

COUNCIL MEETING AGENDA

May 22, 2018

7:00 p.m.

Council Chamber

MEETING DECORUM

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

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

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

100 ***CALL TO ORDER***

200 ***AMENDMENTS TO THE AGENDA***

300 ***APPROVAL OF THE AGENDA***

400 ***ADOPTION OF MINUTES***

401 Minutes of the Regular Council Meetings:

- April 24, 2018 – Special Council Meeting
- April 24, 2018 – Regular Council Meeting
- May 8, 2018 – Special Council Meeting

402 Minutes of the Public Hearing of May 15, 2018

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

600 ***DELEGATIONS***

601 **Seniors Network and Alzheimer Society of BC – Dementia Friends Education Workshops**

- Heather Treleaven, Coordinator, Maple Ridge, Pitt Meadows, Katzie, Seniors Network
- Heather Cowie, Provincial Coordinator, Dementia-Friendly Communities, Advocacy & Education Department, Alzheimer Society of BC

650 ***QUESTIONS FROM THE PUBLIC***

Note: Questions from the Public are limited to 15 minutes unless extended by a motion approved by the majority of Council. Each speaker is limited to 2 minutes at a time.

700 ***ITEMS ON CONSENT***

701 **Minutes**

701.1 Development Agreements Committee Meetings of May 8 and May 15, 2018

701.2 Meetings of Committees and Commissions of Council

- Community Heritage Commission – April 12, 2018
- Environmental Advisory Committee – November 22, 2018 and January 10, 2018

702 **Reports**

702.1 **Disbursements for the month ended April 30, 2018**

Staff report dated May 22, 2018 recommending that the disbursements for the month ended April 30, 2018 be received for information.

702.2 **2018 Council Expenses**

Staff report dated May 22, 2018 providing an update for Council expenses recorded to date.

702.3 Big Feast Bistro + Retail Sidewalk Café – 11920 227 Street, Maple Ridge

Staff report dated May 22, 2018 providing an update on work to promote sidewalk cafes and providing details on proposed improvements to the Big Feast Bistro + Retail Sidewalk Café.

703 Correspondence

704 Release of Items from Closed Council Status

800 UNFINISHED BUSINESS

900 CORRESPONDENCE

1000 BYLAWS

Note: Item 1001 is from the May15, 2018 Public Hearing

Bylaws for Third Reading

1001 2016-055-RZ, 23183 136 Avenue

1001.1 Maple Ridge Official Community Plan Amending Bylaw No. 7446-2018

To amend Schedule “A”, Chapter 10.3, Part VI, A – Silver Valley, Figure 2 - Land Use Plan, and Figure 3A - Blaney Hamlet, from Institutional, Conservation, Medium/High Density Residential to Medium/High Density Residential and Conservation

To amend Schedule “A”, Chapter 10.3, Part VI, A – Silver Valley, Figure 4 – Trails / Open Space to Add to Conservation, Remove From Conservation and Add To Trail
Third reading

1001.2 Maple Ridge Zone Amending Bylaw No. 7238-2016

To rezone from A-2 (Upland Agricultural) to RM-1 (Townhouse Residential); the current application is to permit the construction of approximately 54 townhouse units.
Third reading

Bylaws for Adoption

- 1002 **2015-297-RZ, 23025, 23054, 23060, 23070, 23075, 23089 and 23095 Loughheed Highway and 11305, 11383, 11428 and 11438 232 Street**
- 1002.1 **Maple Ridge Official Community Plan Amending Bylaw No. 7331-2017**
To designate from Conservation and Urban Residential to Urban Residential, Commercial, Conservation and Park and to remove from Conservation and add to Conservation
Adoption
- 1002.2 **Maple Ridge Zone Amending Bylaw No. 7183-2015**
To rezone from RS-3 (One Family Rural Residential) to R-2 (Urban Residential District), RM-1 (Townhouse Residential), C-1 (Neighbourhood Commercial) and P-1 (Park and School) to permit future construction of a two phased townhouse complex totaling 252 units, a commercial/rental apartment building and two single residential pockets of 84 lots.
Adoption
- 1003 **2016-336-RZ, 11300 and 11250 240 Street**
- 1003.1 **Maple Ridge Official Community Plan Amending Bylaw No. 7396-2017**
To designate from Medium Density Residential to Conservation and to add to Conservation
Adoption
- 1003.2 **Maple Ridge Zone Amending Bylaw No. 7287-2016**
To rezone from RS-3 (One Family Rural Residential) to RM-1 (Townhouse Residential) and R-2 (Urban Residential District) to permit subdivision into 5 lots and construction of a 54 unit townhouse development
Adoption
- 1004 **Maple Ridge Ticket Information Utilization Amending Bylaw No. 7456-2018**
To amend the fine schedule to coincide with the amendments to the Maple Ridge Soil Deposit Regulation Bylaw
Adoption

1100 ***REPORTS AND RECOMMENDATIONS***

Public Works and Development Services

1101 **2018-012-AL, 23795 Dewdney Trunk Road, Application to Exclude Land from the Agricultural Land Reserve**

Staff report dated May 22, 2018 providing options for consideration pertaining to Application 2018-012-AL to exclude approximately 0.2 hectares (0.5 acres) of land from the Agricultural Land Reserve.

1102 **2018-142-AL, 12811 256 Street, Application for Non-farm Use Within the Agricultural Land Reserve**

Staff report dated May 22, 2018 recommending that Application 2018-142-AL to permit temporary residential use on land within the Agricultural Land Reserve be authorized to proceed to the Agricultural Land Commission.

1103 **2018-041-RZ, 11607, 11621 and 11633 Burnett Street, RS-1 to RM-2**

Staff report dated May 22, 2018 recommending that Maple Ridge Zone Amending Bylaw No. 7444-2018 to rezone from RS-1 (One Family Urban Residential) to RM-2 (Medium Density Apartment Residential) to permit a five storey condominium building be given first reading and that the applicant provide further information as described on Schedules A, C, D, E and F of the Development Procedures Bylaw No. 5879-1999.

1104 **2016-336-DVP, 11300 and 11250 240 Street**

Staff report dated May 22, 2018 recommending that the Corporate Officer be authorized to sign and seal 2016-336-DVP to vary front yard, rear yard and side yard setbacks to permit a 5 lot single family subdivision and a 54 unit townhouse development.

1105 **2016-336-DP, 11300 and 11250 240 Street**

Staff report dated May 22, 2018 recommending that the Corporate Officer be authorized to sign and seal 2016-336-DP to permit a 5 lot single family subdivision and a 54 unit townhouse development.

1106 2018-126-DVP, 26625 96 Avenue

Staff report dated May 22, 2018 recommending that the Corporate Officer be authorized to sign and seal 2018-126-DVP to increase the area and depth of the farm home plate and to increase the maximum depth from the lot line that abuts the fronting road to any portion of the one-family residential use to permit construction of a single family house.

1107 2016-320-DP, 11307 Maple Crescent

Staff report dated May 22, 2018 recommending that the Corporate Officer be authorized to sign and seal 2016-320-DP to permit construction of a mini-warehouse.

1108 2018-145-RZ, 11749 and 11761 Burnett Street, RS-1 to P-7

Staff report dated May 22, 2018 recommending that Maple Ridge Zone Amending Bylaw No. 7461-2018 to rezone from RS-1 (One Family Urban Residential) to P-7 (Shelter and Supportive Housing) to allow shelter use and supportive housing be given first reading and that the applicant provide further information as described on Schedules A and E of the Development Procedures Bylaw No. 5879-1999.

1109 Award of Contract ITT-EN18-19: 20300 Block of Hampton Street – Utility and Road Construction, Local Area Service

Staff report dated May 22, 2018 recommending that Contract ITT-EN18-19: 20300 Block of Hampton Street – Utility and Road Construction, Local Area Service be awarded to Summit Earthworks Inc., that the Financial Plan be amended to increase the project budget and that the Corporate Officer be authorized to execute the contract.

1110 Award of Contract: ITT-EN18-21, 232 Street Road and Drainage Improvements (132 Avenue to Silver Valley Road)

Staff report dated May 22, 2018 recommending that Contract ITT-EN18-21, 232 Street Road and Drainage Improvements (132 Avenue to Silver Valley Road) be awarded to MRC Total Build LP by its General Partner MRC Total Build Ltd; that a construction contingency be approved to address potential variations in field conditions; that the McElhanney Consulting Services Ltd. contract for Engineering Design Services for 232 Street Preliminary and Detailed Design (132 Avenue to Silver Valley road) be amended to increase the budget and that the Corporate Officer be authorized to execute the contract.

1111 Proposed Wildlife and Vector Control Bylaw No. 7437-2018

Staff report dated May 22, 2018 recommending that Wildlife and Vector Control Bylaw No. 7437-2018 to provide for prevention of wildlife attractants and vector control against spread of diseases be given first, second and third readings.

Financial and Corporate Services (including Fire and Police)

1131

Parks, Recreation & Culture

1151 Maple Ridge Sport Network

Staff report dated May 22, 2018 recommending that the Sport Network Terms of Reference be endorsed and that a proposed Sport and Physical Activity Strategy Implementation Plan be provided.

Administration

1171 Maple Ridge Tourism Advisory Committee Bylaw

Staff report dated May 22, 2018 recommending that Maple Ridge Tourism Advisory Committee Bylaw No. 7459-2018 to establish a Tourism Advisory Committee be given first, second and third reading.

1172 Partnering Agreement – Employment Land Investment Incentive Program

Staff report dated May 22, 2018 recommending that the Corporate Officer be authorized to execute Partnering Agreements with Burnaby Saw Service Ltd. under building permit number 17-121540.

1173 Joint Municipal Emergency Program

Staff report dated May 22, 2018 recommending that staff be directed to draft a new five-year Joint Municipality Emergency Program (JMEP) agreement with the City of Pitt Meadows.

Other Committee Issues

1191

1200 ***STAFF REPORTS***

1300 ***OTHER MATTERS DEEMED EXPEDIENT***

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

1500 ***ADJOURNMENT***

QUESTIONS FROM THE PUBLIC

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

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

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

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

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

For more information on these opportunities contact:

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

Mayor and Council at mayorandcouncil@mapleridge.ca.

Checked by: _____

Date: _____

400 Adoption and Receipt of Minutes

401 Minutes of Regular and Special Council Meetings

SPECIAL COUNCIL MEETING MINUTES

April 24, 2018

The Minutes of the Special City Council Meeting held on April 24, 2018 at 5:55 p.m. in the Blaney Room of the City Hall, 11995 Haney Place, Maple Ridge, British Columbia for the purpose of transacting regular City business.

PRESENT

Elected Officials

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

Appointed Staff

P. Gill, Chief Administrative Officer
K. Swift, General Manager of Parks, Recreation & Culture
F. Quinn, General Manager of Public Works and
Development Services
L. Benson, Director of Corporate Administration
T. Thompson, Chief Financial Officer

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

1.0 *CALL TO ORDER*

2.0 *APPROVAL OF THE AGENDA*

R/2018-216

It was moved and seconded

That the agenda for the April 24, 2018 Special Council Meeting be approved.

CARRIED

3.0 *NOTICE OF CLOSED COUNCIL MEETING*

R/2018-217

It was moved and seconded

That the meeting following this meeting be closed to the public pursuant to Sections 90 (1) and 90 (2) of the Community Charter as the subject matter being considered relates to the following:

Section 90(1)(c) Labour relations or employee negotiations.

Section 90(1)(k) Negotiations and related discussions respecting the proposed provision of a municipal service that are at their preliminary stages and that, in the view of the council, could reasonably be expected to harm the interests of the municipality if they were held in public.

Any other matter that may be brought before the Council that meets the requirements for a meeting closed to the public pursuant to Sections 90 (1) and 90 (2) of the Community Charter or Freedom of Information and Protection of Privacy Act.

CARRIED

4.0 ***ADJOURNMENT*** – 5:55 p.m.

N. Read, Mayor

Certified Correct

L. Benson, Corporate Officer

City of Maple Ridge

COUNCIL MEETING MINUTES

April 24, 2018

The Minutes of the City Council Meeting held on April 24, 2018 at 7:15 p.m. in the Council Chamber of the City Hall, 11995 Haney Place, Maple Ridge, British Columbia for the purpose of transacting regular City business.

PRESENT

Elected Officials

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

Appointed Staff

P. Gill, Chief Administrative Officer
K. Swift, General Manager of Parks, Recreation & Culture
F. Quinn, General Manager Public Works and Development Services
T. Thompson, Chief Financial Officer
C. Carter, Director of Planning
L. Benson, Corporate Officer
A. Gaunt, Confidential Secretary

Other staff as required

L. Siracusa, Manager of Economic Development
D. Pollock, Municipal Engineer
D. Hall, Planner 2
Y. Chu, Recreation Manager Arts & Community Connections
M. Pym, Environmental Planner 1

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

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

100 ***CALL TO ORDER***

200 ***AMENDMENTS TO THE AGENDA***

The agenda was amended to deal with Items 1151 and 1152 following 700 Items on Consent

300 ***APPROVAL OF THE AGENDA***

R/2018-218

It was moved and seconded

That the agenda for the April 24, 2018 Regular Council Meeting be amended to deal with Items 1151 and 1152 following Section 700 Items on Consent and that the agenda be approved as amended.

CARRIED

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

401 Minutes of the Special Council Meeting of April 10, 2018 and the Regular Council Meeting of April 10, 2018

R/2018-219

It was moved and seconded

That the minutes of the Special Council Meeting of April 10, 2018 and the Regular Council Meeting of April 10, 2018 be adopted as circulated.

CARRIED

402 Minutes of the Public Hearing of April 17, 2018

R/2018-220

It was moved and seconded

That the minutes of the Public Hearing of April 17, 2018 be adopted as circulated.

CARRIED

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

600 ***DELEGATIONS***

601 **Walking Together: Maple Ridge Cultural Plan**

- Patricia Huntsman, Culture & Communication

The Recreation Manager Arts & Community Connections introduced the 10 Year Cultural Plan Strategy on behalf of the Cultural Plan Task Group. She spoke on the work done during the development of the plan and acknowledged task group members.

Ms. Huntsman gave a PowerPoint presentation providing the following information:

- Key highlights of the plan and what sets the plan apart
- Definition of Cultural Planning and how it addresses the goals of the community
- Guiding principles identified by members of the community
- Strategic Priorities which include:
 - Connection, Capacity and Collaboration
 - Awareness and Visibility
 - Cultural Tourism and Creative Entrepreneurship
 - Youth and Family Arts
 - Indigenous Cultural Heritage and Arts
 - Multiculturalism and Social Inclusion
- Next steps in the process

602 New Westminster & District Labour Council - Day of Mourning Presentation

- Cherie Delaney

Ms. Delaney requested support and recognition of April 28, 2018 as the National Day of Mourning. She outlined the purpose of the Day of Mourning and highlighted education as the key to prevention of work place accidents. She provided information on the BC FED Health and Safety Centre and its partners and a project to engage schools in the Day of Mourning and education about rights pertaining to safety. Ms. Delaney highlighted the number of accidents occurring in BC and advised that the goal of the Health and Safety Centre is to reduce the number of deaths and injuries amount young workers. She also advised that bullying and harassment issues are being addressed in terms of prevention and outlined the debilitating impact of workplace bullying and harassment.

603 Life Experience Viewpoints Presentation

- A. Johnson
- D. Lucas

Ms. Johnson spoke on her life experiences and her battle with addiction. She spoke on choices she made which led her to 10th year of recovery. Ms. Johnson advised that should she have been offered free housing during her addiction and harm reduction as it is today she would not be here and that long term treatment offered to her provided the way to recovery. She expressed concern that what is being offered by Housing to date is not an adequate solution to the homeless addiction problem.

Ms. Lucas introduced herself as a resident of Maple Ridge and that she has been clean for 10 months. She also stated that she was around when the Cliff Avenue tent city started and advised that many of the original residents are no longer living. Ms. Lucas expressed concern that the promise of free housing with no rules or requirements has caused many persons with addictions to come to Maple Ridge and that policing is not adequate. Ms. Lucas advocated for rehab and proper detox rather than low barrier facilities for addicted persons who are homeless. She spoke to the negative impacts of shelters on those who are addicted. She wished to convey that enabling addicts does not work and what is currently being done is not working. She expressed concern with the impact of the proposed low barrier facilities on the downtown core.

Ms. Johnson advised she is currently a registered care aid working with seniors. She also advised on the fear felt by seniors when going out into the community and when active addicts are placed into seniors' rentals. She advocated on the behalf of seniors, children and business owners. Ms. Johnson spoke against methods currently used to deal with duly addicted and duly diagnosed persons and encouraged court mandated treatment. She reiterated her concern that the law is not being followed and that the motivation for persons who are addicted to receive help is currently not there.

650 Questions from the Public

Georgina

Georgina identified herself as the proprietor of a restaurant in the Lougheed and Royal Crescent area. She is opposed to the proposed shelter locations slated for Burnett Street and Royal Crescent sites and the low barrier model chosen. She expressed concern with the recent influx of addicts into the City of Maple Ridge since the inception of Cliff Avenue and the impact on businesses, including her own. She spoke on the negative impact of low barrier shelters in other cities and on neighbourhoods. Georgina also expressed concern that no due process or consultation has been carried out for the proposed sites. She asked whether the Community Charter prohibits City council from publically calling out the Province and requested support from Council.

Mayor Read advised that City Council can speak out on the behalf of residents.

Speaker did not provide name and address verbally for the record

The speaker asked whether BC Housing has been in contact about the Burnett Street location. Mayor Read advised that an application has been received within the last week. The speaker asked whether Council knew

when the application rezoning hearing will be. Mayor Read advised that Council has not yet heard from staff.

The speaker stated that the taxpaying citizens of Maple Ridge did not give permission to City Council to approve a proposed shelter and housing on Burnett Street. She asked whether the collateral damage of children being pricked by needles and the negative impact of seniors in the area will be discussed during the rezoning process.

Bob Goos

Mr. Goos expressed that as a taxpayer he gave permission to Council to support the proposals by BC Housing. He spoke on the Housing Action Plan endorsed in 2015 and asked whether a staff person to support and help expedite the processing of applications for rental, non-market and seniors housing and to expand City policy around those issues has been appointed and whether that person will be assisting with future projects.

The Director of Planning advised that an incentive report is currently being developed.

Mr. Goos asked whether a housing reserve fund to assist with development of non-market housing for special needs groups and others has been established.

The Director of Planning advised on plans to allocate Community Amenity Contributions toward a housing reserve fund.

Chris Bossley

Ms. Bossley provided a list of the numbers of temporary modular housing units to be constructed in various communities in BC by BC Housing.

She asked why Maple Ridge Council has not welcomed BC Housing's proposal for 55 units of modular housing to house some homeless citizens.

Mayor Read advised that positions on housing initiatives among Maple Ridge Council have been well stated.

Local Business Owner of daycare centre on 225 Street and North Road – the speaker did not provide name and address verbally for the record

The speaker spoke on the success of her day care business and the work put in to bring about success despite the location being close to tent city. She advised that since the announcement of proposed modular housing in close vicinity to her daycare, parents are threatening to leave and new parents are not coming in.

She asked that when her daycare goes out of business because parents do not want their kids close to modular housing and issues such as needles in the parking lot which she is already dealing with worsen, who will support her family, who will pay her lease and who will pay her lawyer when the landlord sues for breach of contract.

The speaker stated that although she is for housing, the location between a daycare and a seniors' facility is not appropriate.

Mayor Read advised that Council has not been consulted on the Royal Crescent site and that it is important to speak with local MLA's.

Dave Mussalem

Mr. Mussalem identified himself as the previous owner of the Royal Crescent property. He advised that he had not been aware that the company buying the property was the BC Government. He stated he did not agree with the location chosen by BC Housing and expressed concern for the downtown core and the local businesses. Mr. Mussalem felt more police protection should be offered and that a better solution reached. He asked Council not to fold on the Royal Crescent site.

R/2018-221

It was moved and seconded

That the Questions from the Public session be extended by 15 minutes.

CARRIED

Councillor Robson – Opposed

Rose-Marie Bordeleau

Mr. Bordeleau advised that a group has been out a number of 12 times and that a petition numbers are above 7000.

Tessa Carlson

Ms. Carlson expressed concern with number of issues being dealt with in the 119 and 222 Street area. She feels every person in Maple Ridge should be cared for however those involved in illegal activities should be removed. She advocated for facilities where those addicted to drugs can be helped through counselling and learning how to get back into society.

Lisa Galesloot – Site Manager of Rosewood Cottage

Ms. Galesloot identified some of the residents of Rosewood Cottage as seniors with low incomes and who have addiction and homelessness in their past. She expressed the concern of the seniors about the influence of a low barrier shelter next to them and advised that there are residents and family members of current residents who will leave the cottage due to

concerns related to the proposed modular housing. Ms. Galesloot asked whether an impact study can be done and expressed that the location is not appropriate. She also expressed concern that as the existing house on the property is being moved and that the decision has already been made.

Mayor Read provided clarification on moving of the house currently on the property. She advised that this site is a provincial choice and is not coming before City Council.

Larry Toombs

Mr. Toombs expressed concern with the escalation of the homeless and addiction problem in the community and the degrading of the downtown core as these issues become more prevalent. He is not against shelters for people in need however he is opposed to the proposed low barrier shelters. Mr. Toombs stated that residents expect leadership from both Council and the Provincial Government and do not expect a dictatorship.

Speaker did not provide name and address verbally for the record

The speaker referred to research done on the number of needles distributed in the Tri Cities. She expressed concern that once low barrier shelters are brought in, such decisions cannot be reversed. She also expressed concern that the residents of Maple Ridge are not being heard and asked for Council's help to stand up for residents and help build a better community.

Kim Engle

Ms. Engle asked how long it normally takes to get a demolition permit or a moving permit.

The General Manager of Public Works and Development advised on the timeline for a demolition permit.

Ms. Engle asked whether BC Housing is asking for the removal of the house to be fast tracked.

Terry Wilkinson

Ms. Wilkinson identified herself as a resident of Mission, BC and as an outreach worker and a person who works on the streets. She spoke to a model which can work to help with the homeless issue and referred to a video provided to Council. She offered to present before Council to provide further information.

Note: The meeting was recessed at 8:05 p.m. to deal with the Mayor's request that a resident leave the meeting due to inappropriate behaviour and was reconvened at 8:11 p.m. Councillor Duncan was not in attendance when the meeting reconvened.

Nick – resident did not verbally provide last name for the record

Nick asked whether it was up to City Council to approve the rezoning of a lot which has been bought by the Province.

Mayor Read advised that the Province is not coming before Council for rezoning of the Royal Crescent property and that they are coming before Council for the rezoning of the Burnett Street site.

Nick asked for an explanation of why the Province can move forward with the Royal Crescent property. Mayor Read advised that the Province can waive the requirement for rezoning as they are a higher level of government.

Nick asked whether any Council members live near or know anyone who lives near the Royal Crescent site and whether all Council members have thought of what they intend to do next year for a career when elections come up.

R/2018-222

It was moved and seconded

That the Questions from the Public session be extended by 15 minutes.

DEFEATED

Mayor Read, Councillor Masse, Councillor Robson,
Councillor Speirs – OPPOSED

Note: Councillor Duncan joined the meeting at 8:15 p.m.

700 ***ITEMS ON CONSENT***

701 **Minutes**

701.1 Minutes of the Development Agreements Committee Meeting of April 3 and April 10, 2017

701.2 Minutes of Committees and Commissions of Council

- Agricultural Advisory Committee – March 1, 2018
- Community Heritage Commission – March 8, 2018

702 **Reports**

702.1 **Disbursements for the month ended March 31, 2018**

Staff report dated April 24, 2018 recommending that the disbursements for the month ended March 31, 2018 be received for information.

703 **Correspondence** – Nil

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

From the April 10, 2018 Closed Council Meeting

Item 04.02 BC Hydro Statutory Right of Way – 11400 Cottonwood Drive

R/2018-223

It was moved and seconded

That Items 701.1, 701.2, 702.1 and 704 on the “Items for Consent” agenda be received into the record.

CARRIED

Note: Items 1151 and 1152 were dealt with following Item 700 Items on Consent agenda.

800 ***UNFINISHED BUSINESS*** – Nil

900 ***CORRESPONDENCE*** – Nil

1000 ***BYLAWS***

Note: Item 1001 is from the April 17, 2018 Public Hearing

Bylaws for Third Reading

1001 **2017-078-RZ, 22368 North Avenue**

1001.1 **Maple Ridge Official Community Plan Amending Bylaw No. 7436-2018**

To amend Schedule “A”, Chapter 10.4 Town Centre Area Plan, Schedule 1:
from Low-Rise Apartment to Town Centre Commercial
Third reading

R/2018-224

It was moved and seconded

That Bylaw No. 7436-2018 be given third reading.

CARRIED

1001.2 **Maple Ridge Zone Amending Bylaw No. 7316-2017**

To rezone from RM-3 (High Density Apartment Residential) to C-3 (Town Centre Commercial). The current application is to permit the construction of a four storey mixed-use building.

Third reading

R/2018-225

It was moved and seconded

That Bylaw No. 7316-2017 be given third reading.

CARRIED

Bylaws for Second and Third Reading

1002 **Maple Ridge Soil Deposit Regulation Bylaw No. 7412-2017**

Staff report dated April 24, 2018 recommending second and third reading

To regulate the deposit of soil and other material in order to protect residents, public infrastructure, agricultural lands and the City's natural resources

Second and third reading

The Environmental Planner gave a PowerPoint presentation providing the following information:

- An update on the consultation process
- Council Endorsed Consultation Process outline

R/2018-226

It was moved and seconded

That Bylaw No. 7412-2017 be given second and third reading.

CARRIED

1100 ***REPORTS AND RECOMMENDATIONS***

Public Works and Development Services

1101 **2017-385-DVP, 11907 228 Street**

Staff report dated April 24, 2018 recommending that the Corporate Officer be authorized to sign and seal 2017-385-DVP to vary front yard setbacks above a second storey, exterior and interior side yard setbacks above a third storey and required parking from 126 stalls to 113 stalls to permit a mixed use building of office uses and affordable rental housing.

R/2018-227

It was moved and seconded

That the Corporate Officer be authorized to sign and seal 2017-385-DVP respecting property located at 11907 228 Street.

CARRIED

1102 **2018-136-DVP, 28184 96 Avenue**

Staff report dated April 24, 2018 recommending that the Corporate Officer be authorized to sign and seal 2018-136-DVP to reduce required asphalt width for a rural local road to permit construction of a single family dwelling.

R/2018-228

It was moved and seconded

That the Corporate Officer be authorized to sign and seal 2018-136-DVP respecting property located at 28184 96 Avenue.

CARRIED

1103 **2018-138-DVP, 24705 108 Avenue**

Staff report dated April 24, 2018 recommending that the Corporate Officer be authorized to sign and seal 2018-138-DVP to reduce the 108 Avenue Local Street, Rural standard asphalt wide requirement to permit a detached garden suite.

R/2018-229

It was moved and seconded

That the Corporate Officer be authorized to sign and seal 2018-138-DVP respecting property located at 24705 - 108 Avenue.

CARRIED

Financial and Corporate Services (including Fire and Police)

1131 Maple Ridge Fire Hall No. 4 & Training Centre

Staff report dated April 24, 2018 recommending approval of an increase to the existing architectural consulting services contract with Johnston Davison Architecture & Planning Inc., an increase to the contract contingency, that the Corporate Officer be authorized to execute the contract amendment and that the Financial Plan Bylaw be amended to reflect updated costs for Maple Ridge Fire Hall No. 4 & Training Centre.

R/2018-230

It was moved and seconded

1. That an increase to the existing architectural consulting services contract with Johnston Davidson Architecture & Planning Inc. by \$333,300 and an increase to the contract contingency by \$66,600 be approved, that the Corporate Officer be authorized to execute the contract amendment; and further
2. That the Financial Plan Bylaw be amended to reflect the updated costs for Maple Ridge Fire Hall No. 4 & Training Centre.

CARRIED

1132 2018 Tax Rate Bylaws – Albion Dyking District and Maple Ridge Road 13 Dyking District

Staff report dated April 24, 2018 recommending that Albion Dyking District Tax Rates Bylaw No. 7439-2018 and Maple Ridge Road 13 Dyking District Tax Rates Bylaw No. 7440-2018 be given first, second and third readings.

R/2018-231

It was moved and seconded

That Albion Dyking District Tax Rates Bylaw No. 7439 -2018 be given first, second and third readings; and

That Maple Ridge Road 13 Dyking District Tax Rates Bylaw No. 7440-2018 be given first, second and third readings.

CARRIED

1133 2018-2022 Financial Plan Amending Bylaw

Staff report dated April 24, 2018 recommending that Maple Ridge 2018-2022 Financial Plan Amending Bylaw No. 7452-2018 be given first, second and third readings.

The Chief Financial Officer reviewed the staff report. He gave a PowerPoint presentation providing information on existing and proposed property taxes.

R/2018-232

It was moved and seconded

That Bylaw No. 7452-2018 be given first, second and third readings.

CARRIED

1134 Maple Ridge 2018 Property Tax Rates Bylaw

Staff report dated April 24, 2018 recommending that Maple Ridge 2018 Property Tax Rates Bylaw No. 7453-2018 be given first, second and third readings.

R/2018-233

It was moved and seconded

That Bylaw No. 7453-2018 be given first, second and third readings.

CARRIED

Parks, Recreation & Culture

Note: Items 1151 and 1152 were dealt with following Item 700 Items on Consent

1151 Walking Together: Maple Ridge Cultural Plan

Staff report dated April 24, 2018 recommending that the Walking Together: Maple Ridge Cultural Plan be endorsed and that a report with a proposed Cultural Plan implementation framework be developed with community stakeholders.

R/2018-234

It was moved and seconded

That the Walking Together: Maple Ridge Cultural Plan be endorsed; and further

That staff report back with a proposed Cultural Plan implementation framework developed with community stakeholders.

CARRIED

1152 Mussallem Residence Donation

Staff report dated April 24, 2018 recommending the acceptance of the Mussallem Residence for relocation to the Maple Ridge Cemetery along with a donation from BC Housing and an additional donation from an anonymous donor.

The General Manager of Parks, Recreation & Cultural Services clarified why relocation of the house to museum lands is not possible and provided further information on the donation and relocation of the Mussallem residence

R/2018-235

It was moved and seconded

That staff be directed to accept the Mussallem Residence for relocation to the Maple Ridge Cemetery along with a \$250,000.00 contribution from BC Housing and an additional \$100,000.00 from an anonymous donor.

CARRIED

1153 Award of Contract: Samuel Robertson Technical Secondary School Field Civil Works

Staff report dated April 24, 2018 recommending that Contract ITT-PL18-25: Civil Works in preparation for the installation of a new synthetic sports field surface for Samuel Robertson Technical Secondary School be awarded to Cedar Crest Lands (BC) Ltd., that a contingency be authorized, that the next Financial Plan Bylaw amendment include a draw from the Lifecycle Reserve the fund the synthetic turf replacement and that the Corporate Officer be authorized to execute the contract.

R/2018-236

It was moved and seconded

That Contract ITT-PL18-25: Civil Works in preparation for the installation of a new synthetic sports field surface for Samuel Robertson Technical Secondary School be awarded to Cedar Crest Lands (BC) Ltd. in the amount of \$334,400.00 plus taxes, as well as a contingency of \$65,000 be authorized; and

That the next Financial Plan Bylaw amendment include a draw of \$399,400.00 from the Lifecycle Reserve to fund the civil works and

contingency for the synthetic turf replacement at Samuel Robertson Technical Secondary School, and further

That the Corporate Officer be authorized to execute the contract.

CARRIED

1154 Karina LeBlanc Field – Contingency

Staff report dated April 24, 2018 recommending that an increase in the Karina LeBlanc field construction contingency to address site conditions be authorized and that the contingency be funded from gaming reserves/parks infrastructure.

R/2018-237

It was moved and seconded

That the Karina LeBlanc field construction budget be increased by \$219,500.00 plus taxes to complete the project; and further

That the budget increase be funded from the Parks Infrastructure Reserve Fund.

CARRIED

Administration

1171 Tourism Strategy

Staff report dated April 24, 2018 recommending that the Tourism Strategy for the City of Maple Ridge be adopted.

R/2018-238

It was moved and seconded

That the Tourism Strategy attached to the report dated April 24, 2018 be adopted.

CARRIED

1172 Tourism Advisory Committee (“TAC”)

Staff report dated April 24, 2018 recommending that Terms of Reference for a Tourism Advisory Committee be endorsed and that a draft bylaw to establish a Tourism Advisory Committee be brought forward at a future Council meeting.

R/2018-239

It was moved and seconded

That the terms of reference for a Tourism Advisory Committee ("TAC") be endorsed, and

That the draft Bylaw to establish a Tourism Advisory Committee be brought forward for consideration at a future Council meeting.

CARRIED

Other Committee Issues

1200 ***STAFF REPORTS*** – Nil

1300 ***OTHER MATTERS DEEMED EXPEDIENT*** – Nil

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

1500 ***ADJOURNMENT*** – 9:08 p.m.

Certified Correct

N. Read, Mayor

L. Benson, Corporate Officer

SPECIAL COUNCIL MEETING MINUTES

May 8, 2018

The Minutes of the Special City Council Meeting held on May 8, 2018 at 5:32 p.m. in the Blaney Room of the City Hall, 11995 Haney Place, Maple Ridge, British Columbia for the purpose of transacting regular City business.

PRESENT

Elected Officials

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

Appointed Staff

P. Gill, Chief Administrative Officer
K. Swift, General Manager of Parks, Recreation & Culture
F. Quinn, General Manager of Public Works and
Development Services
L. Benson, Director of Corporate Administration
Other staff as required
D. Pollock, Municipal Engineer

GUEST

J. Locke, Stewart
McDannold Stuart

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

Note: Councillor Shymkiw participated in the meeting by telephone. J. Locke, Legal Counsel, participated in the meeting via GoToMeeting.

1.0 *CALL TO ORDER*

2.0 *APPROVAL OF THE AGENDA*

R/2018-246

It was moved and seconded

That the agenda for the May 15, 2018 Special Council Meeting be approved.

CARRIED

3.0 *NOTICE OF CLOSED COUNCIL MEETING*

R/2018-247

It was moved and seconded

That the meeting following this meeting at 6:00 p.m. be closed to the public pursuant to Sections 90 (1) and 90 (2) of the Community Charter as the subject matter being considered relates to the following:

- 90(1)(g) Litigation or potential litigation affecting the municipality.
- 90(1)(i) The receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose;
- 90(2)(b) The consideration of information received and held in confidence relating to negotiations between the municipality and a provincial government and a third party.
- 90(2)(d) A matter that, under another enactment, is such that the public must be excluded from the meeting.

Any other matter that may be brought before the Council that meets the requirements for a meeting closed to the public pursuant to Sections 90 (1) and 90 (2) of the Community Charter or Freedom of Information and Protection of Privacy Act.

CARRIED

4.0 *ADJOURNMENT* – 5:33 p.m.

N. Read, Mayor

Certified Correct

L. Benson, Corporate Officer

402 Minutes of the Public Hearing

City of Maple Ridge

PUBLIC HEARING

May 15, 2018

The Minutes of the Public Hearing held in the Council Chamber of City Hall, 11995 Haney Place, Maple Ridge, British Columbia on May 15, 2018 at 7:04 p.m.

PRESENT

Elected Officials

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

Appointed Staff

K. Swift, Acting Chief Administrative Officer/General
Manager of Parks, Recreation & Culture
F. Quinn, General Manager of Public Works and
Development
L. Benson, Director of Corporate Administration
C. Carter, Director of Planning
A. Gaunt, Confidential Secretary
Other staff as required
M. Baski, Planner 2

Mayor Read called the meeting to order. The Director of Corporate Administration explained the procedure and rules of order of the Public Hearing and advised that the bylaws will be considered further at the next Council Meeting on May 22, 2018.

The Mayor then called upon Planning Department staff to present the following items on the agenda:

1) 2016-055-RZ, 23183 136 Ave

Maple Ridge Official Community Plan Amending Bylaw No. 7446-2018

To Amend Schedule "A", Chapter 10.3, Part VI, A – Silver Valley, Figure 2 - Land Use Plan, and Figure 3A - Blaney Hamlet, from Institutional, Conservation, Medium/High Density Residential to Medium/High Density Residential and Conservation

To Amend Schedule "A", Chapter 10.3, Part VI, A – Silver Valley, Figure 4 – Trails / Open Space to Add to Conservation, Remove From Conservation and Add To Trail

Maple Ridge Zone Amending Bylaw No. 7238-2016

To rezone from A-2 (Upland Agricultural) to RM-1 (Townhouse Residential). The current application is to permit the construction of approximately 54 townhouse units.

The Director of Corporate Administration advised that no correspondence was received on this item.

The Planner gave a PowerPoint presentation providing the following information:

- Application Information
- Subject Map
- Official Community Plan Context
- Neighbourhood Context
- Site Characteristics
- Development Proposal
- Proposed Site Plan
- Typical Elevations
- Landscape Plan
- Terms and Conditions

The Mayor called for speakers three times.

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

Having given all those persons whose interests were deemed affected by the matters contained herein a chance to be heard, the Mayor adjourned the Public Hearing at 7:13 pm.

N. Read, Mayor

Certified Correct

L. Benson, Corporate Officer

700 *ITEMS ON CONSENT*

701.1 Development Agreements Committee

**CITY OF MAPLE RIDGE
DEVELOPMENT AGREEMENTS COMMITTEE**

May 8, 2018
Mayor's Office

CIRCULATED TO:

Nicole Read, Mayor
Chair

Paul Gill, Chief Administrative Officer
Member

Catherine Schmidt, Recording Secretary

1. 18-105031 BG

LEGAL: Lot 4 Section 28 Township 12 New Westminster District
Plan EPP60509

LOCATION: 13016 237A Street

OWNER: Cavalier Homes Ltd.

REQUIRED AGREEMENTS: Temporary Residential Use Covenant

THAT THE MAYOR AND CORPORATE OFFICER BE AUTHORIZED TO SIGN AND SEAL THE PRECEDING DOCUMENT AS IT RELATES TO 18-105031 BG.

CARRIED

2. 17-124485 BG

LEGAL: Lot 197 Section 17 Township 12 New Westminster District
Plan NWP49581

LOCATION: 11801 230 Street

OWNER: Charanjit, Swaraj, Paramjeet, Inderjeet BADESHA

REQUIRED AGREEMENTS: Stormwater Management Covenant

THAT THE MAYOR AND CORPORATE OFFICER BE AUTHORIZED TO SIGN AND SEAL THE PRECEDING DOCUMENT AS IT RELATES TO 17-124485 BG.

CARRIED

3. 2017-018-DP

LEGAL: Lot 1 District Lot 399 New Westminster District Plan EPP66650

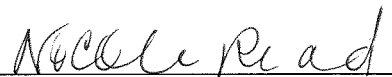
LOCATION: 22315 122 Avenue

OWNER: 1060233 B.C. Ltd.


REQUIRED AGREEMENTS: Enhancement & Replanting Agreement

THAT THE MAYOR AND CORPORATE OFFICER BE AUTHORIZED TO SIGN AND SEAL THE PRECEDING DOCUMENT AS IT RELATES TO 2017-018-DP.

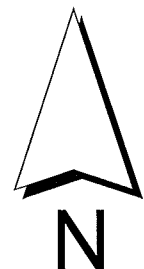
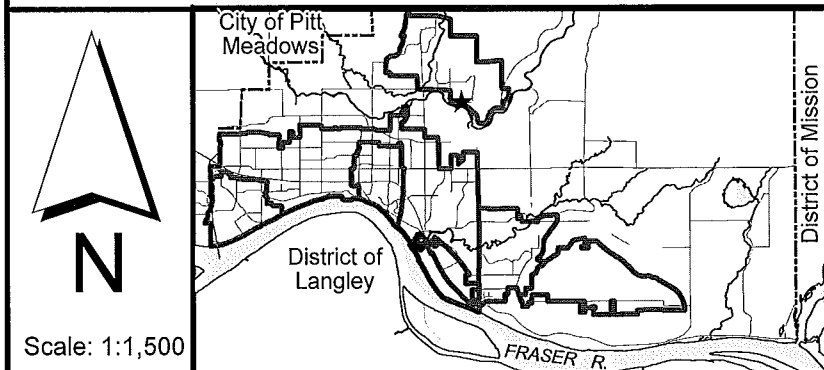
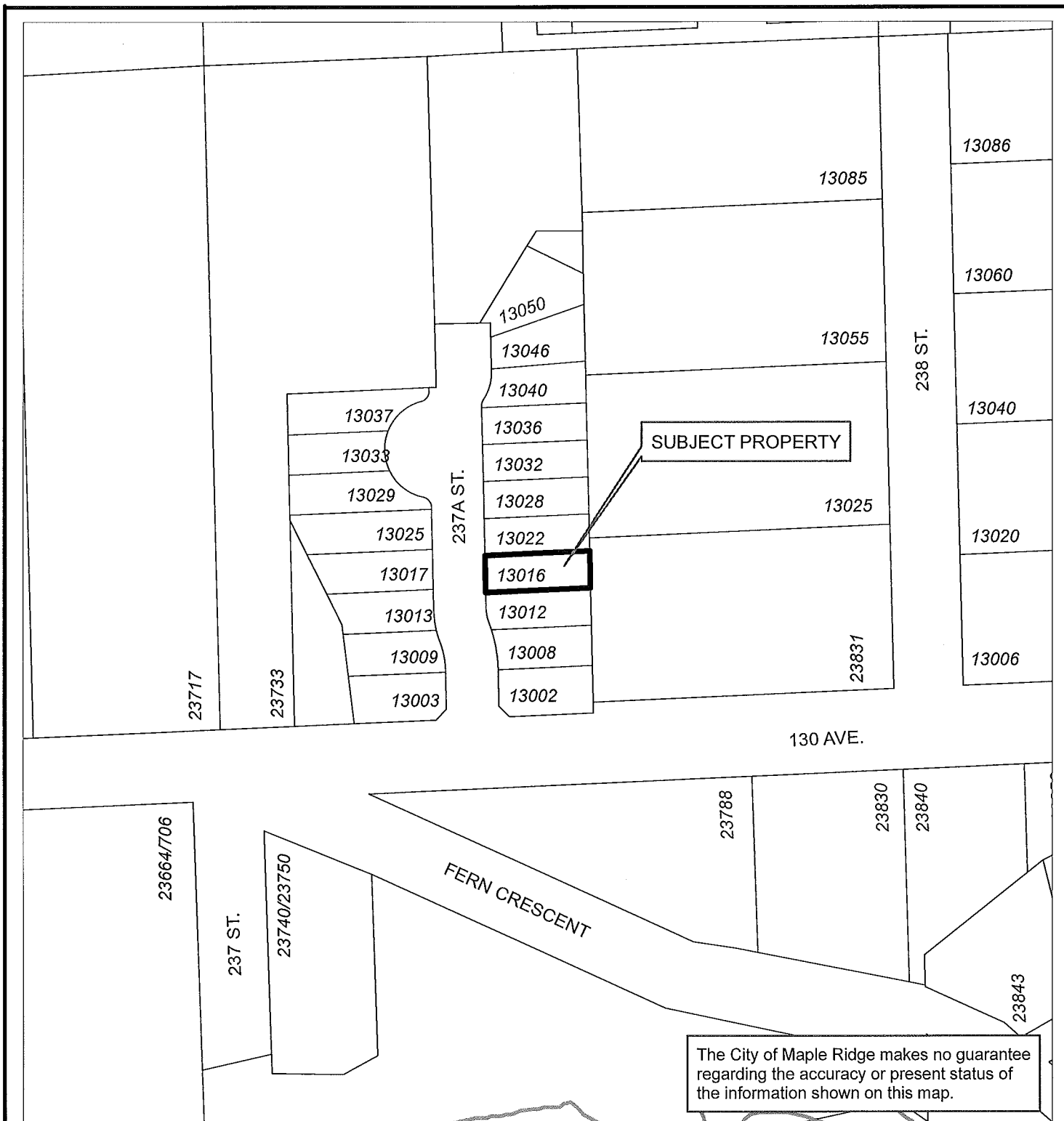
CARRIED



Nicole Read, Mayor
Chair



Paul Gill, Chief Administrative Officer
Member



Scale: 1:1,500

13016 237A St

ENGINEERING DEPARTMENT



MAPLE RIDGE

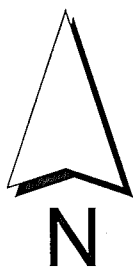
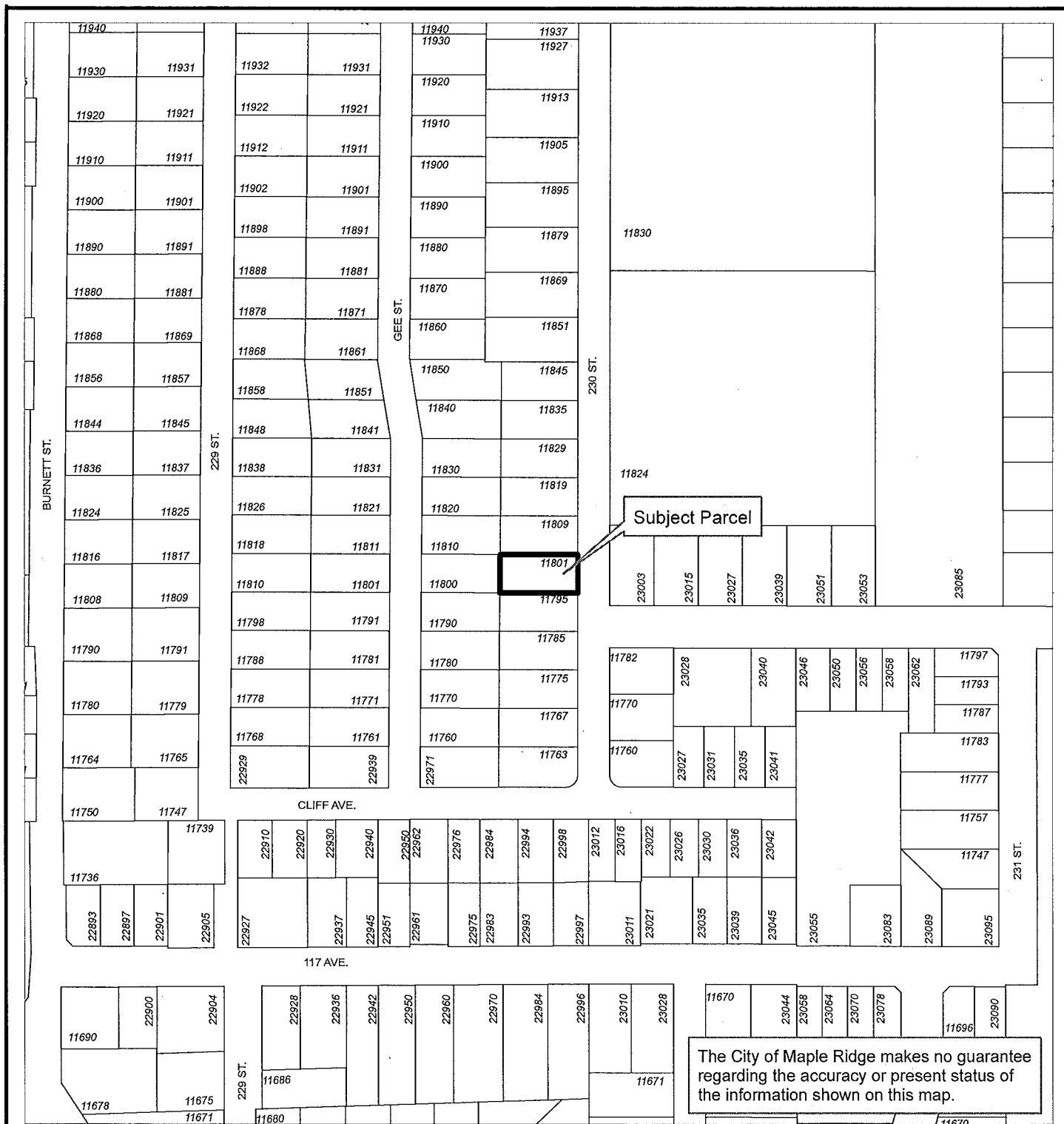
British Columbia

mapleridge.ca

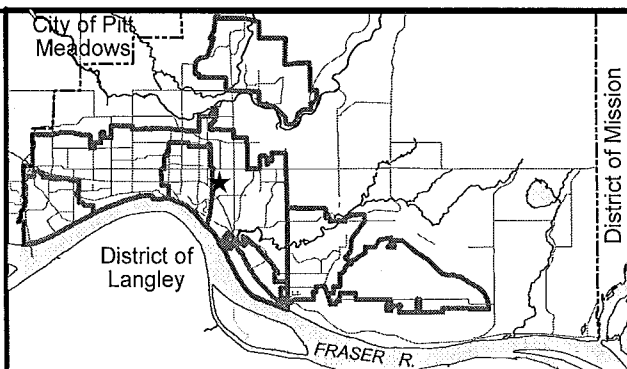
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DATE: May 3, 2018

BY: NV

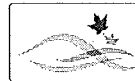


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11801 230 St. Section 219 Storm Water Management

LICENCES, PERMITS & BYLAWS DEPT.



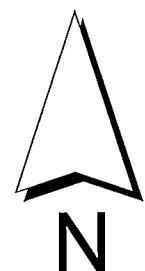
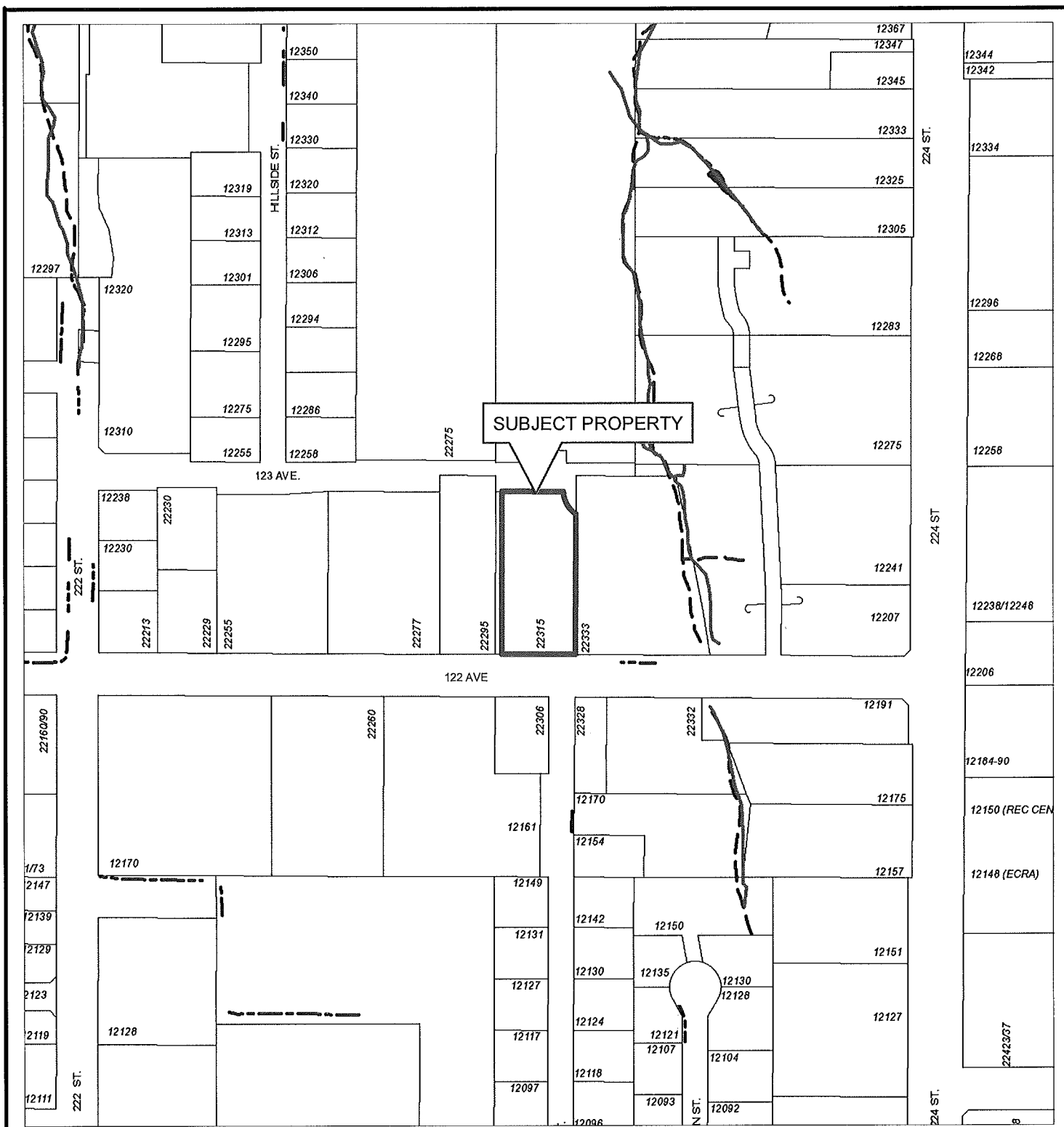
MAPLE RIDGE

British Columbia

mapleridge.ca





FILE: Untitled
DATE: May 4, 2018

BY: ML



Scale: 1:2,500

Legend

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

22315 122 AVENUE



FILE: 2017-018-DP
DATE: May 8, 2018

BY: PC

**CITY OF MAPLE RIDGE
DEVELOPMENT AGREEMENTS COMMITTEE**

May 15, 2018
Mayor's Office

CIRCULATED TO:

Nicole Read, Mayor
Chair

Paul Gill, Chief Administrative Officer
Member

Catherine Schmidt, Recording Secretary

1. 2018-110443 BG

LEGAL: Lot 13 Section 10 Township 12 New Westminster District Plan
LMP41824

LOCATION: 24084 McClure Drive

OWNER: Jordan and Sarah Vigh

REQUIRED AGREEMENTS: Release of Covenant (BN96228)

**THAT THE MAYOR AND CORPORATE OFFICER BE AUTHORIZED TO SIGN AND SEAL THE PRECEDING
DOCUMENT AS IT RELATES TO 2018-110443 BG.**

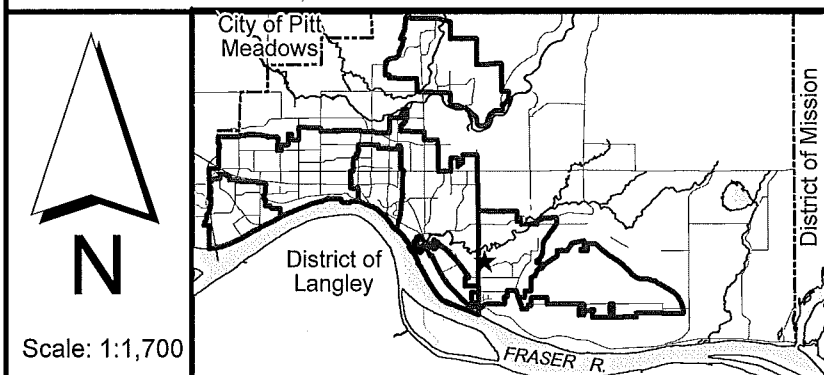
CARRIED



Nicole Read, Mayor
Chair



Paul Gill, Chief Administrative Officer
Member



24084 McClure Drive

ENGINEERING DEPARTMENT



MAPLE RIDGE

British Columbia

mapleridge.ca

FILE: Subject_Map10.4.1.mxd

DATE: May 8, 2018

BY: NV

701.2 Minutes of Meetings of Committees and Commissions of Council



The Minutes of the Regular Meeting of the Community Heritage Commission, held in the Blaney Room, Maple Ridge City Hall, 11995 Haney Place, Maple Ridge, British Columbia, on April 12, 2018 at 7:04 pm.

COMMISSION MEMBERS PRESENT

Councillor Craig Speirs	Council Liaison
Brenda Smith, Chair	Maple Ridge Historical Society
Lindsay Foreman, Vice Chair	Member at Large
Eric Phillips	Member at Large
Julie Koehn	Maple Ridge Historical Society
Kevin Bennett	Member at Large
Len Pettit	Member at Large
Russell Irvine	Member at Large
Steven Ranta	Member at Large

STAFF PRESENT

Amelia Bowden	Staff Liaison, Planner 1
Amanda Allen	Committee Clerk

GUESTS

Erica Williams	President, Maple Ridge Historical Society
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1. **CALL TO ORDER**

Note: Councillor Speirs joined the meeting at 7:05 pm.

2. **APPROVAL OF THE AGENDA**

R/2018-015

It was moved and seconded

That the April 12, 2018 Community Heritage Commission agenda be approved as circulated.

CARRIED

3. **ADOPTION OF MINUTES**

R/2018-016

It was moved and seconded

That the minutes of the March 8, 2018 Maple Ridge Community Heritage Commission meeting be amended to replace the text of the resolution in Item 11 "That the Hammond Cedar Mill plaque subcommittee also reviews a replacement of the "Welcome to Hammond" sign located at Tolmie Park." with the text "That the Hammond Cedar Mill plaque subcommittee also review a replacement of the "Tolmie Park" sign located at Tolmie Park."; and that the minutes as amended be adopted.

CARRIED

4. **DELEGATIONS - Nil**

Note: Julie Koehn joined the meeting at 7:10 pm.
Eric Phillips joined the meeting at 7:12 pm.

5. **FINANCE**

5.1. **Financial Update – 2018 Business Plan**

Russell Irvine provided a review of the overall budget. Discussion was held on the 2018 fundraising to date and the staff liaison will determine if the funds raised at the 2018 Heritage Awards have been deposited into the account. The staff liaison will contact the Finance Department regarding the anticipated roll over amount of \$26,059.00 and will provide an update at the next meeting.

R/2018-017

It was moved and seconded

That CHC Financial Report dated April 9, 2018 be received for information.

CARRIED

5.2. **2018 Conference Registration**

There was discussion on the budget allocation for CHC conferences in 2018.

6. **CORRESPONDENCE**

6.1. **Draft Heritage Vegetation Assessment Report – Planning File No. 2017-088-RZ**

Email dated March 28, 2018 from Chee Chan, Planner 1, City of Maple Ridge, providing an update on the draft report for the Haney House vegetation and the next steps of the process. The Chair acknowledged and thanked the subcommittee for their work in reviewing the draft heritage vegetation assessment report.

7. **NEW AND UNFINISHED BUSINESS**

7.1. **Membership**

7.1.1. **Calendar of Events**

The Chair reviewed the calendar of events and noted that CHC will be reporting to Council on May 8, 2018. Members were encouraged to attend the April 17, 2018 Council Workshop meeting to support the Heritage Inventory presentation and the update on the Cultural Plan. The staff liaison invited members to attend and participate in the discussion for the second open forum “Working with Developers and not against” hosted by Heritage BC on April 13, 2018 from 12:00-1:00pm in the Coho Room, City Hall.

7.1.2. Committee Assignments

The Chair and Committee Clerk reported on disseminating member contact information and advised that an authorization form will be forthcoming for members to review for consent to share their contact information amongst other Commission members.

7.2. Haney House Conservation Work

Julie Koehn advised that information on Haney House conservation work will follow in her report at item 9.4.

7.3. Heritage Conservation Master Plan

The Chair and staff liaison met with the Facilities Operations Manager on April 4, 2018. The Chair, Russell Irvine, and the staff liaison have begun the process of drafting an RFP to find a consultant to prepare a conservation master plan. The staff liaison is compiling the various conservation plans from City departments as they will form part of the RFP.

8. SUBCOMMITTEE REPORTS

8.1. Communications Subcommittee

The Chair noted that the Geocaching brochure is up for renewal. Kevin Bennett is awaiting receipt of the brochure from the Recreation Manager Arts & Community Connection so that the Canada 150 branding can be removed from brochure and then released to the public.

8.1.1. Request to Council for Communications Support - Nil

8.2. Recognitions Subcommittee

The Chair reported on discussion with the creator of the Heritage Awards brochure and advised that updates to the brochure are estimated at \$100.00. Kevin Bennett reported that the plaque has been delivered to Meridian Meats.

8.3. Education Subcommittee

8.3.1. Local Voices

Lindsay Foreman provided a report on the Local Voices event of April 9, 2018. The session was well attended and the event is developing a good following in the community. Ms. Foreman noted that speakers are being sought for the final session of the season, scheduled for May 7, 2018. The new season of Local Voices will start again in October, 2018. Sign up to the Local Voices email distribution list at <http://mapleridgemuseum.org/local-voices/>

8.4. Digitization Project Subcommittee

The Chair reported the subcommittee is moving closer to reassembling as staff turnover at City Hall is complete.

8.5. Open Government Portal and Heritage Marker Inventory Information

The Chair reported that Kevin Bennett will be working to enhance the data in the Heritage Marker Inventory as it is meant to house information on all the different markers in the community. The Chair, Mr. Bennett, the staff liaison and committee clerk met on April 3, 2018 to discuss the Inventory database and develop a process to review the current information in the Inventory and compile missing data. The staff liaison reported on discussions with the Parks Department and the Information Technology Department around different uses of the database.

8.6. Heritage Inventory Project Update

The Heritage Inventory Project is on the agenda for the April 17, 2018 Council Workshop meeting. There was discussion on the document and members appreciated the level of detail given to the feedback provided to the consultant. The Chair advised that moving forward this document will be regularly scheduled for updates and will become a 'living document'.

R/2018-018

It was moved and seconded

That the Heritage Resources of Maple Ridge Inventory be accepted and that the document be recommended to Council for endorsement.

CARRIED

8.7. Heritage Register Update

The staff liaison advised that a meeting with Donald Luxton is scheduled for April 16, 2018 and that the scope of work has been developed. The Chair noted that the Heritage Register update could begin once Heritage Resources of Maple Ridge is endorsed by Council.

R/2018-019

It was moved and seconded

That a Heritage Register Review subcommittee be formed including Russell Irvine, Brenda Smith, Lindsay Foreman and Amelia Bowden to conduct the heritage register review.

CARRIED

8.8. Robertson Family Cemetery Project

The staff liaison reported that the prepared paperwork is waiting for a procedural review by the Clerk's Department prior to submitting documents at the Land Titles Office.

8.9. Hammond Cedar Mill Plaque Subcommittee

Len Pettit provided an update on the project and subcommittee meeting. There was subcommittee discussion on changing the information, purpose and theme of the plaque and the subcommittee is considering a meeting with the Mill manager to review the plaque. The Council liaison advised of the opportunity to work with the Public Art Steering Committee to create a standardized stanchion guideline.

9. **LIAISON UPDATES**

9.1. **BC Historical Federation**

The Chair noted the Conference scheduled for May 24-27, 2018 in Nakusp.

R/2018-020

It was moved and seconded

That \$200.00 from the Community Heritage Commission budget be used towards the registration fee for Brenda Smith to attend the BC Historical Federation conference on May 24-27, 2018.

CARRIED

9.2. **Heritage BC**

The Chair reported that the notes and audio recording from the January 26, 2018 open forum are posted on the Heritage BC website. The next open forum is scheduled April 13, 2018 at Noon in the Coho Room, and the final open forum is set for June 8, 2018.

The annual Conference is scheduled May 10-12, 2018 at the New Westminster Quay.

R/2018-021

It was moved and seconded

That \$200.00 from the Community Heritage Commission budget be used towards the registration fee for Brenda Smith to attend the Heritage BC conference on May 10-12, 2018.

CARRIED

9.3. **BC Museums Association**

Lindsay Foreman provided a report on BC Museums Association regional workshop 'Caring for your Collections: The Long Road to Deaccessioning' on March 19, 2018 at the Gur Sikh Temple and Sikh Heritage Museum in Abbotsford. Luc Demarais was the keynote speaker and gave a presentation on how to clean up museum collections and his deaccessioning projects. Ms. Foreman advised that BCMA hosts monthly educational webinars.

9.3.1. **BCMA Visit**

The Chair reported on coordinating the visit with opening of Haney House, tentatively on June 3, 2018.

9.4. **Maple Ridge Historical Society**

Julie Koehn reported on the Maple Ridge Historical Society AGM held March 22, 2018 and noted that the Haney Family project was on display at the meeting. Ms. Koehn provided an update on Museum staff turnover. Window renovations continue at the Haney House and its opening is scheduled June 3, 2018.

9.5. **Council Liaison**

The Council liaison reported the plan to relocate the Mussallem residence from the Royal Crescent site BC Housing purchased for temporary modular supportive housing to the Maple Ridge Cemetery. At the Cemetery, the house could be repurposed as a caretaker residence, a customer service centre and small community gathering space.

10. **QUESTION PERIOD** - Nil

11. **ROUNDTABLE** - Nil

12. **ADJOURNMENT** – 9:04 pm.

A handwritten signature in black ink, appearing to read "Brenda Smith", is written over a horizontal line.

B. Smith, Chair

/aa

City of Maple Ridge
ENVIRONMENTAL ADVISORY COMMITTEE
MEETING MINUTES

The Minutes of the Regular Meeting of the Environmental Advisory Committee, held in the Blaney Room at Maple Ridge City Hall, 11995 Haney Place, Maple Ridge, British Columbia, on Wednesday, November 22, 2017 at 7:00 pm

COMMITTEE MEMBERS PRESENT

VOTING MEMBERS AND ALTERNATES

Leanne Koehn, Chair	Ridge Meadows Recycling Society
Dennis Kinsey, Vice-Chair	Member at Large
Councillor Masse	Council Liaison
Ross Davies	KEEPS Rep
Kim Day	Ridge Meadows Recycling Society - Alternate
Janice Jarvis	Environmental Professional
David Neufeld	Environmental Professional
Gerry Pinel	CEED Centre Rep
Ken Stewart	ARMS Rep
Klaus von Hardenberg	TAPS Rep – Alternate
Betty von Hardenberg	TAPS Rep
Ken Williams	KEEPS Rep - Alternate

GUESTS

Greta Borick-Cunningham	ARMS
Sophie Smith	ARMS

STAFF MEMBERS PRESENT

Rodney Stott	Staff Liaison / Environmental Planner
Renee Moffatt	Committee Clerk

REGRETS/ABSENTS

VOTING MEMBERS

Terryl Plotnikoff	Member at Large
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NON-VOTING MEMBERS

Cheryl Ashlie	ARMS Rep - Alternate
Lisa Beare	MLA – Maple Ridge-Pitt Meadows
Bob D'Eith	MLA – Maple Ridge-Mission
Ashley Doyle	Kwantlen First Nation
Pam McCotter	Katzie First Nation
Dan Ruimy	Member of Parliament

1. CALL TO ORDER AND INTRODUCTIONS

There being a quorum present, the Chair called the meeting to order at 7:05 pm and introductions were made.

2. AGENDA ADOPTION

R17-016

It was moved and seconded

That the agenda dated November 22, 2017 be amended to add items 5.5 Subcommittee and 5.6 Wildsafe BC Bylaw

CARRIED

3. MINUTE APPROVAL

R17-017

It was moved and seconded

That the minutes dated September 13, 2017 be amended to add Motion R17-015 Direct staff to bring back a Vector Bylaw draft for EAC review and be approved as amended.

CARRIED

4. PRESENTATION

4.1 ARMS Presentations

Greta Borick-Cunningham provided a PowerPoint presentation on the Alouette River Management Society (ARMS). The presentation provided information on the history of ARMS, what they do, projects, education and events. The Committee asked questions and provided comments.

Note: Greta Borick-Cunningham and Sophie Smith left at 7:39pm

5. NEW & UNFINISHED BUSINESS

5.1 Business Plan Review

The Staff Liaison updated the committee on the Business Plan. Council has seen the Report as well as the Incremental Report and should find out the official status of the report December or early January. The Business Plan Report included the Committee Mandate, structure, ongoing deliverables and expectation of council. The Staff Liaison discussed the Incremental package for 2018 and where the money will be spent.

5.2 Report to Council Update – Rodney Stott

The Staff Liaison discussed the November 7 Council Workshop and the EAC's Phase II Short Term High Priority Implementation Items for 2017-2020. Council unanimously endorsed all the recommendations proposed by the Environmental Advisory Committee.

5.3 Communications Subcommittee Update – Leanne Koehn

The Chair informed the Committee on what was discussed in the subcommittee meetings they had in the past months. The Communications Subcommittee met with the City's communication manager to learn what parameters and guideline they need to follow when using social media and advertising. The Staff Liaison discussed creek naming and creating dialogue with First Nations.

Note: Councilor Masse entered the room at 8:04pm

5.4 Tree Protection & Management Bylaw Update

The Staff Liaison reported to the committee on the Tree Protection & Management Bylaw and the details of the bylaw. The Staff Liaison informed the committee how the City is enforcing the Tree Bylaw. The committee asked questions in regards to the Tree Bylaw, planting and restrictions.

Note Janice Jarvis left the room at 8:22pm and returned at 8:26pm

5.5 Subcommittee

The Chair opened the floor to the Committee Members to discuss what new subcommittees they would like formed in 2018.

R17-018

It was moved and seconded

That the Environmental Advisory Committee create a subcommittee called Watercourse Protection Bylaw Review.

CARRIED

Amended as per January 10, 2018 EAC Meeting
--

5.6 Wildsafe BC Bylaw

The Staff Liaison informed the Committee that Dan Mikolay from Wildsafe BC is working with Bylaws regarding garbage pickup times and targeting repeat offenders.

6. CORRESPONDENCE

Nil

7. ROUNDTABLE

Ken Stewart discussed the ARMS Fish Passage at Alouette Lake and Sockeye Program. The Committee discussed what Mr. Stewart reported and provided questions.

The Chair passed Earth Day Save the Date brochures to the committee members.

Betty von Hardenberg discussed the Aquifer Drilling and that it will be starting in December. Ms. von Hardenberg mentioned to the Staff Liaison that she was happy with the Soil Bylaw and the work from the City that went into it.

Gerry Pinel reported that CEED have received funding for Bicycling Transport System. Mr. Pinel also informed the Committee that Kwantlen First Nations is starting a Solar Farm on Lougheed and 240 Street.

8. QUESTION PERIOD

9. ADJOURNMENT

It was moved and seconded that the meeting be adjourned at 9:16pm



Chair

City of Maple Ridge
ENVIRONMENTAL ADVISORY COMMITTEE
MEETING MINUTES

The Minutes of the Regular Meeting of the Environmental Advisory Committee, held in the Blaney Room at Maple Ridge City Hall, 11995 Haney Place, Maple Ridge, British Columbia, on Wednesday, January 10, 2018 at 7:04 pm

COMMITTEE MEMBERS PRESENT

Councillor Robert Masse	Council Liaison
Leanne Koehn, Chair	Ridge Meadows Recycling Society
Ross Davies	Kanaka Education and Environmental Partnership Society (KEEPS)
Gerry Pinel	Community Education on Environment and Development (CEED) Centre
Ken Stewart	Alouette River Management Society (ARMS)
Betty von Hardenberg	Thornhill Aquifer Protection Study (TAPS)
Klaus von Hardenberg	Thornhill Aquifer Protection Study (TAPS) – Alternate

GUESTS

Janice Jarvis	Environmental Professional
Mike Pym	Environmental Planner 1, City of Maple Ridge
Christian Cowley	CEED Centre
Teesha Sharma	CEED Centre

STAFF MEMBERS PRESENT

Rodney Stott	Staff Liaison / Environmental Planner
Amanda Allen	Committee Clerk

ABSENT

Dennis Kinsey, Vice-Chair	Member at Large
David Neufeld	Environmental Professional

NON-VOTING MEMBERS

Dan Ruimy	Member of Parliament
Lisa Beare	MLA – Maple Ridge-Pitt Meadows
Bob D'Eith	MLA – Maple Ridge-Mission
Katzie First Nation	
Kwantlen First Nation	
BC Conservation Officer Service	
Metro Vancouver	

-
1. **CALL TO ORDER**
 2. **APPROVAL OF THE AGENDA**

R/2018-001

It was moved and seconded

That the agenda for the January 10, 2018 Environmental Advisory Committee be amended to revise the agenda with consecutive numbering and that the agenda as amended be approved.

CARRIED

3. ADOPTION OF MINUTES

R/2018-002

It was moved and seconded

That the minutes of the Maple Ridge Environmental Advisory Committee meeting dated November 22, 2017 be amended to revise the resolution for Item 5.5 Subcommittee to replace the text “That the Environmental Advisory Committee create two subcommittees called Water Course Protection and Bylaw Review” with the text “That the Environmental Advisory Committee create a subcommittee called Watercourse Protection Bylaw Review”;

and that the minutes as amended be adopted.

CARRIED

4. PRESENTATION

CEED Centre Overview

- Gerry Pinel, Vice President
- Christian Cowley, Executive Director

Gerry Pinel and Christian Cowley gave a presentation on the CEED Centre. Highlights included the CEED Centre history, mission, environmental activities, compost education, community gardens, and weekly youth and seniors programs. Mr. Cowley informed the EAC of the Velorganix e-trike. Work is underway at the CEED Centre to create a youth employment program that will use the cargo e-trike to pick up organic waste at participating local restaurants for pre-composting and processing in the Neighbourhood House worm bed.

5. NEW & UNFINISHED BUSINESS

5.1 Elections for 2018 EAC Executive Positions – Chair and Vice Chair

The Chair advised that elections will take place at the next EAC meeting as member eligibility will increase once expired terms are re-appointed by Council.

5.2 Discussion of 2018 Meeting Schedule

There was discussion and review of the proposed 2018 EAC meeting schedule. The Staff Liaison confirmed that subcommittee meetings should be taking place throughout the year. Subcommittee updates are to be reported at each EAC meeting.

R/2018-003

It was moved and seconded

That the 2018 Environmental Advisory Committee meeting schedule, as attached to the January 10, 2018 EAC agenda, be adopted.

CARRIED

5.3 Soils Bylaw Update

- Mike Pym, Environmental Planner 1, City of Maple Ridge

The Environmental Planner gave a presentation on updates to the Soil Deposit Regulation bylaw. The public consultation process included two public open house events and two questionnaires. The feedback from the public was incorporated into the bylaw, specifically around topics of public notification, the permitting structure, protection for properties, permit fees, enforcement and municipal oversight. The Environmental Planner provided a

review of the bylaw amendments. The draft bylaw was presented to Council on November 28, 2017 and first reading was approved
<http://www.mapleridge.ca/AgendaCenter/ViewFile/Agenda/11282017-2979>

The Environmental Planner responded to question from the EAC regarding logbooks, notification signs, timeline management, the repairs and costs associated with volume fees, access roads on farmland sites, soil hauler fines, and City staffing to enforce and maintain permitting practices regulated in the bylaw. The Environmental Planner advised that the bylaw will be brought back to Council for review two years after its adoption. The Environmental Planner requested EAC members review the draft bylaw and provide any additional comments to mpym@mapleridge.ca.

5.4 Tree Protection and Management Bylaw Update

The Staff Liaison provided an update from the one year monitoring component of the Tree Protection and Management Bylaw No. 7133-2015. Collecting, monitoring and evaluating information regarding the new regulations in the bylaw allowed staff to identify and report on issues, gaps and successes. The premise of the bylaw focused on replacement value of trees and the retention of significant trees and the Staff Liaison provided statistics on these values. Challenges around tree retention in urban/densified spaces have been identified and moving forward an important aspect will be to evaluate options for tree canopy retention within the urban centre. The Staff Liaison responded to questions from the Committee regarding diseased trees, trees and vegetation in the urban centre, and the bylaw's 'green fund' whereby revenue collected from trees unable to be replaced on the site could be utilized for planting in sparsely forested parks and conservation areas.

5.5 Watercourse Protection Bylaw and Watercourse Protection DP Review Subcommittee – Next Steps

The Staff Liaison requested a scoping report from the subcommittee to present to Council. The Staff Liaison will send subcommittee members, David Neufeld, Janice Jarvis and Ken Stewart, possible dates in January to gather for a subcommittee meeting.

5.6 Subcommittee Discussion

There was discussion on the formation of additional subcommittees. The Staff Liaison advised that any interested parties, not only EAC members, are invited to join a subcommittee. There was discussion on involving the City's Communication Department to spread the word on the subcommittees.

R/2018-004

It was moved and seconded

That a subcommittee be formed consisting of Ross Davies, Ken Stewart, Leanne Koehn and Rod Stott to develop a strategy for Green Infrastructure and Natural Asset Inventory and Evaluation.

CARRIED

R/2018-005

It was moved and seconded

That a subcommittee be formed consisting of Betty von Hardenberg and Rod Stott to review and update OCP Aquifer Mapping and the Natural Features Development Permit.

CARRIED

6. CORRESPONDENCE

6.1 Organization Updates/ Upcoming Events

Ross Davies proposed upcoming events be circulated to members in advance of the EAC meetings. Committee discussed adding events to EAC agenda.

R/2018-006

It was moved and seconded

That the Environmental Advisory Committee agendas include upcoming events and that the deadline dates to include event submission on the EAC agenda be created and distributed by the Committee Clerk.

CARRIED

6.2 Green Teams of Canada

The Chair and Staff Liaison reported on the correspondence received from Lyda Salatian, Founder and Executive Director of Green Teams Canada. Green Teams Canada expressed an interest in presenting their works to the Committee.

R/2018-007

It was moved and seconded

That the correspondence provided by Green Teams Canada be received for information and that the Staff Liaison inform Green Teams Canada a presentation to the Environmental Advisory Committee is not required.

CARRIED

7. ROUNDTABLE

Gerry Pinel reported the CEED Centre is moving forward with several initiatives. GETI has formed a new society Affordable Community Environmental Society "ACES". ACES is an organization looking to build an inclusive community around micro and tiny homes utilizing green principles.

Ross Davies invited members to the KEEPS Open House on February 18, 2018 at the Stewardship Centre. Additional Open Houses scheduled in March, April, May and June. The Katzie First Nation is opening a new Children's Learning Centre on January 24, 2018 and KEEPS will be raising salmon in the Centre.

Janice Jarvis reported that Metro Vancouver has purchased property in Kanaka Regional Park and a pond restoration project is planned on the site.

Betty von Hardenberg reported that the Ministry of Forest, Lands and Natural Resources is drilling a monitoring well in Thornhill park and all the information collected will be online and available for use. Celebration planning is underway as TAPS is entering into its 13th year of monitoring aquifers. Mrs. Von Hardenberg commended the Community and the City's Environmental Department on the work to date on the Soil Deposit Regulation bylaw.

Ken Stewart reported that planning for an ARMS fundraiser is underway and details will follow in the next few months.

Leanne Koehn reported that the Repair Cafes will be launching March 24, 2018 and details can be found on the Ridge Meadows Recycling Facebook page or at www.mrrepaircafe.ca.

Additional Repair cafés are scheduled on Earth Day, April 21, 2018 and during Seniors Week on June 9, 2018. A call has gone out for volunteer “fixers”, materials and tools. Ms. Koehn advised that the Earth Day Photo and Poetry contest is open for submissions until March 9, 2018. Earth Day 2018 has a theme of DIY: Make it, Grow it, Fix it, Share it. The website www.mrearthday.ca has further information on the eco-inspired event. Lead up events include those hosted by ARMS on March 3, 2018, Hammond Forever House on March 10, 2018 and Maple Ridge Library on March 13, 2018.

8. **QUESTION PERIOD**

Bill Hardy shared his well versed background in green infrastructure and his interest in joining the Green Infrastructure and Natural Asset Inventory and Evaluation subcommittee. Subcommittee members welcomed him to join.

9. **ADJOURNMENT**

It was moved and seconded that the meeting be adjourned at 9:19 pm.



L. Koehn, Chair

/aa



City of Maple Ridge

TO: Her Worship Mayor Nicole Read and Members of Council **MEETING DATE:** May 22, 2018
FROM: Chief Administrative Officer **MEETING:** Council
SUBJECT: Disbursements for the month ended April 30, 2018

EXECUTIVE SUMMARY:

The disbursements summary for the past period is attached for information. All voucher payments are approved by the Mayor or Acting Mayor and a Finance Manager. Council authorizes the disbursements listing through Council resolution. Expenditure details are available by request through the Finance Department.

RECOMMENDATION:

That the disbursements as listed below for the month ended April 30, 2018 be received for information only.

GENERAL	\$ 8,032,441
PAYROLL	\$ 1,743,480
PURCHASE CARD	\$ <u>61,275</u>
	\$ <u>9,837,196</u>

DISCUSSION:

a) Background Context:

The adoption of the Five Year Consolidated Financial Plan has appropriated funds and provided authorization for expenditures to deliver municipal services.

The disbursements are for expenditures that are provided in the financial plan.

b) Community Communications:

The citizens of Maple Ridge are informed on a routine monthly basis of financial disbursements.

c) Business Plan / Financial Implications:

Highlights of larger items included in Financial Plan or Council Resolution

• G.V. Water District – Water consumption Jan 1 – Jan 30/18	\$	512,153
• Hub Fire Engines & Equipment – Purchase of fire pumper/tanker	\$	673,851
• Ridge Meadows Recycling Society – Monthly contract for recycling	\$	207,783

d) Policy Implications:

Corporate governance practice includes reporting the disbursements to Council monthly.

CONCLUSIONS:

The disbursements for the month ended April 30, 2018 have been reviewed and are in order.

Original signed by Trevor Hansvall

Prepared by: **Trevor Hansvall**
Accounting Clerk II

Original signed by Trevor Thompson

Approved by: **Trevor Thompson, BBA, CPA, CGA**
Chief Financial Officer

Original signed by Paul Gill

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

CITY OF MAPLE RIDGE
MONTHLY DISBURSEMENTS - April 2018

<u>VENDOR NAME</u>	<u>DESCRIPTION OF PAYMENT</u>		<u>AMOUNT</u>
0981077 BC Ltd	Security refund		25,000
Aplin & Martin Consultants Ltd	Local area service 20300 Block Hampton Street	2,284	
	River Road corridor management - Steve St to Carshill St	8,629	
	Downtown beautification - Lougheed at 226 St	7,261	
	Road widening design Abernethy Way (224 St to 232 St)	8,561	26,735
BC Hydro	Electricity		145,994
BC SPCA	Contract payment - Mar		29,190
Boileau Electric & Pole Ltd	Maintenance: Christmas decorations removal	364	
	Randy Herman	2,016	
	Library	913	
	Operations	7,298	
	Street lights	585	
	Banners	152	
	Remove old pedestrian signs & install new LED signs	11,202	
	Relocate underground junction box	1,736	
	Re-route data and power - building department	441	24,706
CUPE Local 622	Dues - pay periods 18/07 & 18/08		26,505
City Of Pitt Meadows	Refund overpayment of 2017 RCMP cost share agreement		72,778
Double M Excavating Ltd	Paradise Creek relocation - 232 St (132 Ave to Birch Ave)		57,526
Emergency Communications	Dispatch levy - 2nd quarter		271,797
Falcon House Ltd	Security refund		46,215
Family Education & Support Ctr	Community network coordination	30,000	
	Grant - Canadian Multiculturalism Day 2018	500	30,500
Fitness Edge	Contracted service provider - fitness classes & programs		25,590
Fortis BC - Natural Gas	Natural gas		16,565
Fred Surridge Ltd	Waterworks supplies		18,404
Greater Vancouver Water District	Water consumption Jan 1 - Jan 30/18	512,153	
	Maple Ridge billing - micro (Feb & Mar)	1,400	513,553
Greater Vancouver Regional District	MFA debt payments		2,426,682
Hallmark Facility Services Inc	Janitorial services & supplies:		
	City Hall	7,131	
	Fire Halls	9,471	
	Library	8,914	
	Operations	8,468	
	Randy Herman Building	9,917	
	RCMP	8,468	52,371
Hub Fire Engines & Equipment	Purchase of fire pumper/tanker truck	673,851	
	Fire truck & equipment maintenance	1,759	675,611
Industra Construction Corp	McNutt Road reservoir expansion		124,044
Johnston Davidson	Consulting services - Fire Hall #4		20,820
Lafarge Canada Inc	Roadworks material		23,035
Manulife Financial	Employer/employee remittance		158,860
Maple Ridge & PM Arts Council	Arts Centre contract	55,254	
	Municipal rental	7,492	62,746
Maridge Properties Ltd	Security refund		20,000
Medical Services Plan	Employee medical & health premiums		20,025
Motion Canada	Thermal Imaging Equipment		32,973
Municipal Pension Plan BC	Employer/employee remittance		464,057
Nustadia Recreation Inc	Subsidized ice purchased by P&LS on behalf of user groups - Feb & Mar		33,319
Open Storage Solutions Inc	Veeam backup software & support - 1 year		66,238
Opus Consulting Group Ltd	Server for virtual desktops - PowerEdge R630		47,742
Oracle Corporation Canada Inc	Software update licence & support		31,627
Parkland Refining (BC) Ltd.	Gasoline & diesel fuel		65,419

<u>VENDOR NAME</u>	<u>DESCRIPTION OF PAYMENT</u>	<u>AMOUNT</u>
Performance Analytics Corp	Annual software licenses - SAP business objects BI suite	57,379
Receiver General For Canada	Employer/employee remittance PP18/07 & PP18/08	838,920
RG Arenas (Maple Ridge) Ltd	Ice rental - Mar	62,441
	Additional ice rental	17,529
Ridge Meadows Seniors Society	Quarterly operating grant	52,016
Ridge Meadows Recycling Society	Monthly contract for recycling	207,783
	Weekly recycling	355
	Toilet rebate program	296
	Litter pickup contract	990
Rjs Construction Ltd	Progress billing 3 - Trailer shelter construction	133,507
Stantec Consulting Ltd	Foreman Drive at 232 St PRV	8,209
	270A St reservoir	7,214
	263 St water pump station replacement	1,073
	256 St PRV at 128 Ave	786
The Get Go Inc	Traffic control	20,084
Warrington PCI Management	Advance for Tower common costs	93,879
Webbco Industrial Ltd.	PRV and flow meter at 224 St and 127 Ave	130,552
Westridge Security Ltd	Community security patrols - Mar	19,673
	Guard service - Mar	3,263
Workers Compensation Board BC	Employer/Employee remittance - 1st quarter	148,982
Disbursements In Excess \$15,000		7,461,559
Disbursements Under \$15,000		570,882
Total Payee Disbursements		8,032,441
Payroll	PP18/08 & PP18/09	1,743,480
Purchase Cards - Payment		61,275
Total Disbursements April 2018		9,837,196



City of Maple Ridge

TO: Her Worship Mayor Nicole Read
and Members of Council
FROM: Chief Administrative Officer
SUBJECT: 2018 Council Expenses

MEETING DATE: May 22, 2018
FILE NO:
MEETING: Council

EXECUTIVE SUMMARY

In keeping with Council's commitment to transparency in local government, the attached Schedule lists Council expenses recorded to date. The expenses included on the schedule are those required to be reported in the annual Statement of Financial Information and are available on our website.

RECOMMENDATION:

Receive for information

Discussion

The expenses included in the attached schedule are those reported in the annual Statement of Financial Information (SOFI), including those incurred under Policy 3.07 "Council Training, Conferences and Association Building". The budget for Council includes the provision noted in Policy 3.07 as well as a separate budget for cell phone and iPad usage. The amounts on the attached Schedule are those recorded prior to the preparation of this report and are subject to change.

"original signed by Cindy Dale"

Prepared by: Cindy Dale
Executive Assistant, Corporate & Financial Services

"original signed by Trevor Thompson"

Approved by: Trevor Thompson, BBA, CPA, CGA
Chief Financial Officer

"original signed by Paul Gill"

Approved by: Paul Gill, BBA, CPA, CGA
Chief Administrative Officer

Month of Event	Reason for expense	Conferences & Seminars	Community Events	Mileage / Parking	Cell Phones / iPads	Totals
Bell, Corisa						
January	Portable electronic device charges (e.g. Ipad)				17.12	
	Local Government Leadership Academy (LGLA) Conference	156.60				
February	South Asian Cultural Society Gala		110.00			
	Portable electronic device charges (e.g. Ipad)				17.12	
	Alouette Addictions Fundraiser		60.00			
March	Portable electronic device charges (e.g. Ipad)				17.12	
	MR Chamber of Commerce Business Excellence Awards		125.00			
April	Portable electronic device charges (e.g. Ipad)				17.12	
	CivX 2018: Smart Communities, Smart Region April12	199.00				
May						
June						
July						
August						
September						
October						
November						
December						
		355.60	295.00	-	68.48	719.08
Duncan, Kiersten						
January	Cell phone charges				42.95	
	Portable electronic device charges (e.g. Ipad)				8.56	
	Local Government Leadership Academy (LGLA) Conference	758.44				
February	South Asian Cultural Society Gala		110.00			
	Cell phone charges				47.97	
	Portable electronic device charges (e.g. Ipad)				17.12	
March	Cell phone charges				42.95	
	Portable electronic device charges (e.g. Ipad)				17.12	
April	Cell phone charges				86.52	
	Portable electronic device charges (e.g. Ipad)				4.28	
May						
June						
July						
August						
September						
October						
November						
December						
		758.44	110.00	-	267.47	1,135.91

Month of Event	Reason for expense	Conferences & Seminars	Community Events	Mileage / Parking	Cell Phones / iPads	Totals
Masse, Bob						
January						
February						
March						
April						
May						
June						
July						
August						
September						
October						
November						
December						
		-	-	-	-	-
Read, Nicole						
January						
	Cell phone charges				42.80	
	Portable electronic device charges (e.g. Ipad)				17.12	
February						
	Cell phone charges				43.02	
	Portable electronic device charges (e.g. Ipad)				8.56	
March						
	Cell phone charges				47.52	
	Portable electronic device charges (e.g. Ipad)				17.12	
April						
	Cell phone charges				45.65	
	Portable electronic device charges (e.g. Ipad)				17.12	
May						
June						
July						
August						
September						
October						
November						
December						
		-	-	-	238.91	238.91

Month of Event	Reason for expense	Conferences & Seminars	Community Events	Mileage / Parking	Cell Phones / iPads	Totals
Robson, Gordy						
January	Portable electronic device charges (e.g. Ipad)				4.28	
February	South Asian Cultural Society Gala		110.00			
	Portable electronic device charges (e.g. Ipad)				4.28	
March	Portable electronic device charges (e.g. Ipad)				4.28	
April	Portable electronic device charges (e.g. Ipad)				4.28	
May						
June						
July						
August						
September						
October						
November						
December						
		-	110.00	-	17.12	127.12
Shymkiw, Tyler						
January	Portable electronic device charges (e.g. Ipad)				4.28	
February	South Asian Cultural Society Gala		110.00			
	Portable electronic device charges (e.g. Ipad)				4.28	
March	Portable electronic device charges (e.g. Ipad)				4.28	
April	Portable electronic device charges (e.g. Ipad)				4.28	
May						
June						
July						
August						
September						
October						
November						
December						
		-	110.00	-	17.12	127.12

Month of Event	Reason for expense	Conferences & Seminars	Community Events	Mileage / Parking	Cell Phones / iPads	Totals
Speirs, Craig						
January	Cell phone charges				44.47	
	Portable electronic device charges (e.g. Ipad)				4.28	
February	South Asian Cultural Society Gala		110.00			
	Cell phone charges				43.32	
	Portable electronic device charges (e.g. Ipad)				4.28	
March	Cell phone charges				42.80	
	Portable electronic device charges (e.g. Ipad)				4.28	
	MR Chamber of Commerce Business Excellence Awards		125.00			
April	Cell phone charges				42.80	
	Portable electronic device charges (e.g. Ipad)				4.28	
May	Federation of Canadian Municipalities (FCM) Conference	1,796.20				
	LMLGA 2018 Conference and AGM May 9-11	440.00				
June						
July						
August						
September						
October						
November						
December						
		2,236.20	235.00	-	190.51	2,661.71
TOTALS		3,350.24	860.00	0.00	799.61	5,009.85

City of Maple Ridge

TO: Her Worship Mayor Nicole Read
and Members of Council
FROM: Chief Administrative Officer
SUBJECT: Big Feast Bistro + Retail Sidewalk Cafe – 11920 227 Street, Maple Ridge

MEETING DATE: May 22, 2018
FILE NO:
MEETING: Council

EXECUTIVE SUMMARY:

The purpose of this report is to provide Council with an update on the ongoing progress of the work to promote sidewalk cafés that was part of the Town Centre Animation Plan presented at Council Workshop on May 16, 2016.

As part of this program, staff have met with the owner of Big Feast Bistro + Retail to discuss adding an awning and decorative railing to their current sidewalk cafe area located in front of the business. In order to add these improvements, the owner has secured a Highway Use Permit to encroach on a portion of the public sidewalk along 227 Street. Staff have confirmed that there is sufficient travel space on the sidewalk to accommodate this encroachment.

RECOMMENDATION:

For information only.

DISCUSSION:

a) Background Context:

The Town Centre Animation Plan was developed to realize Council's goal of creating a more active, vibrant Town Centre for both residents and visitors. This plan envisions increasing the entertainment and food choices available in the Town Centre to encourage more residents and tourists to visit and shop in the Town Centre. One of the key elements of this plan is to encourage the development of sidewalk cafes and patios in the Town Centre.

Big Feast Retail + Bistro has been operating a very popular sidewalk café at their location on 227 Street for a number of years. Most of the current café tables and chairs are located directly adjacent to the front of the restaurant on private property. However, the restaurant has occasionally set up one or two additional tables across the sidewalk in the "utility corridor" of the public sidewalk. Staff have received complaints from the public that these tables impede public access for pedestrians using the sidewalk. The owner of Big Feast Bistro + Retail has agreed to cease placing any tables or chairs on the opposite side of the sidewalk.

The City regulates the location and operation of sidewalk cafes and parklets (such as at Chameleon Café) through the issuance of a Highway Use Permit (HUP). These permits cover the operation, maintenance and insurance requirements to operate a patio on public space.

The planned sidewalk cafe at Big Feast + Retail will have a seating capacity of 18, and will be designed to ensure the safety of diners while adding an attractive design element to 227 Street. Key provisions of the HUP ensure the sidewalk cafe is designed, built and operated in a manner that ensures the safety of the public and that the owners maintain an appropriate amount of insurance and add the City as a named insured. Big Feast Bistro + Retail will own the sidewalk café railing and awning, and will be solely responsible for all of the costs to design, build and maintain these to an agreed upon standard. The sidewalk café will be designed and sited in such a way as to ensure public safety and not interfere with municipal infrastructure or traffic. The placement of the sidewalk café railings will allow for a minimum sidewalk width of 2.1 m for pedestrian travel. Big Feast + Retail has also agreed to pay the City to replace the planted area in front of the restaurant on 227 Street with a concrete surface to improve pedestrian traffic flow.

The railing will be designed using modular construction techniques to allow it to be removed in a timely fashion if the City deems it necessary, and the owners would be solely responsible for all of the costs to remove the railing. The HUP can be terminated by either party on 60 days' notice. Appendix 1 provides preliminary drawings of the railing design. The goal is to have this sidewalk cafe open in summer 2018.

b) Desired Outcome(s):

The goal of the Town Centre Animation Plan is to create a more active and vibrant environment in the Town Centre that will attract both residents and visitors to the Town Centre and support local businesses. Sidewalk cafes and patios provide an attractive and active element to the streetscape and should encourage more people to visit the Town Centre. Staff will continue to seek opportunities for increased participation and will promote these animations through the City's web site.

c) Citizen/Customer Implications:

Sidewalk cafes help add a sense of ambience and liveliness to the streetscape, provide new dining options for citizens, and allow local restaurants to expand their business and add new staff.

d) Interdepartmental Implications:

Successful implementation of this plan will require on-going input and participation from Economic Development, Parks & Leisure Services, Engineering, Planning, Fire, Festivals and Events, and Licences, Permits and Bylaws. An inter-departmental team has been established to ensure ongoing co-ordination among the various aspects of this plan.

e) Business Plan/Financial Implications:

The sidewalk café/parklet initiatives were identified in the Economic Development Department's annual Business Plan.

CONCLUSIONS:

Creating a vibrant Town Centre is one of the Maple Ridge's key long-term economic development goals and a stated goal of the Town Centre Area Plan. Parks, Recreation and Culture has developed a strong calendar of festivals, events and activities that bring residents and visitors into the Town Centre. The goal of this plan is to leverage these strengths and initiatives by enhancing coordination with the DMRBIA and the Community Festival Network. Adding sidewalk cafes helps build on this ambience brings more activity to the Town Centre, encouraging visitors to stay longer and support local businesses. Over the longer term, these efforts will lead to the emergence of the Town Centre as a shopping and entertainment destination for residents and visitors.

Prepared by: Bruce Livingstone, Business Retention and Expansion Officer

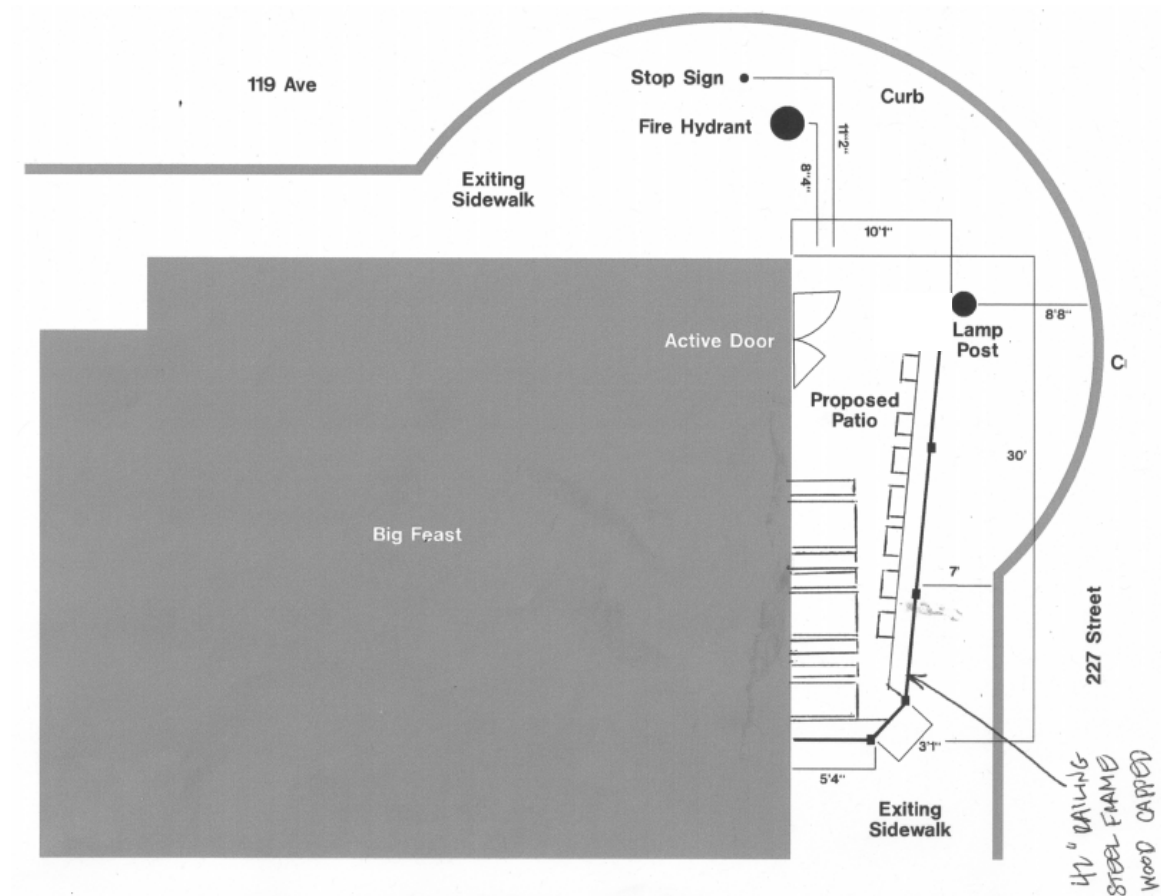
Approved by: Lino Siracusa, Director, Economic Development and Civic Property

Approved by: David Pollock, Municipal Engineer

Concurrence: **Paul Gill,**
Chief Administrative Officer

Appendix 1: Preliminary drawings showing patio siting, dimensions and design elements

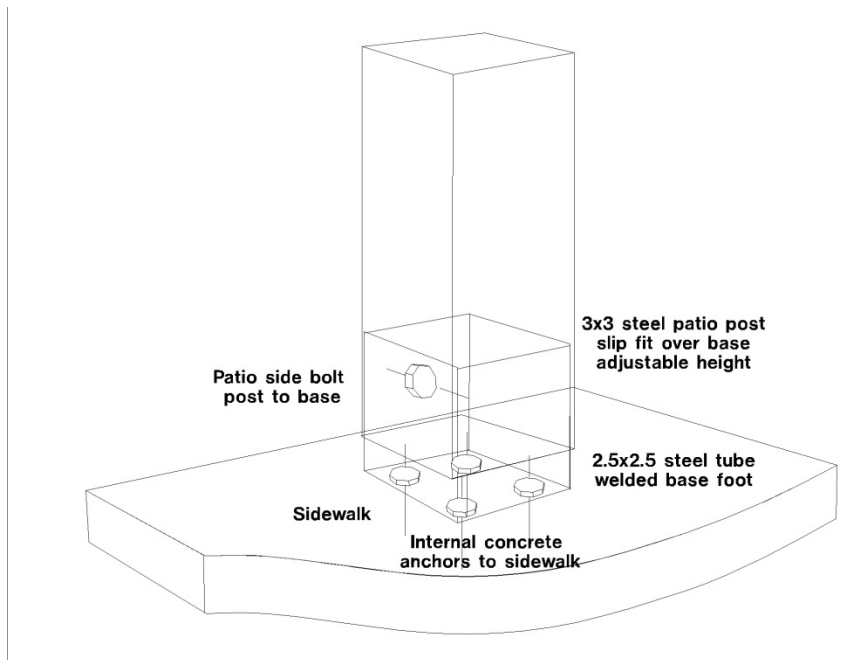
Overhead view



Design Elements

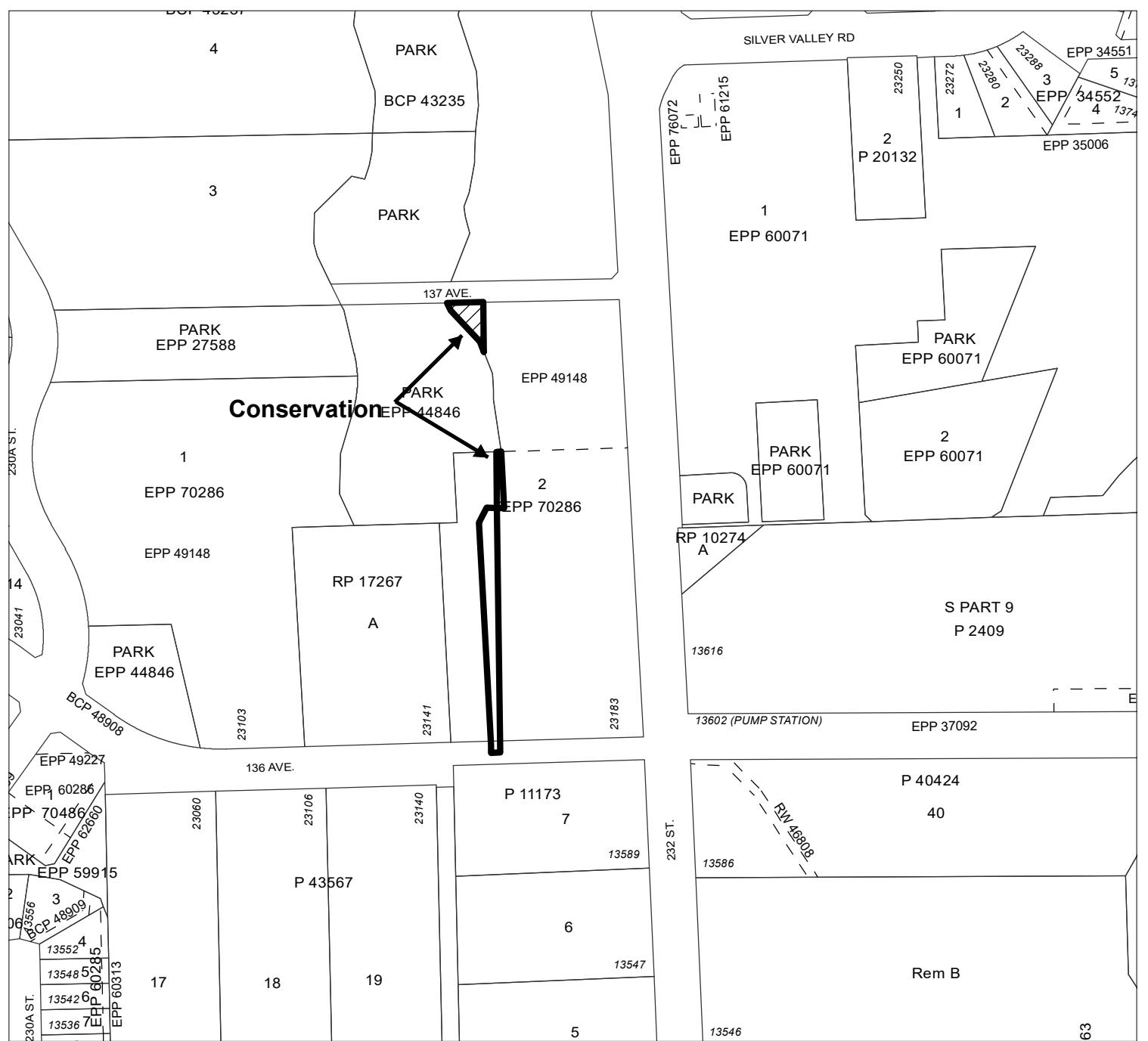


Post Design



1000 Bylaws

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



MAPLE RIDGE OFFICIAL COMMUNITY PLAN AMENDING

Bylaw No. 7446-2018

Map No. 974

Purpose: To Amend Figure 2 and 3A of the Silver Valley Area Plan

From: Institutional, Conservation, Medium/High Density Residential

To:  Medium/High Density Residential

 Conservation



SCALE 1:2,500

CITY OF MAPLE RIDGE

BYLAW NO. 7238-2016

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. 7238-2016."
2. That PART 6 - RESIDENTIAL ZONES, Section 602, RM-1 (Townhouse Residential District) Subsection 5, DENSITY, is amended by adding point c) as follows:
 - c) Notwithstanding the above, all buildings and structures shall not exceed a floor space ratio of 0.63 times the net lot area, excluding a maximum of 50 m² of habitable basement area per unit, for the parcel or tract of land described as 23183 136 Avenue (Lot 2 Section 32 Township 12 New Westminster District Plan EPP70286)
3. Those parcels or tracts of land and premises known and described as:

Lot 2 Section 32 Township 12 New Westminster District Plan EPP70286

and outlined in heavy black line on Map No. 1672 a copy of which is attached hereto and forms part of this Bylaw, are hereby rezoned to RM-1 (Townhouse Residential).
4. 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 April, 2016.

READ a second time the 10th day of April, 2018.

PUBLIC HEARING held the 15th day of May, 2018.

READ a third time the day of , 20

ADOPTED, the day of , 20

PRESIDING MEMBER

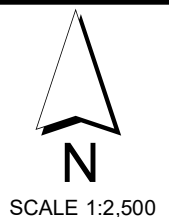
CORPORATE OFFICER

1001.2



MAPLE RIDGE ZONE AMENDING

Bylaw No. 7238-2016
Map No. 1672
From: A-2 (Upland Agricultural)
To: RM-1 (Townhouse Residential)



City of Maple Ridge

TO:	Her Worship Mayor Nicole Read and Members of Council	MEETING DATE:	May 22, 2018
FROM:	Chief Administrative Officer	FILE NO:	2015-297-RZ
		MEETING:	Council
SUBJECT:	Final Reading: Official Community Plan Amending Bylaw No. 7331-2017 Zone Amending Bylaw No. 7183-2015 23025, 23054, 23060, 23070, 23075, 23089 and 23095 Lougheed Highway 11305, 11383, 11428 and 11438 232 Street		

EXECUTIVE SUMMARY:

Bylaws 7331-2017 and 7183-2015 have been considered by Council and at Public Hearing and subsequently were granted Third Reading. Accordingly, all of the third reading conditions established by Council have been substantially addressed. This includes the provision of \$2,673,000 in voluntary contributions. The applicant has requested that Final Reading be granted. The purpose of the rezoning is to permit the construction of a two phased townhouse complex totaling about 252 units, a commercial / rental apartment building under a Housing Agreement with 24 rental apartments and between 1.093 sq. m. of commercial floor space and two single residential pockets with 84 lots being created.

Council granted first reading for Zone Amending Bylaw No. 7183-2015 on November 24, 2015. Council granted first and second reading for Official Community Plan Amending Bylaw No. 7331-2017 on May 23, 2017 and second reading for Zone Amending Bylaw No. 7183-2015 on May 23, 2017. This application was presented at Public Hearing on June 20, 2017, and Council granted third reading on June 27, 2017.

RECOMMENDATION:

That Official Community Plan Amending Bylaw No. 7331-2017 be adopted; and

That Zone Amending Bylaw No. 7183-2015 be adopted.

DISCUSSION:

a) Background Context:

Council considered this rezoning application at a Public Hearing held on June 20, 2017. On June 27, 2017 Council granted Third Reading to Official Community Plan Amending Bylaw No. 7331-2017 and Zone Amending Bylaw No. 7183-2015 with the stipulation that the following conditions be addressed:

- i) Registration of a Rezoning Servicing Agreement as a Restrictive Covenant and receipt of the deposit of a security, as outlined in the Agreement;
- ii) Approval from the Ministry of Transportation and Infrastructure;
- iii) Amendment to Official Community Plan Schedules "B" and "C"

- iv) Road dedication on Lougheed Highway, Haney Bypass and 232 Street as required;
- v) Park dedication as required, including construction of walkways, multi-purpose trails, plaza and public art space and emergency access roads; and removal of all debris and garbage from park land;
- vi) Acquisition of the 1 acre central park to the City;
- vii) Voluntary park improvement contribution of \$150,000.00 for the central park;
- viii) Two (2) fast charging electrical vehicle outlets;
- ix) Consolidation of the subject properties along the proposed zone boundaries;
- x) Registration of a Restrictive Covenant for the Geotechnical Report, which addresses the suitability of the subject properties for the proposed development;
- xi) Registration of a Restrictive Covenant for the protection of the Environmentally Sensitive areas (wetlands) on the subject properties;
- xii) Registration of a "No Build" Restrictive Covenant, substantially in the form of the draft attached as Appendix F, for the multi-residential and commercial / rental apartment portions of the subject site. It will restrict development until future subdivision or development permits are issued by Council that comply with Supplementary Design Guidelines (Schedule "A" attached to the "No-Build" Covenant in Appendix F). This covenant is to require the single residential and townhouse units be prewired for electric vehicle slow charging and one publically accessible fast charge electric vehicle charging station associated with the mixed-use Commercial / Rental Apartment site;
- xiii) Registration of a Statutory Right-of-Way plan and agreement, including saving harmless the City, over the townhouse and commercial / apartment sites where public pathways, walkways or other interconnections throughout the site and into the Kanaka Regional Park are proposed;
- xiv) Registration of a Reciprocal Cross Access Easement Agreement between the two townhouse lots south of the Lougheed Highway, as may be necessary;
- xv) Registration of a Restrictive Covenant for protecting the Visitor Parking;
- xvi) Registration of a Restrictive Covenant for Stormwater Management;
- xvii) Registration of a Housing Agreement in accordance with Section 483 of the Local Government Act and a Restrictive Covenant stating that a minimum of 24 dwelling units will be restricted to rental units;
- xviii) Registration of a Restrictive Covenant stating that a minimum of one third of the dwelling units subject to the Housing Agreement will be designed and build to comply with SaferHome Standards, (see Schedule A attached to the bylaw in Appendix E), and in accordance with Section 3.8.5 Adaptive Dwelling Units of the British Columbia Building Code;
- xix) Security for the apartment units to be provided in accordance with the Housing Agreement;
- xx) Removal of existing building/s;
- xxi) 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;
- xxii) That a voluntary contribution, in the amount of \$1,523,000.00 to be provided in keeping with the Council Policy with regard to Community Amenity Contributions; and
- xxiii) A further voluntary Community Amenity contribution, in the amount of \$1,000,000.00.

The following applies to the above:

The Terms and Conditions with respect to the following documents have been executed and securities collected and those documents requiring registration at the Land Title Office will be done so through an Undertaking provided by the applicant's lawyer:

- i) Registration of a Rezoning Servicing Agreement as a Restrictive Covenant and receipt of the deposit of a security, as outlined in the Agreement;
- iv) Road dedication on Lougheed Highway, Haney Bypass and 232 Street as required;
- v) Park dedication as required, including construction of walkways, multi-purpose trails, plaza and public art space and emergency access roads; and removal of all debris and garbage from park land;
- ix) Consolidation of the subject properties along the proposed zone boundaries;
- x) Registration of a Restrictive Covenant for the Geotechnical Report, which addresses the suitability of the subject properties for the proposed development;
- xi) Registration of a Restrictive Covenant for the protection of the Environmentally Sensitive areas (wetlands) on the subject properties;
- xii) Registration of a "No Build" Restrictive Covenant, substantially in the form of the draft attached as Appendix F, for the multi-residential and commercial / rental apartment portions of the subject site. It will restrict development until future subdivision or development permits are issued by Council that complies with Supplementary Design Guidelines (Schedule "A" attached to the "No-Build" Covenant in Appendix F). This covenant is to require the single residential and townhouse units be prewired for electric vehicle slow charging and one publically accessible fast charge electric vehicle charging station associated with the mixed-use Commercial / Rental Apartment site;
- xiii) Registration of a Statutory Right-of-Way plan and agreement, including saving harmless the City, over the townhouse and commercial / apartment sites where public pathways, walkways or other interconnections throughout the site and into the Kanaka Regional Park are proposed;
- xiv) Registration of a Reciprocal Cross Access Easement Agreement between the two townhouse lots south of the Lougheed Highway, as may be necessary;
- xv) Registration of a Restrictive Covenant for protecting the Visitor Parking;
- xvi) Registration of a Restrictive Covenant for Stormwater Management;
- xviii) Registration of a Restrictive Covenant stating that a minimum of one third of the dwelling units subject to the Housing Agreement will be designed and build to comply with SaferHome Standards, (see Schedule A attached to the bylaw in Appendix E), and in accordance with Section 3.8.5 Adaptive Dwelling Units of the British Columbia Building Code;
Staff Comment: The requirement for SaferHome Standards have been removed because Section 3.8.5 Adaptive Dwelling Units of the British Columbia Building Code has more encompassing requirements.

The remaining Terms and Conditions were satisfied as described below:

- ii) Approval from the Ministry of Transportation and Infrastructure;
Staff Comment: Approval was granted.
- iii) Amendment to Official Community Plan Schedules "B" and "C"
Staff Comment: Official Community Plan Amending Bylaw No. 7331-2017 is attached and in order to adopt.

- vi) Acquisition of the 1 acre central park to the City;
Staff Comment: The acquisition process will take place when the lot to be acquired is created by the subdivision satisfying Term and Condition iv).

- vii) Voluntary park improvement contribution of \$150,000.00 for the central park;
Staff Comment: This has been submitted to the City.

- viii) Two (2) fast charging electrical vehicle outlets;
Staff Comment: This is being provided in the third phase of this development. The No Build Restrictive Covenant registered as Term and Condition xii), will not be discharged until a development permit application is made for this phase and the development permit plans show this requirement. There will be a submission to the Advisory Design Panel before being presented in a report to Council authoring permit issuance.

- xvii) Registration of a Housing Agreement in accordance with Section 483 of the Local Government Act and a Restrictive Covenant stating that a minimum of 24 dwelling units will be restricted to rental units;
Staff Comment: The 23070 Lougheed Highway Housing Agreement Bylaw No. 7332-2017 will be brought to Council in a separate report to grant second, third and final readings. The restrictive covenant associated with the Housing Agreement will be registered at the Land Title Office through an Undertaking to register from the applicants lawyer.

- xix) Security for the apartment units to be provided in accordance with the Housing Agreement;
Staff Comment: This requirement has been satisfied.

- xx) Removal of existing building/s;
Staff Comment: This requirement has been satisfied.

- xxi) 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;
Staff Comment: This requirement has been satisfied.

- xxii) That a voluntary contribution, in the amount of \$1,523,000.00 to be provided in keeping with the Council Policy with regard to Community Amenity Contributions;
Staff Comment: This requirement has been satisfied.

- xxiii) A further voluntary Community Amenity contribution, in the amount of \$1,000,000.00.
Staff Comment: This requirement has been satisfied.

CONCLUSION:

As the applicant has met Council's conditions or the legal documents will be registered through an undertaking, it is recommended that Final Reading be given to Official Community Plan Amending Bylaw No. 7331-2017 and Zone Amending Bylaw No. 7183-2015.

"Original signed by Adrian Kopystynski"

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

"Original signed by Christine Carter"

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

"Original signed by Frank Quinn"

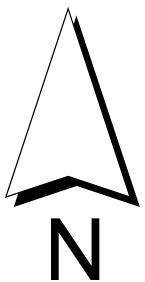
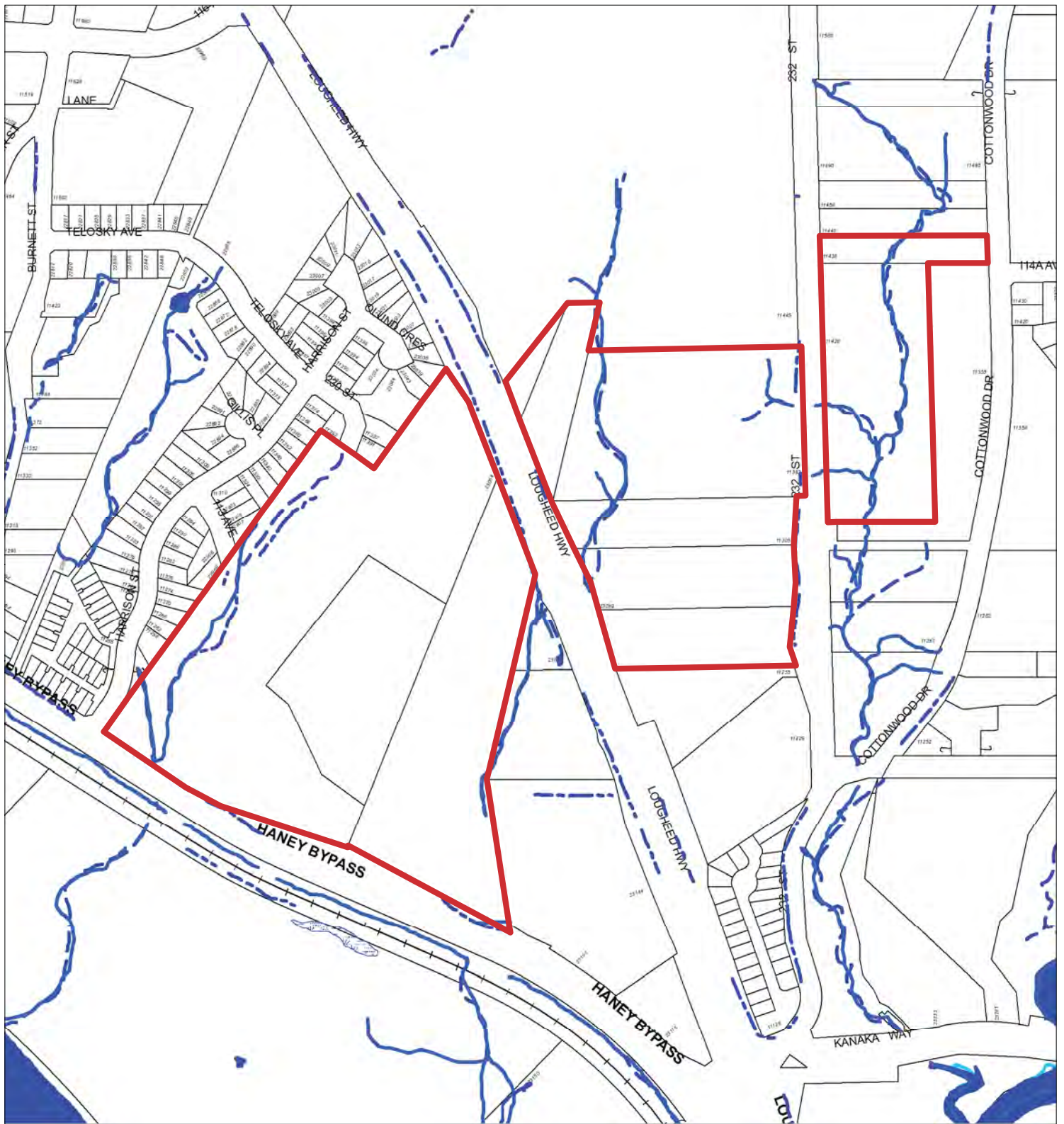
**Approved by: Frank Quinn, MBA, P.Eng
GM: Public Works & Development Services**

"Original signed by Paul Gill"

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

The following appendices are attached hereto:

Appendix A – Subject Map
Appendix B – Bylaw No. 7331-2017
Appendix C – Bylaw No. 7183-2015
Appendix D – Subdivision Plan



Scale: 1:5,000

Legend

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

BC TRANSPORTATION PROPERTIES

PLANNING DEPARTMENT



MAPLE RIDGE

British Columbia

mapleridge.ca

FILE: 2015-297-RZ

DATE: Oct 8, 2015

BY: PC

CITY OF MAPLE RIDGE**BYLAW NO. 7331-2017**

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

WHEREAS Section 477 of the Local Government Act provides that the Council may revise the Official Community Plan;

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

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

1. This Bylaw may be cited for all purposes as "Maple Ridge Official Community Plan Amending Bylaw No. 7331-2017.
2. That Chapter 6 Employment Section 6.3.6 Neighbourhood Commercial Centres Designations is amended by adding the following sentence at the end of the first point under Issues:

The property designated on the south side of the Lougheed Highway between 116 Avenue and the Haney Bypass/Kanaka Way is suitable for development as a neighbourhood commercial centre with rental housing.

3. Schedule "B" is hereby amended for that parcel or tract of land and premises known and described as:
 - Lot 31 District Lots 402 and 403 Group 1 New Westminster District Plan 61595 (002-818-451);
 - Lot 32 District Lots 402 and 403 Group 1 New Westminster District Plan 61595; (002-818-477); and
 - Parcel "L" (Reference Plan 3957) of Parcel "J" (Reference Plan 3829), Except: Firstly : Part on Statutory Right of Way Plan 4834; Secondly: Part Lying South of Road Shown on Statutory Right of Way Plan 4834; Thirdly : Part on Statutory Right of Way Plan 71204; District Lots 402 and 403 Group 1 New Westminster District (014-508-397)

and on Map No. 942, a copy of which is attached hereto and forms part of this Bylaw, is hereby designated/amended as shown.

4. Schedule "C" is hereby amended for that parcel or tract of land and premises known and described as:
 - Lot 31 District Lots 402 and 403 Group 1 New Westminster District Plan 61595 (002-818-451)
 - Lot 32 District Lots 402 and 403 Group 1 New Westminster District Plan 61595 (002-818-477)

- Lot 27 Except: Part on Statutory Right of Way Plan 71204; District Lot 403 Group 1 New Westminster District Plan 44493 (007-476-621)
- Lot 28 Except Part in Highway Plan 71204, District Lot 403 Group 1 New Westminster District Plan 44493 (007-476-647)
- Lot 29, Except: Part on Statutory Right Of Way Plan 71204, District Lot 403 Group 1 New Westminster District Plan 44493 (007-476-655)
- Lot 3 Section 16 Township 12 New Westminster District Plan 17222 (010-263-071)
- Parcel "M" (Reference Plan 681) District Lot 403 Group 1 New Westminster District (012-943-908)
- Parcel "One" (Explanatory Plan 8328) of Parcel "J" (Reference Plan 3829) Except: Part on Statutory Right of Way Plan 71204; District Lots 402 And 403 Group 1 New Westminster District (012-944-157)
- Parcel "D" (Reference Plan 1017) South West Quarter Section 16 Township 12 New Westminster District (013-301-080)
- Parcel "L" (Reference Plan 3957) of Parcel "J" (Reference Plan 3829), Except: Firstly : Part on Statutory Right of Way Plan 4834; Secondly: Part Lying South of Road Shown on Statutory Right of Way Plan 4834; Thirdly : Part on Statutory Right of Way Plan 71204; District Lots 402 and 403 Group 1 New Westminster District (014-508-397) and
- Part (.015 Acres Plan 3041) of Parcel J (Reference Plan 3829) District Lot 403 Group 1 New Westminster District (023-360-488)

and outlined in heavy black line on Map No. 943, a copy of which is attached hereto and forms part of this Bylaw, is hereby amended by adding and removing Conservation as shown.

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

READ a first time the 23rd day of May, 2017.

READ a second time the 23rd day of May, 2017.

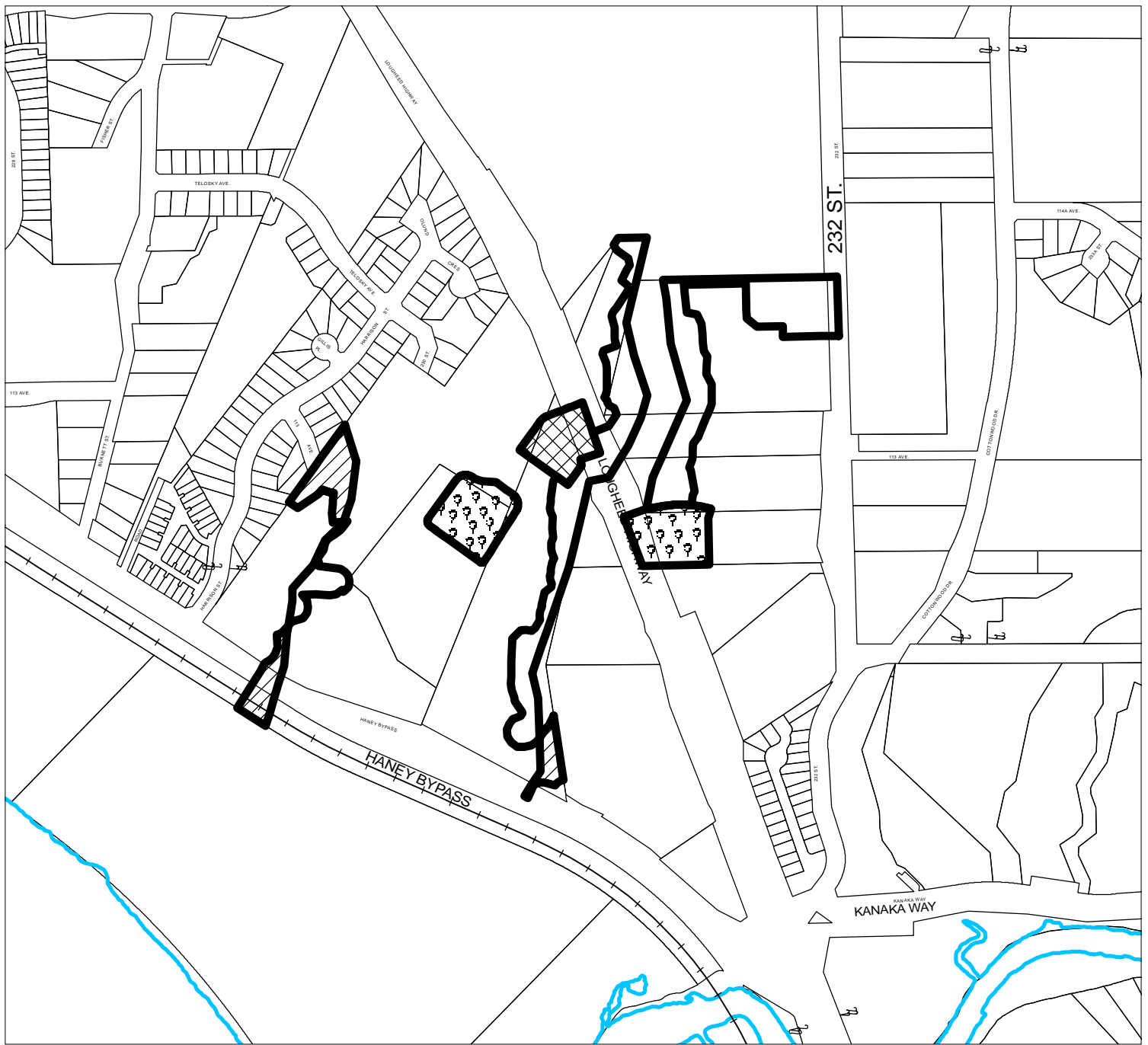
PUBLIC HEARING held the 20th day of June, 2017.

READ a third time the 27th day of June, 2017.

ADOPTED the day of ,20 .

PRESIDING MEMBER

CORPORATE OFFICER



MAPLE RIDGE OFFICIAL COMMUNITY PLAN AMENDING



Bylaw No. 7331-2017

Map No. 942

From: Conservation and Urban Residential

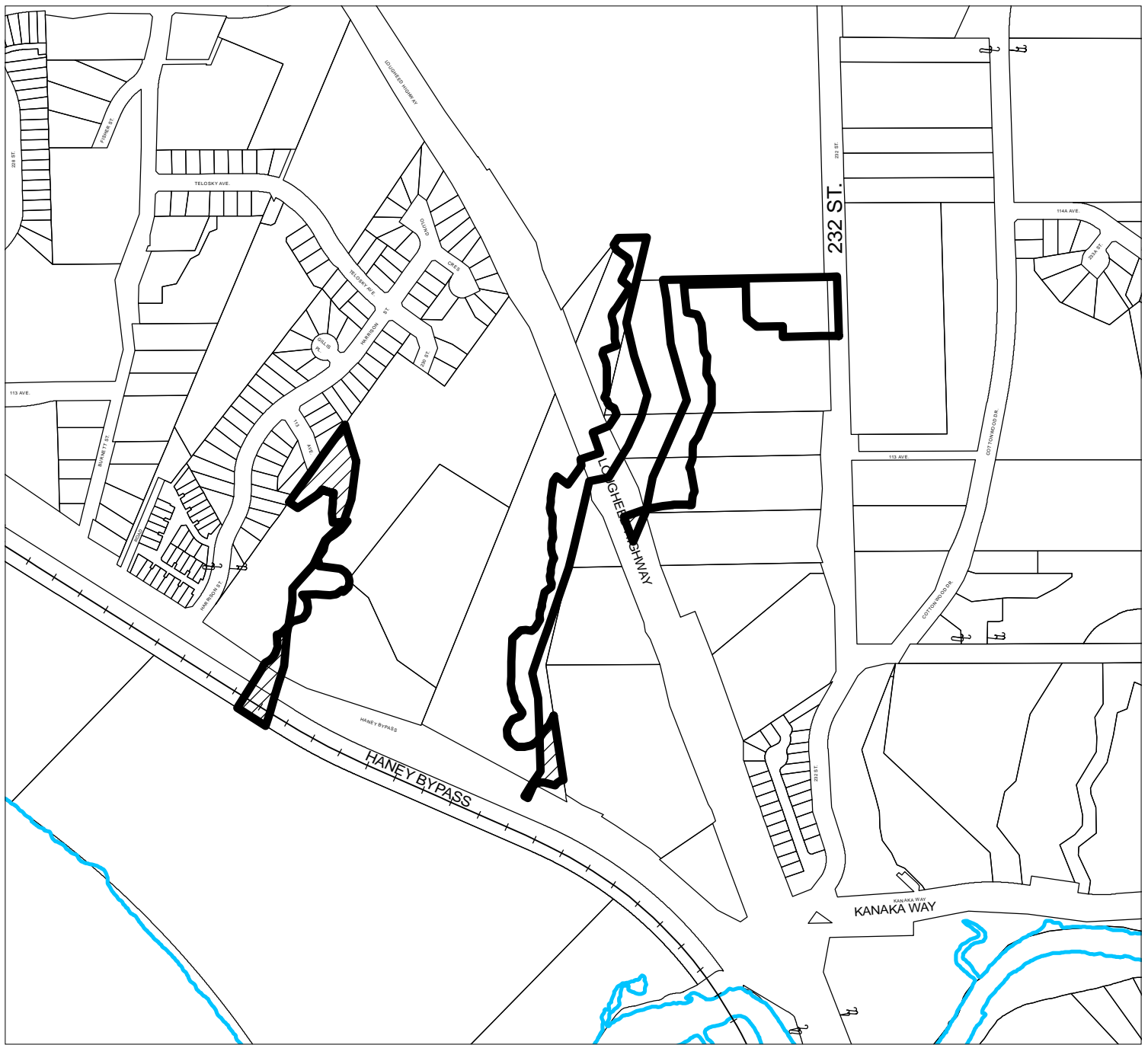
To:

	Urban Residential
	Commercial

	Conservation
	Park



SCALE 1:6,000



MAPLE RIDGE OFFICIAL COMMUNITY PLAN AMENDING

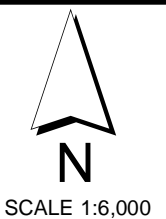
Bylaw No. 7331-2017

Map No. 943

Purpose: To Amend Schedule C as shown

 To Remove from Conservation

 To Add To Conservation



CITY OF MAPLE RIDGE

BYLAW NO. 7183-2015

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

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

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

1. This Bylaw may be cited as "Maple Ridge Zone Amending Bylaw No. 7183-2015."
2. PART 7 COMMERCIAL ZONES, SECTION 701 NEIGHBOURHOOD COMMERCIAL: C-1, SUBSECTION 1. PERMITTED PRINCIPAL USES is amended by adding the new clause i) as follows:
 - i) The following uses are permitted specific to the area outlined in heavy black line on Schedule "A" a copy of which is attached hereto and forms part of this Bylaw:
 - i. Apartment Use;
 - ii. Assembly, including Daycare;
 - iii. Business Services;
 - iv. Civic;
 - v. Financial Services;
 - vi. Indoor Commercial Recreation;
 - vii. Liquor Primary Establishments;
 - viii. Professional Services; and
 - ix. Retail Sales, excluding Highway Commercial Use.
3. PART 7 COMMERCIAL ZONES, SECTION 701 NEIGHBOURHOOD COMMERCIAL: C-1, SUBSECTION 8. OTHER REGULATIONS is amended by adding the new Section following section numbered sequentially as follows:

Notwithstanding the regulations contained in this part, the area outlined in heavy black line on Schedule "A" a copy of which is attached hereto and forms part of this Bylaw, the following regulations apply:

- i. Lot coverage of all buildings and structures shall not exceed 50%;
- ii. No building or structure shall exceed a height of 12.0 metres or 3 storeys;
- iii. Subject to Section 403 (7) Visual Clearance at Intersections, no building or structure shall be sited less than 3.0 metres from any lot line;
- iv. The gross floor area of:
 - (a) all principal buildings and structures together shall not exceed 3,350 square metres; and
 - (b) all ground floor commercial uses shall not exceed 1,093 square metres;
- v. Apartment residential use:
 - (a) shall be limited exclusively to the storeys above the first storey;
 - (b) shall be the only use in a storey so used;
 - (c) shall be located within a building above all storeys which are used for a non-residential principal use;

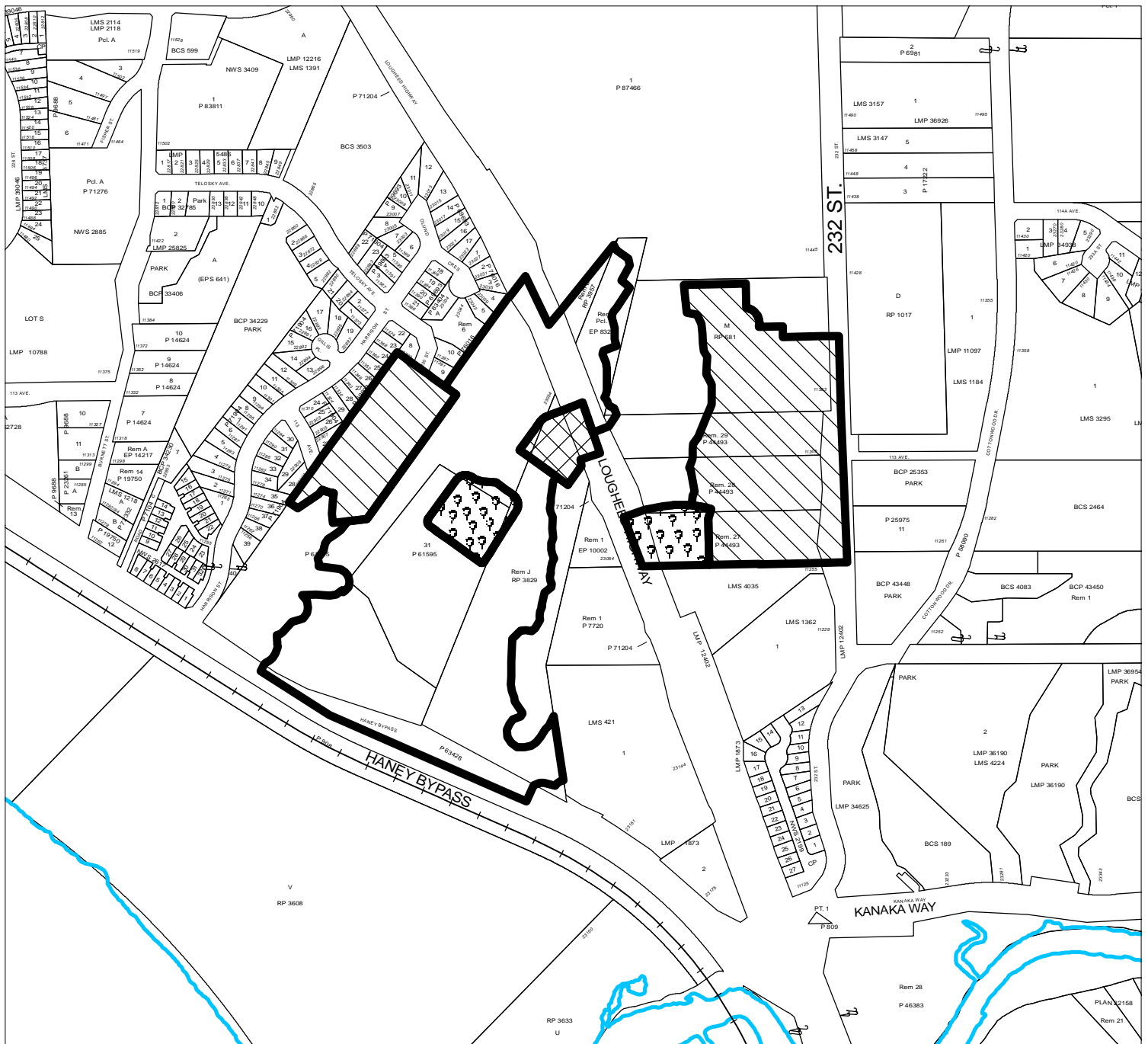
- (d) shall have separate and independent access;
- (e) shall provide indoor amenity space in the amount of 3.0 square metres per unit; and
- (f) may have associated non-habitable spaces, including lobbies, meeting rooms, amenity areas, bicycle and other storage areas, on the first storey or underground.

4. Those parcel (s) or tract (s) of land and premises known and described as:

- Lot 31 District Lots 402 and 403 Group 1 New Westminster District Plan 61595 (002-818-451)
- Lot 32 District Lots 402 and 403 Group 1 New Westminster District Plan 61595 (002-818-477)
- Lot 27 Except: Part on Statutory Right of Way Plan 71204; District Lot 403 Group 1 New Westminster District Plan 44493 (007-476-621)
- Lot 28 Except Part in Highway Plan 71204, District Lot 403 Group 1 New Westminster District Plan 44493 (007-476-647)
- Lot 29, Except: Part on Statutory Right Of Way Plan 71204, District Lot 403 Group 1 New Westminster District Plan 44493 (007-476-655)
- Lot 3 Section 16 Township 12 New Westminster District Plan 17222 (010-263-071)
- Parcel "M" (Reference Plan 681) District Lot 403 Group 1 New Westminster District (012-943-908)
- Parcel "One" (Explanatory Plan 8328) of Parcel "J" (Reference Plan 3829) Except: Part on Statutory Right of Way Plan 71204; District Lots 402 And 403 Group 1 New Westminster District (012-944-157)
- Parcel "D" (Reference Plan 1017) South West Quarter Section 16 Township 12 New Westminster District (013-301-080)
- Parcel "L" (Reference Plan 3957) of Parcel "J" (Reference Plan 3829), Except: Firstly : Part on Statutory Right of Way Plan 4834; Secondly: Part Lying South of Road Shown on Statutory Right of Way Plan 4834; Thirdly : Part on Statutory Right of Way Plan 71204; District Lots 402 and 403 Group 1 New Westminster District (014-508-397)
- Part (.015 Acres Plan 3041) of Parcel J (Reference Plan 3829) District Lot 403 Group 1 New Westminster District (023-360-488)

and outlined in heavy black line on Map No. 1649 a copy of which is attached hereto and forms part of this Bylaw, are hereby rezoned to R-2 (Urban Residential District), RM-1 (Townhouse Residential), P-1 (Park and School) and C-1 (Neighbourhood Commercial);

CORPORATE OFFICER



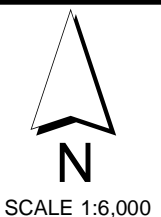
MAPLE RIDGE ZONE AMENDING

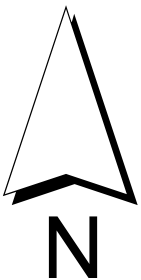
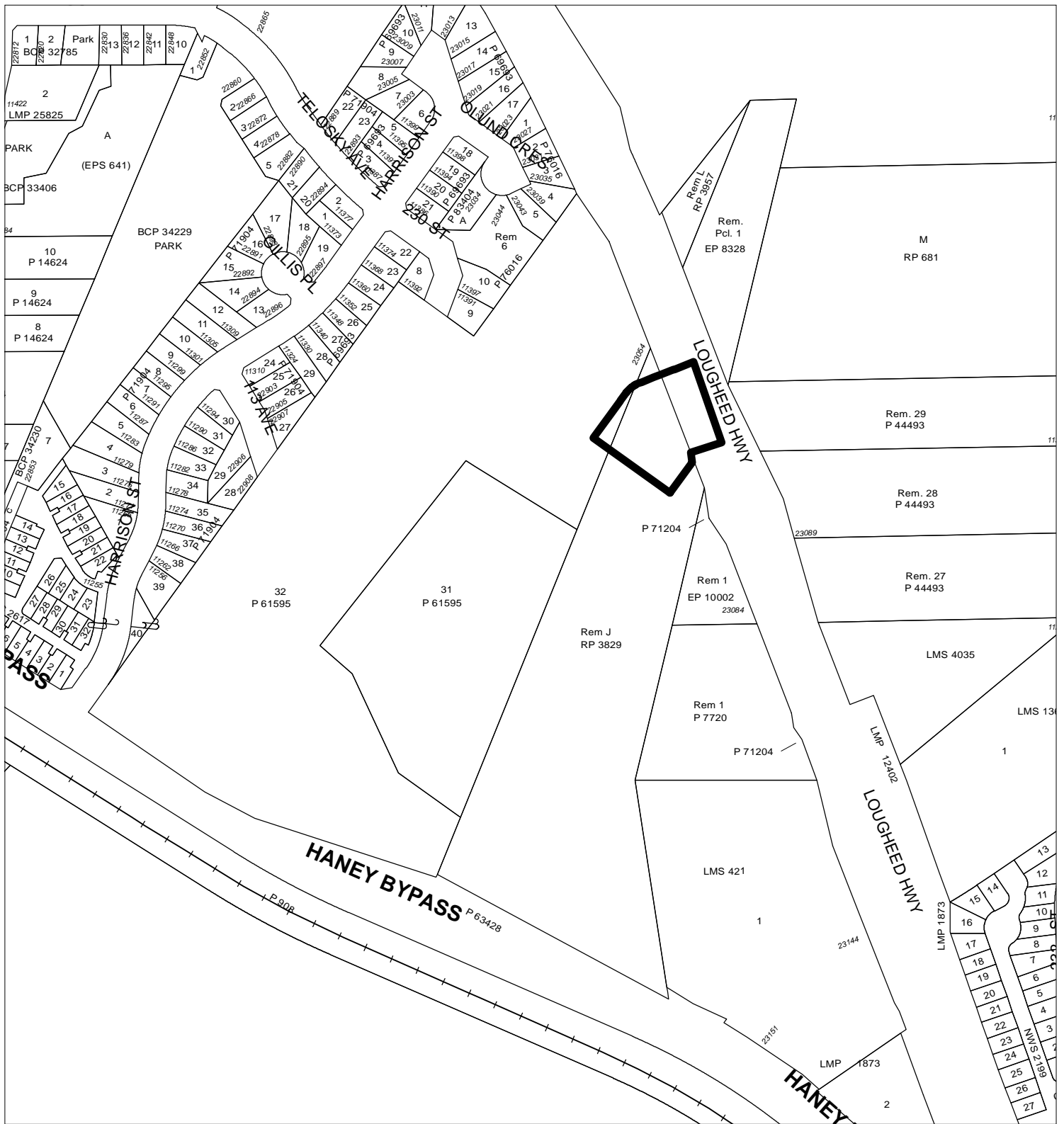
Bylaw No. 7183-2015

Map No. 1649

From: RS-3 (One Family Rural Residential)

To:
 RM-1 (Townhouse Residential)
 C-1 (Neighbourhood Commercial)
 R-2 (Urban Residential District)
 P-1 (Park and School)





Scale: 1:3,500



C-1 (Neighbourhood Commercial)

Bylaw No. 7183-2015 Schedule "A"

PLANNING DEPARTMENT



MAPLE RIDGE

British Columbia

mapleridge.ca

Schedule A
DATE: May 10, 2017

BY: DT

SUBDIVISION PLAN OF:

LOT 27 EXCEPT: PART ON STATUTORY RIGHT OF WAY PLAN 71204; DISTRICT LOT 403 GROUP 1 NEW WESTMINSTER DISTRICT PLAN 44493
 LOT 28 EXCEPT: PART IN HIGHWAY PLAN 71204; DISTRICT LOT 403 GROUP 1 NEW WESTMINSTER DISTRICT PLAN 44493
 LOT 29, EXCEPT: PART ON STATUTORY RIGHT OF WAY PLAN 71204; DISTRICT LOT 403 GROUP 1 NEW WESTMINSTER DISTRICT PLAN 44493
 LOT 31 DISTRICT LOTS 402 AND 403 GROUP 1 NEW WESTMINSTER DISTRICT PLAN 61595
 LOT 32 DISTRICT LOTS 402 AND 403 GROUP 1 NEW WESTMINSTER DISTRICT PLAN 61595
 PARCEL "M" (REFERENCE PLAN 881) DISTRICT LOT 403 GROUP 1 NEW WESTMINSTER DISTRICT
 PARCEL "ONE" (EXPLANATORY PLAN 8328) OF PARCEL "J" (REFERENCE PLAN 3828) EXCEPT PART ON STATUTORY RIGHT OF WAY PLAN 71204; DISTRICT LOTS 402 AND 403 GROUP 1 NEW WESTMINSTER DISTRICT
 PARCEL "L" (REFERENCE PLAN 3957) OF PARCEL "J" (REFERENCE PLAN 3828), EXCEPT FIRSTLY: PART ON STATUTORY RIGHT OF WAY PLAN 4834; SECONDLY: PART LYING SOUTH OF ROAD SHOWN ON STATUTORY RIGHT OF WAY PLAN 4834; THIRDLY: PART ON STATUTORY RIGHT OF WAY PLAN 71204; DISTRICT LOTS 402 AND 403 GROUP 1 NEW WESTMINSTER DISTRICT
 PARCEL "J" (REFERENCE PLAN 3828), EXCEPT: FIRSTLY: PART ON STATUTORY RIGHT OF WAY PLAN 3041; SECONDLY: PARCEL "L" (REFERENCE PLAN 3957); THIRDLY: PART ON STATUTORY RIGHT OF WAY PLAN 4834; FOURTHLY: PARCEL "ONE" (EXPLANATORY PLAN 8328); FIFTHLY: PART WITHIN HEAVY OUTLINE TAKEN BY HIGHWAY STATUTORY RIGHT OF WAY PLAN 63428; DISTRICT LOTS 402 AND 403 GROUP 1 NEW WESTMINSTER DISTRICT

APPENDIX D

PLAN EPP71200

Pursuant to Section 67 of the Land Title Act
 BCOS 92C 028



The horizontal scale of this plan is 1/4 inch = 10 feet in width
 1/8 inch = 10 feet in height (Scale)
 when plotted at a scale of 1/4 inch = 10 feet



Map of Survey Area in 30, 60, 90, 120, 150, 180, 210, 240, 270, 300, 330, 360, 390, 420, 450, 480, 510, 540, 570, 600, 630, 660, 690, 720, 750, 780, 810, 840, 870, 900, 930, 960, 990, 1020, 1050, 1080, 1110, 1140, 1170, 1200, 1230, 1260, 1290, 1320, 1350, 1380, 1410, 1440, 1470, 1500, 1530, 1560, 1590, 1620, 1650, 1680, 1710, 1740, 1770, 1800, 1830, 1860, 1890, 1920, 1950, 1980, 2010, 2040, 2070, 2100, 2130, 2160, 2190, 2220, 2250, 2280, 2310, 2340, 2370, 2400, 2430, 2460, 2490, 2520, 2550, 2580, 2610, 2640, 2670, 2700, 2730, 2760, 2790, 2820, 2850, 2880, 2910, 2940, 2970, 3000, 3030, 3060, 3090, 3120, 3150, 3180, 3210, 3240, 3270, 3300, 3330, 3360, 3390, 3420, 3450, 3480, 3510, 3540, 3570, 3600, 3630, 3660, 3690, 3720, 3750, 3780, 3810, 3840, 3870, 3900, 3930, 3960, 3990, 4020, 4050, 4080, 4110, 4140, 4170, 4200, 4230, 4260, 4290, 4320, 4350, 4380, 4410, 4440, 4470, 4500, 4530, 4560, 4590, 4620, 4650, 4680, 4710, 4740, 4770, 4800, 4830, 4860, 4890, 4920, 4950, 4980, 5010, 5040, 5070, 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City of Maple Ridge

TO: Her Worship Mayor Nicole Read
and Members of Council
FROM: Chief Administrative Officer
SUBJECT: Final Reading:
Official Community Plan Amending Bylaw No. 7396-2017
Zone Amending Bylaw No. 7287-2016
11300 & 11250 240 Street

MEETING DATE: May 22, 2018
FILE NO: 2016-336-RZ
MEETING: Council

EXECUTIVE SUMMARY:

Bylaws 7396-2017 and 7287-2016 have been considered by Council and at Public Hearing and subsequently were granted Third Reading. The applicant has requested that Final Reading be granted. The purpose of the rezoning is to permit the construction of a 54 unit Townhouse Development and subdivision into 5 Single Family lots not less than 315 square metres.

Council granted first reading for Zone Amending Bylaw No. 7287-2016 on October 25, 2016. Council granted first and second reading for Official Community Plan Amending Bylaw No. 7396-2017 on October 24, 2017, and second reading for Zone Amending Bylaw No. 7287-2016 on October 24, 2017. This application was presented at Public Hearing on November 21, 2017, and Council granted third reading on November 28, 2017.

RECOMMENDATION:

That Official Community Plan Amending Bylaw No. 7396-2017 be adopted; and

That Zone Amending Bylaw No. 7287-2016 be adopted.

DISCUSSION:

a) Background Context:

Council considered this rezoning application at a Public Hearing held on November 21, 2017. On December 05, 2017 Council granted Third Reading to Official Community Plan Amending Bylaw No. 7396-2017 and Zone Amending Bylaw No. 7287-2016 with the stipulation that the following conditions be addressed:

- i) Registration of a Rezoning Servicing Agreement as a Restrictive Covenant and receipt of the deposit of a security, as outlined in the Agreement;
- ii) Amendment to Official Community Plan Schedule "A", Chapter 10.2 Albion Area Plan, Schedule 1: Albion Area Plan, Figure 1: and Schedule "C"
- iii) Road dedication and lane dedication as required;

- iv) Trail construction as required.
- v) Registration of a Restrictive Covenant for the Geotechnical Report, which addresses the suitability of the subject properties for the proposed development;
- vi) Registration of a Restrictive Covenant for the protection of the Environmentally Sensitive land on the subject properties;
- vii) Registration of a Restrictive Covenant for protecting the Visitor Parking;
- viii) Registration of a Restrictive Covenant for Stormwater Management;
- ix) Notification to the Department of Fisheries and Oceans and the Ministry of Environment for in-stream works on the site;
- x) That a voluntary contribution, in the amount of \$246,900.00 (\$5,100.00/lot plus \$4,100.00/unit) be provided in keeping with the Council Policy with regard to Community Amenity Contributions.
- xi) That an additional Amenity Contribution for density bonus in the RM-1 Townhouse Zone be provided in the amount of \$3,100.00 per unit, for a total of \$167,400.00.

The following applies to the above:

- i. In compliance with municipal requirements, the applicant has registered a Rezoning Servicing Agreement as a Restrictive Covenant and provided the required securities, as outlined in the Agreement;
- ii. The required Official Community Plan amendments will occur with final reading of this rezoning application;
- iii. The applicant has provided the required road dedication in compliance with municipal requirements for 240th Street. The remaining road and lane dedication will be a requirement of the subdivision of the single family lots;
- iv. Trail development has been provided in compliance with Parks Planning requirements;
- v. The Geotechnical Report has been registered on title as a restrictive covenant;
- vi. It was concluded that the subdivision stage would be most appropriate to establish as a requirement the registration of a Restrictive Covenant for the protection of the Environmentally Sensitive land on the subject properties. For this reason, this work will occur at the subdivision stage;
- vii. A Restrictive Covenant has been registered on title for protecting the Visitor Parking;
- viii. The two different housing developments will require that two separate covenants be registered on title for Stormwater Management. For this reason, this requirement will occur at the subdivision stage;
- ix. The Department of Fisheries and Oceans and the Ministry of Environment have been notified for in-stream works on the site;
- x. A Community Amenity Contribution has been provided in the amount of \$246,900.00 (\$5,100.00/lot plus \$4,100.00/unit) in keeping with the Council Policy with regard to Community Amenity Contributions;
- xi. As this development is utilizing Density Bonus provisions in the Albion Area Plan, an additional contribution for a density bonus in the RM-1 Townhouse Zone has been provided in the amount of \$3,100.00 per unit, for a total of \$167,400.00.

CONCLUSION:

As the applicant has met Council's conditions, it is recommended that Final Reading be given to Official Community Plan Amending Bylaw No. 7396-2017 and Zone Amending Bylaw No. 7287-2016.

"Original signed by Diana Hall"

Prepared by: Diana Hall, MA, MCIP, RPP
Planner 2

"Original signed by Christine Carter"

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

"Original signed by Frank Quinn"

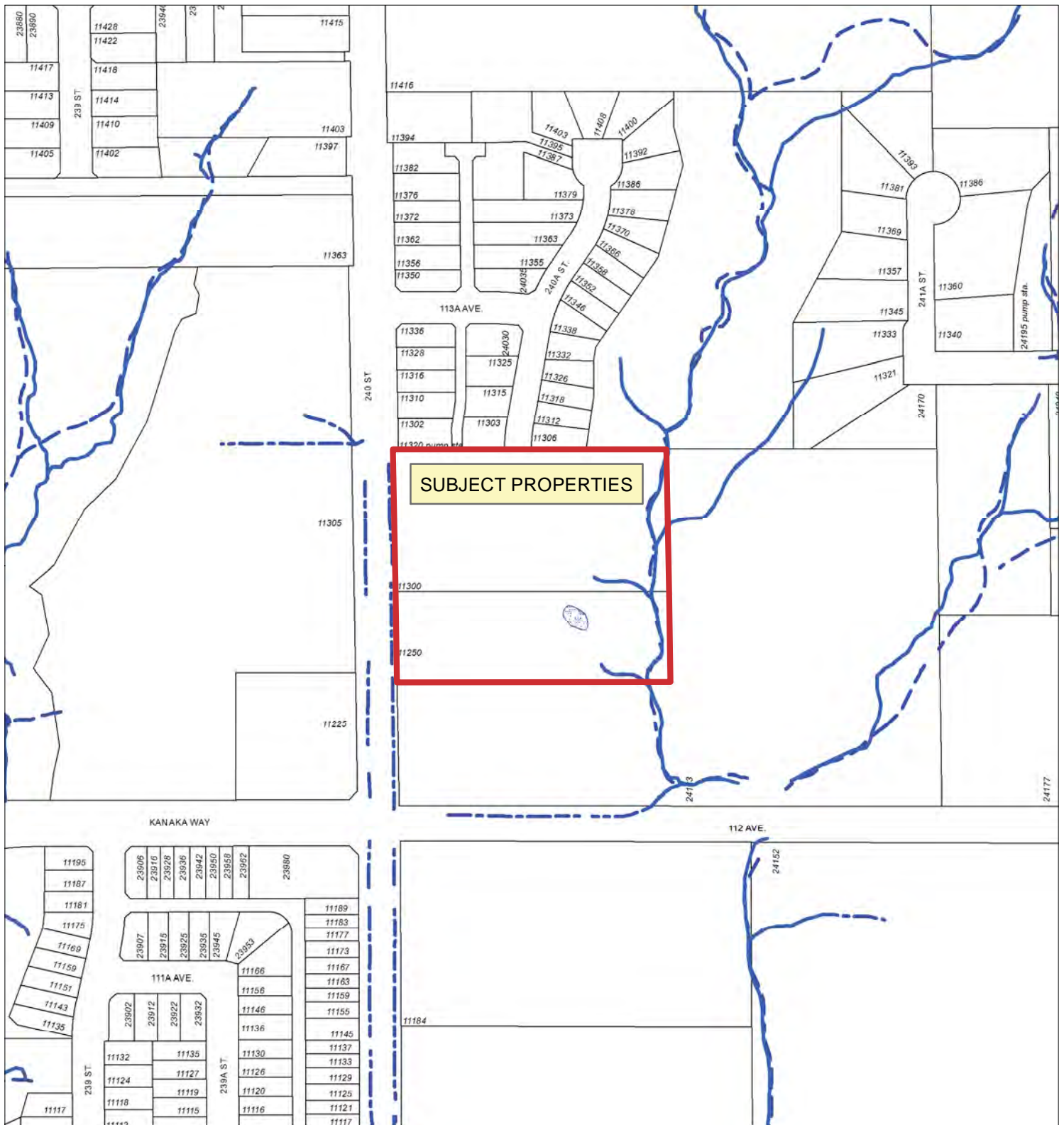
Approved by: Frank Quinn, MBA, P.Eng
GM: Public Works & Development Services

"Original signed by Kelly Swift" for

Concurrence: Paul Gill, CPA, CGA
Chief Administrative Officer

The following appendices are attached hereto:

Appendix A – Subject Map
Appendix B – Bylaw No. 7396-2017
Appendix C – Bylaw No. 7287-2016
Appendix D – Site Plan.



Legend

- Stream
- Ditch Centreline
- ... Edge of Marsh
- Indefinite Creek
- River Centreline
- Lake or Reservoir
- Marsh

11250 & 11300 240 STREET

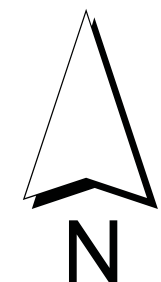
PLANNING DEPARTMENT



mapleridge.ca

FILE: 2016-336-RZ
DATE: Sep 1, 2016

BY: PC



Scale: 1:3,000

**CITY OF MAPLE RIDGE
BYLAW NO. 7396-2017**

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

WHEREAS Section 477 of the Local Government Act provides that the Council may revise the Official Community Plan;

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

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

1. This Bylaw may be cited for all purposes as "Maple Ridge Official Community Plan Amending Bylaw No. 7396-2017."
2. Schedule "A", Chapter 10.2 Albion Area Plan, Schedule 1: Albion Area Plan is hereby amended for that parcel or tract of land and premises known and described as:

Lot 1 Section 15 Township 12 New Westminster District Plan 22347

Lot 2 Section 15 Township 12 New Westminster District Plan 22347

and outlined in heavy black line on Map No. 958, a copy of which is attached hereto and forms part of this bylaw, are hereby designated as shown.

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

Lot 1 Section 15 Township 12 New Westminster District Plan 22347

Lot 2 Section 15 Township 12 New Westminster District Plan 22347

and outlined in heavy black line on Map No. 959, a copy of which is attached hereto and forms part of this Bylaw, is hereby amended by adding Conservation.

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

READ a first time the 24th day of October, 2017.

READ a second time the 24th day of October, 2017.

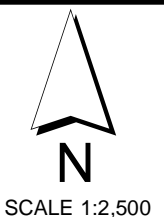
PUBLIC HEARING held the 21st day of November, 2017.

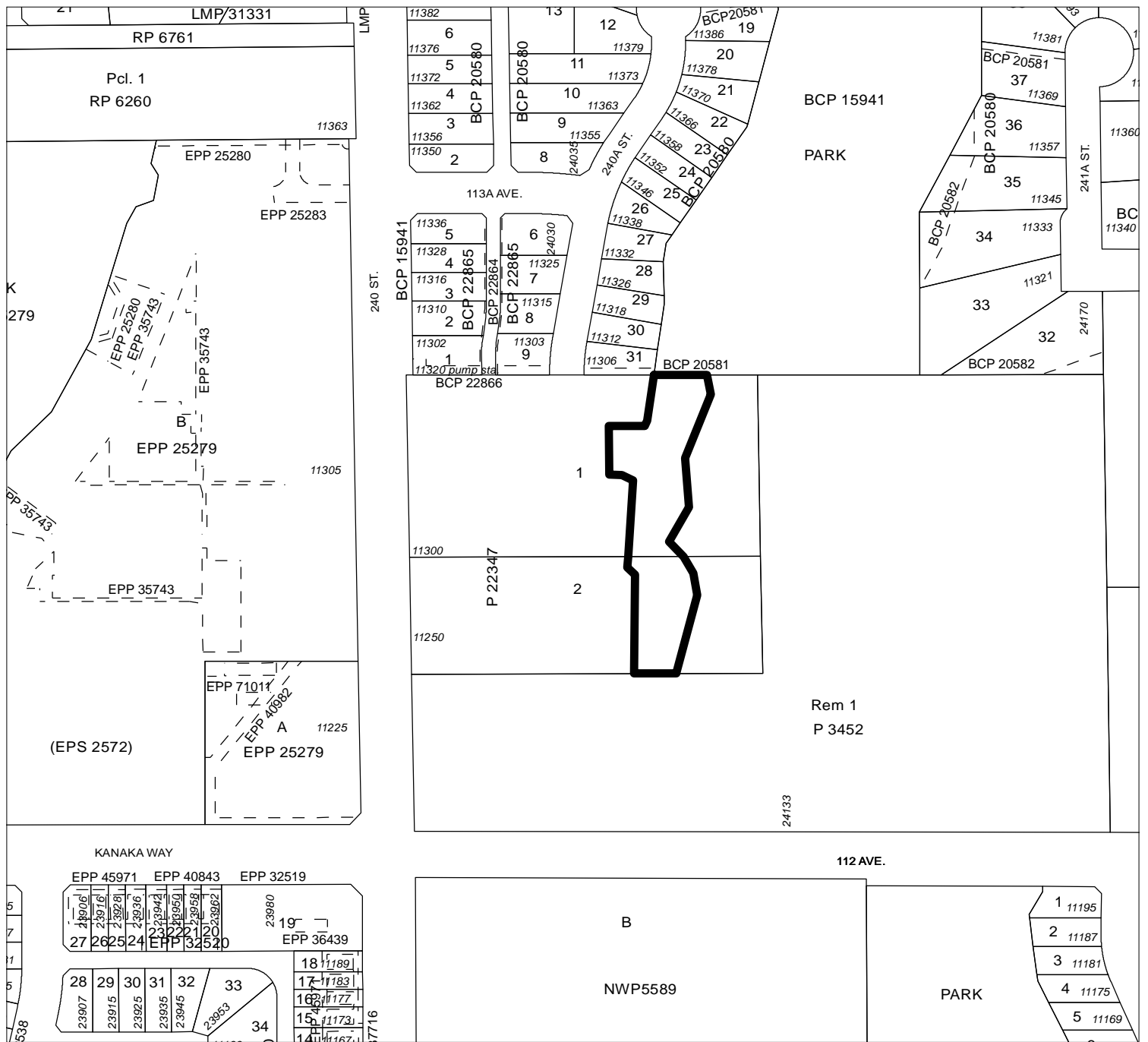
READ a third time the 28th day of November, 2017.

ADOPTED the day of , 20 .

PRESIDING MEMBER

CORPORATE OFFICER

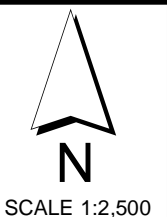




MAPLE RIDGE OFFICIAL COMMUNITY PLAN AMENDING

Bylaw No. 7396-2017
 Map No. 959
 Purpose To amend Schedule C as shown

 To Add to Conservation



CITY OF MAPLE RIDGE

BYLAW NO. 7287-2016

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. 7287-2016."

2. Those parcel (s) or tract (s) of land and premises known and described as:

Lot 1 Section 15 Township 12 New Westminster District Plan 22347

Lot 2 Section 15 Township 12 New Westminster District Plan 22347

and outlined in heavy black line on Map No. 1696 a copy of which is attached hereto and forms part of this Bylaw, are hereby rezoned to RM-1 (Townhouse Residential), R-2 (Urban Residential District).

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

READ a first time the 25th day of October, 2016.

READ a second time the 24th day of October, 2017.

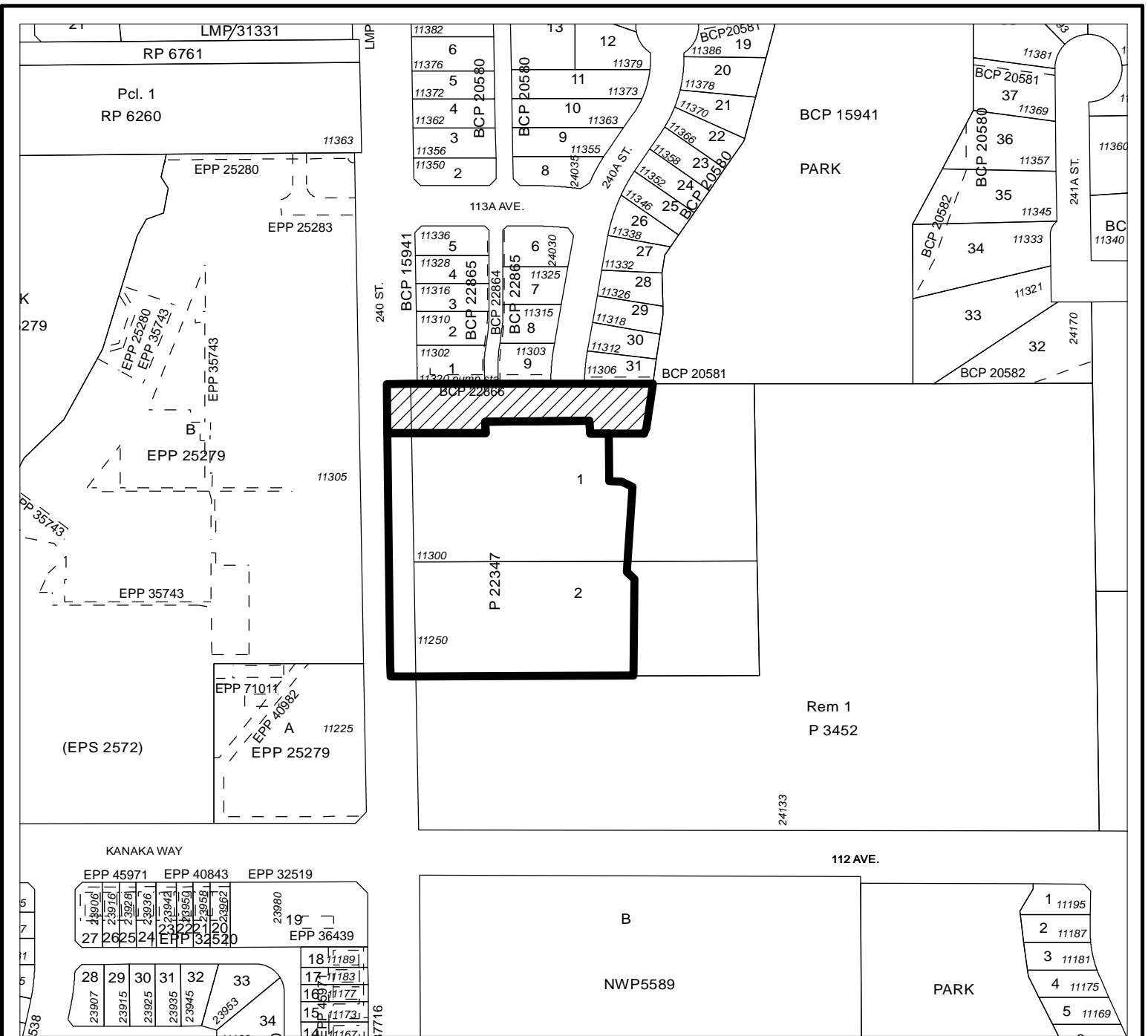
PUBLIC HEARING held the 21st day of November, 2017.

READ a third time the 28th day of November, 2017.

ADOPTED the day of , 20

PRESIDING MEMBER

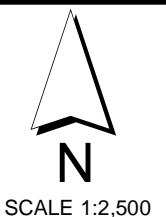
CORPORATE OFFICER



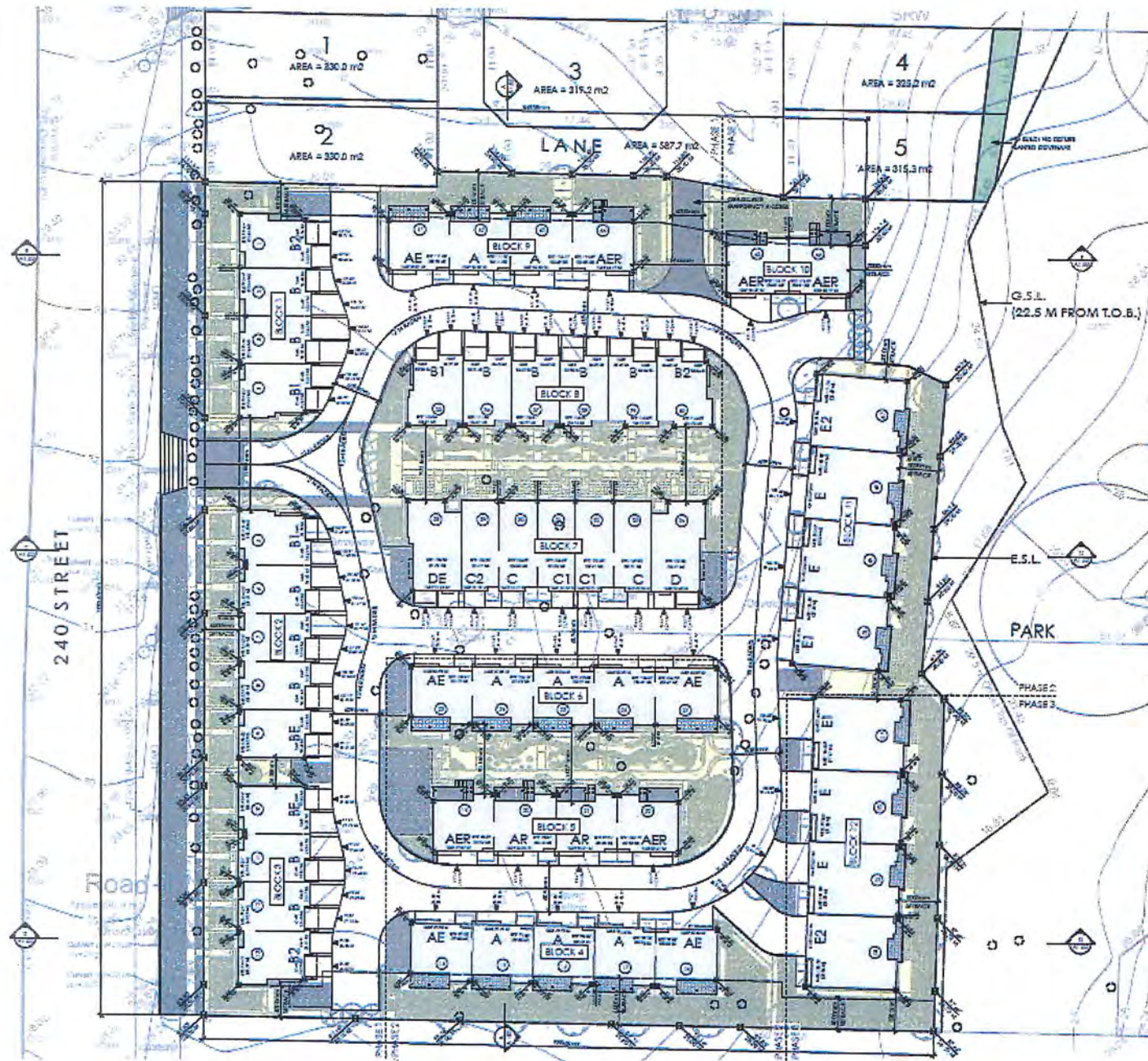
MAPLE RIDGE ZONE AMENDING

Bylaw No. 7287-2016
Map No. 1696
From: RS-3 (One Family Rural Residential)

To: RM-1 (Townhouse Residential)
 R-2 (Urban Residential District)



APPENDIX D



THIS PLAN AND DESIGN ARE, AND AT ALL TIMES REMAIN THE EXCLUSIVE PROPERTY OF FORMWERKS ARCHITECTURAL INC. AND CANNOT BE LOANED OR REPRODUCED WITHOUT WRITTEN CONSENT BY FORMWERKS ARCHITECTURAL INC. WITHIN DIMENSIONS SHALL HAVE PRECEDENCE OVER STATED DIMENSIONS. CONSTRUCTION SHALL VARY AND BE RESPONSIBLE FOR ALL DIMENSIONS AND CONDITIONS ON THE JOB. FORMWERKS ARCHITECTURAL INC. SHALL BE INFORMED OF ANY VARIATION FROM THE DIMENSIONS AND CONDITIONS ON THE DRAWING.

18 MAY 2016
GEORGE FOR DAVIS DESIGN PHASE 1 MAY 12 2017

**FORMWERKS
ARCHITECTURAL**

1435 West 8th Ave., Vancouver, BC V6H 1H8
Tel: 604-681-1111 Fax: 604-681-1112
Phone: 604-681-1113

PROJECT

**MAPLE RIDGE
TOWNHOMES**

11250-11300 240 STREET
MAPLE RIDGE, BC

DRAWING

SITE PLAN

SCALE 1:100

DATE MAY 2016

A1.00

City of Maple Ridge

Maple Ridge Ticket Information Utilization Amending Bylaw No. 7456-2018

A bylaw to amend Maple Ridge Ticket Information Utilization Bylaw No. 6929-2012

WHEREAS the Council of The City of Maple Ridge deems it expedient to amend the Maple Ridge Ticket Information Utilization Bylaw No. 6929-2012

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

1. This bylaw may be cited as Maple Ridge Ticket Information Utilization Amending Bylaw No. 7456-2018
2. Maple Ridge Ticket Information Utilization Bylaw No. 6929-2012 is amended by deleting Schedule 21 in its entirety and replacing it with:

Schedule 21
Maple Ridge Ticket Information Utilization Bylaw No. 6929-2012

From Maple Ridge Soil Deposit Regulation Bylaw No. 7412-2017

	Section	Fine
Permit placement of soil without permit	5.2.1	\$1000.00
Permit placement of soil without permit	5.2.2	\$1000.00
Fail to submit log	5.4.13	\$200.00
Fail to provide log within 48 hours	5.4.15	\$200.00
Submission of false log	5.4.16	\$500.00
Material interfering with drainage	5.12.2	\$1000.00
Soil deposited over right of way	5.12.3	\$1000.00
Soil placed in vicinity of utilities	5.12.4	\$1000.00
Soil placed over well or sewage system	5.12.5	\$1000.00
Cause obstruction to drainage	5.12.6	\$1000.00
Fail to remove dirt on road	5.12.8	\$500.00

Damage adjacent property	5.12.10	\$500.00
Activities outside restricted hours	5.12.2	\$500.00
Fail to comply with permit	5.14.11	\$500.00

READ A FIRST TIME the 8th day of May, 2018.

READ A SECOND TIME the 8th day of May, 2018.

READ A THIRD TIME the 8th day of May, 2018.

ADOPTED the ____ day of _____, 2018.

PRESIDING MEMBER

CORPORATE OFFICER

1100 *Reports and Recommendations*

City of Maple Ridge

TO: Her Worship Mayor Nicole Read
and Members of Council
FROM: Chief Administrative Officer
SUBJECT: Application for exclusion from the Agricultural Land Reserve
23795 Dewdney Trunk Road

MEETING DATE: May 22, 2018
FILE NO: 2018-012-AL
MEETING: Council

EXECUTIVE SUMMARY:

An application has been received under Section 30 (1) of the Agricultural Land Commission Act to exclude approximately 0.2 hectares (0.5 acres) of land from the Agricultural Land Reserve. The Applicant's submission conforms with the notice of application requirements of the Agricultural Land Commission. This application is unusual in that the Commission has previously identified and recommended the subject property for exclusion from the Agricultural Land Reserve. In addition, the subject property is designated Urban in the Metro Vancouver Regional Growth Strategy, and is designated Urban Residential in the Maple Ridge Official Community Plan. For this reason, the property could be developed to an urban standard without senior agency approval. Due to these unique circumstances as discussed further in this report, Council may find this application to be supportable.

RECOMMENDATION:

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

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

DISCUSSION:

a) Background Context:

Applicant:	Sachin Jhanghu
Legal Description:	SEC 21; TWP 12; NWD
OCP : Existing:	Urban Residential
Zoning: Existing:	RS-3 (One Family Rural Residential)
Surrounding Uses	
North:	Use: Single Family Residential

	Zone: Designation	RS-1b (One Family Urban Residential) Urban Residential
South:	Use: Zone: Designation	Single Family Residential RS-1b (One Family Urban Residential) Urban Residential
East:	Use: Zone: Designation:	Vacant RS-3 One Family Rural Residential Urban Residential
West:	Use: Zone: Designation:	Single Family Residential RS-3 (One Family Rural Residential) Urban Residential
Existing Use of Property:		Single Family Residential
Proposed Use of Property:		Townhouse Residential
Site Area:		0.202 HA
Access:		Dewdney Trunk Road

b) Project Description:

The subject property is zoned RS-3 (One Family Rural Residential). Although it has been within the Urban Area Boundary for several years, it remains included within the Agricultural Land Reserve. The purpose of this application is to exclude the property from the Agricultural Land Reserve in order to assemble this lot with the property to its east. The intention is to create a townhouse development with this land assembly.

c) Planning Analysis:

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

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

- The application not be authorized to go forward to the Agricultural Land Commission.

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

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

The above resolution forms the recommendations presented in this staff report.

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

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

In this instance, the Agricultural Land Commission indicated support for its removal from the ALR under Commission Resolution. On this basis, this application is supportable.

Remnant Properties – Commission Resolution

In 2011, the Agricultural Land Commission identified certain properties within the City as appropriate for exclusion under ALC Resolution 2635/2011, made on October 27, 2011. This resolution invited the City to submit a local government application for exclusion for remnant areas “identified by the Commission as being unsuitable for agriculture”. The identification of these properties for exclusion stems from the Commission’s interest in maintaining an Agricultural Land Reserve that accurately reflects agricultural capability and suitability of properties contained within it.

The subject property was included in the list of the remnant properties as suitable for exclusion from the ALR. Affected property owners were notified by the City of their potential for exclusion in correspondence dated September 9, 2013. At the time, the Commission anticipated but did not require that the exclusion of these properties would proceed through a local government exclusion application. As an alternative, individual property owners have the right to pursue exclusion applications on their own.

Development Implications

The current RS-3 One Family Rural Residential zoning of the subject property is at odds with its location within the Urban Area Boundary. The 0.2 hectare (0.5 acre) site could not be developed

further under its current zoning. The exclusion of this property from the Agricultural Land Reserve will bring it into compliance with its Urban Residential Designation in the Official Community Plan.

d) Citizen Implications:

A letter was received in opposition to this application out of concern for the environmental impacts that this development would have. However, a staff review has indicated that there are no natural features on the site such as a watercourse that would require special protection measures.

Alternatives:

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

CONCLUSION:

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

“Original signed by Diana Hall”

**Prepared by: Diana Hall, MA, MCIP, RPP
Planner 2**

“Original signed by Christine Carter”

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

“Original signed by Frank Quinn”

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

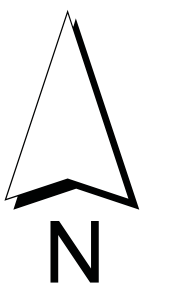
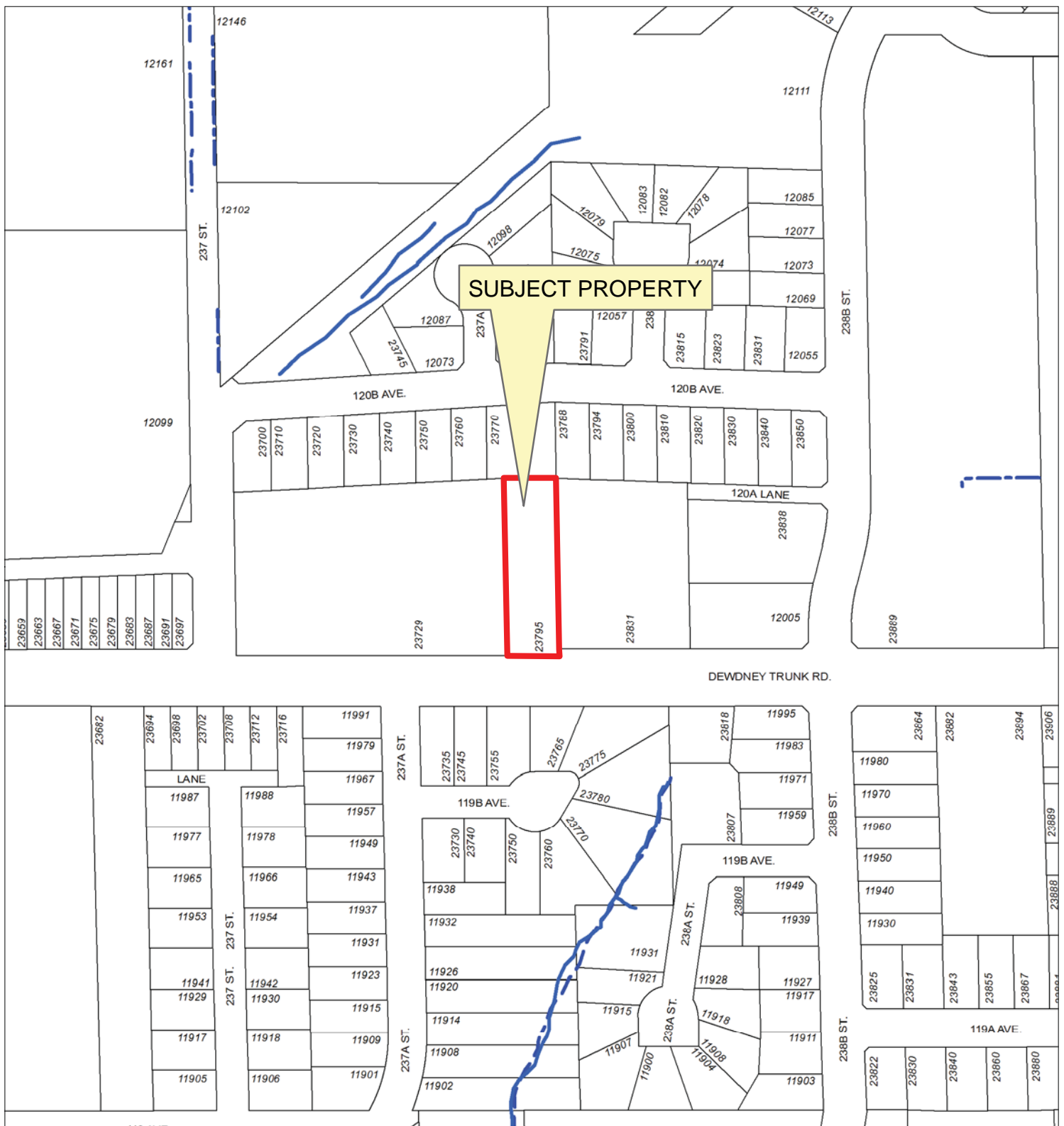
“Original signed by Kelly Swift” for

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

The following appendices are attached hereto:

Appendix A – subject map

Appendix B – ortho map



Scale: 1:2,500

Legend

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

23795 Dewdney Trunk Rd

PLANNING DEPARTMENT



MAPLE RIDGE

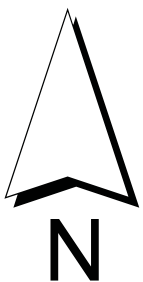
British Columbia

mapleridge.ca

2018-012-AL

DATE: May 10, 2018

BY: JV



Scale: 1:2,500

Legend

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

23795 Dewdney Trunk Rd

PLANNING DEPARTMENT



MAPLE RIDGE

British Columbia

mapleridge.ca

2018-012-AL

DATE: May 10, 2018

BY: JV

City of Maple Ridge

TO: Her Worship Mayor Nicole Read
and Members of Council
FROM: Chief Administrative Officer
SUBJECT: Application for non-farm use within the Agricultural Land Reserve
12811 256 Street

MEETING DATE: May 22, 2018
FILE NO: 2018-142-AL
MEETING: Council

EXECUTIVE SUMMARY:

An application has been received for non-farm use under section 20 (3) of the Agricultural Land Commission Act for a temporary residential use on land that is within the Agricultural Land Reserve. This use is permitted in the Zoning Bylaw and Agricultural Land Commission regulations with the condition that a manufactured home be used for this purpose. The applicant intends to use an alternate structure for this purpose, thereby necessitating approval from the Agricultural Land Commission.

RECOMMENDATION:

That application 2018-142-AL be authorized to proceed to the Agricultural Land Commission.

DISCUSSION:

a) Background Context:

Applicant: Brianna Flondra

Legal Description: LT 1; SEC 26; TWP 12; NWD; PL NWP7639

OCP : Existing: Agricultural
Zoning: Existing: RS-3 (One Family Rural Residential)

Surrounding Uses:

North:	Use:	Rural Residential
	Zone:	RS-3 (One Family Rural Residential)
	Designation	Agricultural
South:	Use:	Rural Residential
	Zone:	RS-3 (One Family Rural Residential)
	Designation:	Agricultural
East:	Use:	Rural Residential
	Zone:	A-2 Upland Agricultural
	Designation:	Agricultural

West:	Use:	Rural Residential
	Zone:	RS-3 (One Family Rural Residential)
	Designation:	Agricultural
Existing Use of Property:		Farming, Rural Residential
Proposed Use of Property:		No Change
Site Area:		4.0 hectares 10 acres
Access:		256 th Street

b) Project Description:

This application proposes to utilize an alternate structure for a temporary residential use. A temporary residential use is a conditional permitted use under the Zoning Bylaw and the regulations of the Agricultural Land Commission. These conditions include the requirement that the dwelling unit is to provide housing for a relative, and that the dwelling unit be a manufactured home with defined specifications.

The alternate structure was originally used as a display home for a residential development in Langley. It is a two bedroom unit with an approximate size of 100 square metres (1100 square feet). In its original construction, the unit was code compliant for residential uses, and was authorized by the Building Department to be relocated for temporary storage on the site. The initial intent was to move the structure to another property, but upon review of available options the property owner concluded it would be preferable to use this structure as an alternative to a manufactured home to provide housing for her daughter.

There is an existing farm help dwelling on the property in addition to a principal dwelling. The BC Assessment Authority confirms that the property generates farm income (not through a lease arrangement). Farming activities include poultry products.

Both the Zoning Bylaw and the Agricultural Land Commission policies permit a temporary residential use and a farm help residence to exist simultaneously, provided the scale of agriculture is sufficient to justify additional residences.

c) Planning Analysis:

Temporary residential uses are permitted in the Maple Ridge Zoning Bylaw and in the policies of the Agricultural Land Commission. If this application complied fully with Commission policies, an application to the Commission for non-farm use would not be required in order for the proposal to proceed. However, this application deviates from District practice and Commission policies due to the structure type (alternative structure versus manufactured home).

Agricultural Land Commission Policies:

Commission Policy L-08, allows the following residential uses in an agricultural land:

- a secondary suite in a single family dwelling, and either
- a manufactured home, up to 9 m in width, for use by a member of the owner's immediate family, or
- accommodation that is constructed above an existing building on the farm and that has only a single level;

A non-farm use application is required for this application to proceed because the proposed structure type does not meet Commission requirements. The Commission also requires that once the dwelling is no longer needed for the temporary use, that it be removed, demolished, or decommissioned.

Zoning Bylaw

The Zoning Bylaw makes allowances for allowing dwelling units other than a manufactured home for a temporary residential use. It states:

A lot 0.4 hectares or greater in area may have a Temporary Residential Use contained within the same building as the One Family Residential Use; a self contained mobile home certified under certificate Z240 by the Canadian Standards Association; or any other dwelling unit designated as a Temporary Residential Use by the Director of Licenses, Permits and Bylaws or his/her designate.

Although the intended structure for a temporary residential use is a manufactured home, the bylaw permits consideration of alternate dwelling structures where practical.

The main reason why manufactured homes are preferred for this purpose is that they may be removed more readily when they are no longer required for their immediate purpose. There are other safeguards to ensure this use remains temporary may be found in the following section of the bylaw:

...the property owner will enter into an annual Temporary Residential Use agreement with the District of Maple Ridge for a fee of \$30.25; and the Temporary Residential Use will be removed within thirty days of the relative no longer residing on the property;

Viewed in this context, it may be seen that this application, while unusual, can comply with the Zoning Bylaw with respect to use and structure type if appropriate approvals are granted. The requirement for removal or decommissioning of the structure will remain if it is no longer being used for its intended purpose.

c) Interdepartmental Implications – Building Department:

The subject property is serviced by septic and community water. Prior to permitting both structures to be used for residential purposes, the applicant will have demonstrated adequate septic capacity for both structures.

d) Alternatives:

As with all applications to the Commission, Council has the option of denying this application from proceeding further, in which case it is effectively denied. In such a circumstance, the applicant would have the opportunity to use other provisions of the bylaw, such as a secondary suite, to meet this need. In the case of denial, the alternative structure would have to be either removed, demolished or repurposed as an accessory residential structure.

CONCLUSION:

This application is for an alternative structure for a temporary residential use. Although the use is permitted outright by the Commission, alternative structures for this purpose require a non farm use application before they can be approved. On this basis, the recommendation is to forward the application to the Commission.

“Original signed by Diana Hall”

**Prepared by: Diana Hall, MA, MCIP, RPP
Planner 2**

“Original signed by Christine Carter”

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

“Original signed by Frank Quinn”

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

“Original signed by Kelly Swift” for

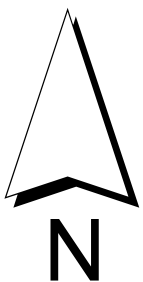
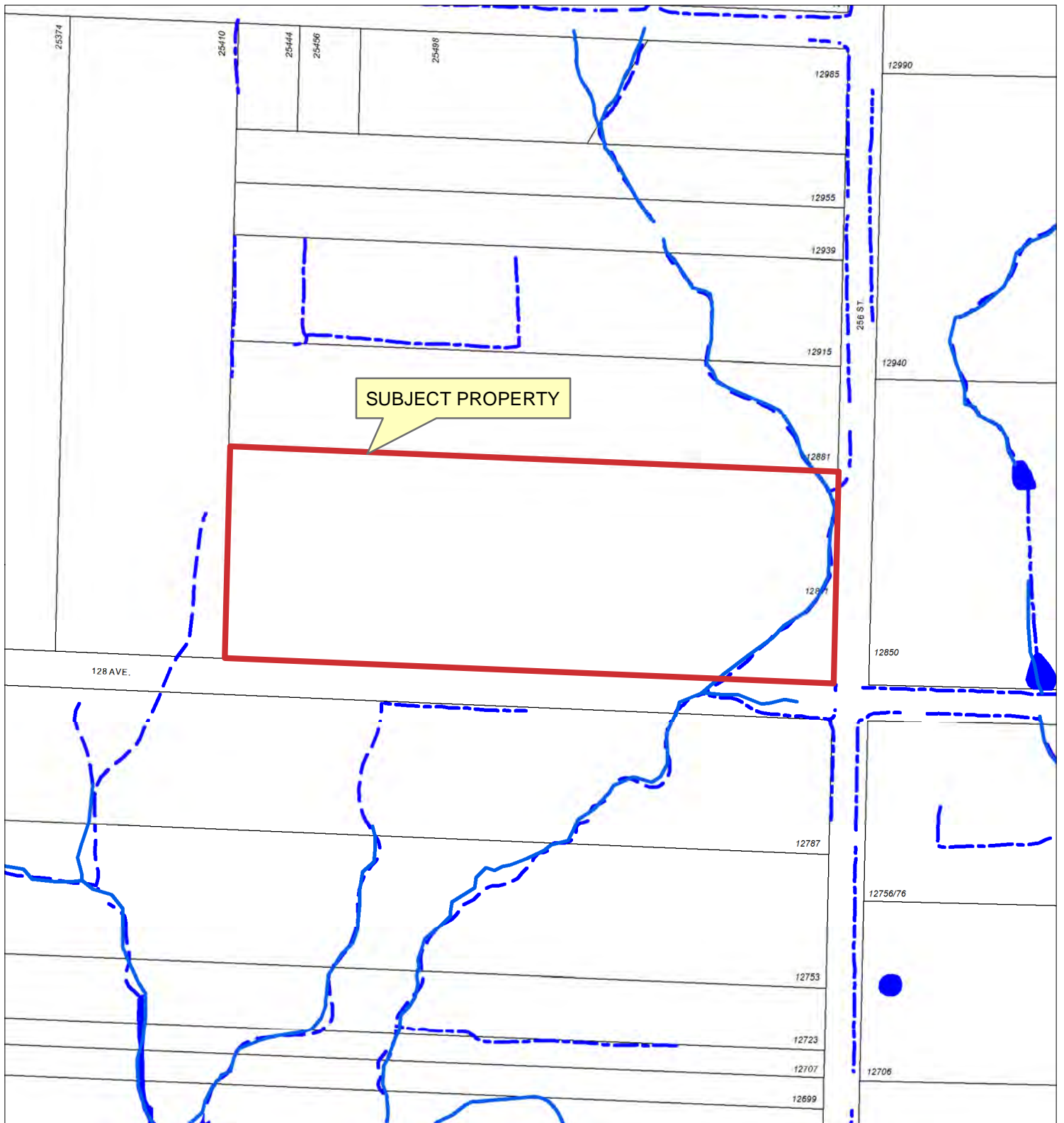
**Concurrence: Paul Gill, CPA, CGA
Chief Administrative Officer**

The following appendices are attached hereto:

Appendix A – subject map

Appendix B – ortho map

Appendix C – site plan sketch by applicant.



Scale: 1:3,000

Legend

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

12811 256 STREET

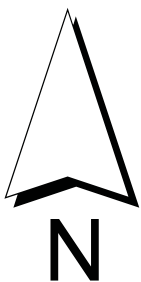


FILE: 2018-142-AL
 DATE: Apr 12, 2018

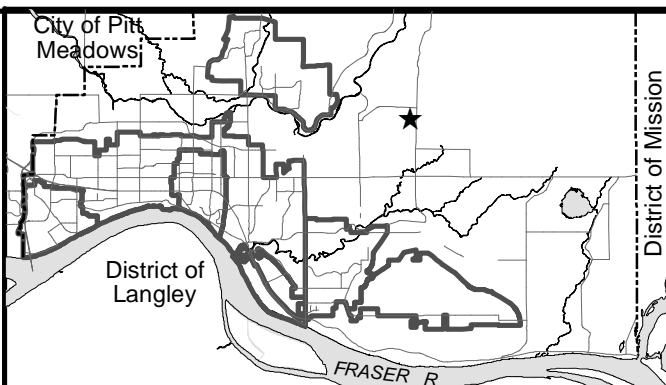
BY: LP



Aerial Imagery from the Spring of 2016



Scale: 1:4,740



12811 256 Street

PLANNING DEPARTMENT



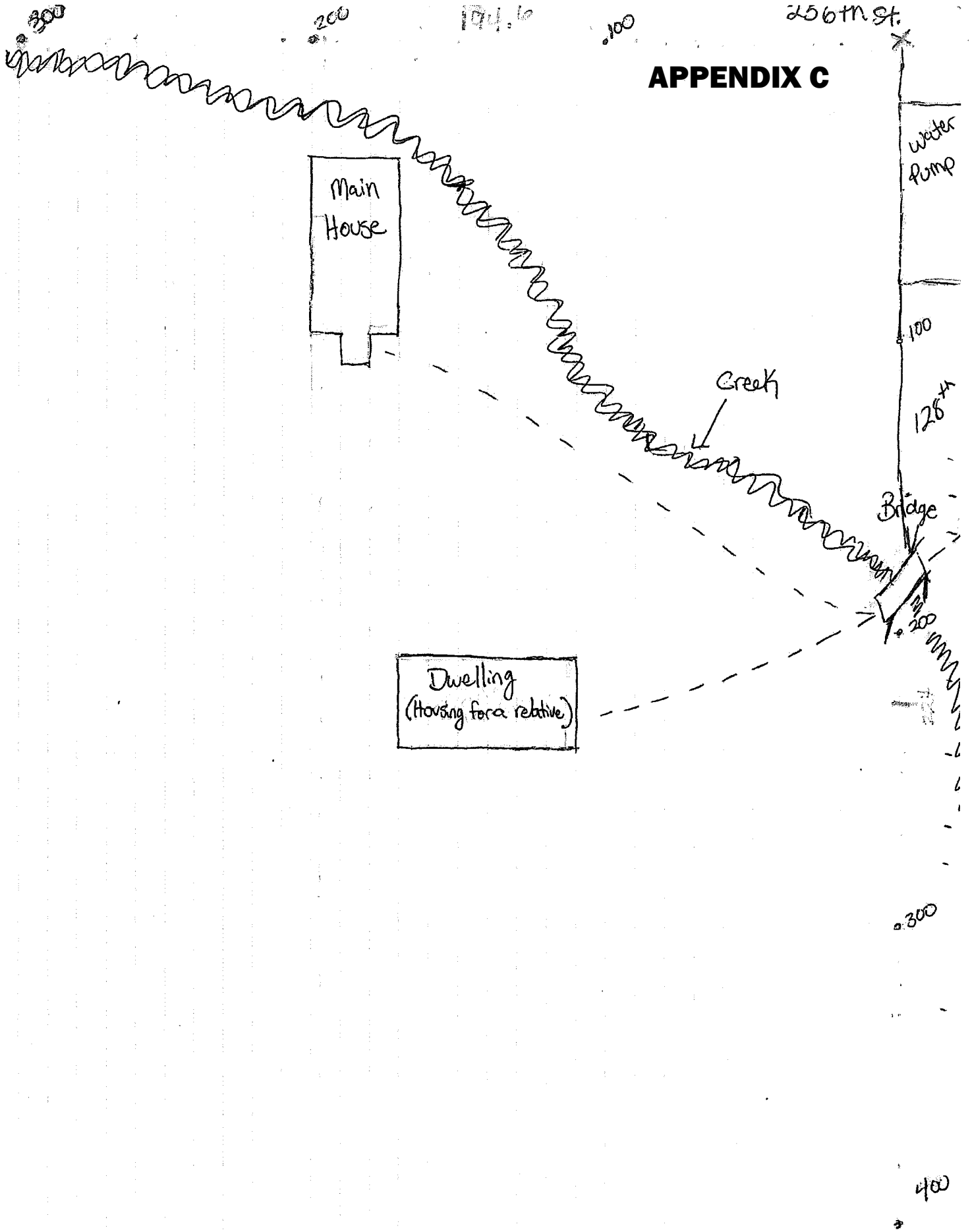
MAPLE RIDGE
British Columbia

mapleridge.ca

FILE: 2018-142-AL
DATE: May 10, 2018

BY: LP

APPENDIX C



City of Maple Ridge

TO: Her Worship Mayor Nicole Read
and Members of Council
FROM: Chief Administrative Officer
SUBJECT: First Reading
Zone Amending Bylaw No. 7444-2018
11607, 11621, 11633 Burnett Street

MEETING DATE: May 22, 2018
FILE NO: 2018-041-RZ
MEETING: Council

EXECUTIVE SUMMARY:

An application has been received to rezone the subject properties, located at 11607, 11621, and 11633 Burnett Street, from RS-1 (One Family Urban Residential) to RM-2 (Medium Density Apartment Residential) to permit a five storey condominium building. Approximately 49 units ranging from one to three bedroom units are proposed at this time. This includes four to five one bedroom and den units built to be adaptable to support accessibility and “aging-in place” living. The applicant is also proposing to include enhanced energy efficient building methods to try to achieve a Certified Passive House Standard for the entire building.

Approximately 66 off-street parking spaces (59 resident and 7 visitor) are currently proposed in two underground parking levels. However, ten of these spaces are configured in a tandem arrangement (i.e. five tandem pairs), which are not currently allowed by the City’s *Off-Street Parking and Loading Bylaw 4350-1990*. If five tandem spaces are not counted, as they are not currently permitted, this project has 23 fewer spaces than the 84 required by the City’s *Off-street Parking and Loading Bylaw 4350-1990* for a 49 unit RM-2 zoned apartment building. The applicant will need to seek a development variance from Council at a future time for the reduced number of spaces. Council also has the discretion to request a cash-in-lieu payment for parking in the amount of \$184,000 (\$8,000 per space) when considering the variance. The applicant will be required to provide short term and long term bicycle parking, as well as accessible parking spaces.

The subject properties are already designated *Low-Rise Apartment* and *Conservation*. An OCP amendment may be required to adjust the *Conservation* boundary to reflect setbacks from Creek 33 and an unnamed tributary that flows along the western and northern edges of the development site.

As per Council Policy 6.31, a CAC charge of \$151,900 is requested for this proposed development (\$3,100 per apartment dwelling unit). To proceed further with this application additional information is required as outlined below.

RECOMMENDATIONS:

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;

That Zone Amending Bylaw No. 7444-2018 be given first reading; and

That the applicant provide further information as described on Schedules A, C, D, E, and F of the Development Procedures Bylaw No. 5879-1999.

DISCUSSION:

a) Background Context:

Applicant:	Key Plan Development Management, Kevin Key
Legal Description:	Parcel "A" (Reference Plan 13279) Lot 1, Section 17, Township 12, New Westminster District Plan 12316; Lot 1 Except: Firstly: Parcel "B" (Explanatory Plan 12951), Secondly: Parcel "A" (Reference Plan 13279), Section 17, Township 12, New Westminster District Plan 12316; Lot 2, Section 17, Township 12, New Westminster District Plan 12316
OCP:	
Existing:	Low-Rise Apartment and Conservation
Proposed:	Conservation boundary adjustment only
Zoning:	
Existing:	RS-1 (One Family Urban Residential)
Proposed:	RM-2 (Medium Density Apartment Residential)
Surrounding Uses:	
North:	Use: Vacant Zone: RS-1 (One Family Urban Residential), C-3 (Town Centre Commercial)
South:	Designation: Low-Rise Apartment and Conservation Use: Single-Family Residential Zone: RS-1 (One Family Urban Residential)
East:	Designation: Ground-Oriented Multi-Family and Conservation Use: Single and Multi-Family Residential Zone: RS-1 (One Family Urban Residential)
West:	Designation: Urban Residential Use: Single-Family Residential Zone: RS-1 One Family Urban Residential Designation: Ground-Oriented Multi-Family and Conservation
Existing Use of Property:	Single-Family Residential
Proposed Use of Property:	Multi-Family Residential

Site Area: 0.73 ha (1.8 acres)
Access: Burnett Street
Servicing requirement: Urban Standard

b) Site Characteristics:

Three subject properties, located at 11603, 11621 and 11633 Burnett Street, together make up a square development site approximately 0.73 ha (1.8 acres) in size (see Appendix A). There are two single family dwellings currently sitting on the southern two lots, while a single-family dwelling was recently demolished on the northern lot. The eastern portion of the development site fronting Burnett Street is largely flat, while the western and northern portions are traversed by Creek 33 and an unnamed tributary in treed ravines. Otherwise, the gardens around the current single-family dwellings are covered by grass, bushes, and some trees (see Appendix B).

The development site is surrounded by single family dwellings to the west, south and east. The property to the north currently rests vacant, but is also under application for a five storey apartment building (application 2017-145-RZ).

c) Project Description:

The applicant is proposing to dedicate approximately 0.48 ha (1.18 acres) as park to protect Creek 33 and an unnamed tributary, as well as another 0.03 ha for road widening along Burnett Street. The net lot area for development is approximately 0.21 ha (0.5 acres), or 30% of the original development site. A preliminary environmental context map was generated by staff to illustrate potential site constraints (see Appendix C). The sufficiency of proposed dedications will be determined after receiving full environmental, engineering and geotechnical assessments from the applicant prior to second reading.

The development proposal is for a five storey condominium building with approximately 4,334 m² (46,657 sf) of gross floor area, and a floor space ratio of 1.77. At this preliminary stage, 49 market units comprising a range of sizes are proposed (see Appendix E):

- 4 one bedroom units;
- 5 one bedroom and den units;
- 20 two bedroom units;
- 15 two bedroom and den units;
- 5 three bedroom units.

The applicant is proposing that four to five of the one-bedroom and den units be built as adaptable units to allow residents to easily adapt units for greater accessibility and/or “aging-in place” living. The applicant is also proposing to incorporate high energy efficiency building techniques to achieve a certified Passive House standard. This includes high performance air barriers, triple glazed windows, better insulation, heat-recovery ventilation units, and managing solar heat gain through shading systems.

A large amenity space, approximately 201 m² (2,169 sf) is also being proposed in a separate two-storey building on the northwest corner of the development site. The amenity space is created through the displacement and renovation of the existing house on 11621 Burnett Street.

66 off-street parking spaces for residents and visitors, ten of which are configured in five tandem pairs, are proposed in two underground parking levels. If five of the tandem spaces were not

counted, as tandem parking is not currently permitted for RM-2 zoned buildings, the application actually provides 61 spaces. This is 23 fewer than the 84 spaces normally required for a 49-unit RM-2 zoned apartment building according to the City's *Off-Street Parking and Loading Bylaw 4350-1990*. Note that the development site is located just outside of the Central Business District, where reduced parking standards apply. The development site is not located within the 930 m radius of the City's parking lot where a cash-in-lieu payment for missing parking spaces may be applied.

The applicant will need to seek a variance from Council for the parking reduction. Council also has the discretion through the rezoning process to request a cash-in-lieu payment for parking in the amount of \$184,000 (\$8,000 per space for 23 spaces) when considering the variance. The applicant will also be required to provide short term and long term bicycle parking, as well as accessible parking spaces, which have not been specified at this time due to the preliminary stage of the application.

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

d) Planning Analysis:

The following policies apply to this proposal:

Town Centre Area Plan:

The development site is located at the southeastern edge of the South of Lougheed (SOLO) precinct of the Town Centre Area Plan. The SOLO precinct supports mixed-use commercial and higher density residential development within its boundaries. This project, a low-rise residential building, conforms to the intent of the SOLO precinct guidelines of the Town Centre Area Plan.

The proposed RM-2 (Medium Density Apartment Residential) zoning complies with the subject property's current designation of *Low Rise Apartment*. However, an OCP amendment application to adjust *Conservation* boundaries may be required.

3-1 An increase in residential and commercial density is encouraged in the Town Centre [...] Land-use should include a mix of housing types catering to various demographics, including affordable and special needs housing, within walking distance to a broad mixture of uses, including shops, services, cultural facilities, and recreation.

This project increases the residential density by introducing approximately 49 units ranging from one to three bedrooms in size. They are located within walking distance to a range of shops, services, and transit in and around the Central Business District.

3-12 High density development that is four or more storeys in height may be required to include a shadow study in consideration of adjacent sites to address potential impacts on available daylight. Consideration should also be given to the privacy of residents in existing buildings.

Due to the presence of Creek 33 and an unnamed tributary to the west and north respectively, the building will not likely have any shadow impacts on any buildings in those directions. However, there are single family homes on the east side of Burnett Street, and a shadow study will be requested to determine any possible impacts on these properties.

Residential parking in Low-Rise Apartment use is provided underground.

This project includes two below grade concealed parking levels in conformance with this policy. However, if any portion of the parking structure projects above the grade, the applicant will be asked to demonstrate how its impacts on the public realm will be mitigated by landscaping, plantings or residential amenity space design. Otherwise, the underground structure should be lowered so as not to impair the pedestrian realm and streetscape façade.

3-22 All Low-Rise Apartment developments should be a minimum of three (3) storeys and a maximum of five (5) storeys in height.

This project complies with the height range envisioned by the policy.

Official Community Plan:

3-31 Maple Ridge supports the provision of rental accommodation and encourages the construction of rental units that vary in size and number of bedrooms.

This project does not include any purpose-built rental accommodation at this time.

3-32 Maple Ridge supports the provision of affordable, rental and special needs housing throughout the District.

The applicant has not included any affordable units at this time. Four to five one-bedroom and den units to be built as adaptable units can serve as special needs housing.

3-33 Maple Ridge will encourage housing that incorporates “age-in-place” concepts and senior housing designed to accommodate special needs.

The four to five units built to as adaptable units also supports “aging-in-place”.

In summary, the proposed apartment building and concept for the development site is supported by the Town Centre Area Plan. The application includes a healthy mix of unit sizes, as well as some units supporting special needs and/or “aging-in-place” living. However, it does not contribute to rental housing. It also does not contribute to providing affordable housing in the city, other than through the requested CAC contribution of \$3,100 per unit. Council had previously directed that CAC’s collected in the Town Centre be directed towards affordable housing initiatives.

Housing Action Plan:

Maple Ridge’s vision and commitment to towards housing is encompassed in this statement contained in the Maple Ridge Housing Action Plan:

"Access to safe, affordable, and appropriate housing that meets the diverse and changing needs of the community is a priority."

The current application proposes a healthy mix of unit sizes, as well as some units constructed as adaptable units. As previously mentioned, it does not address the need for rental or affordable housing, which have been fulfilled by some other recent applications around the Town Centre Area. The number and type of units (e.g. special needs, seniors) will be discussed with the applicant prior to second reading.

Zoning Bylaw:

The current application proposes to rezone the subject properties located at 11607, 11621 and 11633 Burnett Street from RS-1 (One Family Urban Residential) to RM-2 (Medium Density Apartment Residential) to permit the construction of a five storey apartment building with a proposed floor space ratio (FSR) of 1.77 (see Appendix D). The RM-2 zone currently allows for a four storey building with a maximum floor space ratio (FSR) of 1.8.

The minimum lot size for the current RS-1 zone is 668 m², and the minimum lot size for the proposed RM-2 zone is 1,300 m². The net lot size of the current application after dedication is approximately 2,100 m² (0.5 acres). The following variances have been identified at the current time:

- Increase in height from 4 storeys to 5 storeys;
- Reduction of the front, rear and interior side setbacks from 7.5 m to 4.0 m, 3.0 m and 5.0 m respectively; and,
- Reduction of the off-street parking requirement from 84 to 61 spaces (23 fewer spaces where five tandem spaces are not counted).

On parking, the applicant will request in the future that Council vary and reduce the number of parking spaces required for this project. Council has the option to request a cash-in-lieu payment for the missing parking spaces, which would total approximately \$184,000 (\$8,000 per space for 23 spaces) for this project. This provision is included in the City's *Off-Street Parking and Loading Bylaw 4350-1990, Part III, Section 3.4* and can be applied to applications within 930 m of the City's parking lot. While the current application sits at the edge of the 930 m distance, Council has the discretion to request this cash-in-lieu payment nonetheless as part of the rezoning process.

The precise nature of these variances, and justification for them, will be examined once a full application package is received following first reading. Any variations from the requirements of the proposed zone will require a Development Variance Permit application.

Development Permits:

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

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

Advisory Design Panel:

The Town Centre Development Permit for the South of Lougheed Precinct 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) Fire Department;
- c) Building Department;
- d) Parks Department;
- e) School District;
- 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 requirements has 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 Official Community Plan amendment, it is recommended that no additional consultation is required beyond the early posting of the proposed OCP amendments on the City's website, together with an invitation to the public to comment.

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 Town Centre Development Permit Application for the South of Lougheed Precinct (Schedule D);
4. A Development Variance Permit (Schedule E);
5. A Watercourse Protection Development Permit Application (Schedule F);

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 intent of the OCP land use designation. An amendment to the *Conservation* boundary may be required. The proposal for a five storey, 49 unit RM-2 zoned apartment building increases residential densities in close proximity to the downtown core, services and transit. The proposed design includes a large and useful indoor common amenity space for residents. It is proposing to include energy efficient design elements to attempt to achieve a Certified Passive House Standard. It also provides some adaptable units that may serve some special needs and seniors housing. However, it does not include any affordable or rental housing at this time. The application is also requesting variances to setbacks and reduced parking spaces.

Therefore, it is recommended that Council grant first reading to this application subject to additional information being provided and assessed prior to second reading. Notably, the number and type of units for special needs and seniors housing, and the sufficiency of the dedicated park area and setbacks must be assessed. Council is also asked to provide direction as to whether a cash-in-lieu of parking contribution should be provided.

“Original signed by Chee Chan”

Prepared by: Chee Chan, MUP, MCIP, RPP, BSc
Planner 1

“Original signed by Christine Carter”

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

“Original signed by Frank Quinn”

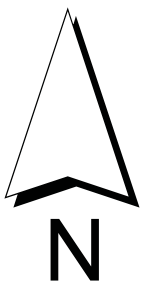
Approved by: Frank Quinn, MBA, P. Eng
GM: Public Works & Development Services

“Original signed by Kelly Swift” for

Concurrence: Paul Gill, CPA, CGA
Chief Administrative Officer

The following appendices are attached hereto:

Appendix A – Subject Map
Appendix B – Ortho Map
Appendix C – Environmental Context Map
Appendix D – Zone Amending Bylaw No. 7444-2018
Appendix E – Proposed Site Plan



Scale: 1:2,500

Legend

-  Stream
 Ditch Centreline
 Indefinite Creek

11607/21/33 BURNETT STREET

PLANNING DEPARTMENT



MAPLE RIDGE

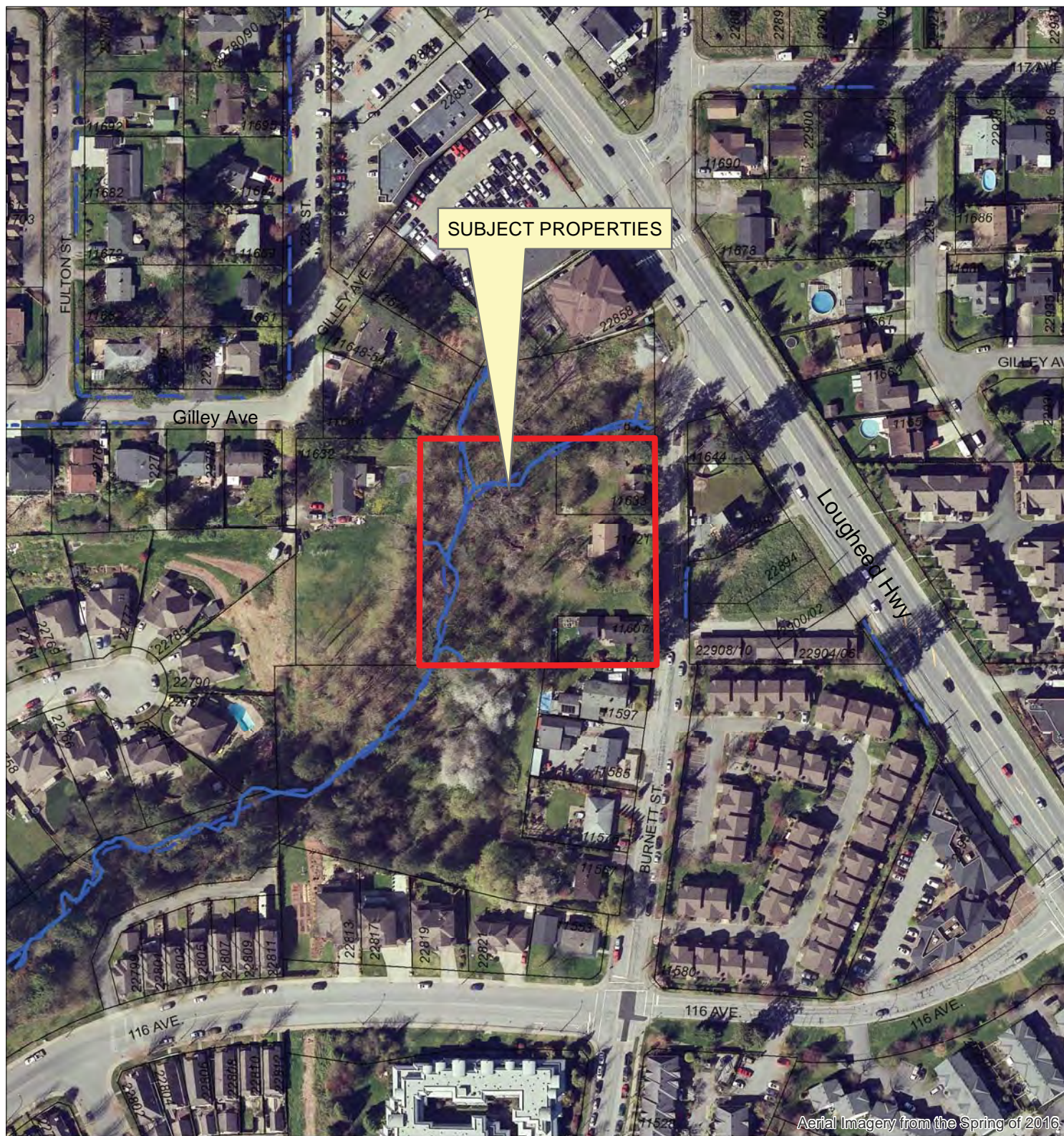
British Columbia

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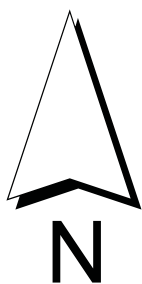
FILE: 2018-041-RZ

DATE: May 15, 2018

BY: PC



Aerial Imagery from the Spring of 2016



Scale: 1:2,000

Legend

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

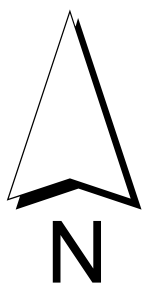
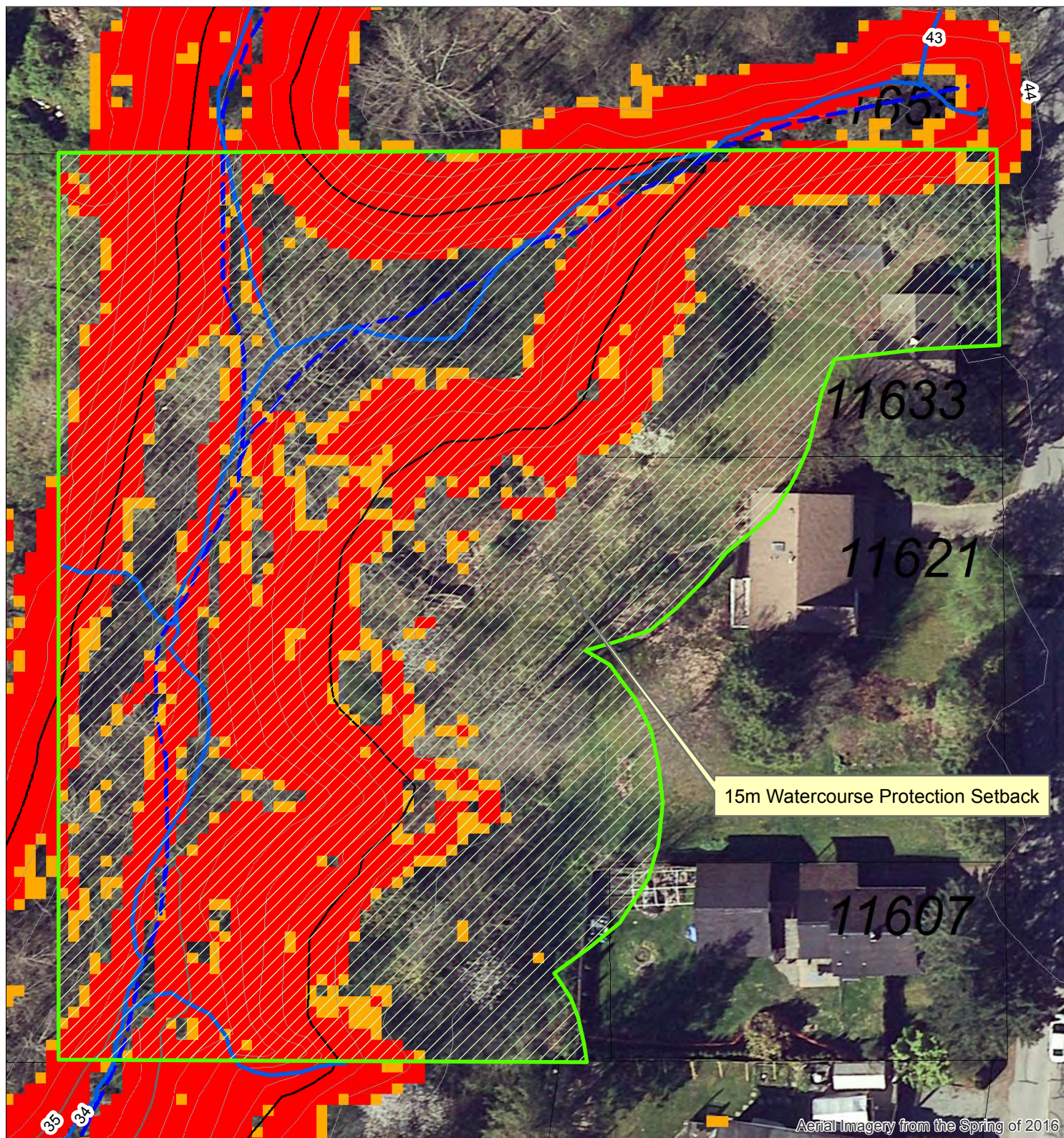
11607/11621/11633 Burnett St

PLANNING DEPARTMENT



2018-041-RZ
DATE: Mar 9, 2018

BY: PC



Scale: 1:500

Environmental Context View
for 11607, 11621, 11633 Burnett St.

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

PLANNING DEPARTMENT



MAPLE RIDGE

British Columbia

mapleridge.ca

FILE: Subject_Map10.4.1.mxd

DATE: Mar 21, 2018

BY: MP

CITY OF MAPLE RIDGE BYLAW NO. 7444-2018

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. 7444-2018."

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

Parcel "A" (Reference Plan 13279) Lot 1 Section 17 Township 12 New Westminster District Plan 12316;

Lot 1 Except: Firstly: Parcel "B" (Explanatory Plan 12951) Secondly: Parcel "A" (Reference Plan 13279) Section 17 Township 12 New Westminster District Plan 12316;

Lot 2 Section 17 Township 12 New Westminster District Plan 12316;

and outlined in heavy black line on Map No. 1754 a copy of which is attached hereto and forms part of this Bylaw, are hereby rezoned to RM-2 (Medium Density Apartment Residential).

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

READ a first time the day of , 20

READ a second time the day of , 20

PUBLIC HEARING held the day of , 20

READ a third time the day of , 20

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

ADOPTED, the day of , 20

PRESIDING MEMBER

CORPORATE OFFICER

DATE:	02/05/2018
ISSUED FOR:	RZ SCHEDULE I

City of Maple Ridge

TO:	Her Worship Mayor Nicole Read and Members of Council	MEETING DATE:	May 22, 2018
FROM:	Chief Administrative Officer	FILE NO:	2016-336-DVP
		MEETING:	Council
SUBJECT:	Development Variance Permit 11300 & 11250 240 Street		

EXECUTIVE SUMMARY:

Development Variance Permit application (2016-336-VP) has been received in conjunction with a rezoning and subdivision) application to create a 5 lot single family subdivision and a 54 unit townhouse development. The requested variances are required to site the townhouse units as follows:

1. the front yard setback from 7.5 to 4.5 metres;
2. the rear yard setback from 7.5 to 2.0 metres;
3. the side yard setback (north side) from 7.5 to 4.0 metres; and
4. the side yard setback (south side) from 7.5 to 4.0 metres.

Council will be considering final reading for rezoning application 2016-336-RZ on May 22, 2018.

It is recommended that Development Variance Permit 2016-336-DVP be approved.

RECOMMENDATION:

That the Corporate Officer be authorized to sign and seal 2016-336-DVP respecting property located at 11300 & 11250 240 Street.

DISCUSSION:

a) Background Context

Applicant:	Cipe Homes Inc.
Legal Description:	Lot: 1, Section: 15, Township: 12, Plan: NWP22347 & Lot: 2, Section: 15, Township: 12, Plan: NWP22347
OCP:	
Existing:	MRES (Medium Density Residential), CONSRV (Conservation)
Proposed:	Medium Density Residential
Zoning:	
Existing:	RS-3 (One Family Rural Residential)
Proposed:	RM-1 (Townhouse Residential), R-2 (Urban Residential District)
Surrounding Uses:	
North:	Use: Urban Residential
	Zone: R-1 (Residential District)
	Designation: Medium Density Residential (Albion Area Plan)

South:	Use:	Vacant
	Zone:	RS-3 (One Family Rural Residential)
	Designation:	Low Density Residential, Medium Density Residential, and Conservation (Albion Area Plan)
East:	Use:	Vacant
	Zone:	RS-3 (One Family Rural Residential)
	Designation:	Low Density Residential, Medium Density Residential, and Conservation (Albion Area Plan).
West:	Use:	Townhouse Residential
	Zone:	RM-1 (Townhouse Residential)
	Designation:	Urban Residential
Existing Use of Property:		Vacant
Proposed Use of Property:		urban residential
Site Area:		0.778 HA. (2 acres)
Access:		240 th Street
Servicing requirement:		Urban Standard

b) Project Description:

The proposal is the assembly and subsequent subdivision of this property into 5 single family lots at the north end of the site and a 54 unit townhouse development at the south end of the site.

c) Variance Analysis:

The Zoning Bylaw establishes general minimum and maximum regulations for development. A Development Variance Permit allows Council some flexibility in the approval process. Density bonus provisions are being used for this application.

The requested variances and rationale for support are described below.

1. *Maple Ridge Zoning Bylaw No 3510 -1985, Part 6, Section 9, Setbacks, 1a):*
 - To reduce the front yard setback from 7.5 to 4.5 metres
2. *Maple Ridge Zoning Bylaw No 3510 -1985, Part 6, Section 9, Setbacks, 1b):*
 - To reduce the rear yard setback from 7.5 to 2.0 metres;
3. *Maple Ridge Zoning Bylaw No 3510 -1985, Part 6, Section 9, Setbacks, 1c):*
 - (North Side) To reduce the side yard setback (north side) from 7.5 to 4.0 metres;
 - (South Side) To reduce the side yard setback (south side) from 7.5 to 4.0 metres

The extent of these variances is not uniform across the setback area. Most of the setbacks are significantly larger. In all cases, compliance with usable open space area requirements has been met. The applicant notes that the site has irregular lot geometry due to required environmental setback requirements. This constraint has affected the ability to orient the dwelling units around the site. The approval of this variance will assist in providing a functional site plan.

d) Citizen/Customer Implications:

In accordance with the *Development Procedures Bylaw No. 5879-1999*, notice of Council consideration of a resolution to issue a Development Variance Permit was mailed to all owners or tenants in occupation of all parcels, any parts of which are adjacent to the property that is subject to the permit.

CONCLUSION:

The proposed variance is supported because it facilitates the orderly development of the site in accordance with the Official Community Plan.

It is therefore recommended that this application be favourably considered and the Corporate Officer be authorized to sign and seal Development Variance Permit 2016-336-DVP.

“Original signed by Diana Hall”

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

“Original signed by Christine Carter”

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

“Original signed by Frank Quinn”

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

“Original signed by Kelly Swift” for

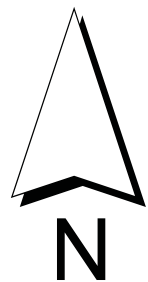
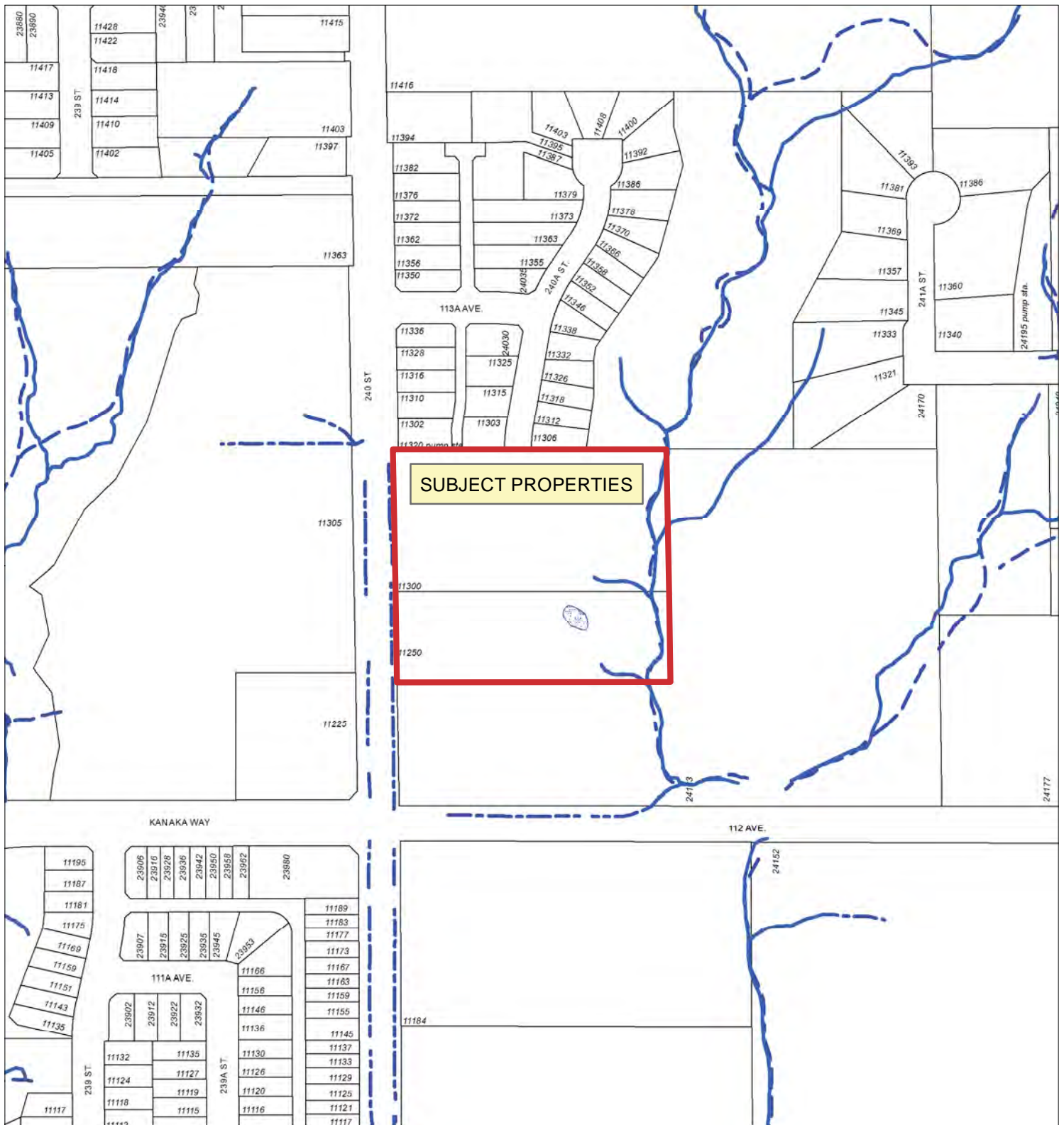
Concurrence: Paul Gill, CPA, CGA
Chief Administrative Officer

The following appendices are attached hereto:

Appendix A – Subject Map

Appendix B – Ortho Map

Appendix C – Site Plan showing proposed variances.



Scale: 1:3,000

Legend

- Stream
- - - Ditch Centreline
- - - - - Edge of Marsh
- Indefinite Creek
- River Centreline
- Lake or Reservoir
- ▨ Marsh

11250 & 11300 240 STREET

PLANNING DEPARTMENT

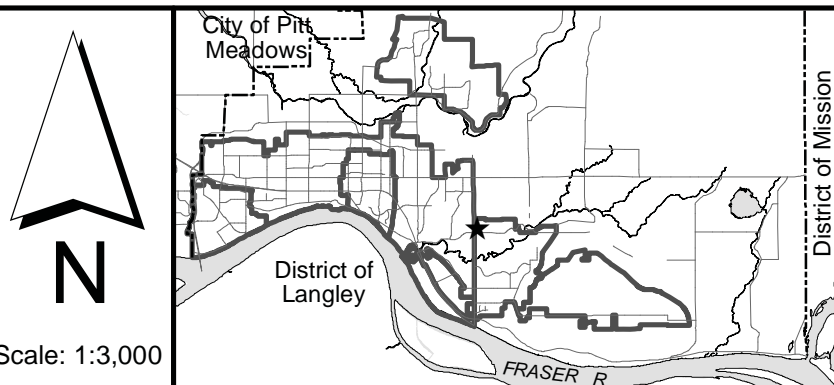


FILE: 2016-336-RZ
DATE: Sep 1, 2016

BY: PC



Aerial Imagery from the Spring of 2015



Scale: 1:3,000

11250 & 11300 240 STREET

PLANNING DEPARTMENT

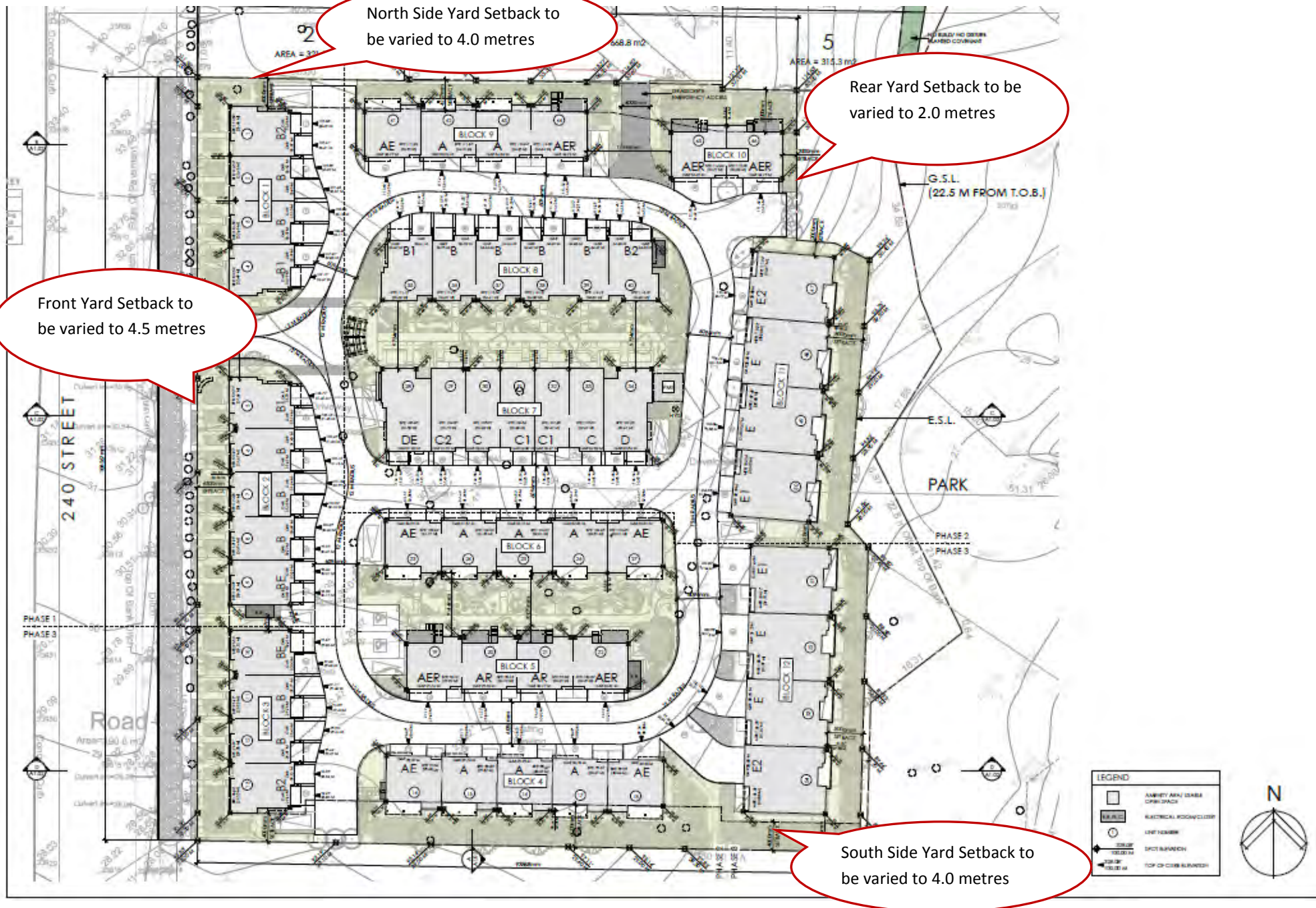


British Columbia

mapleridge.ca

FILE: 2016-336-RZ
DATE: Sep 1, 2016

BY: PC



City of Maple Ridge

TO:	Her Worship Mayor Nicole Read and Members of Council	MEETING DATE:	May 22, 2018
FROM:	Chief Administrative Officer	FILE NO:	2016-336-DP
		MEETING:	Council
SUBJECT:	Development Permit 11300 & 11250 240 Street		

EXECUTIVE SUMMARY:

Council considered rezoning application 2016-336-RZ and granted first reading for Zone Amending Bylaw No. 7287-2016 on October 25, 2016. Council granted first and second reading for Official Community Plan Amending Bylaw No. 7396-2017 on October 24, 2017, and second reading for Zone Amending Bylaw No. 7287-2016 on October 24, 2017. This application was presented at Public Hearing on November 21, 2017, and Council granted third reading on November 28, 2017. Council will be considering final reading for rezoning application 2016-336-RZ on May 22, 2018.

The proposal is the assembly and subsequent subdivision of this property into 5 Single Family Lots at the North end of the site and a 54 unit townhouse development at the South end of the site. This form and character development permit only pertains to the townhouse development portion of the site.

RECOMMENDATION:

That the Corporate Officer be authorized to sign and seal 2016-336-DP respecting property located at 11300 240 & 11250 240 Street.

DISCUSSION:

a) Background Context:

Applicant:	Cipe Homes Inc
Legal Description:	Lot: 1, Section: 15, Township: 12, Plan: NWP22347 & Lot: 2, Section: 15, Township: 12, Plan: NWP22347
OCP :	
Existing:	MRES (Medium Density Residential), CONSRV (Conservation)
Proposed:	MRES (Medium Density Residential), CONSRV (Conservation)
Zoning:	
Existing:	RS-3 (One Family Rural Residential)
Proposed:	RM-1 (Townhouse Residential)

Surrounding Uses:

North:	Use:	Urban Residential
	Zone:	R-1 (Residential District)
	Designation:	Medium Density Residential (Albion Area Plan)
South:	Use:	Vacant
	Zone:	RS-3 (One Family Rural Residential)
	Designation:	Low Density Residential, Medium Density Residential, and Conservation (Albion Area Plan)
East:	Use:	Vacant
	Zone:	RS-3 (One Family Rural Residential)
	Designation:	Low Density Residential, Medium Density Residential, and Conservation (Albion Area Plan).
West:	Use:	Townhouse Residential
	Zone:	RM-1 (Townhouse Residential)
	Designation:	Urban Residential

Existing Use of Property:	Vacant
Proposed Use of Property:	urban residential
Site Area:	0.778 HA. (2 acres)
Access:	240 th Street
Servicing requirement:	Urban Standard

b) Project Description:

This form and character development permit is for a 54 unit Townhouse development in conjunction with a rezoning application.

c) Planning Analysis:

Pursuant to Section 8.7 of the Official Community Plan, this Multi-Family Development permit is required to ensure the proposal enhances existing neighbourhoods with compatible housing styles that meet diverse needs, and minimize potential conflicts with neighbouring land uses.

The development permit application made to the City prompting this submission to the ADP is subject to the Key Guidelines and the Design Guidelines of Section 8.7 Multi-Family Development Permit.

Key Guidelines:

The following is a brief description and assessment of the proposal's compliance with the applicable Key Development Permit Guidelines:

- 1. New development into established areas should respect private spaces, and incorporate local neighbourhood elements in building form, height, architectural features and massing.*

Combined design initiatives including utilizing the natural grade, private landscaped yards, and siting of buildings foster privacy and continuity in building design.

2. *Transitional development should be used to bridge areas of low and high densities, through means such as stepped building heights, or low rise ground oriented housing located to the periphery of a higher density developments.*

The maximum height of the proposed RM-1 Townhouse Residential District is 11 metres, which is the same as all single family zones. In addition, the proposed R-2 Urban Residential District single family units to the north of this townhouse will provide a transition of compact single family housing, bridging between lower density R-1 Residential District further north and the proposed townhouse site south.

3. *Large scale developments should be clustered and given architectural separation to foster a sense of community, and improve visual attractiveness.*

The proposed development is clustered into separate buildings to provide an attractive neighbourhood feel.

4. *Pedestrian circulation should be encouraged with attractive streetscapes attained through landscaping, architectural details, appropriate lighting and by directing parking underground where possible or away from public view through screened parking structures or surface parking located to the rear of the property.*

Private landscaped yards, parking garages, and architectural features emphasizing individual entries, and the different materials used will provide visual interest in the landscape.

d) Advisory Design Panel:

The applicant presented the proposal at the June 13, 2017 Advisory Design Panel. In response, the ADP passed the following resolution:

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

- Consider reducing the use of vinyl, particularly at ground level.
 - **Applicant's response:** *This has been addressed by incorporating horizontal fibre cement board on the lower levels of select elevations.*
- Provide postal kiosk details, including garbage and recycling amenities.
 - **Applicant's response:** *Done.*
- Provide a parking space close to mail box that does not require backing out. Connect directly to kiosk with paving.
 - **Applicant's response:** *Done*

- Provide alternate road surface, especially at internal intersections.
 - **Applicant's response:** *This request was reviewed and the main entrance has been developed to provide pedestrian connectivity to the street and the site entrance.*
- Provide accessible connectivity to and from handicap parking stalls.
 - **Applicant's response:** *The parking space has been enlarged to provide direct connectivity to the internal road. This would provide access to the front door of every residential unit.*
- Substitute a few of the Maple species with other species.
 - **Applicant's response:** *Done.*
- Provide a thematic gateway element at the entrance to the development.
 - **Applicant's response:** *Done*

e) Environmental Implications:

A Watercourse Protection Development Permit is being processed concurrently with this application. In addition, an Official Community Plan amendment is being processed concurrently to adjust the conservation boundaries as a result of ground truthing. These two applications will assist in protecting the environmentally sensitive portions of the site.

Citizen/Customer Implications:

Public consultation has been provided through the required Development Information Meeting and the Public Hearing, held on November 21, 2017. In addition, a Development Variance Permit is also being pursued, for relaxations to front, side and rear yard setbacks. This variance request will generate additional neighbour notification requirements.

f) Financial Implications:

In accordance with Council's Landscape Security Policy, a refundable security equivalent to 100% of the estimated landscape cost will be provided to ensure satisfactory provision of landscaping in accordance with the terms and conditions of the Development Permit. Based on an estimated landscape cost of \$373,087.50, the security will be \$373,087.50.

There will be 14 trees added to the municipal street tree inventory on completion of this project. The costs associated with maintaining these trees will need to be included in a subsequent operating budget.

CONCLUSION:

This development permit application is in support of a multi-family residential development that received Third Reading on November 28, 2017 and is being considered for Final Reading on May 22, 2018. The application has been reviewed and supported by the Advisory Design Panel, and for this reason, it is recommended that Application 2016-336-DP be approved.

“Original signed by Diana Hall”

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

“Original signed by Christine Carter”

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

“Original signed by Frank Quinn”

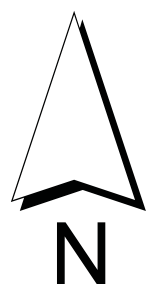
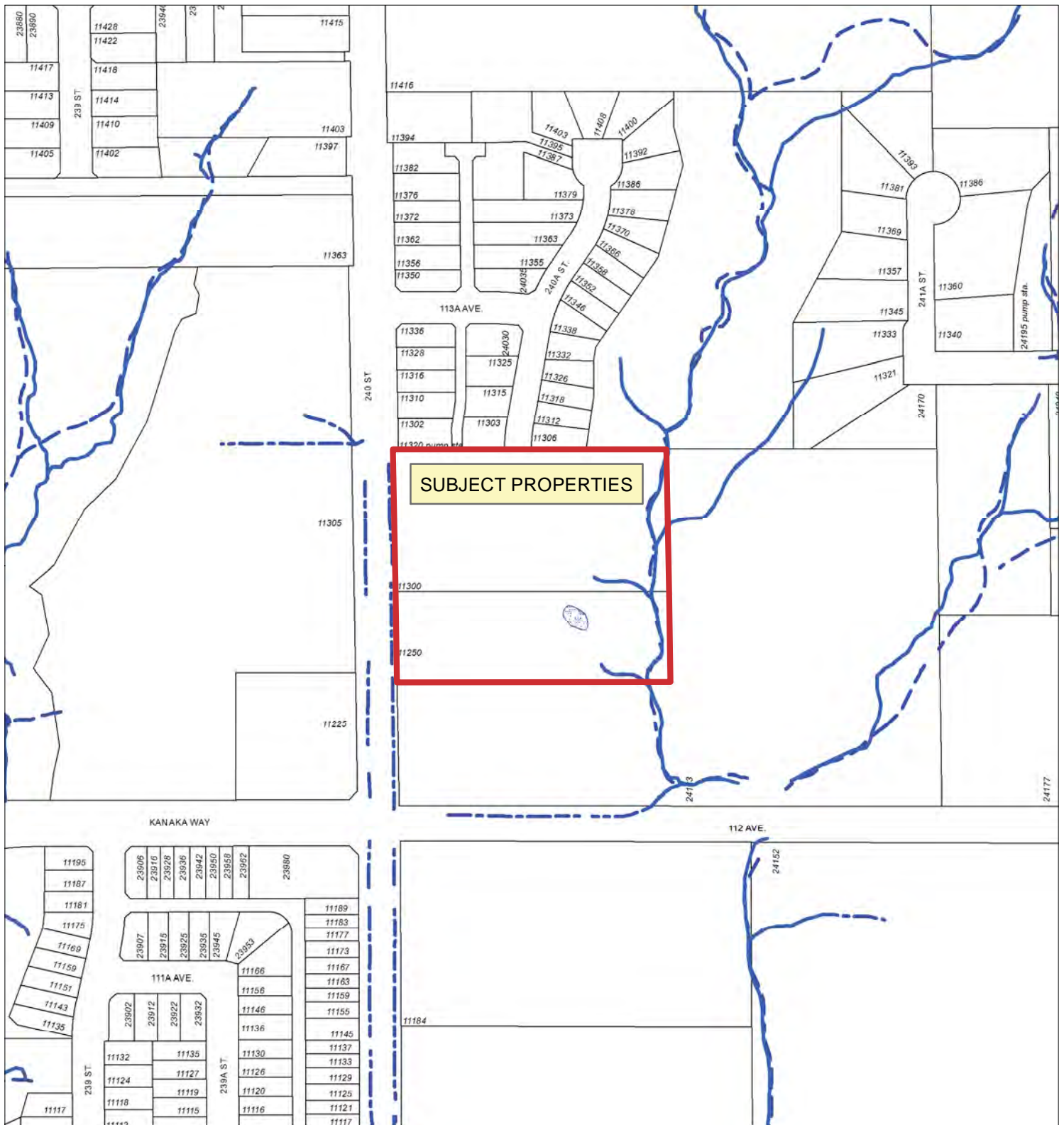
Approved by: Frank Quinn, MBA, P.Eng
GM Public Works & Development Services

“Original signed by Kelly Swift” for

Concurrence: Paul Gill, CPA, CGA
Chief Administrative Officer

The following appendices are attached hereto:

Appendix A – subject map
Appendix B – ortho map
Appendix C – site plan
Appendix D – typical elevations
Appendix E – landscape



Scale: 1:3,000

Legend

- Stream
- Ditch Centreline
- ... Edge of Marsh
- Indefinite Creek
- River Centreline
- Lake or Reservoir
- Marsh

11250 & 11300 240 STREET

PLANNING DEPARTMENT

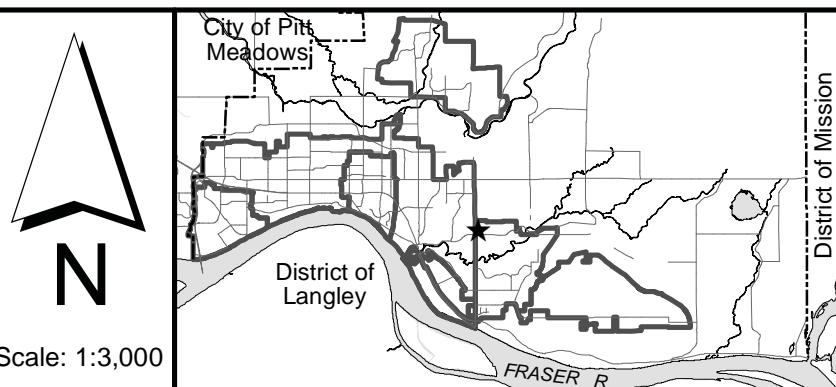


FILE: 2016-336-RZ
DATE: Sep 1, 2016

BY: PC



Aerial Imagery from the Spring of 2015



Scale: 1:3,000

11250 & 11300 240 STREET

PLANNING DEPARTMENT



British Columbia

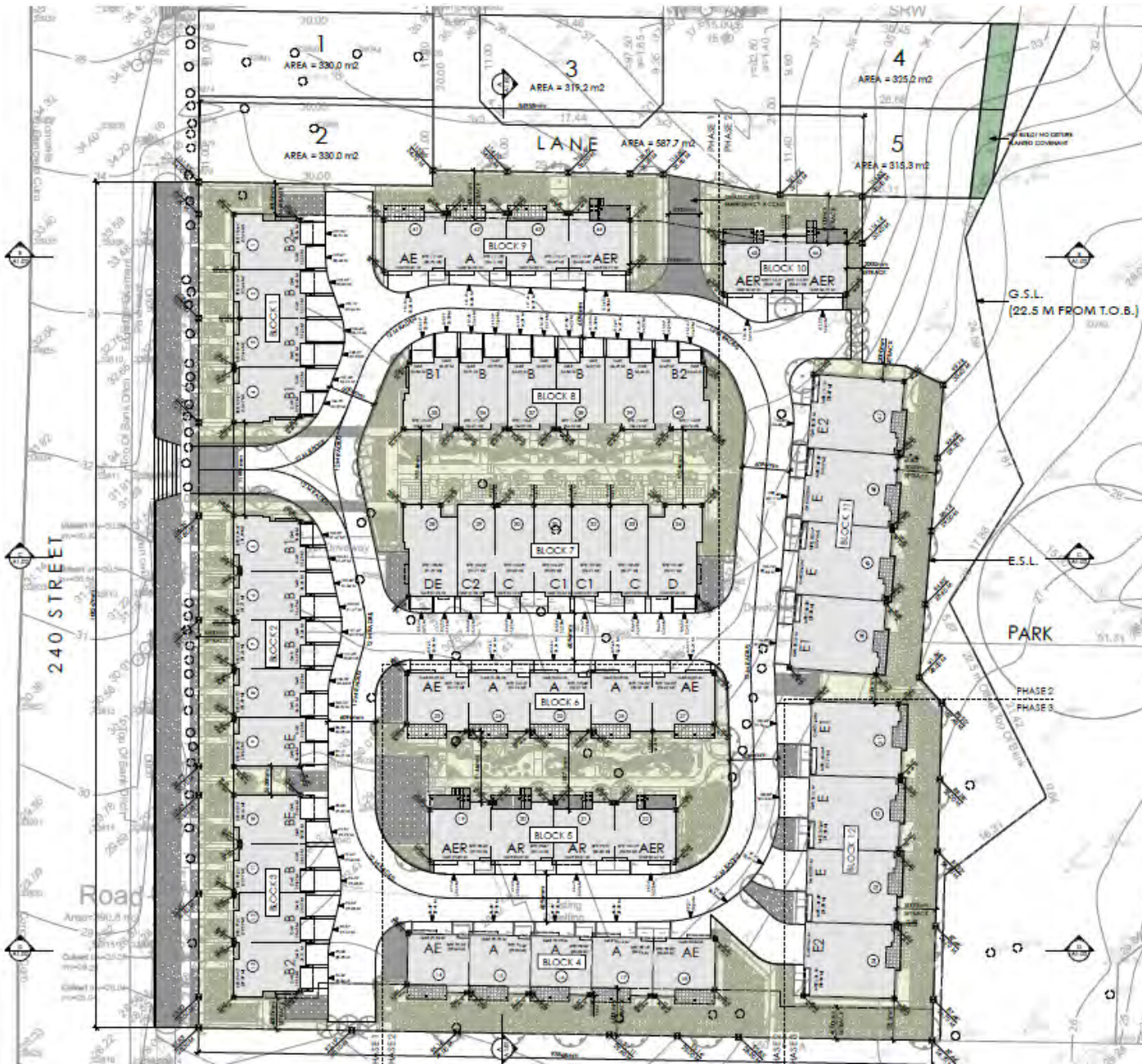
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FILE: 2016-336-RZ

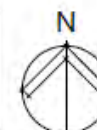
DATE: Sep 1, 2016

BY: PC

APPENDIX C

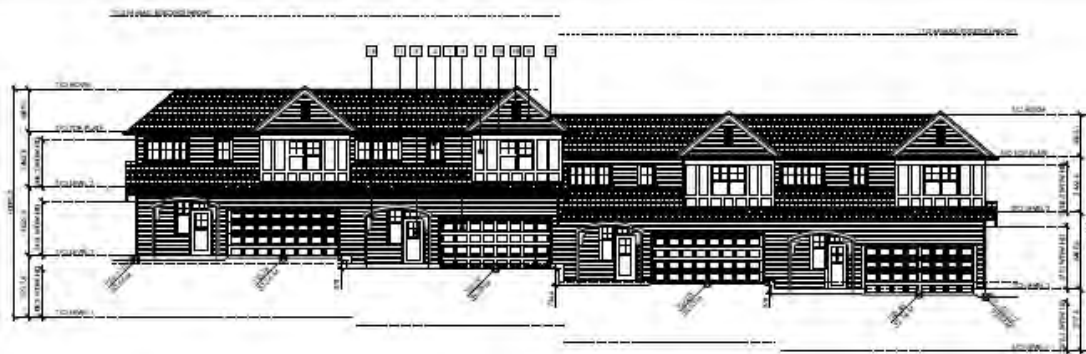


LEGEND	
	AMENITY AREA/CENTRAL OPEN SPACE
	ELECTRICAL ROOM/CLOSET
	UNIT NUMBER
	SPOT BOUNDARY
	TOP OF CURB BOUNDARY

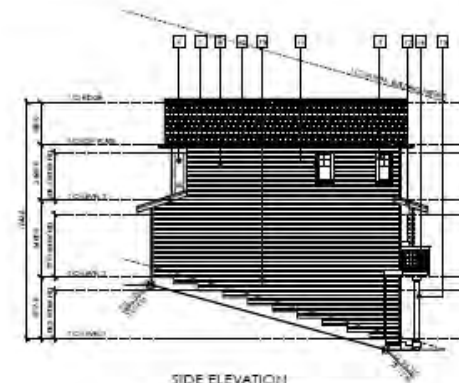


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<p>REVISIONS</p> <p>ISSUED FOR DEVELOPMENT PERMIT AUG. 15, 2017</p>	
<p>FORMWERKS ARCHITECTURAL</p> <p>1425 West 8th Ave., Vancouver, BC V6J 1H6 Tel: 604-607-0074 Phone: 604-607-0074</p>	
<p>PROJECT</p> <p>MAPLE RIDGE TOWNHOMES</p> <p>11250-11300 240 STREET MAPLE RIDGE, BC</p>	
<p>DRAWING</p> <p>SITE PLAN</p>	
<p>SCALE</p> <p>1:240</p>	<p>SHEET</p> <p>A1.00</p>
<p>DATE</p> <p>MAY 2017</p>	

APPENDIX D



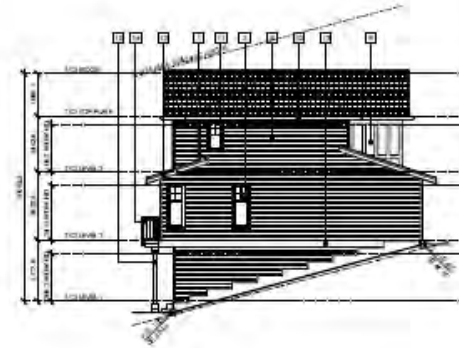
FRONT ELEVATION
BUILDING 11



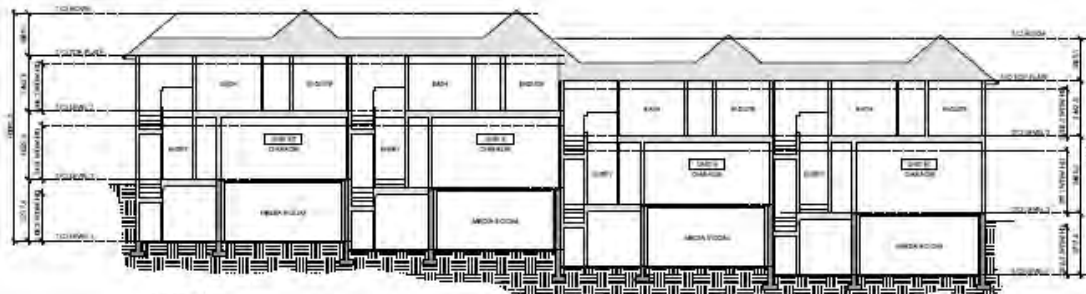
SIDE ELEVATION
BUILDING 11



REAR ELEVATION
BUILDING 11

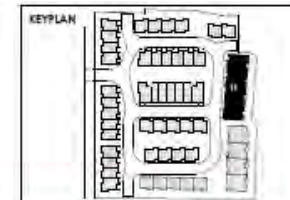


SIDE ELEVATION
BUILDING-17



SECTION

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**FORMWERKS
ARCHITECTURAL**

100 West 30 Ave., Honolulu, HI 96813
 Box 60000 Phone 408-5441

900-485-4854

MAPLE RIDGE
TOWNHOMES

11250-11300 240 STREET
MAPLE RIDGE BC

다

BUILDING 11
ELEVATIONS

SCALE	THICK
DATE	A2.26
MAY 2014	



MATERIALS KEY		LANDSCAPE NOTES	
MATERIALS			
	SEASCAPE	<ol style="list-style-type: none"> All work shall meet or exceed the requirements as outlined in the current Edition of the B.C. Landscape Standard. Plant sizes and related container classes a re specified according to the B.C. Landscape Standard current Edition. For container classes #1 and smaller, plant size shall be as shown in the plant list and the Standard; for all other plants, boldprint size and container class shall be as shown in the plant list. Specifically, when the plant list call for #1-size containers, these shall be as defined in the B.C.M.T.A. (A.N.S.I.) Standard. All trees to be staked in accordance with: B.C.M.T.A. Standards. ALL STREET TREES Install if a 24" Deep Root Barrier (embed on each side between tree pit and sidewalk (ON BOTH SIDES: CURB AND SIDEWALK). For all existing on site work and survey symbols refer to survey drawings. All landscaping and treatment of the open portions of the site shall be completed in accordance with the approved drawings within 60 (sixty) months of the date of issuance of any required occupancy permit, or any use or occupancy of the proposed develop ment requiring an occupancy permit, and thereafter permanently maintained in good condition. 	
	Bark Mulch of Tree Retention Zone		
	Gravel		
	Concrete		
	Grass		
	Gravel	<ol style="list-style-type: none"> All trees to be staked in accordance with: B.C.M.T.A. Standards. ALL STREET TREES Install if a 24" Deep Root Barrier (embed on each side between tree pit and sidewalk (ON BOTH SIDES: CURB AND SIDEWALK). For all existing on site work and survey symbols refer to survey drawings. All landscaping and treatment of the open portions of the site shall be completed in accordance with the approved drawings within 60 (sixty) months of the date of issuance of any required occupancy permit, or any use or occupancy of the proposed develop ment requiring an occupancy permit, and thereafter permanently maintained in good condition. 	
	Gravel		
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City of Maple Ridge

TO:	Her Worship Mayor Nicole Read and Members of Council	MEETING DATE:	May 22, 2018
FROM:	Chief Administrative Officer	FILE NO:	2018-126-DVP
		MEETING:	Council
SUBJECT:	Development Variance Permit 26625 96 Avenue		

EXECUTIVE SUMMARY:

Development Variance Permit application (2018-126-DVP) has been received in order to construct a single family house. The subject property is within the Agricultural Land Reserve and subject to the farm home plate regulations in the Zoning Bylaw. The requested variances are to:

- increase the area of the farm home plate from a maximum of 0.2 hectares to 0.284 hectares;
- increase the maximum depth of a farm home plate from 60 metres to 110.4 metres; and
- increase the maximum depth from the lot line that abuts the fronting road to any portion of the one-family residential use from 50 metres to 110 metres.

It is recommended that Development Variance Permit 2018-126-VP be approved.

RECOMMENDATION:

That the Corporate Officer be authorized to sign and seal 2018-126-DVP respecting property located at 26625 96 Avenue.

DISCUSSION:

a) Background Context

Applicant:	Danny Gerbrandt
Legal Description:	Lot: 15, Section: 6, Township: 15, Plan: NWP2721
OCP :	
Existing:	AGR (Agricultural)
Proposed:	Agricultural
Zoning:	
Existing:	RS-3 (One Family Rural Residential)
Proposed:	RS-3 (One Family Rural Residential)
Surrounding Uses:	
North:	Use: Rural Residential
	Zone: RS-3 One Family Rural Residential
	Designation: Agricultural

South:	Use:	Farm
	Zone:	RS-3 One Family Rural Residential
	Designation	Agricultural
East:	Use:	Rural Residential
	Zone:	RS-3 One Family Rural Residential
	Designation	Agricultural
West:	Use:	Rural Residential
	Zone:	RS-3 One Family Rural Residential
	Designation	Agricultural
Existing Use of Property:		
Proposed Use of Property:		Rural Residential
Site Area:		1.98 Ha (5 Acres)
Access:		On-site septic and well
Servicing:		

b) Project Description:

This application is for the construction of a single family home on the subject property. An existing dwelling on site will be decommissioned for use as an accessory structure. The existing access off of 96th Avenue will be removed with a new access of 266th Street.

This variance request has been before the Board of Variance on two occasions. On January 3, 2018, the Board deferred the request, requesting that a more detailed site plan be provided. On January 6, 2018, the application was denied by the Board of Variance. In this second decision, the Board decided, given the magnitude of the relaxations requested, that it would be more appropriate for Council to approve this application.

c) Variance Analysis:

The Zoning Bylaw establishes general minimum and maximum regulations for single family development. A Development Variance Permit allows Council some flexibility in the approval process.

The requested variances and rationale for support are described below:

2. *Maple Ridge Zoning Bylaw No 3510 -1985, Part 4, Section 104, 156. a):*
 - To increase the area of the farm home plate from a maximum of 0.2 hectares to 0.284 hectares
3. *Maple Ridge Zoning Bylaw No 3510 -1985, Part 4, Section 104, 156. b).*
 - To increase the maximum depth of a farm home Plate from 60 metres to 110.4 metres.
4. *Maple Ridge Zoning Bylaw No 3510 -1985, Part 4, Section 104, 156. c)*
 - To increase the maximum depth from the lot line that abuts the fronting road to any portion of the one-family residential use from 50 metres to 110 metres.

The support for this application relates to the site constraints. A steep slope divides the north portion of the site from the south side. A watercourse transects the site at its north west corner. The applicant's have provided a professional opinion that the siting of the well for the new house should

be on the north portion of the site, to separate and prevent runoff from livestock, as the applicant intends to farm the site. A large stand of trees also exists at the north west corner of the site that would need to be removed should the new house be built there. The proposed farm will then site the house at the higher north end, and include livestock at the south portion of the side, at the bottom of the sloped area.

d) Citizen/Customer Implications:

In accordance with the *Development Procedures Bylaw No. 5879-1999*, notice of Council consideration of a resolution to issue a Development Variance Permit was mailed to all owners or tenants in occupation of all parcels, any parts of which are adjacent to the property that is subject to the permit.

CONCLUSION:

The proposed variance is supported due to the site constraints present on the property.

It is therefore recommended that this application be favourably considered and the Corporate Officer be authorized to sign and seal Development Variance Permit 2018-126-DVP.

“Original signed by Diana Hall”

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

“Original signed by Christine Carter”

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

“Original signed by Frank Quinn”

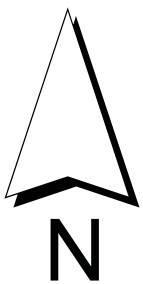
Approved by: Frank Quinn, MBA, P.Eng
GM Public Works & Development Services

“Original signed by Kelly Swift” for

Concurrence: Paul Gill, CPA, CGA
Chief Administrative Officer

The following appendices are attached hereto:

- Appendix A – Subject Map
- Appendix B – Ortho Map
- Appendix C – Survey showing extent of Varinces
- Appendix D – Site Plan provided by Applicant.



Scale: 1:2,500

Legend

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

26625 96 AVENUE

PLANNING DEPARTMENT

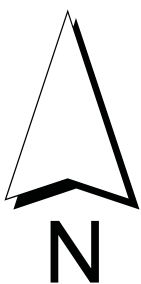


MAPLE RIDGE
British Columbia

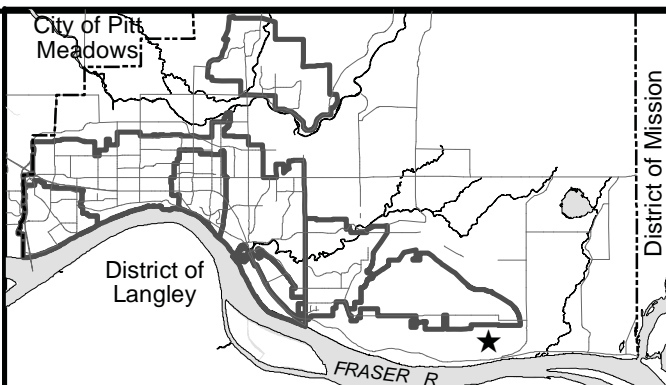
mapleridge.ca

FILE: 2018-126-VP
DATE: Apr 9, 2018

BY: PC



Scale: 1:2,500



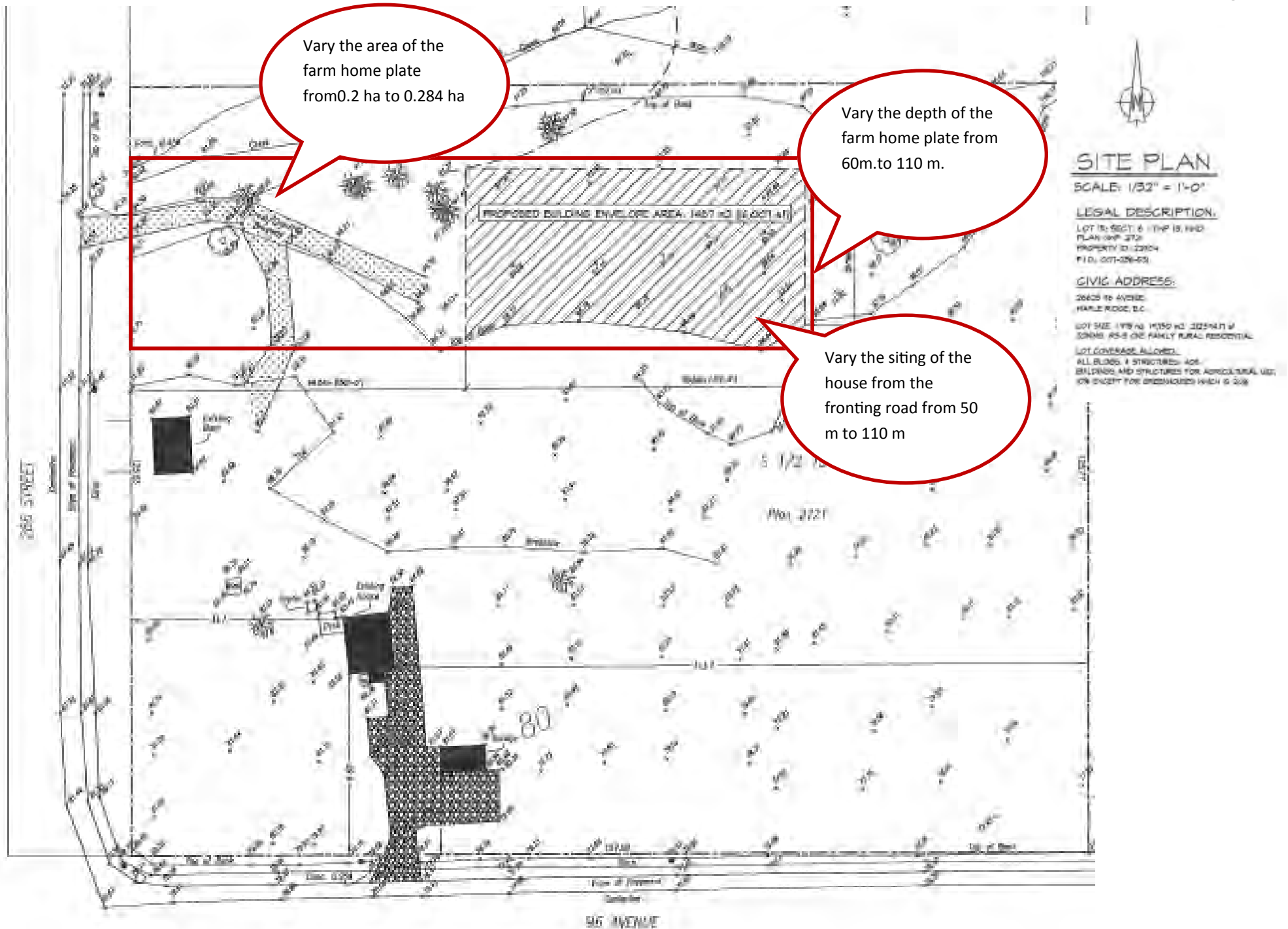
26625 96 AVENUE



FILE: 2018-126-VP
DATE: Apr 9, 2018

BY: PC

APPENDIX C



APPENDIX D

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indigo coquitlam - Google Search

Log into Facebook | Facebook

School District 42 - Parent Portal

Online Services | Maple Ridge, BC

Ridge View 2.0



MAPLE RIDGE
British Columbia

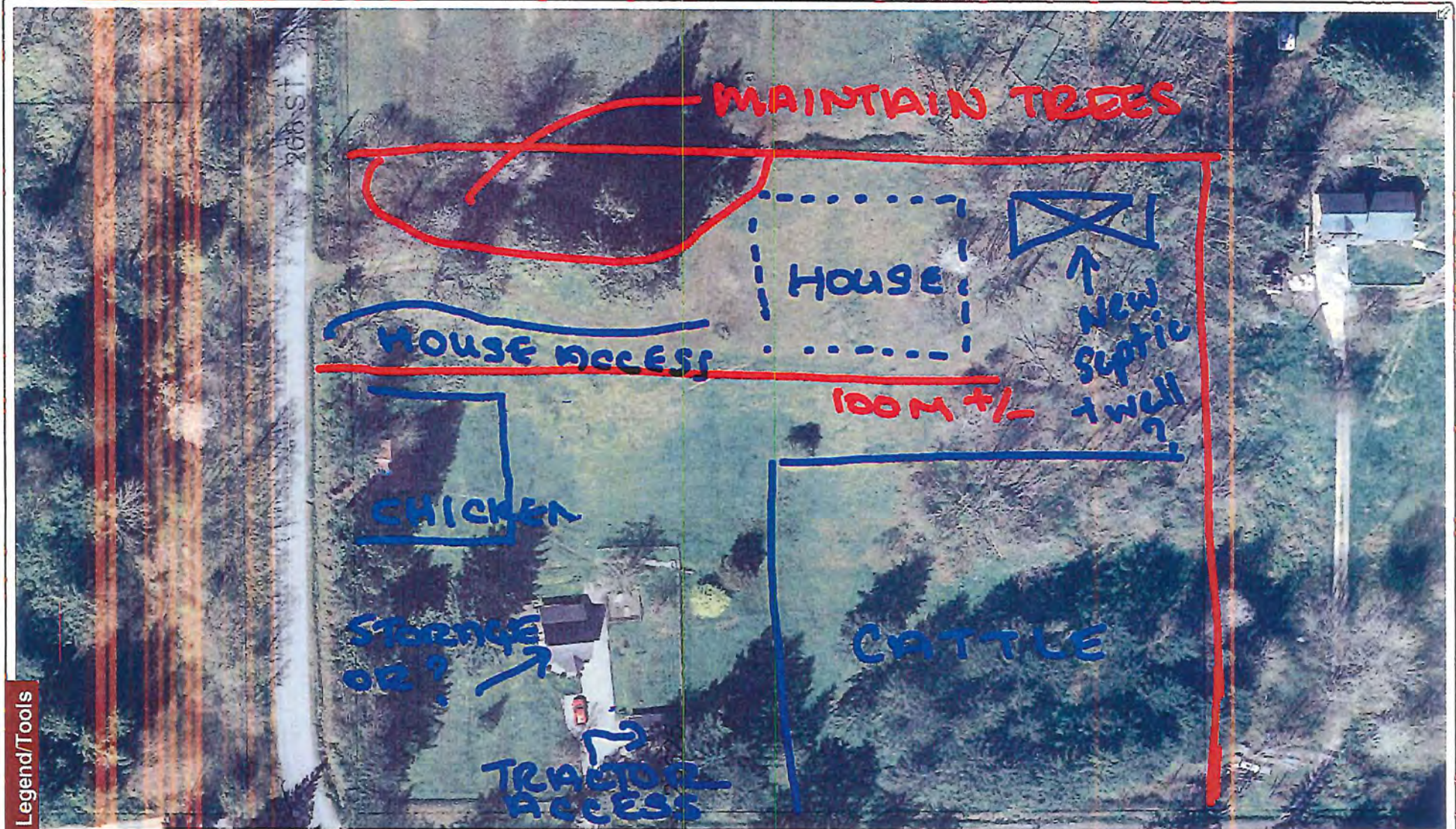
RidgeView 2.0

Feedback

Search: 12345 Anywhere St



Map Photo Terrain



City of Maple Ridge

TO: Her Worship Mayor Nicole Read
and Members of Council
FROM: Chief Administrative Officer
SUBJECT: Development Permit
11307 Maple Crescent

MEETING DATE: May 22, 2018
FILE NO: 2016-320-DP
MEETING: Council

EXECUTIVE SUMMARY:

The applicant has applied for a Development Permit for the construction of a mini-warehouse on the subject property (Appendix "A"). The subject property is split zoned C-3 (Town Centre Commercial) and M-3 (Business Park) (Appendix "C"). The proposed mini-warehouse will be constructed on that portion of the subject property that is zoned M-3(Business Park) (Appendix "D") in which mini-warehouse is a permitted use. The application is subject to the Hammond Area Plan, Infill General Employment Development Permit Guidelines, for all new development to guide the desired character, form and design elements to maintain and enhance the character, look and feel of the Hammond neighbourhood.

RECOMMENDATION:

That the Corporate Officer be authorized to sign and seal 2016-320-DP respecting property located at 11307 Maple Crescent.

DISCUSSION:

a) Background Context:

Applicant:	Prism Construction Ltd.
Legal Description:	Lot 1 New Westminster District Plan NWP60497 District Lot 278&279, Group 1.
OCP :	
Existing:	Infill General Employment
Zoning:	
Existing:	M-3 (Business Park) and C-3 (Town Centre)
Surrounding Uses:	
North:	Use: Single Family Residential Zone: RS-1 (One Family Urban Residential) Designation: Infill General Employment
South:	Use: Vacant Zone: C-3 (Town Centre Commercial) Designation: Infill General Employment

East:	Use:	Single Family Residential
	Zone:	RS-1 (One Family Urban Residential)
	Designation:	Single-Family and Compact Residential
West:	Use:	Railway Tracks, Vacant, Single Family Residential
	Zone:	RS-1 (One Family Urban Residential)
	Designation:	Infill General Employment
Existing Use of Property:		Outdoor Storage and Tow Yard
Proposed Use of Property:		Mini-Warehouse
Site Area:		0.481 ha (1.19 acres)
Access:		Maple Crescent
Servicing:		Urban
Previous Applications:		2016-320-RZ

b) Project Description:

The subject property is located in the Hammond Community specifically the Lower Hammond Precinct. The lands are located between Maple Crescent to the north-east; Railway tracks to south-west; vacant piece of land zoned C-3 (Town Centre Commercial) to the north-west; and Ditton Street to the south-east.

The applicant is proposing a mini-warehouse consisting of approximately 6,398.3 square meters of gross floor area over 3 floors. The following table details the breakdown of gross floor area per floor.

Floor	Gross Floor Area
Main	1,856.0 square meters
Second	2,323.4 square meters
Third	2,218.9 square meters
Total	6,398.3 square meters

The building will be orientated towards Maple Crescent with the access point onto Maple Crescent being situated approximately mid block between Ditton Street and Lorne Avenue. The rear of building will face onto the railway track providing some noise attenuation to the residential homes on Maple Crescent. The back wall that faces onto the railway tracks has been treated with some visual relief. Due to the nature of the mini-warehousing and proximity to the railway tracks there are no unprotected openings.

The applicant has included landscaping along Maple Crescent and Ditton Street. This landscaping included pedestrian linkages from the street to the structure. Along Maple Crescent, trees are required and have been proposed by the applicant.

c) Planning Analysis:

The applicant applied for a Development Permit for the subject property as well as, the abutting property located at 11295 Lorne Avenue for a larger mini-warehouse. The applicant has revised the size and design of the mini-warehouse and amended the application to only include 11307 Maple Crescent. The proposed mini-warehouse will be located only on 11307 Maple Crescent on those portions of the property that is zoned M-3 (Business Park) in which a mini-warehouse is a permitted use. The proposed Mini-Warehouse complies with the zoning requirements and no variances are requested.

i. Official Community Plan

The subject property is located within the Hammond Community and is currently designated Infill General Employment under the Hammond Area Plan. The Hammond Area Plan is broken into four precincts and the subject property is located within the Lower Hammond Precinct.

An Infill General Employment Development Permit is required for all new development to guide the desired character, form and design elements to maintain and enhance the character, look and feel of the Hammond neighbourhood.

This development respects the following components of the Infill General Employment Development Permit Guidelines:

I. Siting:

1. All new Development should address the street with a clear and visible entrance.

"This development is primarily oriented toward Maple Crescent with similar imaging facing each of the two flanking streets."

2. Where possible, new developments should have a reduced or zero front yard setback.

"Building and landscaping setbacks are in compliance with the Zoning Bylaw"

3. Ensure direct pedestrian connections to the nearest public right of way and to adjacent lots.

"Access to parking is provided within the development property."

II. Massing

1. Avoid blank wall, where walls without windows are necessary, decorative architectural details and materials, landscape screening, or artwork is encouraged.

"Although not a residential building, care has been taken to respect and interpret both the adjacent residential and historic character of the neighbourhood."

2. Large developments should be articulated, include varying height and rooflines or use decorative materials to break up the mass and scale of the building.

"In response to Council and public input as part of the earlier application the buildings articulation, massing, building, height, and fenestration, exterior finishes and landscaping have been developed with the intent to provide exterior visual interest while housing an effective and efficient personal storage facility business."

III. Parking, Access, Loading and Utility Areas

1. Locate parking areas at the side and rear of buildings.

"Parking has been provided in conformance with the Off Street Parking and Loading Bylaw No. 4350-1990 and is located adjacent to the main façade of the building well within, and screened by landscape setbacks and vine covered lattice."

2. Provide areas for recycling collection, composting and waste disposal that are appropriately sized, screened from view using an enclosure that reflects the materials and

architecture of the main building on site, are easily accessible and have capacity for future expansion.

“Secure waste containment and recycling are located within the building.”

3. Provide pedestrian amenities and bicycle parking on site in a convenient and covered location.

“Exterior bicycle racks have been located adjacent to the building’s primary entrance.”

IV. Landscaping

1. All new development should include high quality landscaping at entrances, along pedestrian pathways.

“A high quality landscape plan has been developed which both enhances the architectural and screen service for parking spaces.”

2. All new development should include high quality landscaping at entrances, along pedestrian pathways.

“Pedestrian access has been provided to the site directly from the fronting municipal sidewalk.”

V. Architectural Patterns and Materials

1. New development should incorporate architectural materials and features that reflect Hammond’s history and/or where a more contemporary style is desired, add to the unique character of the area and exhibit a design response to the location and context.

“Historical and residential references have been integrated into this project in both form and materials.”

ii. **Zoning :**

The subject property is zoned M-3 (Business Park) and C-3 (Town Centre). The proposed mini-warehouse will be located on that portion of the property that is zoned M-3 (Business Park) which permits mini-warehousing (Appendix "D"). That portion of the property that is zoned C-3 (Town Centre) will be used for landscaping and parking which are permitted uses within the zone. There are no variances requested for this project.

iii. **Off-Street Parking and Loading Bylaw:**

Maple Ridge Off-Street Parking and Loading Bylaw No. 4350-1990 requires the following parking for mini-warehouse use:

Use	Required Stalls	Provided Stalls
Mini-Warehouse	1 per 557m ² gross floor area; therefore, 6,398.3 / 557 = 11.49 so 12 Stalls	12 Stalls

d) Advisory Design Panel:

The Advisory Design Panel (ADP) reviewed the development plans for form and character of the proposed development (Appendix "G" and "H") and the landscaping plans (Appendix "F") at a meeting held on March 21, 2018. The Panel provided the following resolutions, which have since been resolved, as outlined below by the project architect:

- Replace Western Red Cedars at rear of building with smaller species such as Smaragd Cedar or similar;

"The Cedars have been replaced with Thuja Occidentals 'Skybound' – Skybound Abtorvitae - to provide a tall columnar screen along the perimeter. They are hardy, moderately drought tolerant (will require irrigation) and will assume the tall narrow growth habit needed for buffering."

- Should the C-3 zoned portion be developed in the future, develop a contingency plan for stormwater management should a portion or all of the bioswale be removed;

"If the C3 split-zoned area is developed in the future, it is understood that a development permit review will include reconfiguration of the current stormwater management system."

- Consider establishing uses and a plaza to integrate vibrancy to the project as a transition between the residential area across Maple Crescent and the subject industrial project;

"The property owner is seriously considering this possibility for the northeast (Lorne Avenue) corner of the site."

- Consider extending a hard surface path from the western fire access to the front of the building.

"A path has been located which connects the northeasterly exit doors to the street. Refer to current landscape plan."

- Provide a colour and materials palette including renderings with incorporated landscaping;

"A revised colour board has been prepared and attached."

- Give further attention to the articulation detail and lighting of the rear façade;

"Spandrel glazing has been incorporated into the rear façade and significant formline texturing has been provided allowing for differentiated painted panels. Downlighting will be installed at 12' AFF along with dawn-to-dusk uplighting to enhance possible future wall murals."

- Consider softening texture or materials on building façade;

"Extensive use of textured wall and roof cladding materials has been employed along with significant horizontal and vertical building articulation. Proposed exterior colour palette is subdued with the intent to harmonize with the neighborhood."

- Consider adding murals on the rear face of the building.

“This has been discussed with the owner and has received a positive response; the business management team will reach out to the neighborhood community to solicit proactive involvement in the development and production of possible themes and murals.”

e) Financial Implications:

In accordance with Council’s Landscape Security Policy, a refundable security equivalent to 100% of the estimated landscape cost will be provided to ensure satisfactory provision of landscaping in accordance with the terms and conditions of the Development Permit. Based on an estimated landscape cost of **\$79,722.48**, the security will be **\$79,722.48**

CONCLUSION:

As the development proposal complies with the Hammond Area Plan, Infill General Employment Development Permit Guidelines for form and character, it is recommended that 2016-320-DP be given favourable consideration.

“Original signed by Wendy Cooper”

Prepared by: Wendy Cooper, MCIP,RPP
Senior Planning Technician

“Original signed by Christine Carter”

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

“Original signed by Frank Quinn”

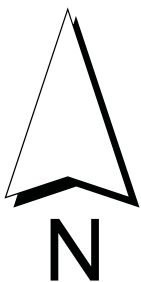
Approved by: Frank Quinn, MBA, P.Eng
GM Public Works & Development Services

“Original signed by Kelly Swift” for

Concurrence: Paul Gill, CPA, CGA
Chief Administrative Officer

The following appendices are attached hereto:

Appendix A – Subject Map
Appendix B - Ortho
Appendix C – Zoning Map
Appendix D – Zoning Boundary
Appendix E - Site Plan
Appendix F – Landscape Plan
Appendix G – Building Elevations
Appendix H – Colour palette



Scale: 1:2,500

Legend

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

11307 Maple Crescent

PLANNING DEPARTMENT



MAPLE RIDGE

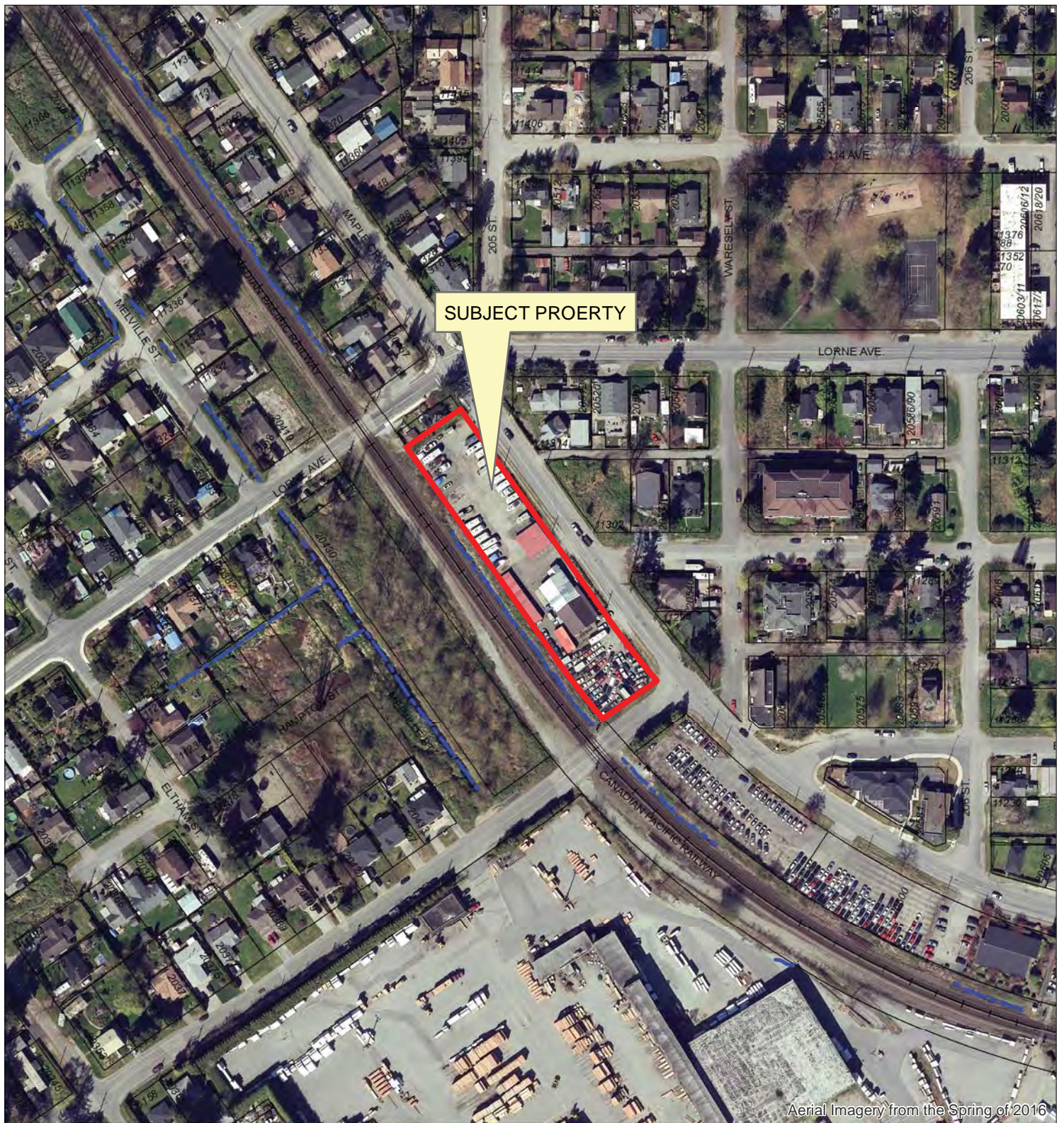
British Columbia

mapleridge.ca

2016-320-DP.2

DATE: May 7, 2018

BY: PC



Scale: 1:2,500

Legend

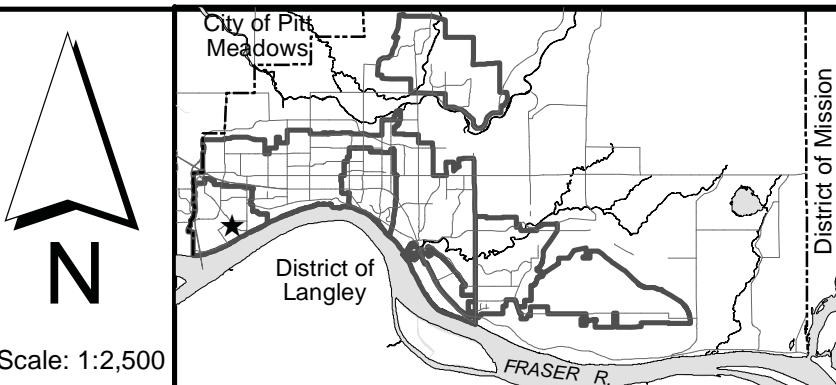
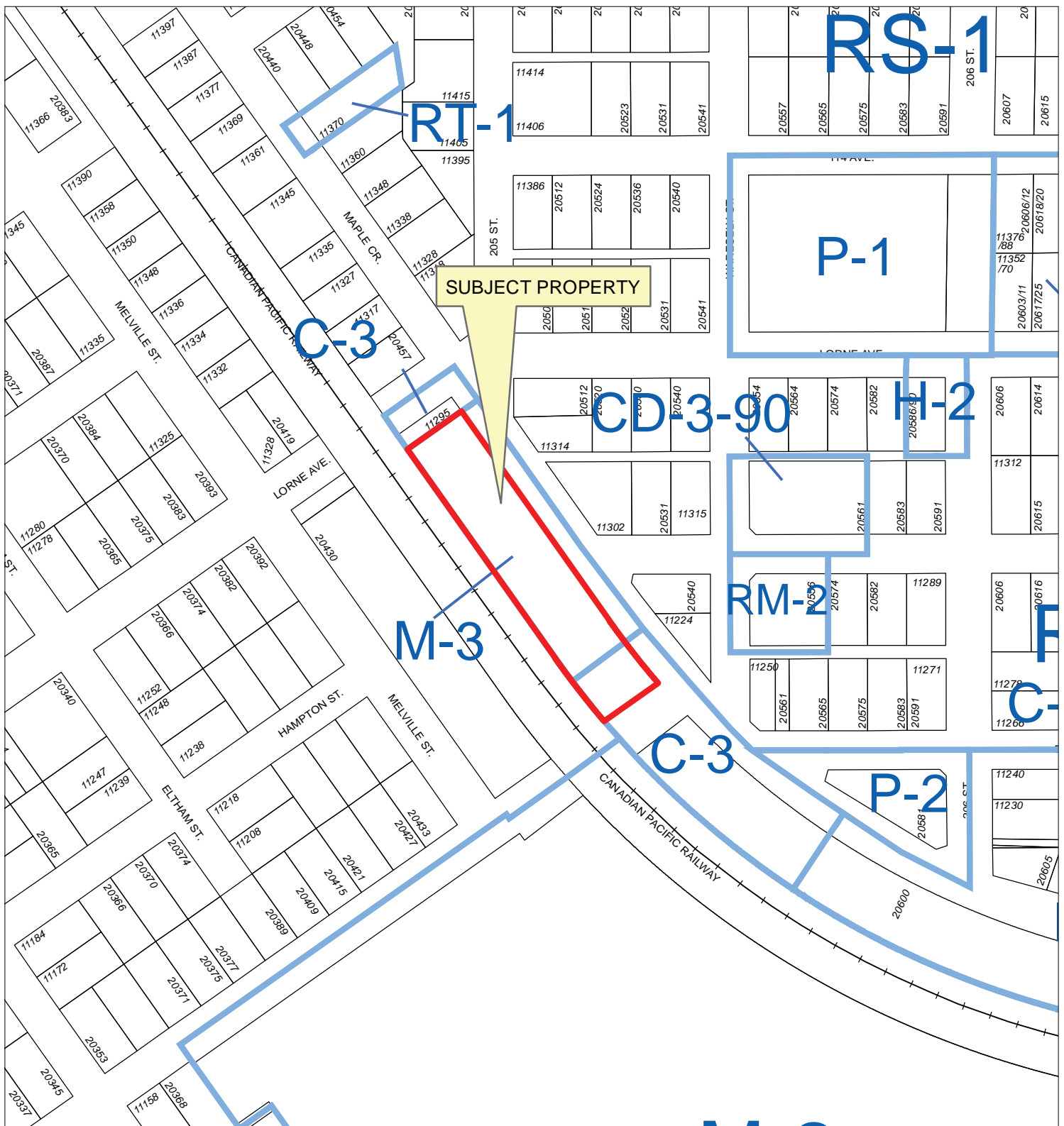
- Stream
- Indefinite Creek
- River
- Major Rivers & Lakes

11307 Maple Crescent



2016-320-DP.2
DATE: May 7, 2018

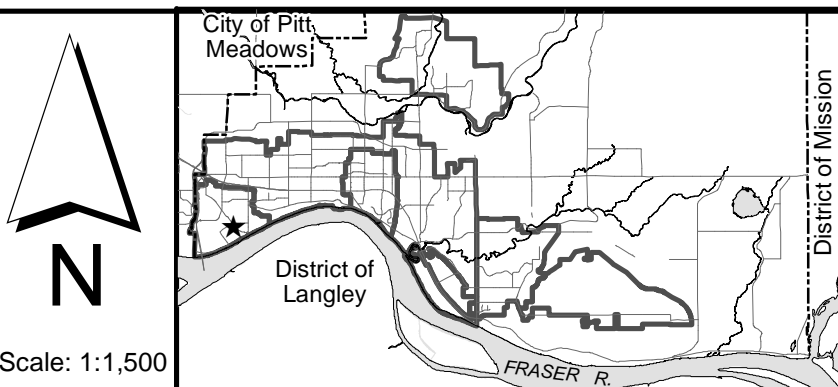
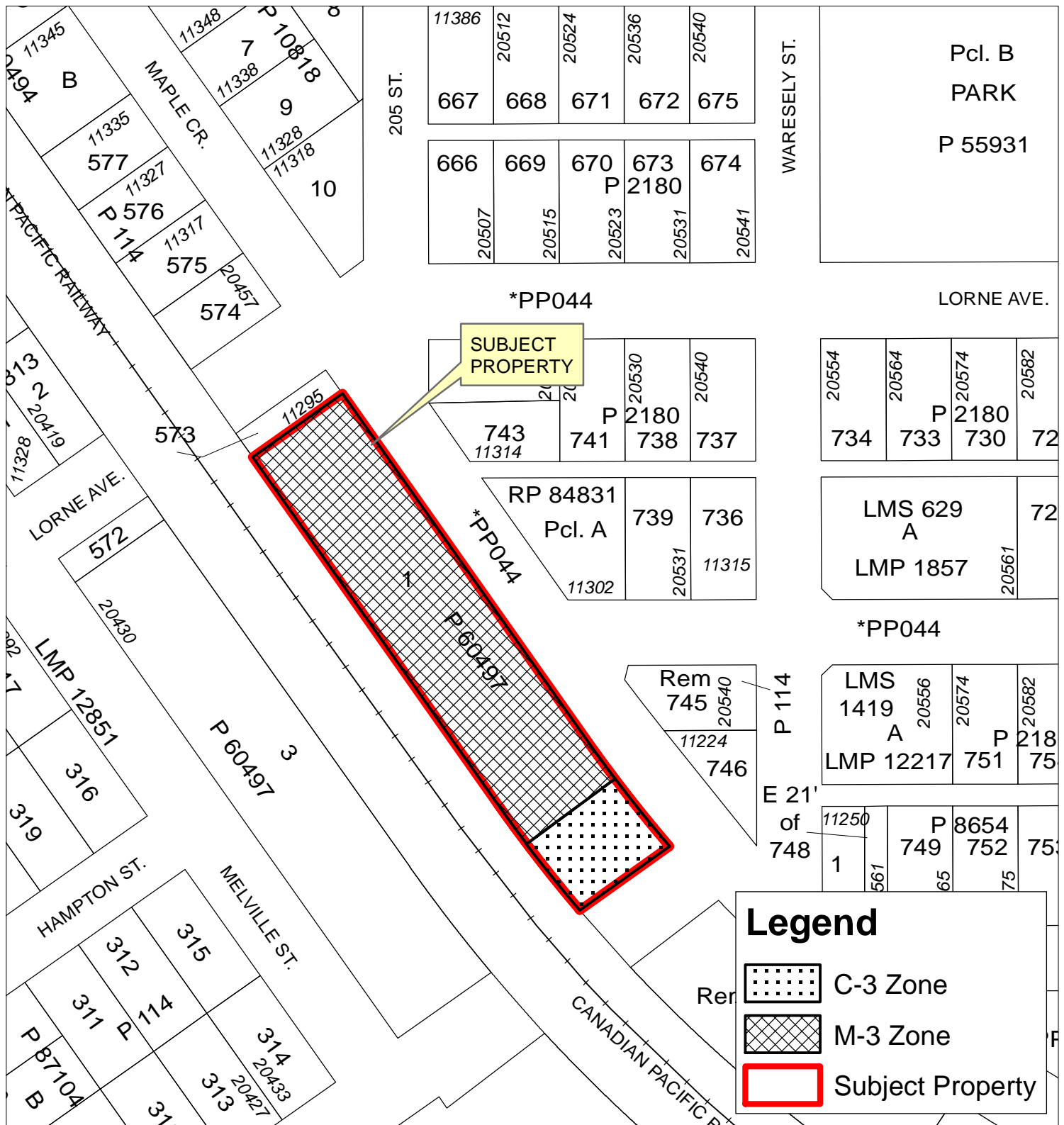
BY: PC



11307 Maple Crescent

PLANNING DEPARTMENT
MAPLE RIDGE
 British Columbia
mapleridge.ca

2016-320-DP zoning
 DATE: May 10, 2018
 BY: JV



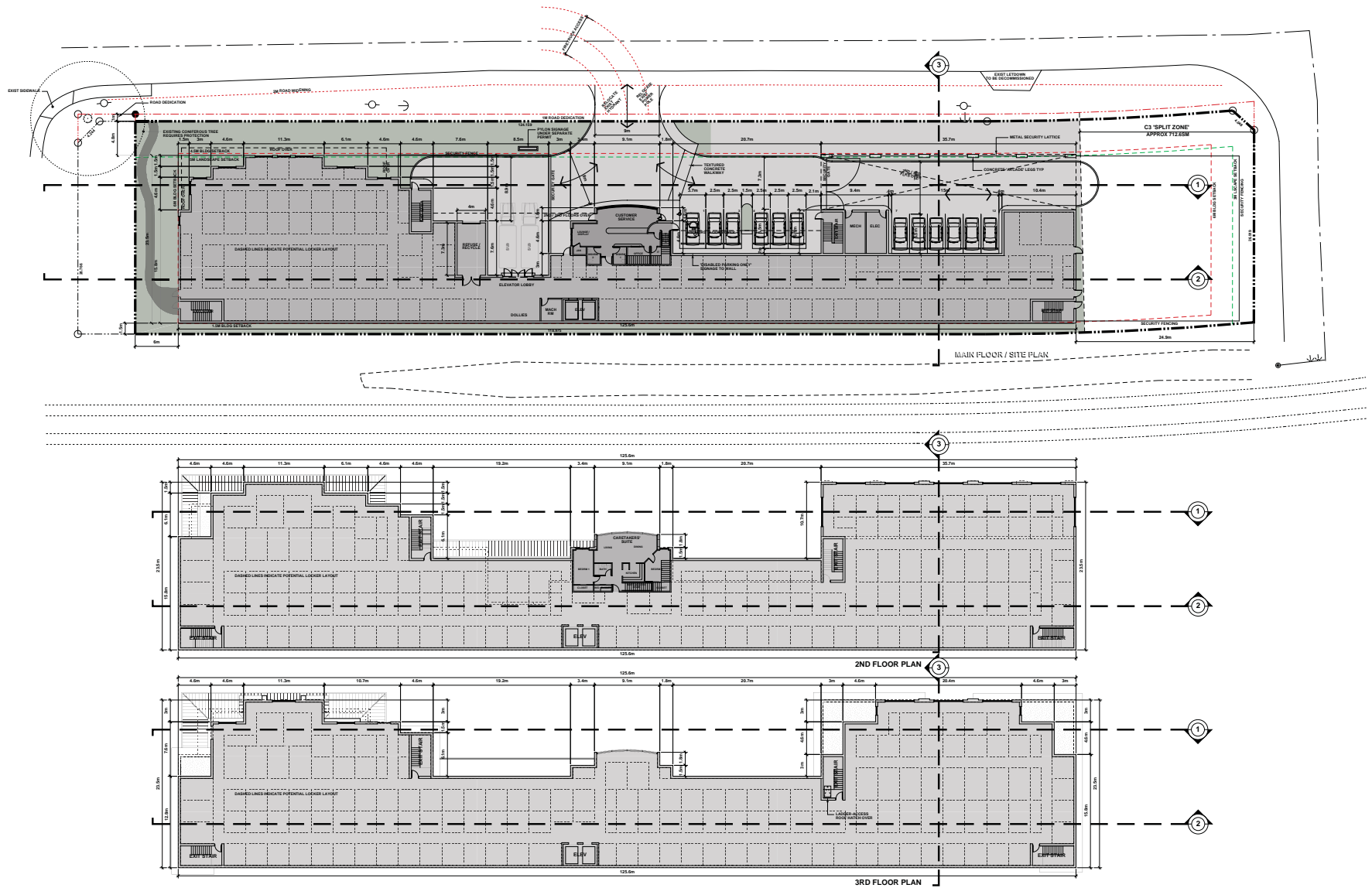
2016-320-DP



FILE: 2016_320_DP.mxd
DATE: May 7, 2018

BY: DT

APPENDIX E



REV #	DATE	REMARKS
A	JAN31.18	DP RESUBMISSION
B	FEB19.18	UPDATED FOR DP RESUBMISSION

SURVEY INFORMATION COURTESY
TARGET LAND SURVEYING
FILE #8136-TOPO
TEL: 604-583-6161



ARCHITECTURE & ENGINEERING
101 - 825 WEST EIGHTH AVENUE
VANCOUVER BC V5Z 2E2
TEL 604 736 2554
FAX 604 732 7651

cta
the cleaton group

CIARAN J. DEERY P. ENG. - JOHN E. ROSS P. ENG. - MARK

Written dimensions shall take precedence over applied dimensions. The General Contractor shall verify all dimensions, datum and levels prior to commencement of work. All errors and omissions shall be reported immediately to CTA Design Group. Do not proceed with any work until in possession of a "FOR CONSTRUCTION" drawing.

Copyright reserved. This drawing shall at all times remain the exclusive property of CTA Design Group and may not be reproduced or altered without written consent of CTA Design Group.



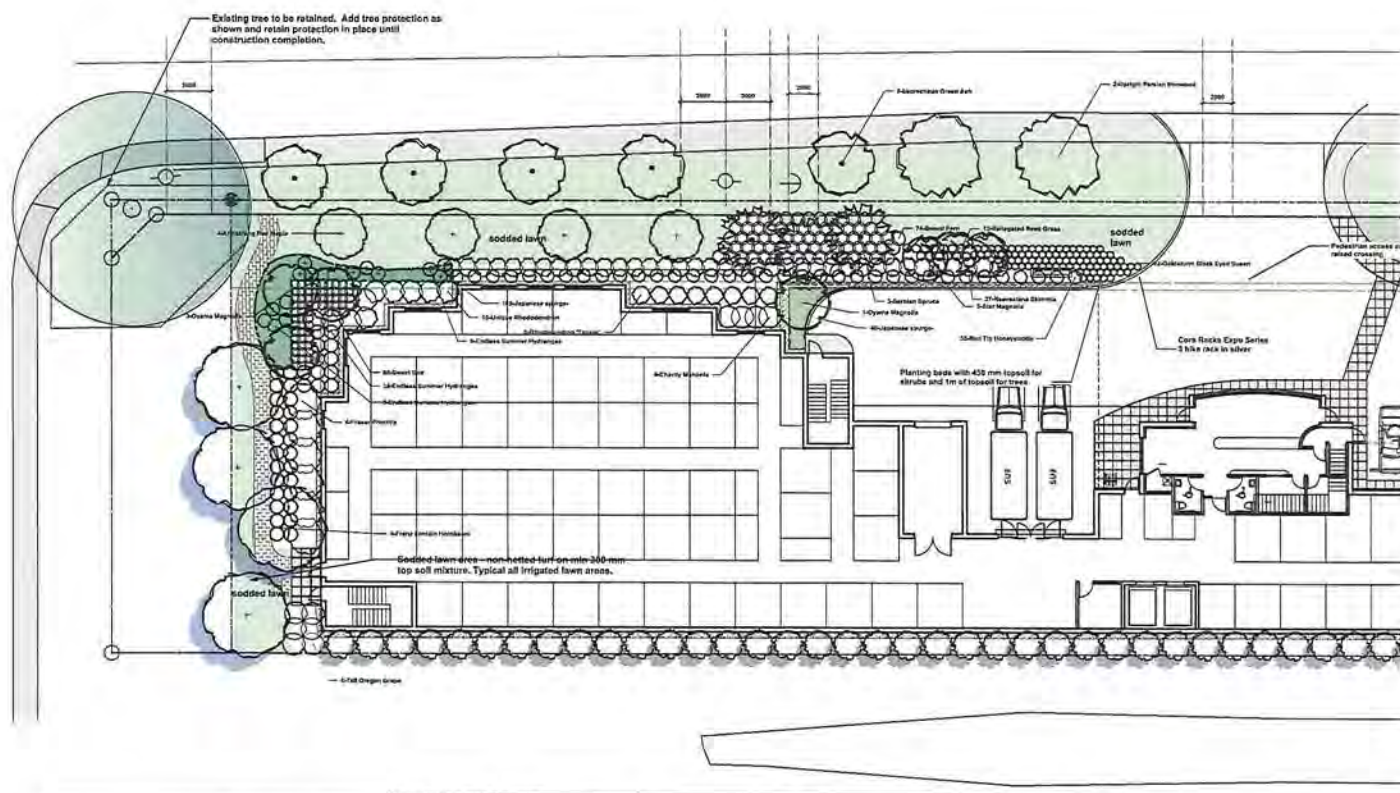
**PROPOSED
DEVELOPMENT**

11307 MAPLE CRESCENT

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MAPLE RIDGE BC

TITLE: -SITE / FLOOR PLANS		
DRAWN: JK	CHECKED: JK	
SCALE: 1:250	FILE:	
DRAWING NUMBER ----		VERSION A1 B

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3. Do not on the planting plan but be contained within the site.
4. Landscape construction to meet the current edition of the British Columbia Landscape Standards as a minimal requirement standard. Plant material to be consistent with the *Landscape Standards* for nursery stock. Exempt nurseries are listed in Vancouver's *Planting Schedule*, and B.C.
5. Root ball to be in size of *perennial* needs.
6. The top soil must be for the project (not be tested for nutrient like Phosphorus and Nitrogen) and use amendments provided and amendments made to level the soil to provide a functional surface for the existing plant material. The amendments must be applied to the soil surface and not to the root ball. The amendments must be applied to the soil surface and not to the root ball.
7. Provide positive grades away from buildings and toward lawn, drains and catch basins. Slope away from buildings and toward lawn, drains and catch basins. Slope away from buildings and toward lawn, drains and catch basins. Slope away from buildings and toward lawn, drains and catch basins.
8. Landscape Contractor to provide 5% of maintenance after the date of Substantial Completion. Maintenance to include watering, fertilizing, pruning, and weeding. Contractor to provide a written maintenance schedule to the plant material. Maintenance to include watering, fertilizing, pruning, and weeding. Contractor to provide a written maintenance schedule to the plant material. Maintenance to include watering, fertilizing, pruning, and weeding. Contractor to provide a written maintenance schedule to the plant material.
9. Protection of existing bushes/trees to remain. Install temporary tree protection (fencing and other) of existing trees. Fences, and other trees to be removed. Maintain the existing landscaping. No damage to the existing landscaping. Fences, and other trees to be removed. Maintain the existing landscaping. No damage to the existing landscaping. Fences, and other trees to be removed. Maintain the existing landscaping. No damage to the existing landscaping.
10. Planting material to City Roadway to have the approval of the Fire Dept. prior to installation. Site, species and location must be approved by the City of Vancouver.
11. Installation to be done in three (3) phases: (1) installation of the existing landscaping, (2) installation of the existing landscaping, (3) installation of the existing landscaping.

April 12, 2016	Revises for CIP
Feb. 21, 2016	Revises for DP - Address accounting management, reference notes, increase 10% soil profile.
Jan. 25, 2016	Revises for DP
Feb. 23, 2017	Issue fee bill
Jan. 23, 2017	Revises for DP/ADP payments
Jan. 12, 2017	Revises Response to City Comments
Dec. 1, 2016	Revises for DP
Nov. 14, 2016	Revises for DP
Oct. 30, 2015	Issue for CIP

Timeline:

Jonathan Lasee LLC
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 Email: jonathan@jonathanlasee.com

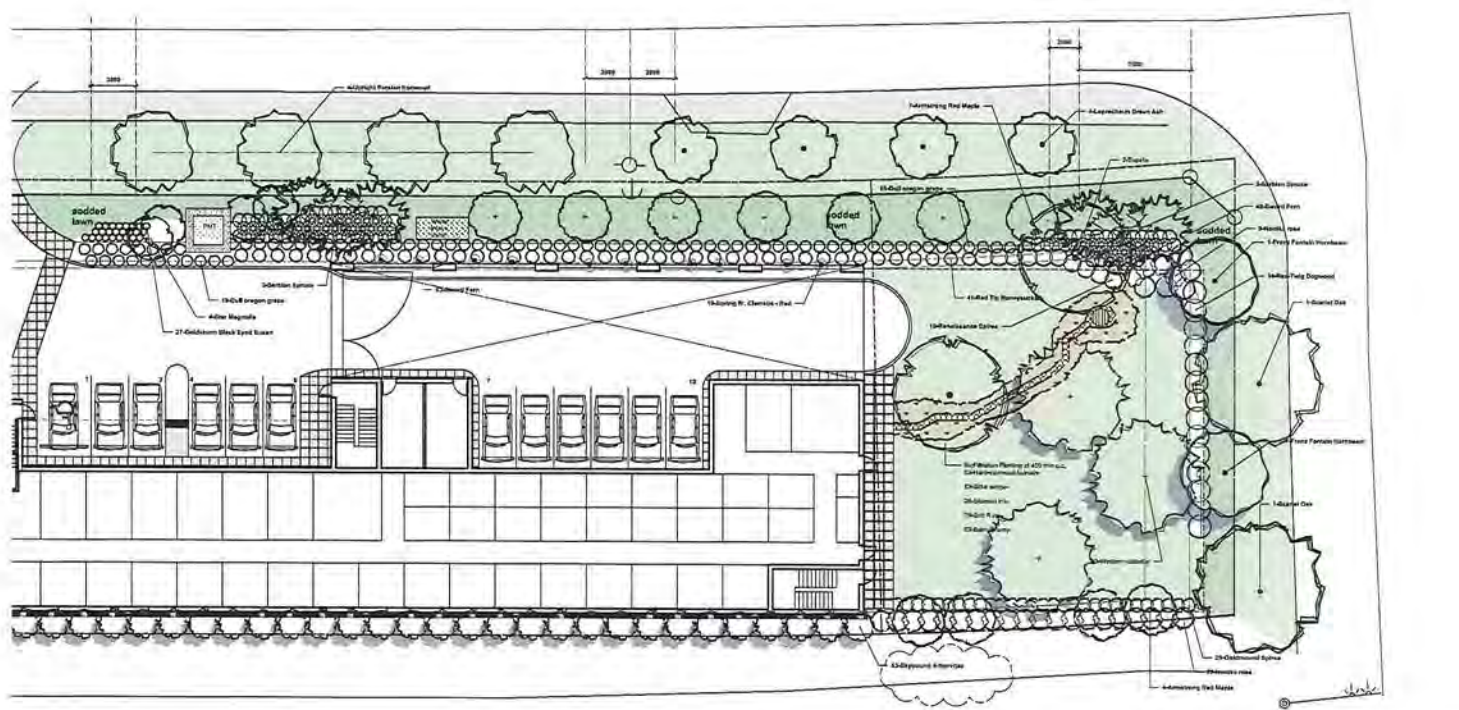
Project:

Self Storage Project
 11307 Maple Crescent
 Maple Ridge, B.C.

Drawing Title:

Planting Plan West

Drawn: 1/10/16
 Date: August 2016
 Project No.: 2016-27
 L-2

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April 12, 2010	Revises for D1
Feb. 21, 2010	Revises for D1 - Added additional information regarding landscape design, increased top soil depth.
Jan. 28, 2010	Revises for D1
Aug. 12, 2009	Issue for D1
Dec. 12, 2007	Revises for D1/D2 comments
Jan. 12, 2007	Revises Response to City Comments
Nov. 1, 2010	Revises for D2 - Added Street lights
Nov. 14, 2010	Revises for D2
Aug. 30, 2010	Issue for D2


Revisions:



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Project:



Self Storage Project
 11667 Maple Crest
 Maple Ridge, B.C.

Drawn 1/16:




Planting Plan East

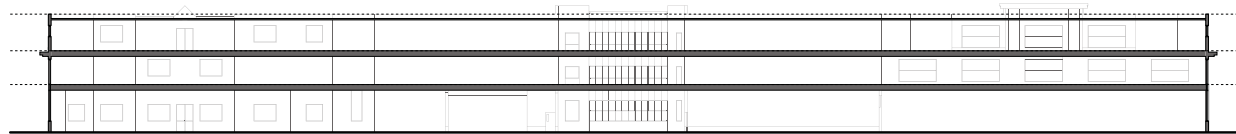
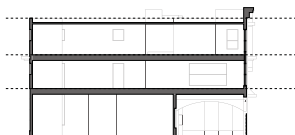
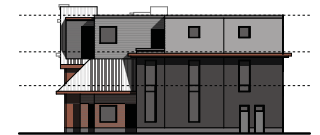
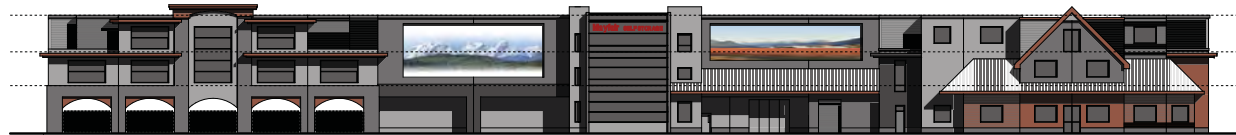
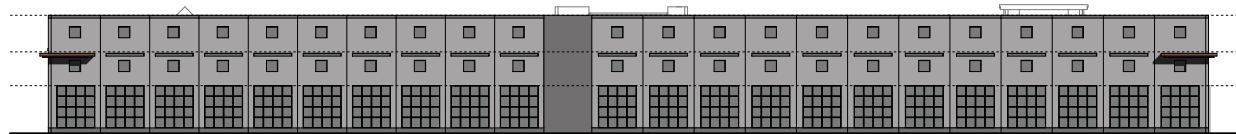
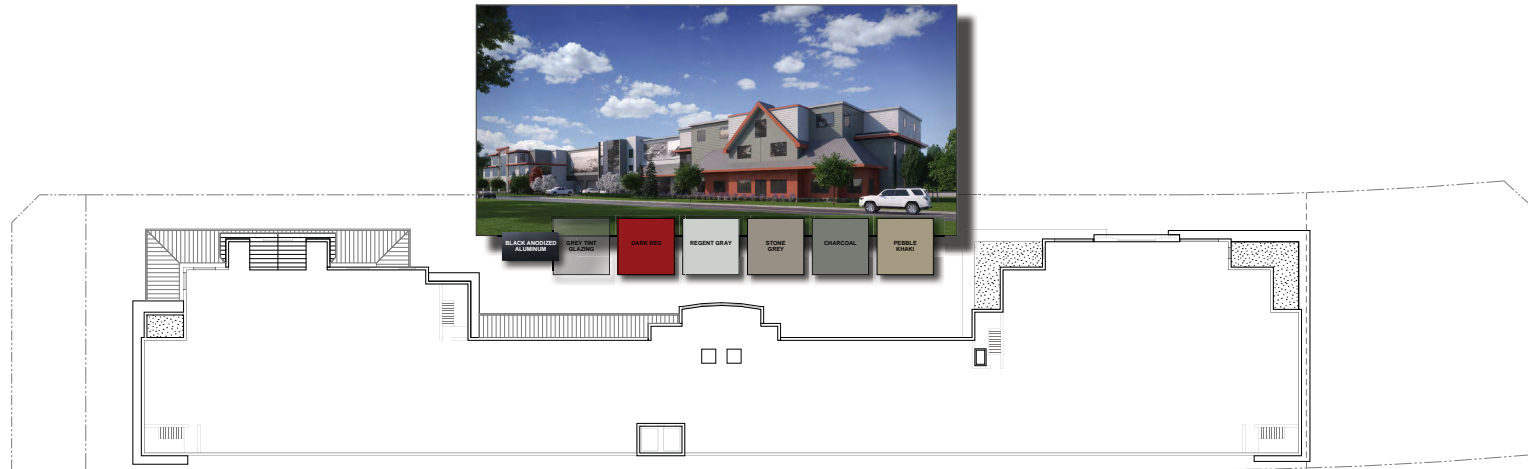
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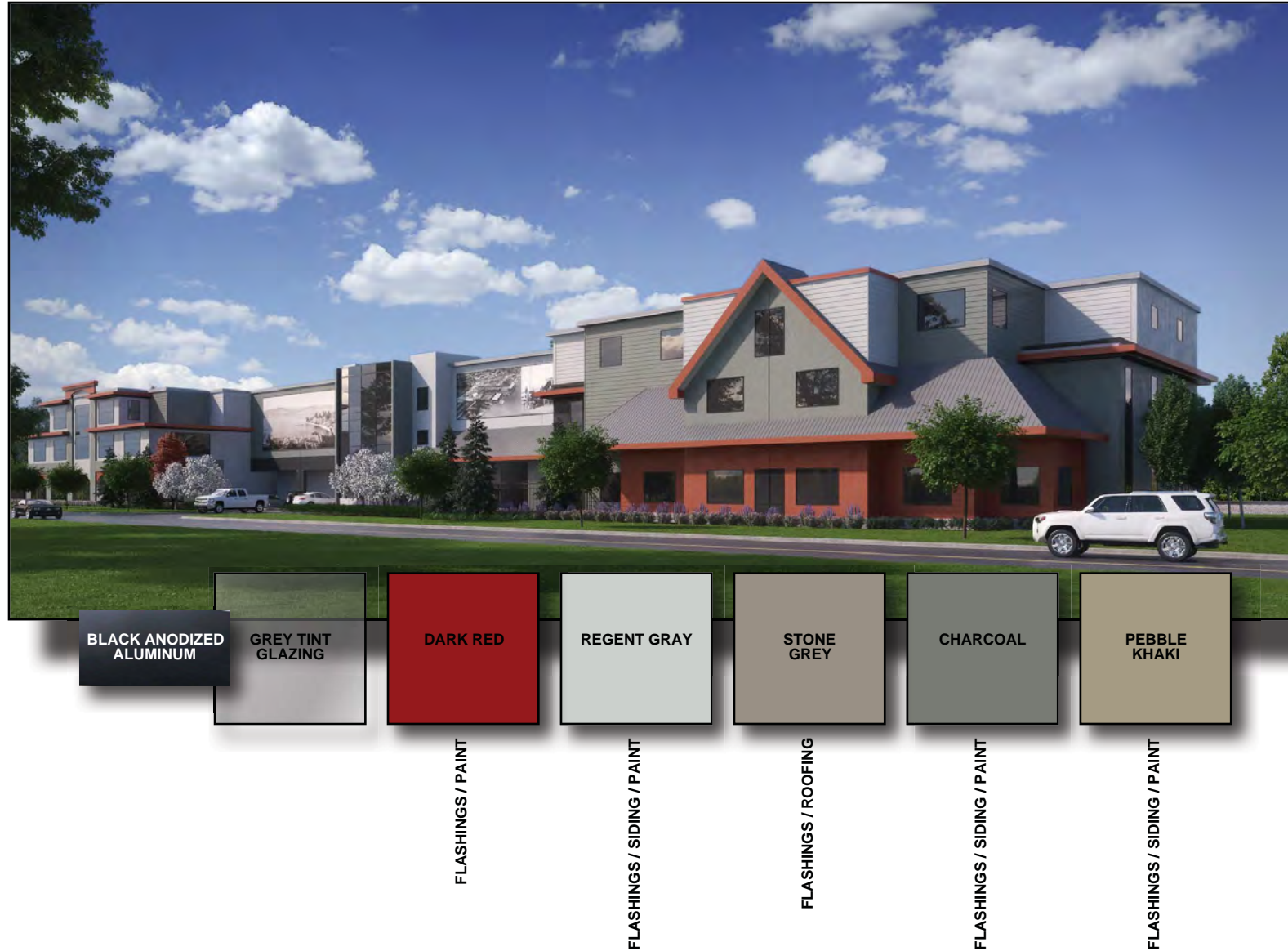
Project No: 2010-27



APPENDIX G



			<table><tr><th>REV</th><th>DATE</th><th>REMARKS</th></tr><tr><td>A</td><td>JAN21.18</td><td>DP RESUBMISSION</td></tr><tr><td>B</td><td>FEB.18</td><td>UPDATED FOR DP RESUBMISSION</td></tr><tr><td> </td><td> </td><td> </td></tr><tr><td> </td><td> </td><td> </td></tr><tr><td> </td><td> </td><td> </td></tr><tr><td> </td><td> </td><td> </td></tr><tr><td> </td><td> </td><td> </td></tr><tr><td> </td><td> </td><td> </td></tr><tr><td> </td><td> </td><td> </td></tr></table>		REV	DATE	REMARKS	A	JAN21.18	DP RESUBMISSION	B	FEB.18	UPDATED FOR DP RESUBMISSION																								<div>ARCHITECTURE & ENGINEERING 101-102 WEST 4TH AVENUE VANCOUVER, BC V6T 1P2 TEL: 604-754-7000 FAX: 604-754-7001 www.cta.ca</div> <div> CITY DESIGN GROUP STUDIO/DESIGN/CONSTRUCTION</div> <div>Without disclaimer that this presentation is not a contract. The design is for informational purposes only and is not intended to be used for construction. All rights reserved. This drawing shall at all times remain the exclusive property of CTA Design Group and may not be reproduced or altered without written consent of CTA Design Group.</div>	<div></div> <div></div>	<div>PROPOSED DEVELOPMENT 11307 MAPLE CRESCENT -- MAPLE RIDGE BC</div>		<table><tr><th colspan="2">ROOF PLAN ELEVATIONS SECTIONS</th></tr><tr><td>DRAWN: JK</td><td>CHECKED: JK</td></tr><tr><td>SCALE: 1:250</td><td>FILE:</td></tr><tr><td>DRAWING NUMBER</td><td>VERSION</td></tr><tr><td>----</td><td>A2 B</td></tr></table>	ROOF PLAN ELEVATIONS SECTIONS		DRAWN: JK	CHECKED: JK	SCALE: 1:250	FILE:	DRAWING NUMBER	VERSION	----	A2 B
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City of Maple Ridge

TO:	Her Worship Mayor Nicole Read and Members of Council	MEETING DATE:	May 22, 2018
FROM:	Chief Administrative Officer	FILE NO:	2018-145-RZ
		MEETING:	Council
SUBJECT:	First Reading Zone Amending Bylaw No. 7461 - 2018 11749 and 11761 Burnett Street		

EXECUTIVE SUMMARY:

An application has been received to rezone the subject properties (Appendix A and B) from RS-1 (One Family Urban Residential) to a new P-7 (Shelter and Supportive Housing) Zone (Appendix C).

The subject properties are designated *Low Rise Apartment* in the Official Community Plan (OCP) and this proposal is not in compliance with this designation. An OCP amendment is required and has been assessed based on a number of OCP and Town Centre Area (TCA) Plan policies. The project generally is in compliance with OCP social planning and housing policies, but the challenge is in satisfying the OCP compatibility policies.

The Development Procedures Bylaw provides for Council to grant first reading to a bylaw, with details to be provided at second reading. To accommodate the proposed use, the Institutional P-7 Zone is required that would allow the Shelter Use and Supportive Housing. The Shelter Use would be permitted in the P-7 zone, but not in any other zones.

If Council decides to grant first reading, the City's development approval process includes a Development Information Meeting (DIM) to be held by the applicant, inviting area residents and providing them an opportunity to ask questions and provide feedback to the applicant about the proposal. Staff is recommending a wider notification for the DIM and Public Hearing, if the necessary readings are granted by Council. As well, an expanded newspaper ad and information mail out package to residents in the notification area is being recommended to Council.

This project would not be subject to the Community Amenity Contribution (CAC) Policy, if a Housing Agreement is entered into with the City. There was a previous application on this site for a 64 unit apartment building (2016-145-RZ) that was withdrawn when the subject site was acquired by BC Housing.

In considering this report, Council has the option of granting first reading, deferral or denying this application.

RECOMMENDATIONS:

In respect of Section 475 of the *Local Government Act*, requirement for consultation during the development or amendment of an Official Community Plan, Council must consider whether consultation is required with specifically:

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

and in that regard it is recommended that additional consultation be required by expanding the notification area for the Development Information Meeting (DIM) and Public Hearing; having a facilitator retained at the cost of the applicant to attend and observe the DIM; more detailed notice information published in the newspaper and sent out within the notification; and implementing a “Good Neighbour Agreement”, in respect of this matter and the early posting of the proposed Official Community Plan amendments on the City’s website, together with an invitation to the public to comment; and;

That Zone Amending Bylaw No. No. 7461 - 2018 be given first reading; and

That the applicant provide further information as described on Schedules A and E of the Development Procedures Bylaw No. 5879-1999.

DISCUSSION:

a) Background Context:

Applicant: BC Housing Management Commission

Legal Description: Lot 1 Except North 55 Feet, Section 17 Township 12 NWD Plan 8312; and the North 55 Feet of Lot 1 Section 17 Township 12 NWD Plan 8312

OCP: Existing: Low-Rise Apartment
Proposed: Institutional

Zoning: Existing: RS-1 (One Family Urban Residential)
Proposed: P-7 (Shelter and Supportive Housing)

Surrounding Uses:

North:	Use:	Urban Residential with Multi-Residential Zoning application (2017-035-RZ) for a rental apartment building
	Zone:	RS-1 (One Family Urban Residential) with RM-2 (Medium Density Apartment Residential) proposed
	Designation:	Low-Rise Apartment
South:	Use:	Commercial
	Zone:	CS-1 (Service Commercial)
	Designation:	Town Centre Commercial
East:	Use:	Residential
	Zone:	RS-1 (One Family Urban Residential)
	Designation:	Urban Residential

West: Use: Commercial
 Zone: CS-1 (Service Commercial
 Designation: Town Centre Commercial

Existing Use of Properties: Vacant
Proposed Use of Property: Multi-family Residential
Site Area: 0.262 HA. (0.65 acres)
Access: Burnett Street
Servicing requirement: Urban Standard

b) Site Characteristics:

The subject site is flat with some mature trees and shrubs being removed for construction of the proposed underground parking structure. The lands to the south are automotive-related commercial that front Lougheed Highway, with access both to the Highway and Burnett Street. North is a site consisting of two properties subject to a rezoning to RM-2 (Medium Density Apartment Residential), which includes a Housing Agreement for a rental apartment building (2017-035-RZ). To the west is a commercial site with a number of restaurants. Burnett Street is the eastern boundary of the Town Centre Area. The properties to the east are Urban Residential, some with proposals to permit infill lot subdivisions and duplexes.

c) Project Description:

This proposal is to allow a modular building with shared living space for 30 residents and a maximum of 20 staff (Shelter), 55 private long term residential suites (Accessory Dwelling Units Use) and underground parking (Appendix D).

The proposed building is a newer technology consisting of prefabricated units that are built in a plant and transported to the construction site and assembled to create the proposed building. The structure will have one level of underground parking (18 parking spaces) with the modular building totalling four (4) storey constructed on top of it. Information about this form of construction is attached (Appendix E).

The first level would be devoted to the shelter (separate men's and women's dorms) and separate common lounge areas. There is also space associated with the operation of the shelter by staff such as: offices, reception, laundry room, rooms for interviews and educational programs, medical exam room, dining and kitchen facilities.

The second through fifth levels would contain the dwelling units. Each is effectively a bachelor suite, with a living/sleeping area, kitchenette, bathroom and closet. Common space will consist of a lounge (on the 2nd floor), two laundry rooms (on the 2nd and the 3rd floors), a staff room (on the 2nd floor) and a flex room (on the 4th floor).

BC Housing has provided information about the operation of the proposed facility (Appendix F).

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

d) Rezoning Process:

Given the community interest in this proposal, this section is being added to the report about the City rezoning process. The *Local Government Act* (LGA) is a Provincial Statute that governs the authority and the steps City Councils must follow in the rezoning process. A City Development Procedure Bylaw is established in accordance with the LGA, setting specific procedures for public consultation and amending bylaws.

The process starts with the submission of an application to the City. The initial application is required to include: a rezoning application describing the proposal, authorization by the property owner if the applicant is different from the owner (such as a consultant, engineer, architects, etc.), payment of the required fees, a title search and an assessment of soils for any contamination (through the Province).

Council will consider and grant a series of readings as an application progresses through the review process.

The first time an application is considered by Council is when Council receives a first reading report from staff. The first reading report is intended to provide Council with very preliminary information on an application and may include some conceptual plans. Use and density are the main parameters Council reviews at this stage. The report also provides an overview of the application's compliance with the Official Community Plan (OCP) and other Council endorsed plans and policies, bylaws and strategies, such as the Housing Action Plan.

In certain instances, an application may not fully comply with the OCP. For example, an application may comply with certain policies in the OCP, but the use may not comply with land use designation requirements and/or with some aspects of additional OCP policies that may also apply. In most cases, if an application is considered by Council to be generally in compliance with the OCP and other Council policies, the bylaw is given First Reading, and a resolution identifies all matters that must be resolved by an applicant prior to the next steps. These next steps are Second Reading and presentation of the application to Public Hearing.

After Public Hearing, Council considers granting Third Reading with a detailed list of terms and conditions to be fulfilled by applicants. Once Council is satisfied all matters on the list are satisfactorily resolved, Council grants Final Adoption to the bylaw and the property becomes rezoned.

When Council considers granting a reading to a Bylaw, Council has the authority to defeat, defer or approve the bylaw that is before them.

e) Planning Analysis:

Official Community Plan:

Current and Potential Site Designation:

The development site is located within the East Precinct of the Town Centre Area Plan and is currently designated *Low Rise Apartment*. This designation permits the RM-2 (Medium Density Apartment) Zone; however, as described below, this zone does not accommodate the shelter component on the first level nor is it in compliance with the OCP Land Use Designation. However, there are a number of OCP policies that should be considered to determine whether an OCP amendment to the *Institutional* designation is supportable.

Land Use Analysis:

A number of policies in the Official Community Plan and in the Town Centre Area Plan apply and are analyzed as follows:

- ***Neighborhood Context and Compatibility Policies:***

OCP Policy 3 - 3 *The stability of a neighbourhood's physical character is one of the keys to a successful community. Maple Ridge will protect residential neighbourhood character by:*
b) discouraging incompatible uses.

TCA Policy 3-42 *The integration of institutional uses with other uses in the community is encouraged and will be supported based on the following criteria:*

- a. compatibility with adjacent uses, the neighbourhood context and natural features;*
- b. compatibility with the character and quality of the surrounding area;*
- c. located near public transit;*
- d. have direct access to a major corridor as identified on Figure 4 in the Maple Ridge Official Community Plan.*

OCP Policy 6 - 34 *Maple Ridge will encourage the development of Neighbourhood Commercial Centres within walking distance of neighbourhoods to service the daily convenience shopping and service needs of residents in the local neighbourhood.*

OCP Policy 4 - 31 *Small scale or locally serving institutional facilities that can be located throughout the community include: schools, community halls, parks and recreation facilities, museums, firehalls, and places of worship. These uses will be permitted in rural and urban areas subject to parking requirements, access, compliance with zoning bylaws, and compatibility with adjacent land uses.*

OCP Policy 4 - 33 *Large Scale Institutional Facilities such as public hospitals, congregate care facilities, and private hospitals should:*

- a) be within the Urban Area Boundary;*
- b) be conveniently located near public transit;*
- c) have direct access to a collector, arterial, TransLink major road or Provincial Highway as identified in the Maple Ridge Transportation plan;*
- d) where considered necessary, require the completion of a transportation impact study; and*
- e) respect the neighbourhood context and natural features.*

Assessing the above policies, the following is noted:

- The project is compatible in terms of being located in the Town Centre Area; however it is located at the edge of Town Centre Area and abuts an existing single family residential neighborhood to the east across Burnett Street.
- While the five (5) storey built form and apartment use (Accessory Dwellings) of the proposal is appropriate on the west side of Burnett Street, the institutional nature of the application and interface with the single family residential area to the east of Burnett Street presents challenges in satisfying the compatibility criteria.

- To the north, is an emerging multiple residential area, using conventional construction techniques, but with similar height and building massing. To the west and the south, the subject site abuts commercial designation, which is a compatible interface.
- Assessing Shelter Use from a commercial land use context, the OCP allows neighbourhood commercial centres, which are of a small scale, with stores and services for day-to-day needs surrounding residents may access on foot. A Shelter Use is proposed to serve the wider community and possibly the region, making a use that is not compatible with the OCP policy for neighbourhood commercial centre land uses.
- A shelter Use may also be viewed as having the characteristics of commercial accommodations like hotels and motels. This may be consistent with the land use to the west and south, but would not meet the compatibility requirements for the single family residential area to the east. Nor are hotels / motels considered to be locally serving land uses.
- For large scale institutional uses, access may be by way of collector, arterial, TransLink major road or Provincial Highway; however the policy for institutional uses in the Town Centre Area, has the tighter restriction of access being to major corridors. The closest major corridors are Lougheed Highway to the south and Dewdney Trunk Road to the north, but Burnett Street provides access to these two arterials.
- The compatibility of institutional uses is also to be assessed by its scale and the area it serves. The OCP envisions some small scale or locally serving institutional facilities. Where uses such as a local park, fire hall or elementary school each serve a single or a small group of neighborhoods, a Shelter Use may serve a wider area of the community, thereby challenges the intent of the compatibility policies in the OCP.
- The subject site is in the vicinity of shopping, support services and transit.

Considered from another perspective, apart from the Shelter Use, the upper floors contain accessory self-contained apartment units (Supportive Housing). This component is compatible with the form and character multiple residential uses developed or being developed on the west side of Burnett Street. The Shelter Use component with its support uses is compatible with the Town Centre Area and the abutting *Commercial* designation to the west and south.

- ***Housing Diversity and Social Well-being Policies:***

OCP Policy 3 - 28 Maple Ridge will encourage partnerships with government and non-government agencies to support the creation of affordable, rental and special needs housing in the community.

OCP Policy 3 - 32 Maple Ridge supports the provision of affordable, rental and special needs housing throughout the District. Where appropriate, the provision of affordable, rental, and special needs housing will be a component of area plans.

OCP Policy 4 - 24 Maple Ridge will encourage that opportunities and services be available to enable persons with disabilities to function independently, and will work with the Municipal Advisory Committee on Accessibility Issues to encourage the full participation of all citizens, in all aspects of community life.

OCP Policy 4 - 25 *Maple Ridge supports the Regional Homelessness Plan and its guiding principles, and will participate on Regional committees that coordinate the response to homelessness, drug abuse and other issues noting that senior government are the primary providers of social services.*

TCA Plan Policy 3-7 *To ensure a wide range of housing needs are accommodated within the Town Centre area, Maple Ridge will work with other areas of government and housing agencies to encourage and support development that provides:*

- a. for those with special housing needs due to income, age, or disability, as an appropriate share of the Town Centre's housing stock;*
- b. special needs housing incorporated within the Town Centre community and located close to public transit, shopping and services, and parks and recreation*

The proposal helps to achieve many aspects of the above policies respecting partnership with government and non-government agencies (e.g. BC Housing with the Salvation Army), provision of special needs housing in the community, enabling persons with disabilities to function independently and responding to homelessness.

- **Design Related Policies:**

TCA Plan Policy 3-8 *Where there are potential opportunities for designing flexibility into new development, these will be encouraged to help the community adapt as building uses evolve over time. Flexible design includes, but is not limited to, enabling the creation of additional rooms in housing units for growing families, the retrofit of a housing unit for people with disabilities, the change in use of a housing unit to a commercial unit, or viceversa.*

TCA Plan Policy 3-22 *All Low-Rise Apartment developments should be a minimum of three (3) storeys and a maximum of five (5) storeys in height.*

TCA Plan Policy 3-15 *Concealed parking structures are encouraged in all commercial, mixed-use, multi-family uses, and institutional uses in the Town Centre.*

The modular construction being proposed is flexible and innovative as envisioned by TCA Plan Policy 3-8. The proposal complies with the policy for development being a minimum of three (3) storeys and a maximum of five (5) storeys in height. All parking is proposed to be concealed. Being at a boundary between the Town Centre Area and an established neighborhood across Burnett Street, the detailed design would need to take into carefully consideration of the character and quality of the surroundings, as well as, shadowing of adjacent lands.

- **Safety and Security Policy:**

OCP Policy 4 - 28 *Maple Ridge supports Crime Prevention Through Environmental Design (CPTED) principles and will encourage existing and new developments to incorporate CPTED principles and promote safety audits. Projects may be required to submit an independent CPTED study for review early in the development review process.*

TCA Plan Policy 3-16 *Principles of CPTED (Crime Prevention through Environmental Design) should be applied, particularly to the internal spaces and finishing of all parking garage structures.*

Normally, Crime Prevention Through Environmental Design (CPTED) principles apply to buildings, underground parking and open space on a development site. Given the feedback on earlier public information meetings held by BC Housing, careful consideration of addressing safety and security concerns and applying CPTED principles will need attention in developing detailed plans, as well as, the general area surrounding the site. If this application proceeds, Crime Prevention Through Environmental Design (CPTED) principles will need to be assessed and be reflected in any plans to address community concerns and community social sustainability. Input from the Ridge Meadows RCMP may also be beneficial at the detailed design stage.

Housing Action Plan (HAP)

The Housing Action Plan (HAP), which was endorsed by Council in September, 2014 identified rental housing as a priority. The HAP also speaks of the need to provide a range of non-market, affordable and special needs housing. This was reaffirmed with the endorsement of the Housing Action Plan Implementation Framework in September, 2015.

This proposal would be subject to a Housing Agreement. In this manner, this project could meet some of the objectives of the Housing Action Plan. Typically, more information and details are made available to Council as applications proceed through the review and approval process.

Citywide Community Amenity Program:

The City-wide Community Amenity (CAC) Program approved by Council on March 14, 2016 and amended on December 12, 2017, applies to this project. Further details will be provided in the second reading report about the voluntary contribution. The project would not be subject to the Community Amenity Contribution Policy, if a Housing Agreement is entered into with the City.

A Housing Agreement Authorization Bylaw would be brought forward to Council at second reading.

Bylaw Analysis:

Zone Amending Bylaw:

A Shelter Use is considered to be an Assembly Use, and is currently allowed in certain Commercial or Institutional Zones; however, most of these zones would not be allowed in the *Low Rise Residential* designation and only accessory one dwelling unit is permitted. Therefore, these existing zones would not accommodate the proposed use.

The nature of a Shelter Use does differ from a typical Assembly Use in that it has some of the characteristics of commercial motels or hotels by providing short-stay accommodations. A commercial or service commercial zone would also not be allowed in the current designation.

Consequently, the Zoning Bylaw text needs to be amended and tailored to this proposal. The attached amending bylaw (Appendix C) proposed to zone the subject site and create a new P-7 (Shelter and Supportive Housing) allowing three (3) permitted uses of the land, buildings and structures:

1. Shelter Use;
2. Accessory Dwellings; and
3. Accessory Off Street Parking.

The Shelter Use is proposed to be defined as:

means a building or land offering temporary accommodation, at no cost to the temporary residents, with 24 hour a day permanent staffing and support services for the temporary residents..

By defining a Shelter Use and creating a zone that exclusively allows this use, there is clarity as to what constitutes a Shelter Use and associated support services, and a transparent process to review and assess applications and potential sites for such uses in the community.

For the purposes of this zone, Accessory Dwelling would be limited to independent, temporary housing that provides support services for people who are homeless or at-risk of homelessness.

The supportive housing being proposed on the upper floors would be considered as Accessory Dwellings. The Assembly use definition is proposed to be amended to exclude Shelter Uses, thereby making the P-7 Zone the only zone that can accommodate Shelters.

The proposed P-7 zone, apart from parking, has been crafted to accommodate the submitted conceptual plans for the proposed Shelter and Supportive Housing. A Traffic Study would be required before second reading to establish an appropriate requirement for the number of parking spaces. The new zone reflects the building being sited at 4.5 meters rather than the typical 7.5 meters from the front lot line. However, other new apartment buildings in this area have has the same reduced setback. Other than the front setbacks, the regulations for the P-7 zone are generally consistent with the other Institutional zones.

It should be noted, by establishing a definition and a zone, that existing shelter use in the City may be rendered non-conforming. Where they exist, their status would need to be determined on a case-by-case basis assessing a number matters, including zoning, licensing and the provisions in the *Local Government Act* respecting non-conforming uses.

Any departures from the P-7 zone regulations proposed in more detailed plans submitted in the future for this proposal would require a Development Variance Permit application.

OCP Amending Bylaw:

Therefore, to accommodate this approach, the following OCP amendments would be necessary:

- The OCP and Town Centre Area Zone Matrix be amended to add the new P-7 zone; and
- The subject site be redesignated to *Institutional*.

The necessary OCP Amending bylaw would be brought forward to Council as part of a future second reading report.

This approach provides for sufficient transparency in considering the merits of specific locations to be designated for *Institutional* designations and it would be clear that only the P-7, not any other zones permitting Assembly Uses, could accommodate a Shelter Use on *Institutional* designated lands.

Development Permits and Advisory Design Panel Submission:

Institutional zoned projects are not subject to an OCP Section 8.11 a Town Centre Development Permit (Downtown East) application. However, development permit level supporting plans and details and a submission to the Advisory Design Panel will be required to proceed to second reading.

Council may also wish to have this project subject to a more rigorous and expanded level of assessment in relation to Crime Prevention Through Environmental Design (CPTED) principles and its recommendation respecting the design of the building and its relationship to the surroundings. The ADP and Ridge Meadows RCMP would both be consulted on incorporating safety and security through the design of the proposal.

Proposed Construction Technology:

The project is proposed to be a structure assembled from pre-constructed components manufactured off site and transported to the site for assembly. Appendix E is a publication available from BC Housing that provides more details about this innovative construction approach.

From the project Architect, we understand the steps and the timeline, some of which could overlap following the site being rezoned would be:

- Six (6) months to prepare and submit Building Permit plans;
- A 12 – 18 month tendering and selection process to award and have the components manufactured.
- About one (1) year for the foundation, assembling the building and completing landscaping, etc.

Unlike the temporary housing buildings in the Vancouver area recently subject to news reports, this is not designed to allow disassembly and being moved. It is a permanent building.

f) Early and Ongoing Consultation:

Requirements under the Local Government Act:

In respect of Section 475 of the *Local Government Act* for consultation during an Official Community Plan amendment, it is recommended that the consultation be expanded beyond the usual early posting of the proposed OCP amendments on the City's website, together with an invitation to the public to comment.

Development Information Meeting:

A Development Information Meeting (DIM) is required to be held by the applicant for this application in accordance with Council Policy 6.20. This has three components:

- Notifying neighbours within a certain distance of an application site;
- Placing a newspaper ad in 2 consecutive newspapers issues stating the date, time and location of the DIM; and
- Mailing a notice to all households in the notification area.

Given given the nature of this proposal, Council may choose to consider: (1) broadening the notification process; and (2) establishing an ongoing mechanism for the surrounding residents to communicate with the operator on matters of concern as follows:

- **Increase the DIM and Public Hearing Notification Area:** Council has required for some previous projects an expanded area of notification for the developer-hosted Development Information Meeting (DIM) and by the City for the Public Hearing. It is recommended that Council require the notification area be doubled from the 100 to 200 metres;
- **More Prominent Notice in Local Newspapers:** Council may also wish to have the developer provide a DIM newspaper notice larger and with a greater level of detail than currently required. If Council desires this, staff would work with the applicant accordingly;
- **More Mailed Out Information:** In addition to the wider notification area, Council may wish for more information and a survey response process to be included in the developer mail out to residents. Something like the materials attached in Appendix F may be appropriate in this regard.
- **Neutral Observer / Facilitator at DIM:** Council's policy allows staff to attend a DIM as an observer at the cost of the applicant. In this instance, Council may wish to have a professional facilitator retained by the City at the applicant's cost, to attend the DIM and to submit a report about the discussions and concerns raised.
- **Long Term Community Consultation:** Council may further wish to require the operator to have a "Good Neighbour Agreement" possibly being incorporated into a Housing Agreement, a condition of rezoning, some other legal instrument and/or through Business licencing. This would be structured to ensure the continuance of a high operational standard, a higher level of transparency and to ensure a quickly and effectively mechanism to mitigate potential impacts on the surrounding community is in place.

Such an agreement could include terms such as the following:

- a. promoting regular communications between the operator, the City and neighbours;
- b. insuring safety and security standards are maintained;
- c. establishing a regular review process to adjust the agreement as may be required to address issues and concerns;
- d. having a structure and process for the resolution of conflicts; and
- e. requiring a 24-hour contact "hotline".

The applicant is required to host this Development Information Meeting prior to Second Reading, have the "Good Neighbour Agreement" available before the Public Hearing and formalise it before final adoption.

g) 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) Ridge Meadows RCMP;
- f) Utility companies;
- g) Ministry of Transportation and Infrastructure;
- h) Canada Post.

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

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

h) Development Applications:

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

1. An OCP Application (Schedule A);
2. A complete Rezoning Application (Schedule C); and
3. A Development Variance Permit (Schedule E).

In addition, detailed information equivalent to a normal Town Centre Development Permit Application (Schedule D), Stormwater Management Plan, a CEPTED Analysis including security for the surrounding areas, a “Good Neighbour Agreement”, expanded notification, a Housing Agreement and Traffic Study as described in this report dated May 22, 2018 is to be submitted prior to second reading.

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

ALTERNATIVES:

Council’s alternatives to proceeding with this application as submitted include:

- Proceed with the project and grant first reading to create the P-7 zone and rezoning the subject site to the new P-7 zone as submitted; or
- Defer a decision until more detailed information is provided by the applicant as described earlier in this report; or
- Not to proceed; or
- Proceed with only the Supportive Housing component as a principal use (Apartment Use) under RM-2 zoning, which is permitted under the current OCP designation. No OCP redesignation would be required.

CONCLUSION:

This application requires the creation of a new P-7 (Shelter and Supportive Housing) Zone. Consequently, this rezoning application does not comply with the current *Low Rise Apartment* designation; however the proposal is in alignment with several OCP social and housing policies. Therefore, a redesignation to *Institutional* to accommodate the zone can be justified if Council chooses to redesignate the subject site.

Though the proposal complies with OCP social and housing policies, the proposal does not fully comply with OCP policies for compatibility with surrounding areas. The interface to the commercial areas in the Town Centre to the West and south is compatible; however, it is not compatible with the established residential neighbourhood on the outskirts of the Town Centre Area to the east across Burnett Street due to the institutional and the commercial nature of the proposed Shelter Use.

This report also recommends to Council an expanded public consultation process and a “Good Neighbour Agreement” to be utilized if this application proceeds.

The Procedural Bylaw provides a mechanism for Council to grant first reading with details of projects to be provided prior to second reading or defer or defeat this application. If Council decides to proceed with this application, pursuant to the Procedural Bylaw, staff recommends that Council grant First Reading, subject to additional information as described in this report being provided by the applicant and assessed by staff prior to Second Reading.

“Original signed by Adrian Kopystynski”

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

“Original signed by Christine Carter”

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

“Original signed by Frank Quinn”

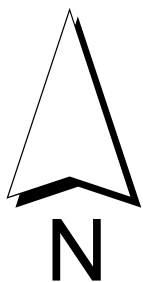
Approved by: Frank Quinn, MBA, P. Eng
GM Public Works & Development Services

“Original signed by Paul Gill”

Concurrence: Paul Gill, CPA, CGA
Chief Administrative Officer

The following appendices are attached hereto:

Appendix A – Subject Map
Appendix B – Ortho Map
Appendix C – Zone Amending Bylaw No. 7461-2018
Appendix D – Proposed Site Plan
Appendix E – Modular Construction Information
Appendix F – Information about the Operation of the Shelter Facility



Scale: 1:2,000

Legend

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

11749 & 11761 Burnett Street

PLANNING DEPARTMENT



MAPLE RIDGE

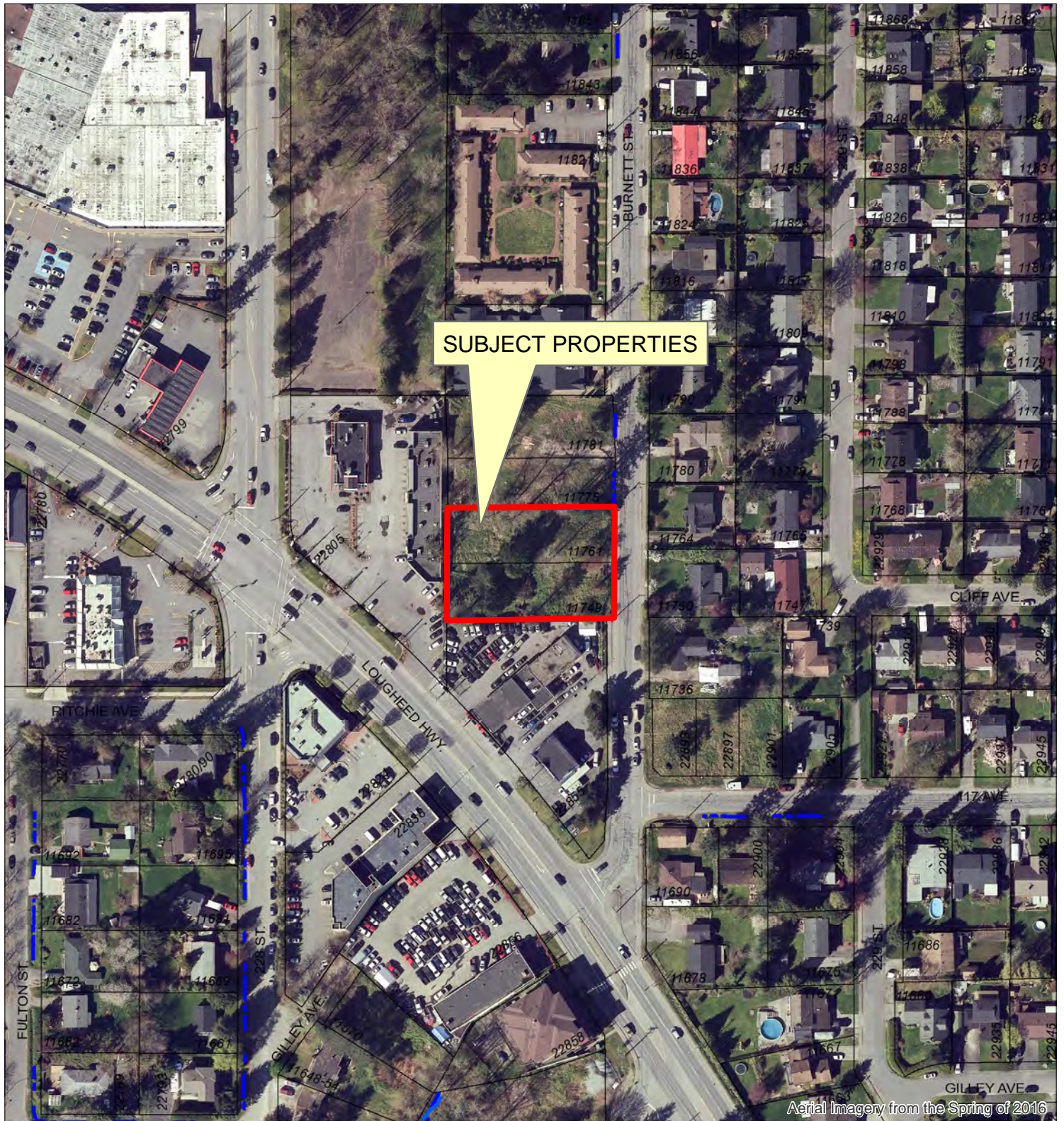
British Columbia

mapleridge.ca

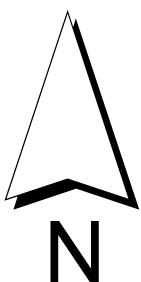
2018-145-RZ

DATE: Apr 12, 2018

BY: JV



Aerial Imagery from the Spring of 2016



Scale: 1:2,000

Legend

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

11749 & 11761 Burnett Street



2018-145-RZ
DATE: Apr 12, 2018

BY: JV

CITY OF MAPLE RIDGE BYLAW NO. 7461-2018

A Bylaw to amend the text and to amend Map "A" forming part of Maple Ridge Zoning Bylaw No. 3510-1985 as amended

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

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

1. This bylaw may be cited as “Maple Ridge Zone Amending Bylaw No. 7461-2018”.
2. Maple Ridge Zoning Bylaw No. 3510-1985 is hereby amended as follows:
 - a) Part 2 Interpretation is amended by replacing the definition of Assembly Use by the following:

ASSEMBLY USE – a use providing for the assembly of persons for charitable, philanthropic, cultural, entertainment uses, public transportation depots, or private educational purposes; includes auditoriums, youth centres, social halls, community centres, group camps, theatres, private schools, kindergartens, and child care centres; excludes Shelter Use.
 - b) Part 2 Interpretation is amended by including the following use and definition between “Setback” and “Shipping Containers”:

SHELTER USE - means a building or land offering temporary accommodations, at no cost to the temporary residents, including 24 hour a day permanent staffing and support services for the temporary residents.
 - c) Part 3 Basic Provisions, Section 302 Zones is amended by adding the following zone after P-6:

P-7	Shelter and Supportive Housing
-----	--------------------------------
 - d) Part 9 Institutional Zones, Section 901 Permitted Use of Land, Buildings and Structures in the Institutional Zone is amended as follows:
 - (i) Adding “Shelter Use” immediately following “Animal Shelter”;
 - (ii) Adding a column where Accessory Dwelling, Accessory Off Street Parking and Shelter are shown as permitted in the P-7 Zone; and
 - (iii) The following section is added after Section 903 (11):

(12) Buildings and structures for Shelters, including accessory dwelling units in the P-7 Zone:
 - (a) together with other buildings shall not exceed a lot coverage of 80%;
 - (b) shall not exceed a height of 15 metres;

- (c) shall be sited not less than:
 - (i) 4.5 metres from front lot lines; and; and
 - (ii) 7.5 metres from front, rear, interior and exterior side lot lines.
- (d) accessory dwellings shall be limited to independent, temporary housing that provides support services for people who are homeless or at-risk of homelessness.
- (e) off-street parking and loading shall be provided in accordance with the Assembly Use, Office Use and Residential Use requirement in the Maple Ridge Off-Street Parking and Loading Bylaw No. 4350 – 1990.

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

4. That/Those parcel (s) or tract (s) of land and premises known and described as:

Lot 1 Except: North 55 feet, Section 17 Township 12 New Westminster District
Plan 8312

The North 55 feet of Lot 1 Section 17 Township 12 New Westminster District
Plan 8312

and outlined in heavy black line on Map No. 1760 a copy of which is attached hereto and forms part of this Bylaw, is hereby rezoned to P-7 (Shelter and Supportive Housing).

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

READ a first time the day of , 20

READ a second time the day of , 20

READ a third time the day of , 20

ADOPTED the day of , 20

PRESIDING MEMBER

CORPORATE OFFICER

SCALE 1:2,000

APPENDIX D

Project Information	
City Address	11749 and 11761 Burnett Street Maple Ridge, BC
Legal Description	LOT 1 EXCEPT NORTH 50' AND THE NORTH 50' OF LOT 1 BOTH IN SECTION 17 T1M1-12 NEW WESTMINSTER DISTRICT PLAN 6212 PARCEL IDENTIFIER: LOT 1 EXCEPT NORTH 55 FEET 311-315762 PARCEL IDENTIFIER: THE NORTH 55 FEET OF LOT 1 302-190-761
Site Area	2,630 sq m (23,265 sq ft)
Current Zoning	RS-1
Proposed Zoning	RMA-2
Allowed Density	1.80
Proposed Density	1.34
Allowed Floor Area	4,717 sq m (50,788 sq ft)
Proposed Floor Area	3,528 sq m (37,979 sq ft)
Allowed Lot Coverage	60% with 20% Open Space
Proposed Lot Coverage	42%
Allowed Height	4 Storeys - 15 m (49'-2")
Proposed Height	4 Storeys - 15 m (49'-2")
Allowed Setbacks	7.5 m (25 ft)
Proposed Setbacks	< 7.5 m (< 25 ft)
Required Usable Open Space	20%
Proposed Usable Open Space	42%
Required Parking (Institutional Use - Res. Home)	1.0 Space / 80 sq m = 37
Proposed Parking	18
Proposed Shared Resident Spaces	36
Proposed Private Suites	58
Bed	20

Drawings List

Architectural	
A0.01	Cover Page - Project Information
A0.02	Survey
A0.03	Numberings
A1.01	Site Plan
A1.02	Rendered Site Plan
A1.03	Landscape Plan
A2.01	Garage Floor Plan
A2.02	Main Floor Plan
A2.03	2nd Floor Plan
A2.04	3rd Floor Plan
A2.05	4th Floor Plan
A3.01	North and South Elevations
A3.02	East and West Elevations
A4.01	Sections
A6.01	Assemblies and General Notes
Civil	
C01	Lot Grading Plan
C02	Pre-Development Stormwater Plan
C03	Post-Development Stormwater Plan
C04	Lot Servicing Plan
C05	Roadworks

Project Directory

Owner:	
BC Housing	
Malvin Lee, Development Manager	
1701 - 4555 Kingsway	
Surrey, BC V3M 4V8	
604-456-2008	
malvin.lee@bchousing.ca	
Architect:	
Martin Pykaluk Architects Inc.	
1170 Lovers Road	
Burnaby, BC V5N 1C1	
604-244-0988	
martin@martinpykalukarchitect.com	
Civil Eng:	
McShannay Consulting Services Ltd.	
Joan Rosewater P.Eng.	
Suite 200, 13405 - 162 Avenue	
Surrey, BC V3T 5G3	
604-594-0201	
Joan@mcshannayconsulting.com	

New Housing Facility

11749 and 11761 Burnett Street, Maple Ridge, BC



DATE	11/04/2018
BY	11/04/2018
FOR	11/04/2018
BY	11/04/2018

Martin Pykaluk Architects
1170 Lovers Road
Burnaby, BC V5N 1C1
604-244-0988
www.martinpykalukarchitect.com

MARTIN PYKALUK
Maple Ridge Housing
11749 and 11761
Maple Ridge, BC

PROJECT NUMBER
17-001
DATE
11/04/2018
BY
11/04/2018
FOR
11/04/2018
BY
11/04/2018

A0.1



Aerial View
from Northwest



Aerial View
from Northeast



Aerial View
from Southwest

Private Screened
Rearyard Deck



View from Sunset Drive
from West



Aerial View
from Southeast

Private Screened
Rearyard Deck

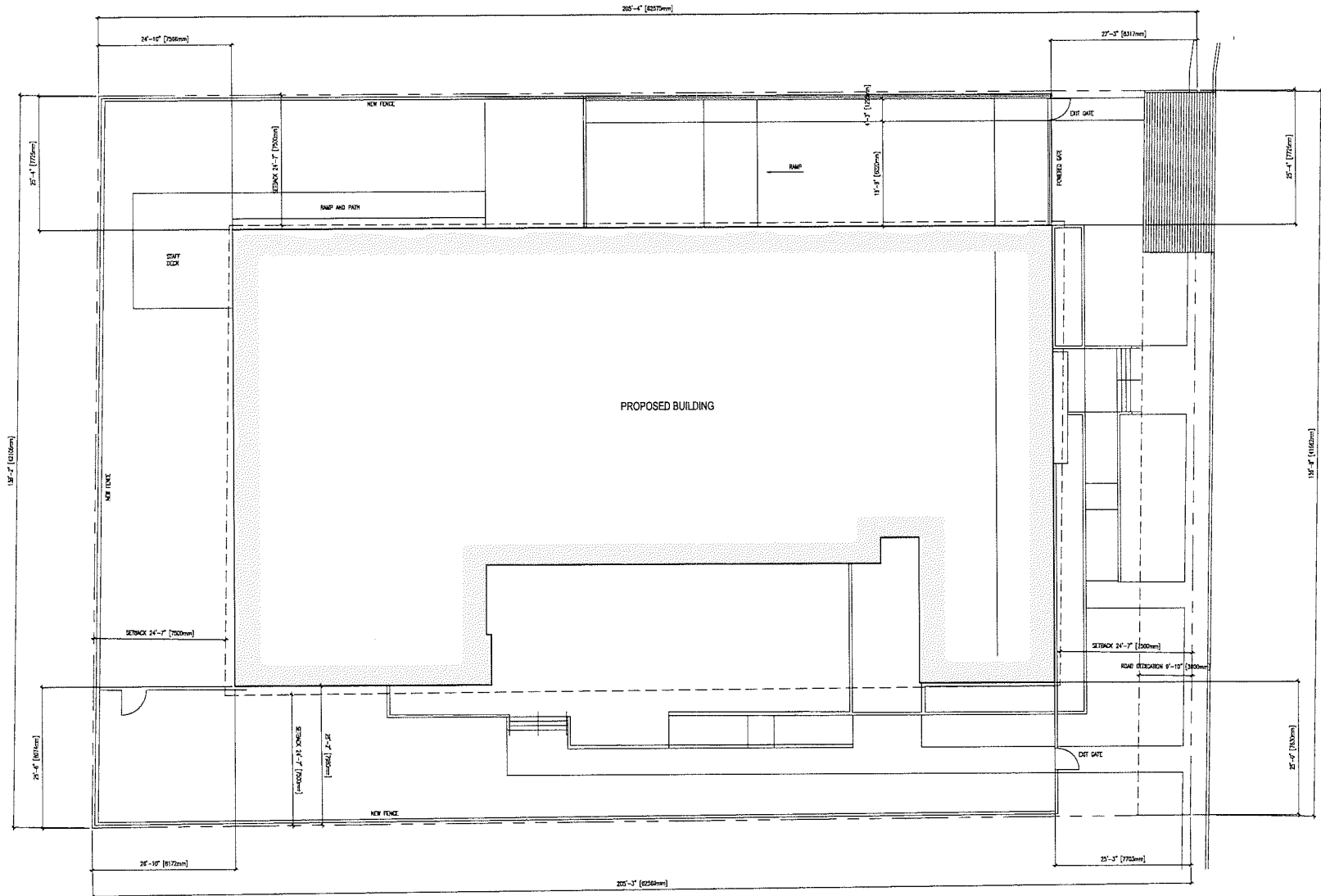
NO.	DATE	DESCRIPTION
01	2018.04.03	Initial Design
02	2018.04.03	Design Development
03	2018.04.03	Final Design

Maple Ridge Housing
11740 & 11750 Street St.
Maple Ridge, BC

Maple Ridge
11740 & 11750 Street St.
Maple Ridge, BC

A0.03

NOTES
REFER TO DEVELOPMENTS FOR THE FOLLOWING



NO.	DATE	DESCRIPTION
01	10/10/18	PRELIMINARY DESIGN
02	20/10/18	PRELIMINARY DESIGN
03	10/11/18	PRELIMINARY DESIGN

Maple Ridge Architecture
11111 1st Ave. S.
Maple Ridge, BC V2X 1S1
www.mapleridgearch.com

PROJECT NAME
Maple Ridge Housing
CLIENT NAME
BC Housing
PROJECT ADDRESS
11748 & 11751 Blenheim St.
Maple Ridge, BC

PROJECT NUMBER
17-041
SCALE
1:100
DATE
19 Feb 2018
SHEET DESCRIPTION
Site Plan

A1.01



PROJECT NUMBER
17-041

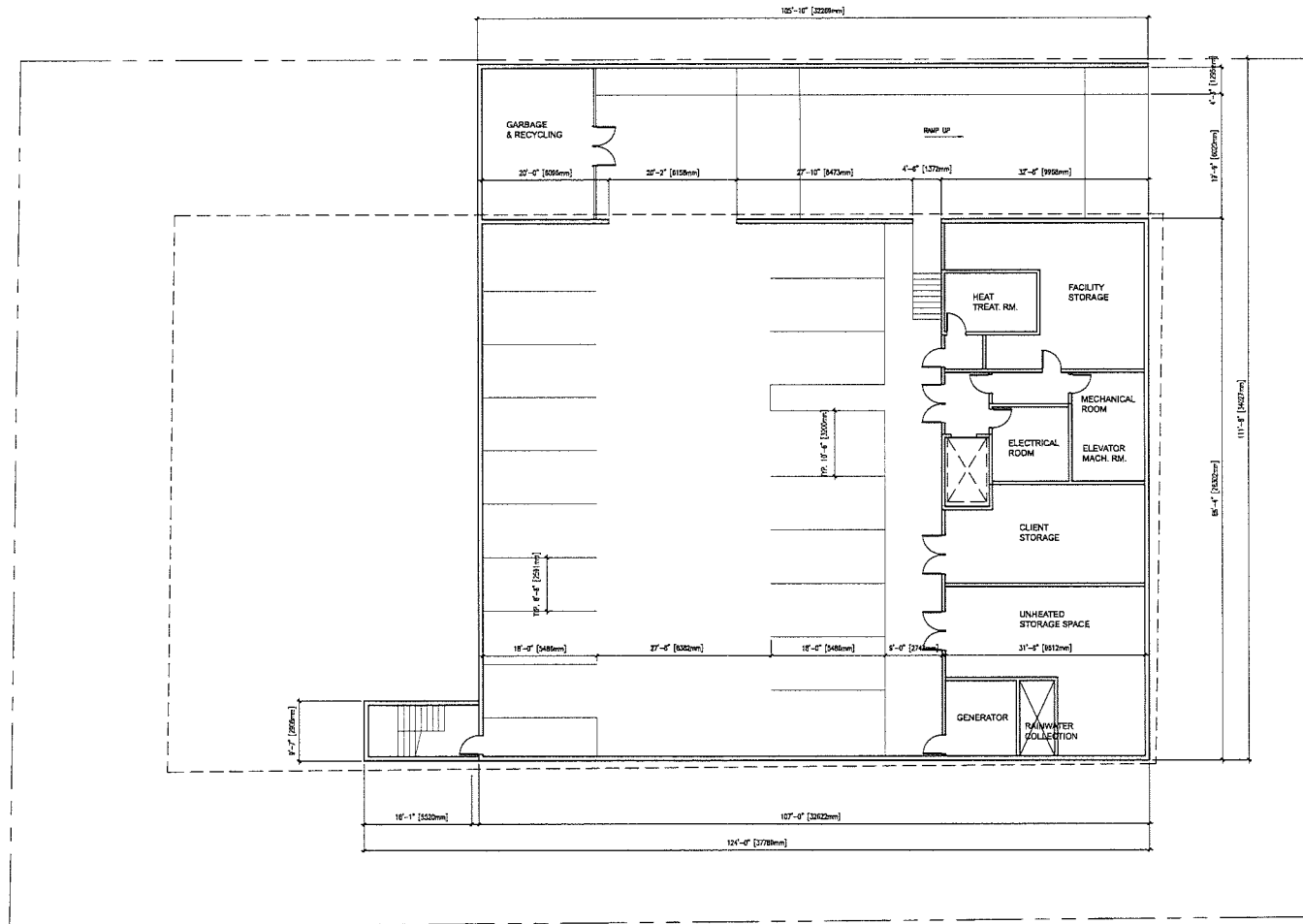
STATUS
+

SCALE
1:100

DATE
19 Feb 2018

DISCIPLINE
Landscape Plan

A_{1.03}



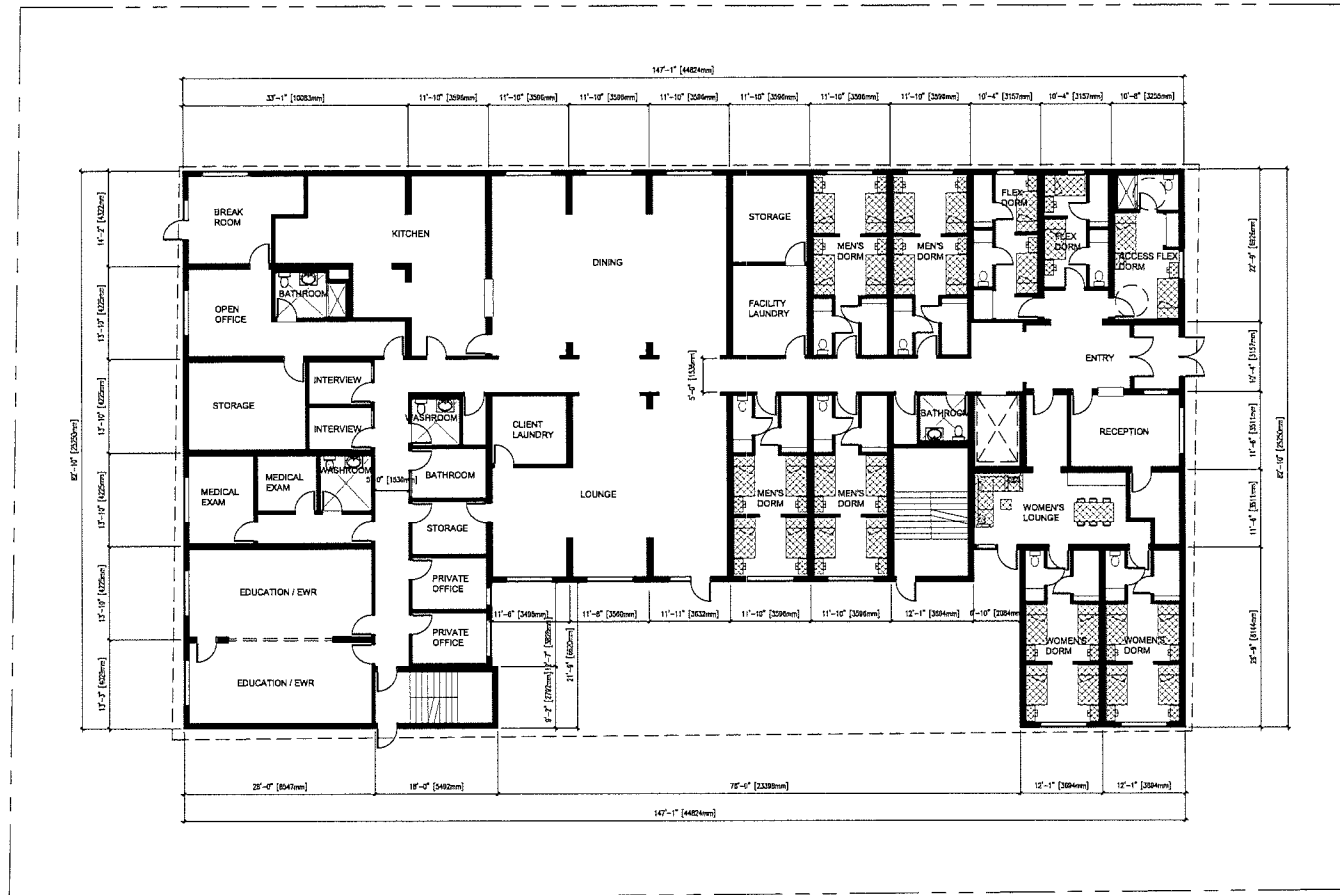
NO.	DATE	DESCRIPTION
01	11/15/17	ISSUED FOR PERMIT REVIEW
02	2/15/18	ISSUED FOR CLIENT REVIEW
03	11/15/17	ISSUED FOR PERMIT REVIEW

Martin Proulx Architects
1111-1111
1111-1111
1111-1111

PROJECT NAME
Maple Ridge Housing
LOCATION
BC Housing
PROJECT ADDRESS
11745 & 11751 Burnet St.
Maple Ridge, BC

PROJECT NUMBER
17-041
STATUS
"
SCALE
1:100
DATE
19 Feb 2018
DRAWN BY
Garage Floor Plan

A2.01





PROJECT NAME
Maple Ridge Housing

CLIENT NAME
BC Housing

PROJECT ADDRESS
11749 & 11781 Burnmoor
Maple Ridge, BC

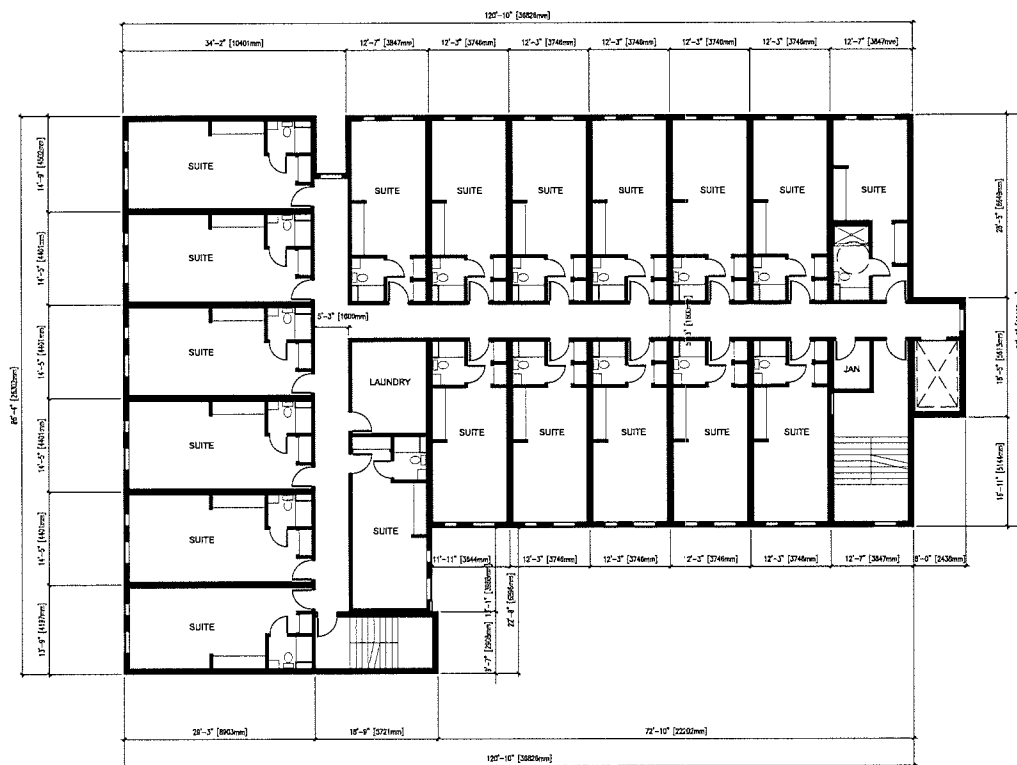
PROJECT NUMBER:
17-041

STATUS:
N

SCALE:
1:100

DATE:
19 Feb 2018

DRAWING DESCRIPTION:
2nd Floor Plan



NO.	DATE	DESCRIPTION
01	14 FEB 16	REVISION: CLARIFY NOTES
02	24 FEB 16	REVISION: CLARIFY NOTES
03	17 APR 16	REVISION: CLARIFY NOTES

MarinPlycoArchitect
1111 West 10th Ave. Suite 101
Vancouver, BC V6H 1A1

www.marinplycoarchitect.com

PROJECT NAME
Maple Ridge Housing
CLIENT NAME
BC Housing
PROJECT ADDRESS
11740 & 11761 Burnaby St.
Maple Ridge, BC

PROJECT NUMBER
17-041
SCALE
1:100
DATE
19 Feb 2016
PROJECT DESCRIPTION
Site Floor Plan

A2.04



A_{2.05}



PROJECT NUMBER
17-041

STATUS
Final

SCALE
1:100

DATE
3 April 2018

SHEET DESCRIPTION
North and South Elevations



East Elevation



West Elevation

REV	DATE	DESCRIPTION
01	10/23/18	ISSUED FOR PERMIT
02	10/23/18	ISSUED FOR PERMIT
03	10/23/18	ISSUED FOR PERMIT

Mark P. Architects
1000 West 10th Ave.
Vancouver, BC V6H 1A6
www.markparchitects.com

PROJECT NAME
Maple Ridge Housing
LOCATION
BC Housing
PROJECT ADDRESS
11750 & 11751 Street St.
Maple Ridge, BC

ARCHITECT
10/23/18
DATE
10/23/18
REV
2 April 2018
REVISIONS
East and West Elevations

A3.02



Modular and Prefabricated Housing Ideas, Innovations, and Considerations to Improve Affordability, Efficiency, and Quality

Background

Modular and prefabricated units are built on an assembly line in a plant and transported to the construction site. Prefab or modular building systems can have advantages over traditional on-site construction:

- Site work can happen at the same time as units are being built in the plant;
- Units can be built when weather does not allow outdoor construction;
- Efficiencies and manufacturing principles realized on the assembly line can result in savings; and
- Because units are built indoors and closely supervised they can be of higher quality.

However, there are also a variety of potential challenges with modular and prefabricated construction:

- Modular units and prefabricated systems may have to travel long distances to the site, which can be costly or lead to damage;
- Modular and prefabricated units are typically lifted off the truck and on to the foundation with a crane, which can be expensive;
- On-site integration of units, systems or pods can be a challenge, and there can be scope gaps;
- If units or systems get damaged on route or deficiencies are noticed once the unit is on-site, it

can be ambiguous whether site labour or the plant is responsible for making the repairs; and

- Modular units using standard designs may not work in all climates and mistakes in the design can be repeated on the fast moving assembly line.



The Real Estate Institute of BC, the Manufactured Housing Association of BC and BC Housing with funding from the Real Estate Foundation of BC wished to identify ideas, practices, and innovations to overcome these challenges and help maximize the potential benefits of modular and prefabricated construction for housing. This report examines eight research questions:

- 1. Unit design and construction:** What are practices in the modular and prefabricated design and construction process to improve the time efficiencies and cost effectiveness?
- 2. Materials:** What are the materials that can improve affordability, sustainability and performance?
- 3. Transportation:** What are options for transporting modular and prefabricated housing units to development sites to ensure the process is as time efficient and cost effective as possible?



4. **Housing Form:** What types of modular and prefabricated buildings are proving affordable, efficient and durable? What innovations are being made?
5. **On-site:** What are the options for on-site integration of modular and prefabricated housing units at development sites to ensure the process is as time efficient and cost effective as possible?
6. **Emergency Lodging:** What are lessons learned around using modular and prefabricated construction for temporary housing for those displaced during a natural disaster?
7. **BC Climatic Appropriateness:** Are the best practices identified through this study appropriate for BC's climate and landscape?
8. **Sustainability:** What are best practices to maximize the environmental sustainability of modular and prefabricated housing units during the construction phase and in terms of energy consumption once the units are occupied?

This report provides an overview of what was identified in the literature. The report is only meant to provide a summary of the literature. It is important to note that each project is unique and options covered in this report will not work in all situations.

This information may be helpful to the residential modular and prefab construction industry as it provides a scan of emerging ideas and some best practices. This report can also be used by housing organizations who are considering the use of modular and prefab construction as background reading to inform discussions with designers, site construction workers, and modular or prefabrication plants.

Examples of ideas and practices to maximize the potential benefits of modular construction and prefab, as well as address some of the challenges include:

Unit Design and Construction

- Project integration techniques such as use of BIM and inclusion of the on-site construction team in pre-planning stages can help prevent mistakes or integration issues;
- Efficiencies may be realized on the assembly line through practices such as automation, twinning production lines, running 24 hour shifts, building modules from the inside out, and automating parts of the assembly line; and
- Tools that increased the chances of success on a modular or manufactured project – particularly larger, more complex projects, include: Modular Test Fit (MTF), Building Information Modeling (BIM), Computer Aided Design and Manufacturing (CAD-CAM), and Computer Numerical Control (CNC) in manufacturing. These are part of the integrated design and project delivery processes (IDP, IPD).

Materials

- Composite wood materials (engineered and manufactured wood-based products such as engineered joists, beams, and wall and floor system) can offer increased strength, as well as faster building times and lower carbon emissions;
- Despite being combustible, heavy timber and panelized wood products can be designed to have good fire performance, due to the char layer that forms to protect remaining wood from fire;
- Panelized building systems can lead to faster construction time, increased thermal and structural performance and lowered labour costs; however, some panels may have challenges around increased capital costs, sound performance, off-gassing, the need for specialized trades, and special procedures to ensure joints are sealed appropriately;



- Using the structural properties of mass timber systems can provide reliable, affordable, high performance buildings on an accelerated schedule and have potential for mid- and high-rise;
- Laminated veneer lumber (LVL) can be used in wood curtain wall instead of the conventional mullions, reducing the environmental footprint of the building and supporting local economies;
- Steel framed modules can provide increased durability and have been used in recent projects with non-standard modules (i.e. all modules were not identical);
- Agricultural and landscaping materials, such as modular green roofs and green wall panels, are being used to offer lower greenhouse gas emissions and improved indoor air quality;
- Recycled-content and reused materials are being used in modular and prefab products to increase its sustainability; challenges include off-gassing and ensuring materials are non-toxic;
- New materials are emerging that meet rigorous health, sustainability and durability standards such as BuiltGreen, LEED and the Living Building Challenge; and
- Shipping containers have been used as student residences, offices, hotels, malls, affordable housing, shelters, and emergency lodging.

Transportation

- Air bag lift systems can be used where CSA Z-240.10.1 foundations are approved in the place of expensive cranes;
- Barges can be used to transport multiple units at a time to coastal areas, to save time and money; and

- Space saving structures such as prefab panels, stackable or folding modules, can be more efficient to transport by truck.

Housing Form

- Modular units can be combined side-by-side or top and bottom to create larger or more units or to extend existing buildings;
- In taller, steel-framed modular projects, after roughly ten floors of modular, there is a need for a concrete or steel core to act as structural support against wind, seismic and other loads. In taller mass timber projects, structural support cores (housing utilities, elevator and stairs) can be created with hybrid systems including wood, steel and concrete, or concrete and steel; and
- Modular and prefabricated construction has been used for six-storey and high rise multi-unit buildings, dormitories or work camps, micro units, and flex housing.

On-site Assembly

- 3D designs and pilot modules can help ensure alignment of mechanical, plumbing, electrical connections between modules; and
- Documenting covered connections through digital pictures or bar code scans can help inspectors find hidden elements and on-site labour do connections without damage to the unit.





Emergency Lodging

- Lightweight yet sturdy materials mean cranes may not be necessary;
- Foldable, stackable, or panelized units can be stored for immediate use after disaster and can be reused (following other disasters) if properly stored;
- Hinged walls and simple locking systems allow for fast assembly without skilled labour;
- Units should have hook ups that are compatible with transportable electrical/mechanical units;
- If units are not in storage, pre-existing agreements with private manufactures to prioritize emergency lodging units can speed delivery after disaster;
- Built in solar hot water or solar electrical panels can offer affordable, on-site services;
- Walls should be built with thermal materials to protect residents from extreme weather, as there will likely be little opportunity to install insulation once on-site;
- Moveable partitions as walls allow floor plans to be repurposed depending on the household composition of displaced residents or other space needs at the site;
- Using some modular units to create common indoor space (e.g. for day care, classrooms, or recreational areas) in transitional housing can help create a sense of community;
- Pre-testing unit designs before a disaster strikes can help ensure units are comfortable;
- If permanent housing construction takes longer than anticipated, units can be adjustable so that they can be connected through exterior openings to create larger units; and

- Temporary shelter is ideally built of durable materials and built to meet code requirements so that it can offer an option for permanent housing.

BC Climatic Appropriateness

- Multiple new innovative materials and systems such as panelized wall and floor systems, heat recovery systems, in-floor heating, and high performing windows and doors for all climates provide a wide variety of choices of high performance modular and prefab buildings for all BC climates.

Sustainability: Not Just Efficiency

- Sustainable modular and prefabricated buildings can include solar ready, Passive House designs, built-in renewable energy, socially and ecologically sustainable materials, water harvesting and water reuse such as embedded rainwater harvesting, greywater and water reuse systems as well as built-in composting toilets, innovative energy systems and super insulated envelopes.

On the next page is a summary of some ideas, practices, and innovations referenced in this report, which potentially address challenges and maximize benefits of modular construction. Beside each idea, practice, and innovation is an icon or icons to suggest how the idea, practice, or innovation might help optimize modular construction (e.g. improve affordability, timelines or efficiency, sustainability, or quality). The legend in the centre of the graphic below defines each icon. This graphic is not a comprehensive overview, but rather just suggestions about how the idea, practice, or innovation might contribute to optimizing modular construction.

The full report, which includes literature review and environmental scan sources, can be found at:

[BC Housing](#)
[Manufactured Housing Association of B.C.](#)
[Real Estate Institute of B.C.](#)



Unit Design & Construction 	Materials 	Transportation 
IDP / IPD 	Panelized wood 	Space saving structures 
BIM 	Mass timber 	Barges 
Modular Test Fit 	Shipping containers 	Stackable / foldable modules 
Assembly Line Efficiency 	Durability 	Air bag life systems 
Housing Form 	Ideas to optimize	On-site Assembly 
Mid / high rise 	Affordability 	Digital Pictures 
Micro Units 	Efficiency 	Barcodes 
Extending Existing Buildings 	Sustainability 	3D designs 
Flex housing 	Quality 	Pilot modules 
BC Climatic Appropriateness 	Sustainability 	Emergency Lodging 
All climates with planning 	Net zero energy 	Lightweight Materials 
Panelized wall & floor systems 	Solar-ready 	Pre-existing agreements 
Heat recovery systems 	Embedded rainwater harvesting 	Hinged walls & simple locking systems 
In-floor heating 	Passive house design 	Pre-testing designs 



This report is intended to provide readers with general information only. Issues and opportunities related to modular, prefabricated, and manufactured housing and construction are complex. Readers are urged not to rely simply on this report and to consult with appropriate reputable professionals and specialists where appropriate before taking any specific action. The authors, contributors, funders, and publishers assume no liability for the accuracy of the statements made or for any damage, loss, injury or expense that may be incurred or suffered as a result of the use of or reliance on the contents of this report. The views expressed do not necessarily represent those of individual contributors, BC Housing, BC Real Estate Institute, Manufactured Housing Association of BC, and the Real Estate Foundation of BC.

Proposed Supportive Housing and Shelter for Maple Ridge

Proposed Project:

55 supportive housing units and 30 shelter beds

Proposed Location:

11749/11761 Burnett Street

Operated by:

The Salvation Army with 24/7 staffing and support services

Who is it for:

People who are currently homeless

Unit Type:

Mix of self-contained supportive units and shelter beds

Site Benefits:

- Allows for expansion of housing and purpose-built facility
- Accessible location so people can stay connected to their community and services
- Staff and clients are familiar with one another
- Close to amenities and transit
- Close to community services and employment areas

Proposed Timeline:

- City of Maple Ridge rezoning: planned for 2018
- Construction: 2018
- Occupancy: 2019



This rendering is subject to change during the municipal approvals process.

Spectrum of Housing Options



Allows people to move from shelter beds into stable housing with support services.

Support Services



24/7 staffing and support services



Safe and secure place to sleep



Meals Provided



Referral to health care, mental health and addiction services



Trauma-informed support and care

to assist people in stabilizing and creating plans to move from homelessness to successfully housed.



Outreach worker assists

with income issues, apartment viewings, securing housing and liaising with landlords to support stable tenancies.



Hot Showers

Laundry



Social Connection



Accessible for a diverse group



Connect to local community services



Peer employment opportunities

Partners



BC Housing has purchased the property and will provide operational and capital funding for the proposed supportive housing and the relocation of the existing Salvation Army shelter.

BC Housing works in partnership with the private and non-profit sectors, provincial health authorities and ministries, other levels of government and community groups to develop a range of housing options.



Fraser Health, in partnership with BC Housing, co-funds an Intensive Case Management (ICM) team which will follow a 'Housing First' philosophy that supports people who are homeless to obtain and maintain housing.

Fraser Health delivers a wide range of health care services, including mental health and substance use services, acute care, public health, primary care, home and community care, to more than 1.8 million people living in communities stretching from Burnaby to White Rock to Hope.



The Salvation Army would operate 55 supportive housing units housing and 30 shelter beds.

The Salvation Army has been part of the community since 1990 and has operated the existing shelter, Ridge Meadows Ministries, since 2003. We work within the core operational values of compassion, respect, excellence, integrity, relevance, cooperation and celebration. Our services are provided without discrimination to persons of all race, religion, sex, sexual orientation, color and creed.

City of Maple Ridge

TO:	Her Worship Mayor Nicole Read and Members of Council	MEETING DATE:	May 22, 2018
FROM:	Chief Administrative Officer	FILE NO:	11-5320-20-40-002
		MEETING:	Council
SUBJECT:	Award of Contract ITT-EN18-19: 20300 Block of Hampton Street – Utility and Road Construction, Local Area Service		

EXECUTIVE SUMMARY:

In 1882, Port Hammond was created as a subdivision, although municipal services were not constructed. Over time, roads and municipal services were extended as properties developed but the 20300 Block of Hampton Street was not serviced and the lots remain vacant.

On June 6, 2016, staff received a formal Local Area Service (LAS) petition for the 20300 Block of Hampton Street to construct the road, storm sewer, sanitary sewer and water main and the Corporate Officer determined that the formal petition was sufficient and valid. On November 8, 2016, Council authorized staff to retain an engineering consultant to design and manage the construction of the 20300 Block of Hampton Street LAS.

Aplin & Martin Consultants Ltd. was selected to complete the design for the extension of Hampton Street north of Eltham. The work generally consists of 110 lineal metres of road extension, including ditches, concrete sidewalk, water mains, storm and sanitary sewers.

An Invitation to Tender was issued on February 23, 2018 and closed on April 3, 2018. Six compliant tenders were received and the lowest bid was submitted by Summit Earthworks Inc. in the amount of \$806,462.50, excluding taxes.

The original estimated total cost of the 20300 Block of Hampton LAS for the utility and road construction presented on the formal petition was \$815,707.58 (which included construction costs of \$615,000.00). The consultant identified significant challenges with the site that resulted in additional construction costs of \$200,000.00, therefore increasing the total estimated project cost to \$1,015,000.00, all of which is to be borne by the property owners. A revised Formal Petition reflecting these additional costs was circulated to the six property owners and the majority signed the petition to proceed with the LAS.

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

RECOMMENDATION:

THAT Contract ITT-EN18-19: 20300 Block of Hampton Street – Utility and Road Construction, Local Area Service, be awarded to Summit Earthworks Inc. in the amount of \$806,462.50 excluding taxes; and

THAT the Financial Plan be amended to increase the project budget by \$200,000.00; and further

THAT the Corporate Officer be authorized to execute the contract.

DISCUSSION:

a) Background Context:

In 1882, Port Hammond was created as a subdivision, although municipal services were not constructed. Over time, roads and municipal services were extended as properties developed but the 20300 Block of Hampton Street was not serviced and the lots remain vacant.

On June 6, 2016, staff received a formal Local Area Service (LAS) petition for the 20300 Block of Hampton Street to construct the road, storm sewer, sanitary sewer and water main and the Corporate Officer determined that the formal petition was sufficient and valid. On November 8, 2016, Council authorized staff to retain an engineering consultant to design and manage the construction of the 20300 Block of Hampton Street LAS.

Aplin & Martin Consultants Ltd. was selected to complete the design for the extension of Hampton Street north of Eltham. The work generally consists of 110 lineal metres of road extension, including ditches, concrete sidewalk, water mains, storm and sanitary sewers.

Tender Evaluation

An Invitation to Tender was issued on February 23, 2018 for the 20300 Block of Hampton Street – Utility and Road Construction, Local Area Service and closed on April 3, 2018. Six compliant tenders were received as noted below:

	<u>Tender Price</u> <u>(excluding taxes)</u>
Summit Earthworks Ltd.	\$806,462.50
MRC Total Build LP by its General Partner MRC Total Build Ltd. (MRC)	\$846,802.24
Double M Excavating Ltd.	\$990,374.68
TAG Construction Ltd.	\$993,263.00
Triahn Enterprises Ltd.	\$1,018,569.00
Arsalan Construction	\$1,088,038.00

The tenders were reviewed by an evaluation panel and the lowest compliant bid is \$806,462.50 from Summit Earthworks Ltd. Although this is the first time the City will be working with Summit Earthworks Ltd., the consultant has completed satisfactory reference checks. Performance bonding is in place to assure completion of the project in a timely and cost effective manner. The cost associated with this project will be borne 100% by property owners.

b) Desired Outcome:

The desired outcome of this report is to obtain Council approval to award and proceed with the utility and road construction.

c) Strategic Alignment:

The Corporate Strategic Plan directs staff to provide high quality municipal services to our customers in a cost effective and efficient manner and to continue to use a user-pay philosophy. Utilizing the LAS legislation and process is one method that the City can use to partner and provide services with neighborhoods in alignment with the Corporate Strategic Plan.

d) Citizen/Customer Implications:

The property owners identified on the certified formal petition are responsible for all project related costs identified at project completion. When the final costs are determined, the owners will be offered the option to either pay the actual 'commuted' cost as a single payment or have the cost placed on the tax roll and amortized over a period of 15 years at the interest rate set by the Municipal Finance Authority (MFA) and the Finance Department.

The original estimated total cost of the 20300 Block of Hampton LAS for the utility and road construction presented on the formal petition was \$815,707.58 (which included construction costs of \$615,000.00). The consultant identified significant challenges with the site that resulted in additional construction costs of \$200,000.00, therefore increasing the total estimated project cost to \$1,015,000.00, all of which is to be borne by the property owners. A revised Formal Petition reflecting these additional costs was circulated to the six property owners and the majority signed the petition to proceed with the LAS.

The LAS will provide a sanitary sewer, storm sewer and water connections at the property line. In order to complete and commission the services, owners will then need to install, at their cost, a connection from the residence to the service connections at the property line.

Construction will commence soon after the project is awarded. A Communications Plan will be developed to inform residents and the general public of the project construction progress.

e) Interdepartmental Implications:

The Engineering, Operations and Planning Department have provided input during the design and City resources will be utilized where possible in the interests of cost effectiveness and efficiencies.

CONCLUSIONS:

The formal Local Area Service petition for the 20300 Block of Hampton Street to establish road, storm sewer, sanitary sewer and water main determined to be sufficient by the Corporate Officer. The City proceeded with the process of the Local Area Service.

The tender price of \$806,462.50 excluding taxes by Summit Earthworks Ltd. for 20300 Block of Hampton Street – Utility and Road Construction, Local Area Service is the lowest compliant tendered price. It is recommended that Council approve the award of the contract to Summit Earthworks Ltd. and the Financial Plan be amended to increase the project budget by \$200,000.00.

“Original signed by Jeff Boehmer”

Prepared by: **Jeff Boehmer, PEng.**
Manager of Design & Construction

“Original signed by Trevor Thompson”

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

“Original signed by David Pollock”

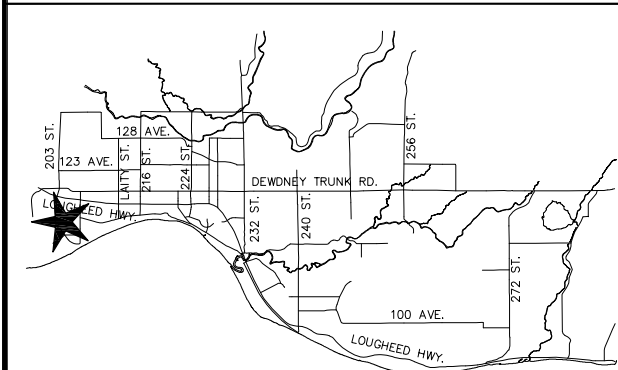
Reviewed by: **David Pollock, PEng.**
Municipal Engineer

“Original signed by Frank Quinn”

Approved by: **Frank Quinn, MBA, PEng.**
General Manager Public Works & Development Services

“Original signed by Paul Gill”

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



SITE PLAN
20300 BLOCK HAMPTON LOCAL AREA SERVICE
APPENDIX A

DATE: JAN 2017

FILE/DWG No SK0396

City of Maple Ridge

TO:	Her Worship Mayor Nicole Read and Members of Council	MEETING DATE:	May 22, 2018
FROM:	Chief Administrative Officer	FILE NO:	11-5255-40-187
		MEETING:	Council
SUBJECT:	Award of Contract ITT-EN18-21: 232 Street Road and Drainage Improvements (132 Avenue to Silver Valley Road)		

EXECUTIVE SUMMARY:

232 Street between 132 Avenue and Silver Valley Road is a major corridor into Silver Valley and as development progresses the traffic demands on 232 Street will continue to increase. The 232 Street Road and Drainage Improvements (132 Avenue to Silver Valley Road) project is in the City's approved Financial Plan to construct to a two-lane multi-modal urban roadway configuration with safe pedestrian and cycling facilities with accommodation for equestrian users. A portion of the environmental works for this project, the relocation of Paradise Creek was successfully completed in 2017. Additional off-site environmental works will be completed at Blaney Hamlet Park in 2019 under a separate contract to meet the environmental compensation requirements.

The 232 Street (132 Avenue to Silver Valley Road) project entails upgrading the existing roadway to a two lane multi-modal urban roadway and includes roadway construction, embankment fill, retaining walls, reconstruction and extension of driveways onto private properties, multi-use path, sidewalk, curbs, a southbound bike lane, ducting for future fibre optic cable, LED street lighting, a roundabout at 132 Avenue, storm sewer, ditch infill and an environmental compensation channel adjacent to the Alouette River. The project construction is anticipated to commence in late May 2018 with substantial completion by January 2019. A road closure in the area from 132 Avenue to 136 Avenue is planned for a period of up to two months, during July and August, to increase production and realize cost saving to the City and minimize overall inconvenience to residents. During the road closure, access through the corridor will be maintained for TransLink buses, residents fronting the project and heavy construction vehicles accessing Silver Valley that are not permitted to cross the bridge on 224 Street. The road closure will not affect access to Yennadon Elementary School. All efforts will be made to minimise the duration of the road closure and residents will be regularly informed of the project status through the project's communication plan.

Reconstruction of an existing roadway is challenging as the design had to recognize and accommodate the existing road profile, utilities as well as established dwellings. In the case of 232 Street the existing road grade is greater than that allowed in current design standards, is underlain in parts by bedrock and there is variation in elevation across the road allowance. The engineering consultant created and evaluated multiple road profiles in an effort to balance all of the elements, utilizing the maximum allowable grades but there is a portion of the roadway that will require the construction of retaining walls at the property lines along with the reconstruction and re-profiling of driveways onto private properties.

Since the early stages of the design a property consultant has been working with each impacted property owner to resolve issues around temporary access onto private property to construct the retaining walls as well as the re-profiling of the driveways. Out of a total of 32 affected properties, 31 have signed off on a Temporary Construction Access Agreement (TCAA) and the City is continuing to work with the property owner to achieve signoff on the outstanding property. This also includes 4 Statutory Right-of-Ways and 1 Road Dedication.

An Invitation to Tender was issued on March 13, 2018 and closed on April 13, 2018. Two tenders were received and the lowest compliant bid was submitted by “MRC Total Build LP by its General Partner MRC Total Build Ltd.” (MRC) in the amount of \$5,079,856.94, excluding taxes. The total project costs are within the approved budget, including a construction contingency of \$800,000.00 that is recommended due to the complexity of the work and will only be utilized if required to address unforeseen issues throughout construction. The project also involves third party utility relocations, electrical, geotechnical, environmental monitoring, construction compliance reviews, contract administration and construction inspection. It is recommended the design consultant, McElhanney Consulting Services Ltd. (McElhanney) be retained for construction inspection and contract administration services due to the complexity of the project.

The construction contract is structured such that if subdivision developments on 232 Street north of 136 Avenue that are currently under construction do not complete their underground works in advance of the City’s project as scheduled, then the roadworks component of this project will terminate at 136 Avenue in 2018. The roadworks between 136 Avenue and Silver Valley road would then be completed under a separate capital construction contract in 2019. Should these scheduling conflicts arise, delaying the roadworks north of 136 Avenue will minimize disruptions to Silver Valley residents and minimize the need for development projects adjacent to 232 Street to disturb a newly constructed roadway to install servicing in the near future.

The City has submitted an application (award is pending) to Bike BC for \$879,012.19 for cycling infrastructure grant funding for projects that support Regional Cycling Corridors by creating efficient and safe direct travel routes. The City has secured grant funding from TransLink in the amount of \$251,340.00 in support of regional bike needs and will be accessing Gas Tax funding for \$270,000.00.

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

RECOMMENDATION:

THAT Contract ITT-EN18-21, 232 Street Road and Drainage Improvements (132 Avenue to Silver Valley Road), be awarded to MRC Total Build LP by its General Partner MRC Total Build Ltd. in the amount of \$5,079,856.94 excluding taxes; and

THAT a construction contingency of \$800,000.00 be approved to address potential variations in field conditions; and

THAT the McElhanney Consulting Services Ltd. contract for Engineering Design Services for 232 Street Preliminary and Detailed Design (132 Avenue to Silver Valley Road), be amended to increase the budget by \$420,000.00 for contract administration, construction inspection and support services during construction to a total of \$735,855.00; and further

THAT the Corporate Officer be authorized to execute the contracts.

DISCUSSION:

a) Background Context:

232 Street between 132 Avenue and Silver Valley Road is a major corridor into Silver Valley and as development progresses the traffic demands on 232 Street will continue to increase. The 232 Street Road and Drainage Improvements (132 Avenue to Silver Valley Road) project is in the City's approved Financial Plan to construct to a two-lane multi-modal urban roadway configuration with safe pedestrian and cycling facilities with accommodation for equestrian users. A portion of the environmental works for this project, the relocation of Paradise Creek was successfully completed in 2017. Additional off-site environmental works will be completed at Blaney Hamlet Park in 2019 under a separate contract to meet the environmental compensation requirements.

The 232 Street (132 Avenue to Silver Valley Road) project entails upgrading the existing roadway to a two lane multi-modal urban roadway and includes roadway construction, embankment fill, retaining walls, reconstruction and extension of driveways onto private properties, multi-use path, sidewalk, curbs, a southbound bike lane, ducting for future fibre optic cable, LED street lighting, a roundabout at 132 Avenue, storm sewer, ditch infill and an environmental compensation channel adjacent to the Alouette River. The project construction is anticipated to commence in late May 2018 with substantial completion by January 2019. A road closure in the area from 132 Avenue to 136 Avenue is planned for a period of up to two months, during July and August, to increase production and realize cost saving to the City and minimize overall inconvenience to residents. During the road closure, access through the corridor will be maintained for TransLink buses, residents fronting the project and heavy construction vehicles accessing Silver Valley that are not permitted to cross the bridge on 224 Street. The road closure will not affect access to Yennadon Elementary School. All efforts will be made to minimise the duration of the road closure and residents will be regularly informed of the project status through the project's communication plan.

Reconstruction of an existing roadway is challenging as the design had to recognize and accommodate the existing road profile, utilities as well as established dwellings. In the case of 232 Street the existing road grade is greater than that allowed in current design standards, is underlain in parts by bedrock and there is variation in elevation across the road allowance. The engineering consultant created and evaluated multiple road profiles in an effort to balance all of the elements, utilizing the maximum allowable grades but there is a portion of the roadway that will require the construction of retaining walls at the property lines along with the reconstruction and re-profiling of driveways onto private properties.

Utility relocations by third parties including BC Hydro, Telus, Shaw and Fortis are required as part of the project and are included in the total project costs.

Tender Evaluation

An Invitation to Tender was issued on March 13, 2018 for the 232 Street Road and Drainage Improvements (132 Avenue to Silver Valley Road) and closed on April 13, 2018. Two compliant tenders were received as noted below:

	<u>Tender Price</u> <u>(excluding taxes)</u>
MRC Total Build LP by its General Partner	
MRC Total Build Ltd. (MRC)	\$5,079,856.94
B&B Contracting (2012) Ltd.	\$6,168,600.00

Staff have reviewed the tenders and the lowest compliant bid is \$5,079,856.94 from MRC. They have completed a number of projects on municipal roadways and are suitably qualified to complete the works. Reference checks were completed to confirm MRC is capable of completing the project successfully and feedback from other clients was positive.

Consultant Construction Services

Staff recommend that given the complex nature of the topography, private property alterations, third party utility relocations, environmental mitigation and drainage elements of the project, on-site field reviews and monitoring by the design consultant, that McElhanney be retained to satisfy Engineer of Record requirements. Furthermore, McElhanney be retained to provide contract administration and construction inspection services for the project.

McElhanney's property consultant has also been working with the 232 Street residents since July 2017 to develop Temporary Construction Access Agreements to facilitate construction, and will continue this role as liaison with residents.

Included in the construction services provided by McElhanney is the specialized support of an environmental consultant (McElhanney), a geotechnical consultant (Braun Geotechnical) and an electrical consultant (DMD) to provide support during construction. McElhanney has provided an estimate for these services in the amount of \$420,000.

b) Desired Outcome:

The desired outcome of this report is to obtain Council approval to award the contract to re-construct 232 Street between 132 Avenue and Silver Valley Road that will provide significant improvements to safety, convenience and accessible movement of people, goods and services. This project will also provide a strong multi-modal transportation system by promoting alternative modes (pedestrian, bike) of travel to reduce reliance on the automobile.

c) Strategic Alignment:

The improvements on 232 Street will contribute to the development of a multi-modal transportation system and provide enhanced pedestrian and cycling facilities as recommended in the Strategic Transportation Plan.

d) Citizen/Customer Implications:

Since the early stages of the design project a property consultant has been working with each impacted property owner to resolve issues around temporary access onto private property to construct the retaining walls as well as the re-profiling of the driveways. Out of a total of 32 affected properties, 31 have signed off on a Temporary Construction Access Agreement (TCAA) and the City is continuing to work with the property owner to achieve signoff on the outstanding property.

A Communication Plan has been developed with the City's Manager of Corporate Communications, which will include the general public being informed of the construction progress through the City's website, social media sources and electronic information boards at key locations. The estimated construction duration is approximately eight months (160 working days) with construction commencing approximately two weeks after the project is awarded.

The impact to local traffic, residents, and businesses in the neighbourhood will be minimized as much as possible. 232 Street will remain open to general traffic throughout construction with the exception of up to a two month road closure commencing in July 2018; all effort will be made to minimize the closure period. During this scheduled closure, general traffic will be detoured via Foreman Drive and 224 Street; however, access through the corridor will be provided to residents within the project limits, transit buses, garbage/recycling collection and trucks weighing over 32 tonnes. Outside of the road closure, work on roadways and interruption of traffic is prohibited during peak traffic periods of 6:00am – 9:00am and 3:00pm – 6:00pm. Single lane alternating traffic will be maintained at all times unless approved otherwise in the Traffic Management Plan.

e) Interdepartmental Implications:

The Engineering, Operations, Planning (Environmental Services) and Parks Departments have provided input during the design and City resources will be utilized where possible in the interests of cost effectiveness and efficiencies.

f) Business Plan/Financial Implications:

The projected expenditures (excluding taxes) are within the existing approved budget and as follows:

Costs to Date (Design & 2017 Construction)	\$	1,076,339.28
Consultant Construction Services (McElhanney)	\$	420,000.00
Construction Contract Cost (MRC Total Build)	\$	5,079,856.94
Utility Relocates (Hydro, Telus, Shaw and Fortis)	\$	505,000.00
Tie-ins and Relocations - Operations (Water)	\$	225,000.00
Off-site Environmental Compensation (2019)	\$	150,000.00
Property Acquisition and Statutory ROW	\$	175,000.00
Property Restorations	\$	238,000.00
Contract Contingency (as needed)	\$	800,000.00
Total Projected Project Cost	\$	8,669,196.22

The project funding sources from 232 Street (132 Ave to Silver Valley Rd), LTC 002065, are as follows:

Development Cost Charges (DCC)	\$	5,695,670.00
General Capital Funding (GCF)	\$	880,370.00
Drainage Reserve	\$	1,000,759.00
Grant Funding (Gas, MRNB, BICCS)	\$	521,340.00
Infrastructure Sustainability – Roads	\$	571,862.00
Total Approved Budget	\$	8,670,001.00

In addition to the secured funding noted above, the City has a pending application with BikeBC for \$879,012.19 in grant funding that if secured will result in a reduction of City funding by an equal amount. The construction contingency will only be utilized if required to address unforeseen issues throughout construction.

CONCLUSIONS:

The 232 Street Road and Drainage Improvements (132 Avenue to Silver Valley Road) project is in the City's approved Financial Plan to upgrade this major corridor to create a safe and inviting roadway for all road users.

The tender price of \$5,079,856.94 excluding taxes by MRC Total Build LP by its General Partner MRC Total Build Ltd. for 232 Street Road and Drainage Improvements (132 Avenue to Silver Valley Road) is the lowest compliant tendered price. It is recommended that Council approve the award of the contract to MRC Total Build LP by its General Partner MRC Total Build Ltd. and a contract contingency of \$800,000.00 be approved. It is also recommended that construction consulting services by McElhanney Consulting Services Ltd. for \$420,000.00 be approved.

"Original signed by Jeff Boehmer"

Prepared by: **Jeff Boehmer, PEng.**
Manager of Design & Construction

"Original signed by Catherine Nolan" for

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

"Original signed by David Pollock"

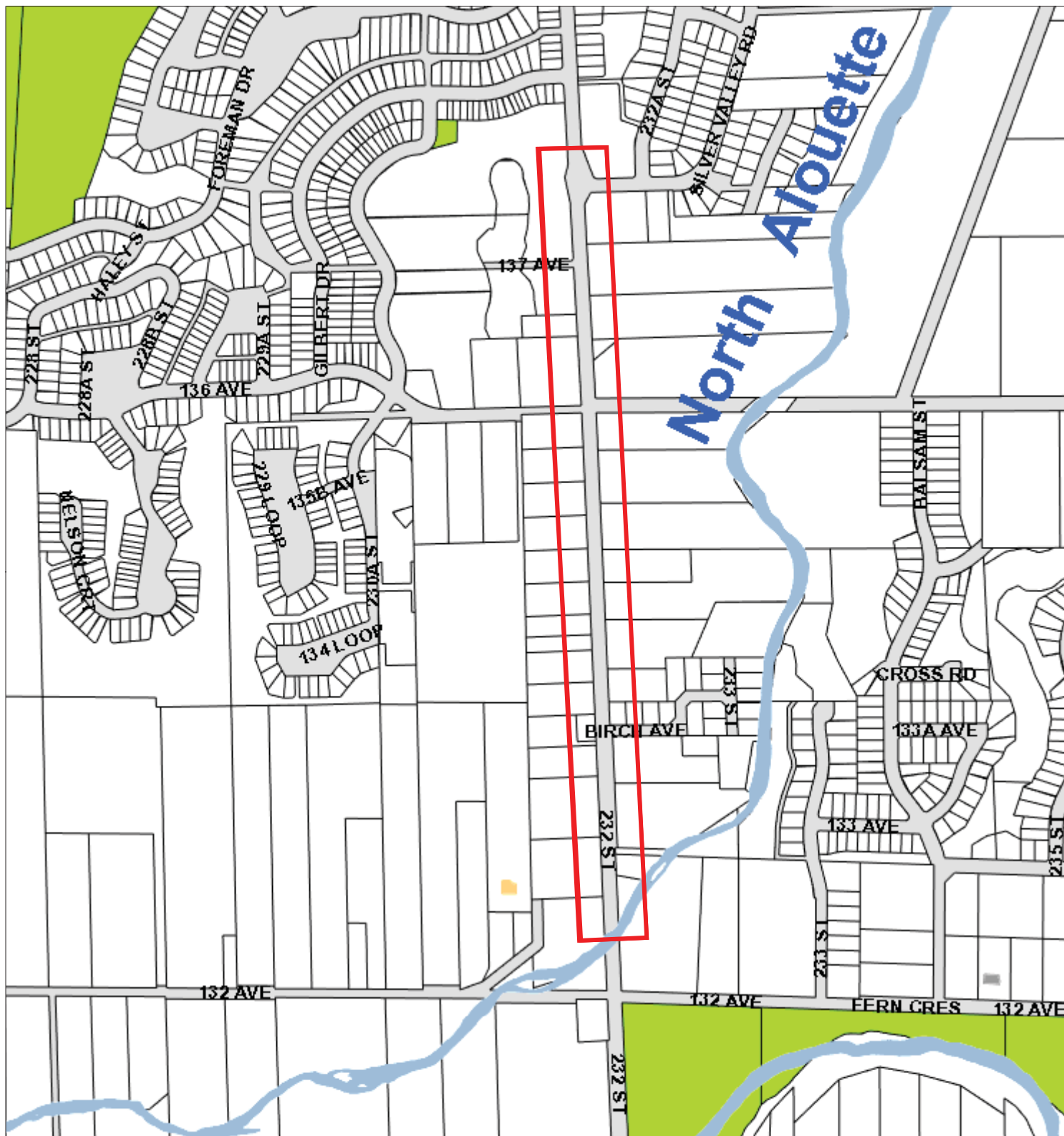
Reviewed by: **David Pollock, PEng.**
Municipal Engineer

"Original signed by Frank Quinn"

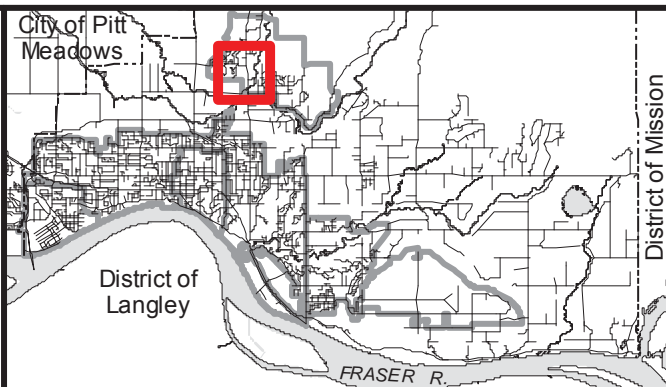
Approved by: **Frank Quinn, MBA, PEng.**
General Manager Public Works & Development Services

"Original signed by Paul Gill"

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



Scale: 1:7,500



District of Mission

232 Street Location Map



0 80 160 240 320 m
0 270 540 810 1,080 ft

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

Department: Engineering

Date: Feb 2, 2017



City of Maple Ridge

TO: Her Worship Mayor Nicole Read
and Members of Council
FROM: Chief Administrative Officer
MEETING DATE: May 22, 2018
MEETING: Council
SUBJECT: Proposed Wildlife and Vector Control Bylaw No. 7437-2018

EXECUTIVE SUMMARY:

At the May 15, 2018 Council Workshop, Council discussed measures to address wildlife/public interfaces and in particular the recent increase bear/public interfaces. The purpose of this report is a proposed new bylaw to enhance the Wildsafe status of the City of Maple Ridge. The proposed bylaw will provide for more comprehensive measures to ensure the protection of wild animals as well as prevent against the spread of infectious diseases by animals within the City of Maple Ridge. This will also reduce the incidents of human/wildlife contact.

RECOMMENDATION(S):

That Bylaw No. 7437-2018 be given first, second and third reading.

DISCUSSION:

a) Background Context:

Maple Ridge continues to grow and develop east and northward which is affecting the wildlife habitat. With new residents moving into these areas, ongoing education and compliance action are required. The goal is to raise awareness on how to avoid potential wildlife conflict and how to manage attractants.

Currently, Conservation Officers work together with the Ridge Meadows Recycling Environmental Educator to target interface areas with regular evening inspections. These inspections focus on the education component by providing informational flyers. In the case of repeat offenders, Conservation Officers or potentially Bylaw Officers will issue tickets.

From 2012 to 2017 there has been a decrease in the number of bears destroyed with Council's implementation of Wildsafe programs in 2012 but the goal is to improve on this further. More recently in 2018 there appears to be an increase in the number of bear/public interfaces.

Bylaw Officers have also had to deal with complaints of garbage from insecure containers being dragged onto adjoining properties which then means that property owners are having to clean up garbage that they did not generate.

b) Desired Outcome(s):

Maple Ridge is well on the way to having a Bear Smart Community designation and this proposed bylaw will bring the City into line with the program designed by the Ministry of Environment, the BC Conservation Foundation and UBCM.

The proposed bylaw will ensure that there will be less opportunity for garbage and wildlife attractants to be present in neighbourhoods as well as decreasing the chances of dangerous animals entering residential areas. Because of the recent rise in bear/public interfaces, the City will be diligent in pursuing compliance with the bylaws.

CONCLUSIONS:

Adopting this bylaw should not seriously inconvenience any residents and will ensure that the City of Maple Ridge is making every effort to keep the Municipality clean. Staff have researched other local municipalities that have similar waste control bylaws and local governments like Mission, Port Coquitlam, Port Moody, Coquitlam, North Vancouver, West Vancouver and Squamish have adopted or will be adopting a similar bylaw.

"Original signed by R. MacNair"

Prepared by: R. MacNair

Manager of Bylaw & Licensing Services

"Original signed by Frank Quinn"

Approved by: Frank Quinn, MBA, P.Eng

General Manager: Public Works and Development Services

"Original signed by Paul Gill"

Concurrence: Paul Gill, CPA, CGA

Chief Administrative Officer

RM/

APPENDIX I



City of Maple Ridge

Wildlife and Vector Control Bylaw No. 7437 - 2018

Effective Date:

City of Maple Ridge

Wildlife and Vector Control Bylaw No. 7437 - 2018

A bylaw to provide for prevention of wildlife attractants and vector control against spread of diseases.

WHEREAS the Council of the City of Maple Ridge deems it expedient to provide for a bylaw to provide for prevention of wildlife attractants and vector control against spread of diseases within the municipal boundaries of the City;

And WHEREAS paragraph 8 (3) (i) of the *Community Charter*, SBC 2003, c. 26 provides general authority to regulate requirements by bylaw in relation to public health;

And WHEREAS paragraph 8 (3) (k) of the *Community Charter*, SBC 2003, c. 26 provides general authority to regulate, prohibit and impose requirements by bylaw in relation to animals;

AND WHEREAS Council considers that it is desirable to protect the health of the public by requiring owners and occupiers of property in the City to prevent their property from becoming infested by vectors that may spread disease;

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

Part 1 Citation

1.1 This bylaw may be cited as the Wildlife and Vector Control Bylaw No. 7437 – 2018

Part 2 Severability

2.1 If a portion of this bylaw is held invalid by a Court of competent jurisdiction, then the invalid portion must be severed and the remainder of this bylaw is deemed to have been adopted without the severed section, subsequent, paragraph, subparagraph, clause or phrase.

Part 3 Definitions

3.1 In this bylaw:

Attractant means any substance which could reasonably be expected to attract Wildlife or does attract Wildlife including but not limited to household refuse, kitchen waste, food products, beverage containers, barbecue grills, pet food, bird feed, diapers, grease barrels, fruit, oil and other petroleum products and chemical products;

City means the City of Maple Ridge;

Collection day means the day scheduled for collection of solid waste, food scraps and recyclable material from a Property in accordance with the schedule produced annually by the Recycling Society or other delegate appointed by Council or a private contractor providing such service to the Property;

Owner means any person who is the registered owner, or owner under agreement, of real property, and includes any person in actual or apparent possession of real property under a lease, licence or other agreement with another owner;

Parcel means any lot, block or other area in which land is held or into which it is subdivided, but does not include a highway;

Pathogen means an organism capable of causing disease in humans, animals or plants;

Property means any parcel of land in the City;

Receptacle means a household, light commercial, municipal, yard waste or special receptacle;

Vector means a carrier organism that is capable of transmitting a pathogen from one facility, waste source, product or organism to another facility, waste source, product or organism including but not limited to mice, rats and mosquitoes;

Wildlife means birds and any mammal not normally domesticated, including but not limited to bears, bobcats, cougars, coyotes, foxes, raccoons, deer and skunks.

Wildlife resistant container means a solid waste container and device whose material and construction is of sufficient strength and design so as to prevent access by Wildlife during storage and which has been accepted as such by the British Columbia Conservation Foundation;

Wildlife resistant enclosure means a fully enclosed structure consisting of walls, roof and door(s) made of sufficient design and strength so as to prevent access by Wildlife and for clarity includes garage, shed or other structure that is inaccessible to Wildlife.

Part 4 Prohibitions

4.1 No **Owner** or Occupier of **Property** within the **City** shall cause, permit or allow a nuisance to be caused by the presence of **Wildlife** or **Vectors** on that **Property**.

4.2 No **Owner** or Occupier of **Property** shall cause, permit or allow:

- 4.2.1 any building or improvement;
- 4.2.2 any brush, trees, weeds or other growths;
- 4.2.3 any water, whether moving or standing; or
- 4.2.4 any other condition;

on that **Property** to provide food, shelter, or breeding conditions that could attract **Wildlife** or a **Vector**.

4.3 Except as provided in section 4.4, no person shall knowingly or willingly feed, or in any manner provide or furnish access to food or any other edible substance, to any **Wildlife**.

4.4 Bird feeders must be suspended on a cable or other device and in such a manner that they are inaccessible to **Wildlife** other than birds. The area below a bird feeder shall be kept free of the accumulation of seed and debris from the bird feeder at all times.

4.5 Every **Owner** or Occupier of **Property** within the **City** shall ensure that:

- 4.5.1 all fruit on trees or bushes be harvested immediately upon ripening;
- 4.5.2 all fallen fruit from trees or bushes be removed immediately;
- 4.5.3 bee hives are inaccessible to **Wildlife**;
- 4.5.4 grease containers are inaccessible to **Wildlife**;
- 4.5.5 outdoor refrigerators or freezers are inaccessible to **Wildlife**;
- 4.5.6 dairy products and proteins are not put into compost piles;
- 4.5.7 garbage and organic containers are inaccessible to **Wildlife**;
- 4.5.8 **Wildlife resistant containers** that are stored outside on the **Property** are locked except when set out for collection; and
- 4.5.9 all latching devices on **Wildlife resistant containers** are unlatched by 5:00 am on designated **Collection days** and re-locked by 7:00 pm on **Collection day** and kept locked until the following designated **Collection day**.

4.5.10 Every **Owner** or Occupier of a dwelling shall place solid waste and recycling receptacles at a point on the shoulder of the road or lane or adjacent to the curb in front of their premises or on their premises adjacent to the property line abutting the street or lane from which such collection service is provided no earlier than 5:00 am and no later than 7:00 am on **Collection day**. All receptacles shall be placed in such a position so as to be conveniently handled from ground level and readily accessible from such street, lane or sidewalk, and all such receptacles shall be removed from the street or lane allowance no later than 7:00 pm on **Collection day**.

4.6 Every **Owner** or Occupier of **Property** within the **City** shall prevent or cause to be prevented the infestation by vermin or other destructive insects or animals.

Part 5 Offence and Penalty

5.1 Every person who violates a provision of this bylaw, or who consents, allows or permits an act or thing to be done in violation of a provision of this bylaw, or who neglects to or refrains from doing anything required to be done by a provision of this bylaw, is guilty of an offence and is liable to the penalties imposed under this bylaw, and is guilty of a separate offence each day that a violation continues to exist.

5.2 Every person who commits an offence is liable on summary conviction to a fine or to imprisonment, or to both a fine and imprisonment, not exceeding the maximum allowed by the *Offence Act*.

READ A FIRST TIME this ____ day of _____, 2018.

READ A SECOND TIME this ____ day of _____, 2018.

READ A THIRD TIME this ____ day of _____, 2018.

ADOPTED this ____ day of _____, 2018.

PRESIDING MEMBER

CORPORATE OFFICER

TO:	Her Worship Mayor Nicole Read and Members of Council	MEETING DATE:	May 22, 2018
FROM:	Chief Administrative Officer	DOC NO:	1929994
		MEETING:	Regular Council
SUBJECT:	Maple Ridge Sport Network		

EXECUTIVE SUMMARY:

Parks, Recreation & Culture (PRC) staff have been meeting with key individuals, sport groups, and agency partners to share the Maple Ridge Sport and Physical Activity Strategy ('the Strategy') (Attachment 1) adopted by Council on June 26, 2016, and to facilitate the formation of the Maple Ridge Sport Network. Proposed Terms of Reference (Attachment 2) have been developed through consultation with the newly formed Sport Network. With Council's endorsement of the Terms of Reference, the Sport Network will proceed with the development of an implementation plan for the Strategy, including potential budget considerations, for Council's review.

RECOMMENDATION:

That the Sport Network Terms of Reference be endorsed and that staff report back with the Sport Network's proposed Sport and Physical Activity Strategy implementation plan.

DISCUSSION:

a) Background Context:

The Maple Ridge Sport and Physical Activity Strategy was endorsed by Council in 2016 and is intended to guide collaborative discussions on the growth and sustainability of sport leadership and skill development in the community. A number of Sport Strategy action items have been accomplished since endorsement. Recent accomplishments include:

- Incorporated physical literacy concepts into children's recreation programs offered by the City of Maple Ridge;
- Provided extensive consultations with user groups on recreation infrastructure projects;
- Held community sport workshops and education opportunities on a number of topics, including National Coaching Certifications, concussion management sessions and non-profit board management;
- In partnership with School District 42, facilitated Active Noon Hour programs at 5 elementary schools to increase physical literacy and active participation.

A priority goal of the Sport Strategy is the development of a Sport and Physical Activity Network, consisting of representative of various agencies and community sport stakeholders that would have a key role in providing leadership and input toward the implementation of Strategy actions. The newly formed Network is growing into a broad and diverse group, currently with representatives from 15 different sports, Pacific Sport Fraser Valley, Fraser Health Authority and School District 42. The Sport Network will serve as an advisory function for Council and will drive initiatives endorsed through the business planning process. The Sport Network will provide Council with progress updates on these initiatives and the outcomes of the Sport and Physical Activity Strategy goals twice annually. The attached Terms of Reference outline the vision, mandate, governance structure of the Sport Network, and includes the process to apply for membership. With Council's endorsement of the Terms of Reference, the Sport Network's first major project will be to develop the implementation plan for the Strategy's priority goals and actions.

b) Desired Outcome:

The desired outcome is the successful implementation of the priority goals outlined in the Maple Ridge Sport and Physical Activity Strategy as guided by the Sport Network.

c) Strategic Alignment:

The establishment of the Sport Network aligns with the endorsed Sport and Physical Activity Strategy and the Parks, Recreation & Culture Master Plan.

d) Citizen/Customer Implications:

The membership of the Sport Network encompasses a diverse group of individuals. In addition to City staff, School District 42 and Fraser Health Authority representatives, current members from the sport community include Albion Football Club, WestCoast Autogroup Football Club, Golden Ears Athletics, Golden Ears Winter Club, Maple Ridge Figure Skating Club, Maple Ridge Tennis Club, Ridge Meadows Burrards, Ridge Meadows Minor Baseball, Ridge Meadows Minor Hockey, Ridge Meadows Canoe and Kayak Club, Bateson Martial Arts, Maple Ridge Squash Club, Haney Neptunes Swim Club, Haney Seahorses Swim Club and Jeong's Taekwondo.

e) Interdepartmental Implications:

Support from staff is required to ensure City representation as a key stakeholder in sport, health and wellness in the community, and to facilitate progress on the Strategy actions and goals. Staff will help ensure the members at the table are adequately meeting the membership application criteria, established Terms of Reference and will play a key role in providing support should concerns or issues arise. The Network membership is expected to grow and develop in the first year, and staffs role is an advisory or liaison role that provides support to the Sport Network, much like the existing Maple Ridge Pitt Meadows Katzie Community Network or Seniors Network.

f) Business Plan/Financial Implications:

PRC was successful in receiving a \$30,000 start-up grant in July 2017 through Fraser Health/BC Alliance for Healthy Living. The funding has been used to support the Network through additional staff time and key initiatives; however, a long term solution for ongoing support to the Sport Network will be required. This and any other financial implications related to the Maple Ridge Sport and Physical Activity Strategy implementation plan will be brought forward for Council's consideration as part of the 2019-2023 Business Plan process.

CONCLUSIONS:

The Maple Ridge Sport Network is composed of passionate community members working alongside City staff, SD42 and FHA to advance sport and recreation in this community. The Sport Network will work to foster greater collaboration amongst groups, contribute to the future training of athletes, coaches and volunteers, support programs that provide fundamental movement skills, and promote inclusivity and diversity across the Maple Ridge sport community.

"Original signed by Dave Speers"

Prepared by: Dave Speers, Recreation Coordinator

"Original signed by Christa Balatti"

Reviewed by: Christa Balatti, Manager Health & Wellness

"Original signed by Danielle Pope"

Reviewed by: Danielle Pope, Director Recreation & Community Services

"Original signed by Kelly Swift"

Approved by: Kelly Swift, MBA, BGS
General Manager Parks, Recreation & Culture

"Original signed by Paul Gill"

Concurrence: Paul Gill, CPA, CGA
Chief Administrative Officer

Attachments:

- (1) Maple Ridge Sport and Physical Activity Strategy
- (2) Maple Ridge Sport Network Terms of Reference



Maple Ridge

SPORT & PHYSICAL ACTIVITY STRATEGY

2016 - 2021







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Acknowledgments

The City of Maple Ridge would like to acknowledge and appreciate the numerous individuals who contributed to the development of this document.

- School District 42
- Fraser Health
- Pacific Sport Fraser Valley
- Ridge Meadows Minor Baseball
- Ridge Meadows Minor Hockey
- Bateson Martial Arts
- Ridge Meadows Minor Lacrosse
- Albion Football Club
- Haney Neptunes Swim Club
- Maple Ridge/Pitt Meadows HUB (bicycling)
- Ridge Meadows Bruins Rugby Club
- Speedminton Club
- West Coast Football Club
- Revolution Basketball
- Pitt Meadows Paddling Club
- Pickleball Representatives
- Haney Seahorses Swim Club
- Maple Ridge Squash Club
- Golden Ears Physiotherapy
- Pitt Meadows Arena
- Meadow Ridge Knights Football

Among others that participated in on-line research survey's, community conversations and shared their passion for sport.

The Community Development, Parks and Recreation Department's, Health and Wellness Staff facilitated the research and development of the City of Maple Ridge's Sport and Physical Activity Policy and contributed tremendously to this Strategy.



Executive Summary

The City of Maple Ridge is deeply rooted in sport participation and excellence. Situated between majestic mountains, rivers and lakes, and having plenty of parks, trails, sports fields and indoor facilities, there are numerous opportunities to participate in activity.

With over 80 organized Sport Clubs (profit and non-profit) in the community, emerging and well established sport organizations abound as is evident when one enters the bustling arenas, gymnasiums, fields, sport boxes, courts and pools throughout the year. These locations become much more than just a playing surface; it is where children often score their first goal, where parents and caregivers can socially connect and share stories, and where coaches guide and mentor youth, instilling confidence, teamwork and commitment to our youngest residents. Sport helps build strong, connected communities where participation and fun are the ultimate outcome.

The Maple Ridge Physical Activity Strategy (“the strategy”) was developed to create a roadmap for discussion, action and change; taking sport to that ‘next level’ and to continue the dialogue of prioritizing health and activity as paramount in community well being. The development included community sport leaders in a collaborative, engaging consultation process that was rooted in community development principles. Recognizing community sport is largely delivered by way of local sport organizations (both formal and informal), schools, non-profit groups, private business, engaged and passionate citizens, and educators and through the municipal recreation department, drawing on these sectors formed the foundation of the team that contributed to the strategy. As was evident in this process, sport plays a vital role in building social capital, connected community networks and life-long relationships.

These sport, health and education sectors together align to create a participation



continuum where residents of all ages may participate in sport or be physically active throughout their lifespan and becoming ACTIVE FOR LIFE. According to the Participation Report Card on Physical Activity for Children and Youth, 77% of kids ages 5-19 participate in organized physical activity or sport.* However this same report notes participation in organized physical activities and sport is notably lower among girls, children and youth with a developmental disability. An outcome of this strategy is to identify and address barriers and continue to provide opportunities for every resident to be physically active and further increase sport participation. Physical literacy was added as a new indicator and measured in the report card, and a base line developed by which to measure for future years. Nonetheless, education and information describing and informing parents on physical literacy is a top priority recommended by both the report card and as well within this strategy.

The implementation of the strategy will rely on the foundation of which it was built. It acknowledges that community leaders, School District 42, local health agencies, physical

activity advocate agencies and the Parks and Recreation Department will drive the actions forward and this living document will be updated as new commitments, initiatives and partnerships are developed.

Existing relationships both new and long standing formed the foundation of the development of a steering committee that initiated the process with the development of the strategy vision:

VISION Statement:

For present and future sport and physical activity: Maple Ridge will strengthen our community by providing lifelong sport and physical activity opportunities so that all residents may experience the joy of participating in sport, and achieve their full potential in the areas of sport skill development, excellence and sport leadership.

Footnote: 2016 Active Healthy Kids Canada – Report Card of Physical Activity for Children and Youth <http://www.participaction.com>





7 Goals

Goal # 1

Strengthen interaction between sport delivery agencies

Goal # 2

Enhance Physical Literacy (Fundamental Movement Skills)

Goal # 3

Quality Facilities for Participation and Performance

Goal # 4

Leadership and Community Involvement

Goal # 5

Accountability

Goal # 6

Inclusion and Diversity

Goal # 7

Communication

The commitment to open communication, collaboration and the desire to be involved in the creation of a collective plan to support sport and physical activity resulted in numerous sport champions having involvement in various stages of the creation of this document. It is with these groups and the commitment to continue with the passion and momentum that the strategy goals and actions will come to life.

The Maple Ridge Sport and Physical Activity Strategy consist of seven priority goal statements that guide the overall direction of the strategy. The 7 goals are:

Under each goal statement a number of specific actions are included and sport sector and agency leads identified. The leads will require support and involvement from local sport organizations, school representatives and other interested community residents to address the action that supports the goal statement.

The Strategy was developed to create a coordinated vision for sport and physical activity to support life long participation for increasing the health and wellness of community. In doing this, the strategy will enhance capacity and foster alignment and collaboration between sport and recreation and empower the sport sector to advance local sport in our communities.



Setting the Stage - Introduction

Citizens residing in Maple Ridge and Pitt Meadows are active and participate in sport and physical activity with 97% of residents using at least one recreation service or facility at least once per year and where the majority of residents participating in physical activity to stay healthy and fit.*

The Sport and Physical Activity Strategy's Vision and Priority Goals provides a framework to support opportunities for residents to be engaged, active and provide life skills that is crucial to healthy development and wellness throughout ones life.

Physical activity is a key determinant of health status and is essential to personal health and quality of life. Municipal recreation by way of various facilities, parks, trails, programs and services provides affordable and accessible opportunities that can positively impact the health and well-being of residents, especially vulnerable sectors that may not otherwise have an opportunity to

participate. The same principles apply to organized and informal sport where sport participation can provide the glue for social connectedness and foster a sense of 'we' and belonging. These factors along with physical activity provided by education institutions, were key in the development of the strategy. Regardless of culture, economic status and physical ability, as identified in focus groups sessions, the shared goals for these sectors is to increase participation for residents to become and stay active and healthy throughout their lives.

The Governor General of Canada proclaimed "2015 – The Year of Sport in Canada." The theme; Canada: A Leading Sport Nation. This proclamation and the value placed on the power of sport and participation is truly the essence of the Sport and Physical Activity Strategy.

The strategy was developed using a multi-sectoral approach and those involved were instru-



mental in forming the process that values the underlying importance and positive impact of being physically literate and actively engaged building strong families and healthy communities.

Municipal recreation has always played a significant role in the continuum of sport and active participation. Parks and Recreation Departments will often be the first provider of initial experiences with sport through early skill development. It is at these “Learn To” or introductory level programs that the child plays, has fun, gains confidence, and becomes familiar with how their bodies can move as they participate in physical activity.

From here children may enter into community based sport associations, or continue their journey being active and physically literate by running, jumping and throwing on their own through active play and later as they enter the education system. The link therefore between municipal recreation, sport associations and schools is already connected. Recreation has a role to support sport in both the community level and within the schools as kids transition to community or

school sport programs. It is however at this junction that the three, with similar goals and outcomes can strengthen the link and be better connected. The strategy is intended to foster collaboration between these sectors and continue the partnerships on the delivery of sport and physical activity to children and youth as they intertwine between school sports participation, community sport participation and eventually remain active into adulthood.

Recreation also support sport through providing facilities (pools, gymnasiums, arenas, fields, multi purpose spaces), parks and trails, coaching and volunteer training, assistance with special event hosting, expertise sharing, grant applications and allocations and facility booking/joint use agreements.

*Footnote: *2014 Sentis Market Research Inc. Parks and Leisure Services Survey.*



How We Got Here

Over the past few years, numerous community leaders championed initiatives that have benefited and continue to support sport in Maple Ridge. With the announcement of Vancouver – Whistler’s bid to host the 2010 Winter Olympics Games, the spark was ignited locally to celebrate the power of sport in our own backyard. Maple Ridge hosted their own celebratory events at Game time, renewing a sense of energy and pride for sport and volunteerism within the community.

This vibrancy continued well into 2011 with a cohort of sport advocates aligned with the British Columbia KidSport Association to create a local KidSport Chapter in our area. Backed by a staggering statistic that 1 in 3 Canadian children cannot afford to ‘get in the game,’ KidSport continues to provide monetary support to children and youth where financial limitations are a barrier to participation. Because of compassionate volunteers that strongly believed that all children should be afforded the opportunity to play, KidSport

Maple Ridge / Pitt Meadows quickly became and remains a successful funding body within the community.

Maple Ridge is fortunate to have a Canadian Tire Jumpstart Chapter that provides financial support to children and youth who cannot afford the costs associated with sport, recreation and active programs. Thanks to the generosity of the local Canadian Tire, and affiliated businesses, on average, 500 children and youth per year received financial assistance so as to remain involved and connected to sport in their communities.

These examples are indicative of how the community values the importance of sport in a child’s life and the firm belief that participation is more than just ‘being on a team.’ That being connected to a sport team or association fosters not only physical literacy and healthy habits in young people that will carry them through to adulthood, but as well, provides an environment where leadership



skills, social connections for both player and parents are built, and confidence and self-esteem develops.

With the success of KidSport, volunteer energies shifted to creating an event to provide information to parents and families of the numerous sports available to play in Maple Ridge. With this idea, the Maple Ridge Pitt Meadows Sports and Recreation Expo came to life. The interactive event showcased sport, recreation, and sport funding organizations in the area and provided a range of activities for all ages to experience. This grassroots event became a platform for discussions with participating sport groups to share their strengths, challenges and opportunities and with the conversations emerged the realization and desire for greater community sport collaboration.

The Expo embraced new themes each year and in 2012, the theme was Physical Literacy, a relatively unknown term in local sport language. The event drew a dynamic speaker from then, Vancouver 2010 Legacies Now, who spoke on the underlying principles of Physical Literacy and Active for Life, both components of the Canadian Sport for Life Principles.

Physical literacy is the motivation, confidence, physical competence, knowledge and understanding to take responsibility for engagement in physical activities for life.*

In 2013, another well-respected key note speaker from Legacies Now, delivered a message, speaking to those in attendance about “getting people working together.” His message centred on the importance of collaboration and the strength in numbers when pursuing improvements or change movements in sport. The Sport and Recreation Expo proved to be a vehicle to build relationships and gain a better understanding of sport stakeholders all of which are local sport groups, the volunteers within those groups and the participants of sport and physical activity in our community.

Consistent with the practice of collaboration, information was collected from champions within a variety of sports and preliminary research focused on building capacity and developing a process to work together towards common goals at the grassroots level. It was at this time the benefits of working together for a shared plan become clearly evident.

Footnote: *International Physical Literacy Association, May, 2014





Why Develop a Sport & Physical Activity Strategy?

The Sport and Physical Activity Strategy is a means to guide and provide a reference tool for the recreation department, sport and community groups and School District, and work together towards common goals to the benefit of a healthy and active community. The strategy will provide the basis of building a healthy community where citizens are encouraged to maintain a healthy and active lifestyle through life-long participation in sport and recreational activities.

The strategy is intended to identify short

term and long term goals which was developed with the community but will be facilitated and led by staff in the Parks and Leisure Department. The Priority Goal Statement and subsequent Action Plan will require a network of community residents representing sport and physical activity groups, clubs or agencies who will collaborate and engage their own groups in the completion of the actions. This will require a commitment to the shared vision and direction set forth in the strategy, but most of all for continued advocacy for sport and active living.





Anticipated Outcomes

In 2010, Maple Ridge Pitt Meadows Parks and Leisure Services Commission endorsed the Parks, Recreation and Culture Master Plan. This strategic planning document involved extensive research and analysis and continues to serve as an important guide to identifying priorities in the community. The development of the strategy is a recommendation related to service delivery and programming within the PRC Master Plan. The importance and value to strengthening community capacity building, group development and delivering sport and physical activity through a network approach aligns with the Parks and Leisure long range plans for continuous improvement and growth.

The strategy and the actions embedded within each priority goal statement are anticipated to produce tangible outcomes that will further the physical activity movement and deepen sport development. Some of these outcomes include:

- Enhanced working relationships between recreation, education, sport and health. Development of short term and long term community goals based on shared collective actions.
- Increase in sport and physical activity participation and program and services inclusivity and accessibility.

- Understanding groups capacities and abilities for involvement in a collaborative network now or in the future.

- Commitment to coordinated and sustainable approaches in utilizing shared resources; find links and common themes between the groups.

Adoption and endorsement of Canadian Sport for Life and the Long Term Athlete Development Framework within local sport governance.

- Development of a Sport Network; local sport organizations that advocate, share best practices and advise on the advancement of sport and physical activity.

Supporting engagement in enhanced planning of new facilities, programs, services and partnerships.

- Providing a vehicle for supporting new, expanding and emerging sport organizations and understanding and addressing sport needs, gaps and successes

- Fostering community leadership and capacity.

Greater shared understanding of Active for Life Principles through the process of network development and enhanced collaboration.

- Greater global understanding of physical literacy by the community.

- Supporting and providing the ability for residents to be active and healthy through improved health and wellbeing.



Background

Throughout the development of the Strategy, reference was made to key best practice research and guiding complimentary frameworks on sport, community health and physical activity. The Canadian Sport Policy sets the national expectations on promotion and celebration of sport participation and excellence that includes values such as fun, commitment, personal development, accessibility, respect and fair play. As is relevant at all levels of government, the policy notes efforts must be made to increase collaboration amongst federal and provincial government towards the Canadian Sport Policy goals:

1. Introduction to sport
2. Recreational Sport
3. Competitive Sport
4. High Performance sport
5. Sport for Development

The policy goals and outcomes are a framework for the development of action plans at various levels, and was influential at a local level in the Sport and Physical Activity Strategy whereas improved health and wellness and participation is a combined desired outcome both nationally and locally.

The Canadian Sport for Life model aims to improve the quality of sport and physical activity in Canada.* Within the model are pillars to accomplish the goal, which include physical literacy, long term athlete development and active for life.

Physical Literacy a key component of the strategy as competence in movement provides the individual with the ability to confidently navigate ones world. Physical literacy is learned and strengthened through sport and through non-sport activities such as recreational play both structured and unstructured, hence its value and tie with other service partners such as schools childcare centres and other



community based recreation groups. Physical skills learned can be transferred to multiple environments throughout ones lifetime and provides the basis for an individual to be active for life through lifelong participation in sport and physical activity.

The idea of leading an active lifestyle outside of sport is identified within this document as Physical Activity. Sport alone does not define how every resident in Maple Ridge choses to be active. For some, the word 'sport' may be a barrier in itself for engagement. Therefore it's not important that every person participates in sport, but rather every person participates in some sort of physical or wellness activity.

The strategy aims to support long term athlete development, although does not specifically include defined goals to enhance athletic excellence. Rather, fundamental movement skills which are building blocks to any mastery of a physical movement, will support the

broader strategy and goals of improved physical literacy and participation.

The Maple Ridge Sport and Physical Activity Policy provides clear direction on the philosophy of working together for the advancement of sport and activity in our communities.

Sport & Physical Activity Policy Vision:

Maple Ridge values and celebrates sport and physical activity as an integral component in a healthy and active community, essential to quality of life.

Participation in sport is increased by strengthening sport and community partnerships, and committing to coordinated and cooperative approaches in identifying common interests, goals and challenges in the provision of quality sport and physical activity opportunities.

Footnote: *canadiansportforlife.ca



Sport & Physical Activity Policy Guiding Principles

The following principles support Maple Ridge's vision and provides a framework for Parks and Leisure Services to work collaboratively with new, forming and established Community Groups in the growth of physical activity and sport.

We believe:

1. All children and youth should have the opportunity to access affordable sport and recreation in their community.
2. In providing inclusive, accessible and life long opportunities for sport participation in the health and well being of residents.
3. All residents should be provided a variety of physical literacy competency opportunities towards being active for life.
4. In enhancing working relationships and partnerships between recreation, education, sport, health, transportation and tourism.

5. Collaboration and sharing knowledge and expertise benefits the development of quality sport in the community.
6. In recognizing the relationship and mutual benefit between sport, community and business stakeholders.

As the policy informed the strategy, together the documents identified issues, pressures and opportunities within the community sport delivery model recognizing the role municipal recreation plays in supporting and improving community health and physical activity. These components were identified through sport group consultations.

The strategy is intended to be a five year working document, that will provide a longer term vision of sport and physical activity, yet recognizes the need to be flexible to allow for refocusing as needed, in response to community trends, best practices and industry standards.



Sport Group Findings

Key themes emerged:

Strengths and Opportunities

- Volunteer and coaches recruitment is stable for some, but succession planning continues to be top of mind for organizations with long-term volunteers
- Desire for increased collaboration and communication with other groups, with the City and School District
- Desire to build on groups promotional tools to increase awareness and further grow the sport
- Strengthen promotions, branding, and awareness campaigns on volunteer commitments and administration responsibilities
- Groups looking for accessible and affordable community based coaches training
- Desire to establish code of conduct and best practices for coaches
- Realization for the need for mentorship opportunities such as player to coach continuum
- Opportunities to learn from each other, use expertise, learn from experience, share resources
- KidSport and Jumpstart funding avenues are valued and recognized as key
- An existence of organized networks: Field Allocation Users, Field Sports Association, Ice Allocation, Sport and Recreation Expo Committee, desire to utilize
- There is tremendous expertise and willingness to transfer knowledge within the community and individual sport associations
- Some sport groups have a long history within the community and volunteers have deepened pride within the organization.
- Continue to have a committed and engaged volunteer base. Strong leadership exists within many groups
- Many groups believe sport involvement for all involved is all about fun, health, friendship and social connections
- Sport associations value the confidence building, skill development, spirit, sportsmanship, competition, teamwork that comes with involvement in sport
- Belief that sport is building self-esteem, confidence, integrity, honesty, respect in children and youth
- Membership continues to grow sometimes beyond volunteer capacity in some groups
- Technical skills and passion evident in coaches
- Understanding that sport builds a strong sense of community
- All groups focus on player development and recognize the contribution to high level athletics





Challenges & Growth Areas

- Physical literacy education and awareness. Canadian Sport for Life principles still fairly unknown
- Need to address burn out of highly committed and engaged volunteers
- Feeling of a lack of volunteer engagement
- Perceived lack of facilities for individual sport needs and desires
- Feeling of a threat to loss of existing facilities due to growth of other sports
- Sport specialization at a young age
- Lack of physical activity. Kids not developing fundamental movement skills and children entering programs can lack basic movement skills
- Feeling of a lack of qualified volunteer coaches; passionate parents taking roles above skills level to support registration numbers in the sport
- Groups seeking support in developing programs. Looking to others for expertise
- Player retention; youth may drop out due to bad experiences, not fun, too much pressure to succeed
- Assistance required for promotion and increased awareness of some sports
- Lack of large enough facilities to host flagship tournaments in one place
- Facility (fields) availability continues to be a challenge due to growth of field sports
- Programming in areas to support the sport i.e youth introduction to specific sport ie. learn to skate for older age groups
- Continue to improve collaboration between sport groups – work together; meetings on best usage; meetings for input on upgrades to facilities; improved communication and relationships
- Understanding groups capacities and abilities for involvement in a collaborative network now or in the future. Build relationships and lay the foundation for collaboration





Priority Goal Statements

The Maple Ridge Sport and Physical Activity Strategy consists of seven priority goal statements that guide the overall direction of the strategy.

Priority Goal # 1

Strengthen interaction between sport delivery agencies

- Maple Ridge is a model of cooperation and collaboration amongst government and non-governmental organizations in the delivery of sport in the community.

Priority Goal # 2

Enhance Physical Literacy (Fundamental Movement Skills)

- Every individual in Maple Ridge regardless of age, will be physically literate and have the fundamental movement & sport performance skills to enjoy sport & physical activity, to the best of their ability.

Priority Goal # 3

Quality Facilities for Participation and Performance

- There will be an adequate number and quality of sport facilities to support expanding participation and ability to host sport events.

Priority Goal # 4

Leadership and Community Involvement

- Maple Ridge will have sufficient number and quality of volunteers and staff who are skilled in coaching, officiating and administering the sport system.

Priority Goal # 5

Accountability

- Maple Ridge staff will monitor and report back to Maple Ridge Council and other key stakeholders on the Strategy goals and actions.

Priority Goal # 6

Inclusion and Diversity

- Maple Ridge provides opportunities for all residents to access affordable sport and recreation activities, and is recognized for its inclusivity of people with disabilities, visible minorities and financial challenges

Priority Goal # 7

Communication

- Citizens of Maple Ridge are aware of and understand the key benefits of participation in sport and physical activity.





The Game Plan

"Maple Ridge will strengthen our community by providing lifelong sport and physical activity opportunities so that all residents may experience the joy of participating in sport, and achieve their full potential in the areas of sport skill development, excellence and sport leadership."

The following Strategy Implementation Plan encompasses the prioritized strategic goals and actions and identifies the community sport stakeholders, physical activity and health agencies among other champions that will be responsible for delivering the actions within the recommended timelines. The actions identified in the plan can be achieved through participation of local sport associations and their board members, volunteers and parents and participants, key representatives from School District 42, PacificSport Fraser Valley, Parks and Leisure staff.

Items requiring funding will be identified and determined how best to support with a potential to utilize City capital reserves, Parks,

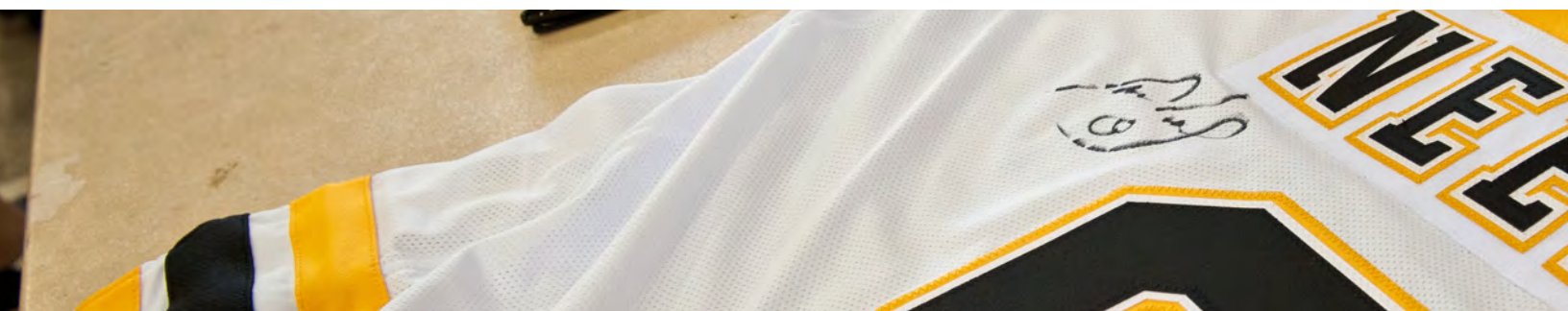
Recreation and Culture Master Plan growth funding, grants and sponsorship funding. The implementation solidifies the community's investment in sport and physical activity.

Glossary:

Sport Network - Proposed organization comprised of community groups and agencies who provide sport, physical activity or health programs or services in Maple Ridge/Pitt Meadows

Local Sport Organizations – Non-profit Sports Clubs & Associations

Regional Sport Advocate Agencies – PacificSport Fraser Valley, Canadian Sport 4 Life, viaSport



Priority Goal #1 - Strengthen interaction between sport delivery agencies.

Maple Ridge is a model of cooperation and collaboration amongst government and non-governmental organizations in the delivery of sport in the community.

ACTIONS		STAKEHOLDERS	TIMELINE
1.1	Develop and facilitate lectures and workshops for community sport groups and educators that focus on the development of physical literacy, coaching certification programs and other sport related training. Other sport leadership development workshops may include volunteer management, non-profit board development, sponsorship and fundraising	Sport Network Parks and Leisure Local Sport Organizations School District 42 Regional Sport Advocate Agencies	November 2017
1.2	Create mechanisms and opportunities for community sport groups to mobilize and share information and best practices, techniques and resources in areas such as multi-sport technical leadership, biomechanics, sport physiology, training methods etc.	Sport Network Parks and Leisure Local Sport Organizations Regional Sport Advocate Agencies	November 2017
1.3	Develop an integrated approach for community sport groups to focus effort and resources on physical literacy, fundamental movement skills and technical sport skill development for children and youth.	Sport Network Parks and Leisure Local Sport Organizations	September 2017



Priority Goals

Priority Goal #2 - Enhance Physical Literacy

Every individual in Maple Ridge regardless of age, will be physically literate and have the fundamental movement and sport performance skills to enjoy sport & physical activity to the best of their ability.

ACTIONS		STAKEHOLDERS	TIMELINE
2.1	Raise awareness and promote the importance of physical literacy skill development through a multi-sport framework for sport leaders, educators and parents through educational opportunities, workshops, and distribution of physical literacy resources and promotions.	Sport Network Parks and Leisure Local Sport Organizations Regional Sport Advocate Agencies School District	November 2016
2.2	Provide opportunities for sport administrators, recreation program leaders, community sport coaches, educators and fitness professionals to learn methods of teaching physical literacy skills to children, youth, adults and seniors.	Sport Network Parks and Leisure Local Sport Organizations Regional Sport Advocate Agencies School District	Summer 2017

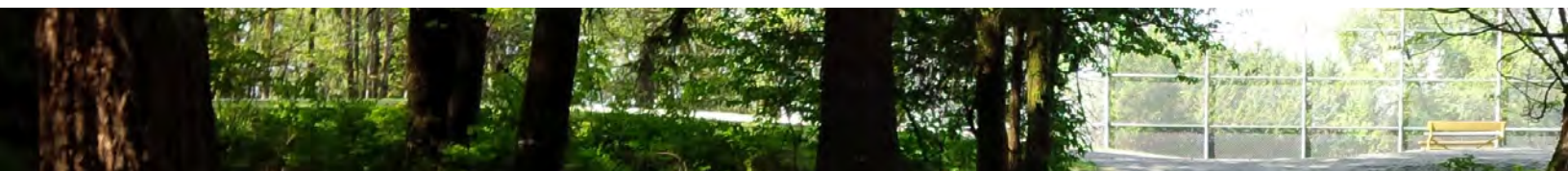


	ACTIONS	STAKEHOLDERS	TIMELINE
2.3	Work with partners to provide Canadian Sport For Life sanctioned physical literacy skill development programs for children and youth in Maple Ridge and Pitt Meadows schools. Inclusive of Long Term Athlete Development and high performance programs.	Sport Network Parks and Leisure School District Local Sport Organizations Regional Sport Advocate Agencies	September 2018
2.4	Identify and seek to address challenges that are preventing various high-barrier groups from developing physical literacy skills and getting adequate levels of physical activity.	Sport Network Parks and Leisure Local Sport Organizations Regional Sport Advocate Agencies School District	January 2018
2.5	Provide physical literacy resources to school administrators, educators, recreation administrators, recreation program leaders, local sport administrators, community coaches and early childhood educators and childcare operators and parents.	Parks and Leisure Local Sport Organizations Regional Sport Advocate Agencies School District	September 2017
2.6	Collaborate with School District 42 to integrate Strategy goals with the new BC School Curriculum.	Parks and Leisure School District	April 2017



Priority Goals

Priority Goal #3 - Exceptional Facilities for Participation and Performance			
There will be an adequate number of sport infrastructures to support expanding participation and capacity to host sport events.			
	ACTIONS	STAKEHOLDERS	TIMELINE
3.1	Conduct a sport facility analysis identifying the current inventory and existing capacity.	Parks and Leisure	April 2017
3.2	Explore and identify facility types that will support the future growth of sport and physical activity.	Sport Network Parks and Leisure Local Sport Organizations City Departments	August 2016
3.3	Continue to support the facility use agreements between the City of Maple Ridge, City of Pitt Meadows and School District 42 with emphasis on sport access.	Sport Network Parks and Leisure School District	September 2017
3.4	Research the application process and deadlines for Provincial Gaming grants and Federal/Provincial Infrastructure grants that fund capital development facility projects.	Parks and Leisure	ongoing



Priority Goal #4 - Leadership and Community Involvement

Maple Ridge and Pitt Meadows will have sufficient numbers and quality of volunteers and staff who are skilled in coaching, officiating and administering the sport system.

	ACTIONS	STAKEHOLDERS	TIMELINE
4.1	Form a Sport and Physical Activity Network comprised of representatives of Maple Ridge and Pitt Meadows community sport organizations, School District 42 and Fraser Health to determine who will represent on the network. This group will provide leadership, provide an advisory function and will support to foster an inclusive sport and physical activity community network.	Parks and Leisure School District Fraser Health Local sport organizations	January 2017
4.2	Plan and facilitate fun and affordable multi-sport skill development activities for children in local schools. Provide introduction to mainstream and emerging sports to children 6-12 years of age.	Parks and Leisure School District	January 2017
4.3	Liaise with local sport alumni and use expertise and share experiences and knowledge in sport development (coaching, mentoring, administration, officiating, tournament organization etc.) Support athletes as leaders and role models within their chosen sport and in the community.	Sport Network Local sport organizations Athletes	April 2018
4.4	Host Coaching Development and Certification Programs and other relevant workshops for local sport organization coaches, board members and volunteers.	Sport Network Local Sport Organizations Regional Sport Advocate Agencies Parks and Leisure	September 2016
4.5	Partner with Fraser Health in delivering physical activity promotions and programs.	Sport Network Fraser Health Local Sport Organizations Parks and Leisure	January 2018



Priority Goals

Priority Goal #5 - Accountability

Maple Ridge Parks and Leisure Services staff and the Sport and Physical Activity Network will monitor and report back to the City Councils, Maple Ridge Pitt Meadows Sport Network members and other key stakeholders on the strategy goals and actions.

	ACTIONS	STAKEHOLDERS	TIMELINE
5.1	The proposed Sport and Physical Activity Network will oversee the delivery of the goals and actions outlined in the Maple Ridge Sport and Physical Activity Strategy.	Sport Network Parks and Leisure	Ongoing
5.2	Develop benchmarks and success indicators to measure and evaluate the achievements of the Maple Ridge Sport and Physical Activity Strategy.	Sport Network Parks and Leisure Local Sport Organizations	April 2017
5.3	Report twice annually to Council on the status of achieving the goals and actions identified in the strategy. Identify and respond to emerging issues, trends opportunities as they align with the strategy.	Sport Network Parks and Leisure	Twice Annually; Ongoing



Priority Goals

Priority Goal #6 - Inclusion and Diversity

Maple Ridge provides opportunities for all residents to access affordable sport and recreation activities, and is recognized for its inclusivity of people with disabilities, visible minorities and financial challenges.

	ACTIONS	STAKEHOLDERS	TIMELINE
6.1	Conduct research to determine financial barriers that prevent residents from participating in local sport activities, and take action to provide programs that reduce these barriers.	Parks and Leisure Sport Network	January 2018
6.2	Conduct research to determine barriers to participation in sport by our diverse multi-cultural community, and build capacity to address their sport program and facility needs.	Sport Network Parks and Leisure Local Sport Organizations	September 2018
6.3	Explore ways to retain existing sport and physical activity participants so they continue to participate in sport and physical activity for their lifetime (i.e. affordable programs, accessible facilities, health promotions and program/facility use subsidies).	Sport Network Parks and Leisure	April 2018



Priority Goals

Priority Goal #7 Communication

Citizens of Maple Ridge will be aware of and understand the key benefits of participation in sport and physical activity.

ACTIONS		STAKEHOLDERS	TIMELINE
7.1	The proposed Sport and Physical Activity Network will develop a communications plan to share information between members and to communicate information to residents regarding community sport opportunities, the benefits of participation in sport and physical activity, fundamental movement skills, coaching education programs, tournaments and events etc.	Sport Network Parks and Leisure	December 2017
7.2	Raise awareness and promote the many sport and physical activity opportunities that are available in the communities of Maple Ridge and Pitt Meadows (i.e. listing of sport agencies in Leisure Guides, on-line information on Sport Network and City websites etc.)	Sport Network Parks and Leisure Local Sport Organizations	April 2018

Maple Ridge Sport Network

Terms of Reference

Vision

Maple Ridge Sport Network will strengthen our community through lifelong sport and physical activity opportunities so that all residents may experience the joy of participating in sport, and achieve their full potential in the areas of sport and physical activity.

Mission

The Sport Network promotes and supports a coordinated and cooperative approach in identifying common interests, goals and challenges in the provision of quality sport and physical activity opportunities.

Values

1. All children and youth should have the opportunity to access affordable sport and recreation in their community.
2. All residents should have access to inclusive, accessible and lifelong opportunities for sport participation.
3. All residents should be provided a variety of physical literacy competency opportunities towards being active for life.
4. The Sport Network aims to enhance working relationships and partnerships between recreation, education, sport, health, transportation and tourism.
5. The Sport Network values collaborative approaches, and sharing knowledge and expertise to benefit the development of quality sport in the community.
6. The Sport Network recognizes the relationship and mutual benefit between sport, community and business stakeholders.

Functions

- Membership will represent the sports community and act in both an advocacy and advisory role for Council driven initiatives or as directed.
- Report progress updates to Council annually.
- Develop an implementation plan for the Sport & Physical Activity Strategy.
- Align the initiatives of the Sport Network with City Council's strategic direction through the business planning process.

Network Composition

The Sport Network shall be comprised of the following members:

- School District No. 42 Staff, Assistant Superintendent or designate.
- Fraser Health Authority, Community Health Specialist or designate.
- Pacific Sport Fraser Valley Staff, Executive Director or designate.
- City of Maple Ridge Parks, Recreation & Culture Staff (non-voting), Health & Wellness Coordinator.
- Community Based Sport Organization Representatives, Executive Members or designates
- Local Athletes.
- Local Businesses with a common goal of advancing sport and physical activity in Maple Ridge.
- Community at Large with a common goal of advancing sport and physical activity in Maple Ridge.

Membership Process

1. All applicants should bring sound knowledge and/or experience relevant to the Maple Ridge Sport Network, and support the Sport Network purpose statement.
2. The membership application process includes criteria that emphasize the selection of members with complementary and varied skill sets from a variety of sport and/or physical activity backgrounds so as not to over-represent from a single sport or activity. The onus to insure cross-sectional representation will fall to the Membership Selection Committee.
3. The Sport Network will appoint a Chairperson on an annual basis.
4. The Membership Selection Committee is comprised of the Chairperson, SD42, FHA, Pacific Sport, and City staff liaison(s), and two additional Sport Network members endorsed by the Network. The Selection Committee is responsible to review applications, interview selected applicants and approve membership. The City of Maple Ridge staff liaison is responsible for scheduling and coordinating the interview selection process.
5. The two Membership Selection Committee positions reserved for Sport Network members will be nominated by the Network and endorsed on an annual basis.
6. The Membership Selection Committee may appoint additional community members at large who possess sport knowledge and expertise that could be an asset to the Network in achieving the Sport Strategy goals.
7. Members shall reconfirm their affiliation to the Sport Network on a yearly basis, in writing, by January 31 of each calendar year.
8. A dispute resolution process will be established by the Sport Network and reviewed and updated as needed bi-annually.

9. The Membership Selection Committee may remove a member, should the member's actions be in direct conflict with the Vision and Values of the Sport Network.

Meetings

- The Sport Network will meet a minimum of four times per year, or at the call of the Chair to a maximum nine meetings per year.
- City Staff will take minutes and distribute to members in a timely fashion.
- Due to the length of time that may occur between meetings, members are encouraged to bring forward any inaccuracies found in minutes at the earliest opportunity via electronic mail rather than waiting for the next meeting to do so.
- Members are encouraged to be active participants in meetings and other Sport Network endeavors.
- Roberts Rules of Order will apply to all meetings.

Agenda Development

- Committee members are responsible to forward any agenda items to the Chairperson at least two weeks in advance of all meetings.
- The Chairperson shall develop the agenda with support from the City of Maple Ridge staff liaison and distribute the agenda to all members one week prior to the next scheduled meeting.

Subcommittees

- Subcommittees shall be established from the Sport Network membership as needed.
- The process in forming Sport Network sub-committees will be determined by the Sport Network.
- Subcommittees may include community volunteers who are aligned with a member organization. (i.e. secondary school students, non-profit sport group volunteers)
- Subcommittees shall provide updates to the Sport Network at their regularly scheduled meetings.

TO: Her Worship Mayor Nicole Read
and Members of Council
MEETING DATE: May 22, 2018
FILE NO:

FROM: Chief Administrative Officer
MEETING: Council

SUBJECT: Maple Ridge Tourism Advisory Committee Bylaw No. 7459-2018.

EXECUTIVE SUMMARY:

At the April 24, 2018 Council meeting, Council adopted the Tourism Strategy, endorsed the terms of reference for a new Tourism Advisory Committee, and resolved,

That the draft bylaw to establish a Tourism Advisory Committee be brought forward for consideration at a future Council meeting.

This report asks Council to give first, second and third reading to Maple Ridge Tourism Advisory Committee Bylaw No. 7459-2018, attached as Appendix 1.

Parties interested in participating as members of the Tourism Advisory Committee (TAC) will be advised through an advertisement in media and the City's on-line and social media accounts. It is envisioned that the Mayor would invite the Katzie and Kwantlen First Nations to nominate respective members to the TAC, similarly invite the Chamber of Commerce and the Maple Ridge BIA to nominate their respective non-voting members.

Applications received will be reviewed by staff to ensure that the TAC membership reflects diversity of experience and meets the committee composition requirements described in the bylaw. Names of proposed TAC members will be brought to Council for endorsement at a later date.

RECOMMENDATION(S):

That the bylaw No. 7459-2018 be given first, second and third reading.

"Original Signed By"

Prepared by: Lino Siracusa
Director Economic Development and Civic Property

"Original Signed By"

Concurrence: Paul Gill
Chief Administrative Office

Att: Appendix 1 Tourism Advisory Committee Bylaw No. 7459-2018

CITY OF MAPLE RIDGE

BYLAW NO. 7459-2018

A Bylaw to establish a Tourism Advisory Committee

WHEREAS the Council of the City of Maple Ridge deems it expedient to have a Tourism Advisory Committee to advise Council on matters relating to the long term economic health of the community;

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

CITATION

1. This Bylaw shall be cited for all purposes as “Maple Ridge Tourism Advisory Committee Bylaw No. 7459-2018.”

DEFINITIONS

2. For the purposes of this Bylaw, unless the context otherwise requires, “Maple Ridge” means the City of Maple Ridge; “Committee” means the Tourism Advisory Committee established under Section 3;

COMMITTEE COMPOSITION

3. The Committee is comprised of the following 12 voting members:
 - a. One Council liaison, one alternate Council liaison;
 - b. Three accommodations providers representing the properties eligible for the Municipal and Regional District Tax, appointed by Council;
 - c. Six members representing attractions including, arts and culture, heritage, festivals and events, retail and restaurants, destinations and activities, agri-tourism and sports tourism, appointed by Council;
 - d. One representative nominated from the Katzie First Nation;
 - e. One representative nominated from the Kwantlen First Nation.

The Committee shall also be comprised of the following non-voting members:

- f. One representative nominated from the Chamber of Commerce;
 - g. One representative nominated from the Downtown Maple Ridge Business Improvement Association.
4. The members at large shall be appointed by resolution of Council and shall serve for a term of two years commencing on January 1st and terminating two years later on December 31st. In order to stagger the terms of appointment to the Committee, three of the first members representing attractions will be appointed for a term of one year commencing on January 1st and terminating on December 31st of the same year. Subsequent appointments shall be for a term of two years.

5. Council may choose to remove a member from the Committee for consecutive non-attendance at three meetings (unless previously approved by the Committee) or for any other reason Council believes warrants such removal.
6. The Chairperson shall advise Council immediately in writing of any member who has been absent from meetings of the Committee for three consecutive meetings without prior leave of absence having been granted by the Committee. Leaves of Absence greater than three consecutive meetings may, by a majority vote of the Committee, be granted when the request for the leave of Absence is received in writing, prior to the said leave taking place.
7. The members of the Committee shall serve without remuneration.

PROCEDURES

8. The Committee shall:
 - a. Appoint one of their members to act as Chair of the Committee and another member to act as Vice-Chair of the Committee on an annual basis; and
 - b. Hold quarterly meetings, with additional meetings called at the discretion of the Chair;
 - c. Hold subcommittee meetings between regular committee meetings;
 - d. Operate in accordance with the standard operating procedures applicable to all Maple Ridge Committees and Commissions with regard to records keeping, holding closed meetings, conflict of interest, financial management and such other practices, policies and procedures which may be established by Council from time to time.
9. The presence of a majority of voting members shall constitute a quorum.

DUTIES

10. In coordination with the Economic Development Office the Tourism Advisory Committee may:
 - a. Advise Council on matters related to the tourism sector;
 - b. Provide strategic input for consideration of Council in relation to the delivery of the Tourism Strategy;
 - c. Contribute to an annual business plan and performance measures relating to tourism;
 - d. Act as an ambassador profiling tourism opportunities in Maple Ridge.

SUBCOMMITTEES

11. Time-duration subcommittees may be established by the Chair or Council focused on a specific purpose and be inclusive of individuals and representatives that bring an informed voice (local and external experts) to the subject matter being explored. The subcommittees will be designed to support specific bodies of work of the Committee and will report to the Committee on a regular basis.

MEDIA CONTACT

12. The Chairperson or other person appointed by the Committee shall be the spokesperson to the media and other public information sources regarding the Committee's work.

READ a first time the day of , 2018.

READ a second time the day of , 2018.

READ a third time the day of , 2018.

ADOPTED the day of , 2018.

PRESIDING MEMBER

CORPORATE OFFICER

City of Maple Ridge

TO:	Her Worship Mayor Nicole Read and Members of Council	MEETING DATE:	May 22, 2018
FROM:	Chief Administrative Officer	MEETING:	Regular Council
SUBJECT:	Partnering Agreement - Employment Land Investment Incentive Program	FILE NO.:	LF1918010

EXECUTIVE SUMMARY:

In the fall of 2014, Council approved the framework for the Employment Land Investment Incentive Program, intended to accelerate private investment and to attract new businesses and high value jobs to Maple Ridge. Council approved the use of partnering agreements as one of the tools to support the incentive program.

A project is now at the stage where a partnering agreement is required in order for the City to provide an incentive payment. In accordance with Council direction, agreements are presented for consideration at a public meeting, and although legally subject to Council approval, the project meets pre-established eligibility requirements.

RECOMMENDATION:

That the Corporate Officer be authorized to execute a Partnering Agreement with:

- 1. Burnaby Saw Service Ltd. under building permit number 17-121540 in the amount of \$5392.10;**

BACKGROUND:

The four year Employment Land Investment Incentive Program was approved in 2014 and launched in 2015 to help implement the Commercial and Industrial Strategy.

A development project meets the program eligibility requirements and has had a building permit issued. This is the trigger for the incentive program to begin, and the partnering agreement incentives are now due. In order to proceed, the City requires the owner to enter into a partnering agreement to ensure the obligations of both parties are clearly understood. The project is described as follows:

- Two-storey office and residential building located at 13130 Lilley Drive, Maple Ridge, BC, owned by Burnaby Saw Service Ltd., receiving \$5,932.10 under the Employment Land Investment Incentive Program, and representing \$1.8 million in construction value under permit number 17-121540.

Public notice was issued in accordance with Sections 24, 21 and 94 of the Community Charter.

BUSINESS AND FINANCIAL PLAN IMPLICATIONS:

Council previously set aside approximately \$3 million to fund the incentive programs. The partnering agreement referred to in this report will require that the reserve will be drawn down by \$5,932.10.

Through the incentive program, this project has also benefitted from a building permit discount of \$12,655.45.

The incentive program also provides incentives in the form of property tax exemptions. Amounts will be driven by future BC Assessment valuations and are therefore difficult to predict. An estimate of the incentives, based on construction value and using 2018 property tax rates, would result in approximately \$64,000 spread over five years. Revitalization Tax Exemption Agreements will be necessary to initiate this portion of the incentive program once the projects are nearing completion.

CITIZEN IMPLICATIONS:

The City's approach to the incentive programs is one of full transparency. There have been numerous Council reports, presentations and newspaper notices over four years of incentive program implementation. The Employment Land Investment Incentive Program is intended to attract new commercial and industrial businesses and high value jobs to Maple Ridge. Incentive program goals and objectives have consistently ranked as highly desirable in citizen surveys.

CONCLUSION:

This report requests Council authorization to execute a partnering agreement that will allow the City to provide a financial incentive for the building permit noted in this report. The project meets pre-established eligibility criteria adopted by Council. The incentive totals \$5,932.10, and supports the \$1.2 million in construction value represented by the project. Partnering agreement incentives are one component of a comprehensive incentive program that supports the Commercial and Industrial Strategy.

"Original signed by Melissa Dunn"

Prepared by: **Melissa Dunn**
Research Technician

"Original signed by Laura Benson"

Approved by: **Laura Benson, CPA, CMA**
Director of Corporate Administration

"Original signed by Paul Gill"

Concurrence: **Paul Gill, B.B.A, C.G.A, F.R.M**
Chief Administrative Officer

The following appendices are attached hereto:
Appendix A – Partnering Agreement – Burnaby Saw Service Ltd.

:md

PARTNERING AGREEMENT

THIS AGREEMENT dated for reference _____,

BETWEEN:

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

("City")

AND:

Burnaby Saw Service Ltd.
7020 Ridge Dr.
Burnaby, BC V5A 1A9

("Owner")

WHEREAS:

- A. The *Community Charter, Part 3, Division 1, Section 21* authorizes the City to enter into an agreement for the provision of a service on behalf of the municipality;
- B. The achievement of the City's vision, reasons, objectives and principles for the Employment Land areas requires private sector development;
- C. The Owner agrees to construct a Project that supports Employment Land Investment Incentive Program reasons, objectives and principles, as identified on Schedule A: Employment Land Investment Incentive Program Reasons, Objectives and Principles;
- D. The City agrees to provide a financial incentive, as identified in Section 4.

NOW THEREFORE in consideration of \$1.00 paid by the City to the Owner, the receipt and sufficiency of which the Owner acknowledges the parties agree as follows:

- 1. In this Incentive Agreement,
 - a. **"Employment Land"** means that area identified in Schedule B of this agreement
 - b. **"Project"** means:

New construction over \$250,000
13130 Lilley Drive, Two-storey office and residential
Building Permit #17-121540
- 2. The Owner agrees to:
 - a. Undertake the following service on behalf of the City: Either wholly or in part, achieve reasons, objectives and principles outlined on Schedule A: Employment Land Investment Incentive Program Reasons, Objectives and Principles, through construction and completion of a Project as described in Section 1;
 - b. Comply with all other Municipal bylaws, regulations, agreements and permits in relation to the Project;
 - c. Obtain final occupancy permit(s) for the Project within two (2) years from the date the Building Permit was issued.

- d. All work identified under the building permit is to be completed no later than 120 days after the issuance of the first Provisional Occupancy Permit and an unconditional Occupancy Permit is issued.
 - e. Construct a project of an industrial use as permitted in the Maple Ridge Zoning Bylaw, except for the ineligible uses outlined on Schedule C: Ineligible Uses.
3. If the Owner or the Project causes any breach or non-compliance of any obligation set forth in this Agreement or any Municipal bylaw, regulation, agreement or permit, the Owner must forfeit the amounts received or set to be received under Section 4, or a lesser amount agreed to by the City. If already paid to the Owner by the City, the forfeited amount must be received by the City within thirty (30) days of the date the City issues notification of the breach/non-compliance.
4. After the City has complied with legislated requirements to provide public notification and obtain Council approval, the City will pay to the Owner: **\$5,932.10** representing an amount equivalent to a portion of Municipal Development Cost Charges assessed on the Project, as described in the Employment Land Investment Incentive Program.
5. This Agreement expires on the date all units in the Project have been issued final occupancy permits.

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

Date: _____, 2018

CITY OF MAPLE RIDGE
by its authorized signatory:

Laura Benson
Corporate Officer

Burnaby Saw Service Ltd.
by its authorized signatories:

signature

print name

Schedule A: Employment Land Investment Incentive Program Reasons, Objectives and Principles

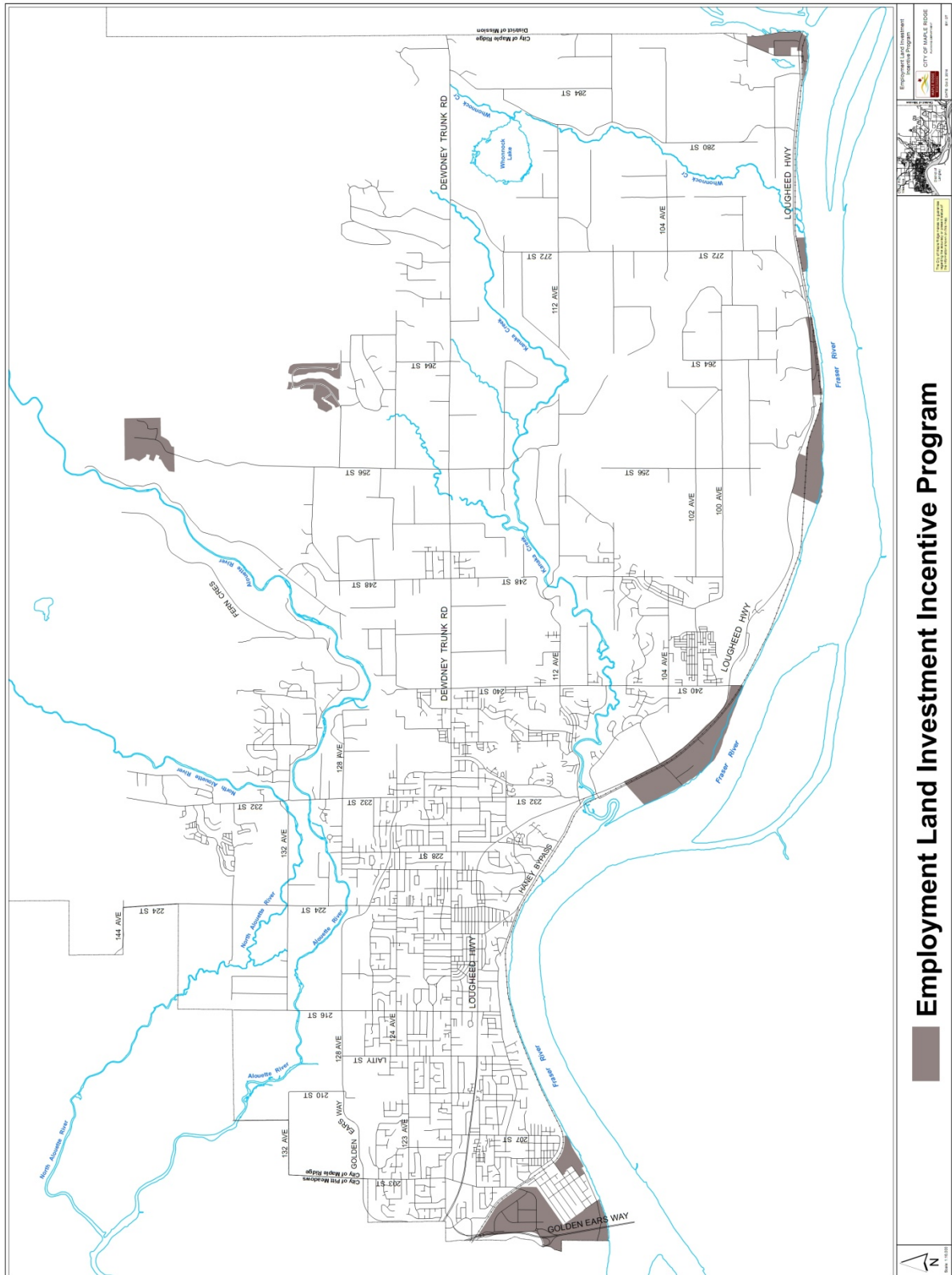
A Revitalization Tax Exemption is established under this Bylaw to:

- a. Improve the ratio of jobs to housing;
- b. Expand employment opportunities for citizens;
- c. Attract investment to create a strong local economy;
- d. Diversify the tax base;
- e. Improve the industrial to residential property tax ratio;
- f. Encourage the use of environmentally sustainable building construction methods and materials; and,
- g. Encourage energy efficiency and alternative technologies.

Generally accepted principles that have been incorporated into the Employment Land Investment Incentive Program:

- i. Bricks and mortar (property value) contributes to the City's revenue stream;
- ii. Industrial land should be retained for industrial uses;
- iii. Focus on attracting high value jobs and high job densities;
- iv. Focus on businesses not driven by population growth - "retail follows rooftops";
- v. Time limited programs provide momentum;
- vi. Incentives shouldn't draw businesses away from the Town Centre;
- vii. The Town Centre commercial sector needs continued support; and,
- viii. A multi-pronged approach is needed; incentives alone are not the answer.

Schedule B: Employment Land Investment Incentive Program Areas



Schedule C: Ineligible Uses

These uses would typically have either lower job densities or lower value jobs, and therefore would not meet the objectives of the program:

- Dance schools, fitness centres and gymnastics schools
- Auction marts
- Mini-warehouses
- Parking of unoccupied commercial and recreational vehicles
- Indoor commercial recreational uses
- Restaurants
- Childcare centres
- Retail warehouse operations ("big box")
- Operations relating to medical marihuana

City of Maple Ridge

TO: Her Worship Mayor Nicole Read
and Members of Council
FROM: Chief Administrative Officer
SUBJECT: Joint Municipal Emergency Program

MEETING DATE: May 22, 2018
FILE NO:
MEETING: Council

EXECUTIVE SUMMARY:

The Joint Municipal Emergency Program (JMEP) Agreement with the City of Pitt Meadows has recently expired and it is recommended that the City of Maple Ridge enter into a new five-year agreement. The Joint Agreement provides resiliency and affords new opportunities to build capacity in all aspects of the emergency program with the addition of a full-time Emergency Program Coordinator in Pitt Meadows. It also provides for the activation of a Joint Emergency Operations Centre in the event an emergency affects both municipalities or for either community to provide assistance to the other upon request.

RECOMMENDATION(S):

That staff be directed to draft a new five-year Joint Municipality Emergency Program (JMEP) agreement with the City of Pitt Meadows and bring it back to Council for consideration.

DISCUSSION:

- a) **Background Context:** The joint emergency program with Pitt Meadows has been in place since 2002. The agreement has served both communities well and has been identified by Emergency Management BC as a model for other communities to follow because emergencies often impact more than one community and there is tremendous value in being prepared to establish a coordinated response.

Under the current agreement, Maple Ridge provides staff resources to the City of Pitt Meadows and they, in return, pay a portion of the costs.

We have now received written notification from the City of Pitt Meadows that they wish to add their own Emergency Program Coordinator and as a result will cover 100% of this staffing cost. However they will no longer be sharing in the Maple Ridge costs but are interested in continuing to provide the JMEP. The benefit to Maple Ridge is that we will no longer have a joint program that is reliant on only one staff member. With Pitt Meadows having their own dedicated Emergency Program Coordinator, both communities will benefit from having added depth and coverage.

This new agreement will better define how planning, exercises, volunteer management and public education efforts will be shared. These changes ultimately provide greater opportunities

for developing emergency plans and related training, as well as added resources to attract and retain volunteers.

b) **Strategic Alignment (as appropriate):** This agreement enables the City to develop coordinated plans that will assist residents to have their essential needs met during the most difficult times and contribute to the continuation of a community with a strong and vibrant local economy.

c) **Business Plan/Financial Implications:** This change will result in a loss of annual revenue of \$26,000.

CONCLUSIONS:

The Joint Municipality Emergency Program (JMEP) agreement will provide additional staff resources that are required to deliver essential services to the citizens of Maple Ridge and Pitt Meadows in the event of an emergency.

“Original signed by Patrick Cullen”

Prepared by: Patrick Cullen, Emergency Program Coordinator

“Original signed by Howard Exner”

Approved by: Howard Exner, Fire Chief

“Original signed by Paul Gill”

Concurrence: Paul Gill, CPA, CGA
Chief Administrative Officer