

City of Maple Ridge

COMMITTEE OF THE WHOLE

AGENDA

March 5, 2019

1:30 p.m.

Council Chamber

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

Chair: Acting Mayor

1. **CALL TO ORDER**
2. **ADOPTION AND RECEIPT OF MINUTES**
 - 2.1 Minutes of the Committee of the Whole Meeting of February 19, 2019
3. **DELEGATIONS/STAFF PRESENTATIONS**
4. **PUBLIC WORKS AND DEVELOPMENT SERVICES**

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

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

1101 2019-016-DVP, 27134 Ferguson Avenue

Staff report dated March 5, 2019 recommending that the Corporate Officer be authorized to sign and seal 2019-016-DVP respecting property located at 27134.

1102 2018-505-DVP, 11299 240A Street

Staff report dated March 5, 2019 recommending that the Corporate Officer be authorized to sign and seal 2018-505-DVP respecting property located at 11299 240A Street.

1103 Maple Ridge Business Licencing and Regulation Amending Bylaw

Staff report dated March 5, 2019 recommending that Maple Ridge Business Licencing and Regulation Amending Bylaw No. 7529-2019 be given first, second and third readings.

1104 Ridge Brewing Company Ltd. – Brewery Lounge Endorsement

Staff report dated March 5, 2019 recommending that the application for a brewery lounge endorsement, as an amendment to their manufacturing license, by Ridge Brewing Company Ltd. Located at #2-22826 Dewdney Trunk Road, Maple Ridge be supported based on the information contained in the Council report dated March 5, 2019 and that a copy of the resolution be forwarded to the Liquor and Cannabis Regulation Branch.

5. CORPORATE SERVICES

1131 First Nation-Municipal Community Economic Development Initiative Application

Staff report dated March 5, 2019 recommending that staff be directed to work with Kwantlen First Nation on a joint submission to the First Nation-Municipal Community Economic Development Initiative (CEDI) based on the program information attached to this report dated March 7, 2019 and that the Mayor provide a letter in support of the application to the CEDI.

6. PARKS, RECREATION & CULTURE

1151 Joint Youth Planning Table Recommendation

Staff report dated March 5, 2019 recommending that Maple Ridge Council invite the City of Pitt Meadows to join the Youth Planning Table to establish a Maple Ridge & Pitt Meadows Youth Planning Table and that the Terms of Reference be amended to include voting members from the City of Pitt Meadows and that a cost sharing arrangement be developed should the City of Pitt Meadows accept the invitation to join the Youth Planning Table.

7. ADMINISTRATION (including Fire and Police)

8. OTHER COMMITTEE ISSUES

9. ADJOURNMENT

10. **COMMUNITY FORUM**

COMMUNITY FORUM

The Community Forum provides the public with an opportunity to speak with Council on items that are of concern to them, with the exception of Public Hearing bylaws that have not yet reached conclusion.

Each person will be permitted 2 minutes to speak or ask questions (a second opportunity is permitted if no one else is sitting in the chairs in front of the podium). Questions must be directed to the Chair of the meeting and not to the individual members of Council. The total time for this Forum is limited to 15 minutes.

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

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

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

For more information on these opportunities contact:

Clerk's Department at 604-463-5221 or clerks@mapleridge.ca
Mayor and Council at mayorandcouncil@mapleridge.ca

Checked by: 

Date: Feb 28/19

2.0 Minutes

2.0

City of Maple Ridge

COMMITTEE OF THE WHOLE MEETING

MINUTES

February 19, 2019
1:30 p.m.
Council Chamber

PRESENT

Elected Officials

Mayor M. Morden
Councillor J. Dueck
Councillor K. Duncan
Councillor C. Meadus
Councillor R. Svendsen
Councillor A. Yousef

Appointed Staff

K. Swift, Acting Chief Administrative Officer, General
Manager, Parks, Recreation and Community Engagement
F. Quinn, General Manager Public Works and Development
Services
L. Benson, Director of Corporate Administration
T. Thompson, Chief Financial Officer

ABSENT:

Councillor Robson

Other Staff as Required

C. Goddard, Manager of Development and Environmental
Services
B. Elliott, Manager of Community Planning
A. Kopystynski, Planner 2, Development and Environmental
Services
D. Boag, Director of Parks and Facilities
D. Pope, Director of Recreation and Community
Engagement
Y. Chui, Recreation Manager, Arts and Community
Connections

*Councillor Duncan joined the meeting at 1:46p.m.

1. **CALL TO ORDER**

Councillor Judy Dueck, Presiding Member, called the meeting to order at 1:35 pm.
The Corporate Officer advised on the procedural rules for the meeting.

2. *ADOPTION AND RECEIPT OF MINUTES*

2.1 Minutes of the Committee of the Whole Meeting of February 5, 2019

It was moved and seconded

That the minutes of the February 5, 2019 Committee of the Whole Meeting be adopted.

CARRIED

4. *PUBLIC WORKS AND DEVELOPMENT SERVICES*

1101 2013-087-RZ, 23500 and 23550 Larch Avenue, RS-3 and RS-2 to RM-1 and P-1

Staff report dated February 19, 2019 recommending that Maple Ridge Official Community Plan Amending Bylaw No. 7526-2018 to establish a defined boundary between the portion of the site to be developed and the portion proposed to be developed as neighborhood park to the west be given first and second reading and be forwarded to Public Hearing and that Maple Ridge Zone Amending Bylaw No. 7068-2018 to rezone from RS-3 (One Family Rural Residential) and RS-2 (One Family Suburban Residential) to RM-1 (Townhouse Residential) and P-1 (Park and School) to allow future development of approximately 19 townhouses with 0.53 ha (1.3 acres) allocated for a future neighborhood park and conservation lands be given second reading and be forwarded to Public Hearing.

A. Kopystynski, Planner 2, Development and Environmental Services, provided background on the application advising that this application has been ongoing for quite some time and was previously deferred to allow staff time to work with the applicant relative to various parks issues. Those have been dealt with. He gave a Power Point presentation including the following information:

- Applicant Information
- Subject Map
- Official Community Plan Context
- Neighbourhood Plan Context
- Site Characteristics
- Development Proposal
- Proposed Site Plan
- Site Cross Sections and Elevations
- Parking
- Landscape Plan
- Front/Back Yard Elevations
- Terms and Conditions

Staff answered questions relative to the tandem parking and the possibility of extending aprons to all units to accommodate all resident vehicles.

It was moved and seconded

That the staff report dated February 19, 2019 titled "First and Second Reading, Official Community Plan Amending Bylaw No. 7526-2018; Second Reading, Zone Amending Bylaw No. 7068-2014 23500 and 23550 Larch Avenue" be forwarded to the Council Meeting of February 26, 2019.

CARRIED

1102 2016-109-DVP, 21137 River Road

Staff report dated February 19, 2019 recommending that the Corporate Officer be authorized to sign and seal 2016-109-DVP respecting property located at 21137 River Road.

It was moved and seconded

That the staff report dated February 19, 2019 titled "Development Variance Permit 21137 River Road" in relation to permit number 2016-109-DVP be forwarded to the Council Meeting of February 26, 2019.

CARRIED

1103 2018-448-RZ, 12061 Laity Street, Maple Ridge Heritage Designation and Revitalization and Tax Exemption Agreement Bylaw

Staff report dated February 19, 2019 recommending that Maple Ridge Heritage Designation and Revitalization and Tax Exemption Agreement Bylaw No. 7532-2019 be given first reading and that the applicant provide further information as described on Schedule D of the Development Procedures Bylaw No. 5879-1999 and Schedules B and C of the Maple Ridge Heritage Procedures Bylaw No. 6951-2012.

A. Kopystynski, Planner 2, Development and Environmental Services; gave a Power Point presentation including the following information:

- Applicant Information
- Subject Map
- Official Community Plan Context
- Neighbourhood Plan Context
- Site Characteristics
- Development Proposal
- Gillespie Residence History
- Proposed Site Plan

- Building Elevations and Views
- Terms and Conditions

Staff answered questions relative to whether this type of application had been before Council in the past where there is only one access into the property from the street.

It was moved and seconded

That the staff report dated February 19, 2019 titled "First Reading, Maple Ridge Heritage Designation and Revitalization and Tax Exemption Agreement Bylaw No. 7532-2019, 12061 Laity Street" be forwarded to the Council Meeting of February 26, 2019.

CARRIED

5. *CORPORATE SERVICES* – Nil

6. *PARKS, RECREATION & CULTURE*

1151 Festival Grant Program Recommendations – Intake One

Staff report dated February 19, 2019 recommending that festival support allocations totaling \$77,120 for events taking place between May 1 and October 31, 2019 as outlined in Attachment A of this report titled "Festival Grant Program Summary Chart – Intake One 2019" be approved.

Y. Chui, Recreation Manager, Arts and Community Connections, provided background and statistical information relative to festivals and the two grant application opportunities the City hosts. She spoke to the opportunity to expand existing festivals and festival season to year round. Ms. Chui answered questions from Council relative to budget, festival locations and public safety.

It was moved and seconded

That the staff report dated February 19, 2019 titled "Festival Grant Program Recommendations – Intake One" be forwarded to the Council Meeting of February 26, 2019.

CARRIED

1152 Region View Lease Renewal

Staff report dated February 19, 2019 recommending that the lease renewal request from Region View Recreation Services be approved on the same terms

and conditions as the original lease agreement, which includes a rate that is the greater of \$120,000 per annum or 20% of gross revenue.

It was moved and seconded

That the staff report dated February 19, 2019 titled "Region View Lease Renewal" be forwarded to the Council Meeting of February 26, 2019.

CARRIED

7. *ADMINISTRATION (including Fire and Police)* – Nil
8. *OTHER COMMITTEE ISSUES* – Nil
9. *ADJOURNMENT* 1:59 p.m.

Councillor Judy Dueck
Presiding Member of the Committee

TO:	His Worship Mayor Michael Morden and Members of Council	MEETING DATE: March 5, 2019
FROM:	Chief Administrative Officer	FILE NO: 2019-016-DVP
SUBJECT:	Development Variance Permit 27134 Ferguson Avenue	MEETING: C o W

EXECUTIVE SUMMARY:

Development Variance Permit application 2019-016-DVP has been received in conjunction with a Building Permit application to renovate the existing house. The requested variance is to reduce the asphalt width requirement, from the current standard for a local rural road of 7m to the pre-existing 6m width.

Since the existing asphalt width of 6m provides an adequate level of services for the road, the variance can be supported. It is recommended that Development Variance Permit 2019-016-DVP be approved.

RECOMMENDATION:

That the Corporate Officer be authorized to sign and seal 2019-016-DVP respecting property located at 27134 Ferguson Avenue.

DISCUSSION:

a) Background Context

Applicant:	Luke A Didiuk		
Legal Description:	Lot 36, Section 18, Township 15, New Westminster District Plan 9809		
OCP :			
Existing:		Rural Residential	
Proposed:		Rural Residential	
Zoning:			
Existing:		RS-3 (One Family Rural Residential)	
Proposed:		RS-3 (One Family Rural Residential)	
Surrounding Uses:			
North:	Use:	Single Family Residential	
	Zone:	RS-3 (One Family Rural Residential)	
	Designation	Rural Residential	
South:	Use:	Single Family Residential	
	Zone:	RS-3 (One Family Rural Residential)	
	Designation:	Rural Residential	
East:	Use:	Single Family Residential	
	Zone:	RS-3 (One Family Rural Residential)	
	Designation:	Rural Residential	

West:	Use:	Single Family Residential
	Zone:	RS-3 (One Family Rural Residential)
	Designation:	Rural Residential
Existing Use of Property:		Residential
Proposed Use of Property:		Residential
Site Area:		8070 m ² (2 acres)
Access:		Ferguson Avenue
Servicing:		private well and septic

b) Project Description:

The subject property is approximately 2 acres in size, and is relatively flat, with an indefinite water stream on the adjacent southern property. The property is bound by rural residential properties and Ferguson Avenue to the north (see Appendix A). The property owner has applied for a Building Permit to seek approval for renovations. Development Variance Permit application 2019-016-VP has been received in conjunction with this Building Permit application, to seek approval to reduce the required asphalt width for a local rural road to the pre-existing width.

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 variances and rationale for support are described below (see Appendices B and C):

1. *Subdivision and Development Services Bylaw No. 4800-1993, Schedule D (Design Criteria Manual) and Schedule F (Supplementary Standard Detail Drawings):* To reduce the asphalt width requirement for a Local Rural Road, from 7m to the pre-existing 6m.

The existing asphalt width of 6m provides an adequate level of services for the road, therefore the variance can be supported.

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 is supported for the reasons described above, therefore it is recommended that this application be favourably considered and the Corporate Officer be authorized to sign and seal Development Variance Permit 2019-016-DVP.

"Original signed by Therese Melser"

Prepared by: **Therese Melser**
Planning Technician

"Original signed by Christine Carter"

Reviewed 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 Paul Gill"

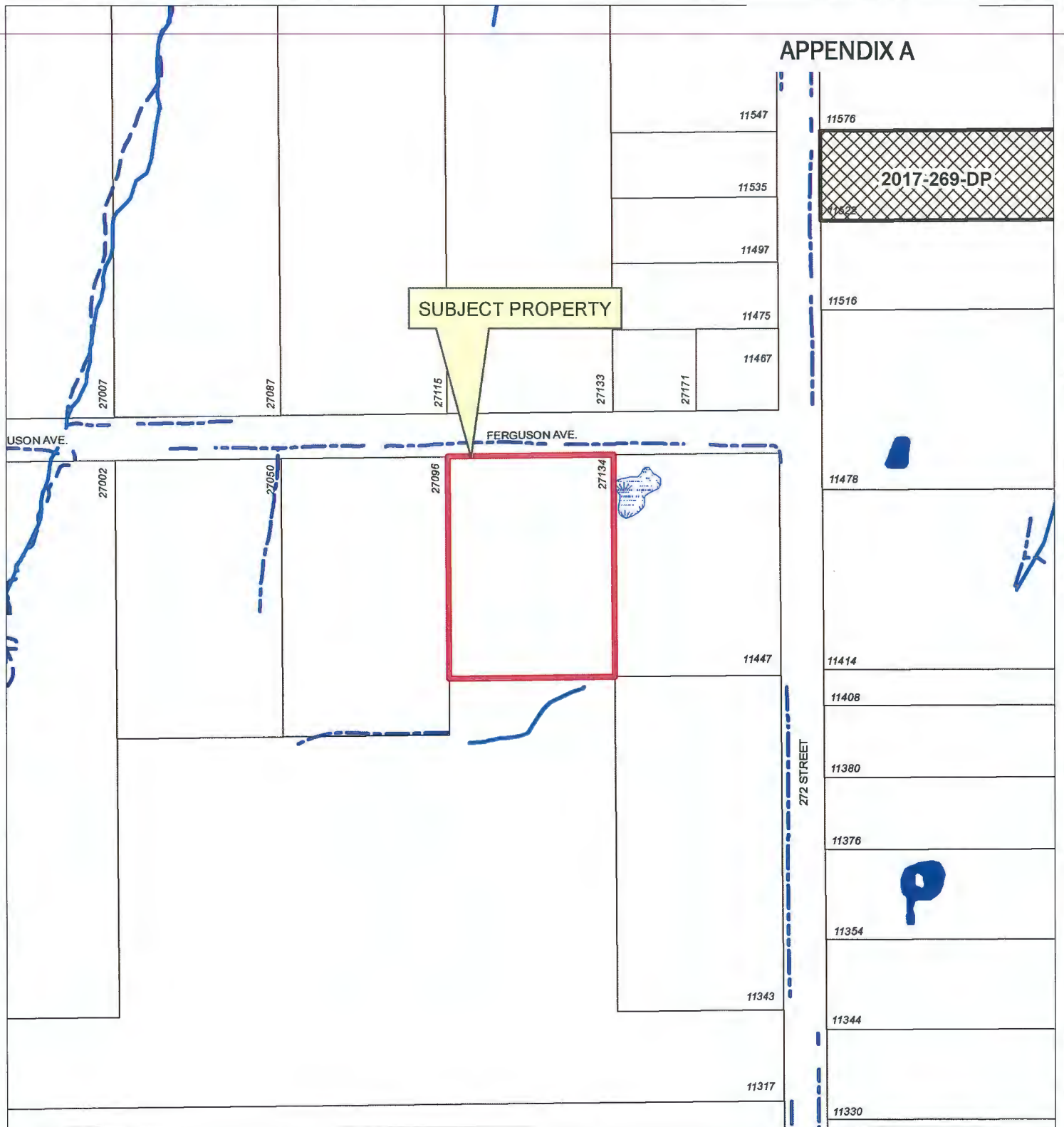
Concurrence: **Paul Gill, BBA, CPA, CGA**
Chief Administrative Officer

The following appendices are attached hereto:

Appendix A – Subject Map

Appendix B – Ortho Map

APPENDIX A



Legend

- Stream
- - - Ditch Centreline
- - - - Edge of Marsh
- Indefinite Creek
- Lake or Reservoir
- Marsh
- ▨ Active Applications (RZ/SD/DP/VP)

Scale: 1:2,500

27134 FERGUSON AVE

PLANNING DEPARTMENT



MAPLE RIDGE
British Columbia

mapleridge.ca

FILE: 2019-016-VP
DATE: Jan 30, 2019

BY: LP

APPENDIX B

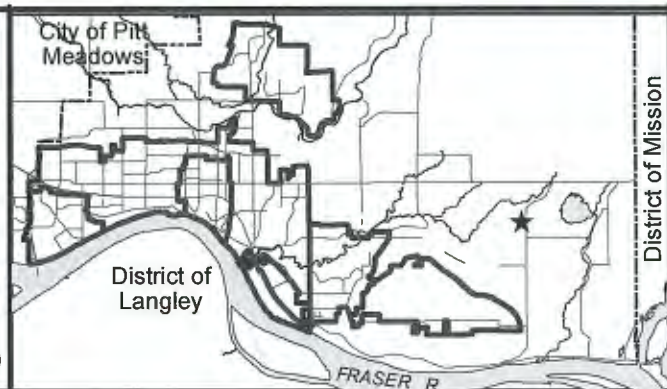
SUBJECT PROPERTY



Aerial Imagery from the Spring of 2018



Scale: 1:2,500



27134 FERGUSON AVE

PLANNING DEPARTMENT



MAPLE RIDGE

British Columbia

mapleridge.ca

FILE: 2019-016-VP

DATE: Jan 30, 2019

BY: LP

TO: His Worship Mayor Michael Morden
and Members of Council
FROM: Chief Administrative Officer

MEETING DATE: March 5, 2019
FILE NO: 2018-505-DVP
MEETING: C o W

SUBJECT: Development Variance Permit
11299 240A Street

EXECUTIVE SUMMARY:

Development Variance Permit application (2018-505-DVP) has been received in conjunction with a building permit application for a single family house in the R-2 Urban Residential District. The recently created subject property was part of a rezoning and subdivision application to create 5 single family lots and a 54 unit townhouse development. The requested variances are to:

1. Vary the rear yard setback from the principal dwelling from 13 metres to 9.47 metres;
2. Vary the required separation between principal structure and detached garage from 4.5 metres to 2.3 metres.

Council gave final reading to the rezoning application 2016-336-RZ on May 22, 2018.

It is recommended that Development Variance Permit 2018-505-DVP be approved.

RECOMMENDATION:

That the Corporate Officer be authorized to sign and seal 2018-505-DVP respecting property located at 11299 240A Street.

DISCUSSION:

a) Background Context

Applicant: Main Street Willow & Oak Homes Ltd.

Legal Description: Lot 3 Section 15 Township 12 Plan EPP83476

OCP :
Existing: MRES (Medium Density Residential)
Proposed: Medium Density Residential
Zoning:
Existing: R-2 (Urban Residential District)
Proposed: R-2 (Urban Residential District)

Surrounding Uses:

North:	Use:	One Family Residential
	Zone:	CD-1-93 Amenity Residential District
	Designation	Medium Density Residential
South:	Use:	Vacant (Townhouse site)
	Zone:	RM-1 Townhouse Residential
	Designation:	Medium Density Residential
East:	Use:	Park
	Zone:	RS-3 One Family Rural Residential
	Designation:	Conservation
West:	Use:	Townhouse Residential
	Zone:	RM-1 Townhouse Residential
	Designation:	Urban Residential
Existing Use of Property:		Vacant
Proposed Use of Property:		One Family Residential
Site Area:		429 m ²
Access:		240 A Street
Servicing:		Full Urban Services
Previous Applications:		2016336-RZ, 2016-336-SD

b) Project Description:

This variance request pertains to the siting of a single family home and detached garage for one of the 5 single family lots created by this subdivision. The lot dimensions comply with the requirements of the R-2 (Urban Residential District) Zone. The applicant is seeking to develop the property in consistency with the neighbourhood context with a principal residence and detached garage. However, this objective is challenging due to the lot dimensions, and requires a variance in order to be realized.

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 variances and rationale for support are described below:

1. *Maple Ridge Zoning Bylaw No 3510 -1985, Part 6, Section 601B, D, a1. b):* To vary the rear yard setback from the principal dwelling from 13 metres to 9.47 metres;
2. *Maple Ridge Zoning Bylaw No 3510 -1985, Part 6, Section 601B, D, b, v):* To Vary the required separation between principal structure and detached garage from 4.5 metres to 2.3 metres.

This variance request is being made in order to site a principal dwelling and detached garage that are consistent with the neighbourhood context. For these reasons, this application is supportable.

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 is supported because it will help to achieve a consistent appearance in the neighbourhood.

It is therefore recommended that this application be favourably considered and the Corporate Officer be authorized to sign and seal Development Variance Permit 2016-505-DVP.

“Original signed by Diana Hall”

**Prepared by: Diana Hall, M.AL, MCIP, RPP
Planner 2**

“Original signed by Chuck Goddard” for

**Reviewed 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 Paul Gill”

**Concurrence: Paul Gill, BBA, CPA, CGA
Chief Administrative Officer**

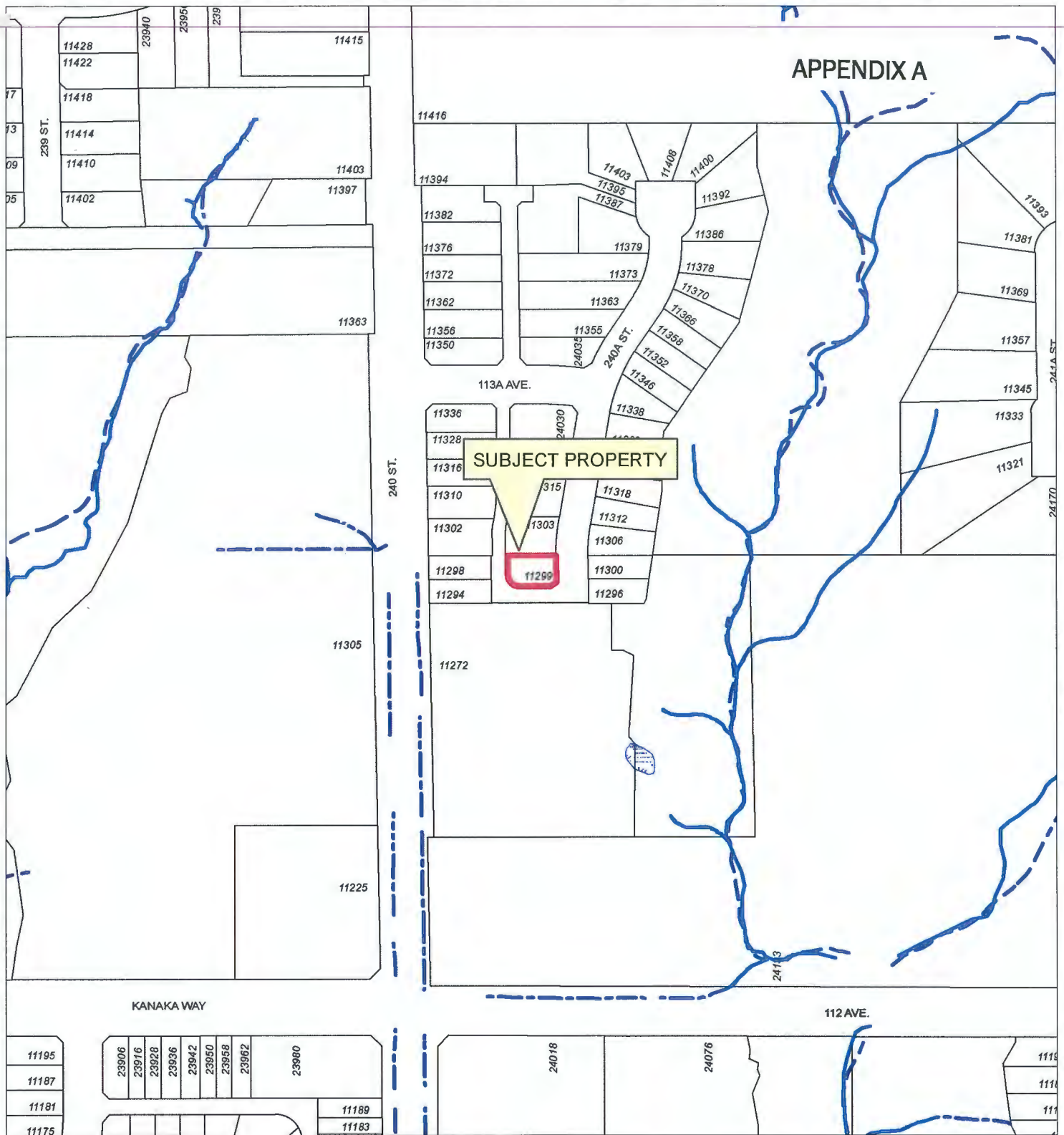
The following appendices are attached hereto:

Appendix A – Subject Map

Appendix B – Ortho Map

Appendix C – Site Plan showing requested variances.

APPENDIX A



Legend

-  Stream
-  Ditch Centreline
-  Edge of Marsh
-  Indefinite Creek
-  Marsh

11299 240A ST.

PLANNING DEPARTMENT



MAPLE RIDGE

British Columbia

mapleridge.ca

FILE: 2018-505-VP
DATE: Dec 11, 2018

BY: RA



Scale: 1:2,500

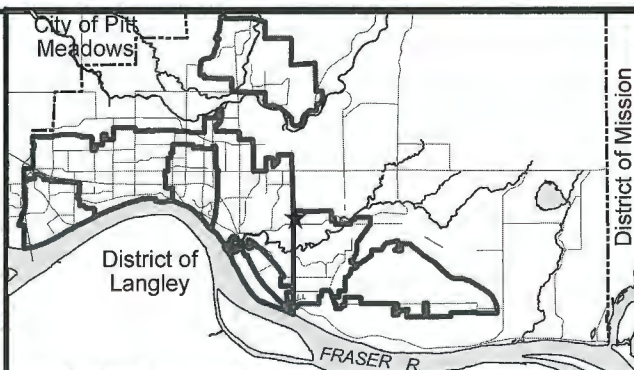
APPENDIX B



Aerial Imagery from the Spring of 2016



Scale: 1:2,500



11299 240A ST.

PLANNING DEPARTMENT



MAPLE RIDGE

British Columbia

mapleridge.ca

FILE: 2018-505-VP

DATE: Dec 11, 2018

BY: RA

240A ST.



10.72

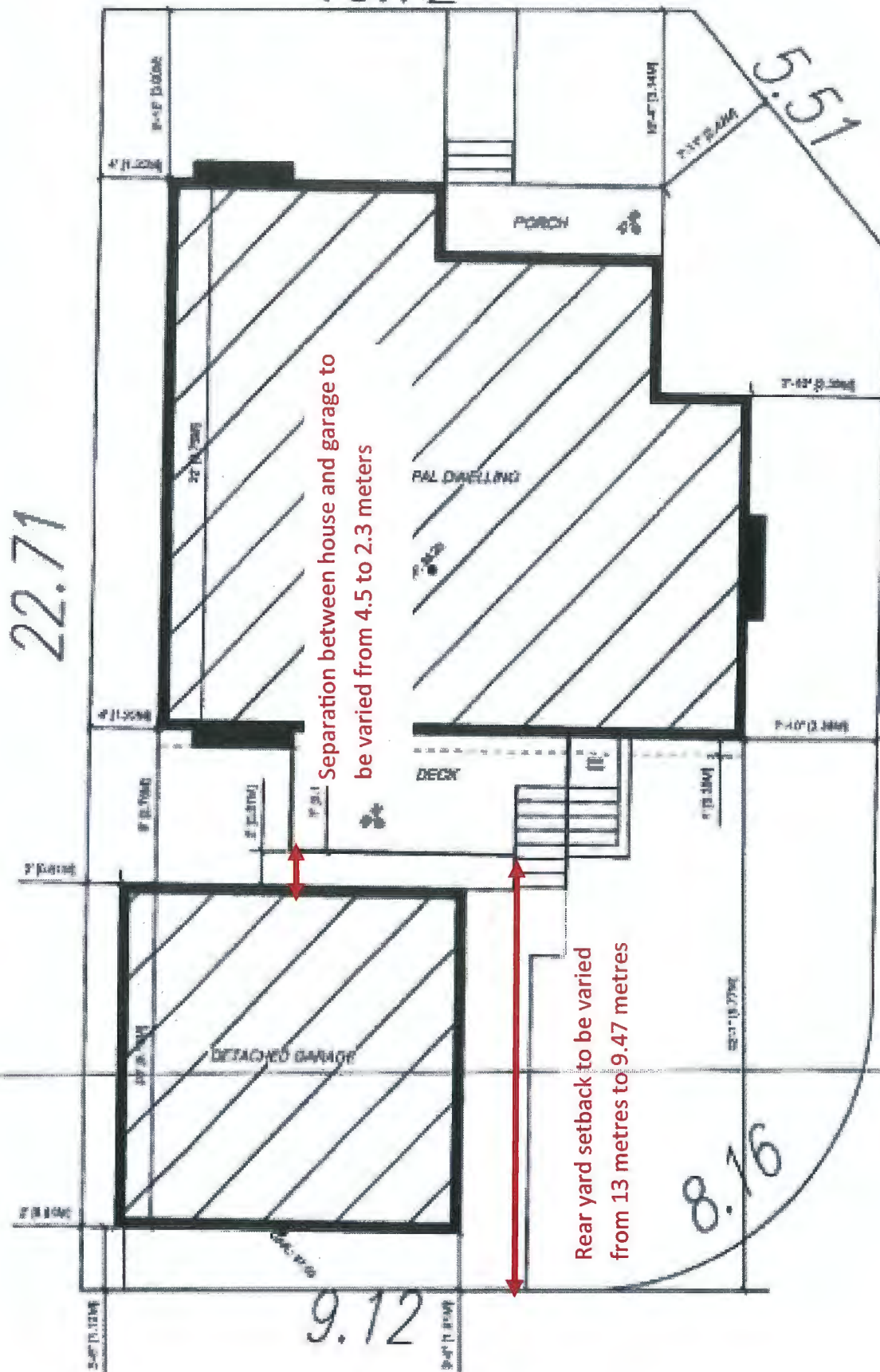
5.51

13.26

8.16

9.12

LANE



TO: His Worship, Michael Morden
and Members of Council
FROM: Chief Administrative Officer
MEETING DATE: March 5, 2019
MEETING: CoW
SUBJECT: Maple Ridge Business Licencing and Regulation Amending Bylaw No. 7529-2019

EXECUTIVE SUMMARY:

On September 4, 2018 at Council Workshop, Council passed a resolution directing staff to prepare an amendment to the Business Licencing and Regulation Bylaw (Appendix I) to include the sale of non-medical cannabis. Those amendments have been enacted but more are needed as changes to the Federal regulations on cannabis continue.

These amendments are being made to create a separate category in the Business Licencing and Regulation Bylaw for cannabis related businesses and to address the need for a fee for the review of each application.

Other housekeeping amendments are based on a review of the Bylaw to bring certain sections up to date.

RECOMMENDATION(S):

That Maple Ridge Business Licencing and Regulation Amending Bylaw No. 7529-2019 be given first, second and third readings.

DISCUSSION:

a) Background Context:

The Federal government legalized cannabis October 17, 2018. The Province has set out their guidelines for the retail sale and the City of Maple Ridge has created a policy of defining how this will be applied in the City. This policy was approved by Council. The Federal government has announced that they will be looking at legalizing different products as well as reviewing the micro cannabis production. Because there will potentially be several types of cannabis sales and production, it is necessary to create categories for these in the Business Licence and Regulation bylaw. These amendments address that need.


The policy that was adopted includes the review of each application for approval of a business that retails cannabis. This review includes mailing out letters to the surrounding neighbourhood, tabulating the results as well as preparing a report on the review. This entails a considerable amount of staff time as well as the cost of postage and office supplies. A review of other municipalities has shown that they are charging a fee for this service and this amendment proposes a fee for this as well.

Staff also reviews the Business Licence and Regulation bylaw on a regular basis to ensure that it is current with existing legislation and recent business trends. After this review there are also some housekeeping changes that are included in this amending bylaw.


The Community Charter requires that City of Maple Ridge provide an opportunity for individuals who consider they may be affected by the adoption of the bylaw the opportunity to provide input. Staff posted a public notice advertisement in the local paper on January 30 and February 1, 2019. Those who considered themselves affected by the adoption of the bylaw were directed to make a written submission to the attention of the Manager of Bylaw & Licensing Services. No responses were received.

CONCLUSIONS:

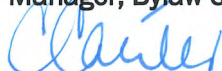
The adoption of this bylaw will ensure that the Council resolution is complete and that the Business Licence and Regulation bylaw will be able to address all the new additions of the Federal program.



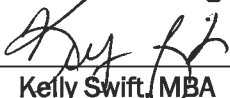
Prepared by: **R. MacNair**
Senior Advisor, Bylaw & Licensing Services



Co-Prepared by: **Michelle Orsetti**
Manager, Bylaw & Licensing Services



Approved by: **Frank Quinn, MBA, P.Eng**
General Manager: Public Works and Development Services



Concurrence: **Kelly Swift, MBA**
Acting Chief Administrative Officer

RM/jd

Appendix I - Maple Ridge Business Licencing and Regulation Amending Bylaw No. 7529-2019

City of Maple Ridge

Maple Ridge Business Licencing and Regulation Amending No. 7529-2019

A bylaw to amend Maple Ridge Business Licencing and Regulation Bylaw No. 6815-2011

WHEREAS the Council of The City of Maple Ridge deems it expedient to amend Maple Ridge Business Licencing and Regulation Bylaw No. 6815-2011;

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

1. This bylaw may be cited as Maple Ridge Business Licencing and Regulation Amending No. 7529-2019.
2. Maple Ridge Business Licencing and Regulation Bylaw No. 6815-2011 is amended in **Schedule A** by adding the following new section 11 and re-numbering all subsequent categories accordingly.

11. CANNABIS SERVICES

Category	Licence Fee
a. Cannabis Retail	\$5000.00
b. Cannabis Production	\$5000.00
c. Provincial Cannabis Application Review	\$ 500.00

3. Maple Ridge Business Licencing and Regulation Bylaw No. 6815-2011 is amended by adding the following under 7.7 Cannabis

7.7.2 All provincial applications submitted to the City of Maple Ridge are subject to an application review.

4. Maple Ridge Business Licencing and Regulation Bylaw No. 6815-2011 is amended in **Schedule A** by removing k. Cannabis from 41. **RETAIL**.
5. Maple Ridge Business Licencing and Regulation Bylaw No. 6815-2011 is amended in **Schedule A**, 12. **CLOTHING & LAUNDRY SERVICE** by amending the fee for category d. Laundromat to read \$110.00.
6. Maple Ridge Business Licencing and Regulation Bylaw No. 6815-2011 is amended in **Schedule A**, 24. **FOOD & BEVERAGE SERVICES** by adding the following under c. Liquor Primary Licence Establishment, under the phrase "For each additional occupant":

Provincial Application Review	\$500.00
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7. Maple Ridge Business Licencing and Regulation Bylaw No. 6815-2011 is amended under **Part 7 Specific Regulations**, 7.16 **Licensed Premises and U-Brews**, by adding:

7.16.2 All Licensed Premises shall not be open later than 2:00 am on New Year's Eve.

8. Maple Ridge Business Licencing and Regulation Bylaw No. 6815-2011 is amended by adding the following under **6.6 Licence Renewal**

6.6.2 The **Licence** renewal fee shown on the **Licence** renewal statement is due and payable in full by December 31 the preceding year or a late payment fee of \$25 shall be applied.

9. Maple Ridge Business Licencing and Regulation Bylaw No. 6815-2011 is amended by updating the table of contents to reflect the current page numbers.

READ A FIRST TIME this ____ day of _____, 2019.

READ A SECOND TIME this ____ day of _____, 2019.

READ A THIRD TIME this ____ day of _____, 2019.

ADOPTED this ____ day of _____, 2019.

PRESIDING MEMBER

CORPORATE OFFICER

City of Maple Ridge

TO: His Worship Mayor Michael Morden **MEETING DATE:** March 5, 2019
and Members of Council

FROM: Chief Administrative Officer **MEETING:** CoW

SUBJECT: Ridge Brewing Company Ltd. - Brewery Lounge Endorsement

EXECUTIVE SUMMARY:

The Liquor and Cannabis Regulation Branch (LCRB) received an amendment application from Ridge Brewing Company Ltd. located at #2 - 22826 Dewdney Trunk Road for a brewery lounge endorsement to their manufacturing brewery licence (Appendix I).

One of the considerations utilized by the LCRB in reviewing an endorsement application to a licence is a resolution from the local government. A number of regulatory criteria must be addressed in the Council resolution as well as comments pertaining to the views expressed by area residents. Council may choose to support the application, not support the application or indicate they do not wish to comment.

In 2015 the previous owner of Ridge Brewing Company submitted an application to the Liquor Control and Licensing Branch (LCLB) for a manufacturer-brewery lounge. On November 16, 2015, that application was not supported by Council due to the change in occupancy, the significant structural alterations that would need to be done to the building, inadequate parking, and concerns raised by clients in the adjoining units. The Council comments supported this type of business in the Town Centre, but not at this location.

In order for Ridge Brewing to change their existing manufacturing brewery licence to permit a brewery lounge endorsement, the building classification would need to be evaluated to all three occupancy classifications to determine the construction requirements which would have to be implemented in the entire building. The parking allotment and availability will need to be reviewed and verified to ensure it meets the required number of parking spaces.

RECOMMENDATION(S):

1. That the application for a brewery lounge endorsement, as an amendment to their manufacturing license, by Ridge Brewing Company Ltd. located at #2 - 22826 Dewdney Trunk Road, Maple Ridge be supported based on the information contained in the Council report dated March 5, 2019.
2. That a copy of the resolution be forwarded to the Liquor and Cannabis Regulation Branch in accordance with the legislative requirements.

DISCUSSION:

a) Background Context:

On September 12, 2018, the current owner of Ridge Brewing Company Ltd. through the Liquor and Cannabis Regulation Branch (LCRB) submitted an application for a brewery lounge endorsement to their manufacturing brewery licence.

The LCRB guidelines request a specific Council resolution commenting on the application in terms of community impacts which may occur as a result of the proposed change to the establishment operations as a result to the proposed change to the licensed brewery license at this particular location. Part of the process requires Council to gather views of the residents who may be affected by the establishment of the liquor primary license in their neighbourhood.

In following the public input requirement, the City posted a public notice in the local newspaper running in two separate editions the 19th of September and then again on the 10th October 2018. The City also mailed 500 letters to owners and occupants of property within approximately 200 metres of the subject site with the vast majority of the recipients being Maple Ridge residents and the rest of the property owners showing as registered companies. Of the 500 letters sent to surrounding property owners and occupants there were 3 responses all in support of the proposed application. In addition to the area resident's responses, there were 9 responses from citizens who reside in Maple Ridge opposed to this proposal and 140 in support of it as well as 148 other supportive responses from people who did not provide any information as to where they resided.

The Maple Ridge RCMP Detachment was asked for their input on this matter and they have confirmed they do not have any operational issues with this application.

Attached as Appendix II to this report is correspondence from the Chief Building Official for the City, who advises that for Ridge Brewing to change from a manufacturing establishment to a manufacturing brewery lounge establishment, the building classification would need to be evaluated to all three occupancy classifications to determine the construction requirements which would have to be implemented in the entire building.

Parking allotment and availability will need to be reviewed and verified on the subject property for this proposed change as it just meets the required number of parking spaces.

The three closest liquor primary licensed premises to the subject property are:

- Witchcraft Pub – 22648 Dewdney Trunk Road
- Maple Meadows Brewing – 22775 Dewdney Trunk Road
- Chances Maple Ridge – 22710 Lougheed Highway

b) Intergovernmental Issues:

Both local government and the provincial government have an interest in ensuring that liquor regulations are followed and that licensed establishments listen to the needs of the community.

c) Citizen/Customer Implications:

The review of this application has taken into consideration the potential for concerns from surrounding properties in terms of parking, traffic and noise generation as well as the proximity of schools and similar establishments.

d) Interdepartmental Implications:

The Licences & Bylaws Department has coordinated in the review process and solicited input from the public, other municipal departments as well as the RCMP.


e) Alternatives:

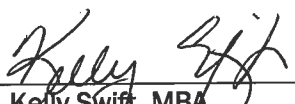
To not approve the application and provide conditions to the approval in the form or recommendations to forward to the LCRB.

CONCLUSIONS:

That Council pass the necessary resolution supporting the application from Ridge Brewing Company Ltd. based upon the staff findings set out in this report.


Prepared by: Michelle Orsetti
Manager, Bylaw & Licensing Services


Approved by: Frank Quinn, MBA, P.Eng
General Manager: Public Works and Development Services


Concurrence: Kelly Swift, MBA
Acting Chief Administrative Officer

MO/jd

Attachments:

Appendix I: Liquor and Cannabis Regulation Branch Lounge and Special Event Area Application

Appendix II: Correspondence from the city's Chief Building Official

RECEIVED

APPENDIX I

SEP 12 2018



Liquor and Cannabis Regulation Branch
400-646 Tyea Road, Victoria, BC V9A 6X5
Mail: PO Box 9292 Stn Provincial Govt, Victoria, BC V8W 2P9
Phone: 1 866 209-2111 Fax: 250-380-9349

MAPLE RIDGE
LICENSES, PERMITS & BYLAWS

LOUNGE AND SPECIAL EVENT AREA APPLICATION

Liquor and Cannabis Regulation Form LCRB049A

Instructions:

Using the attached guide, complete this application form and assemble all required documents. Once complete, follow instructions for submitting your application package to local government/first nation and the Liquor and Cannabis Regulation Branch.

Part 1: Type of Application☒ Lounge Endorsement☐ Special Event Area Endorsement

office use only

Job No:

Note: Do not apply for special event area if it will occupy same footprint as the lounge.

Are you submitting an application for a manufacturing licence with this application? ☒ No ☐ Yes

Are you submitting an application to transfer the location of the manufacturing facility with this application? ☒ No ☐ Yes

Part 2: Applicant

Manufacturer Licence Number (if licensed): 306440

Applicant/Licensee Name: Ridge Brewing Company Ltd.

Mailing Address:

2-22826 Dewdney Trunk Road

Street

Maple Ridge

City

BC

Province

V2X 3H6

Postal Code

Phone number: 604-380-0888

E-mail address: steve@ridgebrewing.com

Note: An authorized signing authority of a licensee can appoint a representative to interact with the branch on their behalf by completing form LCRB101 Add, Change or Remove Licensee Representative

Part 3: Application Contact Person

Name: Stephen Barron/Aegir Consulting Inc.

Phone number: 778-885-6582

Position: Agent

E-mail address: steve@aegirconsulting.ca

Note: The applicant authorizes the person above to be the primary contact for the duration of the application process only.

Part 4: Establishment

Establishment Name: Ridge Brewing Company

Manufacturer Address:

2-22826 Dewdney Trunk Road

Street

Maple Ridge

City

BC

Province

V2X 3H6

Postal Code

4a. Parcel Identifier (PID): 023-575-654

4b. Local Government/First Nation: City of Maple Ridge

Local Police: Ridge Meadows RCMP

4c. Is this location zoned for liquor service? ☐ No ☒ Yes

4d. Is this manufacturing site part of the Agricultural Land Reserve (ALR)? ☒ No ☐ Yes

4e. If the proposed site is on ALR land, have you reviewed the ALR policies regarding a lounge and/or special event area? ☐ No ☐ Yes

Part 5: Lounge Proposal

This section requires several supporting documents to be submitted with your application. Please see the checklist on page 3 below for more information regarding letter of intent, floor plan and site map.

5a. Proposed Service Areas:

Complete the following based on your establishment floor plan and occupant load (see page 5 of guide):

Area No.	Floor Level (e.g. Basement, Main, 2nd)	Indoor	Patio	Occupant Load
1.	MAIN	25		25
2.				
3.				
4.				
5.				
Total Occupant Load (of all licensed areas): 25 persons				

5b. Hours of Liquor Service:

	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Open	11	11	11	11	11	11	11
Close	6p	9	9	9	9	10	10

Part 6: Special Event Area Proposal

This section requires several supporting documents to be submitted with your application. Please see the checklist on page 3 below for more information regarding letter of intent, floor plan and site plan.

6a. Proposed Service Areas:

Complete the following chart based on your establishment floor plan. Occupant load is required for indoor and patio areas (see page 5 of guide). If you want an outdoor area that is not a patio see 6b:

Area No.	Floor Level (e.g. Main, Mezzanine)	Indoor	Patio	Occupant Load
1.				
2.				
3.				
4.				
Total Occupant Load (of all licensed areas):				

6b. Complete the following chart if you will have an outdoor event area (not a patio). Outdoor areas require a person capacity not occupant load (see page 5 of guide):

Area No.	Outdoor Area Identify by location or name	Capacity
1.		
2.		
3.		
4.		
Total Person Capacity for all Outdoor Areas:		

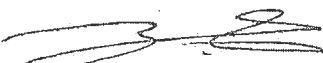
6c. Hours of Liquor Service

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
Open							
Closed							

Part 7: Declaration of Signing Authority

Section 57(1)(c) of the *Liquor Control and Licensing Act* states: "A person commits an offence if the person (c) provides false or misleading information in the following circumstances: (i) when making an application referred to in section 12; (ii) when making a report or when required and as specified by the general manager under section 59".

As the licensee or authorized signatory of the licensee, I understand and affirm that all of the information provided is true and complete.

Signature: 

 Authorized signatory of the licensee

Name: Position: Date:
(last / first / middle) (if not an individual) (Day/Month/Year)

Note: An agent, lawyer or third party operator may not sign the declaration on behalf of the licensee.

This form should be signed by an individual with the authority to bind the applicant. The Branch relies on the licensee to ensure that the individual who signs this form is authorized to do so. Typically, an appropriate individual will be as follows:

- If the licensee is an individual or sole proprietor, the individual himself/herself
- If the licensee is a corporation, a duly authorized signatory who will usually be an officer or, in some cases, a director
- If the licensee is a general partnership, one of the partners
- If the licensee is a limited partnership, the general partner of the partnership
- If the licensee is a society, then a director or a senior manager (as defined in the *Societies Act*)

If an authorized signatory has completed the *Add, Change or Remove Licensee Representative* form (LCLB101) and they have specifically permitted a licensee representative to sign this form on the licensee's behalf, the branch will accept the licensee representative's signature.

Part 8: Checklist

Your application package must include the following documents. An incomplete application will delay the licensing process.

- ☐ Completed Lounge & Special Event Area Application (this form).
- ☐ Letter of Intent for each type of endorsement (page 5 of the guide).
- ☐ Lounge Floor Plan (2 copies) preferably with occupant load (page 5 & 6 of the guide).
- ☐ Special Event Area Floor Plan (2 copies) preferably with occupant load (page 5 & 6 of the guide).
- ☐ Site plan for any outdoor endorsement area (see page 6 of guide).
- ☐ Patio(s) (see Appendix I on page 8 of the guide).
- ☐ Any additional information (labelled per question number on application form) if there is not sufficient space to answer a question on the application form.
- ☐ Take your application package to Local Government/First Nation (Part 9 below). Note: This step is not required if you are applying for this endorsement(s) on a second manufacturing licence located at the same site (see # 3 on page 2 of guide).
- ☐ After Part 9 is completed, submit your application package to the Branch (Parts 10 and 11 below).

Part 9: Local Government/First Nation (LG/FN) Confirmation of Receipt of Application

This is to be filled out by your local government/First Nation office prior to submitting this application to the branch.

Local government/First Nation (name): City of Maple Ridge

Name of official: Jaci Diachuk Title/Position: Admin. Assistant

Email: jdiachuk@mapleridge.ca Phone: 604-467-7391

Signature of Official: [Signature] Date Received: Sept 12/18

Check here if the LG/FN will not be providing comment: ☐ Yes, opting out of comment.

Note: The LG/FN cannot provide comment for their own application.

Is the manufacturing site located on Treaty First Nation land? ☒ No ☐ Yes

Instructions for Local Government/First Nation (LG/FN)

This serves as notice that an application for a lounge and/or special event area endorsement is being made within your community. The Branch requests that you consider this application (application form, letter of intent, and floor plan) and provide the Branch with resolution within 90 days of the above received date. Alternatively, LG/FN can delegate staff with the authority to provide comment.

- The applicant will bring their completed application form, patio appendix (if applicable), letter of intent, floor plan and site map (for outdoor areas) to LG/FN.
- If there are any major issues (e.g. zoning), LG/FN may hold off signing the application until the issues are resolved or they have a plan to deal with the issues.
- When LG/FN is comfortable with the application proceeding, LG/FN staff will sign Part 9 of the application form and return it to the applicant. LG/FN will keep a copy of the signed application form and all supporting documents.
- The applicant will submit the signed application package (with all required documents) to the Branch.
- Branch staff will contact LG/FN to confirm receipt of the application and identify the Branch staff responsible for processing the application.
- Branch staff and LG/FN staff will advise each other if there are any concerns with the proposed application.

To provide a resolution or comment:

- Gather public input for the community within the immediate vicinity of the establishment.
- Consider these factors which must be taken into account when providing resolution/comment:
 - The location of the establishment.
 - The person capacity and hours of liquor service of the establishment.

Provide a resolution/comment with comments on:

- The impact of noise on nearby residents.
- The impact on the community if the application is approved.
- The view of residents and a description of the method used to gather views.
- The LG/FN recommendations (including whether or not the application be approved) and the reasons on which they are based.
- Provide any reports that are referenced in, or used to determine, the resolution/comment.
- If more than 90 days is required, provide a written request for extension to the Branch.
- If LG/FN opts out, or is the applicant, the Branch will gather public input and contact LG/FN staff for information to assist the Branch in considering the regulatory criteria.

If you have any questions, or the establishment is located on Treaty First Nation land, please call the Branch toll-free at 1-866-209-2111 to speak to the Senior Licensing Analyst.

**Seating (23 seats)
+Bar (2 staffs)
=25 persons**

September 6, 2018

Liquor Control & Licensing Branch
PO Box 9292, Stn Prov. Govt.
Victoria, B.C.
V8W 9J8

AEGIR CONSULTING INC

COLUMBIA SQUARE RPO
PO BOX 42555
NEW WESTMINSTER, B.C. V3L 0A5
TELEPHONE: 778.885.6582
WWW.AEGIRCONSULTING.CA

Attention: Licensing

via email: liquor.licensing@gov.bc.ca

LETTER OF INTENT

**Application for New Brewery Lounge
Applicant: Ridge Brewing Company Ltd.
Manufacturing Licence #306440**

**DbA Ridge Brewing Company
at: Unit 2 - 22826 Dewdney Trunk Road, Maple Ridge BC**

Please be advised that we are the duly authorized representative for the applicant and as such, pursuant to application guidelines, this is the written submission in support of the Manufacturer Lounge application as required.

1. Purpose:

The applicant is submitting this application for a Manufacturer Lounge Endorsement (Brewery) for Ridge Brewing Company at Unit 2 -22826 Dewdney Trunk Road, Maple Ridge BC.

This application seeks to add a lounge endorsement as permitted by Liquor Control and Licensing Regulation and the City of Maple Ridge.

The licensee wishes to have a licensed lounge area of the brewery in order to showcase the products produced by the brewery. The lounge area will be used for educational purposes for wholesale clients, as well as an area to promote products to the general public, including locals and tourists.

In addition, Provincial licensing regulation now prohibits the sale of glasses of beer (12 oz) unless there is a lounge endorsement. The brewery currently sells flights of beer (4 3 oz tasting glasses), however customers have requested the ability to order beer in a glass. The brewery would also like the ability to showcase other BC products and a lounge would permit a guest tap (from another brewery or cidery).

Many patrons of the lounge will participate in short tours of the establishment, which will conclude in the lounge where patrons will be able to sample and purchase product made on site.

The Brewery will hold special events such as beer pairing dinners in the licensed area

of the lounge. There will also be special beer launch events and seasonal celebrations such as New Year's. All events will take place in the brewery lounge seating area.

The brewery lounge capacity will comprise 23 customers and 2 staff for a total of 25 persons. This final capacity will be contingent on obtaining City building department approval. The room will include a bar of 3 seats, a small retail counter, a stand up rail and table seating. The bar counter will be used to display products including bottles and cans for sale as well as merchandise such as hats, T-shirts and glassware. There will also be a small growler filling station at the bar to allow permit the operator to fill growlers to go.

2. TARGET MARKET:

The target demographic is patrons from all income levels. Tourists, locals and wholesale customers will attend the brewery to learn about the production process and have the opportunity to taste new and existing products.

The focus of the brewery lounge will be to retain local customers of the establishment, however it is expected that tourists and other lovers of craft beer will patronize the establishment once its products become better known.

Maple Ridge is increasingly becoming known as a destination for food and craft beer lovers and it is anticipated that this lounge will become a destination for these customers.

3. Composition of the Neighbourhood

This neighbourhood is primarily industrial and commercial use. The zoning for this area is specifically for manufacturing, industry and commercial buildings.

Please see the attached map for details of the neighbourhood characteristics, including social facilities, schools and public buildings. There are no social facilities within a two block radius of the site.

There are two other breweries located in Maple Ridge.

We have used a distance guideline of two city blocks, given that this located in the City of Maple Ridge, in a built-up industrial area.

4. BENEFITS TO THE COMMUNITY:

If this application is approved, the community will have a location to patronize to sample locally crafted beer. The brewery will become a destination for the local craft beer culture, and if approved, this location will serve to enhance Maple Ridge as a centre of craft brewing culture. We believe that the City of Maple Ridge and Province of British

Columbia has moved to assist local companies to promote their products to local residents and visitors like by permitting the addition of brewery lounges.

The addition of a 'brewery lounge' to this neighbourhood in the City of Maple Ridge will be a positive addition to the community. In addition, it will also provide for:

- employment opportunities for residents of the community;
- a potential location for fundraising and small community events;
- payment of provincial and city taxes;
- a further diversification the hospitality venues available in Maple Ridge

5. Impact of noise on the surrounding community

The tasting room is on the interior of the brewery . As such, the noise impact to the neighborhood will be minimal and noise will only be generated when people enter and exit the lounge.

Furthermore there is no residential housing adjacent to or across from the brewery entrance.

6. Other Impacts on the surrounding community

This is a small lounge located in a mini mall in Maple Ridge; the impact on parking to be minimal.

The lounge will be staffed by two servers on a daily basis. Each of our staff members will be trained and certified by "serving it right". The operational controls will ensure a safe and orderly environment to be enjoyed by our patrons.

There are no public buildings or facilities that have been impacted by the brewery and it is not anticipated that addition of a lounge endorsement will change the operation or impacts.

We will be communicating with the neighbouring businesses to ensure that there are no impact on their customers.

7. Other information

The applicant will be operating under and complying with all City bylaws, including those related to noise and licensed establishments.

There are no specific entertainment options apart from a television planned at this time.

The proposed lounge space will also have food available to patrons and currently offers snacks, and hot sandwiches. The applicant believes that this will enhance the

experience for customers and also will promote responsible liquor service.

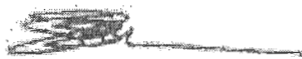
The applicant will complete any public consultation required by the Branch related to this request. The City has conducted the public consultation process on another brewery lounges in the area, and we anticipate that this may be the case for this application.

We look forward to working with you to complete this project.

Should you have any questions or require anything further, please contact me directly at 778-885-6582 or steve@aegirconsulting.ca

Regards,

Aegir Consulting Inc.

A handwritten signature in dark ink, appearing to read 'Stephen Barron', with a horizontal line extending to the right.

Stephen Barron
Encl.

TO WHOM IT MAY CONCERN

LETTER OF AUTHORIZATION

TO ANY AND ALL LIQUOR LICENSING ISSUES AND/OR APPLICATIONS

I hereby authorize AEGIR CONSULTING Inc. to represent the following Company and/or our interests regarding the application for a liquor licence that is currently in process whether it is before the Liquor Control and Licensing Branch or the Local Government in the appropriate jurisdiction.

This appointment and authorization will remain in effect until modified or revoked by written notification sent to the government in question.

All Communication shall be made directly with the company at:

AEGIR CONSULTING INC.

PO Box 42555 RPO Columbia Square

130-1005 Columbia Street, New Westminster B.C. V3M 6L7

778-885-6582

Yours Truly,

Yanchuan Guo (Steve)

Name

Owner

Title



Signature

Ridge Brewing Company Ltd.

Applicant Company

July 30, 2018

Date



Liquor Control and Licensing Branch

Brewery Licence #306440

Expires on March 31, 2019

Establishment Name: **Ridge Brewing Company**
Licence Name: **Ridge Brewing Company**
Location Address: **2 - 22826 Dewdney Trunk Road**
MAPLE RIDGE, BC V2X 3H6
Issued to: **Ridge Brewing Company Ltd.**

TERMS AND CONDITIONS

On-site Store Endorsement Approved

- The terms and conditions to which this licence is subject include the terms and conditions contained in the licensee Terms and Conditions Handbook, which is available on the Liquor Control and Licensing Branch website. The Terms and Conditions Handbook is amended from time to time.
- Subject to terms and conditions specified in the restriction or approval letter(s). A copy of restriction or approval letter(s) to be kept with current liquor licence.
- Liquor product sold in the on site store must be registered under the manufacturer licence.

YOUR CURRENT VALID LICENCE MUST BE PROMINENTLY
DISPLAYED AT ALL TIMES. TAMPERING, ALTERING OR
DEFACING THIS LICENCE IN ANY MANNER MAY RESULT
IN THE LICENCE BEING CANCELLED.

March 16, 2018

DATE

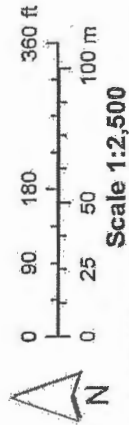

GENERAL MANAGER
LIQUOR CONTROL AND LICENSING BRANCH

Property Report (2 - 22826 DEWDNEY TRUNK RD)

Property ID: 12925
 Address: 2 22826 DEWDNEY TRUNK RD
 Folio: 52629-0002-0
 Plan: LMS2583
 Lot: 2
 Legal: PID: 023-575-654
 LTO:
 Zoning: CS-1
 OCP Land Use: TCCOMM
 Backyard Burning: Backyard Burning on this property is not permitted due to the Outdoor Burning Regulation.
 Recycling Pickup Day: Wednesday
 Approx. Area: 0.393 ha.

Street Label (large)

- * Facility or Attraction
- + Railway
- Major River or Lake Edge
- Major River or Lake
- Interior Lot Boundary
- School
- Park
- Property
- Municipal Boundary



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

City of Maple Ridge
 RidgeView 2.0
 Printed: August 28, 2018

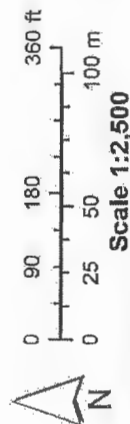


Property Report (2 - 22826 DEWDNEY TRUNK RD)

Property ID: 12925
 Address: 2 22826 DEWDNEY TRUNK RD
 Folio: 52629-0002-0
 Plan: LWS2583
 Lot: 2
 Legal:
 PID: 023-575-654
 LTO:

Zoning: CS-1
 OCP Land Use: TCCOMM
 Backyard Burning: Backyard Burning on this property is not permitted due to the Outdoor Burning Regulation.
 Recycling Pickup Day: Wednesday
 Approx. Area: 0.393 ha.

- Street Label (large)
- Facility or Attraction
- Railway
- Major River or Lake Edge
- Major River or Lake
- Interior Lot Boundary
- School
- Park
- Property
- Municipal Boundary



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

City of Maple Ridge
 RidgeView 2.0
 Printed: August 28, 2018



January 21, 2019

To Michelle Orsetti
Manager Bylaw & Licensing Services

Re: Proposed Change In Use to Ridge Brewing Co., Unit 2 – 22826 Dewdney Trunk Road, Maple Ridge

I have reviewed the files for 22826 Dewdney Trunk Road and in particular Unit 2 at this address as this unit is requesting a change of their license from micro-brewery to liquor primary.

The original building was constructed to the following BC Building Code requirements:

- Constructed to the 1992 BC Building Code,
- Constructed as a split occupancy; Group E & Group F Division 2 classifications,
- Building Area is 1,434m² (15,434 sq. ft.), and
- The sprinkler system installed in compliance with NFPA 13

The proposal is to change what can be served in Unit 2. As the seating capacity is not changing this serving area is still considered a subsidiary use to the primary function which is currently considered a Group F Division 2 (F2) industrial classification and the subsidiary use being considered a Group A Division 2 (A2) Assembly classification. With this proposed change the floor area in this building that is being used for A2 occupancy's exceeds 10% of the buildings floor area which requires the building to be evaluated to all three occupancy classifications to determine the most restrictive construction requirements which would have to be implemented in the entire building. Code excerpts included here for reference.

3.2.2.6. Multiple Major Occupancies

- 1) Except as permitted by Articles 3.2.2.7. and 3.2.2.8., in a building containing more than one major occupancy, the requirements of this Subsection for the most restricted major occupancy contained shall apply to the whole building.

3.2.2.8. Exceptions for Major Occupancies

- 2) In a building in which the aggregate area of all major occupancies in a particular Group or Division is not more than 10% of the floor area of the storey in which they are located, these major occupancies need not be considered as major occupancies for the purposes of this Subsection, provided they are not classified as Group F, Division 1 or 2 occupancies.

3.1.2.6. Group A, Division 2, Low Occupant Load

- 1) A suite of Group A, Division 2 assembly occupancy, except a child or infant daycare facility, is permitted to be classified as a Group D, business and personal services occupancy provided....

Not only does the building classification need to be reviewed to determine use classification of the space and its potential impacts on the existing building but based on the patronage of the unit, the buildings parking allotment and availability will need to be reviewed and verified. An evaluation of the units and the required parking per – Schedule A of the Off-Street Parking and Loading Bylaw No. 4350 – 1990 and amendments – is as follows:

Unit 1 Broco

- 2(d) of the parking bylaw 1 per 20m², unit is 249m², therefore 12 parking spaces.

Unit 2 Proposed Brewery/Lounge

- 2(l) of the parking bylaw 1 per 4 seats, based on 25 seats 6.25 therefore, 7 parking spaces

Unit 3 & 4

- 4 of the parking bylaw 1 per 20m², 463m² therefore 23 parking spaces

Unit 5 Karate

- 4 of the parking bylaw 1 per 20m² unit is 252m², therefore 12.6 = 13 parking spaces

Unit 6 Car Rental

- 2(b) of the parking bylaw 1 per 25m², unit is 244m², therefore 10 parking spaces

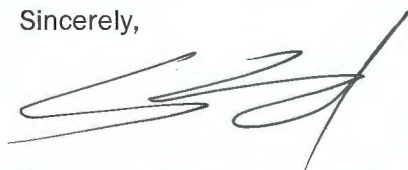
Based on the above calculations and current and proposed uses on the property, 65 parking spaces are required for this development.

The original development was required to provide 64 parking spaces. Of these required spaces, 56 were provided as designated parking spots and 10 were considered based on the area in front of the overhead doors being available to the tenants of these units. Currently only 8 of the original 10 spaces are available which means the site still just provides the minimum number of spaces required of the original development. Considering these calculations and the proposed change in the use of unit 2, the site just meets the required number of parking spaces.

Based on the current uses on this site only one business runs a standard 9 to 5 type work day where the other business would still be open and operating during the same time period as this proposed space. This being the case there is no availability to use spaces from other tenants that would be unoccupied after 5pm

Both building code and parking evaluations will be required as part of the building permit process once Council has considered and accepted the proposal. Based on the proposal there should be no impact on the buildings design or life safety features.

Sincerely,



Stephen J. Côté-Rolvink, RBO, CRBO

Chief Building Official

Building Department - Permits & Inspection Services

TO: His Worship Mayor Michael Morden
and Members of Council
FROM: Chief Administrative Officer
SUBJECT: First Nation-Municipal Community Economic Development Initiative Application

MEETING DATE: March 5, 2019
FILE NO: 2160138
MEETING: COW

EXECUTIVE SUMMARY:

The City of Maple Ridge has received a request from Kwantlen First Nation to submit a joint application to the First Nation-Municipal Community Economic Development Initiative (CEDI). This program is administered by the Federation of Canadian Municipalities and the Council for the Advancement of Native Development Officers, and offers support to First Nations and adjacent municipalities in the development and implementation of joint community economic development or land use initiatives while building a resilient, sustainable partnership.

Kwantlen First Nation is interested in partnering with the City of Maple Ridge on this application to facilitate work on joint land use planning and investment attraction.

RECOMMENDATION:

That staff be directed to work with Kwantlen First Nation on a joint submission to the First Nation-Municipal Community Economic Development Initiative (CEDI) based on the program information attached to this March 7, 2019 report; and further

That the Mayor provide a letter in support of the application to the CEDI.

DISCUSSION:

a) Background Context:

Over the past number of years Kwantlen First Nation has expressed interest in the potential development of its lands east of 240 Street, known as the IR5 lands. More recently, Kwantlen's economic development branch, Seýerñ Qwantlen Business Group (SQ), has met with the City's Economic Development staff to discuss the potential for the City to provide some guidance for how to structure their planning process. Undertaking this work presents an excellent opportunity to develop a joint land use plan for the area, including the municipal land surrounding IR5, to support positive economic development outcomes for both the City and Kwantlen First Nation. The CEDI application, if successful, would provide funding for such a planning process.

First Nations and municipalities are invited to jointly apply for the CEDI. Participation in the program requires a commitment from each partner organization as outlined in the February 19, 2019 call for applications (Attachment A). Should Council endorse the recommendation, staff will work with SQ on the joint application, which is due for submission by March 15, 2019.

b) Desired Outcome:

The desired outcome of this work with Kwantlen First Nation is a cohesive, vibrant neighbourhood in and adjacent to IR5 that will benefit all residents and highlight our communities as desirable places to invest.

c) Strategic Alignment:

Collaboration with Kwantlen First Nation in the CEDI aligns with the Council Strategic Plan, particularly with regard to inter-government relations and building strong relationships with the region and other levels of government, including First Nations. This work also connects to the priority of growth management and planning for local infrastructure and economic growth.

d) Interdepartmental Implications:

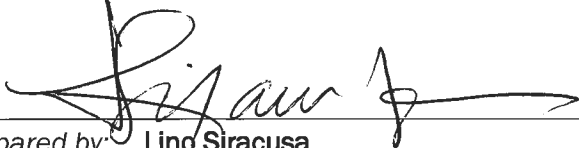
Collaboration on land use planning and economic development in the context of the IR5 lands will involve staff from Planning and Economic Development & Civic Properties, with support from the City's First Nations Liaison.


e) Business Plan/Financial Implications:

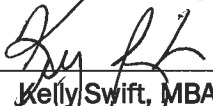
There are no direct costs associated with participation in the CEDI program. CEDI provides technical support through third-party facilitation, and provides financial support by covering workshop costs. Three grants are also available jointly to the participating communities, including a \$35,000 Capacity Building Grant that can be used to support the implementation of the joint community economic development initiative.

CONCLUSION:

The City of Maple Ridge and Kwantlen First Nation continue to build positive working relationships that benefit citizens and strengthen the economic, environmental and social fabric of our communities. The opportunity to work with Kwantlen through the CEDI presents an opportunity to further develop our relationship in alignment with Council's strategic priorities for inter-government relations and economic growth.


Prepared by: **Lino Siracusa**
Director of Economic Development & Civic Properties


Prepared by: **Frank Quinn, MBA, P.Eng.**
General Manager Public Works & Development Services


Reviewed by: **Kelly Swift, MBA**
Acting Chief Administrative Officer

Attachments:

(A) 2019-02-19 Call for applications: First Nation-Municipal Collaboration Program

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ANNOUNCEMENT

Call for applications: First Nation-Municipal Collaboration Program

February 19, 2019

Cando (the Council for the Advancement of Native Development Officers) and the Federation of Canadian Municipalities (FCM) are accepting applications for one partnership through the First Nations-Municipal Community Economic Development Initiative (CEDI). CEDI supports First Nations and adjacent municipalities in the development and implementation of joint community economic development or land use initiatives while building a resilient, sustainable partnership.

Previous and current First Nation-Municipal partnerships across Canada have collaborated on many successful joint community economic development initiatives. These include the development of a Regional Growth Plan, the development and implementation of a joint tourism strategy, the creation of joint land use plans, the hiring of joint economic development and tourism staff, successful joint investor attraction

initiatives, and the development of an industrial park that provides benefits to both the municipality and the First Nation.

Program Information

Who should apply?

- First Nation and municipal governments – jointly.

What is joint community economic development?

- Joint Community Economic Development is a process by which community partners initiate and generate their own innovative solutions to their common economic challenges, thereby building mutual long-term community capacity. This approach integrates economic, social, and environmental objectives that benefit members of both of communities, building stronger and more sustainable communities.

What are the benefits to joint community economic development?

There are many potential benefits, including:

- A stronger, united voice for engaging with businesses and other levels of government.
- Increased ability to access funding from other levels of government.
- Cost savings and more efficient program and/or service delivery.
- More opportunities for local business development and jobs.
- Ability to leverage the unique financial, human and physical resources of each partner.
- Coordinated planning efforts to improve land use, land management and environmental/resource protection.

What level of commitment is required?

Joint applicants are committing to an initiative that runs from April 1, 2019 to March 31, 2021. During that time they will:

- Assign joint working group champions (minimum of one elected official and one staff member from each community) to lead participation in the CEDI program and attend monthly joint working group meetings.
- Through the joint working group, contribute to the design and development of two workshops for staff and elected officials per year that include objectives pertaining to relationship development and joint community economic development initiatives.

How much does participation cost?

There are no direct costs associated with participation. CEDI provides technical support through third-party facilitation, using the Stronger Together approach, for working group meetings and workshops, administrative support, along with financial support by covering workshop costs. Three grants are also available jointly to the participating communities (details below).

Is there available funding to support a joint community economic development initiative?

There are three grants available to support the selected partnership in the development and implementation of their joint community economic development initiative:

1. Peer Mentoring Grant – \$3,600 that can be used for travel and accommodations for a peer mentor.
2. Study Tour / Learning Grant – \$7,200 that can be used for learning activities locally or further afield.
3. Capacity Building Grant – \$35,000 that can be used to support the implementation of the joint community economic development initiative.

Important Dates

- **Deadline for applications: Friday, March 15th** (midnight, MST).
- Short-listed applicants must be available for an interview between **Monday, March 25th & Friday, March 29th**.
- Successful applicants will be notified at the end of March and should be available during the first 2 weeks of April for an orientation meeting with the CEDI team.

Selection criteria

If you are a pair of a First Nation and a municipal government interested in participating in CEDI, please jointly complete and submit the application form. CEDI will only consider joint applications from First Nations and municipal governments, based on the following criteria:

1. Candidates should have clear need for support in the area of joint community economic development.
2. Candidates should have political leadership of both the First Nation and municipality able to demonstrate:
 - a. interest and leadership in supporting and participating in intergovernmental relationship building;
 - b. interest and leadership in exploring regional planning processes; &
 - c. time and capacity to commit to the CEDI process.
3. Candidates should have the capacity to dedicate staff resources (estimated 12 hours/month) to CEDI work.
4. Candidates should understand the goals, objectives and expectations of CEDI program and the nature of the support to be provided.
5. Candidates should be prepared to begin in April 2019 and have the capacity to commit to an accelerated process (completing March 31, 2021).

Learn more about CEDI

- Example of Program Delivery Timeline
- CEDI Program page (FCM)
- CEDI Program page (Cando)

Download the application form

Please Note: All three sections (Joint, First Nation,& Municipal) must be completed and submitted **by email to CEDI@edo.ca**; applicants are asked to submit one joint application, with all sections completed. Deadline is March 15th. Please email CEDI@edo.ca or call 1-613-277-2684 if you have any questions.

Instructions to completing the application:

1. Determine which community representative will begin the application.
2. Select the English or French version of the application.
3. Save the application* to your computer using both communities' names (First Nation & Municipality) (i.e. Enoch Edmonton CEDI Application)
4. Complete your section of the application and start thinking about how to answer the joint section.
5. Save the application and send to the co-applicant to complete their section.
6. Once both have completed their sections, meet to discuss and complete the joint section.
7. Submit completed application CEDI@edo.ca by March 15th.

*Saved applications can be edited as many times as needed. As well, individual answers can be edited.

Community Economic Development Initiative

First Nations Programs



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City of Maple Ridge

TO: His Worship Mayor Michael Morden
and Members of Council
MEETING DATE: March 5, 2019
FILE NO: 2164923
FROM: Chief Administrative Officer
MEETING: COW
SUBJECT: Joint Youth Planning Table Recommendation

EXECUTIVE SUMMARY:

On February 14, 2019, Maple Ridge staff held a Youth Planning Table (YPT) information meeting with service providers and community members. During discussions, it was noted that all YPT non-municipal service providers support youth in both Maple Ridge and Pitt Meadows, and that surveys conducted to inform the Maple Ridge Youth Strategy (YS) and its priorities were inclusive of students across School District No. 42 as well as caregivers and service providers in both communities. At the conclusion of this meeting, the majority of participants recommended that staff report back to Maple Ridge Council with a recommendation to make the YPT a joint table with the City of Pitt Meadows (CPM).

RECOMMENDATION:

That Maple Ridge Council invite the City of Pitt Meadows to join the Youth Planning Table to establish a Maple Ridge & Pitt Meadows Youth Planning Table; and

That the Youth Planning Table Terms of Reference be amended to include a voting Council liaison, a non-voting staff liaison and members at large from the City of Pitt Meadows, and that a cost sharing arrangement be developed should the City of Pitt Meadows accept the invitation to join the Youth Planning Table.

DISCUSSION:

a) Background Context:

At Council Workshop on December 11, 2018, Maple Ridge Council endorsed the YPT Terms of Reference and directed staff to report back with a draft implementation schedule for the YS. To begin this process, staff held an information meeting on February 14, 2019 with the proposed YPT membership, many of which are service providers who work with clients from both Maple Ridge and Pitt Meadows. As a result of this meeting, a recommendation was brought forward that the YPT become a joint Maple Ridge & Pitt Meadows Youth Planning Table to recognize the joint nature of many of the participating service providers and that the YS was developed through consultation with all SD42 students, as well as caregivers and service providers from both communities.

The proposed joint planning table would be similar to other existing joint Committees and working groups including the Municipal Advisory Committee on Accessibility and Inclusiveness (MACAI) and Ridge Meadows Senior's Society (RMSS). In both cases, the

inclusion of Council and staff liaisons from both municipalities has provided added value to the working groups and are greatly benefiting both communities.

Should both Councils endorse the YPT as a joint table, the membership outlined in the YPT Terms of Reference will need to be amended, and staff will work with CPM on an agreement for shared administration and financial support.

b) Desired Outcome:

The desired outcome is to deliver a comprehensive Youth Strategy Implementation Plan that is inclusive and supportive of youth and services in Maple Ridge and Pitt Meadows.

c) Citizen/Customer Implications:

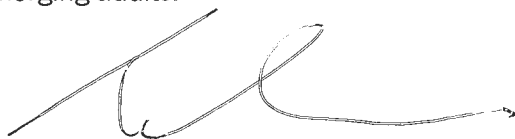
A joint table would support service providers to better allocate resources to respond to the needs of youth in Maple Ridge and Pitt Meadows.

d) Business Plan/Financial Implications:

\$2000 has been budgeted for administrative costs of the Maple Ridge Youth Planning Table. Staff will work with CPM to develop a cost sharing arrangement for all associated YPT costs should CPM join the YPT.

CONCLUSION:

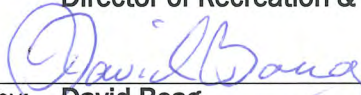
The YPT membership believes that a joint table would be an asset to both the City of Maple Ridge and the City of Pitt Meadows. Shared resources will provide both communities with the necessary expertise in creating and delivering a comprehensive implementation plan. We know that youth access services in both cities. A consistent approach to delivering services will benefit our children, youth and emerging adults.



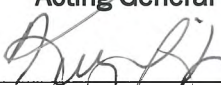
Prepared by: **Tony Cotroneo**
Manager of Community Engagement



Reviewed by: **Danielle Pope**
Director of Recreation & Community Engagement



Approved by: **David Boag**
Acting General Manager Parks, Recreation & Culture



Concurrence: **Kelly Swift, MBA**
Acting Chief Administrative Officer