating land is a priority for the District. Maple Ridge will evaluate alternate locations for a large block or blocks of additional employment generating land to support the growth of the employment sector in the future. Location parameters for suitable industrial land may include, but is not limited to:

- a) land that is relatively flat;*
- b) land that is conducive to industrial development;*
- c) land that is contiguous to a full range of municipal services;*
- d) land that is strategically located near the Regional transportation network.*

While the above noted policy emphasizes the presence of municipal services, it is noted that Schedule A of the Maple Ridge Subdivision and Development Servicing Bylaw exempts developments under the Industrial zones from the requirement to provide municipal services outside of the Urban Area Boundary, excluding municipal water connections.

Gravel Deposits

Properties in group "1" and property "3" are currently designated in part *Rural Resource*, and several gravel extraction businesses are in operation in this area. Two policies guide the development of *Rural Resource* designated land in Maple Ridge:

Policy 6-45 Rural Resource Industrial lands are located in the northern portion of the community and provide for a range of general industrial, heavy industrial and high impact resource based industrial uses following the removal of gravel resources on these lands.

Policy 6-46 The gravel reserves in the Rural Resource area at the north end of 256 Street will be considered for use prior to development of the industrial potential. However, before any additional gravel extraction traffic occurs, beyond historic levels, alternative access needs to be developed to prevent increased impacts on the residential character of the neighbourhood.

As a result of these policies, the process for consideration of any other general industrial use aside from resource extraction under the *Rural Resource* designation is to first identify if gravel deposits exist, and second, for identified gravel deposits to be removed. At this time, no analysis of the extent of gravel deposits on the subject lands has taken place; however anecdotal knowledge and existing topography indicates that some gravel deposits have historically been removed.

The City's Soil Removal Bylaw No. 6398-2006 permits a maximum threshold of 300,000 cubic metres of gravel to be extracted per year. As current rates have yet to approach this threshold, it would appear that continued gravel extraction could take place on some of these lands in the future. Given that, while the expansion of the *Rural Resource* designation may permit a wide array of industrial activities, any future redevelopment will be required to assess the gravel extraction potential of any such lands and/or identify any implications to the Soil Removal Bylaw No. 6398-2006, as a condition of development.

Commercial and Industrial Strategy:

The Commercial and Industrial Strategy presented an industrial land demand forecast based on employment growth, which indicates that Maple Ridge will require between 170 and 230 acres (69 to 93 hectares) of additional industrial lands by 2040. The Strategy recognized the inherent challenge of finding industrial land in the medium to long term in an already competitive region. It also identified that Maple Ridge currently has vacant and/or underutilized lands that may be suitable for industrial redevelopment in the short term. Various long-term directions were offered as ways to meet future demand, including maintain the status quo supply. However, in the interim it was emphasized that the City should begin planning for the anticipated long-term growth now so it can best accommodate demand for industrial lands whenever it occurs.

The subject lands under current consideration were reviewed in the Commercial and Industrial Strategy, but the area was identified as not being viable in the short term. Land sales for industrial properties have increased recently, reducing the number of vacancies and unsold properties significantly, and indicating that there is local market demand for industrial land in North-East Maple Ridge. The Commercial and Industrial Strategy further noted that the 256 Street industrial lands were more likely to attract M-2 (General Industrial) zoning uses (i.e. industrial activity unenclosed by a building) due to the Albion Industrial Area's classification as a Business Park and alignment with the M-3 (Business Park) zone.

Regional Policy Context:

The subject lands are currently designated *Industrial* and *Rural* in Metro Vancouver's Regional Growth Strategy (RGS). The *Industrial* land use designation aligns with both heavy and light industrial uses that have access to municipal services such as water and sanitary sewer. The *Rural* land use designation is a non-urban land use designation that allows a range of small scale low density uses, including industrial uses that do not require the provision of urban services. As a result, industrial activity on the subject lands can proceed without an amendment to Metro Vancouver's land use designation or the Greater Vancouver Sewerage and Drainage District's Fraser Sewerage Area boundary. Should a more intensive scale of industrial development, or an expansion of the Fraser Sewerage Area be desired in this area in the future, an amendment to the Fraser Sewerage Area boundary and the Regional Growth Strategy would be required.

Compatibility with Surrounding Development:

The lands to the east and west of 256 Street and to the north of 128 Avenue are surrounded in part by residential uses along 130 Avenue, agricultural uses south of 128 Avenue and Rural Resource and other industrial uses to the north. Building off of the industrial context of this area, the industrial Kanaka Business Park is also present immediately east of the properties grouped as “1” in Figure 1 along 128 Avenue. While not abutting, the residential neighbourhood of Whispering Falls is also in close proximity to this area, and will share access along 128 Avenue. Existing institutional uses in the vicinity of the subject lands also include the Fraser Regional Correction Centre and the Justice Institute Fire and Safety Training Centre.

g) Land Use Redesignation Implications:

While acknowledging the environmental and technical issues that would need to be addressed through any future development of these lands, the high-level staff assessment has identified that approximately 115 hectares (284 acres) or about 75% of the gross site area could be suitable for an employment land use designation. Based upon anecdotal observations from within the Maple Meadows Business Park and operations in the 256 Street industrial area, such combined industrial development potential could equate to 10-12 industrial units per acre. Using this anecdotal rule of thumb further, it suggests that industrial development could result in the creation of thousands of employment-generating units over the long term future. Further, the properties present possible synergies with surrounding industrial and institutional land uses, offering an opportunity to satisfy in a large part the future demand for employment lands in one consolidated location.

The staff analysis also identified that access, especially by truck traffic servicing any future industrial uses, could be a limiting factor and may require additional assessment of the City’s road network. Ongoing monitoring and assessment of existing gravel deposits in this area would also be an ongoing consideration of any future industrial development. As well, it is noted that the existing suburban residential development in this area could be further impacted by an expansion of employment-generating land uses. Given that, and reflecting that limited discussion has occurred in terms of the types of employment uses and levels of land use intensity that may be appropriate on the subject lands, further community dialogue is encouraged as Council considers OCP Amending Bylaw 7299-2016.

h) Other Considerations:

Five other land use amendments are proposed under OCP Amending Bylaw 7299-2016: *Industrial, Park, Estate Suburban Residential*, and *Suburban Residential*. In the high-level examination undertaken it was noted that the property identified as “2” in Figure 1 is hooked to two smaller parcels. These two parcels currently abut existing residential properties. It is therefore recommended through OCP Amending Bylaw 7299-2016 that these properties be designated *Estate Suburban Residential* and *Suburban Residential* to accommodate a continuation of the adjacent residential uses.

Furthermore, an existing city right-of-way adjacent to the subject lands is proposed to be redesignated to *Park*. This right-of-way is not anticipated to be constructed as a road, and in discussion with Parks, Recreation and Culture Department staff it was identified as a desirable trail connection. Identifying this right-of-way as park for the purpose of accommodating future greenways will create a buffer between residential and employment uses in this area.

Lastly, the Kanaka Business Park is included under OCP Amending Bylaw 7299-2016 to be redesignated to *Industrial and Conservation* from *Suburban Residential* and *Rural Resource*. This will bring the existing zoning into alignment with the appropriate land use designation.

i) Consultation and Communication:

The *Local Government Act* (LGA) Section 475 provides the framework to guide consultation for OCP amendments. Council must consider if consultation should be early and ongoing with one or more persons, organizations and authorities. Specifically with:

- 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. boards of education, greater boards and improvement district boards;
- vi. the Provincial and federal governments and their agencies.

In light of the challenges inherent to these lands, but in recognition of the employment potential in this general area, further engagement with the land owners is warranted. For the subject lands, the following consultation and communication process is proposed:

- a. Interdepartmental referrals will be sent to Engineering for comments on traffic and servicing, Finance Department for consistency with the Five Year Financial Plan, Parks, Recreation and Culture for consistency with the Parks Master Plan, and Economic Development for comment on the consistency of the proposed use in conjunction with the Economic Development Plan;
- b. Intergovernmental referral will be sent to Metro Vancouver and the Greater Vancouver Sewerage & Drainage District for comment on the consistency with the Regional Growth Strategy;
- c. Engagement with owners of the subject lands will be undertaken. Invitations for discussion with adjacent land owners such as the Katzie First nation and the Province of B.C will also be issued to determine the vision for these properties.

Following Council consideration of first reading, letters to property owners will be mailed out with an invitation to participate in a consultation meeting. It is anticipated, based on the wider consultation and the discussions with the community and stakeholders that refinements to OCP Amending Bylaw 7299-2016 may be needed, which will be completed prior to Council reading of the Bylaw a second time.

j) Alternative:

Staff's high-level assessment suggests that the subject lands are suitable in the long-term for employment-generating activities. However, an alternative direction would be for Council to direct staff not to redesignate these lands at this time, and to engage the community prior to bringing forward an OCP Amending Bylaw for first reading.

CONCLUSION:

The Commercial and Industrial Strategy recognized that regional competition and an existing supply of under-utilized industrial lands elsewhere in the community, give the City time to plan for future land use changes. Towards that end, and in response to direction from Council, staff has undertaken an assessment of various properties to the east and west of 256 Street and to the north of 128 Avenue to assess their long-term suitability for employment-generating land uses, all in a proactive attempt to meet anticipated future demand. OCP Amending Bylaw 7299-2016, which seeks to redesignate the subject lands to a *Rural Resource* land use designation, is based upon the findings of the assessment, which point to the potential availability of 115 hectares (284 acres) of land that could accommodate future employment interests. However, while these lands might be located in proximity to an already existing industrial node in the City, recognition is also given to the presence of many suburban homes which might be impacted by increased employment activities. Combining these perspectives suggests that early consultation be undertaken with the property owners in the vicinity of the subject lands to better understand the land use vision for this area. Such input will be brought back to Council, potentially in the form of a revised OCP Amendment Bylaw 7299-2016, prior to second reading.

“Original signed by Amelia Bowden”

Prepared by: Amelia Bowden, M. Urb
Planner 1

“Original signed by Christine Carter”

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

“Original signed by Christine Carter” for

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

“Original signed by E.C. Swabey”

Concurrence: E.C. Swabey
Chief Administrative Officer

Appendix A – OCP Amendment Bylaw 7299-2016

CITY OF MAPLE RIDGE BYLAW NO. 7299-2016

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

WHEREAS Section 477 of the Local Government Act provides that the Council may revise the Official Community Plan;

AND WHEREAS it is deemed expedient to amend Schedule "B" 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. 7299-2016."
2. Schedule "B" is hereby amended for that parcel or tract of land and premises known and described as:

Part Southwest ¼ Group 1 Lot 1 Section 25 Township Plan 12 New Westminster District Plan NWP41107

Group 1 Lot 1 Section 25 Township Plan 12 New Westminster District Plan LMP26779

Group 1 Lot 2 Section 25 Township Plan 12 New Westminster District Plan LMP26779

Part Southwest ¼ Lot 3 Section 25 Township Plan 12 New Westminster District Plan NWP70124

Part Southwest ¼ Group 1 Lot 2 Section 25 Township Plan 12 New Westminster District Plan NWP70124

Part Southwest ¼ Group 1 Lot 4 Section 25 Township Plan 12 New Westminster District Plan NWP41107

Part Southwest ¼ Group 1 Lot 1 Section 25 Township Plan 12 New Westminster District Plan NWP70124

Parcel 1 Part Southwest ¼ Reference Plan 17316 of Parcel A Reference Plan 3015 Section 25 Township Plan 12 NWD

Parcel A Part Southwest ¼ Reference Plan 3015 Excluding Parcel 1 Reference Plan 17316 Section 25 Township Plan 12 NWD

Legal Subdivision 7 Group 1 Section 25 Township Plan 12 NWD (PID 013-301-748)

Group 1 Lot A Section 26 Township Plan 12 New Westminster District Plan NWP83431

Lot 22 Section 26 Township plan 12 New Westminster District Plan LMP25391

Lot A Section 26 Township Plan 12 New Westminster District Plan BCP45610

PID 000-947-261

Lots 1-5,8-11, and 13-51 Section 25 Township 12 New Westminster District Plan BCP42202 and four adjacent park parcels

Lots 1-3 Section 25 Township Plan 12 New Westminster District Plan BCP44861

and outlined in heavy black line on Map No. 926, a copy of which is attached hereto and forms part of this Bylaw, is hereby designated as shown.

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

Part Southwest $\frac{1}{4}$ Group 1 Lot 1 Section 25 Township Plan 12 New Westminster District Plan NWP41107

Group 1 Lot 1 Section 25 Township Plan 12 New Westminster District Plan LMP26779

Group 1 Lot 2 Section 25 Township Plan 12 New Westminster District Plan LMP26779

Part Southwest $\frac{1}{4}$ Lot 3 Section 25 Township Plan 12 New Westminster District Plan NWP70124

Part Southwest $\frac{1}{4}$ Group 1 Lot 2 Section 25 Township Plan 12 New Westminster District Plan NWP70124

Part Southwest $\frac{1}{4}$ Group 1 Lot 4 Section 25 Township Plan 12 New Westminster District Plan NWP41107

Part Southwest $\frac{1}{4}$ Group 1 Lot 1 Section 25 Township Plan 12 New Westminster District Plan NWP70124

Parcel 1 Part Southwest $\frac{1}{4}$ Reference Plan 17316 of Parcel A Reference Plan 3015 Section 25 Township Plan 12 NWD

Parcel A Part Southwest $\frac{1}{4}$ Reference Plan 3015 Excluding Parcel 1 Reference Plan 17316 Section 25 Township Plan 12 NWD

Legal Subdivision 7 Group 1 Section 25 Township Plan 12 NWD (PID 013-301-748)

Group 1 Lot A Section 26 Township Plan 12 New Westminster District Plan NWP83431

Lot 22 Section 26 Township plan 12 New Westminster District Plan LMP25391

Lot A Section 26 Township Plan 12 New Westminster District Plan BCP45610

PID 000-947-261

Lots 1-5,8-11, and 13-51 Section 25 Township 12 New Westminster District Plan BCP42202 and four adjacent park parcels

Lots 1-3 Section 25 Township Plan 12 New Westminster District Plan BCP44861

and outlined in heavy black line on Map No. 927, a copy of which is attached hereto and forms part of this Bylaw, is hereby amended by adding Park and Conservation.

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

READ a first time the day of , 20

READ a second time the day of , 20

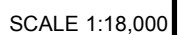
PUBLIC HEARING held the day of , 20

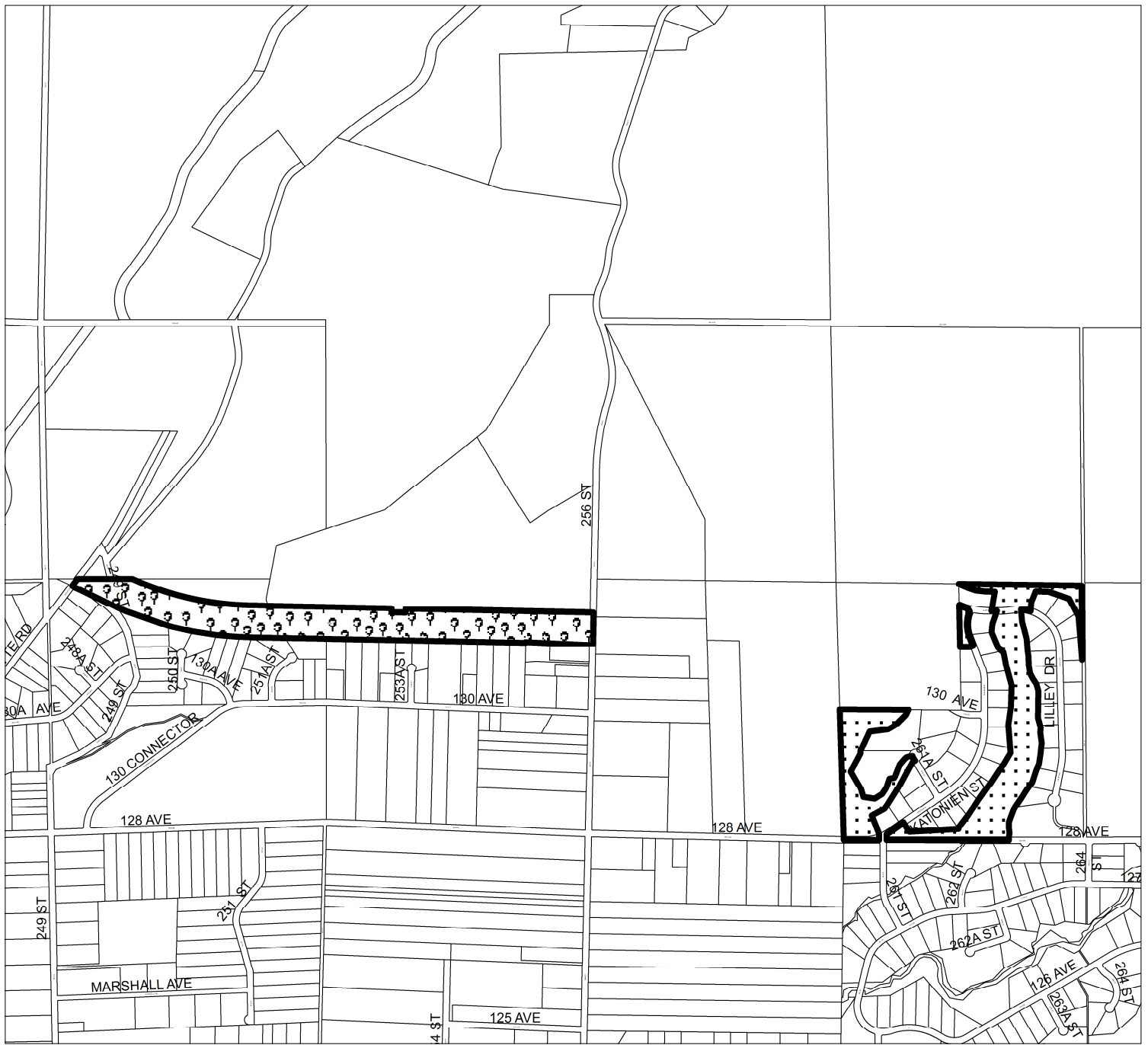
READ a third time the day of , 20

ADOPTED, the day of , 20 .

PRESIDING MEMBER

CORPORATE OFFICER





MAPLE RIDGE OFFICIAL COMMUNITY PLAN AMENDING

Bylaw No. 7299-2016

Map No. 927

Purpose: To Amend Schedule C as shown



To Add to Park



To Add To Conservation



SCALE 1:18,000

City of Maple Ridge

TO: Her Worship Mayor Nicole Read
and Members of Council
FROM: Chief Administrative Officer
SUBJECT: Development Variance Permit
24979 108 Avenue

MEETING DATE: December 5, 2016
FILE NO: 2012-109-DVP
MEETING: CoW

EXECUTIVE SUMMARY:

A development Variance Permit application 2012-109-DVP has been received in conjunction with a rezoning and subdivision application to rezone the subject property from RS-3 (One Family Rural Residential) to RS-1b (One Family Urban (Medium Density) Residential) to allow for future subdivision into 13 single family residential lots. The requested variance is to:

Reduce the minimum lot width for lots 1, 10, 11, 12 and 13 from 15 m (50 ft.) to:

- 14.6 m (47.9 ft.) for lot 1
- 14.7 m (48.2 ft.) for lot 10
- 14.7 m (48.2 ft.) for lot 11
- 14.3 m (46.9 ft.) for lot 12
- 14.3 m (46.9 ft.) for lot 13

Council will be considering final reading for rezoning application 2012-109-RZ on December 6, 2016.

It is recommended that Development Variance Permit 2012-109-DVP be approved.

RECOMMENDATION:

That the Corporate Officer be authorized to sign and seal 2012-109-DVP respecting property located at 24979 108 Avenue.

DISCUSSION:

a) Background Context

Applicant:	Aplin & Martin Consultants Ltd.
Legal Description:	Lot "A" Section 11 Township 12 New Westminster District Plan 23702
OCP:	
Existing:	Low/Medium Density Residential
Zoning:	
Existing:	RS-3 (One Family Rural Residential)
Proposed:	RS-1b (One Family Urban (Medium Density) Residential)

Surrounding Uses:

North:	Use:	Residential
	Zone:	RS-1b (One Family Urban (Medium Density) Residential) with Density Bonus to R-1 (Residential District)
	Designation:	Low/ Medium Density Residential
South:	Use:	Residential
	Zone:	R-1 (Residential District)
	Designation:	Medium Density Residential
East:	Use:	Residential
	Zone:	RS-3 (One Family Rural Residential)
	Designation:	Suburban Residential
West:	Use:	Residential
	Zone:	RS-1b (One Family Urban (Medium Density) Residential)
	Designation:	Low/Medium Density Residential

Existing Use of Property:	Residential
Proposed Use of Property:	Residential
Site Area:	0.82 Ha (2.15 acres)
Access:	108 Avenue and Morrisette Place
Servicing requirement:	Urban Standard

b) Project Description:

The subject property, located at 24979 108 Avenue, is within the Albion Area Plan. The single family home that was located on the property has recently been demolished, as a condition of rezoning. To the west are single family RS-1b (One Family Urban (Median Density) Residential) lots, to the north are single family RS-1b (One Family Urban (Medium Density) Residential), with a Density Bonus to R-1 (Residential District) sized lots; to the east are single family RS-3 (One Family Rural Residential) lots; and to the south are R-1 (Residential District) lots. The applicant is proposing subdivision into 13 single family residential lots.

c) Variance Analysis:

The Zoning Bylaw establishes general minimum and maximum regulations for single family development. A Development Variance Permit allows Council some flexibility in the approval process.

The requested variance and rationale for support are described below:

Maple Ridge Zoning Bylaw No. 3510 -1985, Schedule D – Minimum Lot Area Dimensions.

To reduce the minimum required lot width of 15 m (50 ft.) for the following lots to:

- 14.6 m (47.9 ft.) for lot 1
- 14.7 m (48.2 ft.) for lot 10
- 14.7 m (48.2 ft.) for lot 11
- 14.3 m (46.9 ft.) for lot 12
- 14.3 m (46.9 ft.) for lot 13

The proposed reduction in lot width, to the above mentioned lots, is required to allow for a future potential Lot 14, directly north of the development site. Potential Lot 14 is currently hooked to Lot 1 on the adjacent northern development, located across 109 Avenue, which was recently rezoned to RS-1b (One Family Urban (Medium Density) Residential), with a Density Bonus to R-1 (Residential

District), (see Appendix D). The property owner of the subject property and owner of the adjacent northern Lot 1 are currently negotiating the terms for a purchase of proposed Lot 14, which would be the subject of a separate subdivision application at a later date. The future potential Lot 14 would remain as an RS-1b (One Family Urban (Medium Density) Residential) zoned lot, and would use the Density Bonus to R-1 (Residential District) specifications. A no-build covenant will be placed on a portion of the subject application Lot 13, 1.4 m in width, to ensure that proposed Lot 14 meets the minimum requirements for lot width of the R-1 (Residential District) zone.

d) Citizen/Customer Implications:

In accordance with the *Development Procedures Bylaw No. 5879-1999*, notice of Council consideration of a resolution to issue a Development Variance Permit was mailed to all owners or tenants in occupation of all parcels, any parts of which are adjacent to the property that is subject to the permit.

CONCLUSION:

The proposed variance to reduce the minimum lot width to lots 1, 10, 11, 12 and 13 is supported to allow a future potential Lot 14 to develop, currently hooked to Lot 1 on the adjacent northern development (see Appendix D). The variance will allow for an effective assembly of land between the neighbouring properties; otherwise, the hooked portion could become an unkempt remnant parcel. The subject property owner and the neighbouring property owner are currently negotiating the terms for purchase of potential Lot 14.

It is therefore recommended that this application be favourably considered and the Corporate Officer be authorized to sign and seal Development Variance Permit 2012-109-DVP.

“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 E.C. Swabey”

Concurrence: E.C. Swabey
Chief Administrative Officer

The following appendices are attached hereto:

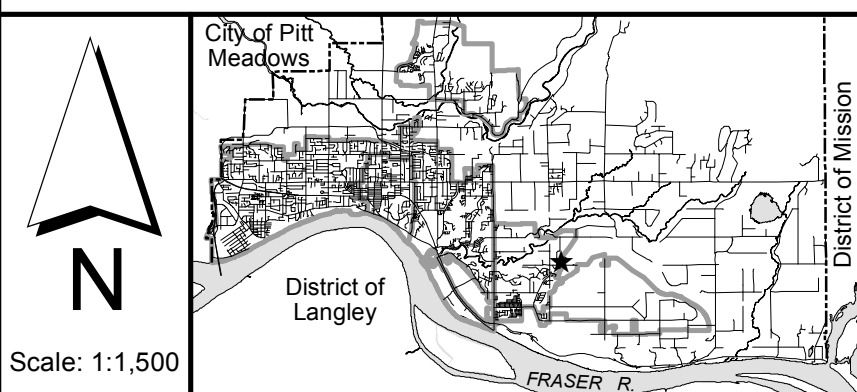
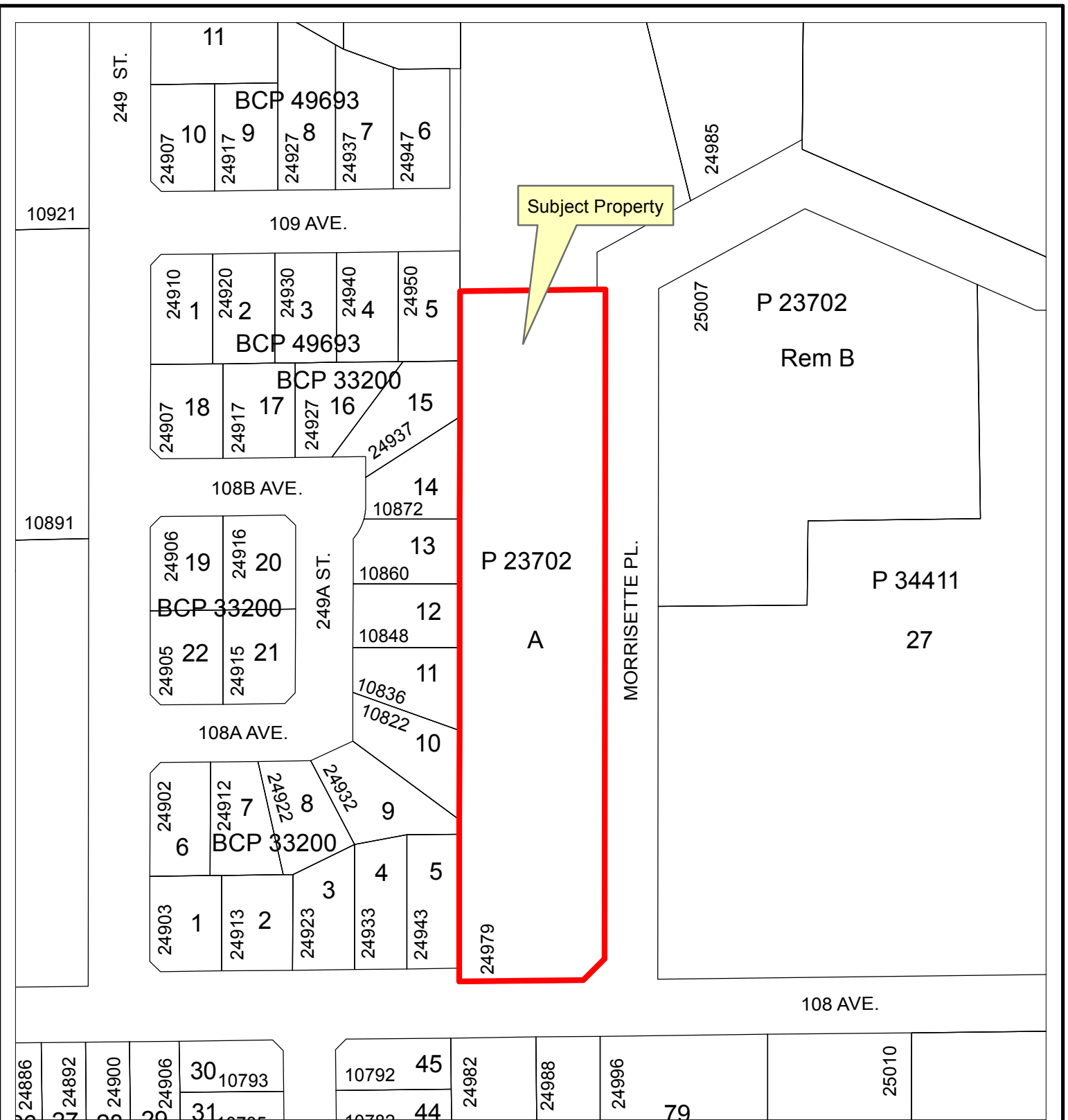
Appendix A – Subject Map

Appendix B – Ortho Map


Appendix C – Subdivision Plan, indicating proposed width variances for Lots 1, 10, 11, 12 and 13

Appendix D – Land Assembly Map, necessary to create future combined Lot 14

APPENDIX A



24979-108 Ave



MAPLE RIDGE
British Columbia

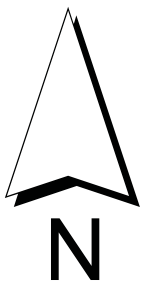
**CORPORATION OF
THE DISTRICT OF
MAPLE RIDGE**

PLANNING DEPARTMENT

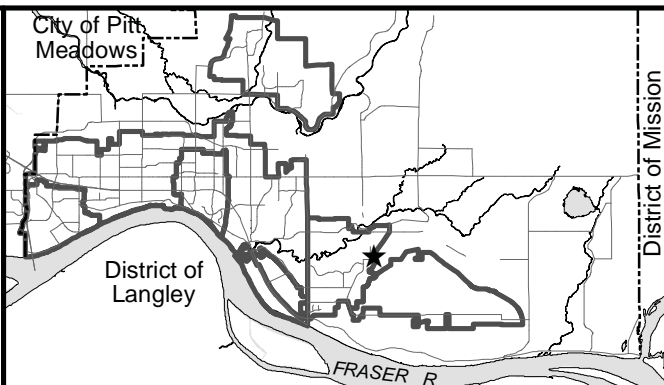
DATE: Jul 8, 2013

2012-109-VP

BY: JV



Scale: 1:2,000



24979 108 AVENUE



FILE: 2012-109-RZ
DATE: Dec 9, 2015

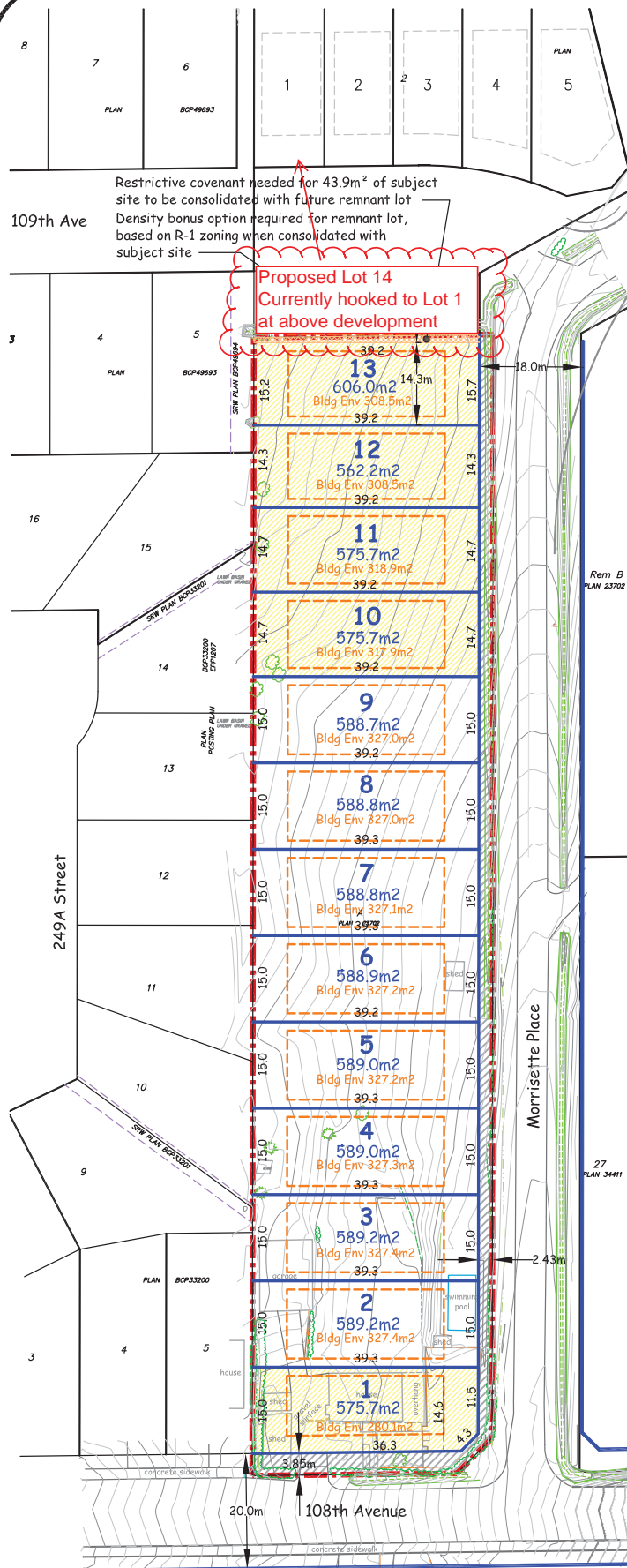
BY: PC

CONCEPT A-1
- based on RS-1b Zoning -

- 



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LEGAL DESCRIPTION

PID 009-256-067
Lot 'A' Section 11 Township 12
New Westminster District
Plan 23702

GROSS SITE AREA

Approx. 0.82 hectares / 2.03 acres

NET SITE AREA

Approx. 0.76 hectares / 1.88 acres

EXISTING ZONING & DESIGNATIONS

Zoning: RS-3 One Family Rural Residential)
NCP: outside of an NCP area
OCP: Albion Area Plan - Low/Medium Density Residential

PROPOSED ZONING & DESIGNATIONS

Zoning: RS-1b (One Family Urban (Medium Density) Residential)
NCP: Outside of an NCP area
OCP: No Change

LOT YIELD:

Existing Number of Lots: 1
Proposed Number of Lots: 13

DENSITY:

Approx. Gross: 15.8 u.p.h. / 6.4 u.p.a.
Approx. Net: 17.1 u.p.h. / 6.9 u.p.a.

NOTES:

- Remainder lot will require 43.9m² of parent parcel to be consolidated with the future proposed lot (area shown hatched).

- Estimated 617.6m² road dedication
- Development Variance Permit required for lot width reduction
- Building Envelope



939988 BC Ltd.
Single Family Development
24979 - 108 Avenue, Maple Ridge

CONCEPT A-1
- based on RS-1b Zoning -

This plan is conceptual only and may change due to:

- Review and approval by appropriate municipal, regional, provincial and federal governments and outside agencies
- Full environmental, geotechnical and soil assessments.
- Legal and topographical survey.
- Tree survey and assessment.
- Park dedication requirements or cash in lieu of.

- School site acquisition requirements and/or charges.
- Storm water detention requirements.
- Road dedication requirements.
- Environmentally sensitive areas and setback requirements.
- Building locations.
- Right-of-way and/or easement requirements.



Project 12-104
10 June 2016

City of Maple Ridge

TO: Her Worship Mayor Nicole Read
and Members of Council
FROM: Chief Administrative Officer
SUBJECT: Council Policy 6.21 – Development Sign Policy Review

MEETING DATE: December 5, 2016
FILE NO: 2016-389-CP
MEETING: CoW

EXECUTIVE SUMMARY:

On October 24, 2016, staff presented a draft Council Policy 6.21 - Development Sign Policy and updated sign template that included seven revisions to the existing Council policy. The revisions proposed are to address the recommendations of the Mayor's Open Government Task Force and to improve how development applications are communicated and advertised to the public. At the October 24, 2016 Workshop, staff recommended forwarding the proposed changes to the Development Liaison Committee for review by the Urban Development Institute (UDI) and the Greater Vancouver Homebuilders' Association (GVHBA). This referral has occurred and no revisions were suggested. Accordingly, it is now recommended that the draft policy be adopted.

RECOMMENDATION:

That Council Policy 6.21 - Development Sign Policy, dated September 12, 2012 be repealed and replaced with the attached draft Council Policy 6.21 - Development Sign Policy.

DISCUSSION:

The proposed Council Policy 6.21 - Development Sign Policy included a new sign template as well as the following changes:

- Increasing the duration of sign posting;
- Building in flexibility for the Director of Planning to require additional signs depending on land size and geometry;
- Including a subdivision layout or building rendering on the sign prior to Public Hearing;
- Removing technical jargon and using easily understood language;
- Adding colour for visual interest;
- Adding email contact information, with opportunities to direct residents to the Land Development Application Viewer (gis.mapleridge.ca/LandDevelopmentViewer); and
- Adding Land Use Contract Amendments and Discharges to list of applications requiring a development sign, and Director of Planning discretion for all other applications as necessary.

Following the October 24, 2016 Workshop, a referral was sent to the Development Liaison Committee requesting review of the draft policy and sign template by the Urban Development Institute (UDI) and the Greater Vancouver Homebuilders' Association (GVHBA). The UDI and GVHBA circulated the information to their members and responded that they support the policy and feel it brings more clarity to developers and the public. No suggestions for change were provided through that referral process.

CONCLUSION:

The revisions proposed to Council Policy 6.21 - Development Sign Policy are to address the recommendations of the Mayor's Open Government Task Force and to improve how development applications are communicated and advertised to the public. It is recommended that the attached draft Council Policy 6.21 -Development Sign Policy be adopted.

"Original signed by Amelia Bowden"

Prepared by: Amelia Bowden, M.Urb
Planner 1

"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 E.C. Swabey"

Concurrence: E.C. Swabey
Chief Administrative Officer

The following appendices are attached hereto:

Appendix A – Current Council Policy 6.21
Appendix B – Proposed Council Policy 6.21
Appendix C – Revised Template



POLICY MANUAL

Title: DEVELOPMENT SIGN POLICY		Policy No : 6.21
		Supersedes: Revised
Authority: <input checked="" type="checkbox"/> Legislative <input type="checkbox"/> Operational		Effective Date: September 12, 2012
Approval: <input checked="" type="checkbox"/> Council <input type="checkbox"/> CMT <input type="checkbox"/> General Manager		Review Date: 2013
<p>That with respect to the posting of development signs, be it resolved that the policy take effect when approved by Council.</p> <ol style="list-style-type: none"> 1. This policy shall apply to all Official Community Plan, Rezoning, and Heritage Revitalization Agreement development applications. 2. Development signs shall be placed to indicate to the general public the intent of a development application and to indicate the property(ies) involved in an application. 3. The applicant shall be solely responsible for the preparation, placement, maintenance and removal of the sign(s) and there shall be no cost to the municipality. 4. The sign(s) shall be placed on the site a minimum of 10 calendar days prior to consideration of the application for First Reading at Committee of the Whole. Failure to place the sign at the property will prevent further processing of the application. A photo of the sign on the property must be provided prior to consideration of the application for First Reading at Committee of the Whole. 5. The following information shall be added to the development sign only when required: <ul style="list-style-type: none"> • Notification of a Development Information Meeting (D.I.M.) must be placed on the site a minimum of 10 calendar days prior to the Development Information Meeting. Failure to place the sign at the property 10 days prior to the scheduled Development Information Meeting will invalidate the Development Information Meeting and another meeting will be required. • Notification of a Public Hearing (P.H.) must be placed on the site a minimum of 10 and no more than 20 calendar days prior to the Public Hearing. Failure to place the sign at the property 10 days prior to the scheduled Public Hearing will result in the application being withdrawn from the agenda of that Public Hearing. 6. The sign(s) shall be placed in a prominent location on the site, shall be clearly visible and shall not be obscured. Where a site abuts more than one road, one sign for each road frontage may be required. The sign shall not obstruct visibility for vehicle traffic. 		

7. The size, layout and arrangement of text on the sign(s) shall be in accordance with the attached sketches. The overall dimensions of the sign shall be 1.2 m by 2.4 m (4 ft by 8 ft).
8. The content of the sign shall be subject to the approval of the municipality and shall contain the following information:
 - a) The development application number;
 - b) The purpose of the application (e.g. single family lots, townhouses, commercial units, or heritage revitalization);
 - c) A description of the development proposal:
 - i. For subdivision: Proposed number of lots, lot size range; or;
 - ii. For multi-family, commercial, or industrial: Proposed number of units and total site area.
 - d) The date, place and time of the Development Information Meeting (if required);
 - e) The date, place and time of the Public Hearing;
 - f) An invitation to obtain information from the applicant and the Planning Department with contact numbers and the District of Maple Ridge website;
 - g) Additional information as may be deemed necessary by the Director of Planning.
9. The sign(s) shall contain a 0.6 m by 0.6 m (2 ft by 2 ft) map showing the location of the property involved in the application.
10. The sign shall be removed within 30 days following the Public Hearing or upon denial of the application. The sign removal shall be solely the responsibility of the applicant.
11. The sign shall be maintained by the applicant and any required repair or replacement due to damage, theft, or vandalism shall be solely the responsibility of the applicant.

Purpose:

To ensure proper notification to the public of proposed development changes in their community.

Definitions:

Key Areas of Responsibility	
Action to Take	Responsibility
<ul style="list-style-type: none"> • Development application received • Applicant is provided a copy of the Development Sign Policy 6.21 	<ul style="list-style-type: none"> • <i>Planning Development Services Technician or Planning Technician/Planner</i>
<ul style="list-style-type: none"> • Correspondence sent to applicant requesting draft of sign for review and approval 	<ul style="list-style-type: none"> • <i>Planning Technician/Planner</i>
<ul style="list-style-type: none"> • Applicant submits proof of sign installation for file record 	<ul style="list-style-type: none"> • <i>Planning Technician/Planner</i>
<ul style="list-style-type: none"> • Application forwarded to Committee of the Whole for First Reading 	<ul style="list-style-type: none"> • <i>Planning Technician/Planner</i>
<ul style="list-style-type: none"> • Applicant submits proof of Development Information Meeting notification decal submitted to the Planning Department (if required) 	<ul style="list-style-type: none"> • <i>Planning Technician/Planner</i>
<ul style="list-style-type: none"> • Applicant submits proof of Public Hearing notification decal submitted to Planning Department 	<ul style="list-style-type: none"> • <i>Planning Technician/Planner</i>
<ul style="list-style-type: none"> • Applicant confirms sign removed after Public Hearing 	<ul style="list-style-type: none"> • <i>Planning Technician/Planner</i>

All Text must be approved by the Planning Department prior to construction of the sign. All text is Helvetica and all colour must be black. The sign background colour is white.

1.2 m	<p style="text-align: center; font-size: 1.2em; margin: 0;">DEVELOPMENT APPLICATION</p> <p style="text-align: center; margin: 0;">(12345 100 Street)</p> <p style="margin: 0;">PROPOSED Rezoning from _____ to _____ to enable the the development of _____</p> <p style="margin: 0;">Proposed Number of Lots/Units: _____ *</p> <p style="margin: 0;">Lot size: _____ **</p> <p style="margin: 0;">(These numbers are approx. only and may change before final approval)</p> <p style="margin: 0;">APPLICANT: SPR Development Group _____ 6.5 cm</p> <p style="margin: 0;">604-123-4567</p> <p style="margin: 0;">PLANNING DEPARTMENT</p> <p style="margin: 0;">604-467-7341</p> <p style="margin: 0;">www.mapleridge.ca</p>	<p style="text-align: center; margin: 0;">0.6 m</p> <hr style="border: 0; border-top: 1px solid black; margin: 5px 0;"/> <p style="text-align: center; margin: 0;">10 cm</p> <hr style="border: 0; border-top: 1px solid black; margin: 5px 0;"/> <div style="border: 1px solid black; padding: 5px; margin: 5px 0;"> <p style="text-align: center; margin: 0;">SUBJECT MAP</p> <ul style="list-style-type: none"> - Subject parcel shaded - North arrow - Adjoining roads and parcels - Road names and addresses in bold </div> <p style="text-align: center; margin: 0;">0.6 m</p>
	<div style="border: 1px solid black; background-color: #f0f0f0; padding: 5px; display: inline-block;"> <p style="margin: 0;">See below for the information which should be added to this area as required</p> </div>	
	<p style="margin: 0;">2.4 m</p>	
	<div style="border: 1px solid black; padding: 5px;"> <p style="margin: 0;">This proposal will be presented at a Development Information Meeting at _____ on _____ from _____ to _____ pm</p> </div> <p style="margin: 0;">Install on sign min. 10 days before D.I.M.</p> <p style="text-align: center; margin: 0;">BACKGROUND COLOUR - OLYMPIC BLUE</p>	<div style="border: 1px solid black; padding: 5px;"> <p style="margin: 0;">This proposal will be presented at a Public Hearing in the Council Chambers at the Municipal Hall on _____ at _____ pm</p> </div> <p style="margin: 0;">Install on sign min. 10 days before P.H.</p> <p style="text-align: center; margin: 0;">BACKGROUND COLOUR - TOMATO RED</p>

*Proposed Number of Lots/Units: provide total # of lots at subdivision or # of units

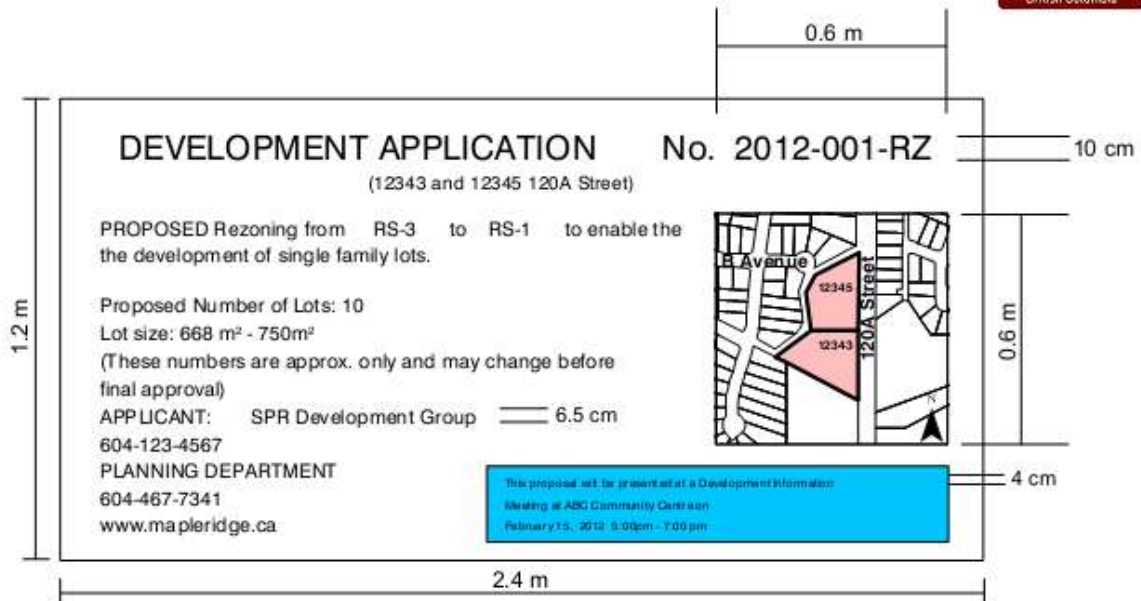
**Lot size: provide size range of lots at subdivision or total site area for other developments

Development Sign Drawing & Specifications

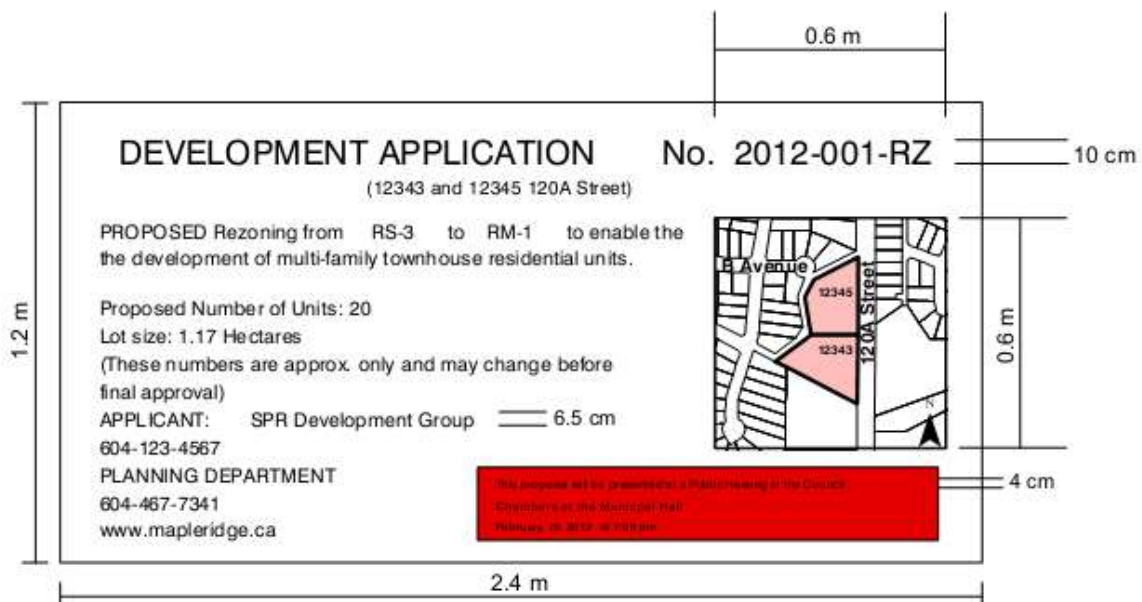


**CORPORATION OF
THE DISTRICT OF
MAPLE RIDGE**
PLANNING DEPARTMENT

Sign Sample:



Development Sign Sample for Projects with Single Family Lots



Development Sign Sample for Projects with Multi-Family, Commercial, Industrial or Institutional uses

All Text must be approved by the Planning Department prior to construction of the sign. All text is Helvetica and all colour must be black. The sign background colour is white.

0.6 m

1.2 m

HERITAGE DEVELOPMENT APPLICATION No. 2012-001-RZ
(12345 100 Street)

10 cm

PROPOSED Heritage Revitalization Agreement for _____
and to enable the development of _____ based on
the _____ zone.

Proposed Number of Lots/Units: _____ *

Lot size: _____ **

(These numbers are approx. only and may change before
final approval)

APPLICANT: SPR Development Group _____ 6.5 cm

604-123-4567

PLANNING DEPARTMENT

604-467-7341

www.mapleridge.ca

SUBJECT MAP

- Subject parcel shaded
- North arrow
- Adjoining roads and parcels
- Road names and addresses in bold

0.6 m

See below for the information which
should be added to this area as required

2.4 m

This proposal will be presented at a Development Information
Meeting at _____ on
_____ from _____ to _____ pm

4 cm

This proposal will be presented at a Public Hearing in the
Council Chambers at the Municipal Hall on
_____ at _____ pm

Install on sign min. 10 days before D.I.M.

BACKGROUND COLOUR - OLYMPIC BLUE


Install on sign min. 10 days before P.H.

BACKGROUND COLOUR - TOMATO RED

*Proposed Number of Lots/Units: provide total # of lots at subdivision or # of units

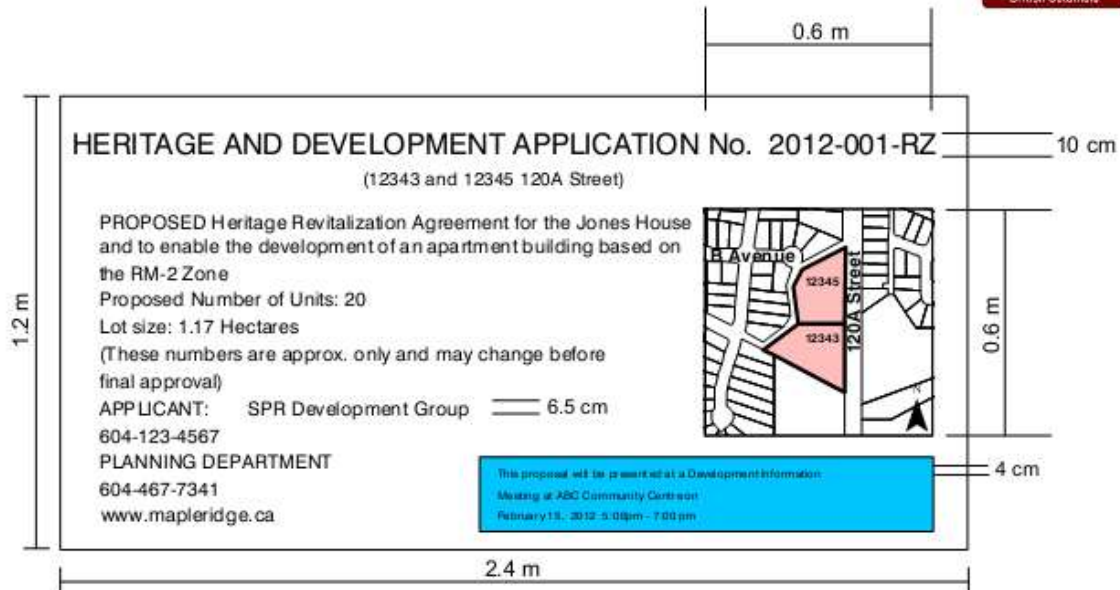
**Lot size: provide size range of lots at subdivision or total site area for other developments

Development Sign Drawing & Specifications

 **MAPLE RIDGE**
British Columbia

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

Sign Sample:



Development Sign Sample for Projects with Heritage Revitalizaion Agreements



Deep Roots
Greater Heights

POLICY MANUAL

Title: DEVELOPMENT SIGN POLICY		Policy No : 6.21
Authority: <input checked="" type="checkbox"/> Legislative <input type="checkbox"/> Operational		Supersedes:
Approval: <input checked="" type="checkbox"/> Council <input type="checkbox"/> CMT		Effective Date:
<input type="checkbox"/> General Manager		Review Date:

That with respect to the posting of development signs, be it resolved that the policy take effect when approved by Council.

1. This policy shall apply to development applications including: Official Community Plan amendments and Rezoning, and other applications at the discretion of the Director of Planning. This policy shall also apply to amendments or discharges of Land Use Contracts and Heritage Revitalization Agreements involving changes to use or density.
2. Development signs shall be placed to indicate to the general public the intent of a development application and to indicate the property(ies) involved in an application.
3. The applicant shall be solely responsible for the preparation, placement, maintenance and removal of the sign(s) and there shall be no cost to the City.
4. A subdivision layout or building rendering (minimum 300 DPI), as applicable, shall be installed on the sign no less than 10 days prior to consideration at Public Hearing.
5. The sign(s) shall be placed on the site a minimum of 10 calendar days prior to consideration of the application for First Reading at Committee of the Whole. Failure to place the sign at the property will prevent further processing of the application. A photo of the sign on the property must be provided prior to consideration of the application for First Reading at Committee of the Whole.
6. The following information shall be added to the development sign only when required as a 76 cm by 15 cm (30 in by 6 in) white decal:
 - Notification of a Development Information Meeting (D.I.M.) must be placed on the site a minimum of 10 calendar days prior to the Development Information Meeting. Failure to place the sign at the property 10 days prior to the scheduled Development Information Meeting will invalidate the Development Information Meeting and another meeting will be required.
 - Notification of a Public Hearing (P.H.) must be placed on the site a minimum of 10 and no more than 20 calendar days prior to the Public Hearing. Failure to place the sign at the property 10 days prior to the scheduled Public Hearing will result in the

application being withdrawn from the agenda of that Public Hearing.

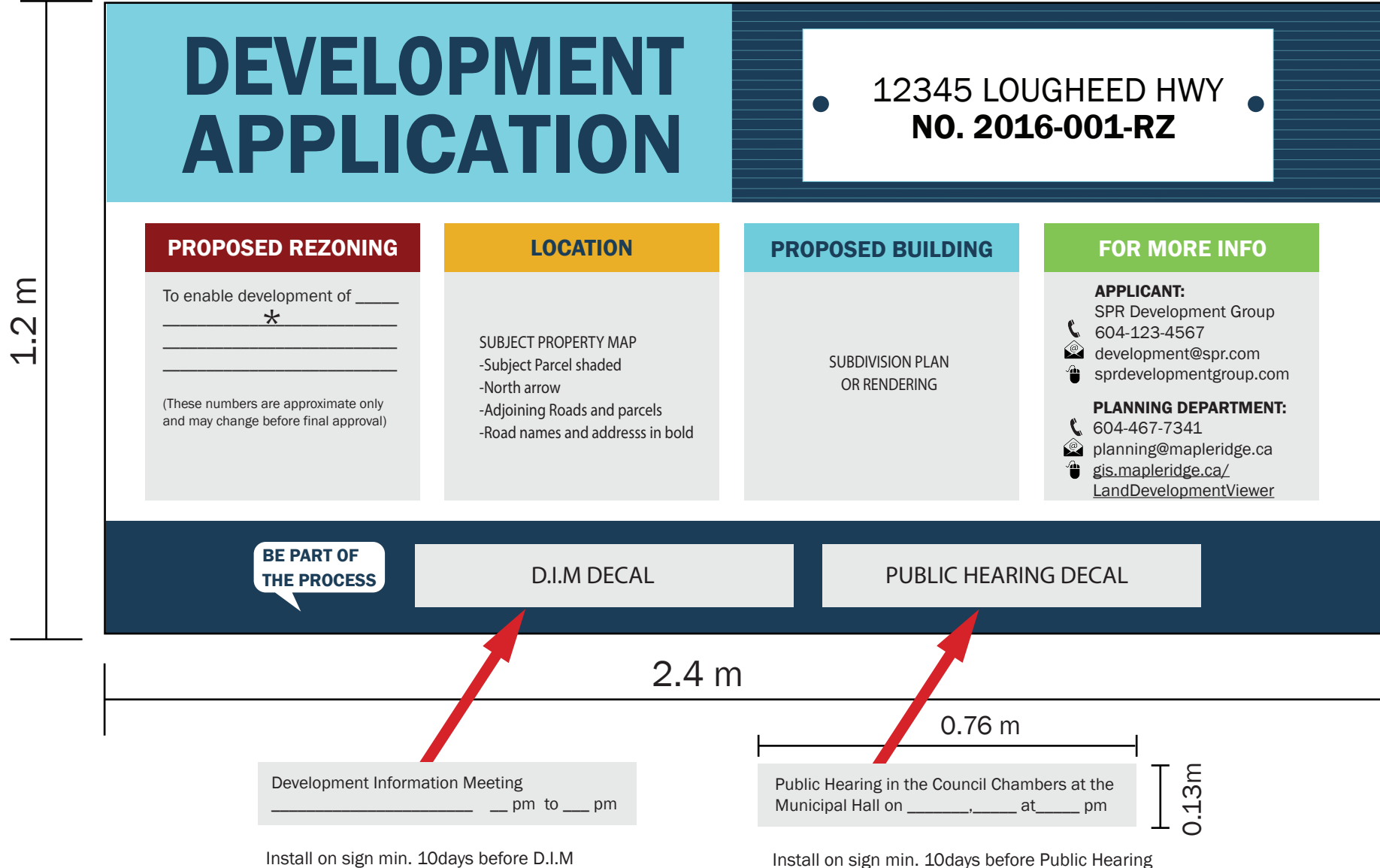
7. The sign(s) shall be placed in a prominent location on the site, shall be clearly visible and shall not be obscured. Where a site abuts more than one road, one sign for each road frontage may be required. Additional signs may be required at the discretion of the Director of Planning due to the size or geometry of the land under development. The sign shall not obstruct visibility for vehicle traffic.
8. The size, layout and arrangement of text on the sign(s) shall be in accordance with the attached sketch. The overall dimensions of the sign shall be 1.2 m by 2.4 m (4 ft by 8 ft).
9. The content of the sign shall be subject to the approval of the City and shall contain the following information:
 - a) The development application number;
 - b) The purpose of the application (e.g. single family lots, townhouses, commercial units, or heritage revitalization);
 - c) A description of the development proposal:
 - i. For subdivision: Proposed number of lots, lot size range; or;
 - ii. For multi-family, commercial, or industrial: Proposed number of units and total floor area and number of storeys.
 - d) The date, place and time of the Development Information Meeting (if required);
 - e) The date, place and time of the Public Hearing;
 - f) An invitation to obtain information from the applicant and the Planning Department with contact numbers, email addresses and the City of Maple Ridge website;
 - g) Additional information as may be deemed necessary by the Director of Planning.
10. The sign(s) shall contain a 0.56 m by 0.56 m (1.8 ft by 1.8ft) map showing the location of the property involved in the application. The sign(s) shall also contain a 0.56 m by 0.56 m (1.8 ft by 1.8 ft) subdivision layout or coloured building rendering, as applicable.
11. The sign shall be removed within 7 days following final approval or upon denial of the application from Council. The sign removal shall be solely the responsibility of the applicant.
12. The sign shall be maintained by the applicant and any required repair or replacement due to damage, theft, or vandalism shall be solely the responsibility of the applicant.

Purpose:

To ensure proper notification to the public of proposed development changes in their community.

Definitions:

All text must be approved by the Planning Department prior to construction of the sign.
All text is Franklin Gothic Book



* Provide information on proposed # of lots at subdivision or # of units and storeys as well
as size range of lots at subdivision or total floor space for other developments

Development Sign Drawing & Specifications



**CITY OF
MAPLE RIDGE**
PLANNING DEPARTMENT

DEVELOPMENT APPLICATION

12345 LOUGHEED HWY
NO. 2016-001-RZ

PROPOSED REZONING

To enable development of _____

(These numbers are approximate only
and may change before final approval)

LOCATION

SUBJECT PROPERTY MAP




- Subject Parcel shaded
- North Arrow
- Adjoining roads and parcels
- Road names and addresses in bold

PROPOSED BUILDING




SUBDIVISION PLAN
OR RENDERING

FOR MORE INFO

APPLICANT:

 SPR Development Group
604-123-4567
 development@spr.com
 sprdevelopmentgroup.com

PLANNING DEPARTMENT:

 604-467-7341
 planning@mapleridge.ca
 [gis.mapleridge.ca/
LandDevelopmentViewer](http://gis.mapleridge.ca/LandDevelopmentViewer)

BE PART OF THE PROCESS

Development Information Meeting
_____ pm to _____ pm

Public Hearing in the Council Chambers at the
Municipal Hall on _____, _____ at _____ pm

City of Maple Ridge

TO: Her Worship Mayor Nicole Read and Members of Council **MEETING DATE:** December 5, 2016
FROM: Chief Administrative Officer **MEETING:** Committee of the Whole
SUBJECT: 2017-2021 Financial Plan Bylaw

EXECUTIVE SUMMARY:

Municipal Council received presentations on the 2017-2021 Business Financial Plans and the Financial Overview Report at public meetings held on November 28, 29 and 30. A Financial Plan overview was presented again on the evening of November 30th. That meeting was livestreamed over the Internet and a public question and answer period followed.

As part of its deliberations, Council voted on each of the incremental packages that were recommended by staff and shown on Page 18 of the Financial Overview Report. Council supported the staff recommendations with the following exceptions:

1. The Social Planning incremental request was approved contingent upon Council approving a plan to be developed at a future Workshop.
2. Council also approved an additional incremental expense for increased security in the downtown core (\$20,000) to be funded from Accumulated Surplus.

Council's direction is incorporated into the attached Financial Plan Bylaw. Final consideration of this bylaw will not occur until the New Year, thus allowing additional time for public input.

The Financial Plan Bylaw is a consolidated plan that includes the general revenue fund, the sewer and water utility funds and the capital program. It is in a format that follows the legislated requirements. This includes revenue and tax policy disclosure, the objectives and policies regarding the proportions of revenue proposed to come from various funding sources, the distribution of property taxes among property classes, and the use of permissive tax exemptions.

RECOMMENDATION(S):

That Maple Ridge 2017-2021 Financial Plan Bylaw No. 7300 - 2016 be given first, second and third readings.

DISCUSSION:

a) Background Context

The 2017–2021 Financial Plan was presented to Council at public meetings along with the Business Plans from all areas. The Financial Plan Bylaw incorporates the following direction from Council:

1. General Purpose Property Tax Increase: 1.90% in 2017 and 2018 and 2.00% per year in 2019 through 2021
2. Infrastructure Sustainability Property Tax Increase: 0.70% per year
3. Parks, Recreation and Culture Property Tax Increase: 0.25% per year
4. Storm Water Property Tax Increase: 0.30% per year
5. Water Levy Increase: 4.50% per year
6. Sewer Levy Increase: 3.60% per year
7. Recycling Levy Increase: 1.67% in 2017 and 2018 and 2.75% per year in 2019 through 2021
8. Growth in Property Tax Revenue Assumption: 2.00% per year
9. Incremental Adjustments (as outlined in pages 14 to 18 of the Financial Overview Report 2017 – 2021) were approved with the following amendments:
 - a. The incremental for additional staffing in Social Planning (page 15) was approved, but no spending will occur until further Council discussion.
 - b. An additional incremental adjustment of \$20,000 for security was approved, and will be funded through Accumulated Surplus.
10. Provision for costs associated with growth as outlined on page 12 of the Financial Overview Report, subject to available funding
11. Capital Works Program totaling \$32.9 million 2017, \$27.8 million in 2018, \$24.9 million in 2019, \$26.5 million in 2020 and \$23.5 million in 2021
12. Cost and revenue adjustments from page 13 of the Financial Overview Report, which reconciles the 2016-2020 Financial Plan with the 2017 - 2021 Financial Plan

The financial strategy for additional Parks, Recreation & Culture investments (discussed on page 38 of the Financial Overview Report) was presented to Council, and feedback from the community will be sought during the public consultation process.

We have about \$1.6 billion invested in our infrastructure and it is important that we protect this investment. This financial plan continues the dedicated funding strategy for sustaining our infrastructure. As well, we are a growing community and along with that growth comes pressure on our existing services. This financial plan provides funding to help meet growth related

demands. The funding for growth and for infrastructure sustainability are in line with Council's Financial Sustainability Policies.

The amount of incremental property tax revenue from new construction will not be known until property assessments are finalized. The growth assumption built into the financial plan for 2017 is 2.0%.

Future budget amendments will include the actual growth revenue as well as projects that were approved in 2016 and are still in progress. The previously approved funding sources will also be included in the plan, placing no burden on 2017 property taxes.

b) Desired Outcome

A financial plan that accurately reflects planned expenditures and methods of funding that are consistent with corporate strategic plans, policies and Council direction.

c) Strategic Alignment

All departments submitted Business Plans which considered relevant strategic and master plans. The Financial Plan reflects Council's Strategic Financial Sustainability Policies and Infrastructure Funding Strategy.

d) Citizen/Customer Implications

The business plans have far-reaching citizen and customer implications. The Financial Plan reflects the financial impact of the business plans. Property tax revenue and user fees are planned to increase as described in the above discussion.

e) Statutory Requirements and Policy Implications

The financial plan has been prepared in accordance with statutory requirements and Municipal financial policies. There are several requirements in the Community Charter for the Financial Plan Bylaw, including: disclosure of the proportions of revenue proposed to come from various funding sources, the distribution of property taxes among property classes, and the use of permissive tax exemptions. Explicit policies and objectives in each of these areas are also required. Maple Ridge's approach to business planning, property taxation policies and other financial policies have addressed all these reporting requirements. The attached bylaw includes this information.

Public consultation is an important and legislated component of financial plan preparation. Regular feedback and interaction with the public is also considered when business plans are developed. The business planning presentations were open to the public; there was also a live question and answer period where comments and questions were accepted in person as well as by phone, email and social media like Facebook and Twitter.

f) Alternatives

Council is required to adopt a five year Financial Plan Bylaw prior to May 15 each year. There are very tangible benefits to adopting the bylaw early in the year. Work plans can proceed with more certainty and construction projects can be tendered to secure companies availability in seasonal construction windows, maximizing competition and likely reducing costs.

In the event that this bylaw is not adopted, the City is not authorized to make any expenditures other than those identified in the existing 2016-2020 Financial Plan Bylaw. This will require departments to curtail or delay expenditures and only proceed with capital projects that were identified in the previous financial plan.

CONCLUSIONS:

The Financial Plan is a multi-year planning, reviewing and reporting tool that represents Council's priorities and commitment to providing quality services to the residents of Maple Ridge. The Financial Plan provides a forecast of the financial resources that are available to fund operations, programs and infrastructure for the five year period.

The Financial Plan Bylaw is routinely amended in late April or early May to include the projects that were approved but not completed in the prior year. The change also includes an update to reflect the actual property tax revenue due to the amount of real growth.

"Original signed by C.K. Lee"

Prepared by: C.K. Lee, Financial Analyst

"Original signed by Trevor Thompson"

Approved by: Trevor Thompson, Manager of Financial Planning

"Original signed by Trevor Thompson"

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

"Original signed by Christine Carter"

**Approved by: Frank Quinn, General Manager,
Public Works & Development**

"Original signed by David Boag"

**Approved by: Kelly Swift, General Manager,
Parks, Recreation & Cultural Services**

"Original signed by E.C. Swabey"

**Approved by: E.C. Swabey
Chief Administrative Officer**

CITY OF MAPLE RIDGE

BYLAW NO. 7300-2016

A bylaw to establish the five year financial plan for the years 2017 through 2021

WHEREAS, through a public process in an open meeting the business and financial plans were presented;

AND WHEREAS, the public will have the opportunity to provide comments or suggestions with respect to the financial plan;

AND WHEREAS, Council deems this to be a process of public consultation under Section 166 of the Community Charter;

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

1. This Bylaw may be cited as “Maple Ridge 2017-2021 Financial Plan Bylaw No. 7300-2016”.
2. Statement 1 attached to and forming part of this bylaw is hereby declared to be the Consolidated Financial Plan of the City of Maple Ridge for the years 2017 through 2021.
3. Statement 2 attached to and forming part of the bylaw is hereby declared to be the Revenue and Property Tax Policy Disclosure for the City of Maple Ridge.
4. Statement 3 attached to and forming part of the bylaw is hereby declared to be the Capital Expenditure Disclosure for the City of Maple Ridge.

READ a first time the day of , 20 .

READ a second time the day of , 20 .

READ a third time the day of , 20 .

PUBLIC CONSULTATION completed on the day of , 20 .

ADOPTED the day of , 20 .

PRESIDING MEMBER

CORPORATE OFFICER

ATTACHMENT: Statement 1, Statement 2 and Statement 3

Statement 1

Consolidated Financial Plan 2017-2021 (in \$ thousands)

	2017	2018	2019	2020	2021
REVENUES					
Revenues					
Development Fees					
Developer Contributed Assets	20,000	20,000	20,000	20,000	20,000
Developer Cost Charges	4,478	1,189	5,703	8,906	7,447
Developer Specified Projects	-	-	-	-	-
Parkland Acquisition	200	200	200	200	200
Contributions from Others	1,300	1,338	1,307	1,329	1,321
Development Fees Total	25,978	22,727	27,210	30,435	28,968
Property Taxes	78,526	82,600	86,828	91,255	95,917
Parcel Charges	3,012	3,085	3,181	3,282	3,385
Fees & Charges	40,256	41,793	43,409	44,994	46,664
Interest	1,898	1,913	1,928	1,943	1,958
Grants (Other Govts)	4,500	3,899	3,709	4,168	4,379
Property Sales	1,500	1,500	1,500	1,000	-
Total Revenues	155,670	157,517	167,765	177,077	181,271
EXPENDITURES					
Operating Expenditures					
Interest Payments on Debt	2,006	1,940	1,815	1,687	1,554
Amortization Expense	19,780	19,780	19,780	19,780	19,780
Other Expenditures	103,333	106,439	109,898	113,589	117,317
Total Expenditures	125,119	128,159	131,493	135,056	138,651
ANNUAL SURPLUS	30,551	29,358	36,272	42,021	42,620
Add Back: Amortization Expense (Surplus)	19,780	19,780	19,780	19,780	19,780
Less: Capital Expenditures	32,952	27,831	24,859	26,520	23,530
Less: Developer Contributed Capital	20,000	20,000	20,000	20,000	20,000
CHANGE IN FINANCIAL POSITION	(2,621)	1,307	11,193	15,281	18,870
OTHER REVENUES					
Add: Borrowing Proceeds	6,000	7,000	-	-	-
OTHER EXPENDITURES					
Less: Principal Payments on Debt	3,706	3,723	3,803	3,886	3,972
TOTAL REVENUES LESS EXPENSES	(327)	4,584	7,390	11,395	14,898
INTERNAL TRANSFERS					
Transfer from Reserve Funds					
Capital Works Reserve	3,849	150	150	150	150
Equipment Replacement Reserve	2,298	3,921	2,307	1,671	1,603
Fire Department Capital Reserve	585	-	-	-	-
Land Reserve	-	-	-	-	-
Local Improvement Reserve	-	-	-	-	-
Sanitary Sewer Reserve	-	-	-	-	-
Transfer from Reserve Fund Total	6,732	4,071	2,457	1,821	1,753
Less :Transfer to Reserve Funds					
Capital Works Reserve	1,915	3,364	3,803	2,292	2,626
Equipment Replacement Reserve	2,760	2,893	3,028	3,192	3,358
Fire Dept. Capital Acquisition	783	861	991	1,127	1,267
Land Reserve	5	5	5	5	5
Local Improvement Reserve	-	-	-	-	-
Sanitary Sewer Reserve	30	30	30	30	30
Total Transfer to Reserve Funds	5,493	7,153	7,857	6,646	7,286
Transfer from (to) Own Reserves	(74)	(271)	(826)	(1,303)	(1,109)
Transfer from (to) Surplus	(838)	(1,231)	(1,164)	(5,267)	(8,256)
Transfer from (to) Surplus & own Reserves	(912)	(1,502)	(1,990)	(6,570)	(9,365)
TOTAL INTERNAL TRANSFERS	327	(4,584)	(7,390)	(11,395)	(14,898)
BALANCED BUDGET	-	-	-	-	-

Statement 2

Revenue and Property Tax Policy Disclosure

REVENUE DISCLOSURE

Revenue Proportions	2017		2018		2019		2020		2021	
	\$ ('000s)	%	\$ ('000s)	%	\$ ('000s)	%	\$ ('000s)	%	\$ ('000s)	%
Revenues										
Property Taxes	78,526	48.6	82,600	50.2	86,828	51.8	91,255	51.5	95,917	52.9
Parcel Charges	3,012	1.9	3,085	1.9	3,181	1.9	3,282	1.9	3,385	1.9
Fees & Charges	40,256	24.9	41,793	25.4	43,409	25.9	44,994	25.4	46,664	25.7
Borrowing Proceeds	6,000	3.7	7,000	4.3	-	-	-	-	-	-
Other Sources	33,876	21.0	30,039	18.3	34,347	20.5	37,546	21.2	35,305	19.5
Total Revenues	161,670	100	164,517	100	167,765	100	177,077	100	181,271	100

Other Sources include:

Development Fees Total	25,978	16.1	22,727	13.8	27,210	16.2	30,435	17.2	28,968	16.0
Interest	1,898	1.2	1,913	1.2	1,928	1.1	1,943	1.1	1,958	1.1
Grants (Other Govts)	4,500	2.8	3,899	2.4	3,709	2.2	4,168	2.4	4,379	2.4
Property Sales	1,500	0.9	1,500	0.9	1,500	0.9	1,000	0.6	-	-
	33,876	21.0	30,039	18.3	34,347	20.5	37,546	21.2	35,305	19.5

OBJECTIVES & POLICIES

Property Tax Revenue

Property tax revenue is the City's primary revenue source, and one which is heavily reliant on the residential class. Diversification of the tax base and generation of non-tax revenue are ongoing objectives, outlined in Financial Sustainability Policy 5.52 section 6.

The Financial Plan includes property tax increases that are as listed below:

	2017	2018	2019	2020	2021
General Purpose	1.90%	1.90%	2.00%	2.00%	2.00%
Infrastructure Replacement	0.70%	0.70%	0.70%	0.70%	0.70%
Parks & Recreation	0.25%	0.25%	0.25%	0.25%	0.25%
Drainage	0.30%	0.30%	0.30%	0.30%	0.30%
Total Property Tax Increase	3.15%	3.15%	3.25%	3.25%	3.25%

Additional information on the tax increases and the cost drivers can be found in the most recent Financial Plan Overview Report. Specific policies discussing the tax increases are included in the Financial Sustainability Plan and related policies which were adopted in 2004.

Property tax revenue includes property taxes as well as grants in lieu of property taxes.

Parcel Charges

Parcel charges are comprised of a recycling charge, a sewer charge and on some properties, a local area service or improvement charge. Parcel charges are a useful tool to charge all or a subset of properties for a fixed or variable amount to support services. Unlike property taxation the variable amount does not need to be related to property assessment value, but can be something that more accurately reflects the cost of the service.

Statement 2 (cont.)

Revenue and Property Tax Policy Disclosure

Fees & Charges

Fees should be reviewed annually and updated if needed. Recent fee amendments include recreation fees, development application fees, business license fees and cemetery fees. A major amendment to the Development Costs Charges (DCC), recommended no more frequently than every five years, was completed in 2008. Minor DCC amendments are done more frequently. Some fees are used to offset the costs of providing specific services. The utility fees are reviewed annually with a view towards using rate stabilization practices to smooth out large fluctuations in rates, as set out in the Business Planning Guidelines.

Borrowing Proceeds

Debt is used when it makes sense, and with caution as it commits future cash flows to debt payments, restricting the ability to use these funds to provide other services. The source of the debt payments needs to be considered as does the justification for advancing the project. More information on previously approved borrowing can be found in the most recent Financial Plan Overview report.

Other Sources

This will vary greatly year to year as it includes:

- Development fees which fund capital projects from the DCC Reserve
- Contribution from others in relation to capital
- Grants which are sought from various agencies and may be leveraged with City funds

PROPERTY TAX DISCLOSURE

The 2017 property tax revenue and updated rates will be included in a Financial Plan Amending Bylaw that proceeds the Property Tax Rate Bylaw, as the 2017 property assessed values are not yet finalized. For information purposes the 2016 distribution is included.

Property Tax Revenue Distribution

Property Class	Taxation Revenue ('000s)		Assessed Value ('000s)		Tax Rate (\$/1000)	Multiple (Rate/Res.Rate)
1 Residential	56,532	78.3%	12,918,297	91.2%	4.3761	1.00
2 Utility	541	0.8%	13,516	0.1%	40.0000	9.14
4 Major Industry	591	0.8%	17,291	0.1%	34.1952	7.81
5 Light Industry	2,760	3.8%	232,323	1.7%	11.8801	2.71
6 Business/Other	11,565	16.0%	973,520	6.9%	11.8801	2.71
8 Rec./ Non-Profit	39	0.1%	2,577	0.0%	15.2783	3.49
9 Farm	164	0.2%	4,852	0.0%	33.7082	7.70
Total	<u>72,192</u>	<u>100%</u>	<u>14,162,376</u>	<u>100%</u>		

Statement 2 (cont.)

Revenue and Property Tax Policy Disclosure

PROPERTY TAX DISCLOSURE

Objectives & Policies

Property taxes are the City's largest source of revenue and are contained by efficient business practices. Annual business planning practices are the mechanism for resource allocation decisions.

The City's Financial Sustainability Policy section 6 discusses the necessity of diversifying the tax base. Development of employment-related properties is one method of diversification; therefore a key performance measurement in Strategic Economic Initiatives tracks the increased investment and development of non-residential properties.

A policy in the Financial Sustainability Plan that calls for stable tax increases and the adoption of the annual increase early in the prior year in the Business Planning Guidelines provides citizens with a more stable and predictable set of cost increases. In some cases costs are phased in over multiple years to stay within the set tax increases.

Property Tax Rates

It is policy to adjust property tax rates annually to negate the impact of fluctuations in the market values of properties. Tax rates are reduced to negate the market increases. Property tax increases are then applied at the same relative increase for all classes, unless legislation restricts the rates, as with Class 2, Utility.

The Business Class and Light Industry Class properties have the same tax rate and are treated as a composite class when setting the tax rates, as the types of businesses in each class are similar. In 2016, the increase was reduced from 3.15% to 1.85% to reduce the relative property tax burden for these properties.

A review was done on the Major Industry Class rates and the recommendation from the Audit and Finance Committee and Council was a 5% property tax reduction in both 2009 and 2010 to support additional investments in the subject property and to keep rates competitive. In 2014 and 2015, property taxes charged to major industrial class properties were reduced by \$70,000 in each year.

In reviewing tax rates to ensure competitiveness, absolute rates, tax multiples and overall tax burden are considered. The impact that assessed values have when comparing to other geographical areas must be considered in a comparison of tax rates.

Permissive Tax Exemptions

Council has set policies around the use of permissive tax exemptions. These are Council Policies 5.19 through 5.24. These policies discuss Churches, Community Halls, Heritage Sites, Homes for the Care of Children and the Relief of the Aged, the Poor, the Disabled and the Infirm, Municipal Recreational Services, Private Hospitals and Daycares, Private School and Youth Recreation Groups.

Revitalization Tax Exemption Program

The Employment Land Investment Incentive Program is designed to encourage job creation by supporting private investment in buildings and infrastructure on identified "employment lands".

More information on this tax exemption can be found on our website.

Statement 3

Capital Expenditure Disclosure

The sole purpose of this statement is to meet legislative requirements and highlight the value of the DCC program; no other conclusions should be drawn from the figures as the information could be misconstrued. This disclosure is required under the Local Government Act s. 560 (2); capital costs attributable to projects to be partially funded by Development Cost Charges (DCC) must be included in the financial plan. The DCC program includes projects as far out as 2035 so the capital expenditures must be extended to match. Certain types of projects are not planned past the five year time horizon of the financial plan. Much less scrutiny is given to projects that are planned in years 2022 through 2035. Projects in these years typically exceed likely funding available.

Capital Works Program for 2022 – 2035

(in \$ thousands)

Capital Works Program	336,703
------------------------------	----------------

Source of Funding

Development Fees

Development Cost Charges	145,877
--------------------------	---------

Parkland Acquisition Reserve	-
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Contribution from Others	3,304
--------------------------	-------

149,181

Borrowing Proceeds	-
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Grants	42,664
--------	--------

Transfer from Reserve Funds	18,792
-----------------------------	--------

Revenue Funds	126,066
---------------	---------

187,522

336,703

City of Maple Ridge

TO: Her Worship Mayor Nicole Read
and Members of Council
FROM: Chief Administrative Officer
SUBJECT: Council Procedure Amending Bylaw 7301-2016
– Release of Vote Pattern from Closed Meetings

MEETING DATE: December 5, 2016
FILE NO:
MEETING: Council

EXECUTIVE SUMMARY:

At the November 21, 2016 Council Meeting staff were directed to prepare a Council Procedure Amending Bylaw to include:

When a resolution is released by Council from Closed status, and unless otherwise resolved by Council, the names of any members who voted in the negative will be released as decided on a case by case basis.

Bylaw 7301-2016 is included as attachment A and will amend the Council Procedure Bylaw 6472-2007 with the change noted above.

RECOMMENDATIONS:

That Bylaw 7301-2016 be given first, second and third reading.

DISCUSSION:

For transparency, it is prudent for Council to release resolutions from Closed Meetings as soon as is possible after the matter has been settled. Council has directed staff to prepare a bylaw amendment to release the voting pattern on a case by case basis to ensure that consideration is given to sensitive matters when necessary.

Should the bylaw be given first, second and third readings, the amendment will be advertised to allow for public comment.

“Original signed by Laurie Darcus”

Prepared by: Laurie Darcus, MA, MMC, SCMP, CPM
Manager of Legislative Services and Emergency Program

“Original signed by Paul Gill”

Approved by: Paul Gill, B.B.A, C.G.A, F.R.M
General Manager: Corporate & Financial Services

“Original signed by E.C. Swabey”

Concurrence: **E.C. Swabey**
Chief Administrative Officer

CITY OF MAPLE RIDGE

BYLAW NO. 7301-2016

A Bylaw to amend Maple Ridge Council Procedures Bylaw No. 6472-2007

WHEREAS, it is deemed expedient to amend Maple Ridge Council Procedures Bylaw No. 6472-2007 as amended;

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

1. This Bylaw may be cited as "Maple Ridge Council Procedure Amending Bylaw No. 7301-2016."
2. That Maple Ridge Council Procedure Bylaw No. 6472-2007, be amended as follows:
 - a) That Part 13 – Voting at Council Meetings, be amended by:

Adding to - Recording of Votes, the following:

- 37.1 When a resolution is released by Council from Closed status, and unless otherwise resolved by Council, the names of any members who voted in the negative will be released as decided on a case by case basis.

READ a first time the th day of , 2016.

READ a second time the th day of , 2016.

READ a third time the th day of , 2016.

ADOPTED the th day of , 2017.

PRESIDING MEMBER

CORPORATE OFFICER



District of Maple Ridge

TO: Her Worship Mayor Nicole Read
and Members of Council
DATE: December 5, 2017
FILE NO: 0530-01

FROM: Chief Administrative Officer
ATTN: C of W

SUBJECT: 2017 Acting Mayor, Committee & Commission Appointments

EXECUTIVE SUMMARY:

The attached list of appointments has been reviewed by the Mayor and is now presented to Council for consideration.

RECOMMENDATION:

That the Acting Mayor schedule and appointments to Government Agencies, Advisory and/or Legislated Committees, Special Committees, Community Groups and Organizations and Standing Committees as attached to the staff report dated December 5, 2017 be approved.

DISCUSSION:

Council is required under its Procedure Bylaw to appoint from amongst its members, for defined periods of the year, members to serve on a rotating basis as the Acting Mayor. The current Acting Mayor schedule concludes on January 31, 2017. Appointments to Committees and Commissions are traditionally reviewed annually. Respecting this tradition, the attached list provides the proposed 2017 appointments.

"Original signed by Laurie Darcus"

Prepared by: Laurie Darcus, MA, MMC, SCMP, CPM
Manager of Legislative Services and Emergency Program

"Original signed by Laurie Darcus" for

Approved by: Paul Gill, B.B.A., C.G.A., F.R.M.
General Manager: Corporate & Financial Services

"Original signed by E.C. Swabey"

Concurrence: E.C. Swabey
Chief Administrative Officer

:ld

Attachments: Committee and Commission Appointments and Acting Mayor Appointments 2017



City of Maple Ridge

Committee & Commission Appointments for 2017

Government Agencies	2017 Appointments
Fraser Basin Council	Councillor Masse
Fraser Valley Regional Library	Councillor Bell Alternate: Councillor Duncan
Metro Vancouver Board	Mayor Read Alternate: Councillor Shymkiw
Mayors' Council on Regional Transportation	Mayor Read Alternate: Councillor Shymkiw
Advisory and/or Legislated Committees	2017 Appointments
Active Transportation Advisory Committee	Councillor Duncan Alternate: Councillor Masse
Agricultural Advisory Committee	Councillor Speirs Alternate: Councillor Duncan
Community Heritage Commission	Councillor Speirs Alternate: Mayor Read
Economic Development Committee	Councillor Shymkiw Alternate: Mayor Read
Environmental Advisory Committee	Councillor Masse Alternate: Councillor Duncan
Municipal Advisory Committee on Accessibility Issues	Councillor Speirs Alternate: Councillor Duncan
Public Art Steering Committee	Councillor Duncan Alternate: Councillor Bell
Social Policy Advisory Committee	Councillor Masse Alternate: Councillor Speirs
Special Committees	2017 Appointments
Parcel Tax Review Panel (formerly Court of Revision or Frontage Tax)	Mayor Read Councillor Bell Councillor Robson
Pitt Meadows Airport Society	Mayor Read Councillor Masse
Maple Ridge & Pitt Meadows Policing Task Force	Mayor Read Councillor Robson

Community Groups & Organizations/Liaisons	2017 Appointments
Alouette River Management Society	Councillor Masse Alternate: Councillor Robson
Business Improvement Association	Staff member as appointed Alternate: Councillor Shymkiw
Chamber of Commerce	Staff member as appointed Alternate: Councillor Shymkiw
Fraser Health Authority	Mayor Read Alternate: Councillor Shymkiw
Fraser Regional Correctional Centre	Mayor Read Alternate: Councillor Robson
Ridge Meadows Seniors Society	Councillor Bell Alternate: Mayor Read
Malcolm Knapp Research Forest Community Advisory Board	Councillor Speirs Alternate: None
Maple Ridge Pitt Meadows Arts Council	Councillor Bell Alternate: Councillor Duncan
Ridge Meadows Recycling Society	Councillor Duncan Alternate: Councillor Masse
Ridge Meadows Youth Justice Advocacy Association	Councillor Shymkiw Alternate: Councillor Duncan
Standing Committees	2017 Appointments
Committee of the Whole	All Members of Council Chaired by the Presiding Councillor
Audit & Finance Committee	All Members of Council
Councillors Presiding as Chair at Committee of the Whole and as Acting Mayor	2017 Acting Mayor
December 2016/January 2017	Councillor Masse
February/March 2017	Councillor Duncan
April/May 2017	Councillor Shymkiw
June/July 2017	Councillor Speirs
August/September 2017	Councillor Robson
October/November 2017	Councillor Bell

City of Maple Ridge

TO: Her Worship Mayor Nicole Read
and Members of Council
FROM: Chief Administrative Officer
MEETING DATE: December 5, 2016
FILE NO:
MEETING: C.O.W.
SUBJECT: Bylaw for Highway Closure & Dedication Removal for a portion of Laneway
(18000 Block of 226 Street and 227 Street)

EXECUTIVE SUMMARY:

In the fall of 2015, the City completed negotiations for the sale of 14 properties it had acquired in the City's Town Centre. The development plan will see these 14 properties consolidated and then later subdivided to create five separate parcels. These five parcels will in turn form the footprint for the five planned phases of residential and commercial development.

An east-west laneway currently bisects the 14 properties, between Selkirk Avenue and 119 Avenue (18000 Block of 226 Street and 227 Street). While the westerly portion of the lane currently services the existing residential development, the developer has approached the City to request closure and sale of the easterly portion to support both the construction of an underground parking lot and a more fulsome development design. While the closure of the lane will limit east-west vehicular access through the proposed development, pedestrian mobility will be maintained. See attached survey plan (Appendix B) for location of the proposed lane closure.

In order to sell the subject property, Council would first have to pass the attached bylaw closing the highway and removing the road dedication. At that point, the City would take ownership in title, subdivide to create two legal lots and could dispose of the property as allowed under Section 26 of the Community Charter.

RECOMMENDATION(S):

That Maple Ridge Highway Closure & Dedication Removal Bylaw No. 7291-2016 be given first, second and third readings.

DISCUSSION:

a) Background Context:

The attached advisory from the Government of British Columbia, titled "Highway Closure & Removal of Highway Dedication", describes the process as required under the Community Charter. Upon approval of the above recommendation, staff will provide public notice of the highway closure and road dedication removal in the local newspaper, in accordance with Section 40 and Section 94 of the Community Charter. Persons affected by the bylaw will be given an opportunity to submit written responses to the Corporate Officer for Council consideration before final reading.

Operators of utilities would not be affected by the closure and no property owner will be deprived of access to his or her property. The closed portion of highway will be subdivided

into a legal residential lot and this residential lot disposed of as per the provisions contained within Sections 40 and 94 of the Community Charter.

b) Interdepartmental Implications:

The Property Management Committee and the Planning, Engineering and Fire Departments support the highway closure and dedication removal.

“Original signed by Darrell Denton”

Prepared by: **Darrell Denton**
Property & Risk Manager

“Original signed by Laurie Darcus”

Approved by: **Laurie Darcus**
Manager of Legislative Services & Emergency Program

“Original signed by David Pollock”

Approved by: **David Pollock, P. Eng**
Municipal Engineer

“Original signed by Paul Gill”

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

“Original signed by Frank Quinn”

Approved by: **Frank Quinn, MBA, P.Eng,**
General Manager, Public Works and Development Services

“Original signed by E.C. Swabey”

Concurrence: **E.C. Swabey**
Chief Administrative Officer

Attachments

Appendix A: Bylaw for Highway Closure & Dedication Removal within the Municipality
Appendix B: Survey Plan of Proposed Roadway Closure
Appendix C: Government of British Columbia Advisory - Highway Closure & Removal of Highway Dedication

Appendix A: Bylaw for Highway Closure & Dedication Removal within the Municipality

CITY OF MAPLE RIDGE

BYLAW NO. 7291-2016

A Bylaw for Highway Closure & Dedication Removal within the Municipality.

WHEREAS Council may, in the same bylaw, close all or part of a highway and remove the dedication of a highway;

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 Highway Closure & Dedication Removal Bylaw No. 7291-2016".
2. Attached hereto and forming part of this Bylaw is a copy of Reference Plan EPP65494 dated September 21, 2016 and prepared by Michael Bernemann, Terra Pacific Land Surveying, a B.C. Land Surveyor, and marked as Appendix "B".
3. That portion of public highway comprised of 666m² identified as 'Lane' outlined in heavy black line on the aforementioned described Reference Plan is hereby declared stopped and closed to public traffic and shall cease forever to be dedicated as public highway.
4. The portion of the public highway outlined in heavy black line and identified as "Lane" on the Reference Plan attached to and made part of this Bylaw has its dedication as a highway removed.
5. Council shall, before adopting this Bylaw, cause Public Notice of its intention to do so to be given by advertisement once each week for two consecutive weeks in a newspaper published or circulating in the City of Maple Ridge and posted at the public posting places as required by Sections 40 and 94 of the Community Charter.

READ a first time the day of , 2016.

READ a second time the day of , 2016.

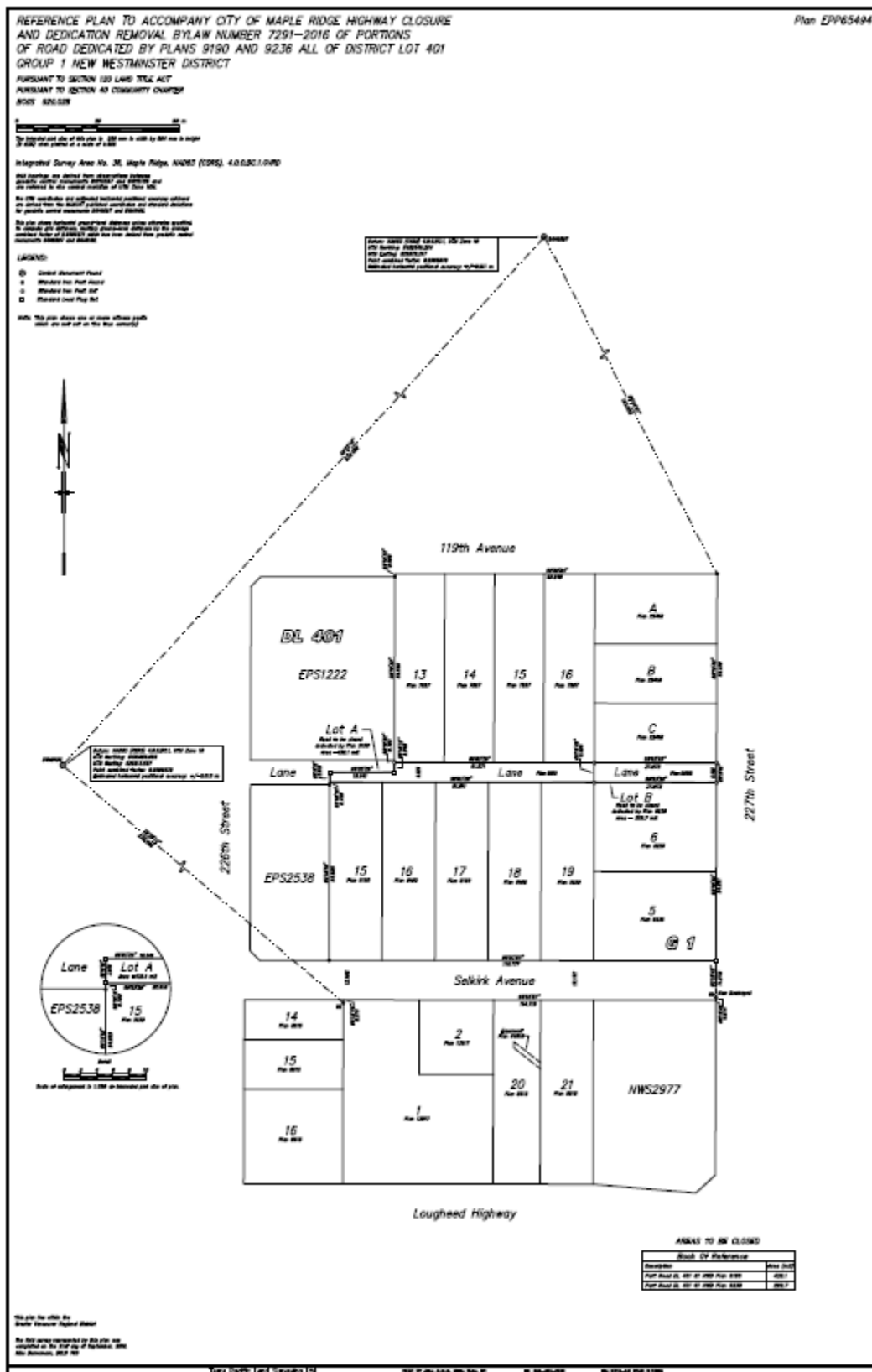
READ a third time the day of , 2016.

ADOPTED the day of , 2016.

PRESIDING MEMBER

CORPORATE OFFICER

Appendix B. Survey Plan of Proposed Roadway Closure



Appendix C: Government of British Columbia Advisory - Highway Closure & Removal of Highway Dedication

Prior to the Community Charter municipalities had right of possession of local highways but ownership was in the name of the province. The Community Charter gives municipalities ownership of most municipal highways (exceptions are listed in s. 35(2)). Municipalities also have authority to regulate and prohibit in relation to highways, (subject to provincial legislation) and the authority to close highways. Since municipalities now own local highways (subject to the provincial right of resumption), provisions have been established if a municipality wants to use a portion of the highway for a different purpose, or if it wants to dispose of it. All of these provisions can be found in Part 3, Division 5 of the Community Charter.

What Is Required

1. Highway Closure and Removal of Highway Dedication

Municipalities can close a highway and remove its highway dedication by bylaw. These actions can be done either in one bylaw, or by separate bylaws. The bylaw(s) must include a reference plan or explanatory plan outlining the portion of road that will be affected. If done separately, the bylaws can be passed concurrently, or at different times.

Prior to adopting a highway closure bylaw, a municipality must:

- provide public notice in accordance with section 94;
- provide an opportunity for persons who are affected by the bylaw to make representations to council;
- deliver notice of its intention to close a highway to operators of utilities whose works council considers will be affected by the closure. The operator of a utility affected by a closure may require the municipality to provide reasonable accommodation of the utility's works. If the municipality and utility are unable to reach an agreement the matter may be settled by arbitration under the Commercial Arbitration Act;
- ensure that a proposed highway closure does not completely deprive an owner of access to his/her property unless the municipality receives consent from the property owner or compensates the owner and provides alternative access;
- refer any highway closure bylaws to the Minister of Transportation (through the local Ministry of Transportation District office) for approval where the proposed highway closure is within 800 metres of an arterial highway (note that specified District staff may grant such approval on behalf of the Minister of Transportation).

Prior to adopting a highway dedication removal bylaw, a municipality must:

- provide public notice in accordance with section 94;
- provide an opportunity for persons who are affected by the bylaw to make representations to council;
- obtain consent of the owner of property if the highway in question is part of a subdivision, where the highway has not been developed and the owner of the land who created the subdivision continues to own all the parcels. Circumstances in which these conditions apply are rare.

2. Raising Title

Once the highway closure bylaw and removal of highway dedication bylaw are adopted, and the removal of highway dedication bylaw is filed in the appropriate Land Title Office, the property ceases to be a highway, its dedication as a highway is cancelled and title to the property will be registered in the name of the municipality, in accordance with section 120 of the Land Title Act. In order for title to be raised in the name of the municipality, the Land Title Office requires that municipalities submit the bylaw and plan package to the registrar, together with an application in Form 17, a Property Transfer Tax form and the prescribed fee. As raising title and disposing of the land may occur in close conjunction, note also the Land Title Office filing requirements discussed under Disposing of Property.

3. Disposing of Property

Once title is raised, municipalities who want to dispose of the property must do so in accordance with the property disposal rules set out in Part 3, Division 3 of the Community Charter. If a municipality plans to dispose

of property for a closed highway that removes public access to a body of water, it must either provide alternative public access to the same body of water, or set aside money in a reserve fund to acquire property that will provide public access to the same body of water.

The Community Charter provides a provincial right to resume property that was once a highway for the purpose of: an arterial highway; other transportation purposes; or a park, conservancy, recreation area, ecological reserve or other area established under the Park Act, the Ecological Reserve Act, the Protected Areas of British Columbia Act or the Environment and Land Use Act. The right of resumption can be removed by order of the Minister of Transportation. Alternatively, the Minister of Transportation can by regulation set out the circumstances in which the right is automatically removed.

The Minister of Transportation has adopted a regulation (BC Reg 245/2004 (12 KB)) that provides that the right of resumption is automatically removed if the corporate officer of the relevant municipality files with the Land Title Office a statement certifying the following 3 facts:

- the municipality has, by bylaw, closed the highway and removed its dedication;
- the closed highway is not adjacent to a park, conservancy, recreation area, ecological reserve or other area established under the Park Act, the Ecological Reserve Act, the Protected Areas of British Columbia Act or the Environment and Land Use Act; and
- the closed highway land is to be disposed of for either of the following two purposes:
 - in exchange for land necessary for the purpose of improving, widening, straightening, relocating or diverting a highway, or
 - to one or more adjacent land owners for the purpose of consolidating it with the landowners' existing adjacent parcel or parcels of land.

The certifying statement must be satisfactory to the Land Title Office. Typically, this means a written statement from the municipality that: identifies the closed highway land; states the 3 conditions in the regulation; certifies that the land at issue satisfies those conditions and therefore the right of resumption is to be removed; is signed by the corporate officer; and is accompanied by the prescribed Land Title Office fee.

Under this regulation, if the closed highway land satisfies the regulation – in other words, if the corporate officer of the municipality can certify that the transaction meets the circumstances set out in the regulation – then the municipality does not need a specific order removing the right of resumption. Instead, the right of resumption is automatically removed on the date that the certifying statement is filed in the Land Title Office.

As noted, the municipality is responsible for satisfying itself that the 3 conditions in the regulation are met. This means the municipality is responsible for confirming the boundaries of the road in question and, in relation to the second condition (parks/conservancy), is responsible for confirming those boundaries relative to the boundaries of provincial parks/conservancy. To assist in determining the location of a road relative to provincial parks/conservancy, a municipality can obtain a list of provincial parks/protected areas in its region from the appropriate regional office of the Ministry of Environment:

Only if the municipality has confirmed that the road in question is in fact adjacent to a provincial park/conservancy would the municipality need to contact the Ministry of Environment regional planner to identify if there are any issues with the proposed disposal of the closed road. In that case, the matter would not be within the circumstances set out in the regulation. For any situations not covered by the regulation, a municipality will still need to seek a possible order from the Minister of Transportation to remove the right of resumption.



City of Maple Ridge

TO: His Worship Mayor Nicole Read
and Members of Council
FROM: Chief Administrative Officer
SUBJECT: Award of Contract, Construction of One Fire Pumper/Tanker Truck.

MEETING DATE: December 5, 2016
FILE NO:
MEETING: **Committee of the Whole**

EXECUTIVE SUMMARY:

Fire Department recommends the purchase of a new fire pumper/tanker apparatus from our capital replacement budget to replace a current ageing fire engine at Fire Hall 3. In the summer of 2016, a request for proposal (RFP) was issued and these proposals have been evaluated based on the criteria contained in the RFP document.

We are now seeking Council approval to award a contract for the construction of this truck.

RECOMMENDATION:

That the contract for the construction of one fire pumper/tanker truck at the cost of \$596,154.00 plus applicable taxes and a 10% contingency be included for any unanticipated scope changes; be awarded to Hub Fire Engines and Equipment Ltd. of Abbotsford, B.C. and that the Corporate Officer be authorized to execute the contract.

DISCUSSION:

a) Background Context:

The Maple Ridge Fire Department is working to maintain a modern and current fleet of fire trucks. In this case, a 1992 fire engine is in need of replacement.

Further, we have been working towards standardizing the chassis style and body component of the fire trucks within our department. This will reduce the maintenance costs by standardizing the required parts to maintain the trucks and will improve operational efficiency.

The RFP described the fire truck design specifications and 3 proponents made initial submissions with detailed drawings. All designs required the fire trucks to comply with our operational requirements and all Canadian Motor Vehicle Safety Standards and Canada Transport Regulations, National Fire Protection Association, 1901 standards and Underwriters Laboratory - Canada Standards.

The Request for Proposal process was completed within the purchasing guideline with oversight from Daniela Mikes, Manager of Procurement.

b) Desired Outcome:

To obtain Council's approval to proceed with the awarding of a contract and construction of a fire tanker, apparatus for the fire department.

Strategic Alignment:

The purchase of these trucks is in alignment with the Council adopted Fire Department Business Plan and the Equipment Replacement Reserve fund.

c) Business Plan/Financial Implications:

Proposal analysis

Three manufactures responded with proposals. The fire department apparatus evaluation team, which consisted of two fire administration staff, performed an analyses of these submissions based on the criteria described in the RFP.

At the conclusion of the evaluation process the fire department apparatus evaluation team awarded the highest score to the Hub Fire Trucks proposal.

CONCLUSIONS:

The Maple Ridge Fire Department believes that standardizing the chassis and body style of our fire trucks will improve operational efficiency and lower maintenance cost. The specifications and costs proposed by Hub Fire Engines Ltd. represent the best value and product to meet the needs of the fire department. Therefore we recommend the awarding of a contract for the construction of the "pumper/tanker" to Hub Fire Engines and Equipment Ltd. of Abbotsford, B.C.

"Original signed by Doug Armour"

Prepared by: Doug Armour, Acting Assistant Fire Chief

"Original signed by Howard Exner"

Prepared and Approved by: Howard Exner, Fire Chief

"Original signed by Laurie Darcus"

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

"Original signed by Ted Swabey"

Concurrence: **Ted Swabey**
Chief Administrative Officer



City of Maple Ridge

TO: His Worship Mayor Nicole Read
and Members of Council
FROM: Chief Administrative Officer
SUBJECT: Award of Contract, Construction of a Tower Truck Fire Apparatus.

MEETING DATE: December 5, 2016
FILE NO:
MEETING: **Committee of the Whole**

EXECUTIVE SUMMARY:

Fire Department recommends the purchase of a new Tower Truck Fire Apparatus from our capital replacement budget to replace a current ageing Tower Truck in Fire Hall 1. In the summer of 2016, a request for proposal (RFP) was issued and these proposals have been evaluated based on the criteria contained in the RFP document.

We are now seeking Council approval to award a contract for the construction of this truck.

RECOMMENDATION:

That the contract for the construction of one Tower Truck Fire Apparatus at the cost of \$1,585,925.00 plus applicable taxes and a 10% contingency be included for any unanticipated scope changes; be awarded to Smeal Fire Apparatus Company of Snyder, Nebraska and that the Corporate Officer be authorized to execute the contract.

And, that the Corporate Officer be authorized to sign SafeTek Emergency Vehicles LTD "offer to purchase" wherein the existing Tower Truck, (VIN# 4S7AT9D00TC021345), would be traded in for the amount of \$25,000.00 CAD.

DISCUSSION:

a) Background Context:

The Maple Ridge Fire Department is working to maintain a modern and current fleet of fire trucks.

This truck is a key piece of fire fighting apparatus as it is the only ladder truck in the department. This ladder truck is used at all large structure fires. Tower 1 was built 1996 and if approved will be replaced in January of 2018.

The RFP described the fire truck design specifications and 2 proponents made initial submissions with detailed drawings. All designs required the fire trucks to comply with our operational requirements and all Canadian Motor Vehicle Safety Standards and Canada Transport Regulations, National Fire Protection Association, 1901 standards and Underwriters Laboratory - Canada Standards.

The Request for Proposal process was completed within the purchasing guideline with oversight from Daniela Mikes, Manager of Procurement.

Desired Outcome:

To obtain Council's approval to proceed with the awarding of a contract and construction of a tower truck fire apparatus for the fire department.

Strategic Alignment:

The purchase of these trucks is in alignment with the Council adopted Fire Department Business Plan and the Equipment Replacement Reserve fund.

b) Business Plan/Financial Implications:**Proposal analysis**

Two manufacturers responded with proposals. The fire department apparatus evaluation team, which consisted of two fire administration staff who performed an analyses of these submissions based on the criteria described in the RFP.

At the conclusion of the evaluation process the fire department apparatus evaluation team awarded the highest score to the Safetek proposal.

CONCLUSIONS:

The Maple Ridge Fire Department believes that there are essential benefits of purchasing this truck for the citizens and businesses in the City. The specifications and costs proposed by Smeal Fire Apparatus Company represent the best value and product to meet the needs of the fire department. Therefore, we recommend the awarding of a contract for the construction of the "tower truck" to Smeal Fire Apparatus Company of Snyder Nebraska. And to accept the offer to purchase of the existing Tower Apparatus from SafeTek Emergency Vehicles LTD.

"Original signed by Doug Armour"

Prepared by: Doug Armour, Acting Assistant Fire Chief

"Original signed by Howard Exner"

Prepared and Approved by: Howard Exner, Fire Chief

"Original signed by Laurie Darcus" for

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

"Original signed by Ted Swabey"

Concurrence: **Ted Swabey**
Chief Administrative Officer

TO: Her Worship Mayor Nicole Read
and Members of Council

MEETING DATE: December 05, 2016
FILE NO:

FROM: Chief Administrative Officer

MEETING: COW

SUBJECT: Maple Ridge Civic and Cultural Facility – Phased Design Process

EXECUTIVE SUMMARY:

At the November 15, 2016 Council meeting, staff was directed to identify a funding source to incrementally advance the detailed design process of the Civic and Cultural Facility towards a “shovel ready” project. Further, that once a funding source is identified, staff issue a request for proposals (RFP) to conduct phase one of a multiple phased design process for the Maple Ridge Civic and Cultural Facility for an estimated cost of \$525,000. Through the RFP process staff will ensure the design team includes a heritage/museum archives professional.

This would bring the design process to approximately 25% of the final construction document, or design development stage. Funding for this project would be achieved through the Parks Recreation and Culture Master Plan reserve.

RECOMMENDATION:

1. That phase one (25%) of the design process be funded from the Parks Recreation and Culture Master Plan reserve in an amount estimated to be \$525,000; and
2. That staff be directed to issue a Request for Proposal to conduct phase one (25%) of the detailed design process for the Maple Ridge Civic and Cultural facility.

DISCUSSION:

a) Background Context:

The Government of Canada is committed to funding community infrastructure to assist in building strong, inclusive and sustainable communities by increasing infrastructure funding over the next ten years. Funding details for the 2017 infrastructure grant intake have not been announced at this point; typically grant application criteria gives priority to shovel ready projects that have design, detailed costing and funding mechanisms identified.

In May 2, 2016, Council directed staff to prepare concept designs and high level costing estimates for proposed Parks, Recreation & Culture facilities to be brought to the public for consultation. This work has been completed and a high level concept plan has been presented to Council. Before proceeding with detailed design, the

successful proponent will be required to consult with community members and subject matter experts for advice on design elements of the various components.

The estimated capital costs based on concepts for the Civic Facility, Parkade and Youth Wellness components are estimated to be \$18,300,500. Detailed design fees for projects of this nature typically range from 10 – 12% of construction value or approximately \$2,196,060. It is important to note that the design fees of any additional floors beyond the civic use component are not included in this cost or scope of work.

On October 17, 2016, Council adopted a resolution authorizing the Mayor and staff to travel to Ottawa to meet with Federal Ministers about funding opportunities related to the Maple Ridge Civic and Cultural facility. On October 24 & 25, 2016, Mayor Read and staff went to Ottawa to meet with Cabinet Ministers and key staff from a number of Government Ministries to request financial support and leadership to advance Council's number one priority for grant funding; the proposed Civic and Cultural Facility in downtown Maple Ridge.

What emerged was a clear consensus that the design development of the Civic Centre project requires further clarity to ensure it is shovel ready for the next round of grant funding applications and to properly identify the many potential streams of funding possibilities that the project may qualify for.

Taking this project to design development, approximately 25% of the final construction documents will move the city towards a shovel ready project that may be eligible for Federal and Provincial funding. This is a four to six month design process which starts after the project is awarded.

Should Council approve funding, the project timeline is estimated to be:

- December/January - Develop the RFP for phase one (25%) of the design process.
- January/February – RFP issued, evaluated and awarded.
- February/July – Community consultation completion of phase one of the design development.

b) Desired Outcome:

To initiate phase one (25%) of the detailed design process of the proposed Civic and Cultural Centre and provide enough information to demonstrate confidence in our costing estimates to secure Provincial and Federal infrastructure funding. The advancement of this project will demonstrate the city's commitment to moving this project through to completion.

c) Strategic Alignment:

This Maple Ridge Civic and Cultural Facility aligns with recommendations in the Parks, Recreation & Culture Master Plan adopted by Council in 2010 and conveys Council's commitment to increasing the likelihood of securing Federal and Provincial Infrastructure Funding for this project.

d) Citizen/Customer Implications:

Parks, Recreation & Culture infrastructure supports citizens in maintaining healthy lifestyles through their participation in sport, recreation, arts, and culture in venues that allow them to connect with their neighbours and communities of common interest. Funding partnerships with

senior governments help address local and regional infrastructure needs while reducing costs for local governments.

e) Interdepartmental Implications:

Various departments provide support to Parks, Recreation & Culture in these processes including Planning, Engineering, Building, Clerks, Communications and Finance.

f) Business Plan/Financial Implications:

Proceeding with a phased/incremental approach is critical to securing Federal and Provincial government funding. Phase 1 of the detailed design process for the Maple Ridge Civic and Cultural Centre, Youth Wellness Centre and underground parking is estimated at \$525,000. In 2017 the Parks Recreation and Culture Reserve will have sufficient capacity to accommodate an expenditure of this amount.

CONCLUSION:

Significant emphasis has been placed on discussing Parks, Recreation & Cultural amenities over the past number of months. Council endorsement of the resolutions in this report will initiate a key step in the process necessary to secure grant funding for the Maple Ridge Civic and Cultural Facility project. The recommendations in this report will advance Council's priorities and incrementally move this project towards shovel ready to take advantage of available grant funding.

"Original signed by Don Cramb"

Prepared by: Don Cramb, Sr. Recreation Manager

"Original signed by Wendy McCormick"

Approved by: Wendy McCormick, Director Recreation and Community Services

"Original signed by David Boag for Kelly Swift"

Approved by: Kelly Swift, General Manager,
Parks, Recreation & Cultural Services

"Original signed by Ted Swabey"

Concurrence: **E.C. Swabey**
Chief Administrative Officer

:dc

TO: Her Worship Mayor Nicole Read
and Members of Council
FROM: Chief Administrative Officer
SUBJECT: Municipal Advisory Committee on Accessibility Issues Recommendations

MEETING DATE: December 5, 2016
FILE NO:
MEETING: COW

EXECUTIVE SUMMARY:

The Municipal Advisory Committee on Accessibility Issues (MACAI) has been a joint committee with the City of Pitt Meadows since 1999. MACAI, as a joint committee, has enjoyed great success working together and, in most cases, the work has benefitted the citizens of both communities.

The dissolution of the Joint Leisure Services Agreement (JLSA) has naturally led to a review of the current collaborative structure. Due to committee members such as School District No. 42, Ministry of Children and Family Development, Ministry of Social Development and Social Innovation, Ridge Meadows Association for Community Living and Fraser Health all serving both communities, it is recommended that MACAI remain a joint committee. This will ensure that community groups are not split between the two communities, allowing for greater representation. As a joint committee, it is recommended that each city be responsible for sharing all related costs equally.

RECOMMENDATION:

That the Municipal Advisory Committee on Accessibility Issues continue as a joint committee with the City of Pitt Meadows sharing all associated costs equally; AND,

That staff be directed to work with Pitt Meadows City staff representative and the committee to establish an updated committee Terms of Reference and bylaw and report back to Council.

DISCUSSION:

a) Background Context:

As a long standing joint committee the Municipal Advisory Committee on Accessibility Issues (MACAI) has successfully applied for and participated in several provincial grants and initiatives for the City of Maple Ridge and the City of Pitt Meadows such as, Legacy Now 2010, Rick Hansen Community Grants and Age Friendly Initiatives. These funds have been used for a number of city specific and joint community projects, such as; the purchasing of accessible outdoor play equipment, accessible and inclusive fitness equipment, and the publication of "Plan and Design for Choice – Universal Design Guidelines for Outdoor Spaces" and the Age Friendly community engagement and recognition process.

Additionally, MACAI continues to organize the Annual Accessibility Awards which are hosted alternately in the two communities. This recognition event is entering its 15th year and honors service providers, businesses and citizens who are 'difference makers' in their community and in the lives of individual's with varying abilities.

MACAI was founded in 1993 and formalized by a Maple Ridge bylaw in 1996. In 1999 the bylaw was rewritten to align with the Joint Leisure Services Agreement.

MACAI's mandate is to advise, inform and educate the Councils, municipal departments, service providers and general public on accessibility and disability issues. The service providers represented on the committee serve both cities and have expressed that it would be difficult to resource committees in each city.

MACAI is currently comprised of fifteen members; eight of the fifteen members represent the following governments, and/or service providers:

- One Councillor for the City of Maple Ridge
- One Councillor for the City of Pitt Meadows
- One School District No. 42 Trustee
- Ministry of Children and Family Development
- Ministry of Social Development and Social Innovation
- Ridge Meadows Association for Community Living
- Fraser Health

Members-at-large include:

- Six residents, employed within or eligible to be on the Municipal Voters List for the City of Maple Ridge (and)
- Two residents, employed within or eligible to be on the Municipal Voters List for the City of Pitt Meadows.

As a joint committee, MACAI has found the current structure to be very successful. The collaboration of the two municipalities has created the above mentioned successes. As we move forward, MACAI will revisit its structure and staff supports to reflect shared support and cost associated with supporting the committee.

b) Desired Outcome:

To welcome residents and community members into participating in all aspects of community living in a progressive accessible and inclusive environment.
To align with and support Accessibility 2024, a Provincial initiative for the purpose of implementing a ten year action plan with the goal of making BC more accessible for all.

c) Strategic Alignment:

As stated within the Maple Ridge Parks, Recreation and Culture Master Plan (2010), “strive to break down barriers by bringing people together and supporting participation by those who are hard to reach along with everyone else.

d) Citizen/Customer Implications:

A joint committee allows service providers to allocate resources to better respond to the needs of the citizens of Maple Ridge and Pitt Meadows.

e) Interdepartmental Implications:

MACAI supports interdepartmental information sharing and works closely with engineering and planning when required.

f) Business Plan/Financial Implications:

All costs associated with the committee will be shared equally.

g) Policy Implications:

Bylaw No. 5845 – 1999 will need to be updated to reflect the new committee structure and will be brought back to Council for final reading and approval.

Conclusion:

The membership believes that a joint committee is an asset to both the City of Maple Ridge and the City of Pitt Meadows. Shared resources will provide both communities with the necessary expertise in becoming fully accessible communities and offering residents the opportunity to participate in all aspects of community life. Losing this shared, collaborative resource could result in the loss of valuable service provider participation because the agencies are already feeling their resources are limited and they may be unable to attend meetings in both communities.

“Original signed by Petra Frederick”

Submitted by: Petra Frederick, Recreation Coordinator Leisure Access
MACAI Staff Liaison

“Original signed by Tony Cotroneo”

Approved by: Tony Cotroneo, Recreation Manager Community Services

“Original signed by Wendy McCormick”

Approved by: Wendy McCormick, Director Recreation & Community Services

“Original signed by David Boag for Kelly Swift”

Approved by: Kelly Swift, General Manager,
Parks, Recreation & Cultural Services

“Original signed by Ted Swabey”

Concurrence: Ted Swabey
Chief Administrative Officer

TO: Her Worship Mayor Nicole Read
and Members of Council
FROM: Chief Administrative Officer
SUBJECT: Maple Ridge Leisure Centre Retrofit Update

MEETING DATE: December 5, 2016
FILE NO:
MEETING: COW

EXECUTIVE SUMMARY:

On December 10, 2015, Council deferred repairs of the Leisure Centre to allow for a second aquatic facility to be considered in order to mitigate the impact on the public when the aquatic facility would need to be closed for repairs. The Recreation Facilities Infrastructure Plan is now underway and community consultation will provide Council with the public's feedback on the proposed infrastructure. It has become clear that the full scope of the work required to complete projects of this magnitude is a four to five year process.

Council may wish to reconsider delaying the retrofit of the Leisure Centre Aquatic facility to coincide with the proposed Civic and Cultural Facility should it proceed and, direct staff to bring back a report on how the retrofit and improvements to the Leisure Centre might be achieved, which may be prior to the construction and completion of the proposed Wellness Centre.

RECOMMENDATION:

That staff provide a report outlining the process of updating the Leisure Centre retrofit plan including, proposed timeline, customer implications and potential funding source.

a) Discussion

For over 35 years, the Leisure Centre has been providing recreation, cultural and social programs and services. Over this time minor improvements to interior design, changes to space allocations, purchase of new equipment, furnishings and fixtures has contributed to the facility's welcoming environment and to meeting the community's programming needs.

In 2001, the addition of the teach pool, wading pool and water slide created much needed additional aquatic space for the increased growth and demand for aquatic amenities at that time. Although this expansion introduced new filtration systems specific for the operation of the new pools, the original aquatics facility filtration and mechanical system were not upgraded as these two systems operate independently of each other. Staff routinely maintain the pool systems to ensure continued safe operation of the facility with the replacement of mechanical components, many of which are now obsolete and must be custom manufactured.

As identified in the 2014 business plan, staff utilized a consultant to complete detailed planning of a retrofit to the Leisure Centre aquatics area. The retrofit would have been timely due to the increasing age of the facility, and the impending timeline of replacing key mechanical and electrical components of the aquatics pool systems. The community consultation currently underway for Parks, Recreation and Culture Infrastructure projects will generate a final report

compiling the residents' feedback for Council's review and is anticipated for March 2017. If Council determines the Multi-Use Wellness Facility with an Aquatic Centre and Curling Facility is one of the community's top priorities the completion could be approximately five years away. Staff recommends that Council consider proceeding with the Leisure Centre retrofit in conjunction with the proposed Civic and Cultural Facility.

Retrofit Background

Early in 2013, staff retained the services of Bruce Carscadden Architect Inc. (BCA) and their team of structural and mechanical engineering consultants to conduct a comprehensive architectural and engineering review and assessment of the pool mechanical and safety systems, and effected areas at the Maple Ridge Leisure Centre. The main objectives of the project were to:

- Consider a change from a gas chlorination system to liquid chlorination system.
- Review chemical treatment systems to achieve best practices and ensure continued safe delivery and use of pool chemicals.
- Assess the condition of existing equipment.
- Review life-cycle replacement of major pool systems that were showing risk of failure or were beyond expected useful life.

The architectural review included the following notes:

- **Electrical Room** – The equipment exposed to pool atmosphere is corroded. Relocation of the electrical room/panels and creating environmental separation must be a part of the consolidated mechanical upgrades.
- **Mechanical Room** – The existing chlorine is remotely located and has been identified as a potential safety issue. The options to address current code and safety concerns however, will require new and renovated facilities adjacent to the existing basement mechanical; 12' Ceilings are identified for the preferred filtration system.
- **Pool Tank Accessibility** – The toddler pool, leisure pool, swirl pool and lap pools do not have wheel chair access and limit accessibility. Important aspirations for accessibility should be included in the mechanical renovations of the tanks.
- **Pool Deck Safety** – Removing visual barriers and enhancing pool deck circulation to ensure full visibility for effective lifeguarding.

In 2015, Shape Architecture was retained to develop a detailed construction design for the aquatics retrofit. The completed design expanded the existing leisure pool to include programmable water walking space along with beach entry to improve accessibility and leisure play for toddlers and preschoolers, ramp entry to a relocated and larger swirl pool, removal of the existing guard towers and rising of the leisure pool to create a single level throughout the aquatics area. This included an expansion to the mechanical room that would house a complete upgrade of all mechanical and filtration systems for the newly designed leisure pool and swirl pool.

In order to mitigate the displacement of the swim club athletes, staff worked with surrounding municipalities to develop a pool rental agreement whereby the City could purchase pool and lane time to ensure adequate time and space was available for training. In addition the outdoor pool operation provides another opportunity for lesson and leisure programming May through September. However the retrofit would have an impact on the public as pool amenities will be reduced during the length of the construction.

To date, we have not experienced a significant mechanical failure and the facility continues to work safely and in full operation. However, some critical pool components are well beyond

estimated lifespan and therefore significant repair or renovations to the existing facility would be necessary in the event of a system failure, and would result in an extended closure of the facility.

Staff continues to ensure that the aquatics area is kept at the maximum operating capacity and plan for regular preventative maintenance improvements at scheduled intervals and at the annual shutdown to minimize the likelihood of an unplanned repair and closure. However, as the system and major components are beyond the expected useful life, emergency repairs and replacement of minor operating parts have occurred. These unplanned deficiencies do cause disruption to service levels and result in unplanned closure of one or more pools.

Non-Aquatics Leisure Centre Areas

In addition to the retrofit project, staff retained the services of a consultant to conduct a functional and physical space assessment of the Leisure Centre excluding the aquatic facility. This space review was identified in the 2015 business plan. The consultant solicited feedback from key stakeholders, including user groups, contract service partners, and facility and program users.

The consultant developed a short term and long term concept plan with recommendations that would produce the following key outcomes for improvements to customer experiences and service provision:

- Provide more community gathering spaces; a place to socially connect in a safe, welcoming and central location.
- Improve customer entry, circulation, accessibility and visual connectivity i.e. rethinking the control access points and public connectivity between the Leisure Centre and Greg Moore Youth Centre.
- Provide more functional multipurpose space for programs, services, rental and meeting opportunities i.e. renovate existing rooms with limited functionality to be more multi purpose oriented.
- Relocate and/or expand programmable spaces i.e. expand Fitness Centre, rethink quantity of racket sport courts.

The improvements would produce a greater holistic wellness experience for customers, deepening the relationship customers have with each other and fostering heightened enjoyment within the programs and services offered at the Leisure Centre. The space plan recommendations should be considered in conjunction with the aquatics facility upgrades and could be funded through general capital.

Update on the YMCA

Council has previously considered a relationship with the YMCA and invited the CEO of the Greater Vancouver YMCA, Steve Butz, to speak to Council about the potential of a YMCA in Maple Ridge.

Mr. Butz indicated that the YMCA works through building relationships with communities, Councils, staff and citizens to determine if the City and the YMCA's values align. More importantly the YMCA gets to know a community to determine whether or not their presence in the community, in partnership with the City, would provide value to the community. Mr. Butz used the analogy of a relationship with the agreement to go forward in partnership, being like a marriage and indicating that there needs to be a period of dating to determine if a long-term

relationship is in the future. Mr. Butz also spoke about other communities that the YMCA is currently working with and indicated that they were further along in the process. He then used the analogy that we were 'on the bus,' but had a backseat.

It is important that Council understands the YMCA runs YMCA's; they do not operate community recreation facilities, they are not a contracted service. In a recent conversation with Mr. Butz, he informed staff that the City has moved past the point where the YMCA would typically begin their involvement, as YMCA's are informed by a variety of other factors rather than community consultation. In addition, if the City would like the YMCA to build and operate a facility in Maple Ridge, the earliest that they could begin to have the conversation with us would be 2018 -2020 as they are currently at capacity. Correspondence from Mr. Butz attached.

Staff continues to build this relationship and are partnering in a Healthy Heart program with the YMCA that will see programming and support for Maple Ridge residents in receiving cardiovascular rehabilitation whereby most residents are currently travelling west to receive this service.

b) Desired Outcome:

Continue to provide high calibre recreation facilities for the benefit and enjoyment of the community now and into the future.

c) Strategic Alignment:

Manage existing municipal infrastructure through the preparation of appropriate plans to ensure development, maintenance and renewal of parks and open spaces, roads, sidewalks, water, sewer and storm water systems, public buildings as well as data and communications technology

d) Citizen/Customer Implications:

The retrofit upgrades along with the short term recommendations in the facility space plan would further enhance the customer experience when using the Leisure Centre, modernizing the 35 year old facility and providing accessible amenities in both the aquatics and non-aquatics area for all residents to enjoy. As the only recreation facility in the City, the Leisure Centre is well used by residents and improvements will ensure relevancy and reliability for use by future generations.

e) Business Plan/Financial Implications:

The initial retrofit budget in 2015 was \$5.5 million; however, it is likely to be significantly higher as this estimate is almost two years old now. The longer the project is delayed, construction costs will continue to increase thereby increasing budgeted costs year over year. The consultant's recommendations include general scope of work however; detailed pricing has not been retained at this time. Staff is recommending that some of the short term projects be considered for advancement together with the aquatic retrofit to improve the functionality and flexibility of the existing program spaces.

CONCLUSIONS:

In consideration of the proposed addition to the civic complex, as a result of the significant redesign that will be required for the aquatic filtration and mechanical systems to accommodate the underground parking, staff is recommending that some of the non-aquatic upgrades also be included with the redesign process to enhance the functionality and flexibility of the centre.

Doing this work in conjunction with the Civic and Cultural Facility design will ensure that the two facilities complement each other and that the civic centre will continue to be a desired location for all citizens to enjoy.

“Original signed by Wendy McCormick”

Prepared by: Wendy McCormick, Director of Recreation and Community Services

“Original signed by David Boag for Kelly Swift”

Approved by: Kelly Swift, General Manager
Parks, Recreation & Cultural Services

“Original signed by Ted Swabey”

Concurrence: **E.C. Swabey**
Chief Administrative Officer

:cb

Attachment: Email Correspondence S. Butz

Wendy McCormick
Director of Recreation and Community Services



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From: Steve Butz [<mailto:steve.butz@qv.ymca.ca>]
Sent: Friday, November 04, 2016 9:25 AM
To: Wendy McCormick
Subject: Re: FW: Community Consultation Will Shape Future of Recreation Facilities in Maple Ridge - 2016-10-26

Hi Wendy...

I think the answer to your question is -it's up to you....

Your attachment offers what I would describe as a typical facility development approach led by a municipality. As I have mentioned, working with the Y would demand a more equitable approach, driven less by facility and amenity and more how critical community needs are met in a sustainable manner - through a collaborative approach.

This is another way of saying we have no interest in an operating agreement for a municipal facility - a operating agreement with a municipality for the purposes of operating a YMCA does have potential assuming a period of due diligence would allow both parties to decide whether there was a workable model.

That said, we are not interested in a informal process given our current priorities - ie: if the City is not genuinely interested as

noted I would prefer not to advance the conversation at this time
- ie: it's ok by us if you wish to pass.

Hope this helps...S

On 3 November 2016 at 18:07, Wendy McCormick <wmccormick@mapleridge.ca> wrote:

Hello Steve, I have attached the recent press release that went out to the local press. It describes how Maple Ridge is moving forward with infrastructure planning. In our last conversation you indicated that given the direction Maple Ridge Council has taken at this time, the YMCA would not be interested in this particular opportunity.

Council had given our department direction to explore a formal relationship with YMCA regarding future partnership opportunities.

Sometime ago I reported out that :

YMCA met with both Council and staff. Their key message was the importance of building an inter-agency relationship. PRC has pursued program-level partnerships to continue to build relations, and has kept YMCA staff apprised of potential infrastructure opportunities.

At this time I need to close this item and I am wondering if you would be willing to provide me a written response on whether or not the YMCA has any interest in being involved in this process.

Thanks Steve,

Wendy

Wendy McCormick

Director of Recreation and Community Services



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