

City of Maple Ridge

COMMITTEE OF THE WHOLE
AGENDA

March 24, 2020

1:30 p.m. in Council Chambers

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 March 3, 2020

3. DELEGATIONS/STAFF PRESENTATIONS

4. PUBLIC WORKS & DEVELOPMENT SERVICES

1101 2019-216-RZ, 24392 104 Avenue, RS-3 to RM-1

Staff report dated March 24, 2020 recommending that Maple Ridge Zone Amending Bylaw No. 7628-2020 to rezone the subject property from RS-3 (One Family Rural Residential) to RM-1 (Townhouse Residential) to permit future construction of 21 townhouse units be given first reading and that the applicant provide further information as described on Schedules C, D, E and G of the Development Procedures Bylaw No. 5879-1999.

1102 2019-268-RZ, 22340 and 22328 St. Anne Avenue and 11654 and 11664 223 Street, C-3 and RS-1 to RM-2

Staff report dated March 24, 2020 recommending that Maple Ridge Zone Amending Bylaw No. 7584-2019 to rezone the subject properties from C-3 (Town Centre Commercial) and RS-1 (One Family Urban Residential) to RM-2 (Medium Density Apartment Residential) to permit office space at ground level and 111 apartment units be given first reading and that the applicant provide further information as described on Schedules C, D and E of the Development Procedures Bylaw No. 5879-1999.

1103 2019-392-RZ, 22904, 22910 and 22922 Dewdney Trunk Road, RS-1 to CD-2-20

Staff report dated March 24, 2020 recommending that Maple Ridge Zone Amending Bylaw No. 7627-2020 to rezone the subject properties from RS-1 (One Family Urban Residential) to CD-2-20 (Comprehensive Development) to permit the future construction of an apartment building with commercial as part of the ground floor be given first reading and that the applicant provide further information as described on Schedules A, C, D and E of the Development Procedures Bylaw No. 5879-1999.

1104 2018-159-RZ, 24331 110 Avenue and 24315 110 Avenue, RS-3 to RS-1d

Staff report dated March 24, 2020 recommending that Maple Ridge Official Community Plan Amending Bylaw No. 7624-2020 to adjust areas designated Low Density Residential and to amend the Conservation boundary be given first and second reading and be forwarded to Public Hearing and that Maple Ridge Zone Amending Bylaw No. 7463-2018 to rezone from RS-3 (One Family Rural Residential) to RS-1d (One Family Urban [Half Acre] Residential) to permit a future subdivision of approximately 19 lots be given second reading and be forwarded to Public Hearing.

1105 2018-160-RZ, 24387 110 Avenue, RS-3 to RS-1d

Staff report dated March 24, 2020 recommending that Maple Ridge Official Community Plan Amending Bylaw No. 7625-2020 to adjust the Low Density Residential designation and the Conservation area boundary be given first and second reading and be forwarded to Public Hearing and that Maple Ridge Zone Amending Bylaw No. 7464-2018 to rezone the subject property from RS-3 (One Family Rural Residential) to RS-1d (One Family Urban [Half Acre] Residential), with a density bonus, to permit a future subdivision of approximately 12 lots be given second reading and be forwarded to Public Hearing.

1106 2019-067-RZ, 23250 Silver Valley Road and 23267 137 Avenue, RS-3 to R-1

Staff report dated March 24, 2020 recommending that Maple Ridge Official Community Plan Amending Bylaw No. 7554-2019 to re-designate land uses to allow proposed R-1 zoning be given first and second reading and be forwarded to Public Hearing and that Maple Ridge Zone Amending Bylaw No. 7547-2019 to rezone from RS-3 (One Family Rural Residential) to R-1 (Residential District) to permit a future subdivision of approximately six single family lots be given first and second reading and be forwarded to Public Hearing and that the developer be required to pay the City an amount that equals 5% of the market value of the land required for parkland purposes.

1107 Award of Contract ITT-EN20-5: 248 Street and Dewdney Trunk Road Traffic Signal Modifications

Staff report dated March 24, 2020 recommending that Contract ITT-EN20-5: 248 Street and Dewdney Trunk Road Traffic Signal Modifications be awarded to Fraser City Installations (1989) Ltd., that a project contingency to address potential variations in field conditions be approved and that the Corporate Officer be authorized to execute the contract.

5. CORPORATE SERVICES

6. PARKS, RECREATION & CULTURE

7. ADMINISTRATION

1171 Strategic Plan Progress Report & Council Strategic Check-In

Staff report dated March 24, 2020 recommending that Council reaffirm the 2019-2022 Corporate Strategic Plan per its February 3, 2020 Council Workshop directions and further, that Council endorse the revised 2020 Council Workshop Matrix (Appendix C) to reflect the shift in emphasis to Economic Development and Communication.

1172 Mayor & Council Correspondence Policy

Staff report dated March 24, 2020 recommending that the amended Mayor & Council Correspondence Policy be endorsed.

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

APPROVED BY:



DATE:

2020-03-19

CHECKED BY:

ASaint

DATE:

2020-03-19

CHECKED BY: _____

DATE: _____

City of Maple Ridge

COMMITTEE OF THE WHOLE MEETING MINUTES

March 3, 2020

The Minutes of the Committee of the Whole Meeting held on March 3, 2020 at 1:30 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.

<i>PRESENT</i>	<i>Appointed Staff</i>
<i>Elected Officials</i>	A. Horsman, Chief Administrative Officer
Councillor C. Meadus	D. Boag, General Manager Parks, Recreation & Culture
Councillor G. Robson	C. Carter, General Manager Planning & Development Services
Councillor R. Svendsen	M. Canning, Acting, General Manager Engineering Services
Councillor A. Yousef	C. Crabtree, Acting General Manager Corporate Services
	S. Nichols, Deputy Corporate Officer
<i>ABSENT</i>	T. Thompson, Chief Financial Officer
Mayor M. Morden	<i>Other Staff as Required</i>
Councillor J. Dueck	C. Goddard, Director of Planning
Councillor K. Duncan	M. Baski, Planner 2, Development & Environmental Services
	W. Cooper, W. Cooper, Planner 1, Development & Environmental Services
	A. Kopystynski, Planner 2, Development & Environmental Services
	R. MacNair, Senior Advisor, Bylaw and Licensing Services

Note: These Minutes are posted on the City website at mapleridge.ca/AgendaCenter/
Video of the meeting is posted at media.mapleridge.ca/Mediasite/Showcase

1. CALL TO ORDER

2. ADOPTION AND RECEIPT OF MINUTES

2.1 Minutes of the Committee of the Whole Meeting of February 18, 2020

It was moved and seconded

That the minutes of the February 18, 2020 Committee of the Whole Meeting be adopted.

CARRIED

3. DELEGATIONS / STAFF PRESENTATIONS

3.1 Sport Strategy and Sport Network Update

The Health and Wellness Coordinator, the Sport and Fitness Programmer and Bruce Unruh, Chairperson for the Maple Ridge Sport Network, provided a presentation and progress report on 2020 action items identified in the Sport & Physical Activity Implementation Plan in collaboration with the Sports Network.

4. PUBLIC WORKS & DEVELOPMENT SERVICES

1101 Latecomer Agreement LC 169/19, 24979 108 Avenue

Staff report dated March 3, 2020 recommending that the cost to provide the excess or extended services in subdivision 2012-109-SD at 24979 108 Avenue is, in whole or in part, excessive to the municipality and that the cost to provide these services shall be paid by the owners of the land being subdivided, that Latecomer Charges be imposed for such excess or extended services on the parcels and in the amounts as set out in Schedule A, and that the Corporate Officer be authorized to sign and seal Latecomer Agreement LC 169/19 with the subdivider of the said lands.

It was moved and seconded

That the staff report dated March 3, 2020 titled "Latecomer Agreement LC 169/19" be forwarded to the Council Meeting of March 10, 2020.

CARRIED

1102 12566 223 Street, Request for Sanitary Service Connection Outside the Urban Containment Boundary

Staff report dated March 3, 2020 recommending that the request to provide a sanitary service connection to 12566 223 Street be supported and forwarded to the Greater Vancouver Sewerage and Drainage District Board for consideration.

It was moved and seconded

That the staff report dated March 3, 2020 titled "Request for Sanitary Service Connection Outside the Urban Containment Boundary" be forwarded to the Council Meeting of March 10, 2020.

CARRIED

1103 Local Area Service – 20300 Block Hampton Street Extension Bylaw No. 7616-2020

Staff report dated March 3, 2020 recommending that Maple Ridge 20300 Block Hampton Street Extension Bylaw No. 7616-2020 be given first, second and third reading.

It was moved and seconded

That the staff report dated March 3, 2020 titled "Local Area Service – 20300 Block Hampton Street Extension Bylaw No. 7616-2020" be forwarded to the Council Meeting of March 10, 2020.

CARRIED

1104 2017-262-RZ, 11060 Cameron Court, RS-3 to RS-1d

Staff report dated March 3, 2020, recommending that Official Community Plan Amending Bylaw No. 7620-2020 be given first and second readings and be forwarded to Public Hearing, and that Zone Amending Bylaw No. 7409-2017 be given second reading and be forwarded to Public Hearing, to rezone the subject property from RS-3 (One Family Rural Residential) to RS-1d (One Family Urban (Half Acre) Residential), with a density bonus, to permit future subdivision of approximately 18 lots.

W. Cooper, Planner 1, Development & Environmental Services, provided a presentation and responded to questions from Council.

The Municipal Engineer responded to questions relative to street alignment and sanitary sewer requirements.

It was moved and seconded

That the staff report dated March 3, 2020 titled "2017-262-RZ, 11060 Cameron Court" be forwarded to the Council Meeting of March 10, 2020.

CARRIED

1105 2019-393-RZ, 20786 River Road, RS-1 to RT-2

Staff report dated March 3, 2020 recommending that Zone Amending Bylaw No. 7614-2020, to rezone the subject property from RS-1 (One Family Urban Residential) to RT-2 (Ground-Oriented Residential Infill) to permit a future construction of eight (8) dwelling units in the form of Courtyard Housing, be given first reading, and that the applicant provide further information as described on Schedules C, D and E of the Development Procedures Bylaw No. 5879-1999.

A. Kopystynski, Planner 2, Development & Environmental Services, provided a presentation and responded to questions from Council.

It was moved and seconded

That the staff report dated March 3, 2020 titled "2019-393-RZ, 20786 River Road" be forwarded to the Council Meeting of March 10, 2020.

CARRIED

1106 2017-580-SD, 22866 128 Avenue, 5% Money In Lieu of Parkland Dedication

Staff report dated March 3, 2020 recommending that pursuant to Local Government Act, Section 510, regarding 5% parkland dedication or payment in lieu, be it resolved that the owner of land proposed for subdivision at 22866 128 Avenue, under application 2017-580-SD, shall pay to the City of Maple Ridge an amount that is not less than \$62,000.

Council declined receiving a staff presentation.

It was moved and seconded

That the staff report dated March 3, 2020 titled "2017-580-SD, 22866 128 Avenue" be forwarded to the Council Meeting of March 10, 2020.

CARRIED

1107 2020-033-DVP, 20060 113B Avenue, Development Variance Permit

Staff report dated March 3, 2020 recommending that the Corporate Officer be authorized to sign and seal 2020-033-DVP respecting property located at 20060 113B Avenue.

M. Baski, Planner 2, Development & Environmental Services, provided a presentation and responded to questions from Council.

Council requested that staff work with the applicant to include a public art component to the retaining wall similar to what is already in place on the holding tank.

It was moved and seconded

That the staff report dated March 3, 2020 titled "2020-033-DVP, 20060 113B Avenue" be forwarded to the Council Meeting of March 10, 2020.

CARRIED

1108 2019-425-RZ, 25057, 25123, and 25171 112 Avenue, RS-3 to R-1, R-2 & R-3

Staff report dated March 3, 2020, recommending that Zone Amending Bylaw No. 7606-2020 be given first reading, to rezone the subject properties from the RS-3 (One Family Rural Residential) zone to the R-1 (Residential District), R-2 (Urban Residential District) and R-3 (Special Amenity Residential District) to permit a future subdivision of approximately 19 R-1 (Residential District) zoned lots, 28 R-2 (Urban Residential District) zoned lots and 37 R-3 (Special Amenity Residential District) zone lots, for a total of approximately 84 lots.

M. Baski, Planner 2, Development & Environmental Services, provided a presentation and responded to questions from Council.

It was moved and seconded

That the staff report dated March 3, 2020 titled "2019-425-RZ, 25057, 25123, and 25171 112 Avenue" be forwarded to the Council Meeting of March 10, 2020.

CARRIED

1109 2019-426-RZ, 24909, 24947, 24979, 24985, 24989, and 25057 112 Avenue, RS-3 to RM-1

Staff report dated March 3, 2020, recommending that Zone Amending Bylaw No 7608-2020 be given first reading, to rezone the subject properties from RS-3 (One Family Rural Residential) zone to the RM-1 (Townhouse Residential District) zone to permit the future construction of approximately 153 townhouse units.

M. Baski, Planner 2, Development & Environmental Services, provided a presentation and responded to questions from Council.

It was moved and seconded

That the staff report dated March 3, 2020 titled "2019-426-RZ, 24909, 24947, 24979, 24985, 24989, and 25057 112 Avenue" be forwarded to the Council Meeting of March 10, 2020.

CARRIED

1110 2019-051-RZ, 11405 236 Street, RS-3 to RM-1

Staff report dated March 3, 2020, recommending that Zone Amending Bylaw No. 7536-2019 be given first reading, to rezone the subject property from RS-3 (One Family Rural Residential) to RM-1 (Townhouse Residential District), to permit the future construction of approximately 18 townhouse units.

M. Baski, Planner 2, Development & Environmental Services, provided a presentation and responded to questions from Council.

It was moved and seconded

That the staff report dated March 3, 2020 titled "2019-051-RZ, 11405 236 Street" be forwarded to the Council Meeting of March 10, 2020.

CARRIED

1111 2014-069-RZ, 20894 Lougheed Highway, RS-1 to CS-1

Staff report dated March 3, 2020, recommending that Official Community Plan Amending Bylaw No. 7118-2014 be given first and second reading and Zone Amending Bylaw No. 7119-2014 be given second reading, and be forwarded to Public Hearing, to rezone the subject property located from RS-1 (One Family Urban Residential) to CS-1 (Service Commercial) to permit future construction of a mixed-use building with five commercial lease units at ground level and one residential unit above.

The Manager of Planning and Development Services provided a presentation and responded to questions from Council.

It was moved and seconded

That the staff report dated March 3, 2020 titled "2014-069-RZ, 20894 Lougheed Highway" be forwarded to the Council Meeting of March 10, 2020.

CARRIED

1112 Inter Municipal TNS Business License Agreement Bylaw No. 7622-2020 and Inter Municipal TNS Business License Bylaw No. 7623-2020

Staff report dated March 3, 2020 recommending that the Inter Municipal TNS Business License Agreement Bylaw No. 7622-2020 be given first, second and third reading and that the Inter Municipal TNS Business License Bylaw No. 7623-2020 be given first, second and third reading.

R. MacNair, Senior Advisor, Bylaw and Licensing Services, advised that she was in receipt of a FAQ from the City of Vancouver that will be circulated to Council prior to next week.

It was moved and seconded

That the staff report dated March 3, 2020 titled "Inter Municipal TNS Business License Agreement Bylaw No. 7622-2020 and Inter Municipal TNS Business License Bylaw No. 7623-2020" be forwarded to the Council Meeting of March 10, 2020.

CARRIED

5. CORPORATE SERVICES – Nil
6. PARKS, RECREATION & CULTURE – Nil
7. ADMINISTRATION (including Fire and Police) – Nil
8. OTHER COMMITTEE ISSUES
- 1191 UPCOMING EVENTS – Nil
9. ADJOURNMENT– 2:54 p.m.

Councillor Gordy Robson, Chair
Presiding Member of the Committee



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City of Maple Ridge

TO: His Worship Mayor Michael Morden
and Members of Council
FROM: Chief Administrative Officer
SUBJECT: First Reading
Zone Amending Bylaw No. 7628-2020
24392 104 Avenue

MEETING DATE: March 24, 2020
FILE NO: 2019-216-RZ
MEETING: C o W

EXECUTIVE SUMMARY:

An application has been received to rezone the subject property, located at 24392 104 Ave, from RS-3 (One Family Rural Residential) to RM-1 (Townhouse Residential), to permit future construction of 21 townhouse units. To proceed further with this application additional information is required as outlined below. The density proposed for this application is less than 0.6 FSR and thus no density bonus contribution is required.

Pursuant to Council policy, this application is subject to the Community Amenity Contribution Program, where a voluntary contribution will be requested for an amount of approximately \$86,100 (\$4100 per townhouse).

RECOMMENDATIONS:

1. That Zone Amending Bylaw No. 7628-2020 be given first reading; and
2. That the applicant provide further information as described on Schedules C, D, E, G of the Development Procedures Bylaw No. 5879-1999.

DISCUSSION:

a) Background Context:

Applicant: 1154915 BC LTD
Owner: 1154915 BC LTD

Legal Description: Portion East 133ft of Lot B, Section 3, Township 12, New Westminster District Plan 8852

OCP:
Existing: Medium Density Residential, Conservation
Proposed: Medium Density Residential, Conservation

Zoning:
Existing: RS-3 (One Family Rural Residential)
Proposed: RM-1 (Townhouse Residential)

Surrounding Uses:
North: Use: Residential
Zone: RS-3 (One Family Rural Residential)

1101

South:	Designation:	Conservation, and Medium Density Residential
	Use:	Civic, Institutional & Recreational
	Zone:	RS-3 (One Family Rural Residential)
East:	Designation:	Conservation
	Use:	Park
	Zone:	P-1 (Park & School)
West:	Designation:	Park
	Use:	Residential
	Zone:	R-3 (Special Amenity Residential District)
	Designation:	Medium Density Residential
Existing Use of Property:		One Family Residential
Proposed Use of Property:		Multi Family Residential
Site Area:		0.612 ha. (1.5 acres)
Access:		104 Avenue
Servicing requirement:		Urban Standard

b) Site Characteristics:

The subject property located at 24392 104 Avenue is approximately 1.5 acres in area, and is partially heavily treed/sloped, due to a natural ridge running north south and into the adjacent Albion Park to the east and south, and partially flat (see Appendix A and B). The subject property is bounded by single family residential properties to the west, municipal park to the east and south, and 104 Avenue to the north. There are no development applications in process in the direct vicinity within 250 metres.

c) Project Description:

The current application proposes to rezone the subject property from RS-3 (One Family Rural Residential) to RM-1 (Townhouse Residential), to permit future development of 21 townhouse units. Access for the strata is proposed from 104 Avenue. Full details of the project will be provided after 1st Reading. Parking is provided on site in a combination of double car garages (15) and tandem (6) for a total of 42 residential stalls and 6 visitor stalls.

The existing slopes pose constraints related to geotechnical impact and will require steep slope protection. All disturbance and alterations on site need to be outside of the geotechnical setback, and it is expected that all construction related disturbance, including long term maintenance areas associated with the strata access road do not occur within the steep slope areas of the site.

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

d) Planning Analysis:

Official Community Plan:

The development site is located within the Albion Area Plan and is currently designated *Medium Density Residential*, and *Conservation*. For the proposed development no OCP amendment will be

required to allow the proposed zoning. There is a potential that the Conservation boundary needs to be adjusted, but that review will be done once environmental concerns are worked out with the applicant.

Zoning Bylaw:

The current application proposes to rezone the property located at 24392 104 Avenue from RS-3 (One Family Rural Residential) to RM-1 (Townhouse Residential) (see Appendix C) to permit future development of approximately 21 townhouse units (see Appendix D). The subject property is 6120 m² (1.5 acres) in area, and the minimum lot size for the proposed RM-1 (Townhouse Residential) zone is 557m².

The applicant is currently proposing a development of 21 townhouse units with several building setback variances from the front and interior side lot line requirements, roof projections into setback and reducing usable open space requirements. These variations from the requirements of the proposed zone will require a Development Variance Permit application.

Development Permits:

Pursuant to Section 8.7 of the OCP, a Multi-Family Development Permit application is required to ensure the current proposal enhances existing neighbourhoods with compatible housing styles that meet diverse needs, and minimize potential conflicts with neighbouring land uses.

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

- All areas designated Conservation on Schedule “B” or all areas within 50 metres of an area designated Conservation on Schedule “B”;
- All lands with an average natural slope of greater than 15 %;
- All floodplain areas and forest lands identified on Natural Features Schedule “C”

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

Advisory Design Panel:

A Multi Family Development Permit is required and must be reviewed by the Advisory Design Panel prior to Second Reading.

Development Information Meeting:

A Development Information Meeting is required for this application. Prior to second reading the applicant is required to host a Development Information Meeting in accordance with Council Policy 6.20.

e) Interdepartmental Implications:

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

- a) Engineering & Operations Department;
- b) Fire Department;
- c) Building Department;
- d) Parks Department;
- e) School District; and

f) Canada Post.

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

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

f) Development Applications:

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

1. A complete Rezoning Application (Schedule C);
2. A Multi-Family Residential Development Permit Application (Schedule D);
3. A Development Variance Permit (Schedule E);
4. A Natural Features Development Permit Application (Schedule G);

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

CONCLUSION:

The development proposal is currently in compliance with the OCP, therefore, it is recommended that Council grant first reading subject to additional information being provided and assessed prior to second reading. An OCP Amendment to adjust the Conservation boundary may be required.

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

"Original signed by Chuck Goddard" for

Prepared by: **Therese Melser**
Planning Technician

"Original signed by Chuck Goddard"

Reviewed by: **Charles R. Goddard, BA, MA**
Director of Planning

"Original signed by Chuck Goddard" for

Approved by: **Christine Carter, M.PL, MCIP, RPP**
GM Planning & Development Services

"Original signed by Al Horsman"

Concurrence: **Al Horsman**
Chief Administrative Officer

The following appendices are attached hereto:

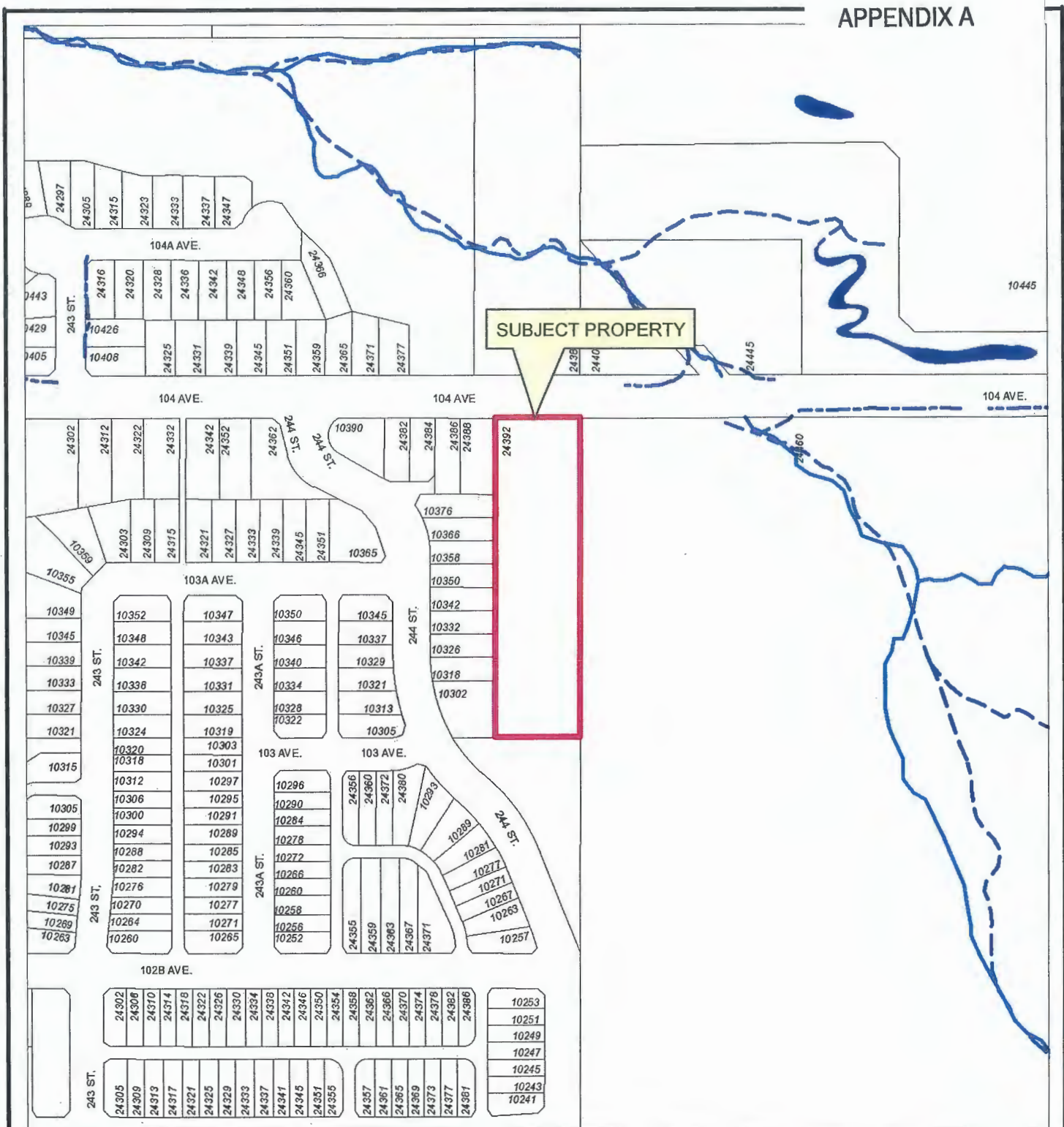
Appendix A – Subject Map

Appendix B – Ortho Map

Appendix C – Zone Amending Bylaw No. 7628-2020

Appendix D – Proposed Site Plan

APPENDIX A



Legend

- Stream
- Ditch Centreline
- Indefinite Creek
- Lake or Reservoir

24392 104 AVEUE

PLANNING DEPARTMENT



MAPLE RIDGE

British Columbia

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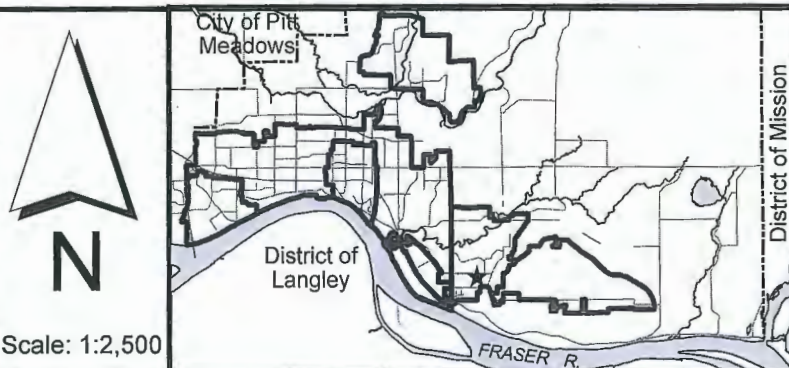
FILE: 2019-216-RZ

DATE: Jun 17, 2019

BY: PC

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APPENDIX B



24392 104 AVEUE

PLANNING DEPARTMENT



MAPLE RIDGE

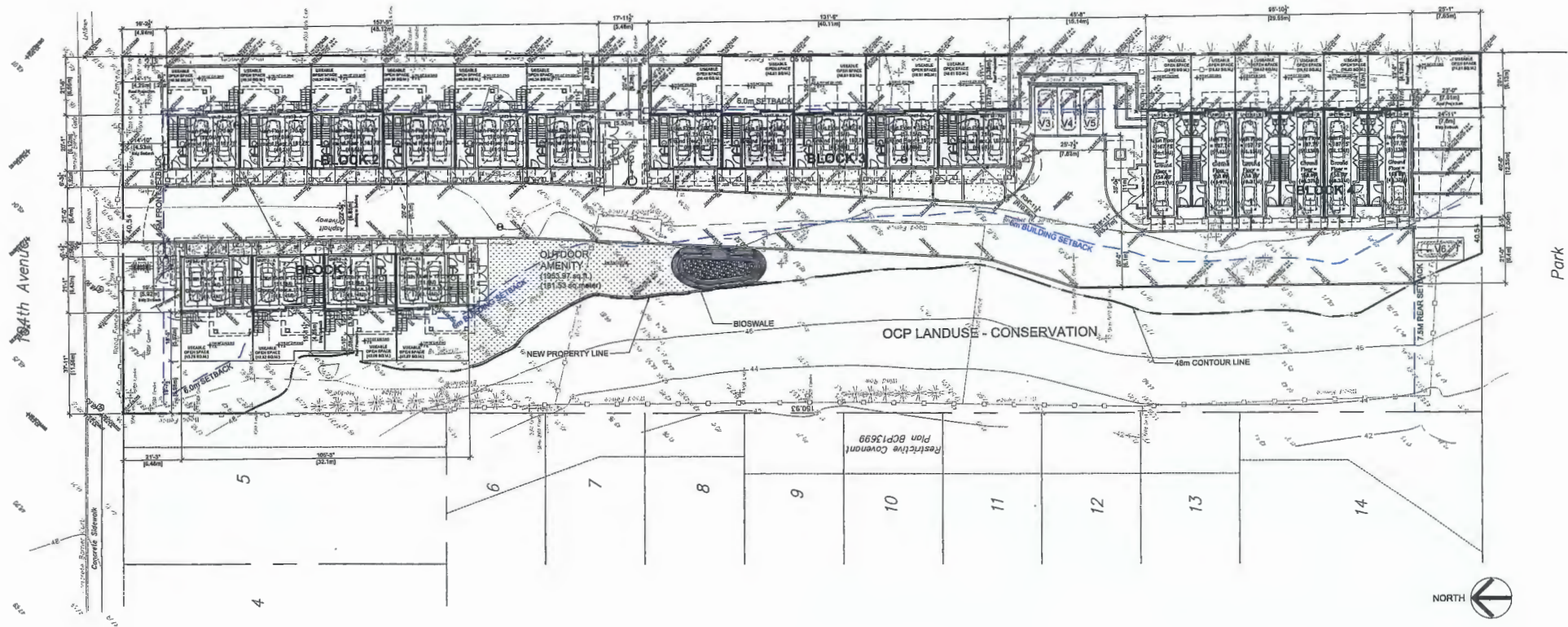
British Columbia

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FILE: 2019-216-RZ
DATE: Jun 17, 2019

BY: PC

CORPORATE OFFICER



RETAINING WALL LEGEND	
	ALLAN BLOCK RETAINING WALL
	CONCRETE RETAINING WALL
ABBREVIATIONS	
T.O.W.	TOP OF WALL
B.O.W.	BOTTOM OF WALL

Proposed Townhouse Development

24392 104 AVE, MAPLE RIDGE, B.C.

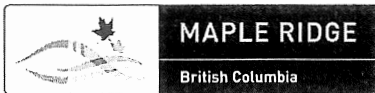
ATELIER PACIFIC ARCHITECTURE INC.

APRIL 24, 2019

DP 1.0a

SITE PLAN

SCALE: 1:200



mapleridge.ca

City of Maple Ridge

TO: His Worship Mayor Michael Morden
and Members of Council
FROM: Chief Administrative Officer
SUBJECT: First Reading
Zone Amending Bylaw No. 7584-2019;
22340 and 22328 St. Anne Avenue, and
11654 and 11664 223 Street

MEETING DATE: March 24, 2020
FILE NO: 2019-268-RZ
MEETING: C o W

EXECUTIVE SUMMARY:

On October 29, 2019, Council deferred giving first reading to this application until the next appropriate Council meeting pending staff discussions with the applicant to add ground level commercial floor space on St. Anne Avenue. A revised proposal with ground level office space has been submitted and is the subject of this report.

This rezoning application is from C-3 (Town Centre Commercial) and RS-1 (One Family Urban Residential) to RM-2 (Medium Density Apartment Residential). Originally, the proposal located at 22340 and 22328 St. Anne Avenue and 11654 and 11664 223 Street, was for a 99 unit Apartment building. The revised proposal is for approximately 568 square metres (6,115 square feet) of office space at the ground level and 111 apartment units.

The resulting Floor Space Ratio (FSR) has increased from 2.28 to 2.34 and the proposal is for a six (6) storey structure requiring a variance and an amendment to the text of the Official Community Plan.

The RM-2 Zone allows a maximum FSR of 1.8, plus an additional density of up to 0.6 through an Amenity Bonus Contribution, for a total of 2.4 FSR. The applicant is seeking 2.34 FSR, or a 0.54 bonus through the payment of the Cash Contribution Rate of \$161.46 per square metres. The additional floor area is about 1,746 square metres and would require a Density Bonus Contribution payment of about \$281,909.16.

This project is subject to Community Amenity Contributions Policy requiring a voluntary contribution of \$3,100 per unit or a total of \$344,100.00.

RECOMMENDATIONS:

1. That Zone Amending Bylaw No. 7584-2019 be given first reading; and
2. That the applicant provide further information as described on Schedules C, D and E of the Development Procedures Bylaw No. 5879-1999, along with the additional requirements discussed in this report.

1102

DISCUSSION:

a) Background Context:

Applicant:	Nasir Ghuman
Legal Description:	Lot 21 Block 6 District Lot 398 Group 1 NWD Plan 155; Lot 22 Block 6 District Lot 398 Group 1 NWD Plan 155; Lot B District Lot 398 Group 1 NWD Plan 16366; Lot C, Except Part in Plan LMP14886, District Lot 398 Group 1 NWD Plan 16366;
OCP:	
Existing:	Port Haney Multi-Family, Commercial and Mixed-Use
Proposed:	Port Haney Multi-Family, Commercial and Mixed-Use
Zoning:	
Existing:	C-3 (Town Centre Commercial), RS-1 (One Family Urban Residential)
Proposed:	RM-2 (Medium Density Apartment Residential)
Surrounding Uses:	
North:	Use: Residential (Apartment and Turnock Residence) Zone: Maple Ridge Heritage Designation and Revitalization and Tax Exemption Agreement Amending Bylaw No. 7306-2016
South:	Designation: Port Haney Multi-Family, Commercial and Mixed-Use Use: Residential Zone: C-3 (Town Centre Commercial)
East:	Designation: Port Haney Multi-Family, Commercial and Mixed-Use Use: Residential Zone: RS-1 (one Family Urban Residential)
West:	Designation: Port Haney Multi-Family, Commercial and Mixed-Use Use: Vacant and Haney Bypass Zone: RS-1 (one Family Urban Residential) Designation: Port Haney Multi-Family, Commercial and Mixed-Use
Existing Use of Property:	Residential
Proposed Use of Property:	Residential
Site Area:	3,230 sq. m. (0.8 acres)
Access:	Lane (between St. Anne and Callaghan Avenues)
Servicing requirement:	Urban Standard

b) Site Characteristics:

The site consists of four (4) lots each containing buildings and structures. The parcel at the southeast corner of St Anne Avenue and 223 Street, which is zoned commercial, contains a small medical building. The lands are relatively flat and sparsely landscaped; two (2) or three (3) mature trees are situated along 223 Street.

c) Project Description:

The development site is formed by four (4) lots located at 22340 and 22328 St. Anne Avenue and 11654 and 11664 223 Street (See Appendices A and B). The proposal is for a six (6) storey (five (5) storeys in the original proposal) 111-unit apartment building (99 in the original proposal) and 568.1 square metres (6,115 square feet) of office space at the ground level.

The proposed unit breakdown has changed. The number of one (1) bedroom units is increased from 30 units (30%) to 52 units (47%) and the two (2) bedroom units have been reduced from 54 units (54%) to 43 units (39%). There is an additional Bachelor unit bringing the total to six (6), and the three (3) bedroom units are unchanged at 10.

A comparison between the original proposal is as follows:

Unit Type	Initial Proposal	Revised Proposal
Bachelor units	5 (5%)	6 (5%)
1 bedroom units	30 (30%)	52 (47%)
2 bedroom units	54 (54%)	43 (39%)
3 bedroom units	10 (10%)	10 (9%)

There remains a healthy mix of unit types. The increase in the number of units, together with the ground level offices, will add vibrancy to the Port Haney area and increases the number of people residing in proximity to the West Coast Express station. The potential of incorporating some BCBC Section 3.8.5. Adaptable Dwelling Units will be explored with the applicant.

There will be one and a half levels of parking, to accommodate the Town Centre Parking requirement to provide for: 117 residential, 12 visitor and 12 commercial parking spaces. One driveway ramp off the lane between St. Anne and Callaghan Avenues will provide access. As details for the project are developed, the commercial, residential and visitor parking spaces will be refined and the residential spaces will separately secured for resident use only.

The building will require setback variances along the north, east and west lot lines from 7.5 metres to a setback of between 5.5 and 4.7 metres. The setback along the south side (to the lane) is to 9.6 metres, with the central part of the building being stepped further back, to create a sizable southern exposed open space. Additional open space will be provided on the roof level of the building.

The setbacks and building height, and possibly the visitor parking, will require variances. These, plus any additional variances will be the subject of a future development variance permit application reports to Council.

At this time, the current application has been assessed to determine its compliance with the Official Community Plan (OCP) and provide a land use assessment only. Detailed review and comments will need to be made once full application packages have been received. A more detailed analysis and further reports will be required prior to second reading. Such assessment may impact the 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 development site is located within the Port Haney and Fraser River Waterfront Area of the Town Centre Area Plan. The site is designated Port Haney Multi-Family, Commercial and Mixed-Use and the proposed use and density is complying with this designation.

The proposal generally complies with Policy 3-38 of the Port Haney Multi-family, Commercial Use and Mixed-use Area. This policy states the height of structures in this area should be in the range of 3 to 4 storeys, the six (6) storey structure accommodates the commercial floor space and the residential floor space allowed by the additional bonus density provision. The justification is that adding storefront enhances the pedestrian environment on St. Anne Avenue, the attractive building design, ample open space (including a roof top open space) and the health range of unit types. All the parking is underground thus achieving the policy requirement that at least 90% of the parking be underground.

To accommodate the taller building due to utilising the Added Bonus Density provision of the Zoning Bylaw and the introduction of the additional floor for the ground level commercial / office use, an amendment to this policy is in order to accommodate the proposed six-storey structure.

Changing the restriction from 5 to 6 storeys in the OCP Policy 3-38 would mean all sites designated *Low-rise Multi-Family apartment, Commercial, and Mixed-Use in Port Haney*, would be entitled to the additional storey. After further review, it was determined that such an increase could be permitted if an applicant demonstrates community benefit is achieved, such as adding commercial storefront, and that adverse impacts due to shadowing, change in neighbourhood character, view obstruction and other negative impacts are sufficiently mitigated.

Therefore, the following text amendment (see underlined text) is proposed to Policy 3-38 in the Town Centre Area Plan:

3-38 Low-rise Multi-Family apartment, Commercial, and Mixed-Use in Port Haney should be a minimum of three (3) storeys and a maximum of four (4) storeys in height, with at least 90% of required parking provided underground. In instances where it is demonstrated that shadowing, neighbourhood character, view obstruction and other negative impacts are sufficiently mitigated, the height may be increased to six (6) storeys.

If the applicant can demonstrate through detailed plans submitted and reviewed by the Advisory Design Panel, that the proviso is achieved, Council could entertain a six (6) storey structure when a development permit application is considered later in the process.

The necessary OCP text amending bylaw will be brought forward for first and second reading at the time a full submission has been made as part of a second reading report for this rezoning application.

The introduction of office space complies with Policy 3-40 which supports retail, service, and entertainment uses being encouraged at-grade with office and residential uses encouraged above-grade.

Zoning Bylaw:

The current application proposes to rezone the properties located at 22340 and 22328 St. Anne Avenue and 11654 and 11664 223 Street from C-3 (Town Centre Commercial), RS-1 (One Family Urban Residential) to RM-2 (Medium Density Apartment Residential) (see Appendix C) to a six (6) storey 111-unit apartment building and 568 square metres (6,115 square feet) of office space at the ground level, with one and a half levels of parking (see Appendix D).

In accordance with OCP Policy 3-40, Zone Amending Bylaw No. 7584-2019 has been revised to include a site-specific text amendment to the Permitted Use section. That text amendment has included a series of compatible commercial uses, including office use, from the Town Centre Commercial Zone (C-3 Zone). This would provide the flexibility for a variety of businesses and uses to be attracted to occupy the proposed storefront spaces.

A preliminary review has been done of compliance with the Zoning Bylaw. The height proposed six (6) storeys, two more floors than the permitted maximum, and the height is about 19 metres, whereas 15 metres is the maximum. This is due in part with the additional 0.6 FSR additional density bonus for projects in the Town Centre Area. Either a height variance or a text amendment to the RM-2 Zone for height in Town Centre Area to accommodate this proposal will be determined and reported to Council in a future second reading report.

The other variances will be:

- Setback (from 7.5 metres to between 6.1 to 5.1 on average); and
- Parking (possibly for one parking space).

The developer is prepared to utilize the Density Bonus regulations to boost the density from an FSR of 1.8 to 2.34. The additional floor area represented by the increased FSR would be about 1,746 square metres. The Bonus Density Contribution would be about \$281,909.16 based on \$161.46 per square metre.

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

Development Permits:

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

As part of presented a more fully developed proposal to Council at second reading, landscaping and street fronting character, together with public art, green roof, energy efficiency and sustainability elements will be explored with the applicant.

Advisory Design Panel:

A Town Centre Development Permit (Port Haney) Development Permit is required and must be reviewed by the Advisory Design Panel prior to Second Reading.

Development Information Meeting:

A Development Information Meeting is required for this application. Prior to second reading the applicant is required to host a Development Information Meeting in accordance with Council Policy 6.20.

e) Interdepartmental Implications:

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

- a) Engineering Department;
- a) Operations Department;
- b) Fire Department;
- c) Building Department;
- d) School District;
- e) Utility companies;
- f) Ministry of Transportation and Infrastructure; and
- g) Canada Post.

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

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

f) Development Applications:

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

1. A complete Rezoning Application (Schedule C);
2. A Town Centre Development Permit Application (Schedule D); and
3. A Development Variance Permit (Schedule E).

In addition, the applicant will need to submit supporting documentation such as:

- a geotechnical report and stormwater management plan (both of which must address Fraser River Escarpment Requirement);
- consider the provision of public art and some adaptive dwelling units;
- given retaining walls along street front, detailed cross sections are required to provide for convenient pedestrian access to the proposed stores and offices; and
- consider green roof, energy efficiency and sustainability elements to further enhance this project.

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

CONCLUSION:

The development has been modified to allow for storefront space along St. Anne Avenue. For economic viability, the requested office use is being supplement by selected C-3 Zone uses through a site specific text amendment being added to the proposed zone amending bylaw.

The revised proposal is in compliance with the OCP, with a concurrent OCP text amending bylaw to allow for a six (6) storey structure. Therefore, it is recommended that Council grant first reading subject to additional information being provided and assessed prior to second reading.

"Original signed by Adrian Kopystynski"

Prepared by: **Adrian Kopystynski M.Sc., RPP, MCIP, MCAHP
Planner**

"Original signed by Chuck Goddard"

Reviewed by: **Charles R. Goddard, BA, MA
Director of Planning**

"Original signed by Christine Carter"

Approved by: **Christine Carter, M.PL, MCIP, RPP
GM Planning & Development Services**

"Original signed by Al Horsman"

Concurrence: **Al Horsman
Chief Administrative Officer**

The following appendices are attached hereto:

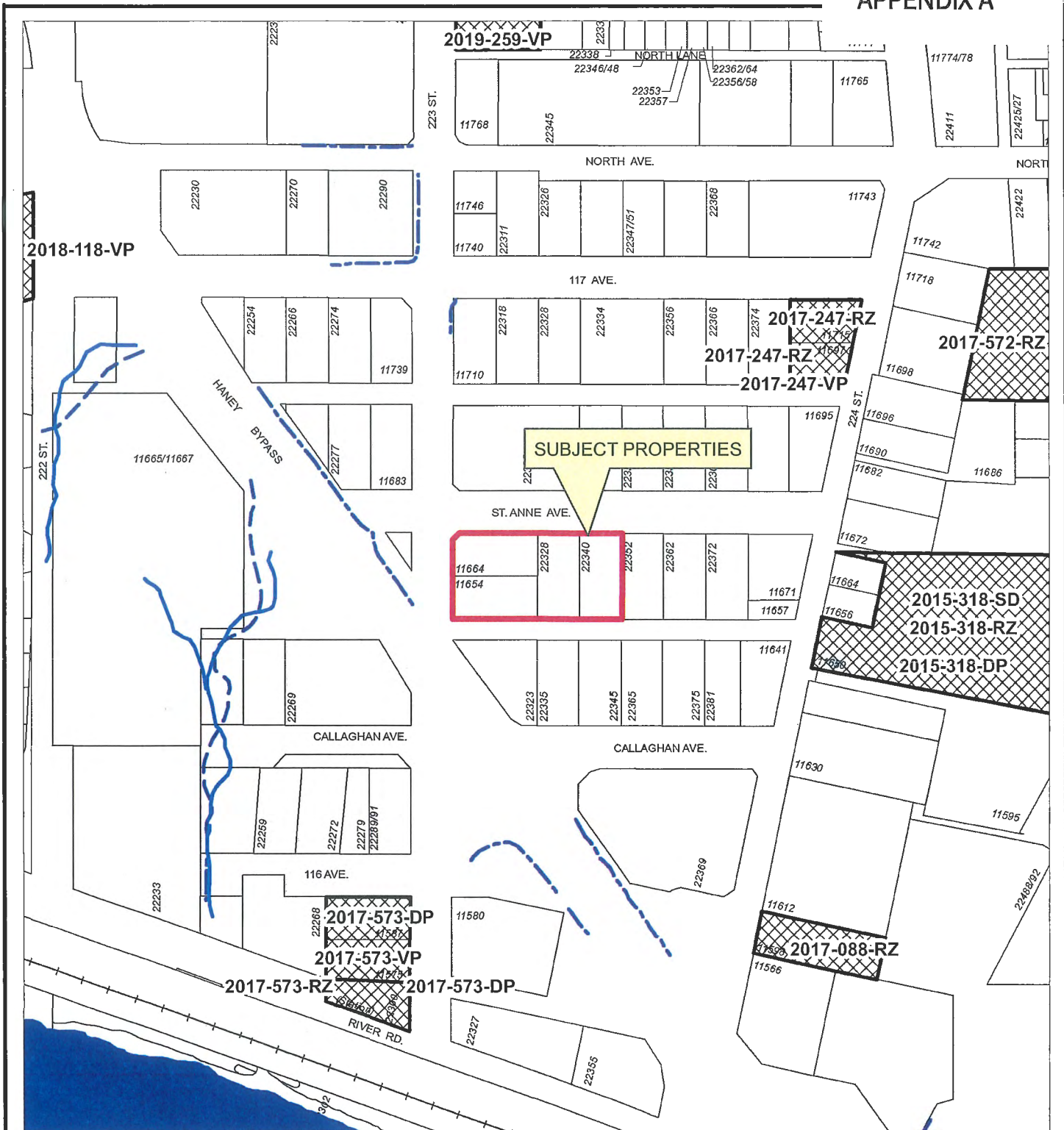
Appendix A – Subject Map

Appendix B – Ortho Map

Appendix C – Zone Amending Bylaw No. 7584-2019

Appendix D – Proposed Site Plan

APPENDIX A



Legend

- Stream
- Ditch Centreline
- Edge of River
- Indefinite Creek
- River
- Major Rivers & Lakes
- Active Applications (RZ/SD/DP/VP)

11654/64 223 STREET
 PID'S: 010-166-203, 005-765-030
 22328/40 ST. ANNE AVENUE
 PID'S: 011-539-739, 011-539-712

PLANNING DEPARTMENT



MAPLE RIDGE
 British Columbia

mapleridge.ca

FILE: 2019-268-RZ
 DATE: Jul 30, 2019

BY: PC

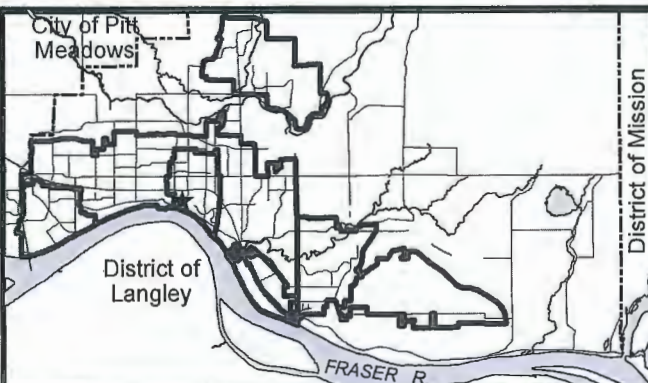


Scale: 1:2,500

APPENDIX B



Scale: 1:2,500



11654/64 223 STREET
PID'S: 010-166-203, 005-765-030
22328/40 ST. ANNE AVENUE
PID'S: 011-539-739, 011-539-712

PLANNING DEPARTMENT



MAPLE RIDGE
British Columbia

mapleridge.ca

FILE: 2019-268-RZ
DATE: Jul 30, 2019

BY: PC



**F. ADAB
ARCHITECTS
INC.**

#130-1800 ROOSEVELT CRESCENT
NORTH VANCOUVER, BC V1P 3M4
TEL: (604) 887-3000 FAX: (604) 887-3033
E:ADAB@adabgroupvancouver.com

This drawing, as instrument of service, is the property of F. Adab, Architect Inc. and may not be reproduced without the permission. All information shown on the drawing is for the use of the specific project only and will not be used otherwise without written permission from this office.

Contractors will verify and be responsible for all dimensions on the job. This office will be informed of any discrepancies and variations shown on drawing.

These design documents are prepared solely for the use by the party with whom the design professional has entered into a contract and there are no representations of any kind made by this design professional to any party with whom the design professional has not entered into a contract.

NO.	DATE	REVISION / ISSUE
1	JAN-13	ISSUED FOR CITY REVIEW
2	FEB-13	REVISED TO 6 STORY MIXED USE
3	MAY-13	REVISED AND ADDITIONAL INFORMATION FOR PERMITS APPLICATION
4	JULY-13	REVISED AND ADDITIONAL INFORMATION FOR PERMITS APPLICATION
5	AUG-13	REVISED FOR PERMITS APPLICATION
6	MAY-13	ISSUED FOR PRELIMINARY REVIEW

PROJECT TITLE:
11654, 11664 223RD ST &
22328, 22340 ST ANN AVE
MAPLE RIDGE

FOR:
**PACIFIC VISION
DEVELOPMENT INC**
8221 157TH STREET
SURREY B.C.
VAN V5S

DRAWING TITLE:
1ST FLOOR PLAN

DATE:	May-13	SHEET NO.:	
SCALE:	NTS		
DESIGN:	FA		
DRAWN:	A.A.		
PROJECT NO.:	0907		

A-2.3

ST. ANNE AVENUE

223 STREET

LANE



APPENDIX D

TO: His Worship Mayor Michael Morden
and Members of Council
FROM: Chief Administrative Officer
SUBJECT: First Reading
Zone Amending Bylaw No. 7627-2020
22904, 22910 and 22922 Dewdney Trunk Road

MEETING DATE: March 24, 2020
FILE NO: 2019-392-RZ
MEETING: C o W

EXECUTIVE SUMMARY:

An application has been received to rezone the subject properties, located at 22904, 22910 and 22922 Dewdney Trunk Road, from RS-1 (One Family Urban Residential) to CD-2-20 (Comprehensive Development), to permit the future construction of an apartment building with commercial as part of the ground floor.

This application was recently deferred at the February 11, 2020 Council meeting. The deferred application was proposing a 119 unit, five-storey apartment building with a proposed floor area of 7,246 m² (78,002 ft²) and a floor space ratio (FSR) of 2.37. The allowable FSR in the RM-2 (Medium Density Apartment Residential) zone is 1.8. Under the previous proposal, the applicant would exceed the maximum permitted density of 1.8 FSR; therefore, the density bonus provisions would apply. Council had suggested the applicant consider the addition of commercial at this location, as part of the subject development. Discussions with the applicant have suggested they are willing to explore this option by including a couple of ground-floor commercial units. Council had also suggested an increase in height to six storeys, which the applicant is also willing to explore. The addition of these two requests may require additional density and constraints to parking, possibly requiring further density bonusing and variances to the *Off-Street Parking and Loading Amending Bylaw*. Should first reading to the subject application be granted, staff would work with the applicant on the above mentioned items, which will then be outlined in a future report to Council.

Pursuant to Council policy, this application is subject to the Community Amenity Contribution Program at a rate of \$3,100.00 per apartment dwelling unit. Should the applicant propose any additional density, the Density Bonus provisions may apply.

RECOMMENDATIONS:

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

2. That Zone Amending Bylaw No. 7627-2020 be given first reading; and
3. That the applicant provide further information as described on Schedules A, C, D and E of the *Development Procedures Bylaw No. 5879-1999*.

DISCUSSION:

a) Background Context:

Applicant:	Billard Architecture Inc.		
Legal Descriptions:	Lot 220 Section 17 Township 12 New Westminster District Plan 57165; Lot 229 Section 17 Township 12 New Westminster District Plan 58011; and Parcel "One" (Explanatory Plan 13671) Except: Part Road on Plan 80199; of Parcel "A" (Reference Plan 13362) Lot 3 Section 17 Township 12 New Westminster District Plan 13178		
OCP:	Existing:	Urban Residential	
	Proposed:	Commercial	
Zoning:	Existing:	RS-1 (One Family Urban Residential)	
	Proposed:	CD-2-00 (Comprehensive Development)	
Surrounding Uses:			
North:	Use:	Commercial	
	Zone:	C-2 (Community Commercial) and CS-1 (Service Commercial)	
	Designation:	Commercial	
South:	Use:	Single Family Residential	
	Zone:	RS-1 (One Family Urban Residential)	
	Designation:	Urban Residential	
East:	Use:	Single Family Residential	
	Zone:	RS-1 (One Family Urban Residential)	
	Designation:	Urban Residential	
West:	Use:	Commercial, Service Station	
	Zone:	CS-1 (Service Commercial)	
	Designation:	Commercial	
Existing Use of Property:	Vacant		
Proposed Use of Property:	Commercial and Apartment		
Site Area:	0.33 ha (0.8 acres)		
Access:	Rear Lane		
Servicing requirement:	Urban Standard		

b) Site Characteristics:

The subject properties, located at 22904, 22910 and 22922 Dewdney Trunk Road (see Appendices A and B), are located south of Dewdney Trunk Road, east of Burnett Street and west of 230 Street. The subject properties are located outside of the Town Centre Area Plan. Consolidation of the subject properties will be a condition of final reading, which will have a combined area of approximately 0.33 ha (0.8 acres). All three lots are currently vacant, relatively flat, and have a combination of grasses, shrubs and trees located throughout each property.

c) Project Description:

The previous conceptual design details included bridging the current mid-century style of the adjacent single family homes to an apartment building design that will use modern materials and other forms inspired by new residential development within the community. The building is proposed to be stepped back at the third storey, along the southern elevation, providing both natural light for the outdoor courtyard space and to limit the impact on those adjacent single family lots to the south. The proposed building would still contain a mix of studio, one, two and three bedroom units. Residential parking will be located in two underground parking levels and accessed via a rear lane from Burnett Street. Commercial access and parking would be determined prior to second reading in the applicant's revised design. Another suggestion from Council at the February 11, 2020 Council meeting was to include better use and greening of the roof space. The applicant is aware of this suggestion, and will consider these design elements in a future design plan.

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

d) Planning Analysis:

Official Community Plan:

The subject properties are located along Dewdney Trunk Road, where the OCP currently designates the subject properties *Urban Residential*, and development of the properties are subject to the *Major Corridor* infill policies of the OCP. The *Major Corridor* policies identify the various types of housing forms which are encouraged along major road corridors to include: single detached dwellings, duplexes, triplexes, fourplexes, townhouses, apartments, and small lot intensive residential developments. These policies require that development be compatible with the surrounding neighbourhood, with particular attention given to site design, setbacks, and lot configuration with the existing pattern of development in the area.

An OCP amendment would be required to re-designate the subject properties from *Urban Residential* to *Commercial* should the applicant proceed with any commercial units for the subject application. This would bring the commercially designated land east from the existing Husky Gas Station, located on the corner of Burnett Street and Dewdney Trunk Road, to include the subject properties (see Appendix B).

Zoning Bylaw:

The applicant, prior to Council's deferral, had proposed to rezone the three subject properties from RS-1 (One Family Urban Residential) to RM-2 (Medium Density Apartment Residential) to allow for a five-storey building with approximately 119 units. This proposal included a mix of studio, one, two and three bedroom units. The maximum floor space ratio permitted in the RM-2 (Medium Density Apartment Residential) zone is 1.8 FSR; however, the applicant was proposing an increase in density to 2.37 FSR.

Council had suggested that the applicant consider the addition of commercial at this location, as part of the subject development. Discussions with the applicant have indicated they are willing to explore this option by including a couple of ground floor commercial units. Under this scenario, the applicant could rezone the three subject properties from RS-1 (One Family Urban Residential) to CD-2-20 (Comprehensive Development) to allow an apartment building with some ground floor commercial. Council had also suggested an increase in height to six storeys, which the applicant is also willing to explore; however, parking variances may be required based on increased residential and commercial units. Details of FSR and required bonus density contribution will be determined before proceeding to second reading.

If parking variances and any further variances arising from subsequent design work require a Development Variance Permit Application, they would be included in a future report to Council.

Development Permits:

Pursuant to Section 8.5 of the OCP, a Commercial Development Permit application is required to address the current proposal's compatibility with adjacent development, and to enhance the unique character of the community.

Advisory Design Panel:

A Commercial Development Permit is required and must be reviewed by the Advisory Design Panel prior to second reading.

Development Information Meeting:

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

e) Interdepartmental Implications:

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

- a) Engineering Department;
- b) Operations Department;
- c) Fire Department;
- d) Building Department;
- e) Parks Department;
- f) School District;
- g) Utility companies;
- h) Ministry of Transportation and Infrastructure;
- i) Ministry of Environment; and
- j) Canada Post.

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

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

f) Early and Ongoing Consultation:

In respect of Section 475 of the *Local Government Act* for consultation during an OCP amendment, it is recommended that no additional consultation is required beyond the early posting of the proposed OCP amendments on the City's website, together with an invitation to the public to comment.

g) Development Applications:

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

1. An OCP Application (Schedule A);
2. A complete Rezoning Application (Schedule C);
3. A Commercial Area Development Permit Application (Schedule D); and
4. A Development Variance Permit Application (if variances are required) (Schedule E);

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

CONCLUSION:

The development proposal is in compliance with the policies of the OCP. Justification has been provided to support an OCP amendment to expand the *Commercial* designation to the subject property. It is, therefore, recommended that Council grant first reading subject to additional information being provided and assessed prior to second reading.

"Original signed by Adam Rieu"

Prepared by: **Adam Rieu**
Planning Technician

"Original signed by Chuck Goddard"

Reviewed by: **Charles R. Goddard, BA, MA**
Director of Planning

"Original signed by Christine Carter"

Approved by: **Christine Carter, M.PL, MCIP, RPP**
GM Planning & Development Services

"Original signed by Al Horsman"

Concurrence: **Al Horsman**
Chief Administrative Officer

The following appendices are attached hereto:

Appendix A – Subject Map

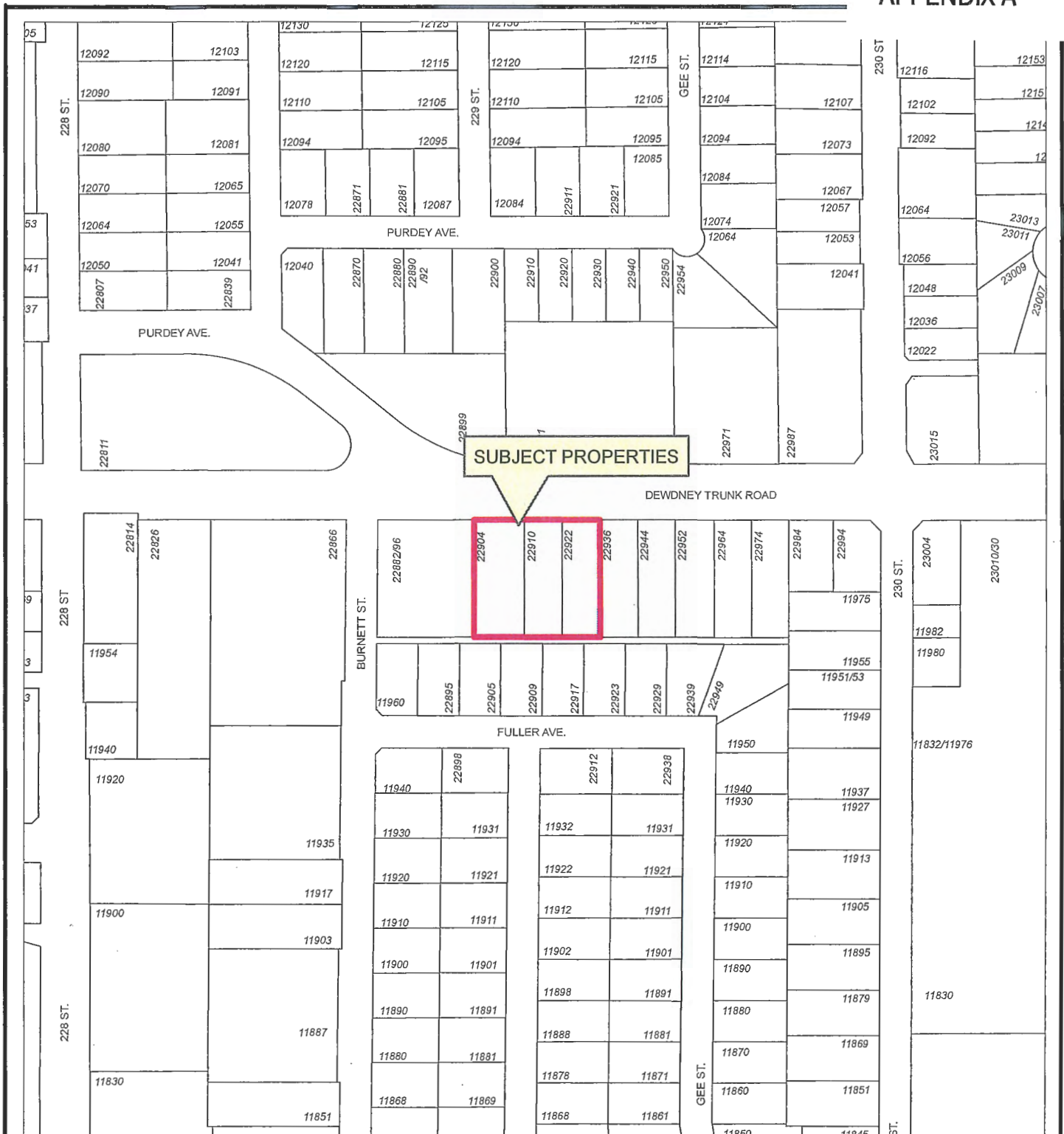
Appendix B – Ortho Map

Appendix C – Zone Amending Bylaw No. 7627-2020

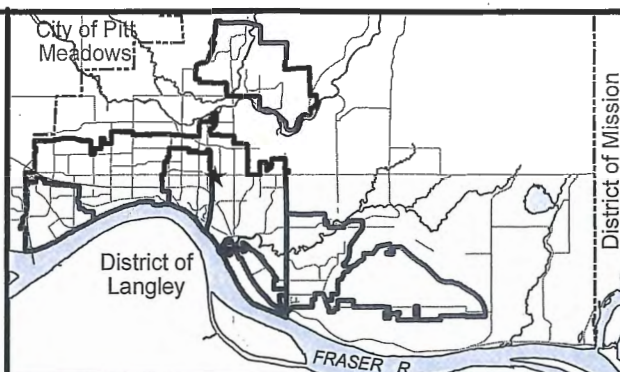
Appendix D – Site Plan (from deferred report)

Appendix E – Rendering (from deferred report)

APPENDIX A



Scale: 1:2,500



22904/10/22 DEWDNEY TRUNK ROAD
PID'S: 005-703-018, 005-562-171 &
005-649-617

PLANNING DEPARTMENT



MAPLE RIDGE

British Columbia

mapleridge.ca

FILE: 2019-392-RZ
DATE: Nov 15, 2019

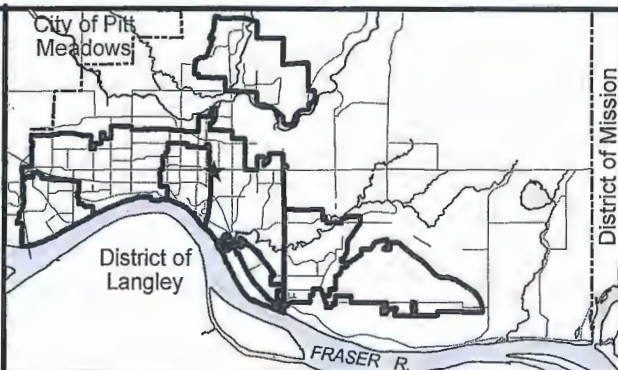
BY: PC



Aerial Imagery from the Spring of 2018



Scale: 1:2,500



22904/10/22 DEWDNEY TRUNK ROAD
PID'S: 005-703-018, 005-562-171 &
005-649-617

PLANNING DEPARTMENT



MAPLE RIDGE

British Columbia

mapleridge.ca

FILE: 2019-392-RZ
DATE: Nov 15, 2019

BY: PC

CORPORATE OFFICER



DEWDNEY TRUNK RD

22904-22922 DEWDNEY TRUNK RD

MAPLE RIDGE, BRITISH COLUMBIA

Prepared by

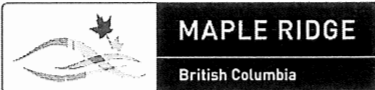
Billard Architecture Inc.

Billardarchitecture.ca



Billard Architecture Inc.





mapleridge.ca

City of Maple Ridge

TO: His Worship Mayor Michael Morden
and Members of Council
FROM: Chief Administrative Officer
SUBJECT: First and Second Reading
Official Community Plan Amending Bylaw No.7624-2020;
Second Reading
Zone Amending Bylaw No. 7463-2018;
24331 110 Avenue and 24315 110 Avenue

MEETING DATE: March 24, 2020
FILE NO: 2018-159-RZ
MEETING: C o W

EXECUTIVE SUMMARY:

An application has been received to rezone the subject properties located at 24331 110 Avenue and 24315 110 Avenue from RS-3 (One Family Rural Residential) to RS-1d (One Family Urban (Half Acre) Residential), with a density bonus, to permit a future subdivision of approximately 19 lots. Council granted first reading to Zone Amending Bylaw No 7463-2018 and considered the early consultation requirements for the Official Community Plan (OCP) amendment on June 26, 2018.

The proposed RS-1d (One Family Urban (Half Acre) Residential) zone utilizing the Density Bonus will allow the development of RS-1b (One Family Urban (Medium Density) Residential) sized single family lots of 557m². The proposed zone and Density Bonus complies with the policies of the Official Community Plan (OCP). However, an amendment to the OCP is required to adjust the areas designated Low Density Residential and to amend the Conservation boundary.

In order to achieve the Density Bonus provision and have RS-1b (One Family Urban (Medium Density) Residential) zone sized lots a Density Bonus contribution of approximately \$55,800.00 will be required.

Pursuant to Council Policy, this application is subject to the City-wide Community Amenity Contribution Program at a rate of \$5,100.00 per single family lot, for an estimated amount of \$86,700.00.

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. 7624-2020 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. 7624-2020 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. 7624-2020 is consistent with the Capital Expenditure Plan and Waste Management Plan;

1104

- 4) That Official Community Plan Amending Bylaw No. 7624-2020 be given first and second readings and be forwarded to Public Hearing;
- 5) That Zone Amending Bylaw No. 7463-2018 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. Adoption of Official Community Plan Amending Bylaw No. 7624-2020 to amend Schedule "A", Chapter 10.2 Albion Area Plan, Schedule 1: Albion Area Plan, Figure 1: Northeast Albion and Schedule "C";
 - iii. Road dedication on 110th Avenue as required;
 - iv. Design and construction of a sanitary sewer pump station, which requires the acquisition of land to facilitate the sanitary pump station at the sole cost of the applicant. This requirement must be filled to the City satisfaction;
 - v. Park dedication as required, including construction of walkways; and removal of all debris and garbage from park land to the City's satisfaction;
 - vi. Submission of a site grading and storm water management plan to the City's satisfaction;
 - vii. Registration of a Restrictive Covenant for the Geotechnical Report, which addresses the suitability of the subject properties for the proposed development;
 - viii. Registration of a Restrictive Covenant for the protection of the Environmentally Sensitive areas (wetlands) on the subject properties;
 - ix. Registration of a Statutory Right-of-Way plan and agreement for infrastructure;
 - x. Registration of a Restrictive Covenant for Tree Protection, and Stormwater Management;
 - xi. Consolidations of the subject properties;
 - xii. Removal of existing buildings;
 - xiii. 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; and if so, a Stage 1 Site Investigation Report is required to ensure that the subject properties is not a contaminated site;
 - xiv. That a voluntary contribution, in the amount of \$86,700.00 (\$5,100 per lot X 17 lots) be provided in keeping with the Council Policy with regard to Community Amenity Contributions; and
 - xv. Payment of the Density Bonus provision of the RS-1d (One Family Urban (Half Acre) Residential), in the amount \$55,800.00 (\$3,100 per lot X 18 lots).

DISCUSSION:

1) Background Context:

Applicant: Don Bowins

Legal Description: Lot 5, Section 10, Township 12, New Westminister District Plan 7408 and Lot 6, Section 10, Township 12, New Westminister District Plan

OCP:
Existing: Low Density Residential and Conservation

Zoning:
Existing: RS-3 (One Family Rural Residential)
Proposed: RS-1d (One Family Urban (Half Acre) Residential) with a Density Bonus through the Albion Community Amenity Program to achieve RS-1b (One Family Urban(Medium Density) Residential)

Surrounding Uses:

North:	Use:	Vacant Land
	Zone:	RS-3 (One Family Rural Residential)
	Designation:	Conservation
South:	Use:	Rural Residential
	Zone:	RS-3 (One Family Residential)
	Designation:	Low Density Residential;
East:	Use:	Accessory building
	Zone:	RS-3 (One Family Rural Residential)
	Designation:	Low Density Residential and Conservation
West:	Use:	Rural Residential
	Zone:	RS-3 (One Family Residential)
	Designation:	Low Density Residential and Conservation

Existing Use of Properties: Rural Residential

Proposed Use of Properties: Single Family Residential

Site Area: 1.97 HA. (4.86 acres)

Access: 110th Avenue

Servicing requirement: Urban Standard

2) Project Description:

The applicant has requested to rezone the subject properties from RS-3 (One Family Rural Residential) to RS-1d (One Family Urban (Half Acre) Residential), with a Density Bonus.

The RS-1d (One Family Urban (Half Acre) Residential) zone, the base density is a minimum net lot area of 2,000m², minimum lot width of 30m, and a minimum lot depth of 40m. A Density Bonus is an option in the RS-1d (One Family Urban (Half Acre) Residential) zone and shall be applied as follows:

- a. An Amenity Contribution of \$3,100 per lot will be required in any subdivision containing one or more lots with an area of less than 2,000m².
- b. The maximum density permitted through the Density Bonus option is:
 - i. minimum net lot area of 557m²;
 - ii. minimum lot width of 14.0m;
 - iii. minimum lot depth of 27m.
- c. Zoning requirements consistent with the RS-1b (One Family Urban (Medium Density Residential)) zone will apply and supersede the zoning requirements for the RS-1d zone.

The proposal consists of 19 lots amounting to a Density Bonus Contribution of approximately \$55,800.00. As per Council direction, this application will also be subject to the City-wide Community Amenity Contribution Program which will require a contribution of \$5,100.00 per lot. (Appendix E)

This application is one of several along the 110th Avenue corridor all of which require the installation of a sanitary sewer pump station. The details and final location of the sanitary sewer pump station has not been finalized with Engineering. Until such time that Engineering is satisfied with the details of the sanitary sewer pump station being constructed under this application and other applications along this corridor the subject application cannot proceed beyond third reading.

3) Planning Analysis:

i) Official Community Plan:

The subject properties are located within the Albion Area Plan and is currently designated Low Density Residential and Conservation.

The Low Density Residential designation corresponds with single detached residential development at a lot density urban standard with lot sizes at 2000m² (half acre). Higher densities may be supportable in compliance with the Density Bonus Program regulations prescribed in the Zoning Bylaw and Albion Area Plan.

The Conservation designation identifies ecologically sensitive lands that require protection in order to ensure that their health, diversity and integrity are maintained. They are considered to be of high environmental or geological sensitivity.

Albion Plan Policy 10.2.2 is intended to meet the needs of the community and respond to changes in housing form and demand over time by enabling an additional means of providing neighbourhood amenities. The Albion Area Plan Community Amenity Program provides the opportunity for a Density Bonus within a number of zones identified with the Albion Zoning Matrix. Within these zones, 'bonus' density may be achieved through an Amenity Contribution toward community amenities that will be located within the boundaries of the Plan Area.

The application is in compliance with *OCP Amending Bylaw No. 6995-2013*, that establishes the Density Bonus Program, and in compliance with the Zoning Bylaw, that permits a Density Bonus option in the *Low Density Residential* designation in the Albion Area Plan. The applicant intends to apply the Density Bonus option to this project, as discussed above in the Project Description.

For the proposed development, an OCP amendment will be required to adjust the Low Density Residential designation and Conservation area boundary for protection of the natural features. (Appendix C)

ii) **Zoning Bylaw:**

The current application proposes to rezone the properties located at 24331 and 24315 110th Avenue from RS-3 (One Family Residential) to RS-1d (One Family Urban (Half Acre) Residential) with a Density Bonus, to permit future subdivision of 19 RS-1b One Family Urban (Medium Density) sized single family lots. The application of the Density Bonus, which is specific to the Albion Area Plan, will permit the application to reduce the single-family lot size from RS-1d (One Family Urban (Half Acre) Residential base density of 2,000m² to 557m². A Density Bonus Contribution of \$3,100 per lot for each lot that is less than 2,000m² is required for a total of \$55,800.00. As per Council direction, this application will also be subject to the City-wide Community Amenity Contribution Program and will result in a contribution of \$86,700.00 based on \$5,100.00 payable on 17 lots.

iii) **Proposed Variances:**

The applicant has not applied for any variances to facilitate the proposed subdivision layout. Any variances that maybe required to the RS-1d (One Family Urban (Half Acre) Residential) zone will be subject of a future Council report. With the Density Bonus provision of the to RS-1d (One Family Urban (Half Acre) Residential) zone, the RS-1b One Family Urban (Medium Density) zone siting requirements apply.

iv) **Development Permits:**

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

- All areas designated *Conservation* on Schedule "B" or all areas within 50 metres of an area designated *Conservation* on Schedule "B";
- All lands with an average natural slope of greater than 15 percent;
- All floodplain areas and forest lands identified on Schedule "C"

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

v) **Development Information Meeting:**

A Development Information Meeting was held at Albion Elementary School Gym on November 28, 2019. There were 17 people in attendance. A summary of the main comments and discussions with the attendees was provided by the applicant as shown below in italics:

- *"The future road extension of Cameron Court to meet 112th Avenue will pass through rough terrain and will not be able to maintain the 30m setback from top of bank on Dunlop Creek.*
- *Want the City to require you to complete the road and upgrade services between lots 4 and 5 to your north property line? Currently you are showing services ending on Road A. A w/m loops in addition to the one from 112th Ave will be required on the old guide plan."*

The applicant has not provided any response to the comments from the Developer Information Meeting.

vi) Parkland Requirement:

As there are more than two additional lots proposed to be created, the developer will be required to comply with the park dedication requirements of Section 510 of the *Local Government Act* prior to subdivision approval.

For this project, there is sufficient land that is proposed to be dedicated as park on the subject properties and this land will be required to be dedicated as a condition of Final Reading.

4) Environmental Implications:

The subject property is influenced by slopes; trees; and a water course. The applicant's Professional Environmental Professional has worked with the City's Environmental Section with respect to setbacks from Dunlop Creek and a habitat balance for the subject properties.

5) Interdepartmental Implications:

i) Engineering Department:

In order for the proposed development to be serviced by sanitary sewer, a sanitary pump station and forcemain are required to be constructed in addition to the gravity sewer main. The pump station will be constructed in a dedicated road ROW along the north side of 110 Avenue at the east end. The acquisition of the dedicated road and security for the construction of the pump station and the associated piping will be a requirement of the applicant before adoption of Zone Amending Bylaw No. 7463-2018. At this current time there are several applications along the 110th Avenue corridor which require the pump station and associated sewer mains and, as a condition of zoning, the full cost of these works is being secured by each of these applicants individually. Once constructed the pump station and required sewer mains will be reviewed under the City's *Excess or Extended Service and Latecomer Payments Policy* (Policy No.: 9.11).

ii) Parks & Leisure Services Department:

The Long Term Multipurpose Trail Plan Figure 5 of the OCP, identifies a trail through the subject property as identified on Appendix "F".

iii) Fire Department:

The applicant will be required to install City fire hydrants on the proposed street to service these properties. The number and location of these fire hydrants will be reviewed through the civil design submission to the Engineering Department.

6) School District No. 42 Comments:

Pursuant to Section 476 of the *Local Government Act*, consultation with School District No. 42 is required at the time of preparing or amending the OCP. A referral was sent to School District No. 42 a copy of the response is attached as Appendix G.

7) 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, (insert amendment), is considered to be minor in nature. It has been determined that no additional consultation beyond existing procedures is required, including referrals to the Board of the Regional District, the Council of an adjacent municipality, First Nations, the School District or agencies of the Federal and Provincial Governments.

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

CONCLUSION:

It is recommended that first and second reading be given to OCP Amending Bylaw No. 7624-2020, that second reading be given to Zone Amending Bylaw No. 7463-2018 and that application 2018-159-RZ be forwarded to Public Hearing.

"Original signed by Wendy Cooper"

**Prepared by: Wendy Cooper, M.Sc., MCIP, RPP
Planner**

"Original signed by Chuck Goddard"

**Reviewed by: Charles R. Goddard, BA, MA
Director of Planning**

"Original signed by Christine Carter"

**Approved by: Christine Carter, M.PL, MCIP, RPP
GM Planning & Development Services**

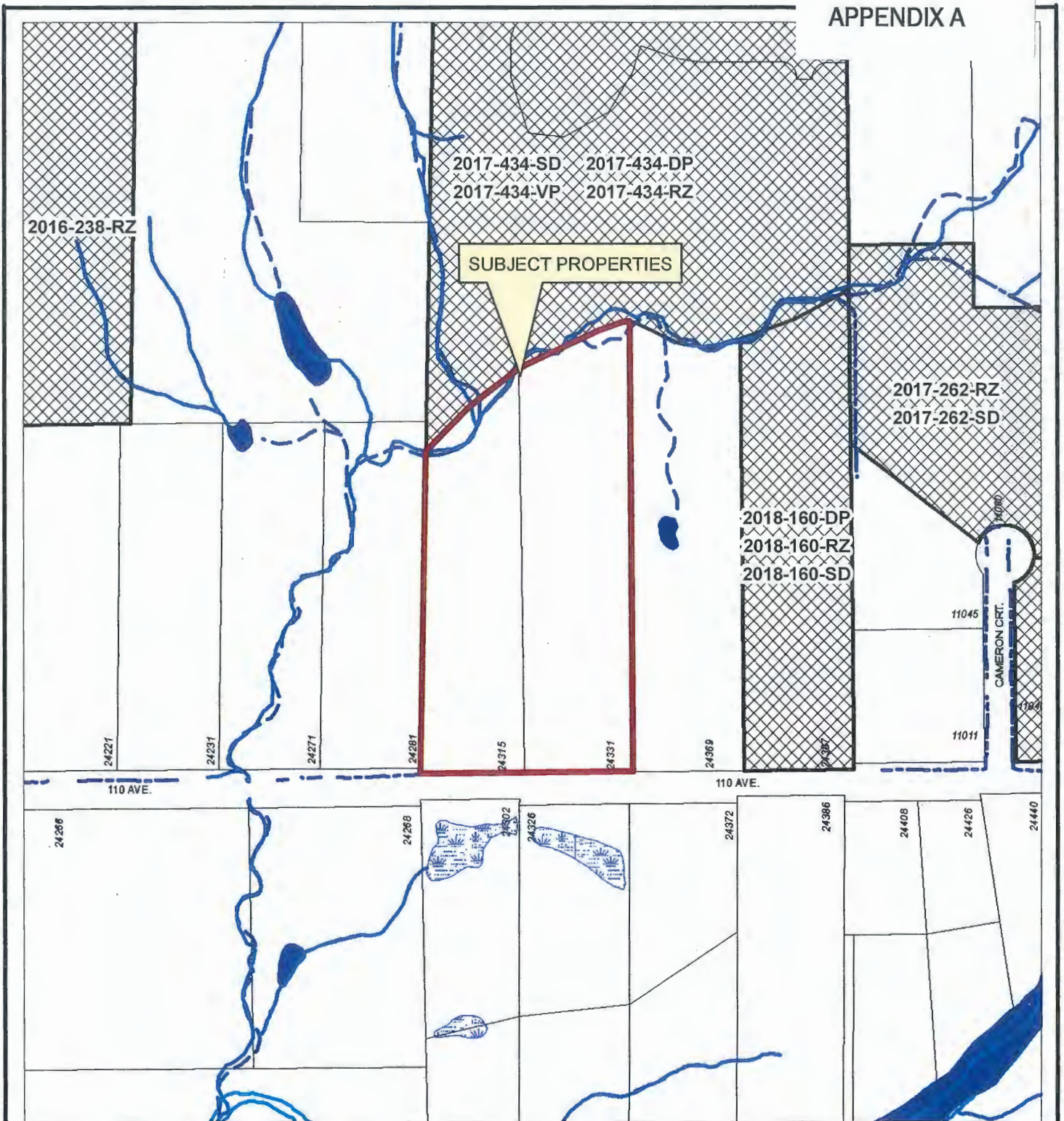
"Original signed by Al Horsman"

**Concurrence: Al Horsman
Chief Administrative Officer**

The following appendices are attached hereto:

- Appendix A – Subject Map
- Appendix B – Ortho Map
- Appendix C – OCP Amending Bylaw No. 7624-2020
- Appendix D – Zone Amending Bylaw No. 7463-2018
- Appendix E – Subdivision Plan
- Appendix F – Park Trail
- Appendix G – School District #42

APPENDIX A



Scale: 1:2,500

Legend

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

24315/31 110 AVENUE
PID'S: 011-220-473 & 011-220-465

PLANNING DEPARTMENT



MAPLE RIDGE

British Columbia

mapleridge.ca

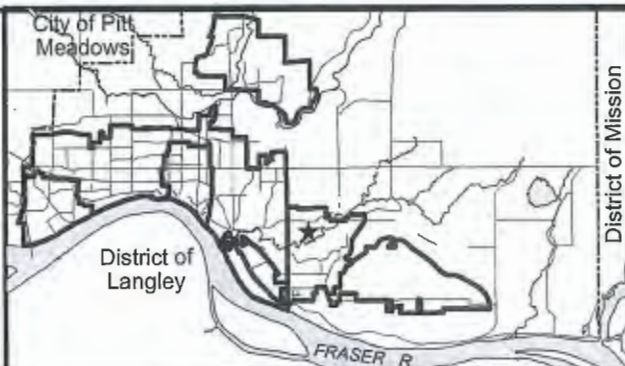
FILE: 2018-159-RZ
DATE: Feb 25, 2020

BY: PC

APPENDIX B



Scale: 1:4,740



24315 & 24331 110 AVENUE

PLANNING DEPARTMENT



MAPLE RIDGE

British Columbia

mapleridge.ca

FILE: 2018-159-SD

DATE: Apr 19, 2018

BY: LP

CORPORATE OFFICER



MAPLE RIDGE OFFICIAL COMMUNITY PLAN AMENDING

Bylaw No. 7624-2020

Map No. 1018

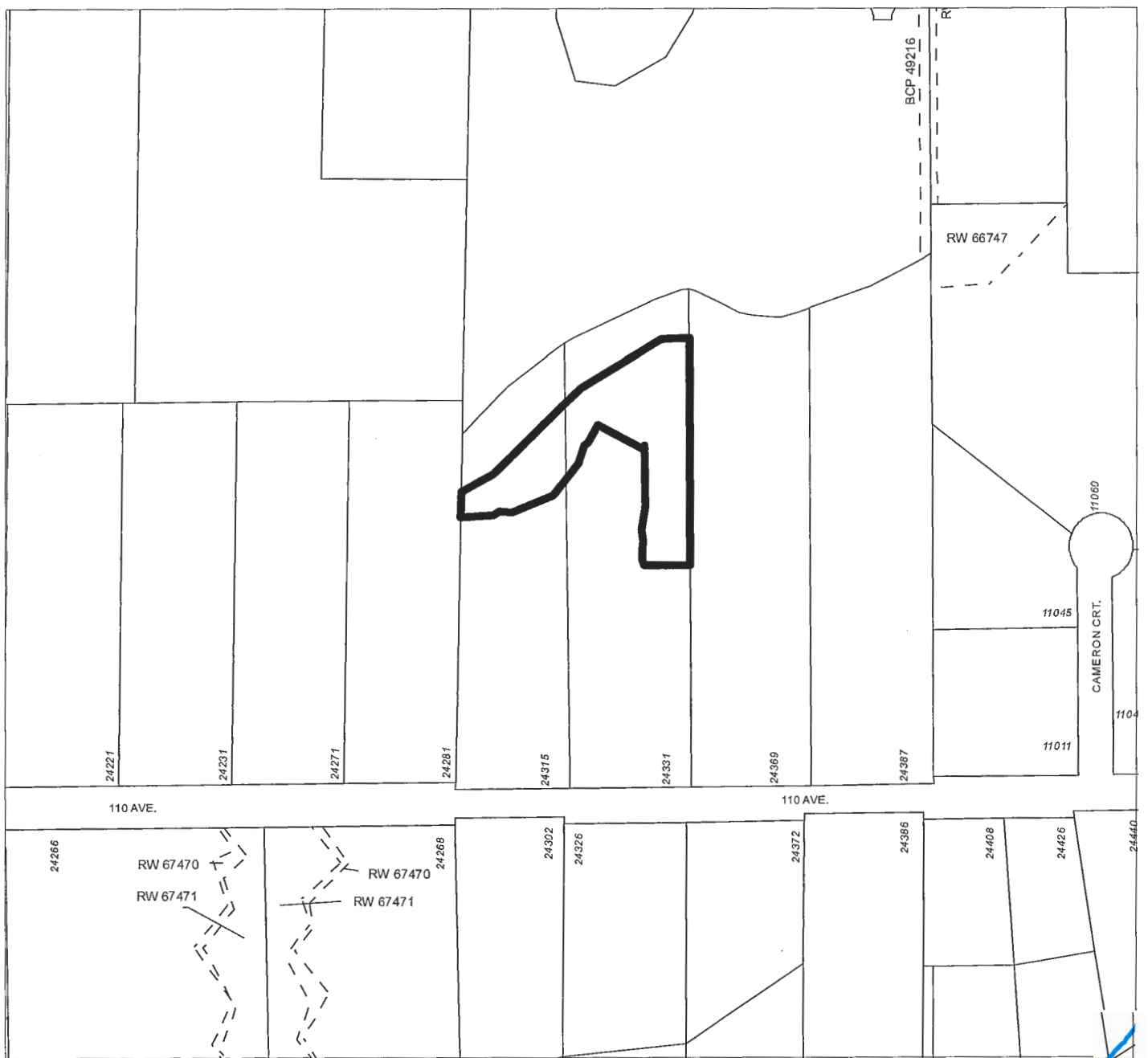
Purpose: To Amend Albion Area Plan Schedule 1

From: Low Residential Residential

To: Conservation



SCALE 1:2,500



MAPLE RIDGE OFFICIAL COMMUNITY PLAN AMENDING

Bylaw No. 7624-2020

Map No. 1019

Purpose: To Amend Schedule C As Shown

 To Add To Conservation



**CITY OF MAPLE RIDGE
BYLAW NO. 7463-2018**

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. 7463-2018."
2. Those parcels or tracts of land and premises known and described as:

Lot 5 Section 10 Township 12 New Westminster District Plan 7408
Lot 6 Section 10 Township 12 New Westminster District Plan 7408

and outlined in heavy black line on Map No. 1762 a copy of which is attached hereto and forms part of this Bylaw, are hereby rezoned to RS-1d (One Family Urban (Half Acre) Residential).

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

READ a first time the 26th day of June, 2018.

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 ZONE AMENDING

Bylaw No. 7463-2018

Map No. 1762

From: RS-3 (One Family Rural Residential)

To: RS-1d (One Family Urban (Half Acre) Residential)

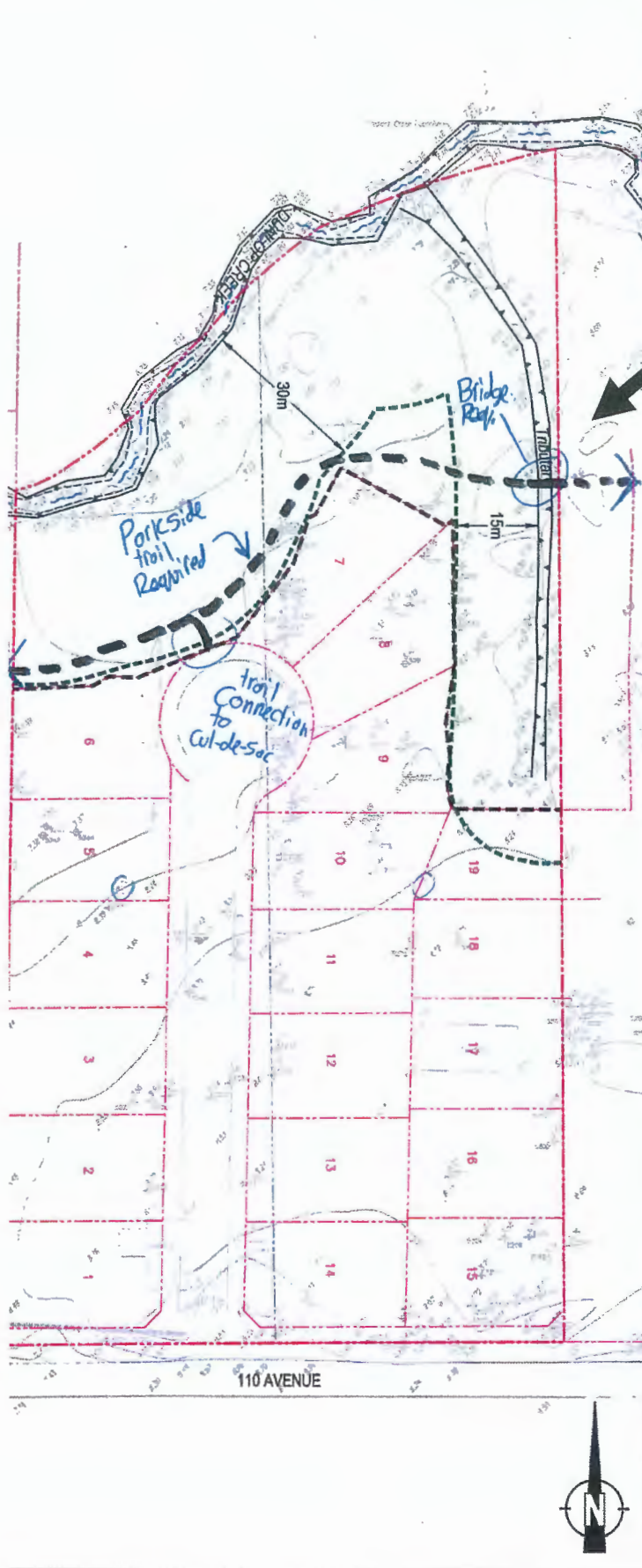


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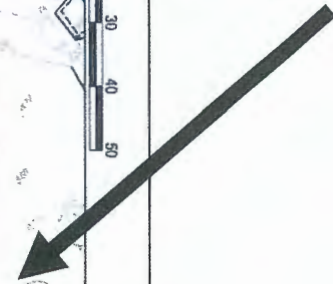
PROPOSED SUBDIVISION LAYOUT



TRAIL REQUIREMENT

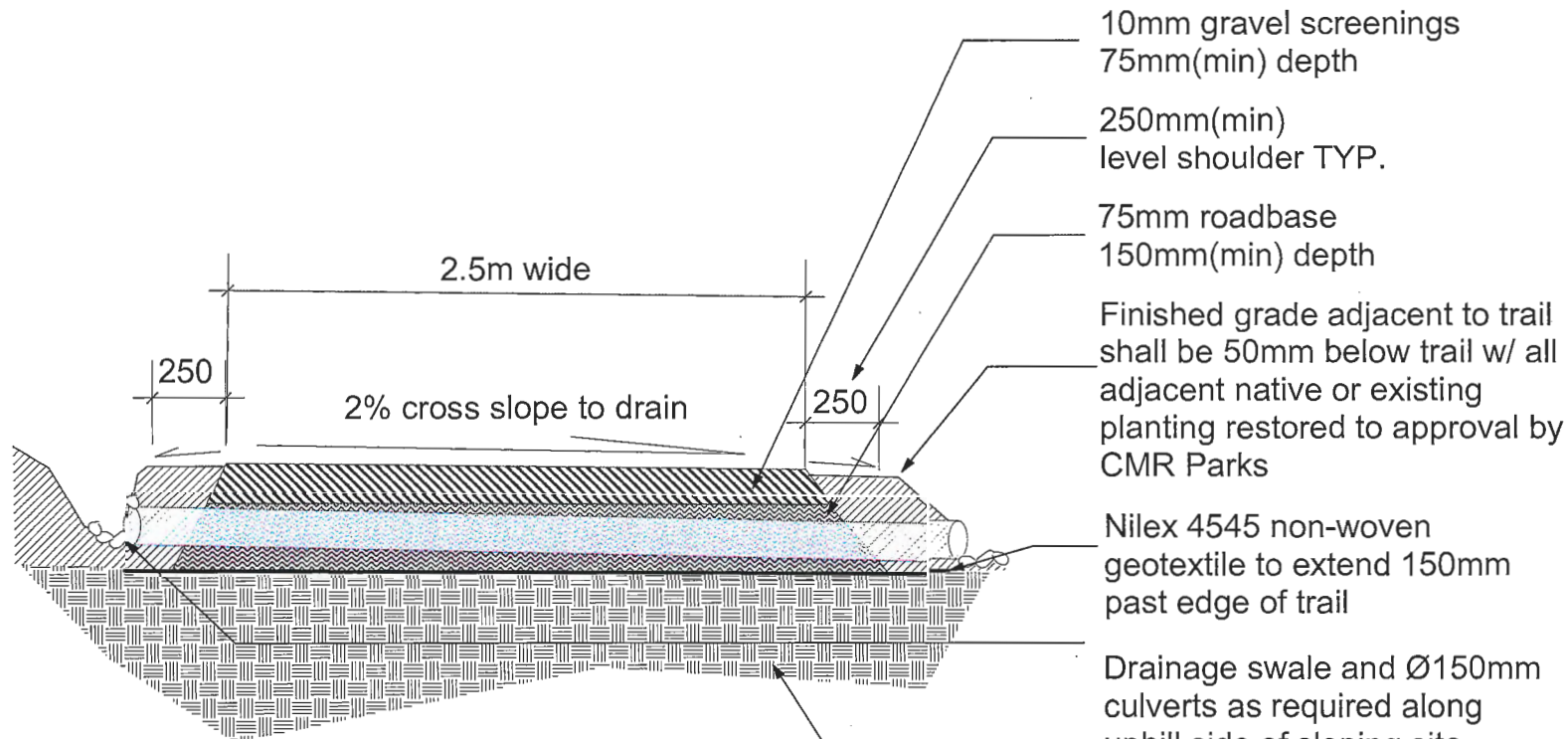


SUBJECT PROPERTY



Future Connection

2018-159-R2



NOTES:

- Each lift of roadbase shall be compacted to refusal with vibratory roller (min. 120 type)
- Design longitudinal slope shall be 12%. Slopes up to 15% may be accepted with prior City approval.
- Provide culverts every 20m or as required.
- Culverts and swales to direct water to natural drainages.
- Trail layout to avoid significant trees and root zones.
- Trail layout to be approved by City representative.



issued:

project:

title:

PARKSIDE TRAIL STANDARD DETAIL

scale: 1:10

drawn: CN

checked: VR

date: Feb 01, 2019

Copyright reserved. This drawing is the property of the City of Maple Ridge and may not be used without the City's written permission.

Contractors shall verify and be responsible for all dimensions on site. City of Maple Ridge Parks department shall be informed of any changes made on site.

sheet no:

revision:



February 25, 2020

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

Attention: Wendy Cooper

Dear Ms. Cooper:

Re: File #: 2018-159-RZ
Legal: Lot 5, Section 10, Township 12, New Westminster District Plan 7408 and Lot 6, Section 10, Township 12, New Westminster District Plan
Location: 24331 and 24315 110th Avenue
From: RS-3 (One Family Rural Residential)
To: RS-1d (One Family Urban (Half Acre) (Residential)) with a Density Bonus through the Albion Community Amenity Program to achieve RS-1b (One Family Urban (Medium Density) Residential)

The proposed application would affect the student population for the catchment areas currently served by Blue Mountain Elementary and Garibaldi Secondary School.

Blue Mountain Elementary has an operating capacity of 291 students. For the 2019-20 school year the student enrolment at Blue Mountain Elementary is 282 students (97% utilization) including 104 students from out of catchment.

Garibaldi Secondary School has an operating capacity of 1050 students. For the 2019-20 school year the student enrolment at Garibaldi Secondary School is 898 students (86% utilization) including 272 students from out of catchment.

Sincerely,

Flavia Coughlan
Secretary Treasurer

The Board of Education of School District No. 42 (Maple Ridge – Pitt Meadows)

cc: Rick Delorme
David Vandergugten

TO: His Worship Mayor Michael Morden
and Members of Council
FROM: Chief Administrative Officer
SUBJECT: First and Second Reading
Official Community Plan Amending Bylaw No. 7625-2020;
Second Reading
Zone Amending Bylaw No. 7464-2018;
24387 110 Avenue

MEETING DATE: March 24, 2020
FILE NO: 2018-160-RZ
MEETING: C o W

EXECUTIVE SUMMARY:

An application has been received to rezone the subject property located at 24387 110 Avenue from RS-3 (One Family Rural Residential) to RS-1d (One Family Urban (Half Acre) Residential), with a density bonus, to permit a future subdivision of approximately 12 lots. Council granted first reading to Zone Amending Bylaw No 7464-2018 and considered the early consultation requirements for the Official Community Plan (OCP) amendment on June 26, 2018.

In order to achieve the Density Bonus provision and have RS-1b (One Family Urban (Medium Density) Residential) zone sized lots a Density Bonus contribution of approximately \$37,200.00 will be required.

Pursuant to Council Policy, this application is subject to the Community Amenity Contribution Program at a rate of \$5,100.00 per single family lot, for an estimated amount of \$56,100.00.

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. 7625-2020 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. 7625-2020 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. 7625-2020 is consistent with the Capital Expenditure Plan and Waste Management Plan;
- 4) That Official Community Plan Amending Bylaw No. 7625-2020 be given first and second readings and be forwarded to Public Hearing;
- 5) That Zone Amending Bylaw No. 7464-2018 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) Adoption of Official Community Plan Amending Bylaw No. 7625-2020 to amend Schedule "A", Chapter 10.2 Albion Area Plan, Schedule 1: Albion Area Plan, Figure 1: Northeast Albion and Schedule "C";
- iii) Road dedication on 110th Avenue as required;
- iv) Design and construction of a sanitary sewer pump station, which requires the acquisition of land to facilitate the sanitary pump station at the sole cost of the applicant. This requirement must be filled to the City satisfaction;
- v) Park dedication as required, including construction of walkways/multi-purpose trail; and removal of all debris and garbage from park land;
- i) Design and construction of a sanitary sewer pump station, which requires the acquisition of land to facilitate the sanitary pump station at the sole cost of the applicant. This requirement must be filled to the City satisfaction;
- ii) Park dedication as required, including construction of walkways; and removal of all debris and garbage from park land to the City's satisfaction;
- iii) Submission of a site grading and storm water management plan to the City's satisfaction;
- iv) Registration of a Restrictive Covenant for the Geotechnical Report, which addresses the suitability of the subject property for the proposed development;
- v) Registration of a Restrictive Covenant for the protection of the Environmentally Sensitive areas (wetlands) on the subject property;
- vi) Registration of a Statutory Right-of-Way plan and agreement for infrastructure;
- vii) Registration of a Restrictive Covenant for Tree Protection, and Stormwater Management;
- viii) Removal of existing building/s;
- ix) In addition to the site profile, a disclosure statement must be submitted by a Professional Engineer advising whether there is any evidence of underground fuel storage tanks on the subject property. If so, a Stage 1 Site Investigation Report is required to ensure that the subject property is not a contaminated site.
- x) That a voluntary contribution, in the amount of \$56,100.00 (\$5,100.00 lot x 11 lots) be provided in keeping with the Council Policy with regard to Community Amenity Contributions.
- xi) Payment of the Density Bonus provision of the RS-1d (One Family Urban (Half Acre) Residential), in the amount \$37,200.00 (\$3,100 per lot X 12 lots)

DISCUSSION:

1) Background Context:

Applicant:	Don Bowins
Legal Description:	Lot 3 Section 10 Township 12 New Westminster District Plan 7408
OCP:	
Existing:	Low Density Residential and Conservation
Zoning:	
Existing:	RS-3 (One Family Rural Residential)
Proposed:	RS-1d (One Family Urban (Half Acre) Residential) with a Density Bonus through the Albion Community Amenity Program to achieve RS-1b (One Family Urban(Medium Density) Residential)
Surrounding Uses:	
North:	Use: Vacant Land Zone: RS-3 (One Family Rural Residential) Designation: Conservation
South:	Use: Rural Residential Zone: RS-3 (One Family Residential) Designation: Park
East:	Use: Accessory building Zone: RS-2 (One Family Suburban Residential) Designation: Low Density Residential and Conservation
West:	Use: Rural Residential Zone: RS-3 (One Family Residential) Designation: Low Density Residential and Conservation
Existing Use of Property:	Rural Residential
Proposed Use of Property:	Single Family Residential
Site Area:	1.91 HA. (4.72 acres)
Access:	110 th Avenue
Servicing requirement:	Urban Standard

2) Project Description:

The applicant has requested to rezone the subject properties from RS-3 (One Family Rural Residential) to RS-1d (One Family Urban (Half Acre) Residential), with a Density Bonus.

The RS-1d (One Family Urban (Half Acre) Residential) zone, the base density is a minimum net lot area of 2,000m², minimum lot width of 30m, and a minimum lot depth of 40m. A Density Bonus is an option in the RS-1d (One Family Urban (Half Acre) Residential) zone and shall be applied as follows:

- a. An Amenity Contribution of \$3,100 per lot will be required in any subdivision containing one or more lots with an area of less than 2,000m².

- b. The maximum density permitted through the Density Bonus option is:
 - i. minimum net lot area of 557m²;
 - ii. minimum lot width of 14.0m;
 - iii. minimum lot depth of 27m.
- c. Zoning requirements consistent with the RS-1b (One Family Urban (Medium Density) Residential) zone will apply and supersede the zoning requirements for the RS-1d zone.

The proposal consists of 12 lots amounting to a Density Bonus Contribution of approximately \$37,200.00. As per Council direction, this application will also be subject to the City-wide Community Amenity Contribution Program which will require a contribution of \$5,100.00 per lot. (Appendix E)

This application is one of several along the 110th Avenue corridor all of which require the installation of a sanitary sewer pump station. The details and final location of the sanitary sewer pump station has not been finalized with Engineering. Until such time that Engineering is satisfied with the details of the sanitary sewer pump station being constructed under this application and other applications along this corridor the subject application cannot proceed beyond third reading.

3) Planning Analysis:

i) Official Community Plan:

The subject properties are located within the Albion Area Plan and is currently designated Low Density Residential and Conservation.

The Low Density Residential designation corresponds with single detached residential development at a lot density urban standard with lot sizes at 2000m² (half acre). Higher densities may be supportable in compliance with the Density Bonus Program regulations prescribed in the Zoning Bylaw and Albion Area Plan.

The Conservation designation identifies ecologically sensitive lands that require protection in order to ensure that their health, diversity and integrity are maintained. They are considered to be of high environmental or geological sensitivity.

Albion Plan Policy 10.2.2 – is intended to meet the needs of the community and respond to changes in housing form and demand over time by enabling an additional means of providing neighbourhood amenities. The Albion Area Plan Community Amenity Program provides the opportunity for a Density Bonus within a number of zones identified with the Albion Zoning Matrix. Within these zones, ‘bonus’ density may be achieved through an Amenity Contribution toward community amenities that will be located within the boundaries of the Plan Area.

The application is in compliance with *OCP Amending Bylaw No. 6995–2013*, that establishes the Density Bonus Program, and in compliance with the Zoning Bylaw, that permits a Density Bonus option in the *Low Density Residential* designation in the Albion Area Plan. The applicant intends to apply the Density Bonus option to this project, as discussed above in the Project Description.

For the proposed development, an OCP amendment will be required to adjust the Low Density Residential designation and Conservation area boundary for protection of the natural features. (Appendix C)

ii) **Zoning Bylaw:**

The current application proposes to rezone the property located at 24387 110th Avenue from RS-3 (One Family Residential) to RS-1d (One Family Urban (Half Acre) Residential) with a Density Bonus, to permit future subdivision of 12 RS-1b One Family Urban (Medium Density) sized single family lots. The application of the Density Bonus, which is specific to the Albion Area Plan, will permit the application to reduce the single-family lot size from RS-1d (One Family Urban (Half Acre) Residential) base density of 2,000m² to 557m². A Density Bonus Contribution of \$3,100 per lot for each lot that is less than 2,000m² is required for a total of \$37,200.00. As per Council direction, this application will also be subject to the City-wide Community Amenity Contribution Program and will result in a contribution of \$56,100.00 based on \$5,100.00 payable on 11 lots.

iii) **Proposed Variances:**

The applicant has not applied for any variances to facilitate the proposed subdivision layout. Any variances that maybe required to the RS-1d (One Family Urban (Half Acre) Residential) zone will be subject of a future Council report. With the Density Bonus provision of the to RS-1d (One Family Urban (Half Acre) Residential) zone, the RS-1b One Family Urban (Medium Density) zone siting requirements apply.

iv) **Development Permits:**

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

- All areas designated *Conservation* on Schedule "B" or all areas within 50 metres of an area designated *Conservation* on Schedule "B";
- All lands with an average natural slope of greater than 15 percent;
- All floodplain areas and forest lands identified on Schedule "C"

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

v) **Development Information Meeting:**

A Development Information Meeting was held at Albion Elementary School Gym on November 28, 2019. There were 17 people in attendance. A summary of the main comments and discussions with the attendees was provided by the applicant as shown below in italics:

- *"The future road extension of Cameron Court to meet 112th Avenue will pass through rough terrain and will not be able to maintain the 30m setback from top of bank on Dunlop Creek.*
- *Want the City require you to complete the road and upgrade services between lots 4 and 5 to your north property line? Currently you are showing services ending on Road A. A w/m loops in addition to the one from 112th Ave will be required on the old guide plan. "*

The applicant has not provided any response to the comments from the Developer Information Meeting.

vi) Parkland Requirement:

As there are more than two additional lots proposed to be created, the developer will be required to comply with the park dedication requirements of Section 510 of the *Local Government Act* prior to subdivision approval.

For this project, there is sufficient land that is proposed to be dedicated as park on the subject property and this land will be required to be dedicated as a condition of Final Reading.

4) Environmental Implications:

The subject property is influenced by slopes; trees; and a water course. The applicant's Professional Environmental Professional has worked with the City's Environmental Section with respect to setbacks from Dunlop Creek and a habitat balance for the subject properties.

5) Interdepartmental Implications:

i) Engineering Department:

In order for the proposed development to be serviced by sanitary sewer, a sanitary pump station and forcemain are required to be constructed in addition to the gravity sewer main. The pump station will be constructed in a dedicated road ROW along the north side of 110 Avenue at the east end. The acquisition of the dedicated road and security for the construction of the pump station and the associated piping will be a requirement of the applicant before adoption of Zone Amending Bylaw No. 7464-2018. At this current time there are several applications along the 110th Avenue corridor which require the pump station and associated sewer mains and, as a condition of zoning, the full cost of these works is being secured by each of these applicants individually. Once constructed the pump station and required sewer mains will be reviewed under the City's *Excess or Extended Service and Latecomer Payments Policy* (Policy No.: 9.11).

ii) Parks & Leisure Services Department:

The Long Term Multipurpose Trail Plan Figure 5 of the OCP, identifies a trail through the subject property as identified

iii) Fire Department:

The applicant will be required to install City fire hydrants on the proposed street to service these properties. The number and location of these fire hydrants will be reviewed through the civil design submission to the Engineering Department.

6) School District No. 42 Comments:

Pursuant to Section 476 of the Local Government Act, consultation with School District No. 42 is required at the time of preparing or amending the OCP. A referral was sent to School District No. 42 a copy of the response is attached as Appendix G.

7) **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, a revision of the Conservation boundary, is considered to be minor in nature. It has been determined that no additional consultation beyond existing procedures is required, including referrals to the Board of the Regional District, the Council of an adjacent municipality, First Nations, the School District or agencies of the Federal and Provincial Governments.

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

CONCLUSION:

It is recommended that first and second reading be given to OCP Amending Bylaw No 7625-2020, that second reading be given to Zone Amending Bylaw No. 7464-2018 and that application 2018-160-RZ be forwarded to Public Hearing.

"Original signed by Wendy Cooper"

Prepared by: **Wendy Cooper, M.Sc., MCIP, RPP
Planner**

"Original signed by Chuck Goddard"

Reviewed by: **Charles R. Goddard, BA, MA
Director of Planning**

"Original signed by Christine Carter"

Approved by: **Christine Carter, M.PL, MCIP, RPP
GM Planning & Development Services**

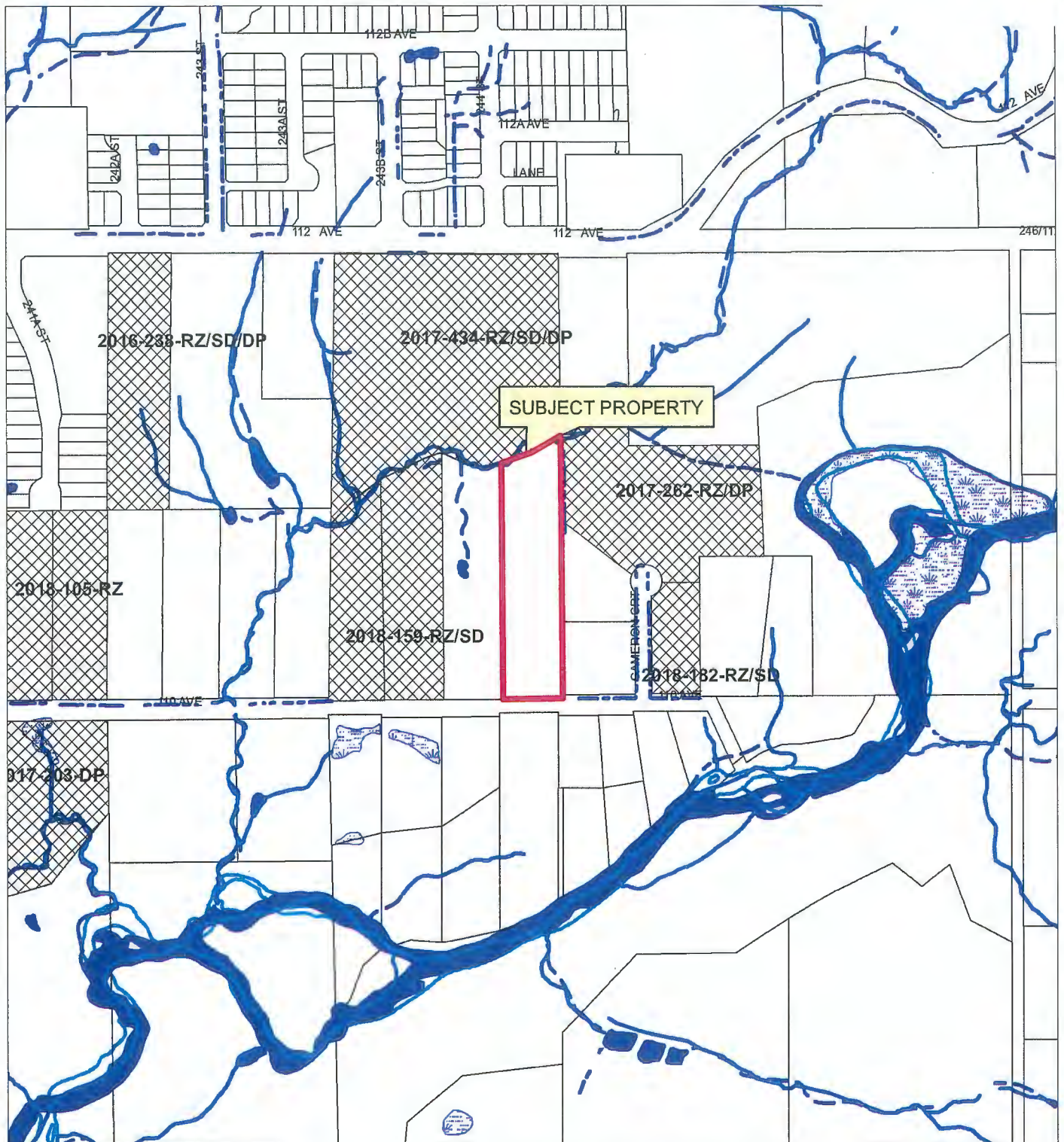
"Original signed by Al Horsman"

Concurrence: **Al Horsman
Chief Administrative Officer**

The following appendices are attached hereto:











Appendix A – Subject Map
Appendix B – Ortho Map
Appendix C – OCP Amending Bylaw No. 7625-2020
Appendix D – Zone Amending Bylaw No. 7464-2018
Appendix E – Subdivision Plan
Appendix F – Park Trail
Appendix G – School District #42

APPENDIX A



Scale: 1:4,740

Legend

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

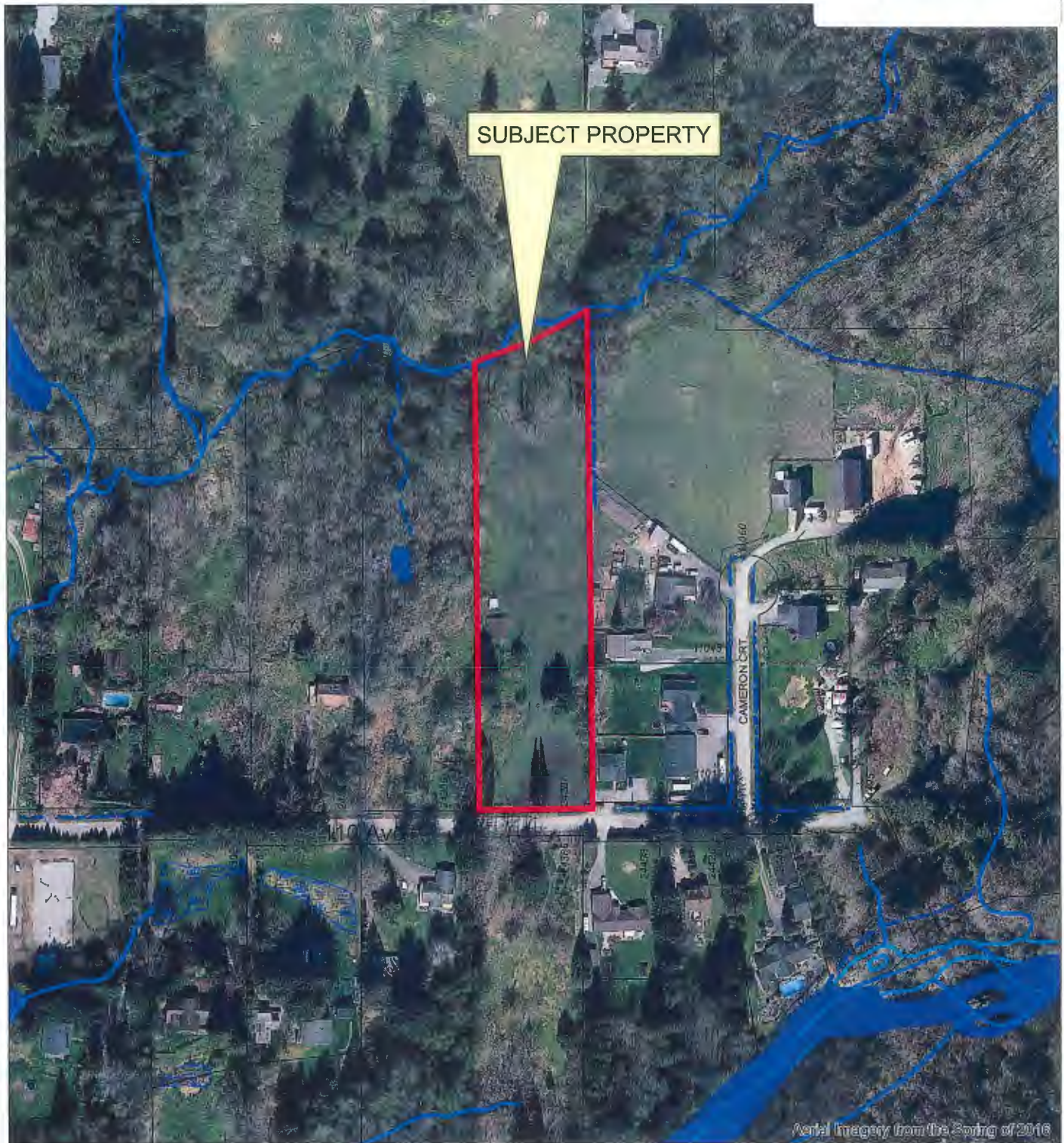
24387 110 AVENUE



mapleridge.ca

FILE: 2018-160
DATE: May 22, 2018

BY: LP




Aerial Imagery from the Spring of 2016



Scale: 1:2,500

Legend

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

24387 110 Avenue

PLANNING DEPARTMENT



MAPLE RIDGE

British Columbia

mapleridge.ca

2018-160-RZ

DATE: Apr 20, 2018

BY: JV

CORPORATE OFFICER



MAPLE RIDGE OFFICIAL COMMUNITY PLAN AMENDING

Bylaw No. 7625-2020

Map No. 1020

Purpose: To Amend Albion Area Plan Schedule 1

From: Low Residential Residential

To: Conservation



SCALE 1:2,500



MAPLE RIDGE OFFICIAL COMMUNITY PLAN AMENDING

Bylaw No. 7625-2020

Map No. 1021

Purpose: To Amend Schedule C As Shown

 To Add To Conservation



**CITY OF MAPLE RIDGE
BYLAW NO. 7464-2018**

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. 7464-2018."
2. That parcel or tract of land and premises known and described as:

Lot 3 Section 10 Township 12 New Westminster District Plan 7408

and outlined in heavy black line on Map No. 1763 a copy of which is attached hereto and forms part of this Bylaw, is hereby rezoned to RS-1d (One Family Urban (Half Acre) Residential).
3. Maple Ridge Zoning Bylaw No. 3510 - 1985 as amended and Map "A" attached thereto are hereby amended accordingly.

READ a first time the 26th day of June, 2018.

READ a second time the day of , 20

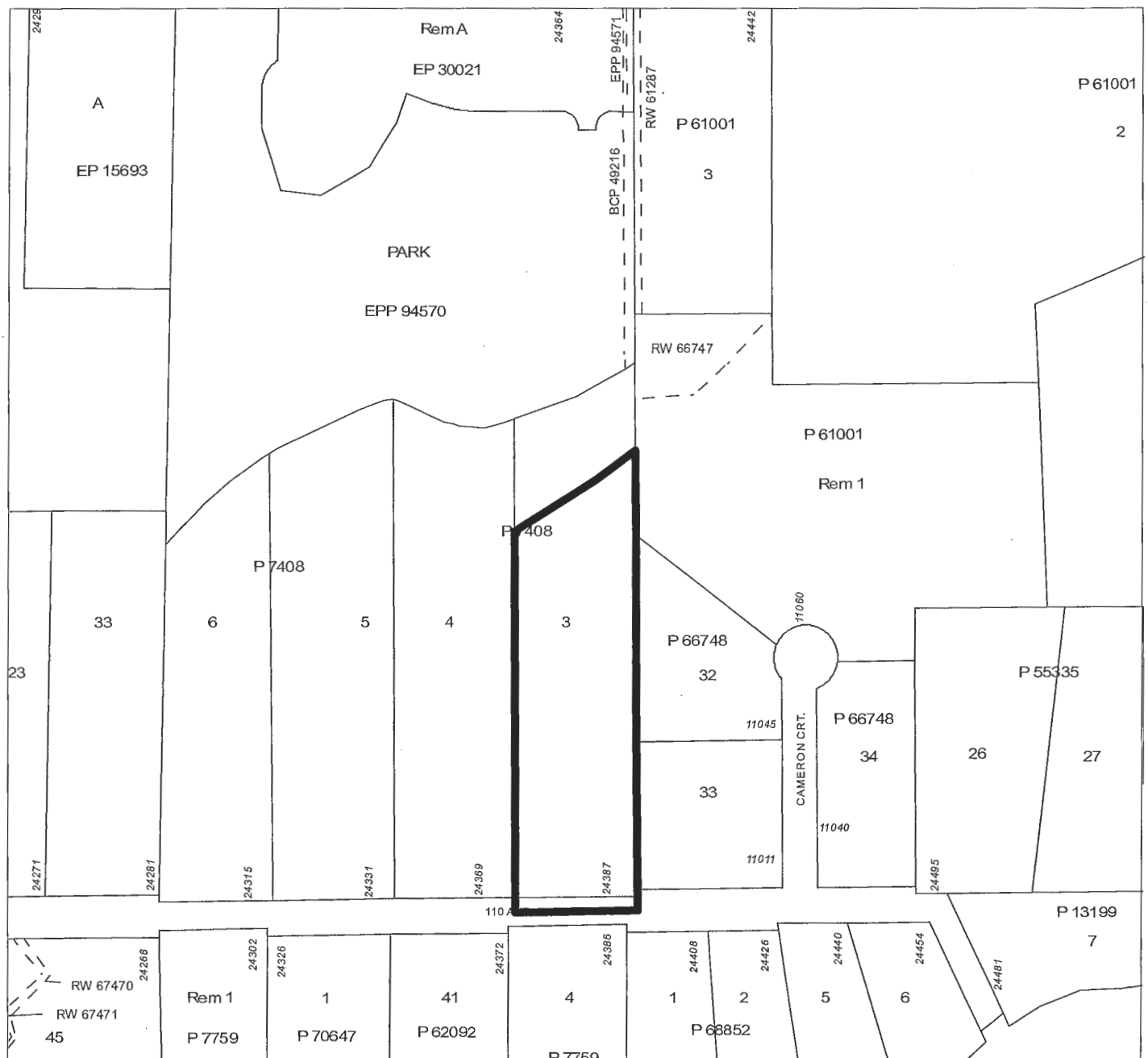
PUBLIC HEARING held the day of , 20

READ a third time the day of , 20

ADOPTED, the day of , 20

PRESIDING MEMBER

CORPORATE OFFICER



MAPLE RIDGE ZONE AMENDING

Bylaw No. 7464-2018

Map No. 1763

From: RS-3 (One Family Rural Residential)

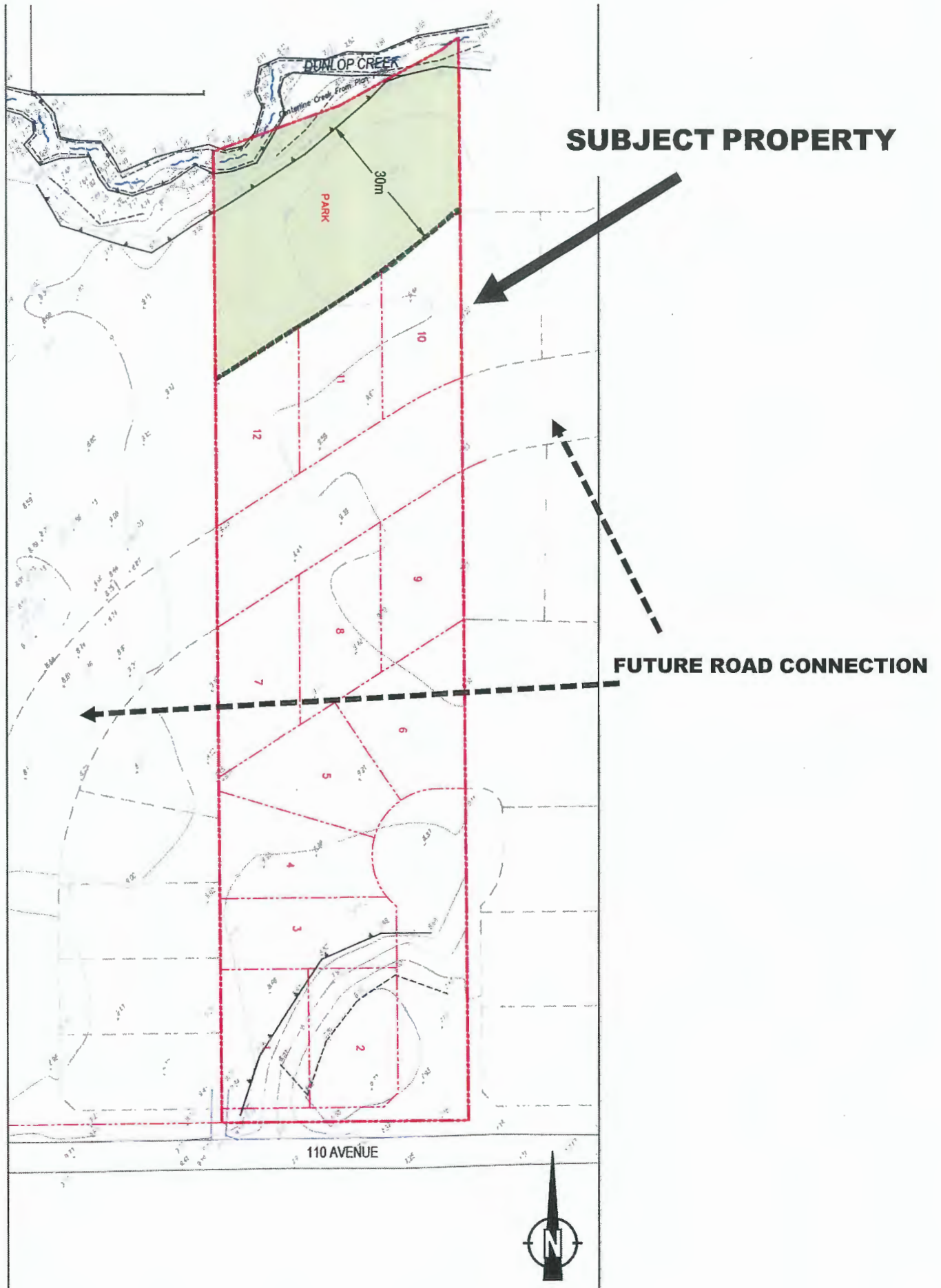
To: RS-1d (One Family Urban (Half Acre) Residential)



SCALE 1:2,500

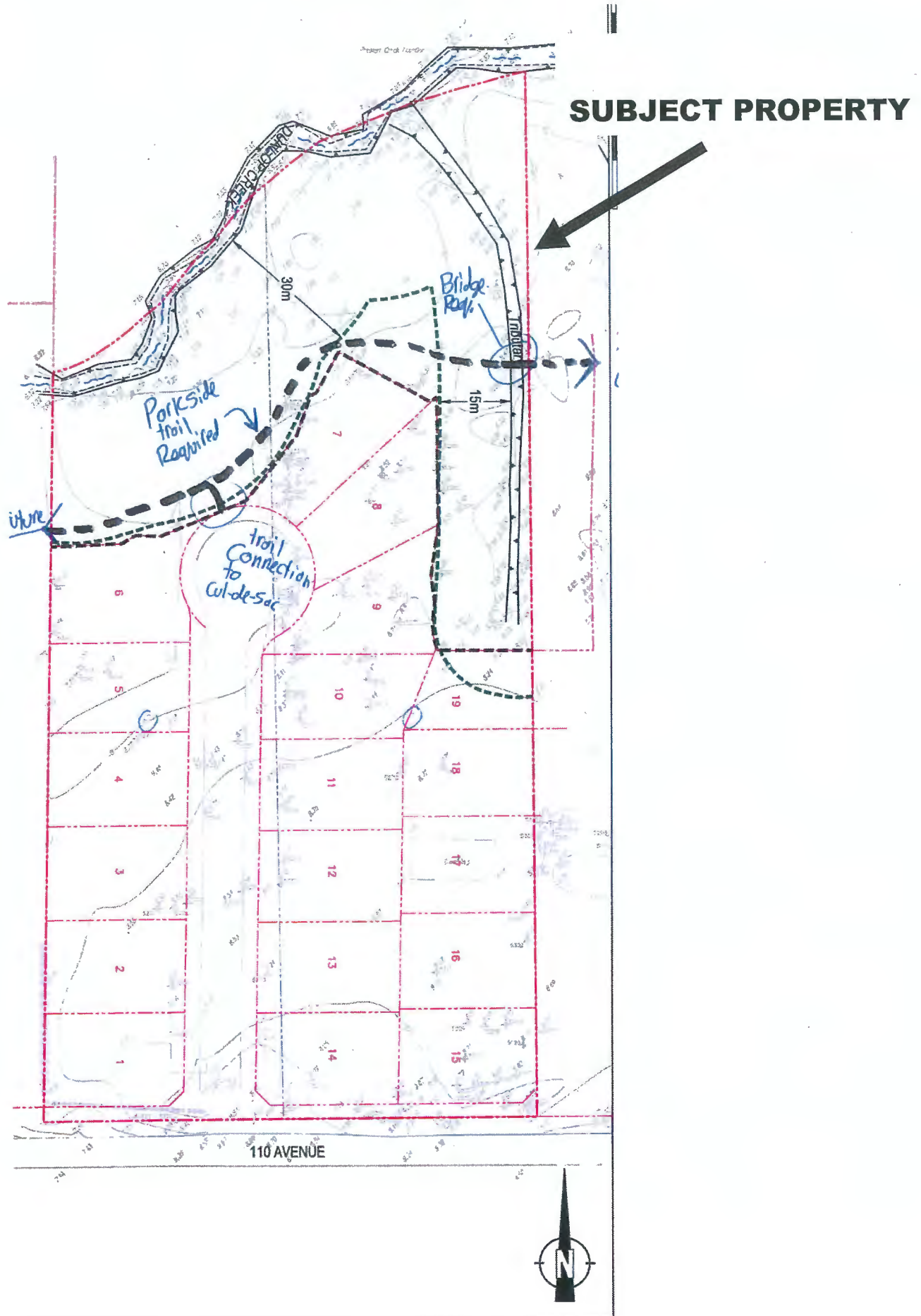
PROPOSED LAYOUT

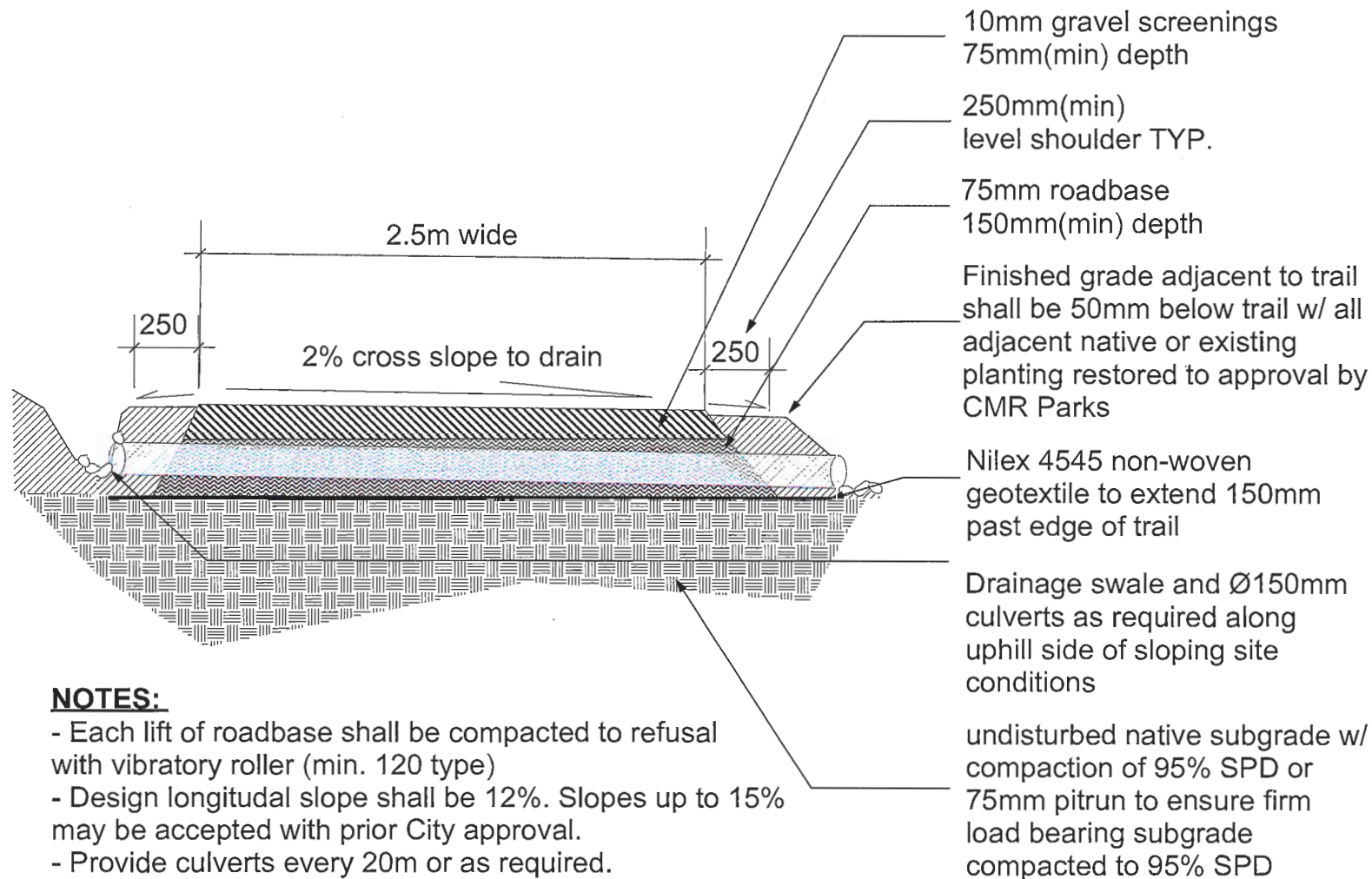
APPENDIX E



TRAIL REQUIREMENT

APPENDIX F





NOTES:

- Each lift of roadbase shall be compacted to refusal with vibratory roller (min. 120 type)
- Design longitudinal slope shall be 12%. Slopes up to 15% may be accepted with prior City approval.
- Provide culverts every 20m or as required.
- Culverts and swales to direct water to natural drainages.
- Trail layout to avoid significant trees and root zones.
- Trail layout to be approved by City representative.



issued:

project:

title:

PARKSIDE TRAIL STANDARD DETAIL

scale: 1:10

drawn: CN
checked: VR
date: Feb 01, 2019

Copyright reserved. This drawing is the property of the City of Maple Ridge and may not be used without the City's written permission.

Contractors shall verify and be responsible for all dimensions on site. City of Maple Ridge Parks department shall be informed of any changes made on site.

sheet no:

revision:



February 25, 2020

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

Attention: Wendy Cooper

Dear Ms. Cooper:

Re: File #: 2018-159-RZ
Legal: Lot 5, Section 10, Township 12, New Westminster District Plan 7408 and Lot 6, Section 10, Township 12, New Westminster District Plan
Location: 24331 and 24315 110th Avenue
From: RS-3 (One Family Rural Residential)
To: RS-1d (One Family Urban (Half Acre) (Residential)) with a Density Bonus through the Albion Community Amenity Program to achieve RS-1b (One Family Urban (Medium Density) Residential)

The proposed application would affect the student population for the catchment areas currently served by Blue Mountain Elementary and Garibaldi Secondary School.

Blue Mountain Elementary has an operating capacity of 291 students. For the 2019-20 school year the student enrolment at Blue Mountain Elementary is 282 students (97% utilization) including 104 students from out of catchment.

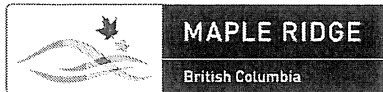
Garibaldi Secondary School has an operating capacity of 1050 students. For the 2019-20 school year the student enrolment at Garibaldi Secondary School is 898 students (86% utilization) including 272 students from out of catchment.

Sincerely,

Flavia Coughlan
Secretary Treasurer

The Board of Education of School District No. 42 (Maple Ridge – Pitt Meadows)

cc: Rick Delorme
David Vandergugten



mapleridge.ca

City of Maple Ridge

TO: His Worship Mayor Michael Morden
and Members of Council
FROM: Chief Administrative Officer
MEETING DATE: March 24, 2020
FILE NO: 2019-067-RZ
MEETING: C o W
SUBJECT: First and Second Reading
Official Community Plan Amending Bylaw No. 7554-2019;
Second Reading
Zone Amending Bylaw No. 7547-2019;
23250 Silver Valley Road and 23267 137 Avenue

EXECUTIVE SUMMARY:

An application has been received to rezone the subject properties, located at 23250 Silver Valley Road and 23267 137 Avenue, from RS-3 (One Family Rural Residential) to R-1 (Residential District), to permit a future subdivision of approximately six single family lots. Council granted first reading to Zone Amending Bylaw No. 7547-2019 and considered the early consultation requirements for the Official Community Plan (OCP) amendment on June 11, 2019.

This application requires an amendment to the Official Community Plan (OCP) to re-designate the land uses from *Low/Medium Density Residential*, *Medium Density Residential*, and *Medium/High Density Residential* to *Medium Density Residential*, to allow the proposed R-1 (Residential District) zoning.

Pursuant to Council policy, this application is subject to the Community Amenity Contribution Program, at a rate of \$5,100.00 per single family lot created, for an estimated amount of \$30,600.00.

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

RECOMMENDATIONS:

- 1) That, 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. 7554-2019 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. 7554-2019 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. 7554-2019 is consistent with the Capital Expenditure Plan and Waste Management Plan;

1106

- 4) That Official Community Plan Amending Bylaw No. 7554-2019 be given first and second readings and be forwarded to Public Hearing;
- 5) That Zone Amending Bylaw No. 7547-2019 be given second reading, and be forwarded to Public Hearing;
- 6) That Council require, as a condition of subdivision approval, the developer to pay to the City an amount that equals 5% of the market value of the land, as determined by an independent appraisal, in lieu of parkland dedication in accordance with Section 510 of the *Local Government Act*; and,
- 7) That the following terms and conditions be met prior to final reading:
 - i) Amendment to Official Community Plan Schedule "A", Chapter 10.3, Part VI, A – Silver Valley, Figure 2 - Land Use Plan and Figure 3A - Blaney Hamlet;
 - ii) Registration of a Restrictive Covenant for Stormwater Management;
 - iii) Removal of existing buildings;
 - iv) In addition to the site profile, a disclosure statement must be submitted by a Professional Engineer advising whether there is any evidence of underground fuel storage tanks on the subject properties. If so, a Stage 1 Site Investigation Report is required to ensure that the subject property is not a contaminated site; and
 - v) That a voluntary contribution, in the amount of \$30,600.00 (\$5,100.00/lot) be provided in keeping with the Council Policy with regard to Community Amenity Contributions.

DISCUSSION:

1) Background Context:

Applicant:	SV 232 Street Development Ltd.
Legal Description:	Lot 2, Section 33, Township 12, New Westminster District Plan 20132; and Lot 59, Section 33, Township 12, New Westminster District Plan EPP60118
OCP:	
Existing:	Low/Medium Density Residential, Medium Density Residential, and Medium/High Density Residential
Proposed:	Medium Density Residential
Zoning:	
Existing:	RS-3 (One Family Rural Residential) and R-1 (Residential District)
Proposed:	R-1 (Residential District)
Surrounding Uses:	
North:	Use: Single Family Residential
	Zone: RS-1b (One Family Urban (Medium Density) Residential)
	Designation: Low/Medium Density Residential

South:	Use:	Vacant
	Zone:	R-1 (Residential District)
	Designation:	Medium Density Residential
East:	Use:	Single Family Residential and Vacant
	Zone:	RS-1b (One Family Urban (Medium Density) Residential) and R-1 (Residential District)
	Designation:	Medium Density Residential
West:	Use:	Vacant
	Zone:	R-3 (Special Amenity Residential District)
	Designation:	Medium/High Density Residential
Existing Use of Property:		Single Family Residential
Proposed Use of Property:		Single Family Residential
Site Area:		0.28 ha (0.7 acres)
Access:		232A Street and 137 Avenue
Servicing requirement:		Urban Standard

2) Site Characteristics:

The subject properties, located at 23250 Silver Valley Road and 23267 137 Avenue, are located on the south-east corner of the intersection of Silver Valley Road and 232A Street (see Appendices A and B). There is an existing home on 23250 Silver Valley Road that will be removed as a condition of final reading. The property located at 23267 137 Avenue is a newly created single family lot that is vacant, and has a strip of land fronting Silver Valley Road that is intended to be consolidated with the 23250 Silver Valley Road property for future subdivision potential. The subject properties slope gradually to the south-west.

3) Project Description:

The applicant is proposing to rezone and subdivide the subject properties from RS-3 (One Family Rural Residential) and R-1 (Residential District) to R-1 (Residential District) to allow for approximately six single family lots; five fronting 232A Street and one fronting 137 Avenue.

4) Planning Analysis:

i) Official Community Plan:

The subject properties are located within the Silver Valley Area Plan, in the Blaney Hamlet, and are currently designated *Low/Medium Density Residential*, *Medium Density Residential*, and *Medium/High Density Residential*. For the proposed development an OCP amendment will be required to re-designate the subject properties to *Medium Density Residential* to allow the proposed R-1 (Residential District) zoning (see Appendix C).

When the Silver Valley Area Plan was adopted, it envisioned a road network that has been refined as development has occurred. As a result, the original land use designations in the Plan do not align with the current road patterns and are not reflective of the single family housing form in the area.

The current OCP designations for the properties would allow from four to nine units in total, and the proposed development is for approximately six units, therefore the OCP amendment does not result in an increase in density from the original area plan. Furthermore, the form of the proposed development is similar to the recent development to the south.

ii) Zoning Bylaw:

The current application proposes to rezone the subject properties from RS-3 (One Family Rural Residential) and R-1 (Residential District) to R-1 (Residential District) (see Appendix D) to permit a future six lot subdivision (see Appendix E). The minimum lot size for the proposed R-1 (Residential District) zone is 371 m² (3,993 ft²). Any variations from the requirements of the proposed zone will require a Development Variance Permit application. There are no proposed variances at this time.

iii) Off-Street Parking And Loading Bylaw:

The applicant will need to provide two parking spaces per dwelling unit, as per the *Off-Street Parking and Loading Bylaw No. 4350-1990*, and will need to comply with Section 403 (7) of the Zoning Bylaw, which states that there needs to be 7.5 m (24.6 ft.) of visual clearance at an intersection with a street, preventing the construction of any fence, wall, or structure within that distance. Section 401 (3) of the Zoning Bylaw also prohibits a driveway that is within 7.5 m (24.6 ft.) of the point of intersection of an exterior side lot line with a front lot line or rear lot line.

iv) Development Permits:

Pursuant to Section 8.12 of the OCP, a Wildfire Development Permit application is required for all development identified in wildfire risk areas. The purpose of the Wildfire Development Permit is for the protection of life and property in designated areas that could be at risk for wildland fire; and where this risk may be reasonably abated through implementation of appropriate precautionary measures. An application for the Wildfire Development Permit has been received. Adherence of this project to the guidelines will be the subject of a future report to the Director of Planning and a security will be taken as a condition of the issuance of the Development Permit to ensure that the Wildfire Development Permit Area guidelines are met.

v) Advisory Design Panel:

A Form and Character Development Permit is not required as this is for a single family development; therefore, this application does not need to be reviewed by the Advisory Design Panel.

vi) Development Information Meeting:

A Development Information Meeting was held at Yennadon Elementary School on February 13, 2020. Nobody attended the Development Information Meeting and the applicant has not received any correspondence from the public with concerns regarding the proposed subdivision.

vii) Parkland Requirement:

As there are more than two additional lots proposed to be created, the developer will be required to comply with the park dedication requirements of Section 510 of the *Local Government Act* prior to subdivision approval.

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

expense. Council consideration of the cash-in-lieu amount will be the subject of a future Council report.

viii) Environmental Implications:

The Arborist Report, the Wildfire Hazard Assessment, and the Stormwater Management Plan have been reviewed. The Registered Professional Forester will be coordinating their recommendations with the environmental consultant, civil engineer, and arborist to ensure the environmental objectives are achieved.

6) Interdepartmental Implications:

i) Engineering Department:

The Engineering Department has identified that all the services required in support of this development, including road dedication, will be taken as a condition of subdivision. Some road works have been completed under the previous larger development application in the area, but portions of the sidewalk are missing along the perimeter of the subject properties and will be completed as a result of the proposed subdivision. The subject properties have been pre-serviced with sanitary, storm, and water service connections. A street light is required at the north-west corner of the subject properties.

ii) Fire Department:

The Fire Department reviewed the Wildfire Hazard Assessment and found it acceptable.

7) School District No. 42 Comments:

Pursuant to Section 476 of the *Local Government Act*, consultation with School District No. 42 is required at the time of preparing or amending the OCP. A referral was sent to School District No. 42 on September 24, 2019 and a response was received on October 30, 2019, with the following information:

"The proposed application would affect the student population for the catchment areas currently served by Yennadon Elementary and Garibaldi Secondary.

Yennadon Elementary has an operating capacity of 628 students. For the 2018-19 school year, the student enrolment at Yennadon Elementary was 585 students (93% utilization) including 130 students from out of catchment.

Garibaldi Secondary School has an operating capacity of 1050 students. For the 2018-19 school year, the student enrolment at Garibaldi Secondary School was 795 students (76% utilization) including 259 students from out of catchment."

8) 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 the land use designation from *Low/Medium Density Residential, Medium Density Residential, and Medium/High Density Residential* to *Medium Density Residential*, is considered to be minor in nature as the OCP amendment does not result in an increase in density from the original area plan. 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. 7554-2019, that second reading be given to Zone Amending Bylaw No. 7547-2019 and that application 2019-067-RZ be forwarded to Public Hearing.

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

"Original signed by Michelle Baski"

Prepared by: **Michelle Baski, ASCT, MA**
Planner

"Original signed by Chuck Goddard"

Reviewed by: **Charles R. Goddard, BA, MA**
Director of Planning

"Original signed by Christine Carter"

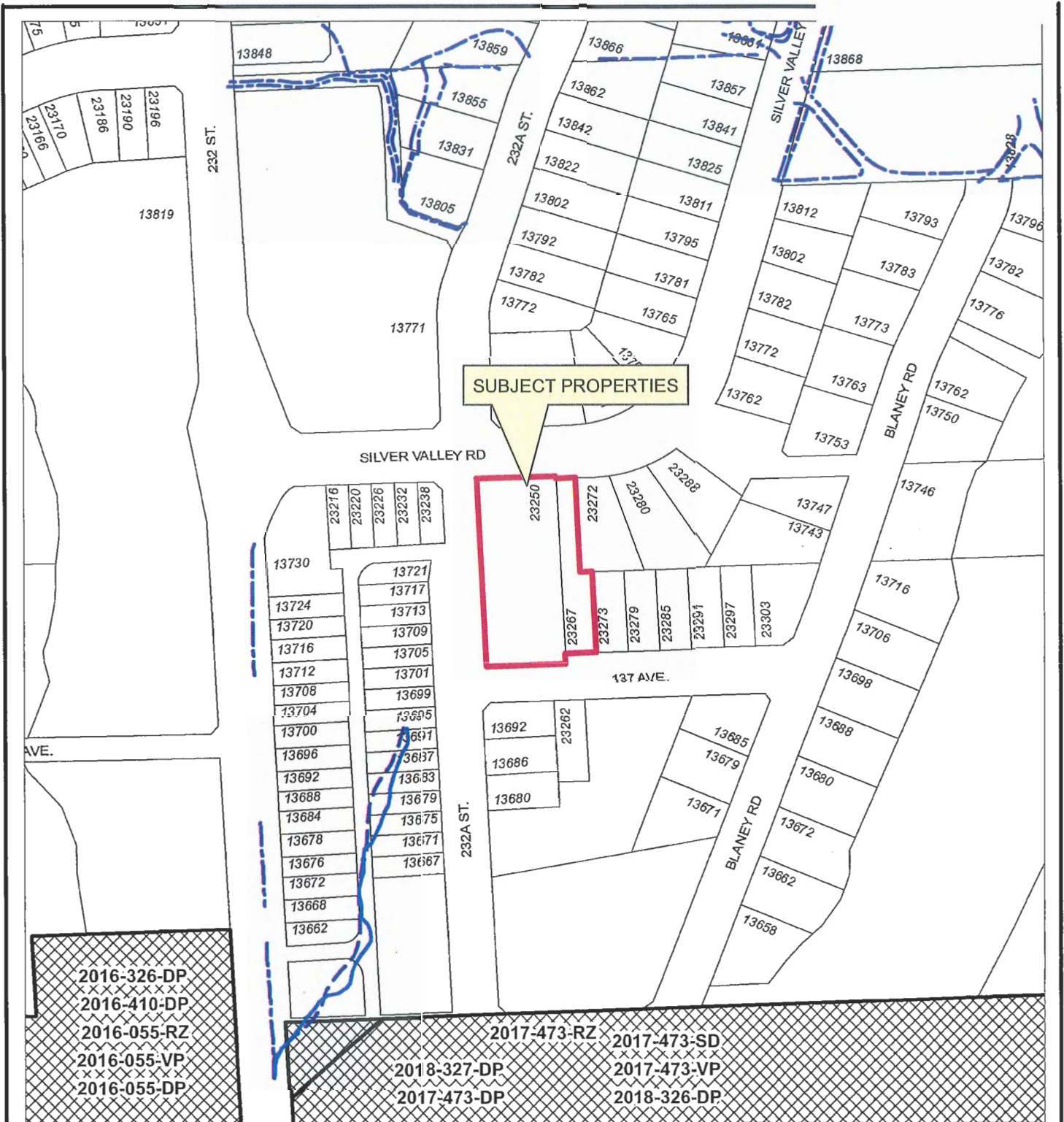
Approved by: **Christine Carter, M.PL, MCIP, RPP**
GM Planning & Development Services

"Original signed by Al Horsman"

Concurrence: **Al Horsman**
Chief Administrative Officer

The following appendices are attached hereto:

Appendix A – Subject Map
Appendix B – Ortho Map
Appendix C – OCP Amending Bylaw No. 7554-2019
Appendix D – Zone Amending Bylaw No. 7547-2019
Appendix E – Subdivision Plan



Scale: 1:2,000

Legend

 Active Applications (RZ/SD/DP/VP)

23250/67 SILVER VALLEY ROAD
PID: 002-606-160 & 030-522-633



FILE: 2019-067-SD
DATE: Feb 26, 2019

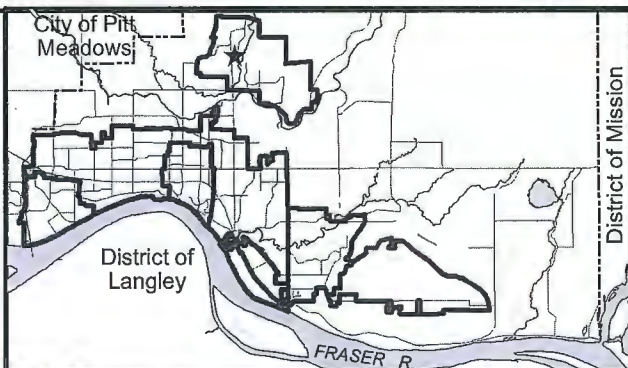
BY: PC



Aerial Imagery from the Spring of 2018



Scale: 1:2,000



23250/67 SILVER VALLEY ROAD
PID: 002-606-160 & 030-522-633

PLANNING DEPARTMENT



MAPLE RIDGE

British Columbia

mapleridge.ca

BY: PC

CORPORATE OFFICER

CITY OF MAPLE RIDGE
BYLAW NO. 7547-2019

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. 7547-2019."

2. Those parcels or tracts of land and premises known and described as:

Lot 2 Block A, Section 33 Township 12 New Westminster District Plan 20132
Lot 59 Section 33 Township 12 New Westminster District Plan EPP60118

and outlined in heavy black line on Map No. 1796 a copy of which is attached hereto and forms part of this Bylaw, are hereby rezoned to R-1 (Residential District).

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

READ a first time the 11th day of June, 2019.

READ a second time the day of , 20

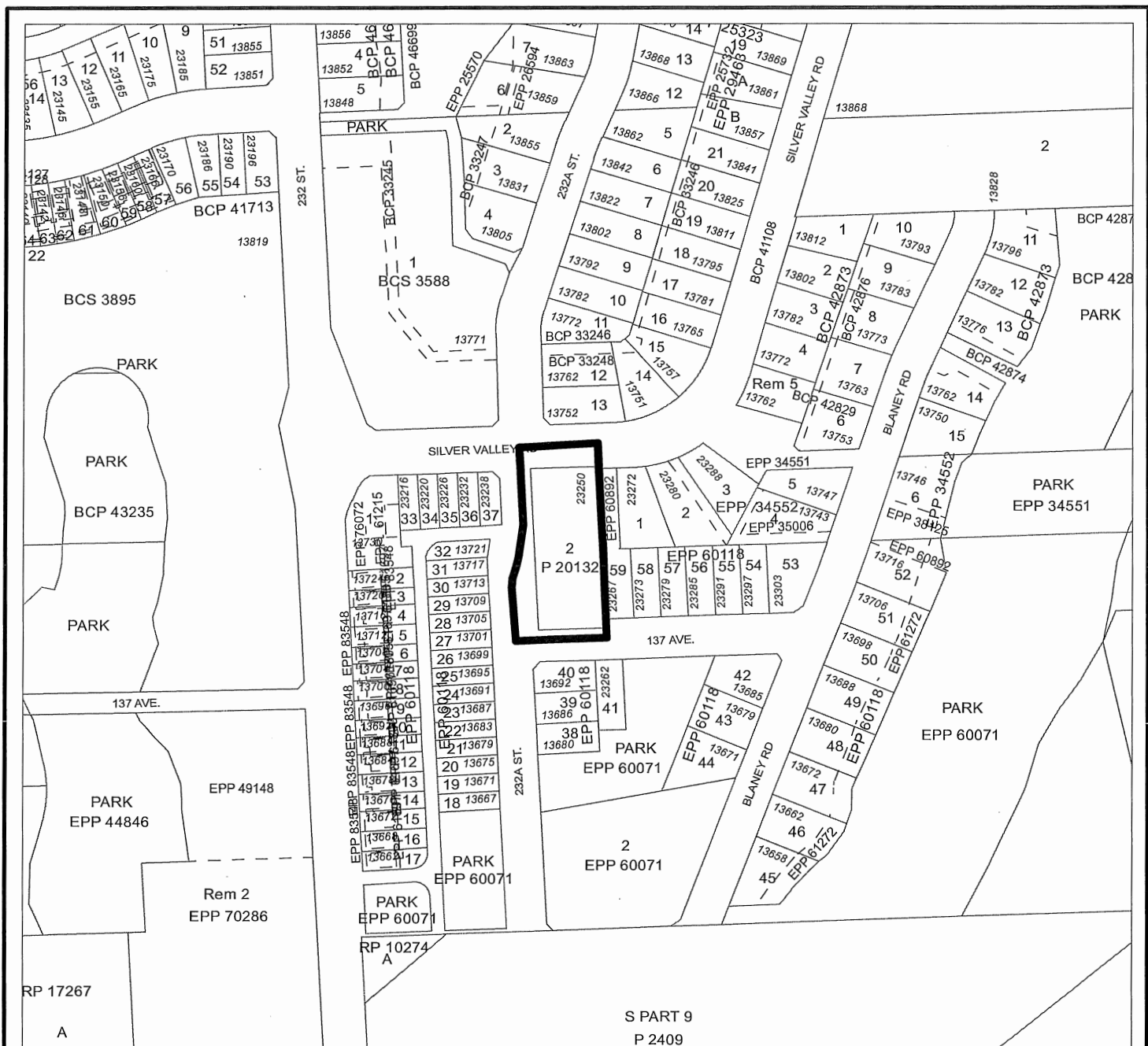
PUBLIC HEARING held the day of , 20

READ a third time the day of , 20

ADOPTED, the day of , 20

PRESIDING MEMBER

CORPORATE OFFICER



MAPLE RIDGE ZONE AMENDING

Bylaw No. 7547-2019

Map No. 1796

From: RS-3 (One Family Rural Residential)

To: R-1 (Residential District)



SCALE 1:2,500

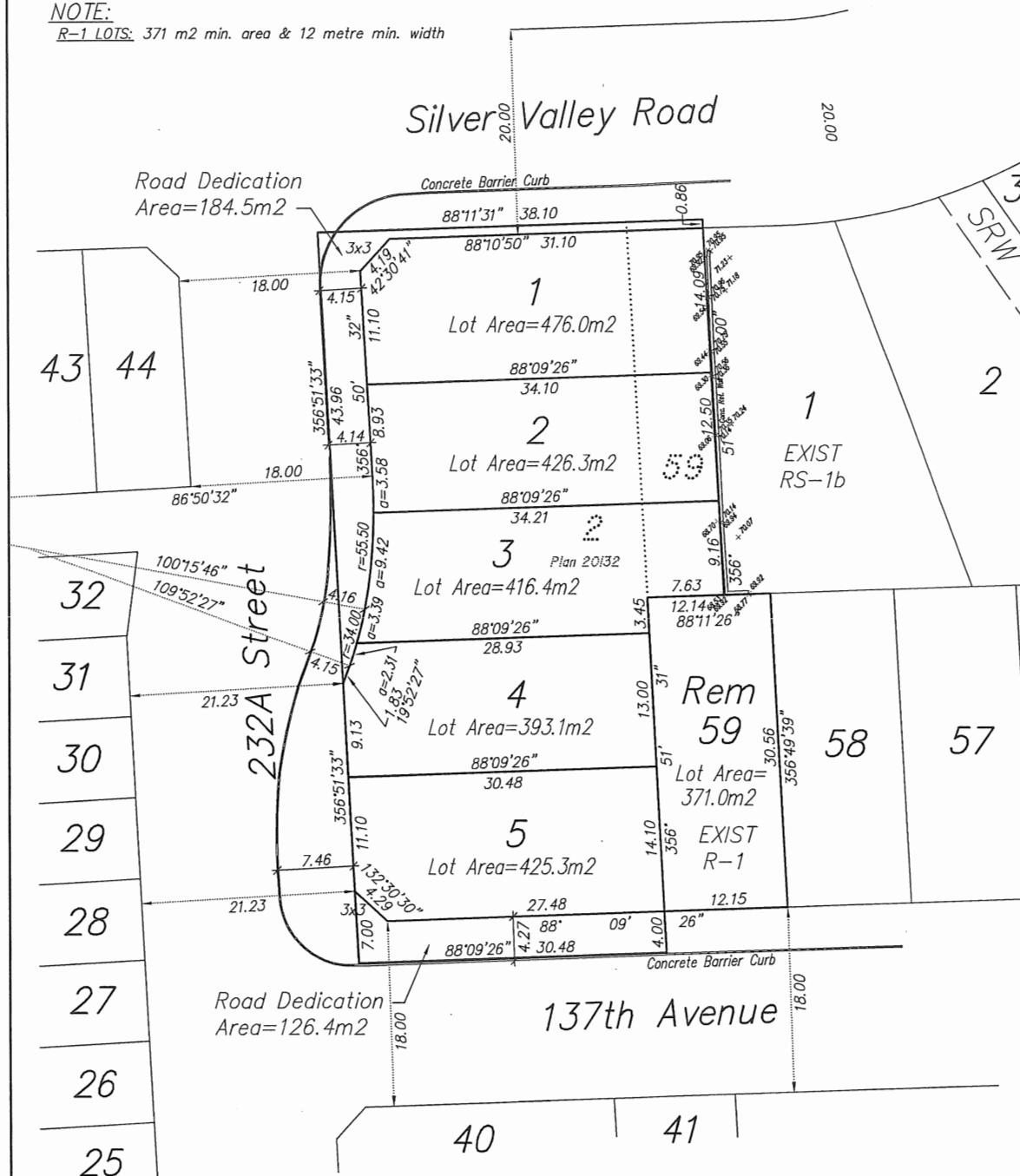
SKETCH PLAN OF PROPOSED SUBDIVISION

23267 137th Avenue & 23250 Silver Valley Road, Maple Ridge



NOTE:

R-1 LOTS: 371 m2 min. area & 12 metre min. width



SCALE: 1:400

PAPER SIZE: 17" X 11"

DATE: June 4, 2019

TO: His Worship Mayor Michael Morden MEETING DATE: March 24, 2020
and Members of Council FILE NO: 11-5255-40-231
FROM: Chief Administrative Officer MEETING: CoW
SUBJECT: Award of Contract ITT-EN20-5: 248 Street and Dewdney Trunk Road Traffic Signal Modifications

EXECUTIVE SUMMARY:

In 2017, the Operations Department and Fire Department identified the need for emergency vehicle pre-emption equipment at the intersection of 248 Street and Dewdney Trunk Road. The emergency vehicle pre-emption equipment will support first responders and will reduce the response time during emergencies. The existing electrical conduit pipes across Dewdney Trunk Road and 248 Street are in poor condition, undersized and do not have additional conduit capacity to install the pre-emption equipment. In addition, the traffic signal infrastructure at 248 Street and Dewdney Trunk Road is near the end of its life cycle and requires replacement, therefore the traffic signal modifications were included in the 2019 Financial Plan.

The work generally consists of installation of standardized signal poles and hardware, illuminated street name signs, emergency vehicle pre-emption, traffic signal controller and electrical conduit crossing of 248 Street and Dewdney Trunk Road. The City has pre-purchased the traffic controller cabinet and other equipment to ensure the product arrived in time for construction, as delivery is 6-8 weeks.

An Invitation to Tender was issued on January 30, 2020 and closed on March 3, 2020. The lowest compliant tender price was submitted by Fraser City Installations (1989) Ltd. in the amount of \$194,700.00 (excluding taxes). There is sufficient funds under LTC 018072 and LTC 002339 to complete this project.

Council approval to award the contract is required for the work to proceed.

RECOMMENDATION:

That Contract ITT-EN20-5: 248 Street and Dewdney Trunk Road Traffic Signal Modifications, be awarded to Fraser City Installations (1989) Ltd. in the amount of \$194,700.00 excluding taxes; and

That a project contingency of 20% or \$39,300.00 be approved to address potential variations in field conditions; and further

That the Corporate Officer be authorized to execute the contract.

DISCUSSION:

a) Background Context:

In 2017, the Operations Department and Fire Department identified the need for emergency vehicle pre-emption equipment at the intersection of 248 Street and Dewdney Trunk Road. The emergency vehicle pre-emption equipment will support first responders and will reduce the response time during emergencies. The existing electrical conduit pipes across Dewdney Trunk Road and 248 Street are in poor condition, undersized and do not have additional conduit capacity to install the pre-emption equipment. In addition, the traffic signal infrastructure at 248 Street and Dewdney Trunk Road is near the end of its life cycle and requires replacement, therefore the traffic signal modifications were included in the 2019 Financial Plan.

The work generally consists of installation of standardized signal poles and hardware, illuminated street name signs, emergency vehicle pre-emption, traffic signal controller and electrical conduit crossing of 248 Street and Dewdney Trunk Road. The City has pre-purchased the traffic controller cabinet and other equipment to ensure the product arrived in time for construction, as delivery is 6-8 weeks.

Tender Evaluation

An Invitation to Tender was issued on January 30, 2020 and closed on March 3, 2020 with three compliant bids received as noted below:

	<u>Tender Price (excluding taxes)</u>
Fraser City Installations (1989) Ltd.	\$ 194,700.00
Trans-Western Electric Ltd.	\$ 215,141.00
Standard Electric BC Ltd.	\$ 216,555.00

The lowest compliant bid was \$194,700.00 (excluding taxes) from Fraser City Installations (1989) Ltd. and staff have confirmed the company is suitably qualified for the works.

b) Desired Outcome:

The 248 Street and Dewdney Trunk Road traffic signal modifications will enhance safety for all road users and accommodate emergency vehicle pre-emption equipment.

c) Strategic Alignment:

The 248 Street and Dewdney Trunk Road traffic signal modifications supports the key strategies identified in the City's Strategic Transportation Plan.

d) Citizen/Customer Implications:

The estimated construction duration for the project is approximately 12 weeks, weather permitting. Single-lane alternating traffic may be required during construction and flag persons will be on site during working hours. As well, the general public will be informed of the traffic alerts and the construction progress through the City's website and social media sources.

e) Interdepartmental Implications:

The Operations Department has provided input for the design and the procurement of the materials. The pre-purchase of the traffic controller cabinet and other equipment were necessary to ensure the product arrived in time for construction, as delivery is 6-8 weeks.

f) **Business Plan/Financial Implications:**

The estimated total project cost is \$319,000.00 including the consultant's design fee, the pre-purchase of supplies, construction costs and contingency. The projected costs and funding sources are as follows:

Projected Costs

Construction Cost	\$ 194,700.00
Supply of Traffic Controller Cabinet, Cameras and UPS	\$ 70,000.00
Consultant Services	\$ 15,000.00
Construction Contingency (20%)	\$ 39,300.00
Total Projected Project cost	\$ 319,000.00

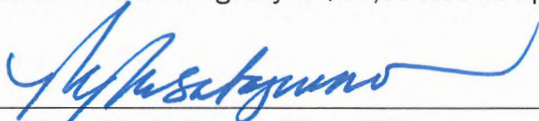
Funding Sources

LTC 018072 (248 St & DTR Traffic Signal Improvements)	\$ 180,000.00
LTC 002339 (Traffic Signal Replacement-2019 remaining)	\$ 190,590.00
Total Funding Sources	\$ 370,590.00


There is sufficient funds under LTC 018072 and LTC 002339 to complete this project. The project expenditures include a 20% contingency that will only be utilized if required to address unforeseen issues throughout construction.

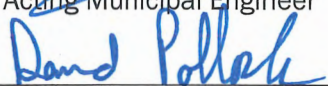
CONCLUSIONS:

The tender price of \$194,700.00 (excluding taxes) by Fraser City Installations (1989) Ltd. for the 248 Street and Dewdney Trunk Road Traffic Signal Modifications is the lowest compliant tender. It is recommended that Council approve the award of the contract to Fraser City Installations (1989) Ltd. and that a contract contingency of \$39,300.00 be approved.


Prepared by: Maria Guerra, PEng., PMP
Acting Manager of Design & Construction

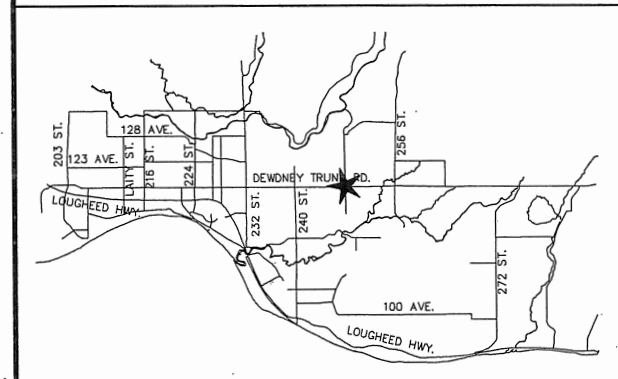
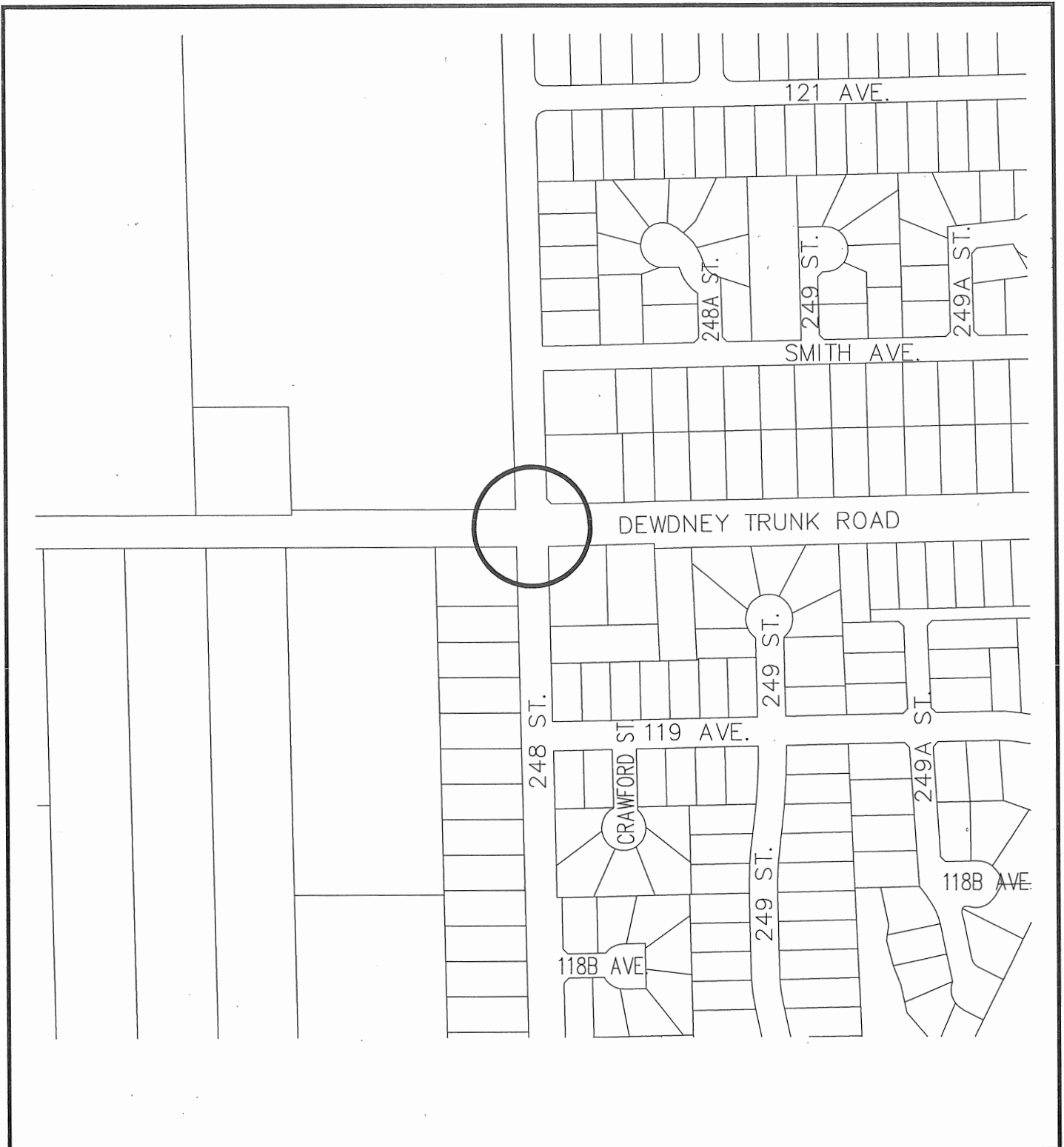

Financial: Trevor Thompson, BBA, CPA, CGA
Concurrence: Chief Financial Officer


Reviewed by: Michael Canning, PEng.
Acting Municipal Engineer


Approved by: David Pollock, PEng.
General Manager Engineering Services


Concurrence: Al Horsman
Chief Administrative Officer

Attachments:
(A) Map



CITY OF MAPLE RIDGE
ENGINEERING
DEPARTMENT

248 STREET AND DEWDNEY TRUNK ROAD
TRAFFIC SIGNAL MODIFICATIONS
ITT-EN20-5

DATE: MARCH 2020

FILE/DWG No

SK0433

TO: His Worship Mayor Michael Morden
and Members of Council
FROM: Chief Administrative Officer
SUBJECT: Strategic Plan Progress Report & Council Strategic Check-In

MEETING DATE: March 24, 2020
FILE NO: 01-0530-01
MEETING: CoW

EXECUTIVE SUMMARY:

On April 9, 2019 Council approved the 'City of Maple Ridge Strategic Plan 2019-2022' and the Council Workplan Matrix – March 19, 2019', attached as Appendix A. On February 3, 2020 Council conducted a Workshop, facilitated by Paragon Strategic and attended by senior staff, to check in on progress to date and reaffirm Council priorities under the 2019-2022 Strategic Plan. The Workshop summary is attached as Appendix B.

This report summarizes discussions at the February 3, 2020 exercise and provides some updates on Workplan efforts going forward.

In short, at the February 3 Workshop, Council reaffirmed the Strategic Priorities identified in the Workplan although some variances in timing were suggested to place greater emphasis on Economic Development and Communication. Council still expects work to continue with Community Safety and other activities related to its Strategic Priorities.

Staff has updated the Workplan Matrix (Appendix C) to align with these directions. At the same time, a work place reorganization has been put in place to align with Council's priorities as provided at a previous Closed Council Meeting and made public on February 20, 2020 (Appendix D).

With this revised organizational framework in place, directing the work of the administration over the next year, staff will establish accountability mechanisms through a performance evaluation process that allows clear identification of work to be performed and expectations on outcomes. This work will be aligned to the directions in the updated Workplan Matrix and reaffirmed 2019-2022 Corporate Strategic Plan.

RECOMMENDATION:

That Council reaffirm the 2019-2022 Corporate Strategic Plan per its February 3, 2020 Workshop directions; and further,

That Council endorse the revised 2020 Council Workplan Matrix (Appendix C) to reflect the shift in emphasis to Economic Development and Communication.

BACKGROUND:

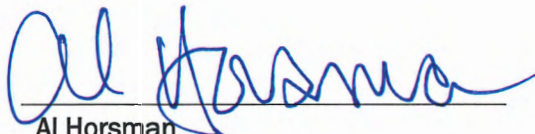
In January 2019, Council developed a framework that captured their strategic direction for the next four years. Based on this framework, staff prepared a detailed matrix that listed specific workplan items. Following feedback from Council, at the April 9, 2019 Council Meeting, the 'City of Maple Ridge Strategic Plan 2019-2022' and 'Council Workplan Matrix – March 19, 2019', were adopted.

The Workplan Matrix represents a snapshot in time and evolves as needed to respond to Council business. At the October 1, 2019 Council Meeting, Council reaffirmed the 'City of Maple Ridge Strategic Plan 2019-2022' and approved the revised 'Council Workplan Matrix – September 17, 2019, which established target dates for the following few months.

At its Workshop of February 3, 2020 Council conducted a facilitated check-in of the 2019-2022 Strategic Plan where the strategic priorities were reaffirmed and directions for 2020 were identified as including a shift in focus to Economic Development and Communication.

CONCLUSION:

A Strategic Plan is a recognized means of focusing Council's agenda and addressing public expectations. Council's affirmation of the outcomes from the February 3, 2020 workshop and endorsement of the revised Workplan Matrix will establish the framework and direction for the administration going forward.



Al Horsman
Chief Administrative Officer

Attachments:

- Appendix A – City of Maple Ridge Strategic Plan 2019-2022 and Workplan Matrix March 19, 2019
- Appendix B – Paragon Strategic February 3, 2020 Workplan Summary
- Appendix C – Revised 2020 Council Workplan Matrix, dated March 24, 2020
- Appendix D – Organizational Realignment



mapleridge.ca

City of Maple Ridge

TO: His Worship Mayor Michael Morden and Members of Council MEETING DATE: March 19, 2019
 FROM: Chief Administrative Officer FILE NO: 2174818
 MEETING: Council Workshop
 SUBJECT: City of Maple Ridge Strategic Plan 2019-2022 and Council Workplan Matrix – March 19, 2019

EXECUTIVE SUMMARY:

In January 2019, Council developed a framework that captured their strategic direction for the next four years. Based on this framework, staff have prepared a detailed matrix that lists specific workplan items that will work toward achieving this direction. Council provided feedback on drafts of both documents at the Council Meeting of January 29, 2019.

Council's strategic framework has been reformatted to better communicate the strategic direction to the public and forms Appendix A: City of Maple Ridge Strategic Plan 2019-2022. A second attachment to this report, Appendix B: Council Workplan Matrix – March 19, 2019, is a schedule outlining various policy and project implementation discussions throughout 2019 that will advance the strategic plan.

The matrix represents a snapshot in time and will evolve as needed to respond to Council business. Some of the items have been completed. Others are more comprehensive, such as the Community Safety Plan, and will require a number of meetings as they progress. For these items, the initiating meeting is shown, and "In Progress" is noted to indicate that subsequent reports to Council will be scheduled.

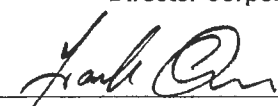
RECOMMENDATION:

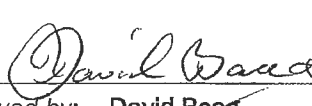
That the "City of Maple Ridge Strategic Plan 2019-2022" and the "Council Workplan Matrix - March 19, 2019" be forwarded to the April 9, 2019 Council Meeting for final consideration.

CONCLUSION:

In alignment with direction provided by Council's strategic framework, a workplan has been developed to outline Council reports and presentations for the upcoming months that help to implement Council's Strategic Plan.


 Submitted by: Laura Benson, CPA CMA
 Director Corporate Administration


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


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


 Approved by: Kelly Swift, MBA
 Acting Chief
 Administrative Officer

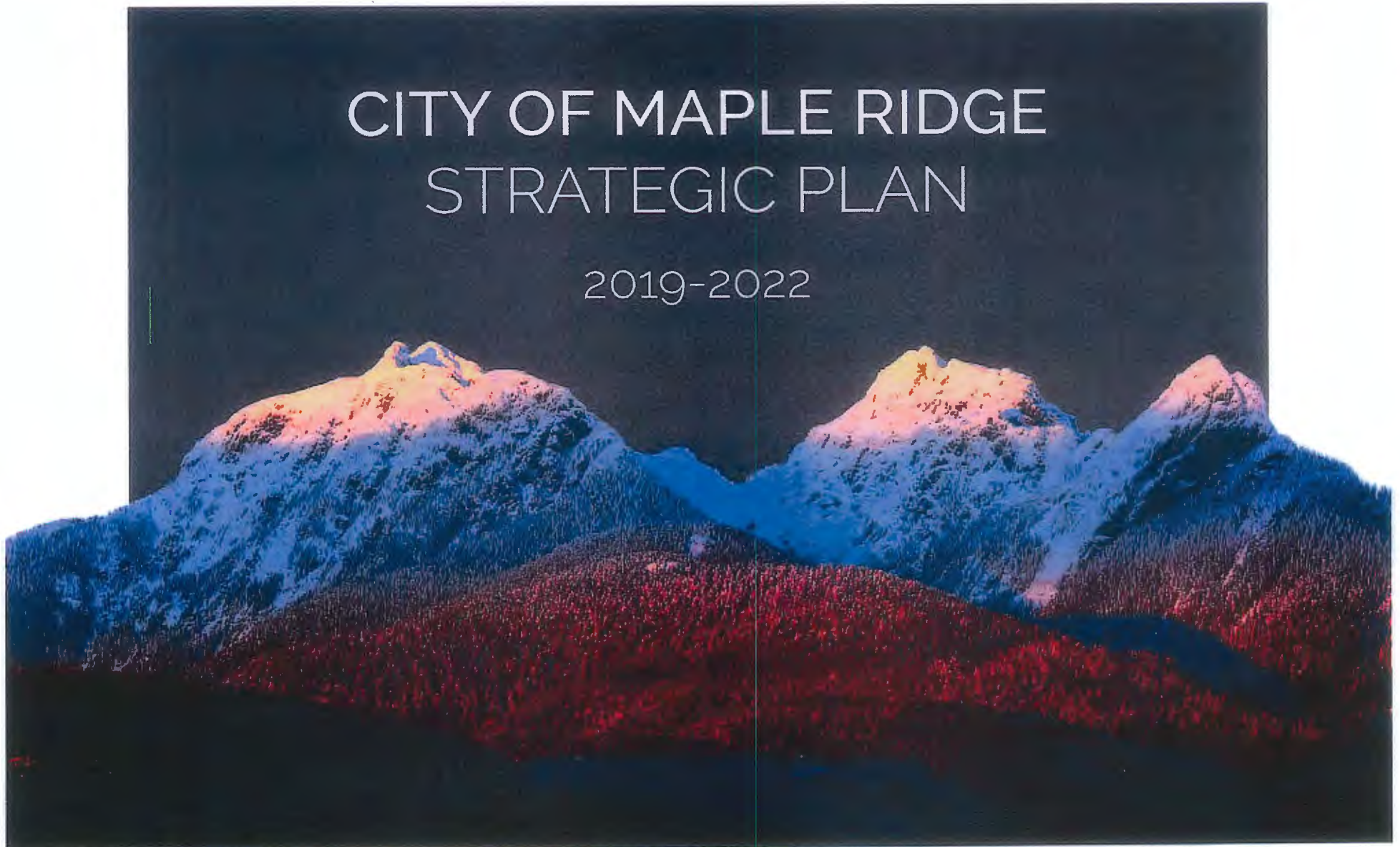
Attachments: A - City of Maple Ridge Strategic Plan 2019-2022
 B - Council Workplan Matrix - March 19, 2019



MAPLE RIDGE
BRITISH COLUMBIA

CITY OF MAPLE RIDGE STRATEGIC PLAN

2019-2022





MAPLE RIDGE MAYOR & COUNCIL

From left to right:

Councillor Gordy Robson

Councillor Chelsa Meadus

Councillor Kiersten Duncan

Mayor Mike Morden

Councillor Judy Duek

Councillor Ahmed Yousef

Councillor Ryan Svendsen



MAPLE RIDGE
BRITISH COLUMBIA

INTRODUCTION

We are very proud to present the 2019-2022 City of Maple Ridge Strategic Plan. This work represents what we all heard on the campaign trail and includes the priorities and passion from all of us elected to serve for the next four years.

The development of this Strategic Plan was a collaborative process whereby we discussed the issues and opportunities facing Maple Ridge and collectively agreed to the plan and priorities. There is an old adage "A vision without a plan is just a dream. A vision with a plan can change the world." This document lays out our vision and the Council Workplan Matrix is the plan by which we will deliver the actions laid out in our Strategic Plan.

If you have any comments or questions,
please email us at

MayorAndCouncil@MapleRidge.ca

5 STRATEGIC PRIORITIES



MAPLE RIDGE
BRITISH COLUMBIA



COMMUNITY SAFETY

Ensure that citizens feel safe and are not afraid to engage in their community, that criminal activity is prevented or minimized, that people who need services can access them easily, that agencies understand and are accountable for their role and that all of this occurs within the capacity of local first responders and service providers.



INTER- GOVERNMENT RELATIONS

Build strong relationships with the region, other levels of government and local First Nations to set a foundation for problem solving and innovation to achieve defined strategic results.



GROWTH

Implement strategic plans related to local infrastructure and the economy including commercial and industrial land base, transportation corridors, transit, neighbourhood plans and key amenities.



COMMUNITY PRIDE & SPIRIT

Engage the public in positive activities as participants and as volunteers, to enhance the vibrancy of the community.



NATURAL ENVIRONMENT

Be alert to opportunities to care for the natural environment, to mitigate impacts on wildlife and to utilize natural assets to grow eco-tourism opportunities.

IMPLEMENTATION OF COUNCIL'S STRATEGIC PLAN

A complete listing of actions linked to Council's Strategic Plan can be found on the Council Workplan Matrix. The Council Workplan Matrix will be updated as the action items come before Council, the Strategic Plan moves forward and we make progress on the plan.



COMMUNITY SAFETY

Ensure that citizens feel safe and are not afraid to engage in their community, that criminal activity is prevented or minimized, that people who need services can access them easily, that agencies understand and are accountable for their role, and that all of this occurs within the capacity of local first responders and service providers.

COLLABORATION, **ACCOUNTABILITY** AND
NEW APPROACHES TO CITIZEN SAFETY.



COMMUNITY SAFETY HIGHLIGHTS

Develop a **multi-faceted Community Safety Plan** with the community and partners including senior levels of government. The safety plan will include an actionable implementation plan, accountability mechanisms, and a robust communications campaign to keep the community informed.

Key action items from the Council Workplan Matrix

- Council approved a process framework on February 12, 2019. A number of our external partners in community safety (government officials, agencies, community groups, etc.) have been interviewed about their plans, actions and priorities. Next steps are to consolidate the information and establish roles, responsibilities and timelines.
- Social Housing Plan – Approved March 12th for submission to the Province – March 12, 2019 Council Workshop and Council Meetings; Submitted to the Province on March 13th
- Community Court– Overview of Proposed Integrated Court provided by Provincial Crown Counsel, March 12, 2019 Council Workshop Meeting; Council issued a letter of support for the program
- 2019 Communications Program Update – Detailed communications plan for community-wide initiatives including the Community Safety Plan – April 2, 2019 Council Workshop Meeting*
- Panhandling Bylaw – June 11, 2019 Council Workshop Meeting*
- Restorative Justice – pending
- Advocate for conditional housing and health care services emphasizing treatment and recovery – Ongoing advocacy with provincial ministries of Health, Mental Health and Addictions, Housing and Municipal Affairs BC Housing, Social Development and Poverty Reduction, and MLAs

*All future dates and meetings are tentative. Citizens are advised to check <http://mapleridge.ca/AgendaCenter/> closer to the meeting dates.

INTER-GOVERNMENT RELATIONS

Build strong relationships with the region, other levels of government and local First Nations to set a foundation for problem solving and innovation to achieve defined strategic results.

CONNECTING, COLLABORATING AND
ALIGNING WITH OTHER LEVELS OF
GOVERNMENT AND THEIR
AGENCIES TO COORDINATE
OUTCOME BASED
PROGRAM
DELIVERY.



INTER-GOVERNMENT RELATIONS HIGHLIGHTS

Build **strong relationships** with the region, other levels of government and local First Nations to set a foundation for problem solving and innovation for the achievement of strategic goals.

Key action items from the Council Workplan Matrix

- Open Communication – Formalize regularly scheduled meetings and delegation presentations with other governments (neighbouring municipalities; School District No. 42; First Nations; MLAs, MP) – Various Workshop Meetings throughout the Year*
- Community to Community Forum - In October 2018, Council directed staff to pursue grant funding. Having done so, staff sought and received Council approval to arrange the forum(s) – February 5, 2019 Council Workshop Meeting

*All future dates and meetings are tentative. Citizens are advised to check <http://mapleridge.ca/AgendaCenter/> closer to the meeting dates.

216 ST

GROWTH

Implement strategic plans related to local infrastructure and the economy including commercial and industrial land base, transportation corridors, transit, neighbourhood plans and key amenities.

ACHIEVING LONG TERM SUSTAINABILITY THROUGH
THOUGHTFUL PLANNING, MANAGEMENT OF CITY
FINANCES AND INFRASTRUCTURE AND STRONG
GOVERNANCE AND POLICY WORK.



GROWTH HIGHLIGHTS

Implement strategic plans related to local infrastructure and the economy including commercial and industrial land base, transportation corridors, transit, neighbourhood plans, and key amenities.

Key action items from the Council Workplan Matrix

- North East Albion
 - Scoping report outlining the process for reviewing land use and servicing requirements – January 22 Committee of the Whole Meeting
 - Consultation Summary – June 18 Council Workshop Meeting*
- Albion Flats
 - Overview report on process background and next steps – January 22 Council Workshop Meeting
 - Drainage constraints and options - May 21 Council Workshop Meeting*
 - Consultation Summary and draft concepts - July 23 Council Workshop Meeting*
- Zoning Bylaw Update – Draft to be presented at April 9 Council Workshop Meeting*
- Sign Bylaw Update – Draft to be presented at June 18 Council Workshop Meeting*
- Employment Lands – Next steps in implementing the Commercial Industrial Strategy – April 16 Workshop*
- Property Tax Rates & Financial Plan Amending Bylaws – Present a bylaw informed by Council direction – April 16 Audit and Finance Committee Meeting*
- Purchasing Policy Refresh – Scoping discussion – May 7 Audit and Finance Committee Meeting*
- Capital Plan Update – Process, key projects review and funding – June 25 Council Workshop Meeting*
- Post-Secondary Task Force Update – Seek further Council direction for the pursuit of a post- secondary institution – May 7 Council Workshop Meeting*

*All future dates and meetings are tentative. Citizens are advised to check <http://mapleridge.ca/AgendaCenter/> closer to the meeting dates.



COMMUNITY PRIDE & SPIRIT

Engage the public in positive activities as participants and as volunteers, to enhance the vibrancy of the community.

CELEBRATING OUR COMMUNITY AND
ENGAGING WITH CITIZENS.

COMMUNITY PRIDE & SPIRIT HIGHLIGHTS

Engage the public in positive activities as participants and volunteers, to enhance the **vibrancy** of the community.

Key action items from the Council Workplan Matrix

- Council **Code of Conduct** - Code of Conduct was endorsed by Council on Nov.13, 2018. It is to be reviewed annually. Mayor Morden presented a signed copy of the document for each member of Council – January 14, 2019 Regular Council Meeting
 - Follow-up Council Code of Conduct Review - Code of Conduct adopted in Q4 2018, conduct first annual review – December 10, 2019 Council Workshop Meeting*
- Council **Citizen Engagement** Program - Discussion of opportunities for Council to interact and engage with citizens outside the formal setting of City Hall – April 2, 2019 Council Workshop Meeting*
- **Open Government** Portal Enhancements - Currently scoping/refining deliverables. Early wins: seniors-friendly version of WHAM, mock-up of a youth engagement initiative, and pilot for the Lougheed Corridor Study. Investigating the viability to pilot Chat Bot – May 21, 2019 Council Workshop Meeting*
- Downtown **Festival & Tourism** Review – Support the promotion of festivals and events in the downtown through a review of the current program – May 7, 2019 Workshop Meeting*
- Civic Core **Place Making** Event – Present findings from informal public survey and recommend locations for holding event - March 26, 2019 Workshop Meeting*

*All future dates and meetings are tentative. Citizens are advised to check <http://mapleridge.ca/AgendaCenter/> closer to the meeting dates.

NATURAL ENVIRONMENT

Be alert to opportunities to care for the natural environment, to mitigate impacts on wildlife, and to utilize natural assets to grow eco-tourism opportunities.

FOSTERING **PARTNERSHIPS** AND
PROGRAMS THAT ENHANCE OUR NATURAL
ENVIRONMENT AND PRESERVE OUR
GREEN INFRASTRUCTURE.



NATURAL ENVIRONMENT HIGHLIGHTS

Be alert to opportunities to care for the **natural environment**, to mitigate impacts on wildlife, and to utilize **natural assets** to grow **eco-tourism** opportunities.

Key action items from the Council Workplan Matrix

- Green Infrastructure Strategy – Scoping report to outline policy options related to green infrastructure management for new development – November 12, 2019 Council Workshop Meeting*
- Agri-tourism and Eco-tourism Strategies – Present the proposed implementation strategies for approval –October 8 Council Workshop Meeting*
- Electric Vehicle Charging Report Follow-up – Report back on costing and Council requests. Next steps include drafting a bylaw – March 12 Council Workshop Meeting
- Integrated Stormwater Management Plans (Provincial requirement)
 - Briefing and discussion of ISMPs and elements therein – June 11 Council Workshop Meeting*
 - Seeking endorsement of final ISMPs – November 5 Council Workshop Meeting*

*All future dates and meetings are tentative. Citizens are advised to check <http://mapleridge.ca/AgendaCenter/> closer to the meeting dates.

Council Workplan Matrix - March 19, 2019

Date*	Meeting	Agenda Item	Dept	Status/Outcome/Next Steps	Alignment	Completion
Jan-14	Council	Council Code of Conduct	Admin	Code of Conduct was endorsed by Council on Nov.13, 2018. It is to be reviewed annually. Mayor Morden presented a signed copy of the document for each member of Council.	Pride	✓
Jan-14	Other	City of Pitt Meadows Joint Meeting: (quarterly)	Admin	Quarter 1 meeting: North Lougheed and Related Infrastructure	Relations	✓
Jan-14	Workshop	Detached Garden Suites Pilot Project - Phase 2	Planning	Report presented January 14, discussing Phase 2 of the Detached Garden Suites Pilot project. Options report and tour of pilot project DGS suites to follow.	Growth	✓
Jan-14	Workshop	Tree Bylaw - appeal re 12238 Creston Street	Planning	Report presented Jan 14. discussing deferral and Council options; appeal re 12238 Creston Street deferred from Dec.11 meeting	Environment	In Progress
Jan-22	Comm. of the Whole	North East Albion Process Report	Planning	Presented scoping report outlining the process for reviewing land use and servicing requirements.	Growth	In Progress
Jan-22	Comm. of the Whole	Sport Network's Sport and Physical Activity Strategy Implementation Plan	Parks & Facilities	Implementation Update; plan was endorsed by Council – Jan 29	Safety	✓
Jan-22	Workshop	Albion Flats Overview	Planning	Report presented on Jan. 22, on process background and next steps. Drainage report from Engineering to be presented May 21. Draft concepts from Planning to be presented July 23.	Growth	In Progress
Jan-29	Workshop	Grant Funding Approach - Overview	SCP	Overview of staff tools, practices and sources of information - for Council information	Growth	✓
Jan-29	Workshop	Heritage Registry Update	Planning	Report identifying properties for inclusion in the Heritage Registry. Council approved Registry Feb. 12.	Pride	✓
Feb-5	Workshop	Community to Community Forum	SCP	In Oct 2018, Council directed staff to pursue grant funding; funding granted. Council approval was provided to arrange the forum(s).	Relations	In Progress

*Dates are estimated. Please check meeting agendas at mapleridge.ca/640 as date adjustments are to be expected.

Council Workplan Matrix- March 19, 2019

Date*	Meeting	Agenda Item	Dept	Status/Outcome/Next Steps	Alignment	Completion
Feb-5	Workshop	Leisure Centre Renovation Update (and Tour)	Parks & Facilities	Tour and update provided to Council	Pride	✓
Feb-12	Council	Community Safety Plan Process	SCP	Currently liaising with Province regarding supports for community initiatives. Process report – Feb 12; approved Next Steps: - Stakeholder engagement - Analysis and priority-setting - Stakeholder group planning - Finalize the plan with workplan, responsibilities and timelines Implementation items will be scheduled when endorsed by Council	Safety	In Progress
Feb-12	Council	Culture Plan Implementation Schedule	RCE	Implementation schedule presented to Council – February 5, Workshop. Forwarded to February 12, Council.	Pride	✓
Feb-12	Workshop	Regulations for the Production & Processing of Cannabis	Planning	Background and options report on the production and processing of cannabis. Staff to bring back policy and bylaw options.	Growth	In Progress
Feb-12	Workshop	Transportation Plan Overview	Eng	Received for information; Update in 2020.	Growth	✓
Feb-12	Workshop	240 Street Bridge to Silver Valley - alignment and profile	Eng	Received for information.	Growth	✓
Feb-25	Other	Advocate for conditional housing and health care services emphasizing treatment and recovery	Admin	Advocacy: confirmed \$60M is available for conditional housing; met with Ministers (Health, Mental Health, Housing, Social Development and Poverty Reduction, MLAs)	Safety	✓

*Dates are estimated. Please check meeting agendas at mapleridge.ca/640 as date adjustments are to be expected.

Council Workplan Matrix- March 19, 2019

Date*	Meeting	Agenda Item	Dept	Status/Outcome/Next Steps	Alignment	Completion
Feb-26	Workshop	Translink - Area Transport Plan Update	Eng	Translink presented updated and Council comments provided as input. Public consultation upcoming. Further updates later this year.	Growth	✓
Feb-26	Workshop	Lougheed Corridor Study	Planning	Metro Vancouver provided Council with a report back outlining MV study outcomes and community engagement. Consultation to follow concepts later in the year.	Growth	In Progress
Feb-26	Workshop	Property Assessments Update	Finance	Report highlighting residential and commercial growth and market changes by geographic area	Growth	✓
Mar-5	Comm. of the Whole	Business License Amending Bylaw for Liquor Licence and Cannabis Applications	Bylaws	Business Licencing Bylaw amendment	Growth	✓
Mar-5	Workshop	Bicycle Plan Update including discussion on bicycles on sidewalks	Eng	Bike facilities discussion and direction from Council on supported facilities. Bikes on sidewalks: Bylaw will come forward to Council for consideration.	Environment	In Progress
Mar-12	Council	Social Housing Plan	Planning	Introduced a draft plan for submission to the Province; submitted March 13, 2019	Safety	✓
Mar-12	Workshop	Overview of Proposed Integrated Court (Community Court)	Admin	Update from Provincial Crown Council; letter of support pending	Safety	✓
Mar-12	Workshop	Electric Vehicle Charging Report Follow-up	Planning	Presented March 12. Report back on costing and Council requests. Next steps include drafting of bylaw.	Environment	In Progress
Mar-19	Council	Environmental Advisory Committee (EAC) Update	Planning	Green infrastructure- Update on Committee projects	Environment	
Mar-19	Committee of the Whole	Aquifer Mapping Update	Planning	Environmental Advisory Committee's Recommendation re: OCP Amending Bylaw - 1st Reading Report	Environment	

*Dates are estimated. Please check meeting agendas at mapleridge.ca/640 as date adjustments are to be expected.

Council Workplan Matrix - March 19, 2019

Date*	Meeting	Agenda Item	Dept	Status/Outcome/Next Steps	Alignment	Completion
Mar-19	Workshop	Council Strategic Plan	Admin	Council strategic planning session completed in Q4 2018. Strategic plan content introduced on Jan.29. Seeking Council endorsement.	Pride	
Mar-19	Workshop	Council Matrix	Admin	Workplan developed in Q1 2019. Seeking Council endorsement. Progress reports to follow.	Pride	
Mar-19	Workshop	Property Frontage Upgrades as part of Building Permits - Policy Discussion	Eng	Policy discussion on proposed criteria to govern requirements for frontage upgrades, specifically for building permit applications.	Growth	
Mar-19	Workshop	Tree Appeal Process	Planning	Follow up to Jan. 14 tree permit appeal at 12238 Creston	Environment	
Apr-2	Workshop	Tree Bylaw Review	Planning	Bylaw updated in 2016 and given 1-year review in 2017. Review of implementation in progress.	Environment	
Apr-2	Workshop	2019 Communications Program	Comms	Overview of the annual program to inform, educate and engage with citizens on programs, projects and policy development.	Pride	
Apr-2	Workshop	Council Citizen Engagement Program Staff Report	Comms	Discussion of opportunities for Council to interact and engage with citizens outside the formal setting of City Hall.	Pride	
Apr-9	Workshop	Metro Vancouver Katzie Pump Station Upgrades & North Langley Sewage Treatment Plant Update	Eng	MV presentation of MV plans for improvements to the Katzie Pump Station and future re-routing of sewage to North Langley	Relations	
Apr-9	Workshop	Zoning Bylaw	Planning	Introduction to the draft Zoning Bylaw and first reading report	Growth	
Apr-9	Workshop	Agricultural Development Permit Guidelines	Planning	Report to introduce new DP	Environment	
Apr-16	AFC	Property Tax Rates Bylaw	Finance	Present the 2019 Property Tax Rates Bylaw	Growth	

*Dates are estimated. Please check meeting agendas at mapleridge.ca/640 as date adjustments are to be expected.

Council Workplan Matrix - March 19, 2019

Date*	Meeting	Agenda Item	Dept	Status/Outcome/Next Steps	Alignment	Completion
Apr-16	AFC	Financial Plan Amending Bylaw	Finance	Present an amendment to the 2019-2023 Financial Plan Bylaw	Growth	
Apr-16	Comm. of the Whole	Council Procedures Bylaw Update	Clerks	Update the bylaw to reflect council meeting procedural changes that have been directed by Council.	Pride	
Apr-16	Comm. of the Whole	Social Planning Update	RCE	Report on SPAC workplan	Safety	
Apr-16	Workshop	Translink - B-Line Update	Eng	Project status update, with scheduled implementation in September 2019	Growth	
Apr-16	Workshop	Citizen Survey discussion	SCP	Provide options for obtaining representative community opinions	Pride	
Apr-16	Workshop	Open Government Portal - Development Tracking	IT	At project scoping stage.	Pride	
Apr-16	Workshop	Commercial Industrial Strategy - Employment Lands Briefing	Planning	Report back on process background and next steps	Growth	
Apr-16	Workshop	128 Ave/232 St Yennadon Lands - Planning Process Report	Planning	Scoping report outlining new employment lands redesignation process	Growth	
May-7	Comm. of the Whole	MRSS Track Facility Design Contract Award	Parks & Facilities	Award Contract for the Detailed Design for the Spectator seating, washroom, changeroom facility and track lighting	Pride	
May-7	Comm. of the Whole	Hammond Community Centre Renovation Design Contract Award	Parks & Facilities	RFP for design closed at end of Feb. 2019	Pride	
May-7	Comm. of the Whole	Whonnock Community Centre Renovation Design Contract Award	Parks & Facilities	RFP for design closed at end of Feb. 2019	Pride	
May-7	Comm. of the Whole	Youth Strategy Implementation Schedule	RCE	Report recommending adoption of proposed implementation plan. Annual update from SPCA/YPT pending adoption.	Safety	

*Dates are estimated. Please check meeting agendas at mapleridge.ca/640 as date adjustments are to be expected.

Council Workplan Matrix- March 19, 2019

Date*	Meeting	Agenda Item	Dept	Status/Outcome/Next Steps	Alignment	Completion
May-7	Workshop	Fire Department Update	Fire	Last presentation held Q1 of 2018. Overview of current services and outcomes	Safety	
May-7	Workshop	RCMP Update	Police	Last presentation held Q1 of 2018. Overview of current services and outcomes	Safety	
May-7	Workshop	Post-Secondary Task Force Update	Ec Dev	Task force meetings concluded in Q4 2018. Report seeking further Council direction in Q2 2019.	Growth	
May-7	Workshop	Downtown Festival & Tourism Events Review	RCE	This update will provide Council with background on the Festivals program	Pride	
May-7	Workshop	Tandem Parking	Planning	Discussion on tandem parking requirements	Growth	
May-14	Council	BC Lottery Corporation / Great Canadian Gaming Corp.	Clerks	Delegation	Relations	
May-14	Workshop	Abernethy Way Extension - Routing options	Eng	Review of options for potential extension to extend Abernethy east of 232 Street	Growth	
May-14	Workshop	Post Disaster Water Supply - briefing	Eng	Briefing on the challenges in providing potable water after a significant disaster and potential solutions	Growth	
May-14	Workshop	Recovery House Regulations	Planning	Report on background and next steps for regulating recovery homes	Safety	
May-21	Comm. of the Whole	Water Quality Report	Eng	Annual report on the quality of water throughout the City water distribution system	Growth	
May-21	Comm. of the Whole	Kennel Bylaw Amendments	Bylaws	Integration with updated Zoning Bylaw	Growth	
May-21	Comm. of the Whole	Albion Community Centre Phase 1 Contract Award	Parks & Facilities	Award contract for Phase 1 construction.	Growth	
May-21	Workshop	Fraser River Escarpment	Eng	Review of Existing Data and Policies and recommendations for future	Growth	

*Dates are estimated. Please check meeting agendas at mapleridge.ca/640 as date adjustments are to be expected.

Council Workplan Matrix- March 19, 2019

Date*	Meeting	Agenda Item	Dept	Status/Outcome/Next Steps	Alignment	Completion
May-21	Workshop	Albion Flats Drainage Review	Eng	Review of drainage constraints and consideration of options.	Growth	
May-21	Workshop	Open Government Portal - enhancements for families and seniors	IT	Currently scoping/refining deliverables. Early wins: seniors-friendly version of WHAM, mock-up of a youth engagement initiative, and pilot for the Lougheed Corridor Study. Investigating the viability to pilot Chat Bot.	Pride	
May-28	Workshop	Civic Core Place Making Event	Ec Dev	Performed informal survey with the public in Q4 2018. Report on potential sites for hosting a Civic Core Place Making Event.	Pride	
May-28	Workshop	Industrial Park Identification Signs	Ec Dev	Develop recommendations for the design and installation of new directional and arrival signage. Report to Council in Q2 2019	Growth	
May-28	Workshop	Committee Review	Clerks	Overview of Council advisory committees, special committees, task forces	Pride	
Jun-11	Workshop	Integrated Stormwater Management Plans - briefing	Eng	Required by the Province, briefing and discussion of ISMPs and elements therein	Environment	
Jun-11	Workshop	Panhandling Bylaw	Bylaws	Staff report on best practices for a panhandling bylaw	Safety	
Jun-11	Workshop	Food Hub	Planning	Implementation next steps	Environment	
Jun-11	Workshop	Backyard Hens Plan	Planning	Report back on regulatory zoning options	Environment	
Jun-18	Workshop	Sign Bylaw Update, including development and election signage	Building	Update the Sign Bylaw, including development and election regulations	Growth	
Jun-18	Workshop	Fraser Basin Council	Eng	Discussion on regional dyking issues	Relations	
Jun-18	Workshop	North East Albion Consultation Summary	Planning	Scoping report outlining the process for reviewing land use and servicing requirements was presented on Jan. 22.	Growth	

*Dates are estimated. Please check meeting agendas at mapleridge.ca/640 as date adjustments are to be expected.

Council Workplan Matrix- March 19, 2019

Date*	Meeting	Agenda Item	Dept	Status/Outcome/Next Steps	Alignment	Completion
Jun-25	Workshop	Capital Plan Update	Finance	Summary of process and funding of Capital Program. To include current key projects.	Growth	
Jun-25	Workshop	Secondary Suite Plan	Planning	Report back research and outline possible zoning options	Growth	
Jun-25	Workshop	Lougheed Corridor Consultation Summary	Planning	Update on Lougheed Corridor public consultation	Growth	
Jul-2	Comm. of the Whole	Business Licence Bylaw Fee Amendment	Bylaws	Reviewing existing fees and conducting inter-municipal comparison. Amendment scheduled for Q3.	Growth	
Jul-2	Workshop	Citizen Petitions Best Practices discussion	Clerks	Overview of current and best practices	Pride	
Jul-16	Comm. of the Whole	2019 Community Grants Awards	Finance	Awaiting funding requests. Council report recommending organizational allocations coming forward upon receipt of requests. If no applications are received by this meeting, another report will come forward in three months.	Pride	
Jul-23	Workshop	Albion Flats Consultation Summary	Planning	See Jan. 22 Workshop.	Growth	
C O U N C I L S U M M E R B R E A K						
Sep-3	Comm. of the Whole	Business & Industrial Property Tax Comparison	Finance	Presentation on relative tax burden between property tax classes among municipalities.	Growth	
Sep-3	Workshop	Aquatic Facilities Planning	Parks & Facilities	Update Council on the previous aquatic facility conversation.	Growth	
Sep-3	Workshop	Triplex/Fourplex Housing Design Guidelines	Planning	Report on design guidelines for this form.	Growth	
Sep-10	Workshop	Driveway Access and Encroachment Policies	Eng	Discussion on requirements related to driveway access to properties as well as dealing with instances private structures located on City road allowances.	Growth	

*Dates are estimated. Please check meeting agendas at mapleridge.ca/640 as date adjustments are to be expected.

Council Workplan Matrix- March 19, 2019

Date*	Meeting	Agenda Item	Dept	Status/Outcome/Next Steps	Alignment	Completion
Sep-10	Workshop	Lougheed Corridor	Planning	See Feb. 26 Workshop. Present draft concept options.	Growth	
Sep-17	Comm. of the Whole	Traffic Calming Policy - Revision	Eng	Update of existing policy	Growth	
Sep-17	Workshop	Sanitary Sewer Inflow & Infiltration Reduction Strategy	Eng	Mandated by MV, discussion on the City's ongoing efforts to reduce inflow and infiltration	Growth	
Sep-17	Workshop	Growth in the Downtown	Ec Dev	Development of summary report on downtown growth.	Growth	
Sep-17	Workshop	OCP Housekeeping Amendments	Planning	Report on various amendments related to approved plans and strategies	Growth	
Oct-1	Workshop	Incentives for Development	Ec Dev	ELIP expired at the end of 2018. Research on policy alternatives in progress. Report coming in Q4 2019.	Growth	
Oct-1	Workshop	Implications of Climate Change on Storm Water Management	Eng	Discuss the impact of CC on the City's rain water infrastructure capacity	Growth	
Oct-1	Workshop	Heritage Incentives	Planning	Summary of options to incentivize the protection of heritage resources in the City	Pride	
Oct-8	Comm. of the Whole	Agri-tourism and Eco-tourism Strategies Implementation	Ec Dev	Report on identified opportunities and next steps	Environment	
Oct-8	Comm. of the Whole	Albion Community Centre Award of Tender for Construction Phase 2	Parks & Facilities	Tender to be undertaken by contractor once Phase 1 underway.	Growth	
Oct-8	Workshop	Detached Garden Suites Pilot Project	Planning	Update program on DGS pilot	Growth	
Oct-15	Workshop	Lower Hammond Drainage Update	Eng	Consideration of drainage constraints and possible resolutions	Growth	
Oct-22	AFC	Purchasing Policy Update	Finance	Proposed updates to Purchasing Policy to reflect senior government policy changes, industry and technological innovations, and sustainability considerations.	Growth	

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Council Workplan Matrix- March 19, 2019

Date*	Meeting	Agenda Item	Dept	Status/Outcome/Next Steps	Alignment	Completion
Nov-5	Comm. of the Whole	Integrated Stormwater Management Plans - Final, for adoption	Eng	Required by the Province, briefing and discussion held in June, seeking Council endorsement of the ISMPs. Final for adoption.	Environment	
Nov-12	Workshop	Pitt Meadows Dyking	Eng	Current agreements date back to the 1970s. Review and update.	Safety	
Nov-12	Workshop	Port Haney Planning Process	Planning	Scoping report outlining new land-use concept process for Port Haney	Growth	
Nov-12	Workshop	Soil Deposit Bylaw – 1-year update	Planning	Bylaw adopted in 2018. Review of implementation in progress.	Environment	
Nov-12	Workshop	Green Infrastructure Strategy	Planning	Scoping report to outline on policy options related to green infrastructure in new development	Environment	
Nov-19	Comm. of the Whole	2020 – 2024 Financial Plan Summary & Presentation	Finance	Overview includes changes from prior year and potential resourcing for incremental changes to service levels and Capital Plan updated	Growth	
Nov-19	Comm. of the Whole	New Property Nuisance Bylaw	Bylaws	Researching options for new bylaw. Recommendation report in Q4 2019.	Growth	
Dec-3	Comm. of the Whole	DCC Bylaw Amendment-minor rate update	Finance	Annual minor amendment to ensure alignment with capital program	Growth	
Dec-3	Workshop	Lougheed Corridor Concept Endorsement	Planning	Concept Plan endorsement.	Growth	
Dec-10	Workshop	Code of Conduct Review	Clerks	Annual Review of Code of Conduct adopted in Q4 2018.	Pride	
Jan-2020	Workshop	Fees and Charges Update	SCP	Review of current rates and recommendations for changes where appropriate	Growth	
In Progress	Other	Restorative Justice	Admin	Staff briefing to Council	Safety	

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Council Workplan Matrix- March 19, 2019

Date*	Meeting	Agenda Item	Dept	Status/Outcome/Next Steps	Alignment	Completion
In Progress	Other	School District No.42 Joint Meeting (quarterly)	Admin	Regularly scheduled quarterly meetings	Relations	
In Progress	Other	District of Mission Joint Meeting (quarterly)	Admin	Regularly scheduled quarterly meetings	Relations	
In Progress	Other	Agricultural Land Commission	Planning	Joint meeting between ALC & City to discuss recent legislative changes and city initiatives	Relations	
In Progress	Other	Council Tour: Detached Garden Suites	Planning	Council tours of the completed Phase 1 Detached Garden Suites Pilot project. Part of Council endorsed DGS Pilot Project.	Growth	
In Progress	Workshop	Accountability Mechanisms	Admin	Discussion of mechanisms that can be put into place to deal with neighbourhood impacts	Safety	
In Progress	Other	MLAs Joint Meeting (bi-monthly)	Admin	Regularly scheduled quarterly meetings	Relations	

*Dates are estimated. Please check meeting agendas at mapleridge.ca/640 as date adjustments are to be expected.

CITY OF MAPLE RIDGE

**2020 COUNCIL CHECK IN
WORKSHOP**



SUMMARY OF WORKSHOP

This workshop was held to check in on both governance and the Council strategic plan.

Council strongly reinforced their existing strategic plan, and had candid discussions one year into their term about the opportunities for improved governance.

The notes attached represent the pre-session survey results as well as the notes of the workshop.

It is clear that Council is committed to the community, supportive of staff and motivated towards good governance. That said, as with most Councils there are a range of personalities, philosophical approaches and relationships.

Although we refreshed on topics that Council covered during their orientation, an observation from the session would be that Council recognize that there are multiple different behavioural styles that don't cross lines into Code of Conduct breaches.

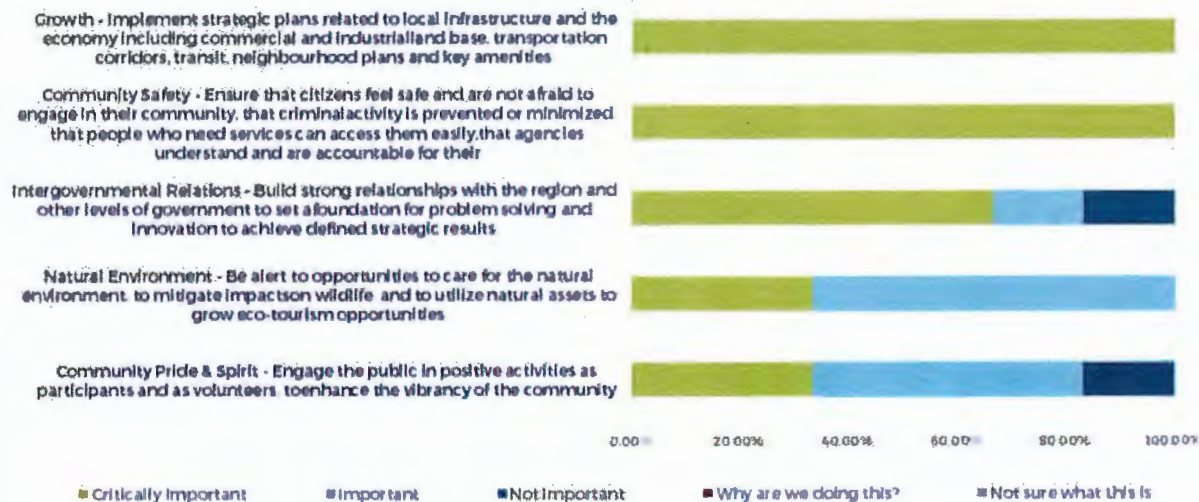
Tracey Lorensen
CivicExcellence

PRE-SURVEY

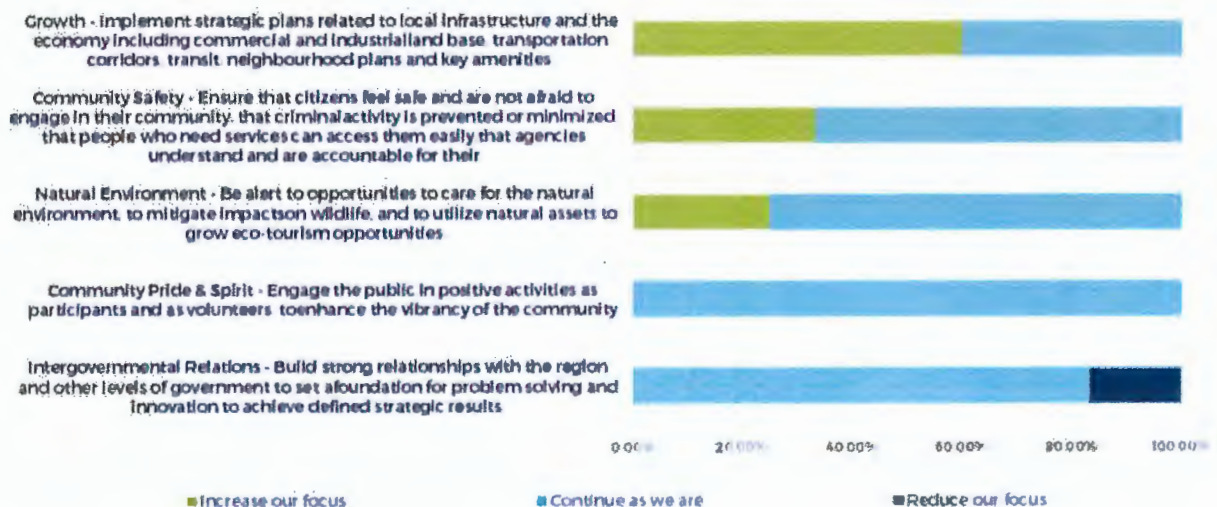
Appendix B

Pre-Session Survey strongly reinforced support for the strategic plan

The following are the strategic priorities identified as most important by Council in the current plan - please comment on how important you feel they are moving forward for the remainder of the term:



Please comment on the level of focus you would like to see in each of the areas over the remaining three years:

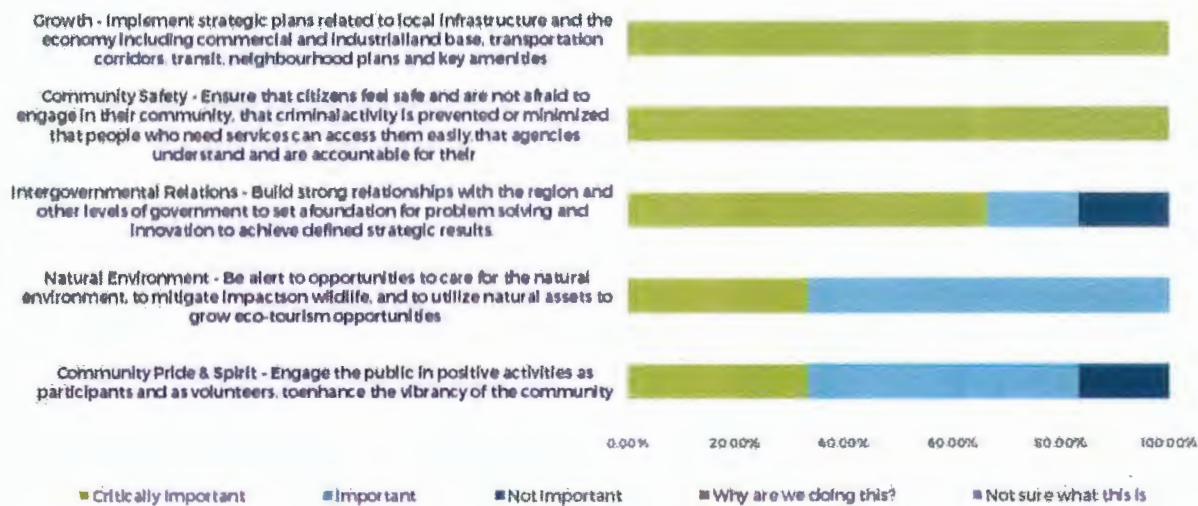


PRE-SURVEY

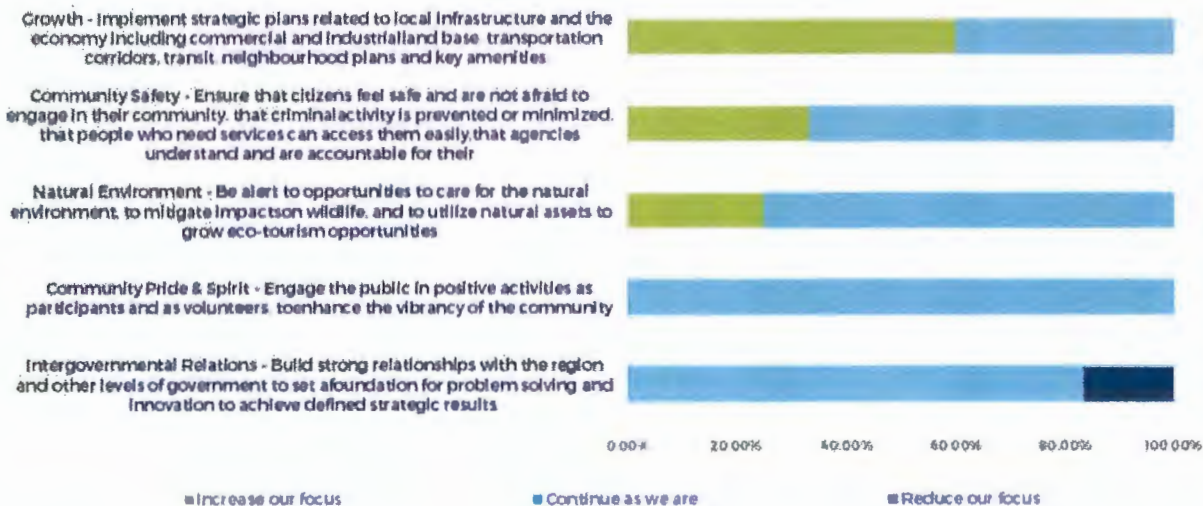
Appendix B

Pre-Session Survey strongly reinforced support for the strategic plan

The following are the strategic priorities identified as most important by Council in the current plan - please comment on how important you feel they are moving forward for the remainder of the term:



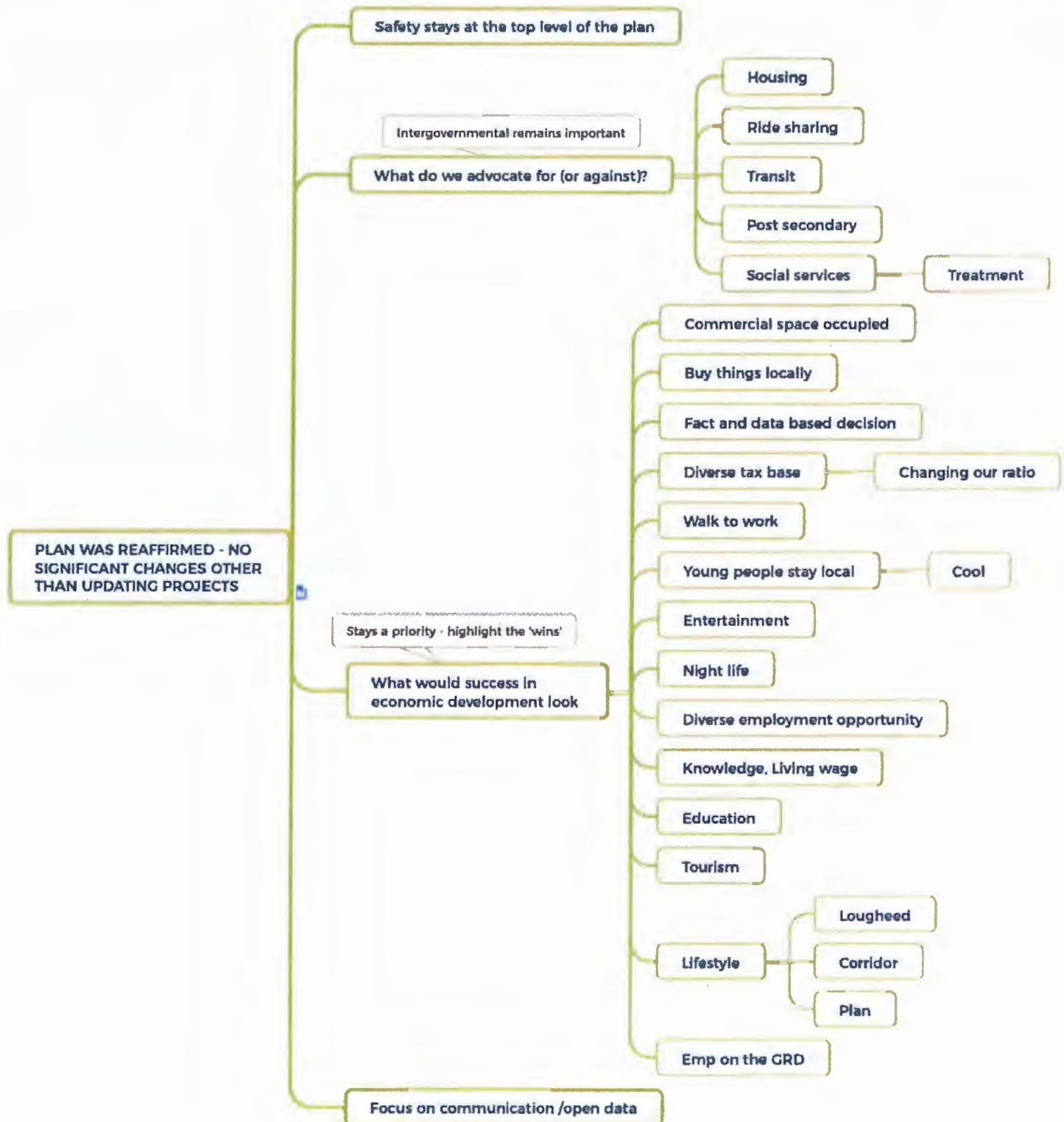
Please comment on the level of focus you would like to see in each of the areas over the remaining three years:



WORKSHOP NOTES

Appendix B

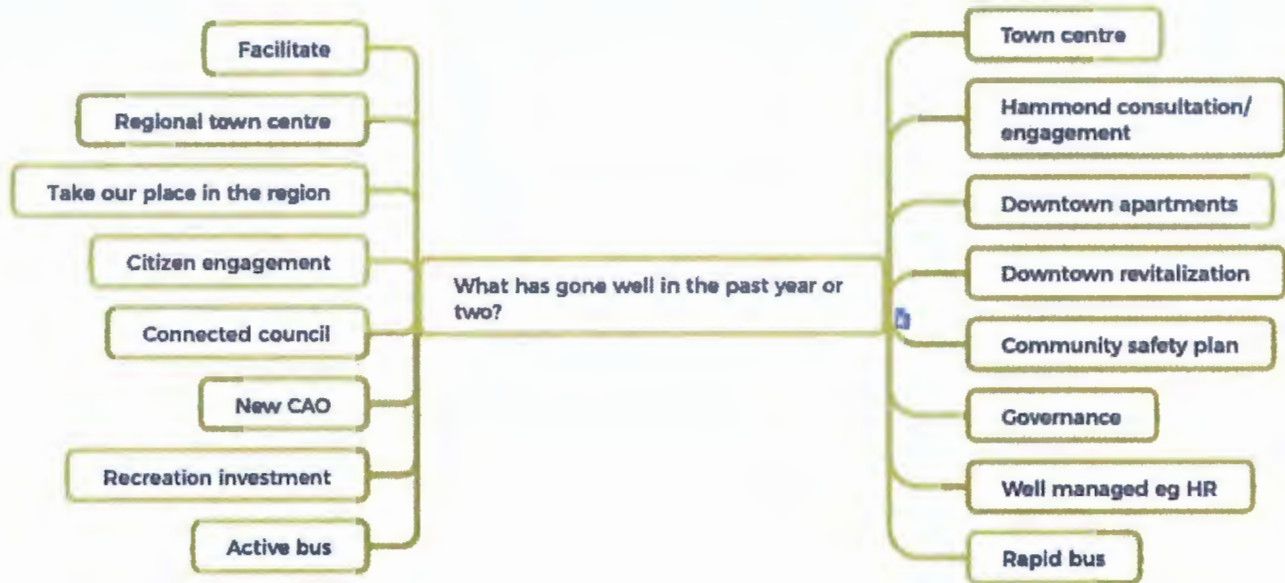
No significant changes to the strategic plan, see notes:



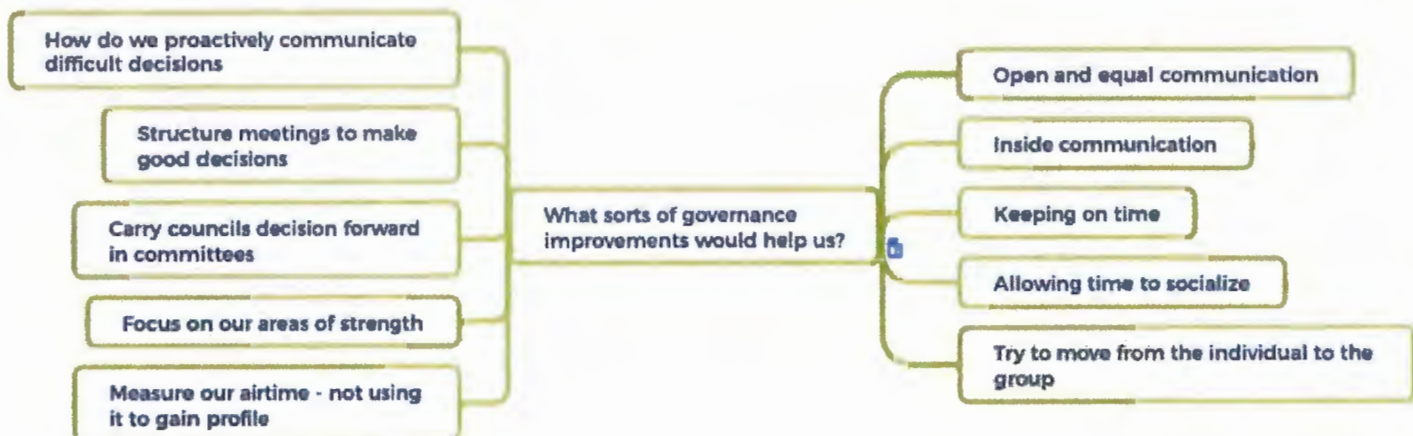
WORKSHOP NOTES

Appendix 2

What's gone well over the past year or two?



What sort of governance improvements would be helpful?



WORKSHOP NOTES

Appendix B

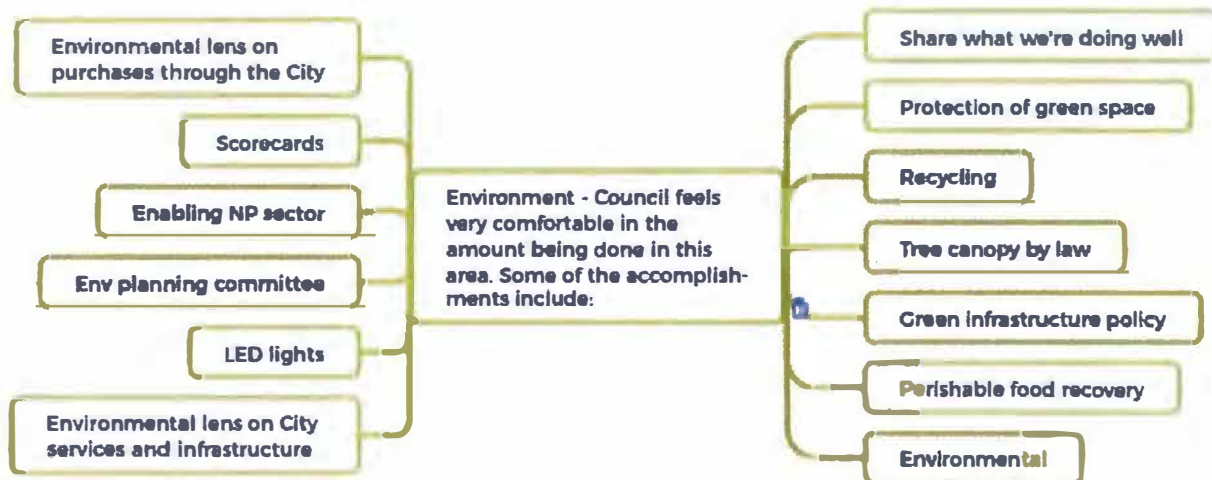
How would we like Maple Ridge described in the next 10 years?



WORKSHOP NOTES

Appendix B

Environment - highlight accomplishments - no significant changes needed



2020 Council Workplan Matrix - March 24, 2020

*Date est.	Meeting	Action Item/Report Title	Dept	Status/Outcome/Next Steps	Alignment
Jan-14	Workshop	Metro Vancouver 2040: Proposed Amendments to GHG Reduction Targets	Planning	Present on MV2040 amendments to GHG targets and MV request for comments	Environment
Jan-14	Workshop	Access Management Policy 9.14	Eng	Review of requirements related to driveway access to properties as well as addressing the issue of private structures located on City road allowances.	Growth
Jan-28	Workshop	2020 Council Workplan Matrix - first draft	Admin	Present a first draft of a 2020 Council workplan matrix for review. Feedback will be incorporated and a final matrix presented at Feb.19 Committee of the Whole.	Pride
Jan-28	Workshop	Heritage Incentives	Planning	Don Luxton to present on heritage incentives study in Maple Ridge.	Pride
Jan-28	Workshop	Fraser Basin Council	Eng	Presentation by the Fraser Basin Council and discussion on regional dyking issues	Relations
Feb-25	Workshop	Maple Ridge Wildlife and Vector Control Amending Bylaw No. 7619-2020 and Maple Ridge MTI Amending Bylaw No. 7621-2020	Bylaws	Proposed increase in fine amounts for certain sections of MTI bylaw.	Growth
Mar-10	Workshop	Maple Ridge Sign Bylaw	Building	Update the Sign Bylaw, including development.	Growth
Mar-10	Workshop	Mayor & Council Recognition Program Recommendations	Comms	Develop recommendations for a formal Mayor & Council Recognition Program that will provide the opportunity to celebrate the extraordinary accomplishments of citizens or organizations in Maple Ridge.	Pride
Mar-10	Workshop	Community Social Safety Initiative - Verbal Update	Admin	Provide an update on the Community Social Safety Initiative.	Safety
Mar-10	Workshop	Maple Ridge Bylaw Notice Enforcement Bylaw No. 7626-2020	Bylaws	Present background and options for the adoption of a new ticketing process.	Safety

*Date est.	Meeting	Action Item/Report Title	Dept	Status/Outcome/Next Steps	Alignment
Mar-24	CoW	Strategic Plan Progress Report & Council Strategic Check-In	Admin	Council reaffirmation of Strategic Plan and Work Plan.	Pride
Mar-31	Workshop	Integrated Stormwater Management Plans - South Alouette/Kanaka Creek	Eng	Draft ISMPs for review.	Environment
Mar-31	Workshop	Tree Bylaw Survey Response	Planning	Provide a summary of consultation about efficiencies, effectiveness, and value of the Tree Permit process.	Environment
Mar-31	Workshop	Purchasing Policy Update	Finance	Staff to provide recommendations for Council discussion and feedback. Council direction will shape policy update to be brought forward in late spring.	Growth
Mar-31	Workshop	Town Centre Visioning Process	Planning	Present scoping report on TC visioning process.	Growth
Mar-31	Council	Quarterly Update	Admin	Verbal update from the Mayor and staff.	Pride
Mar-31	Workshop	Communications Policy Update	Comms	Review and update all communications related policies to ensure alignment with Council's Strategic Priorities and the evolution of the delivery platforms for our Communications (social media/video technology).	Relations
Apr-14	Workshop	Albion Flats - Update	Planning	Pending ALC response	Growth
Apr-14	Workshop	DGS Pilot Project Outcomes	Planning	Present on outcomes of public tours of DGS units.	Growth
Apr-14	Workshop	Citizen Survey Discussion	Admin	Provide options for obtaining statistically representative community opinions.	Pride
Apr-14	Workshop	Community Social Safety Initiative Update	Admin	To provide an update on the status of the Community Social Safety Initiative.	Safety

*Date est.	Meeting	Action Item/Report Title	Dept	Status/Outcome/Next Steps	Alignment
Apr-21	CoW	Albion Community Centre Construction Phase 2 Award of Contract	Park/Fac	Tender to be undertaken by contractor once Phase 1 underway.	Growth
Apr-21	CoW	DCC Bylaw Amendment-minor rate update	Finance	Annual minor amendment to ensure alignment with capital program	Growth
Apr-28	Workshop	Fire Master Plan	Fire	Update on the Fire Master Plan Process	Growth
Apr-28	Workshop	Committees of Council Review (Ph.3)	LLS	Phases 1 and 2 dealt with advisory committee memberships, and Phase 3 will review Policy 3.10.	Pride
Apr-28	Workshop	Open Government - Chatbot	IT	Information accessibility enhancements for CMR website - Chat Bot	Pride
Apr-28	Workshop	Social Mapping Project	Planning	Report on results of SPARC BC* mapping exercise identifying support services and service gaps in the City. (*Social Planning and Research Council of British Columbia)	Safety
May-12	Workshop	Emergency Provision of Drinking Water	Eng	Report on post-disaster potable water supply.	Growth
May-12	Workshop	Lougheed Corridor Concept Plan	Planning	Updated draft concept plan to be presented for comments.	Growth
May-12	Workshop	Tandem Parking Bylaw	Planning	Present a summary of consultation data and regulatory options.	Growth
May-12	Workshop	Purchasing Policy Update	Finance	Proposed updates to the Purchasing Policy to reflect senior government policy changes, industry and technological innovations, and sustainability considerations.	Growth
May-12	Workshop	Vaping Regulations	Planning	Provide an options report for the management of commercial vaping product sales.	Safety

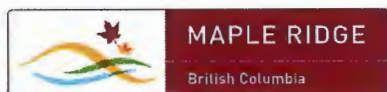
*Date est.	Meeting	Action Item/Report Title	Dept	Status/Outcome/Next Steps	Alignment
May-19	CoW	Zoning Bylaw	Planning	Awaiting Ministry approval before proceeding to second reading.	Growth
May-26	Workshop	Business Licence Bylaw Fee Amendment	Bylaws	Reviewing existing fees and conducting inter-municipal comparison. Amendment scheduled for July.	Growth
May-26	Workshop	Civic Land Strategy Update	LLS	Report providing an inventory of City lands and recommendations for future dispositions and acquisitions.	Growth
May-26	Workshop	Kennel Bylaw Amendments	Bylaws	Integration with updated Zoning Bylaw.	Growth
Jun-09	Workshop	Fees and Charges Update	Corp Planning	Establish consolidated Fees and Charges Bylaw and amend source bylaws for ease of public access.	Growth
Jun-09	Workshop	Sanitary Sewer Inflow & Infiltration Reduction Strategy	Eng	Mandated by MV, discussion on the City's ongoing efforts to reduce inflow and infiltration.	Growth
Jun-09	Workshop	Community Social Safety Initiative Update	Admin	To provide status update for the Community Social Safety Initiative.	Safety
Jun-23	Workshop	Post-Secondary Demand	Ec Dev	With School District 42 and Provincial partners, develop/implement an action plan to secure funding for demand analysis research in support of a business case for local post-secondary education offerings.	Growth
Jun-23	Workshop	Recreation and Facilities Gap Analysis	Park/Fac	Council requested staff report back with recreation and facility gap analysis.	Growth
Jun-23	Council	Quarterly Update	Admin	Verbal update from the Mayor and staff.	Pride
Jul-14	Workshop	Green Infrastructure	Planning	Consultant update on initial findings re: Green Infrastructure study for Maple Ridge commencing early March 2020. Initial findings will focus on what we have learned from other communities.	Environment

*Dates are estimated. Please check meeting agendas at mapleridge.ca/640 as date adjustments are to be expected.

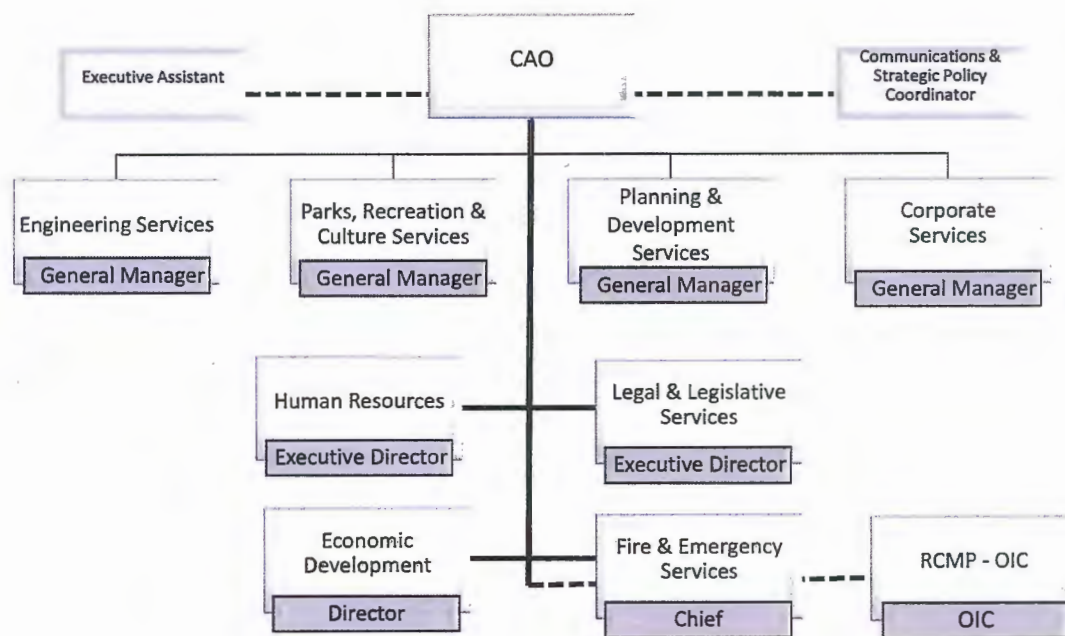
*Date est.	Meeting	Action Item/Report Title	Dept	Status/Outcome/Next Steps	Alignment
Sep-29	Workshop	Environmental Communications	Planning	Report on communication tools to clarify environmental permitting process and why it is required. Summarize environmental successes and initiatives to achieve strategic objectives.	Environment
Sep-29	Workshop	Fibre Strategy	IT	Status update on Fibre Strategy project.	Growth
Sep-29	Council	Quarterly Update	Admin	Verbal update from the Mayor and staff.	Pride
Sep-29	Workshop	Pitt Meadows Dyking	Eng	Current agreements date back to the 1970s. Review and update.	Safety
Oct-13	Workshop	Eco Network Management Strategy	Planning	Identify existing/potential municipal ecosystem health and wildlife management priorities re: watersheds, forest edges, green corridors, and major hubs. Determine quantitative and qualitative benefits and services they provide us.	Environment
Oct-13	Workshop	Council Code of Conduct	Admin	Second annual review.	Pride
Oct-13	Workshop	Council Strategic Plan & Workplan Matrix	Admin	Second annual progress review.	Pride
Oct-27	Workshop	Implications of Climate Change on Storm Water Management	Eng	Discussion regarding the implications of climate change and future direction.	Growth
Nov-23	Special Council Meeting	2021-2025 Business Planning	Admin	Day 1 of staff presentations and Council review.	Growth
Nov-24	Special Council Meeting	2021-2025 Business Planning	Admin	Day 2 of staff presentations and Council review.	Growth
Nov-25	Special Council Meeting	2021-2025 Business Planning	Admin	Day 3 of staff presentations and Council review.	Growth

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*Date est.	Meeting	Action Item/Report Title	Dept	Status/Outcome/Next Steps	Alignment
Dec-08	Workshop	Soil Deposit Bylaw - 1 year update	Planning	Bylaw adopted in 2018. Review of implementation in progress.	Environment
Dec-08	Council	Quarterly Update	Admin	Verbal update from the Mayor and staff.	Pride



2020 Organizational Structure



TO: His Worship Mayor Michael Morden
and Members of Council
MEETING DATE: March 24, 2020
FROM: Chief Administrative Officer
FILE NO: 01-0340-50
MEETING: CoW
SUBJECT: Mayor & Council Correspondence Policy

EXECUTIVE SUMMARY:

The attached policy has been amended to include comments and feedback received from Council at the February 25, 2020 Council Workshop meeting.

RECOMMENDATION:

That the amended Mayor & Council Correspondence Policy be endorsed.

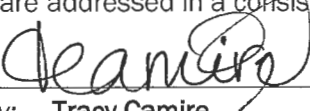
DISCUSSION:

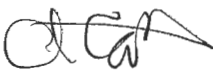
a) Background Context:

Staff have revised the Mayor & Council Correspondence Policy to include feedback that was received at the February 25, 2020 Council Workshop.

CONCLUSION:

The Mayor & Council Correspondence Policy establishes a formal process to ensure all communication interactions are addressed in a consistent, transparent and timely manner.


Prepared by: **Tracy Camire**
Executive Assistant to the Mayor


Approved by: **Christina Crabtree**
General Manager Corporate Services


Concurrence: **Al Horsman**
Chief Administrative Officer

Attachments:

- (A) Amended Mayor and Council Correspondence Policy
- (B) Draft Auto-Reply



POLICY MANUAL

Title: Mayor & Council Correspondence Policy		Policy No :
		Supersedes:
Authority: <input checked="" type="checkbox"/> Legislative <input type="checkbox"/> Operational	Effective Date:	
Approval: <input checked="" type="checkbox"/> Council <input type="checkbox"/> CMT	Review Date:	
<input type="checkbox"/> General Manager		
Policy Statement: The City of Maple Ridge is committed to providing the public with timely, accurate and comprehensive responses to enquiries, media requests and appearances at community events. The Mayor & Council Correspondence Policy establishes a formalized process to ensure all Council related interactions are addressed consistently and efficiently in accordance with City Standards. <i>"The City of Maple Ridge will take the initiative in being a reliable source of credible information, consistent to our mission and value statements."</i>		
Purpose: To establish protocols to ensure Mayor & Council correspondence is addressed in a consistent, transparent and timely manner.		
Definitions: Email Correspondence: all digital correspondence addressed to Mayor & Council sent to mayorcouncilandcaol@mapleridge.ca or enquiries@mapleridge.ca , or email addressed to all individual Council members, or email that has been forwarded to the Mayor's office for response. <ul style="list-style-type: none"> This does not include email sent to individual Council members, or sent to some but not all Council members, unless that email was also sent, or was forwarded to, the Mayor's office for response. Paper Correspondence: all hardcopy correspondence addressed to Mayor & Council, including correspondence received via Canada Post, fax and hand delivery. <ul style="list-style-type: none"> This does not include correspondence addressed only to the Mayor or individual members of Council. Media: accredited staff representatives of print or broadcast media. Writer: any person writing to Maple Ridge City Council, including but not limited to citizens, non-residents, representatives of businesses and other organizations.		

Outcomes:

1. Council can expect to receive staff responses in a transparent and timely manner.
2. Writers can expect an immediate auto-reply and those enquiries requiring further follow up will receive a personal response within two business days. For complex enquiries that require further action, research, or input from other departments, writers can expect a subsequent staff response that may take up to two weeks to be completed.
3. Media enquiries will be addressed within two business days.
4. Requests for attendance or official representation from Mayor & Council will be acknowledged within three business days.

Roles/Responsibilities:**Mayor**

1. The Mayor is the City's chief spokesperson and is responsible for informing the public on Council policies, priorities and decisions.
2. All invitations for official representation from Mayor & Council will come to the Mayor's Office. The Mayor, or a designate, will be assigned for any formal speaking role.
3. The Mayor may provide letters of support, as related to grant applications, award applications and requests that align with City policies and strategic plans on behalf of Council when requested.
4. Media enquiries, received through the Mayor's Office, shall be directed to the Community Engagement & Relations department who will provide background information related to media enquiries to ensure responses are accurate and align with corporate policies and Council decisions.

Council

1. Councillors will confirm their availability to attend events to the Mayor's office, who will provide a collective RSVP to event organizers.
2. Individual members of Council shall not express opinions on behalf of Council.
3. The decisions of Council shall be reflected as collective corporate decisions.
4. Individual members of Council are encouraged to reflect the opinion of Council as a whole, or state that comments reflect their own personal opinion.

General

1. All responses to Email Correspondence and Paper Correspondence will be saved as corporate records.
2. All invitations addressed to Mayor & Council will be entered into the Council calendar by the Mayor's Office.
3. An auto-response has been created for all incoming emails.
4. Follow-up responses to correspondence will be provided during business hours. Correspondence received on weekends and statutory holidays will be addressed on the next business day. If the matter is an emergency, members of the public will be provided with information on how to contact the City directly using the main telephone line 604-463-9581.
5. Staff will not support personal social media channels or personal correspondence for elected officials.
6. The Community Engagement & Relations team will work with the official representative, as designated by the Mayor's office, to provide briefings on protocol events, develop presentation materials as required for events. City assets (photos, video or marketing material) cannot be used by past, current or aspiring elected officials for campaign purposes or by individuals seeking office at the local, provincial or federal level.

Key Areas of Responsibility	
Action to Take	Responsibility
A. Act as the City's chief spokesperson, on behalf of Council.	Mayor
B. Respond to correspondence addressed to an individual Council member or several but not all Council members, sharing the decision of the collective Council, and/or explaining that an alternate opinion provided is that of the individual Council member.	Council
C. Forward correspondence to the Mayor's Office to initiate a corporate response to an email received by one or more individual councillors.	Council
D. Determine routing of correspondence to staff, Council agenda, Council calendar or other.	Staff
E. Respond to inquiries that need further review and response. Ensure the response is cc'd to Mayor, Council and CAO. Response times will vary based on detail of response required.	Staff
F. Respond to and manage invitations addressed to Mayor & Council.	Mayor's Office
G. Act as the City's liaison between the Mayor/CAO/Staff for media enquiries and interview requests.	Manager of Community Engagement & Relations



mapleridge.ca

Mayor & Council Auto-Reply

On behalf of Mayor and all members of Council, thank you for taking the time to send in your email. As per the City's Mayor & Council Correspondence Policy, this acknowledges receipt of your email. Feedback and inquiries are greatly appreciated by all members of Council. Should your email require further response, it will be reviewed and responded to by the appropriate staff in a timely manner.

If you are expecting a response from an individual member of Council, please email them directly (a list of contacts can be found on the City's [website](#)) otherwise, all emails will be directed to the Mayor's Office for an official response on behalf of Mayor and Council.

Should your email require further response, you will receive a reply within two business days.

For more complex enquiries that require further action, research or input from other departments, writers can expect a subsequent staff response that may take up to two weeks to be completed.

If your email relates to an item that has been the subject of a Public Hearing which has already concluded, please be advised that members of Council are not permitted to receive further input. Your message will not be forwarded to them but instead will be directed to the General Manager Planning & Development Services for review.

Should you need to follow up on your enquiry, please contact the Executive Assistant to the Mayor, Tracy Camire at tcamire@mapleridge.ca.

Public Safety Concerns

For fire or life hazards immediately phone 911 and ask for Police, Fire or Ambulance. In the event of an emergency do not use this form.

You may contact our 24-hour dispatch at 604-463-9581 for the following:

- Sewer back-ups
- Watermain breaks
- Localized flooding
- Traffic or pedestrian hazards
- or any issue where there is an immediate response required

Report a Concern Online

You can report a variety of problems [online](#) or via the mobile application. The completed form is emailed directly to the appropriate department and will be recorded as a request on the next business day. You will receive an electronic confirmation that the form has been received upon submission and you may be required to provide additional information.