

***COUNCIL WORKSHOP AGENDA***

***July 17, 2018***

***5:30 p.m.***

***PLEASE NOTE THE CHANGE IN TIME***

***Council Chambers, 1<sup>st</sup> Floor, City Hall***

*The purpose of the Council Workshop is to review and discuss policies and other items of interest to Council. Although resolutions may be passed at this meeting, the intent is to make a consensus decision to send an item to Council for debate and vote or refer the item back to staff for more information or clarification. The meeting is live streamed and recorded by the City of Maple Ridge.*

***REMINDERS***

**July 17, 2018**

Public Hearing

7:00 p.m.

1. ***ADOPTION OF THE AGENDA***
2. ***ADOPTION OF MINUTES***
- 2.1 Minutes of the July 3, 2018 Council Workshop Meeting
3. ***PRESENTATIONS AT THE REQUEST OF COUNCIL***
4. ***UNFINISHED AND NEW BUSINESS***
- 4.1 **Density Bonus Program Allocations to Affordable Housing**

Staff report dated July 17, 2018 recommending that the draft framework of density bonus regulations to encourage greater delivery of affordable rental and special needs housing options through development be included in the new Maple Ridge Zoning Bylaw.

#### **4.2 Neighbourhood Residential Infill Policy Change**

Staff report dated July 17, 2018 recommending amendments to the Official Community Plan and Zoning Bylaw to create a new single family infill zone in conjunction with rezoning application 2016-411-RZ.

#### **4.3 Proposed Maple Ridge Zoning Bylaw and Business Licencing Bylaw Amendments for Auto Wrecking Services**

Staff report dated July 17, 2018 recommending that amendments to the City's Zoning Bylaw and Business Licencing Bylaw to prohibit auto wrecking services from operating in the M2 (General Industrial) zone be prepared.

#### **4.4 Electric Vehicle Charging Infrastructure Options for New Development**

Staff report dated July 17, 2018 recommending that bylaw amendments required for the integration of electric vehicle charging stations into new developments be considered following a consultation process to engage the development community.

#### **4.5 Recruitment and Retention of Family Physicians**

Staff report dated July 17, 2018 recommending that a request from the Ridge Meadows Division of Family Practice for a financial contribution toward physician recruitment efforts be declined and that physician recruitment and retention efforts continue to be supported through City marketing channels, development of a welcome program for new physicians and engagement with community groups to support ongoing advocacy to senior governments for increased financial and program support.

### **5. *CORRESPONDENCE***

#### **5.1 Upcoming Events**

July 21, 2018 4:00 p.m. to 7:00 p.m.	Lapidary Club 60 <sup>th</sup> Anniversary BBQ, Maple Ridge Park, Fern Crescent, Maple Ridge, BC Organizer: Lapidary Club
July 24, 2018 2:00 p.m. – 4:00 p.m.	SKY Helicopters Tour and Flight Over Maple Ridge, Pitt Meadows Airport, SKY Helicopters Hangar, 18799 Airport Way, Pitt Meadows Way, BC Organizer: SKY Helicopters

July 26, 27 and 28, 2018 6:00 p.m. to 11:00 p.m.	Bard on the Bandstand: The Merry Wives of Windsor, Memorial Peace Park, Maple Ridge, BC Organizer: Emerald Pig Theatrical Society
July 27 and 28, 2018 9:00 a.m. to 12:00 p.m.	Cemetery Preservation & Clean Up, 21440 Dewdney Trunk Road, Maple Ridge, BC Organizer: Maple Ridge Museum
July 28 and 29, 2018 10:00 a.m. to 6:00 p.m.	Country Fest, Albion Fairgrounds, 23448 Jim Robson Way, Maple Ridge, BC Organizer: Maple Ridge/Pitt Meadows Agricultural Association
July 29, 2018 12:00 p.m. to 3:00 p.m.	Pride Picnic Party in the Park, Memorial Peace Park, Maple Ridge BC Organizer: The Coquitlam Centre Street Team
July 30, 2018 7:30 p.m. to 9:00 p.m.	Music on the Wharf, Port Haney Wharf, Maple Ridge, BC Organizer: Ridge Meadows Historical Society

6. ***MAYOR AND COUNCILLORS' REPORTS***

7. ***BRIEFING ON OTHER ITEMS OF INTEREST/QUESTIONS FROM COUNCIL***

8. ***MATTERS DEEMED EXPEDIENT***

9. ***ADJOURNMENT***

Checked by: \_\_\_\_\_

Date: \_\_\_\_\_

***COUNCIL WORKSHOP MINUTES***

July 3, 2018

The Minutes of the City Council Workshop held on July 3, 2018 at 6:00 p.m. in the Council Chambers of City Hall, 11995 Haney Place, Maple Ridge, British Columbia for the purpose of transacting regular City business.

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***PRESENT***

*Elected Officials*

Mayor N. Read  
Councillor C. Bell  
Councillor K. Duncan  
Councillor B. Masse  
Councillor G Robson  
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  
D. Denton, Acting Corporate Officer

*Other Staff as Required*

***ABSENT***

Councillor T. Shymkiw

C. Goddard, Manager of Development and Environmental Services  
D. Pollock, Municipal Engineer  
L. Siracusa, Director of Economic Development & Civic Properties  
D. Speers, Recreation Coordinator Health and Wellness

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Note: These Minutes are posted on the City Web Site at [www.mapleridge.ca](http://www.mapleridge.ca)

**1. *APPROVAL OF THE AGENDA***

R/2018-395

It was moved and seconded

**That the agenda of the July 3, 2018 Council Workshop Meeting be approved as circulated.**

CARRIED

2. ***MINUTES***

2.1 **Minutes of the June 19, 2018 Council Workshop Meeting**

R/2018-396

It was moved and seconded

**That the minutes of the Council Workshop Meeting of June 19, 2018 be adopted as circulated.**

CARRIED

3. ***PRESENTATIONS AT THE REQUEST OF COUNCIL*** – Nil

4. ***UNFINISHED AND NEW BUSINESS***

4.1 **Justice Institute Presentation**

- **Dr. Michel Tarko, President and Chief Executive Officer**

Dr. Tarko presented a video looking back on the past 40 years of the Justice Institute. Following the video, he provided current information on the Justice Institute, its campuses and on programs and training offered. He highlighted the Maple Ridge campus and programming provided at that campus.

R/2018-397

It was moved and seconded

**That the Chief Administration Officer and the Director of Economic Development and Civic Properties schedule a meeting with the Minister of Advanced Education.**

CARRIED

4.2 **Reconsideration of Decision to Deny a Tree Cutting Permit**

- **Pastor Duane Goerzen, Maple Ridge Community Church**

The Manager of Development and Environmental Services gave a power point presentation providing the following information:

- Subject map and the location of the tree on the property
- Description of tree
- Reasons for denial – the tree is healthy, over 68.5 cm in diameter, tree does not fulfill any circumstance to permit cutting such as it being a hazard, within 2 metres of a building foundation or many similar trees on site, the tree canopy target on the site is not being met, there are limited

existing rainwater infiltration opportunities and removal of tree and landscape stripe would result in 100% impermeable surface

- Options to consider:
  - Support position to preserve significant tree;
  - Approval tree removal
  - Provide desired parking by redesigning parking lot around the critical root zone of the tree
- Staff recommendation:
  - increase in desired parking to be accompanied by redesigning the parking lot around the critical root zone of the significant tree on the site

Pastor Goerzen introduced himself and his history in the community of Maple Ridge. He referred to a decision to deny a tree cutting permit and requested that Council reconsider the decision. Pastor Goerzen provided information on the history of the Maple Ridge Community Church and outlined work done on the current church property since purchased in 1998. He advised on increases in attendance at the church and the use of the facilities by other community groups. Pastor Goerzen stated that the need to plan for additional parking to accommodate the increase in attendance and use of church facilities is the reason for the request for tree removal. He described the location of the tree and felt the tree will limit potential parking capacity if it remains. He indicated that one or two new trees can be planted to replace the one to be removed and advised that a second tree of this type remains on the property. He reiterated his request that Council reconsider the decision to deny a tree cutting permit

R/2018-398

It was moved and seconded

**That the increase in desired parking requested by the Maple Ridge Community Church be accomplished by redesigning the parking lot around the critical root zone of the significant tree on the site.**

CARRIED

Note: Item 4.3 was deferred from the May 22, 2018 Council Meeting and the June 5, 2018 Council Workshop Meeting

#### **4.3 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.

The General Manager of Parks, Recreation & Cultural Services introduced the topic.

The Recreation Coordinator Health and Wellness gave a verbal update providing a background on the sport strategy, the sport network, how the two connect and explained the process to date.

R/2018-399

It was moved and seconded

**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.**

CARRIED

#### **4.4 Requests for Meetings at the Union of British Columbia Municipalities (UBCM) 2018 Convention**

4.4.1 E-mail dated May 24, 2018 from Steven Higginbottom, Community Relations Coordinator, Lower Mainland, BC Hydro, outlining the process for scheduling meetings with BC Hydro's senior managers at the 2018 UBCM Convention

4.4.2 Letter dated June 11, 2018 from Premier John Horgan outlining the process for scheduling meetings with himself or Cabinet Ministers at the 2018 UBCM Convention

4.4.3 Letter dated June 11, 2018 from Minister Selina Robinson, Ministry of Municipal Affairs and Housing outlining the process for scheduling meetings with her Ministry at the 2018 UBCM Convention

The Acting Corporate Officer reviewed the correspondence received and requested Council to advise on participation in meetings at UBCM.

Mayor Read requested that Council members e-mail any requests to meet with particular Ministries at UBCM to staff.

#### **4.5 2018 Home Show Report**

Staff report dated July 3, 2018 providing a synopsis of the May 2018 Home Show event.

The Director of Economic Development & Civic Properties reviewed the staff report.

5. ***CORRESPONDENCE***

Note: Item 5.1 was deferred from the June 5, 2018 Council Workshop Meeting

5.1 **City of Langley – Provincial Employer Health Tax**

Letter dated May 17, 2018 from Kelly Kenney, Corporate Officer, City of Langley, urging municipalities to write to the provincial government requesting the elimination or reduction of the newly implemented Employer Health Tax.

R/2018-400

It was moved and seconded

**That the letter dated May 17, 2108 from Kelly Kenney, Corporate Officer, City of Langley on the Provincial Employer Health Tax be received into the record.**

CARRIED

5.2 **Village of Anmore – Proposed Regional Development Cost Charges for Transportation (TransLink)**

Letter dated June 11, 2018 from Mayor John McEwen, Village of Anmore, sharing concerns about the proposed implementation of the regional Development Cost Charges by TransLink.

R/2018-401

It was moved and seconded

**That the letter dated June 11, 2018 from Mayor John McEwen, Village of Anmore on Proposed Regional Development Cost Charges for Transportation (TransLink) be received into the record.**

CARRIED

6. ***MAYOR'S AND COUNCILLORS' REPORTS***

**Councillor Bell**

Councillor Bell requested confirmation that a discussion on the need for physicians in the community will be on the upcoming Council Workshop Meeting agenda.

**Councillor Masse**

Councillor Masse met with numerous physicians in the community who expressed appreciated for the participation of Council.

**Councillor Speirs**

Councillor Speirs attended the 2018 Federation of Canadian Municipalities Conference and a meeting of the Social Policy Advisory Committee.



7. ***BRIEFING ON OTHER ITEMS OF INTEREST/QUESTIONS FROM COUNCIL*** – Nil

8. ***MATTERS DEEMED EXPEDIENT*** – Nil

9. ***NOTICE OF CLOSED COUNCIL MEETING***

R/2018-401

It was moved and seconded

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

**Section 90(1)(i) The receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose.**

**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

10. ***ADJOURNMENT*** – 7:37 p.m.

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N. Read, Mayor

Certified Correct

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D. Denton, Acting Corporate Officer

## City of Maple Ridge

**TO:** Her Worship Mayor Nicole Read  
and Members of Council

**MEETING DATE:** July 17, 2018

**FROM:** Chief Administrative Officer

**MEETING:** Council Workshop

**SUBJECT:** Density Bonus Program Allocations to Affordable Housing

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### EXECUTIVE SUMMARY:

Towards further implementing our Official Community Plan and the Housing Action Plan, Council has been engaged in the review and discussion of options to encourage greater delivery of affordable, rental and special needs housing options through development. Based on a February 6, 2018 Council Workshop direction, this report brings forward a draft framework of density bonus regulations. From their review of the draft density bonus framework, the Urban Development Institute and the Greater Vancouver Home Builders' Association have provided a letter of support, calling it a "win-win-win" opportunity for Maple Ridge, the development industry, and residents looking for affordable housing solutions (see Appendix A). With Council's approval in principle of the draft density bonus framework, staff would work to include such regulations in the City's new Zoning Bylaw, noting that the new Zoning Bylaw will be the subject of a pending report expected in early Fall of this year.

### RECOMMENDATION:

That a density bonus framework to encourage greater delivery of affordable, rental and special needs housing through development as recommended in the staff report entitled, "Density Bonus Program Allocations to Affordable Housing", dated July 17, 2018, be included in the new Zoning Bylaw;

### BACKGROUND:

On September 14, 2015 Council endorsed the Housing Action Plan (HAP) Implementation Framework. The HAP Implementation Framework builds from the key strategies recommended in the Housing Action Plan. Strategy #11 of the HAP encourages the use of community amenity contribution funding for affordable housing.

On December 12, 2017 following a discussion related to Community Amenity Contribution and affordable housing, Council expressed interest in receiving a report outlining options to facilitate the development of rental housing in the Maple Ridge.

On February 6, 2018, Council moved that, as a component of developing a Rental Housing Program, staff should bring forward an additional report outlining a Density Bonus approach that would optionally require, in exchange for bonus density, the provision of secured rental units, secured affordable rental units, and/or a cash-in-lieu contribution.

On February 6, 2018, Council also debated two resolutions to amend Council Policy #6.31 - Community Amenity Contribution Program: to allocate all CAC funds collected from the Town Centre

area to affordable housing until such funding reaches a maximum of 20% of the total CAC's collected City-wide; OR to increase the City's existing CAC contribution rates with the added contribution levels being applied to affordable housing. Following Council's discussion, a motion to defer was passed pending a referral to the UDI/GVHBA Development Liaison Committee.

On April 17, 2018, Council received a presentation from the UDI/GVHBA Development Liaison Committee. A key message offered was the preference for retaining the City's existing CAC rates as opposed to increasing CACs. The Committee representatives also took the opportunity to express support for density bonusing and pre-zoning as additional strategies to deliver affordable housing.

On June 19, 2018, having reviewed the above noted two possible policy options for allocating CAC contributions towards affordable housing, Council directed that Council Policy #6.31 - Community Amenity Contribution Program should remain unchanged.

## **DISCUSSION:**

Through a recent series of reports, staff has outlined various policy and regulatory options available to secure rental units, affordable rental units and/or cash in-lieu contributions. More recently, staff has identified a two-pronged approach for Council consideration; namely, the use of the City's existing CAC program as a means to generate dedicated cash contributions towards affordable, rental and special needs housing, in combination with the creation of additional voluntary density bonus opportunities through which applicants can opt to either provide secured rental units, or secured affordable rental units, or cash in-lieu contributions in exchange for additional density.

With the role of the City's existing CAC program now seemingly resolved following Council's June 19 workshop, it is the intent of this report to bring forward a draft density bonus framework for Council's review. Specifically this report presents below an overview of the density bonus zoning and the accompanying amenity contributions along with the feedback received from the City's Development Liaison Committee. Following Council's discussion, and should Council approve in principle the density bonus framework, staff will incorporate the draft regulations into the new Zoning Bylaw that is concurrently being prepared for Council's review by the early Fall of this year.

### **a) Draft Density Bonus Framework:**

In developing the proposed density bonus framework staff worked closely with Rollo + Associates, the consultant that prepared the original analysis for the City's Albion Density Bonus scheme and our existing CAC program. In more detail, Rollo + Associates prepared a financial analysis comprised of a number of development proformas to determine both the value of land at the various base densities currently available as well as the possible increase in land values that may be associated with a proposed bonus density opportunity. The consultant then identified the difference between the land value under a density bonus framework and the costs associated with required in-kind amenities (in the forms of affordable rental units) and cash in-lieu contribution rates to ensure the opportunity of the density bonus zoning is calibrated appropriately to the cost of providing the associated amenities.

Like all density bonus programs, the proposed framework is optional in nature whereby a fixed base level of density is available outright to all development, but an optional maximum permissible density is also achievable should the applicant wish to voluntarily provide the required amenity contribution. Table 1 below describes by zone the corresponding outright base and optional bonus density levels along with the required amenity contribution, which includes a further choice of either the provision of affordable rental units at the time of development or the contribution of a cash in-lieu value. To be clear, under the proposed density bonus framework the provision of affordable rental units or a cash in-lieu contribution would only be applicable if the developer chose to pursue the available bonused density.

Table 1: Draft Density Bonus Framework

<b>ZONE</b>	<b>BASE DENSITY</b>	<b>DENSITY BONUS</b>
RM-1, RM-4, RM-5	Existing base levels of density are 0.60, 0.75, 0.80 FSR.	Base level of density is increased by 0.15 FSR to a maximum of 0.75, 0.90 and 0.95 FSR in exchange for either: <ul style="list-style-type: none"> <li>• 15% of the net floor area being rental units, with rents at minimum 10% below CMHC average market rents for the Ridge-Meadows area; OR</li> <li>• Cash in-lieu, at a rate of \$215.28 per square metre (\$20.00 sq. ft.).</li> </ul>
RM-2, RM-3	Existing base level of density are 1.8 and 2.2 FSR.	Base level of density is increased by 0.40 FSR to a maximum of 2.2 FSR and 2.6 in exchange for either: <ul style="list-style-type: none"> <li>• 10% of the net floor area being rental units, with rents at minimum 10% below CMHC average market rents for the Ridge-Meadows area, OR</li> <li>• Cash in-lieu, at a rate of \$96.88 per square metre (\$9.00 sq. ft.).</li> </ul>
RM-6	Base density is 1.6 FSR with existing density bonus options for under-ground parking, building height above 8 storeys, non-market housing, and the achievement of LEED certification, silver or gold levels of building performance. (More on the appropriateness of a LEED-related bonus is discussed below)	Base levels of density could be increased by a 0.5 FSR option, noting the developer would have the choice amongst density bonus options, in exchange for either: <ul style="list-style-type: none"> <li>• 5% of the net floor area being rental units, with rents at minimum 10% below CMHC average market rents for the Ridge-Meadows area; OR</li> <li>• Cash in-lieu, at a rate of \$96.88 per square metre (\$9.00 sq. ft.).</li> </ul>
C-2	Base density is measured in terms of height, with 7.5 m or a 1 storey maximum.	Base height is increased to permit 1 extra storey (2 storey maximum), to a maximum height of 10 m, in exchange for either: <ul style="list-style-type: none"> <li>• The second storey net floor area being rental units, with rents at minimum 10% below CMHC average market rents for the Ridge-Meadows area; OR</li> <li>• Cash in-lieu, at a rate of \$96.88 per square metre (\$9.00 sq. ft.).</li> </ul>
C-3	Based density is 1.0 FSR with existing density bonus options for under-ground parking and building height above 2 storeys.	Base levels of density could be increased by a 0.5 FSR option, noting the developer would have the choice amongst density bonus options, in exchange for either: <ul style="list-style-type: none"> <li>• 5% of the net floor area being rental units, with rents at minimum 10% below CMHC average market rents for the Ridge-Meadows area; OR</li> <li>• Cash in-lieu, at a rate of \$96.88 per square metre (\$9.00 sq. ft.).</li> </ul>

From the Rollo + Associates financial analysis, a few key assumptions and findings are further described below:

- It is anticipated that the proposed density bonus zoning would be applied to the appropriately designated properties in the Town Centre and Major Corridor areas only.
- The bonus density increments outlined above stem from an earlier staff analysis undertaken through the Zoning Bylaw review effort in which the permitted densities in the Town Centre and Major Corridor areas was compared against the preferred forms of development sought through redevelopment applications. From this analysis, and as evidenced in recent built developments, it was observed that applicants are often pursuing higher densities than those currently permitted in the current Zoning Bylaw. In light of such reoccurring requests, and the resulting one-off negotiations that often ensue, the bonus density increments proposed are seen by staff as a means of reconciling the density aspirations expressed by the development industry, while achieving certain amenity priorities identified by Council.
- As well, for the RM-6 zone, the proposed 0.5 FSR density bonus is derived from a repurposing of the bonus density already offered for delivery of non-market housing (0.2 FSR) and achieving green building performance (0.3 FSR), as measured through the LEED (Leadership in Energy and Environmental Design) green building rating system. Through LEED, buildings achieve a certification level based on credits in a range of categories, including sustainable site, water efficiency, energy and atmosphere, materials and resources, indoor environmental quality, and others. Since the RM-6 zone was developed, however, many municipalities have moved away from referencing LEED in zoning bylaws and other policy tools due to the costs associated with the third-party accreditation process and the increased interest in building energy efficiency. This is consistent with the provincially-led move towards increased energy-efficiency requirements in the BC Energy Step Code, and the commitment to make buildings “net-zero energy ready” by 2032. It is noted that there is only one property zoned RM-6 in the City and that the site is currently vacant.
- Agreement to provide rental units in exchange for the density bonus will be secured through a Housing Agreement, ensuring the units remain rental in perpetuity. The Housing Agreement tool is an existing and commonly used practice in the City.
- If the applicant opted to provide units (vs. cash contribution) the applicant would be responsible for the management of the rental units, either through a property management firm or a non-profit society.

**b) UDI/GVHBA Development Liaison Committee Comments:**

On May 25, 2018, a draft of the proposed density bonus framework was shared with the Development Liaison Committee (DLC) for comment. Consistent with messages shared at the April 17 workshop between Council and the DLC, the committee members continued to express support for Density Bonusing, both as a tool and as outlined in the proposed framework. A joint follow-up letter of support was also submitted by the Urban Development Institute and the Greater Vancouver Home Builders' Association (see Appendix A), citing that the draft density bonus regulations would be voluntary and incentive based, and that it would provide a “win-win-win” opportunity for Maple Ridge, the development industry, and residents looking for affordable housing solutions. The letter also identified further steps that might assist in a wider implementation, including the future consideration of such density bonus measures along the Lougheed Highway around the proposed Translink B-Line bus stop stations.

## **OTHER CONSIDERATIONS:**

### **a) Management of Rental Units:**

With the above proposed framework it is assumed that if applicants wish to pursue the density bonus opportunity and in exchange contribute the necessary number of affordable rental units, the management of any such units would fall directly to the developer, either on their own or through an agreement with a property management firm or a non-profit society. Should Council direct staff to incorporate the density bonus provisions described above into the pending new Zoning Bylaw, clear regulatory language will describe this responsibility along with the requirement for a Housing Agreement to secure such arrangements.

Staff anticipates monitoring the uptake on the proposed density bonus opportunities, if approved. To assist future applicants that may pursue the density bonus option to develop rental units, and similar to the case studies from Richmond and Chilliwack examined in earlier staff reports, it is anticipated that there may be a benefit at that time to prepare and release a Request for Expressions of Interest to establish a list of possible non-profit societies interested in managing affordable rental housing units created through the density bonus program. A recent delegation by the YWCA indicated an interest in participating in such a program.

### **b) City-Wide Density Bonus Opportunities:**

As outlined above, the proposed density bonus framework is intended to be applied in the Town Centre and Major Corridor areas, given their existing designation generally for multi-family development. In completing the current density bonus financial analysis, however, along with parallel undertakings previously requested by Council, staff has also identified additional opportunities where density bonus might be applied. These additional opportunities are envisioned outside the Town Centre and Major Corridor areas (but not including the approved growth areas), and could further address Council's Resolution 2016-390 as directed on August 29, 2016: For example:

- Council directed staff to explore the permitting of duplexes in all single family zones without a rezoning, on minimum lot sizes of 557 m<sup>2</sup> in the Town Centre and 750 m<sup>2</sup> within the Urban Area Boundary. Rather than allowing duplexes outright, a density bonus in exchange for an appropriate cash contribution might be an alternative approach to encouraging wider development of the duplex form. Staff anticipates bringing forward a report later in 2018 to outline for Council such an alternative approach as well as other regulatory options related to the City's RT-1 Duplex zone.
- Similarly, staff is currently undertaking a policy and regulatory review of the City's Secondary Suites and Detached Garden Suite programs. On May 2, 2018, Council directed staff to initiate a pilot project to explore new DGS forms and further directed on June 19, 2018 that a second phase be initiated to seek out additional pilot project properties within the Urban Area Boundary. One direction in particular that is being explored in both phases is the potential to permit a DGS and a Secondary Suite on the same property. Acknowledging that further staff reports are anticipated as the pilot projects evolve, density bonus zoning may present one option to consider if Council ultimately opts to implement the City-wide co-location of a Secondary Suite and DGS on the same property.

## **NEXT STEPS:**

With Council's direction, and noting the complexity of the proposed density bonus framework, staff would work as a next step to incorporate the above noted provisions into the pending new Zoning Bylaw. In doing so, the density bonus amendments could be delivered in a timely manner and also form part of a comprehensive overview of the City's zoning regulations.

## **FINANCIAL IMPLICATIONS:**

Through the past CAC and Albion Density Bonus work, Council established a City-Wide CAC Reserve Fund and an Albion Area Reserve Fund. Consistent with the Local Government Act, a further reserve fund and an accompanying authorising bylaw would be required to receive cash contributions that may stem from the proposed density bonus framework, if approved.

## **CONCLUSION:**

Consistent with City's Housing Action Plan, and based on Council direction from February 2018, staff has worked closely with Rollo + Associates to prepare a draft density bonus framework. The intent of the optional amenity zoning will be to deliver affordable rental housing in exchange for bonus density, either through the direct provision of rental units or through cash in-lieu contributions to be utilised by the City towards future affordable housing investments. With Council's review and approval in principle of the proposed density bonus framework, staff would incorporate the draft zoning as outlined in this report into the City's new Zoning Bylaw, which is expected to be brought forward to Council by Fall of this year.

"Original signed Brent Elliott"

***Prepared by:*** Brent Elliott, MCIP, RPP,  
Manager of Community Planning

"Original signed by Trevor Thompson"

***Concurrence by:*** Trevor Thompson, CPA, CGA  
Chief Financial Officer

"Original signed by Christine Carter"

***Approved by:*** Christine Carter, MPL, MCIP, RPP  
Director of Planning

"Original signed by Frank Quinn"

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

"Original signed by Paul Gill"

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

# APPENDIX A



## URBAN DEVELOPMENT INSTITUTE – PACIFIC REGION

#200 – 602 West Hastings Street  
Vancouver, British Columbia V6B 1P2 Canada  
T. 604.669.9585 F. 604.689.8691  
[www.udi.bc.ca](http://www.udi.bc.ca)



## GREATER VANCOUVER HOME BUILDERS' ASSOCIATION

#1003, 7495 – 132 Street  
Surrey, British Columbia V3W 1J8 Canada  
T. 778-565-4288  
[www.gvhba.org](http://www.gvhba.org)

July 6, 2018

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

Dear Mr. Quinn:

### ***Re: Draft Density Bonus Recommendations***

The Urban Development Institute (UDI) and the Greater Vancouver Home Builders' Association (GVHBA) would like to thank Maple Ridge staff for again utilizing our Development Liaison Committee (DLC) to review a key issue to both of our memberships – the City's proposed Density Bonusing Program. The discussion at our May 25<sup>th</sup> meeting was very positive, and we have had further discussions with the industry members on the Committee.

We are supportive of the City's draft recommendations. The Density Bonusing Program is voluntary and incentive based. It provides a win-win-win for Maple Ridge, those in need of affordable housing and our memberships. Lower income households will be provided affordable housing in the City Centre, which offers access to transit, services and job opportunities. Our members will be able to build and rent out these affordable housing units because the incremental costs will be offset with the proposed density bonuses. The program is also flexible because there is an opportunity to provide cash-in-lieu instead of the units.

UDI and GVHBA have two recommendations for your staff. First, some sites may not be able to accommodate additional density without a height relaxation. We suggest that the City build into the policy the allowance of height increases, so developers with constrained sites who want to build and retain the rental units (as opposed to exercising the cash-in-lieu) can do so.

Second, with the new TransLink B-Line service coming to Maple Ridge in the next year, there may be further opportunities to increase densities and expand the density bonusing program to other areas in Maple Ridge at the new stops along the B-line. We would be pleased to work with staff and the community on such an initiative.



Thank you, again, for involving the DLC in developing this new policy. Both UDI and GVHBA are supportive of the City's efforts to deliver affordable housing through this new Program.

Yours truly,

A black ink signature, likely of Anne McMullin, consisting of a stylized 'A' followed by a horizontal line.

Anne McMullin  
President & CEO  
Urban Development Institute

A blue ink signature, likely of Bob de Wit, written in a cursive style.

Bob de Wit  
CEO  
Greater Vancouver Home Builders' Association

S:\Public\POLICY\MUNICIPAL LIAISON\Maple Ridge\Density Bonusing\UDI - GVHBA Ltr July 6 2018 Density Bonus.Doc

## City of Maple Ridge

**TO:** Her Worship Mayor Nicole Read  
and Members of Council  
**MEETING DATE:** July 17, 2018

**FROM:** Chief Administrative Officer  
**MEETING:** Workshop

**SUBJECT:** Neighbourhood Residential Infill Policy Change

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### EXECUTIVE SUMMARY:

To further expand housing choices in Maple Ridge and implement the recommendations of the Housing Action Plan, a series of reports have been considered by Council. This includes reports on duplexes, triplexes, detached garden suites, secondary suites and rental units.

This report focuses on a review of infill development, and specifically Official Community Plan (OCP) Policy 3-19. Infill is a process of developing vacant or under-utilized land within existing urban neighbourhoods. The impetus for this review arose from an infill application considered by Council in 2017. Council deferred that application with the following resolution:

*That application 2016-411-RZ be further deferred and staff be directed to explore implications of potentially allowing subdivision of lots with areas and widths less than 80%, as prescribed in OCP Policy 3-19 in the "Regulatory and Infill Measures Report" requested by Resolution R/2016-390 on August 29, 2016.*

This report provides the analysis undertaken as part of the infill policy review and concludes that a new residential zone be created. The new infill residential zone would have a 450 m<sup>2</sup> minimum lot area and 12 m minimum lot frontage, along with a proposed lower building height maximum and an increased front yard setback, to provide additional infill sensitivity and fit. With this approach, the number of properties meeting the minimum requirements for this new zone is approximately 2%, or 111 of all *Urban Residential - Neighbourhood Residential* designated properties. It is recommended that staff be directed to prepare the necessary OCP and Zoning Bylaw amendments in conjunction with rezoning application 2016-411-RZ to implement this new infill zone.

### RECOMMENDATION:

**That staff be directed to prepare amendments to the Official Community Plan and Zoning Bylaw to create a new single family infill zone with a minimum lot area of 450 m<sup>2</sup> and a minimum lot width of 12 m, in conjunction with rezoning application 2016-411-RZ.**

## BACKGROUND:

### a) Recent Council Directions

In implementing the Housing Action Plan, Council passed a resolution in August 2016 directing staff to prepare a report and amending bylaws to facilitate further infill in residential areas. Since that time, staff have been bringing forward a series of reports in response to the August 2016 resolution, to further housing choice in the community and implement the recommendations of the Housing Action Plan.

In addition, staff were given additional direction to analyze the implications of allowing the subdivision of lots with areas and widths less than 80% of the existing neighbourhood, as prescribed in OCP Policy 3-19 for *Urban Residential - Neighbourhood Residential* designated properties. The impetus for a review of residential infill policies arose through a rezoning application that did not comply with current OCP policy. The 2017 rezoning application in question is currently deferred, and has not received any readings from Council. Staff were directed to undertake the work summarized in this report.

### b) Existing Policy Directions

#### Official Community Plan

The *Urban Residential* land use designation in the OCP encompasses all residentially designated land in the Urban Area Boundary outside of existing areas plans. There are two *Urban Residential* categories: *Neighbourhood Residential* and *Major Corridor Residential*, as described in OCP Policy 3-18 (see Appendix A).

As outlined in the OCP, *Urban Residential - Neighbourhood Residential* lots are located on local roads and support incremental infill development in relation to existing conditions. Specifically, OCP Policy 3-19 outlines the compatibility criteria for *Urban Residential - Neighbourhood Residential* infill consideration (see Appendix A). The compatibility policies illustrate that infill development is considered in the context of a range of eligibility criteria, one of which is a reduction in lot size and width to not less than 80% of the predominant zone's lot area and width. The OCP's housing policies were developed through the 2006 OCP review process, and reflect the outcome of public consultation with residents at that time.

#### Zoning Bylaw

Maple Ridge's Zoning Bylaw contains 12 single family zones that cover a broad range of minimum lot areas and width. The minimum area and dimension requirements for predominant zones in the *Urban Residential - Neighbourhood Residential* zones are outlined in the table below:

**Table 1: Predominant Neighbourhood Residential Zones**

Zone	Min. Lot Area (sq. m)	Min. Lot Width (m)	Min. Lot Depth (m)
RS-1 & RS-1a	668	18	27
RS-1b	557	15	27
R-1	371	12	24

## Neighbourhood Residential Compatibility Criteria

*Urban Residential - Neighbourhood Residential* infill policies are designed to permit properties that are larger in area and width in relation to surrounding properties on the street to subdivide into smaller parcels. In most cases, a rezoning application is needed first to permit a smaller minimum lot area and width. This policy works within the existing single family zone structure and in practice supports the rezoning from a larger single family zone to one step smaller in terms of lot area and dimensions as outlined in the zoning matrix. For example, an RS-1 (One Family Urban Residential) zoned lot could rezone to RS-1b (One Family (Medium Density) Residential). The lot area and lot width ratios between the RS-1 (One Family Urban Residential) zone and RS-1b (One Family (Medium Density) Residential) are equivalent to 80% consistent with OCP Policy 3-19. A rezoning from RS-1 (One Family Urban Residential) to R-1 (Residential District) to permit an even smaller lot area and configuration is currently not permitted as this would represent a 56% reduction in lot area and 67% reduction in lot width. A new residential infill zone that maintains a 80% ratio and as a result, creates lots that are larger in lot area and width than the existing R-1 (Residential District) zone would fill the existing gap in the suite of single family zones; and could offer a sensitive transition option for infill development.

### **c) Historic Development Activity**

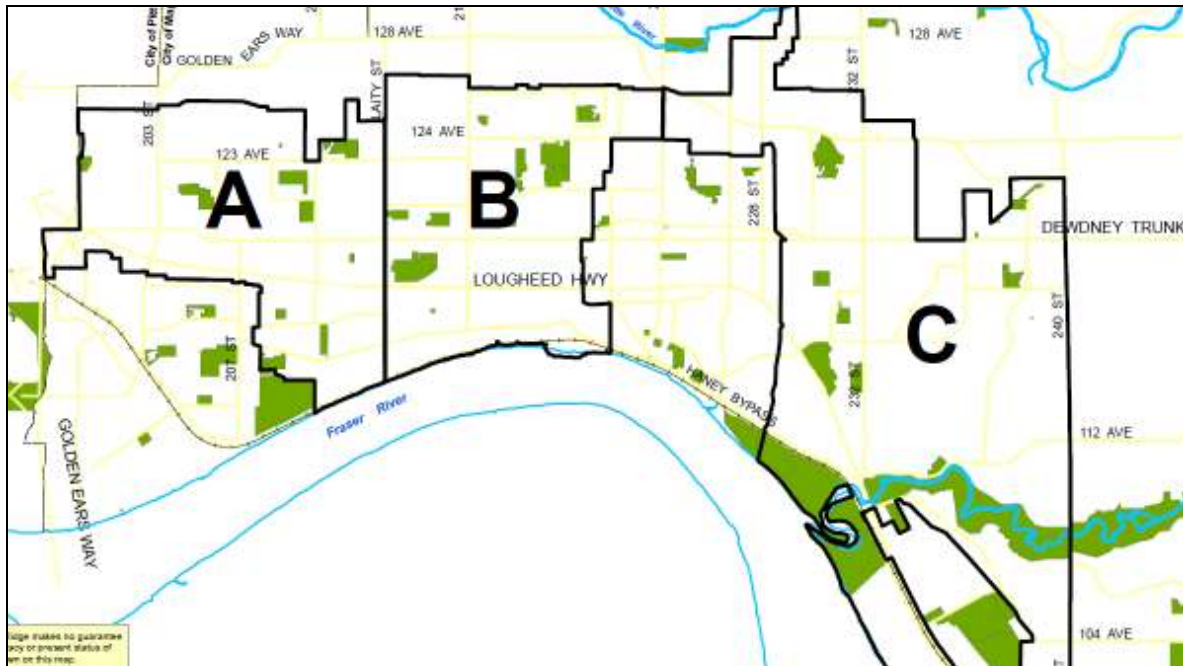
To understand the uptake to-date on the existing *Urban Residential - Neighbourhood Residential* infill policies, approved and in-progress single family rezoning and subdivision applications in the study area were reviewed for the 2007-2017 time period. Over the ten year period, a total of 29 new infill dwelling units were created. These 29 new infill units represent 1% of all new single family and duplex units created in Maple Ridge over the 2007-2017 period.

## **PLANNING ANALYSIS:**

In the context of the existing OCP policies, zoning regulations, and historic development activity, an analysis was conducted to determine how many additional properties would be eligible for rezoning and subdivision in the event that *Urban Residential - Neighbourhood Residential* properties are permitted to be reconfigured with lot areas and widths smaller than 80% of the predominant zone. Under current policy, and as discussed above, rezoning and subdivision applications from the RS-1 (One Family Urban Residential) zone to the RS-1b (One Family (Medium Density) Residential) zone is the limit of what is currently permitted. The next step smaller zone in terms of lot area and lot width than the RS-1b (One Family (Medium Density) Residential) zone is the R-1 (Residential District) zone. As a result, the analysis identified all *Urban Residential - Neighbourhood Residential* properties with sufficient lot area and lot width for two R-1 (Residential District) lots, as well as additional eligibility criteria.

### Infill Analysis and Results

For discussion purposes, the *Urban Residential - Neighbourhood Residential* designated area was divided into three geographic sub-areas (see Figure 1 below). Sub-area A includes land between 200 and Laity Street, excluding the Hammond Area. Sub-area B is comprises of land between Laity Street and 224 Street and sub-area C includes the land between 224 Street and 240 Street, excluding the Town Centre and Albion Flats. The northern study area boundary is the Urban Area Boundary, and the Fraser River is the southern study area boundary.



**Figure 1: Study area sub-areas**

In the assessment of the additional subdivision potential, should the infill policies permit lot areas and widths consistent with the R-1 (Residential District) zone, the following criteria were considered:

- Designated *Urban Residential*
- Outside existing area plan areas
- Located on a local road
- Zoned for single family use
- Lot area between 750 m<sup>2</sup> and 1,114 m<sup>2</sup>
- Lot width of 24 m or greater
- Lots outside of 100m Fraser Escarpment Area, without watercourse or gas line encumbrance
- BC Assessment improvement value
- School Capacity

Combining all of these influencing factors reveals that there are a total of 314 eligible properties, or 5%, of all *Urban Residential - Neighbourhood Residential* designated lots in the study area that appear to be sized and configured to support a subdivision into two R-1 (Residential District) zoned lots. The highest number of eligible lots was found in sub-area B, where 189 eligible properties are located. Sub-area C had the fewest number of eligible lots, with 46, due to the younger age of existing subdivisions and lower occurrence of larger RS-1 (One Family Urban Residential) lots. Table 2 summarizes the increase in subdivision potential for *Urban Residential - Neighbourhood Residential* lots by sub-area.

**Table 2: Eligible Properties by Sub-Area**

	Total Number of Neigh. Res. Lots	Number of Lots with R-1 Potential	Percentage
<b>Sub-Area A</b>	1861	79	4%
<b>Sub-Area B</b>	1619	189	12%
<b>Sub-Area C</b>	2450	46	2%
<b>Total</b>	5,930	314	5%

There are many other factors that are considered through a subdivision process, and the analysis undertaken for this report is high level. Watercourse setbacks, major right of ways and the 100 m setback area to the Fraser River Escarpment were overlaid with properties that have subdivision potential. These three variables may impact subdivision potential by restricting the use of a portion of the lot, or having more restrictive requirements under a subdivision application. Considerations such as road dedication that may be required through re-development (but are unknown at this time) may further reduce the number of eligible properties, as the total lot area would be reduced by road dedication. The eligible lots determined through this analysis would also need further studies and work to confirm subdivision suitability. An additional factor that was not addressed through this infill analysis was the impact of lot width variances supported through the re-development process. General practice allows for minor reductions in lot width. This option may result in an increased number of eligible lots. Properties with infill potential may require a rezoning application, which requires a Development Information Meeting, Public Hearing, and Council approval.

#### BC Assessment Value

In addition to the criteria used to determine the 314 eligible lots for R-1 (Residential District) subdivision, property valuations were also used to understand subdivision timing. A ratio of improvement to land value was used to account for varying lot sizes. Results were grouped into four categories: less than 10%, 10-20%, 20-30% and more than 30% improvement to land value. Based on the range of property values for the identified eligible properties, it was observed that 74% of lots eligible for R-1 (Residential District) zoned subdivision had an improvement to land value ratio of 20% or less. It is anticipated that future infill re-development will take place gradually over time, beginning with properties with lower improvement values.

#### School Capacity

School District 42's Strategic Facilities Plan was adopted by the Board of Education in October 2015. Based on their report, there is surplus capacity for both elementary and secondary schools within the areas identified in staff's analysis for additional infill opportunities, namely sub-area B. Providing an additional infill opportunity such as the one proposed in this report could promote the accommodation of additional homes and accompanying families in currently under-capacity schools including Glenwood Elementary, Alouette Elementary, and Westview Secondary School.

### **RECOMMENDATIONS:**

The analysis summarized in this report concludes that there are 5%, or 314, *Urban Residential - Neighbourhood Residential* properties which could be eligible for smaller lot subdivision from RS-1 (One Family Urban Residential) to R-1 (Residential District) if a change in the City's infill policies were made.

As a result, staff are recommending that OCP Policy 3-19 be amended to create additional subdivision opportunities for *Urban Residential – Neighbourhood Residential* properties. Staff does note that the OCP also outlines compatibility criteria to guide infill development. Infill development must take into consideration the characteristics of existing homes on a street in terms of siting, height and massing in order to visually ‘fit’ into the existing context. This can become challenging, as neighbourhoods transition from the housing forms, height, size, and styles commonly built in previous decades into new construction designs. Given these character considerations, staff further recommend that a new single family zone; one that is based on the R-1 (Residential District) zone but requires a larger lot area and lot width, also be created as a more sensitive infill option. A smaller portion of properties; approximately 2%, or 111 lots would be eligible for subdivisions using the new single family zone.

The new zone would be equivalent to 80% of the RS-1b (One Family (Medium Density) Residential) zone, with a minimum lot area of 450 square metres and a minimum lot width of 12 metres, consistent with the existing transition between the RS-1 (One Family Urban Residential) and RS-1b (One Family (Medium Density) Residential) zones. A comparison of lot dimensions and area is summarized in Table 3 below. As well, the new zone would also address some of the concerns raised by neighbours in proximity to an infill development. As new construction can often maximize the allowable height permitted under the zoning requirements, the new infill zone would have a lower height maximum of 9.5 metres compared to the typical 11 meters to ensure better compatibility with existing (and often smaller) developments. A maximum height of 9.5 metres would still permit a two storey home to be constructed. Additionally, front yard and side yard setbacks would also be enlarged to reflect RS-1 (One Family Urban Residential) zone requirements, so that the siting of the homes is more consistent with existing homes.

**Table 3: New Infill Zone Regulations**

<b>Zone</b>	<b>Min. Lot Area (sq. m)</b>	<b>Min. Lot Width (m)</b>	<b>Min. Lot Depth (m)</b>
<i>RS-1 &amp; RS-1a</i>	668	18	27
<i>RS-1b</i>	557	15	27
<b>New Zone</b>	<b>450</b>	<b>12</b>	<b>24</b>
<i>R-1</i>	371	12	24

Based on the above, staff recommend that the necessary OCP and Zoning amending bylaws be brought forward for Council’s consideration under rezoning application 2016-411-RZ.

Impact on In-Stream Applications:

Rezoning application 2016-411-RZ, which proposes to rezone the property located at 21188 Wicklund Avenue from RS-1 (One Family Urban Residential) to R-1 (Residential District) to enable subdivision into two single family lots, which has been deferred by Council prior to first reading, would be able to satisfy the minimum zoning requirements for the proposed new infill zone. The applicant has been informed of the proposed infill zone requirements, and intends to proceed to first reading in early Fall 2018. It is noted that the property in question is the only one on the street with additional subdivision potential under current and proposed policies and bylaws.

## OTHER CONSIDERATIONS:

Although the number of eligible properties which could subdivide to a smaller lot size under revised infill policies is 2%, or 111, of all *Urban Residential - Neighbourhood Residential* properties, this would be one infill option out of a range of housing choice options that currently exist or that are in the process of being explored by staff.

- On June 26, 2018, Council granted first and second reading to three bylaws to facilitate a Detached Garden Suite (DGS) and Secondary Suite (SS) Pilot Project, which will test both a larger DGS size than currently permitted; as well as the accommodation of an SS and DGS on the same property. Once these pilot projects are completed in 2019, such DGS regulations could be expanded City-wide.
- Further and subsequent to this report, staff will be bringing forward a discussion report which addresses new and alternative opportunities for duplex development in the City. Through the infill policy analysis, it became apparent that there are properties with a minimum area of 750 m<sup>2</sup> that do not have the 24 m width to be considered for the aforementioned smaller lot subdivision. While the former group of properties is not eligible for subdivision, they could qualify for duplex development. Based on Council's August 2016 direction, the duplex zoning requirements for minimum lot area and width are in the process of being reduced to 750 m<sup>2</sup> and 20 m, respectively, in conjunction with a development application currently sitting at third reading. It is anticipated that the applicant will be requesting final reading in the coming months. Should Council approve of that application, there will be additional properties in the *Urban Residential - Neighbourhood Residential* area suitable for duplex development as another infill opportunity.
- Additionally, work is underway in the preparation of a new triplex, fourplex and courtyard housing infill zone (RT-2 Ground-Oriented Residential Infill). This zone received first reading in June 2017 and is scheduled for further Council direction in Summer 2018.
- Lastly, the Planning Department 2018 Business Plan identifies that staff will be commencing a Transit Corridor Study in light of Translink's project to begin B-line bus service along Lougheed Highway in 2019, with stops at Laity Street and 203 Street. The Transit Corridor Study will examine at the determined B-line stops the current land use patterns and explore opportunities for expanding housing choices, employment generating uses and services in a nodal transit-oriented manner. A report outlining the pending Transit Corridor Study and accompanying community engagement process is anticipated in Fall 2018.

## INTERDEPARTMENTAL CONSIDERATIONS:

The Engineering, Fire and Building Departments have participated in discussions regarding the proposed policy changes included in this report. The Engineering Department has advised that as development of this infill option begins, monitoring of the existing servicing capacity should occur to understand system impacts, and determine the need for servicing studies.



## CONCLUSION:

Staff have conducted a high level analysis to identify additional properties which would become eligible for subdivision should a policy change support the creation of lots with areas and widths less than 80%. Staff recommend that although the number of properties eligible for smaller lot subdivision is relatively low (5% or 314 properties), a more modest infill approach is to create a new single family zone equivalent to 80% of the RS-1b (One Family (Medium Density) Residential zone. The number of properties meeting the minimum requirements for this new zone is approximately 2%, or 111 of all *Urban Residential - Neighbourhood Residential* designated properties. It is recommended that staff be directed to make the necessary OCP and Zoning Bylaw amendments in conjunction with rezoning application 2016-411-RZ.

‘Original signed by Amelia Bowden’

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

‘Original signed by Christine Carter’

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

‘Original signed by Frank Quinn’

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

‘Original signed by Paul Gill’

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

Appendix A – Chapter 3 OCP Policy Excerpt

**3 - 17** Maple Ridge will continue to support garden suites as a form of infill in Estate Suburban Residential areas. See Zoning Bylaw for more details.

## Urban Residential

**3 - 18** Maple Ridge will support a range of densities within the Urban Area Boundary. Urban Residential consists of two residential categories with the following characteristics:

**1) Neighbourhood Residential** – General Characteristics:

- a) a maximum of one principal dwelling unit per lot and an additional dwelling unit such as a secondary suite or garden suite;
- b) density that is based on the current zoning of the property, or surrounding neighbourhood context;
- c) single detached dwellings will remain the predominant housing form within neighbourhoods. Other housing forms are possible, subject to compliance with the Neighbourhood Residential Infill policies;
- d) is not within a neighbourhood with an Area Plan, a Community Commercial Node, or located on a Major Corridor as illustrated on Figure 4.

**2) Major Corridor Residential** – General Characteristics:

- a) Major Corridor Residential is characterized by the following:
  - i. has frontage on an existing Major Road Corridor as identified on Figure 4 Proposed Major Corridor Network Plan, or has frontage on a road built in whole or part to a collector, arterial, TransLink Major Road, or Provincial Highway standard;
  - ii. may be adjacent to Community Commercial Node, or designated commercial centre.
- b) includes ground oriented housing forms such as single detached dwellings, garden suites, duplexes, triplexes, fourplexes, townhouses, apartments, or small lot intensive residential, subject to compliance with Major Corridor Residential Infill policies.

## 3.1.4 RESIDENTIAL INFILL AND COMPATIBILITY CRITERIA

Compatibility refers to development that “fits’ with the character of a neighbourhood. It does not mean that the development looks the “same” as neighbouring development, rather the housing form is similar in size, scale, massing and architectural elements. As an example, attached housing forms could be considered compatible with single detached housing if they were ground oriented and similar in height and architectural details.

## POLICIES

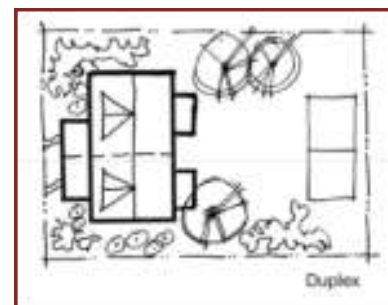
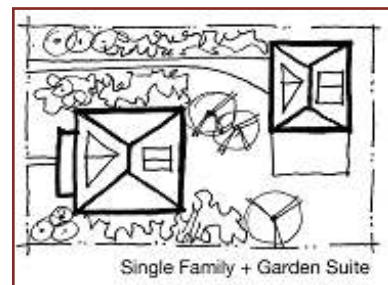
**3 - 19** Neighbourhood Residential Infill is permitted subject to compliance with the following criteria:

- 1) Infill development on a property that is larger than the prevailing lot size of the surrounding neighbourhood or existing zoning of the lot may include the following:
  - a) a possible change in lot size and configuration providing that:
    - i. the proposed lot area and widths should be not less than 80% of the lot area and width prescribed under the predominate or adjacent zoning in the surrounding neighbourhood;
    - ii. the proposed lot configuration is similar to the prevailing lot pattern that exists within the

- neighbourhood; and
- iii. the proposed housing form is consistent in scale and massing to that of the surrounding neighbourhood.
- b) a change in unit type - unit types such as single detached dwellings, secondary suites, garden suites, duplexes and triplexes that resemble a single detached dwelling, with an emphasis on orientation to the street.
- 2) Neighbourhood Residential infill must be designed to be compatible with the surrounding neighbourhood and will be evaluated against Policy 3-21.

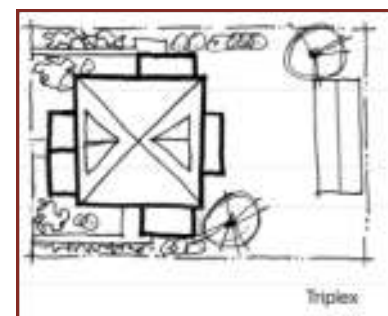
**3 - 20** Major Corridor Residential Infill developments must be designed to be compatible with the surrounding neighbourhood and will be evaluated against the following criteria:

- a) building forms such as single detached dwellings, duplexes, triplexes, fourplexes, townhouses, apartments, and small lot intensive residential developments subject to Policy 3-21;
- b) a maximum height of two and one-half storeys with an emphasis on ground oriented units for all developments except for apartments;
- c) a maximum height of four storeys for apartments;
- d) adherence to Development Permit Guidelines for multi-family and intensive residential developments as outlined in Chapter 8 of the Official Community Plan.



**3 - 21** All Neighbourhood and Major Corridor Residential infill developments will respect and reinforce the physical patterns and characteristics of established neighbourhoods, with particular attention to:

- a) the ability of the existing infrastructure to support the new development;
- b) the compatibility of the site design, setbacks, and lot configuration with the existing pattern of development in the area;
- c) the compatibility between building massing and the type of dwelling units in the proposed development and the surrounding residential properties;
- d) the location, orientation, and visual impact of vehicle access/egress in relation to:
  - i. adjacent developments



## City of Maple Ridge

<b>TO:</b>	Her Worship Mayor Nicole Read and Members of Council	<b>MEETING DATE:</b>	July 17, 2018
		<b>FILE NO:</b>	1983880
<b>FROM:</b>	Chief Administrative Officer	<b>MEETING:</b>	Council Workshop
<b>SUBJECT:</b>	Proposed Maple Ridge Zoning Bylaw and Business Licencing Bylaw Amendments for Auto Wrecking Services		

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### EXECUTIVE SUMMARY:

The City of Maple Ridge has identified the lack of fully serviced, development-ready employment land as a significant constraint to attracting new businesses and jobs to Maple Ridge. Given the current shortage of employment land, the Economic Development and Planning departments are supporting strategies that encourage higher employment densities on existing employment land.

Maple Ridge currently has seven auto wreckers operating in the city and has recently received three applications to open additional auto wrecking businesses. These new applications have prompted consideration of this type of business given the limited amount of industrial land available for job creation.

Staff have identified a number of concerns with the increased interest of accommodating auto wreckers in the City. Auto wreckers are typically owner-operated businesses with very few employees and require sizeable amounts of land to operate, creating a low employee-to-land ratio. While auto wreckers play an important role in the safe and environmentally responsible disposal of end-of-life vehicles, they can have negative environmental and aesthetic impacts on neighbouring businesses. Anecdotal information from commercial realtors indicates that many potential buyers avoid former auto wrecking sites due to potential contamination issues, and that the redevelopment potential of neighbouring properties may also be impacted by real and perceived contamination issues.

### RECOMMENDATION:

**That staff prepare amendments to the City's Zoning Bylaw and Business Licencing Bylaw to prohibit auto wrecker use in the M2 General Industrial Zone.**

### DISCUSSION:

#### a) Background

The Commercial and Industrial Strategy identified the limited amount of fully serviced, development-ready industrial land in Maple Ridge as a key constraint to creating local high-value jobs. Given this limitation, staff have been exploring strategies to maximize the employment density on existing industrial land by encouraging employment densification. The goal is to encourage advanced manufacturing, high tech and other higher intensity uses in these designated business parks and employment areas.

## Vehicle Dismantling & Recycling Industry Environmental Planning Regulation

For the purposes of this report, the term “auto wreckers” includes vehicle dismantling (where vehicles are drained of fluids and dismantled), vehicle crushing (for transport to scrap metal recyclers) and parts cleaning businesses.

Auto wreckers are regulated by the Ministry of Environment through the *Vehicle Dismantling and Recycling Industry Environmental Planning Regulation (VDREIP)* which requires anyone planning to operate a vehicle dismantling business to provide an environmental management plan that demonstrates how they will comply with existing environmental protection standards under the Environmental Management Act. This is an industry-driven monitoring and reporting system that ensures operations are carefully managed; the environmental management plans can be developed either by individual operators or industry associations such as the Automobile Recyclers’ Environmental Association of BC (AREA) acting on behalf of their members.

Six of the seven auto wreckers currently operating in Maple Ridge are members of AREA, a province-wide network of certified automotive recyclers that ensures their members meet all federal and provincial environmental standards when processing End-of-Life Vehicles (ELVs).

### Regional Comparisons

This report uses the number of active Environmental Management Authorizations (EMAs) granted by the Environmental Protection Division to compare the number of auto wreckers in various Lower Mainland municipalities due to the differences in the various municipal business licence classification systems.

There are currently 97 active EMAs for auto wrecking businesses in the Lower Mainland. Four municipalities—Surrey, Richmond, Langley and Abbotsford—account for almost two-thirds of all active EMAs in the Lower Mainland.

**Table One: Auto wreckers in the Lower Mainland**

<b><i>Municipality</i></b>	<b><i>Active EMAs</i></b>	<b><i>AREA members</i></b>
Abbotsford	16	13
Burnaby	7	7
Chilliwack	8	5
Langley	11	7
Maple Ridge	7	6
Mission	2	1
New Westminster	1	1
Port Coquitlam	9	8
Richmond	16	14
Surrey	19	14

## b) Land Use Context

Auto wreckers are a permitted use in the M2 General Industrial Zone through a general interpretation of wording found in the M2 zone under “general industrial uses”, and are a permitted principal use in the M5 High Impact Industrial Zone.

All of the current auto wreckers in Maple Ridge are located in the M2 Zone: three in the Albion Industrial Area, two at the north end of 256th Street, one in the Kanaka Business Park, and one in the Ruskin Industrial Area on Lougheed Highway. Together, these seven auto wreckers are located on 8.4 acres of industrial land and employ a total of 19 people, providing an employment density of 2.26 jobs per acre.

**Table Two: Maple Ridge Auto Wreckers**

<i><b>Business</b></i>	<i><b>Location</b></i>	<i><b>Ha</b></i>	<i><b>Acres</b></i>	<i><b>Zone</b></i>	<i><b>AREA Member</b></i>
<b>A Class Auto Parts Recycling</b>	256th Street	0.53	1.3	M2	yes
<b>AR&amp;A Auto Wrecking</b>	256th Street	0.53	1.3	M2	yes
<b>Gary's Auto Wrecking &amp; Salvage</b>	Albion Industrial Area	0.4	1	M2	yes
<b>Maple Ridge Auto Parts</b>	Albion Industrial Area	0.4	1	M2	yes
<b>Pull &amp; Save Quality Used Auto &amp; Truck Parts</b>	Ruskin Industrial Area	0.24	0.6	M2	no
<b>RB Auto Parts</b>	Albion Industrial Area	0.73	1.8	M2	yes
<b>Volex Auto Recycling</b>	Kanaka Business Park	0.57	1.4	M2	yes
<b>Total</b>		3.4	8.4		
<b>Average (median)</b>		0.486	1.2		

The Albion Industrial Area is designated as a “business park” in the Official Community Plan (the same as Maple Meadows Business Park) and most of the properties in this area are zoned M2 General Industrial. The City’s long-term goal is to see many of the properties in the Albion Industrial Area redevelop to higher employment density uses consistent with the M3 Business Park Zone. The current employment density for the Albion Industrial Area is 6.25 jobs per acre compared to 36 jobs per acre in the Maple Meadows Business Park.

During the OCP review, it was recognized that certain uses such as auto wreckers, would likely relocate to the 256<sup>th</sup> Street or Ruskin Industrial Areas due to increasing land costs. This was considered an opportunity for the Albion Industrial Area to re-develop into a business park.

The Kanaka Business Park is also designated General Industrial in the OCP and zoned M2, but this area is not intended for M3 Business Park land uses in the future. It should be noted that 2017 saw a 36% average increase in the assessed value of industrial land in this area which may impact the nature of future developments in this area.

## c) Environmental Considerations

Concerns about auto wreckers typically include their potential impact on the environment due to mishandling vehicular fluids and heavy metals, and their aesthetic impact on neighbouring businesses. Anecdotal information from commercial realtors indicates that many potential buyers and developers tend to avoid former auto wrecking sites due to potential contamination issues, and that they can have negative impacts on neighbouring businesses due to the potential spread of environmental contamination and their aesthetics.

It should be noted that auto wreckers do play an important role in the responsible disposal of end-of-life automobiles by ensuring the safe disposal of hazardous materials (oils, hydraulic fluids, heavy metals, etc.), removing and selling re-usable automobile parts, and preparing the ferrous and non-ferrous components for recycling. The industry is regulated provincially by the Ministry of Environment's *Vehicle Dismantling and Recycling Industry Environmental Planning Regulation*. This legislation requires that anyone who operates a facility that dismantles more than five "wet vehicles"<sup>1</sup> in a calendar year must either have an approved environmental management plan or be a member of an association that has an approved environmental management plan.

Over the past few years, the automobile recycling industry has made a concentrated effort to improve environmental practices within the industry. The Automobile Recyclers of Canada (ARC) developed the Canadian Auto Recyclers' Environmental Code (CAREC) which summarizes the existing legal requirements for the management of hazardous wastes from end-of-life vehicles and has been adopted by ARC for use by all of its members. BC Automotive Recyclers (B-CAR) is the provincial organization for auto recyclers and is a member of Automobile Recyclers of Canada and has adopted CAREC as its environmental standard.

**d) Desired Outcome(s):**

One of the key goals of the Commercial and Industrial Strategy is to encourage high-value, local employment through the efficient use of the City's employment land. The City has a finite amount of employment land available and auto wreckers appear to offer limited job opportunities for the amount of land they require. Restricting auto wreckers from locating in the M2 zone may help keep more of this employment land available for uses with higher employment densities/ratios.

Based on this analysis, staff are recommending removing auto wrecking as a principal use in the M2 General Industrial Zone. This would require future applications to re-zone to the M5 High Impact Industrial Zone, permitting Council to decide on auto wrecker applications on a case-by-case basis. It is also noted that this amendment would effectively direct auto wrecking use to areas outside of the Urban Area Boundary, as the M5 Zone is not available for use in the Business Park OCP designation.

Under this approach, existing auto wreckers operating in the M2 Zone would become legally non-conforming. Current in-stream business licence applicants would not be impacted by proposed regulation changes and anyone purchasing an existing auto wrecker in the M2 Zone would be allowed to continue operating as a legal non-conforming use, providing they meet provincial environmental requirements as is currently the practice. This could include requiring existing auto wreckers to provide proof of membership in good standing with AREA as a condition of receiving their annual business licence which would require an amendment to the Business Licensing Bylaw. Council may also wish to consider requiring new auto wreckers be fully enclosed within a building and eliminating outdoor storage of wrecked vehicles and parts inventory.

Staff will consult with existing auto wreckers in Maple Ridge, as well as all in-stream applicants, on any potential impacts of these changes to regulations.

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<sup>1</sup> A "wet vehicle" is defined as a "motor vehicle that is no longer used for transportation purposes, and has not been reduced to a steel hulk or to a steel hulk with only the plastic fabric or foam components still attached."

## **e) Alternatives**

### **1) Status Quo**

Council could choose to continue allowing auto wreckers to operate in the M2 General Industrial Zone as is the current practice.

### **2) City-Wide Prohibition**

Council could choose to prohibit auto wrecker use in all zones in the City. Under such an approach, existing auto wreckers operating under the M2 Zone would become legally non-conforming uses. Council could also require existing auto wreckers to provide proof of membership in good standing with AREA as a condition of receiving their annual business licence. This would require an amendment to the Business Licencing Bylaw.

If Council chooses City-wide prohibition, in-stream applicants would not be impacted but any new business licence applications for auto wreckers would be denied.

### **3) Hybrid Option**

Recognizing that auto wrecking is a legitimate industry that helps promote recycling and provides environmental benefits, Council may prefer to allow auto wrecking as a principal use in the M2 General Industrial Zone for properties not designated Business Park in the OCP. This approach would allow auto wrecking use on M2 properties outside of the Urban Area Boundary in areas such as the Kanaka, 256<sup>th</sup> Street and Ruskin industrial areas.

## **f) Strategic Alignment**

The options presented in this report align with the goals of the Commercial and Industrial Strategy by encouraging higher-density employment uses on employment land and by limiting the negative environmental and aesthetic impacts of auto wreckers and their potential impact on neighbouring businesses.

### **g) Citizen/Customer Implications:**

Citizens will benefit from improved environmental protection by requiring auto wreckers to be members in good standing with the Automotive Recyclers Environmental Association (AREA), and through increased local employment opportunities resulting from employment densification in the existing business parks in Maple Ridge.

### **h) Interdepartmental Implications:**

#### **Planning**

The Planning Department supports strategies that encourage higher employment densities on employment land. If Council directs changes to the Zoning Bylaw, Planning staff would prepare a report outlining the possible Zone Amending options for Council discussion, prior to preparing and presenting a Zone Amending Bylaw.



## **Bylaw & Licencing Services**

Bylaw and Licencing Services are in support of requiring auto wreckers provide proof of membership in good standing with AREA as a condition of receiving their annual business licence. This would require an amendment to the Business Licencing Bylaw.

### **CONCLUSIONS:**

A key goal of the Commercial and Industrial Strategy is to ensure the City makes the most efficient use of its current employment lands by creating high-value, local employment opportunities. One strategy to accomplish this is to encourage higher employment density uses, particularly in the Albion Industrial Area. The aesthetic impact of auto wreckers should also be minimized requiring new auto wreckers to be fully enclosed within a building and eliminating outdoor storage of wrecked vehicles and parts inventory.

Maple Ridge currently has seven auto wreckers with in-stream applications for an additional three auto wreckers. In view of the limited amount of employment land and the potential environmental impacts of auto wreckers, staff recommend that the Zoning Bylaw be amended to remove auto wrecking as a principal use in the M2 Zone. This approach would require future applications to re-zone to the M5 High Impact Industrial Zone, permitting Council to decide on auto wrecker applications on a case-by-case basis. Staff further recommend amending the Business Licencing and Regulation Bylaw to require auto wreckers provide proof of membership in good standing with AREA as a condition of licencing.

*Original signed by "Bruce Livingstone"*

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*Prepared by:* Bruce Livingstone, BBA, Business Retention and Expansion Officer

*Original signed by "Christine Carter"*

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

*Original signed by "Lino Siracusa"*

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*Approved by:* Lino Siracusa, MBA, Director of Economic Development and Civic Properties

*Original signed by "Robin McNair"*

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*Concurrence:* Robin MacNair, Manager of Bylaw and Licencing Services

*Original signed by "Frank Quinn"*

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

*Original signed by "Paul Gill"*

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

**TO:** Her Worship Mayor Nicole Read  
and Members of Council  
**FROM:** Chief Administrative Officer  
**SUBJECT:** Electric Vehicle Charging Infrastructure: Options for New Development

**MEETING DATE:** July 17, 2018  
**MEETING:** Council Workshop

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#### **EXECUTIVE SUMMARY:**

Council has previously directed the research and review of electric vehicle charging station requirements. The intent of the work was to look at options to integrate electric vehicle charging stations into City development regulations. This report updates Council on the work that has been completed to-date, outlines a set of proposed regulatory changes, and seeks endorsement on a proposed consultation program to engage the development community. With feedback on the regulatory options, staff would report back seeking Council direction on possible bylaw amendments.

#### **RECOMMENDATION:**

**That the bylaw amendments required for the integration of electric vehicle charging stations into new developments be brought forward to Council for consideration following the consultation process outlined in this report titled “Electric Vehicle Charging Infrastructure: Options for New Development”, dated July 17, 2018.**

#### **BACKGROUND:**

##### **a) Work to date**

Council previously directed staff to prepare a report on options to regulate electric vehicle charging stations in new developments. Subsequently staff conducted research on best practices related to electric vehicle (EV) charging infrastructure, including undertaking a scan of electric vehicle charging infrastructure regulations in other municipalities.

##### **b) Existing Policy and Regulatory Framework**

###### *Official Community Plan*

Alternative and ‘clean’ transportation options are recognized and supported within the City’s Official Community Plan (OCP) and the Hammond Area Plan Development Permit Guidelines for Hammond Village Commercial lands, respectively:

- Policy 5 – 40*      *Maple Ridge will promote energy efficiency to reduce air and greenhouse gas emissions by:*
- b) encouraging alternative transportation initiatives, promoting ‘clean’ transportation options, and encouraging the use of public transit;*
- Policy 3.3.3*      *Where possible, include a dedicated parking space to car share vehicles and an electric vehicle charging station.*

## *Zoning and Parking Bylaws*

The City does not currently have regulation in the Zoning bylaw requiring private electric vehicle charging infrastructure in new developments; however, the in-stream application 2017-462-RZ, which received first reading in June 2018, calls for at least one fast charging station for every 20 dwelling units as well as installing EV wiring – including visitor parking spots – for all parking spaces. At time of writing, approximately 10 other in-stream applications include or plan to include EV charging infrastructure of some sort. Currently, the City's Parking Bylaw is silent on electric vehicle charging stations.

### **c) Electric Vehicle Charging Infrastructure in Maple Ridge**

Local governments can influence the transition to electric vehicles, as EV charging infrastructure is and will be part of a community's infrastructure. Maple Ridge and many other local governments demonstrate leadership through the procurement of fleet EVs and the installation of public charging stations.

The City is supporting the adoption of electric vehicles in the community by providing public charging infrastructure at three locations in the Maple Ridge downtown core. An additional unit at the Operations Centre is used for charging the municipal electric vehicle fleet. In 2016 usage for all stations increased 47% over the previous year. As demand for public charging stations increases, the existing stations will be at capacity.

## **ELECTRIC VEHICLE OVERVIEW:**

### **a) Benefits of Electric Vehicles**

There are several reasons why local governments are establishing policies and programs that support the market transformation from conventional to electric vehicles; namely (1) meeting greenhouse gas (GHG) reduction targets, (2) cleaner air, (3) quieter communities, and (4) supporting the local economy.

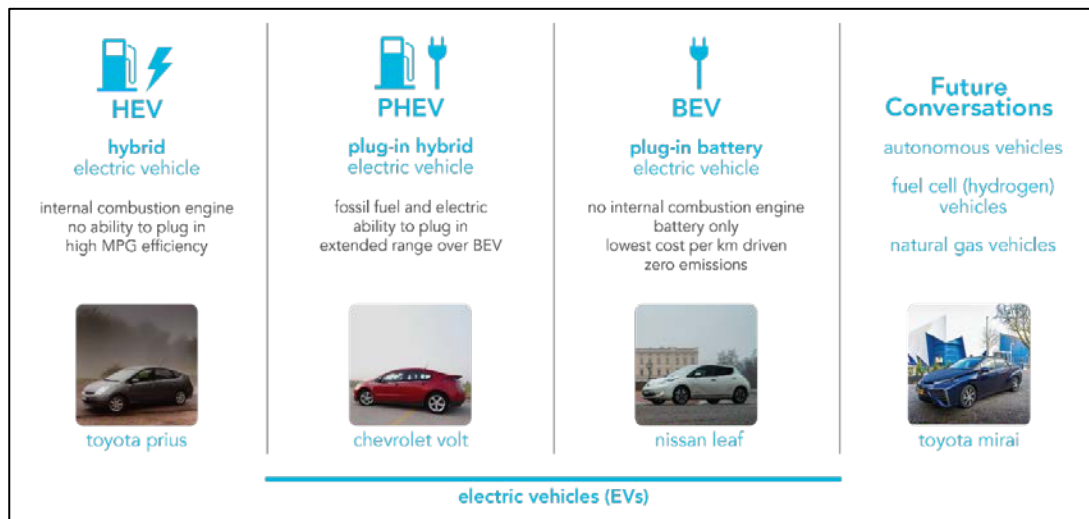
- **GHG reductions:** Almost every community in B.C., including the City of Maple Ridge, has signed on to the Climate Action Charter and committed to GHG reduction targets. The City of Maple Ridge has committed to reducing community greenhouse gas emissions by 33% by 2020 and by 80% by 2050 below 2007 levels, as stated in the Official Community Plan (OCP). Approximately 60% of GHG emissions in Maple Ridge are due to on-road transportation (as per the Province's Community Energy and Emissions Inventory, 2012). EVs produce 80% fewer lifecycle GHG emissions than their conventional gas-powered counterparts.
- **Cleaner air:** Electric vehicles produce far fewer air pollutants than gasoline and diesel vehicles. These pollutants include volatile organic compounds (VOC), nitrogen oxides (NOx), and carbon monoxide (CO), and have significant public health impacts. Life-cycle emissions modeling demonstrates that "overall emissions are lower for EVs than for gasoline vehicles: GHGs are reduced by approximately 82% over the lifetime of an EV, compared to a gasoline vehicle.
- **Quieter communities:** Electric vehicles are quieter than gasoline vehicles and their widespread adoption could improve quality of life for residents.
- **Local economic development:** Electric vehicles have a lower fuelling and operating cost than their conventional counterparts, which could keep more money in the local economy when households have more money to spend in their community.

## b) Types of Electric Vehicles

There are a number of different kinds of “electrified” vehicles in the market as well as some future considerations of emerging technology (as illustrated in Figure 1). There are two categories of plug-in electric vehicles (PEVs): plug-in hybrid electric vehicles (PHEVs) that can be powered by electricity from the grid or by gasoline, and battery electric vehicles (BEVs) that are powered exclusively by electricity.

- The **plug-in hybrid electric vehicle (PHEV)** has an electric powertrain and can be re-charged from the electric grid (plugged in). PHEVs also have an internal combustion engine or a range extender (also called an auxiliary power unit, APU) enabling travel of longer distances (the range extender drives a generator that charges the battery).
- The **plug-in battery electric vehicle (BEV)** only has an electric powertrain and the battery is recharged by plugging in. The range depends on the model type, from approximately 100km to 350km. New vehicles coming to market – the 2nd generation or “affordable long range BEVs” – have significantly longer ranges (e.g. a 2016 and 2017 Nissan Leaf currently has a range of ~170km, and the 2018 has a range of ~240km; the 2017 Chevrolet Bolt has a range of over 350km). The “range limitation” of BEVs is suitable for most daily driving; however, without widespread access to public charging infrastructure, BEVs may not meet the needs of drivers travelling longer distances.
- The **hybrid electric vehicle (HEV)** has both an internal combustion engine and electric powertrain, and use regenerative braking like a PEV. HEV’s are now common within the passenger vehicle market. They cannot, however be plugged in for re-charge: they must be fueled at a gas station. These vehicles do not require additional electric vehicle supply equipment and are therefore excluded from the term “electric vehicle” and are not considered further by this report.

Figure 1 - Types of Electrified/Alternative Fuel Passenger Vehicle Technologies

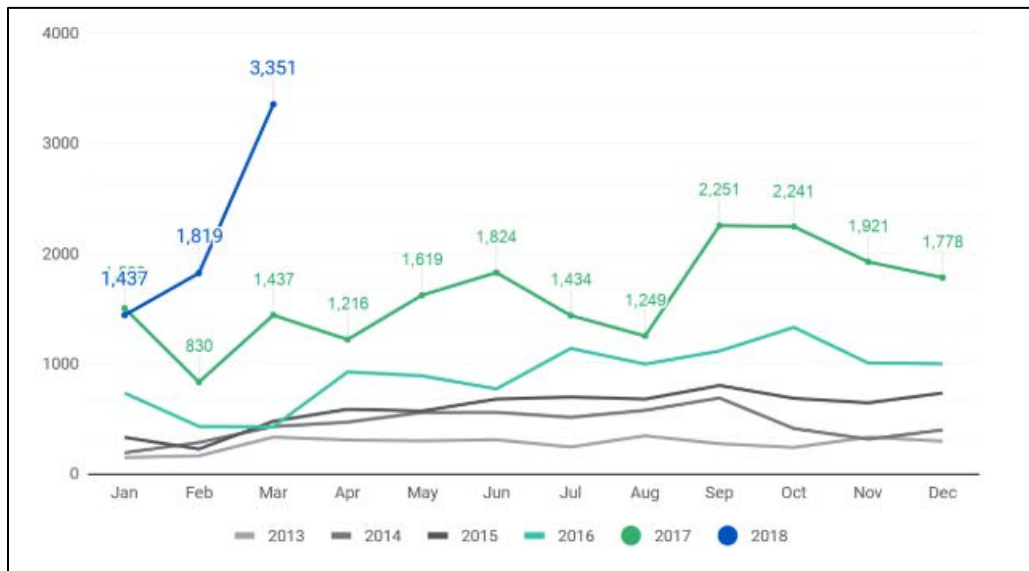


Source: C2MP Consulting

### c) Status of Electric Vehicle Demand

EV ownership in Canada has steadily increased since 2012. Plug-in electric vehicle sales for 2017 alone was 18,560 vehicles – an increase of 68% from 2016 – and the trend is likely to continue into 2018. First quarter sale results from 2018 indicate that EV sales have increased 75% compared to Q1-2017 (as illustrated in Figure 2).

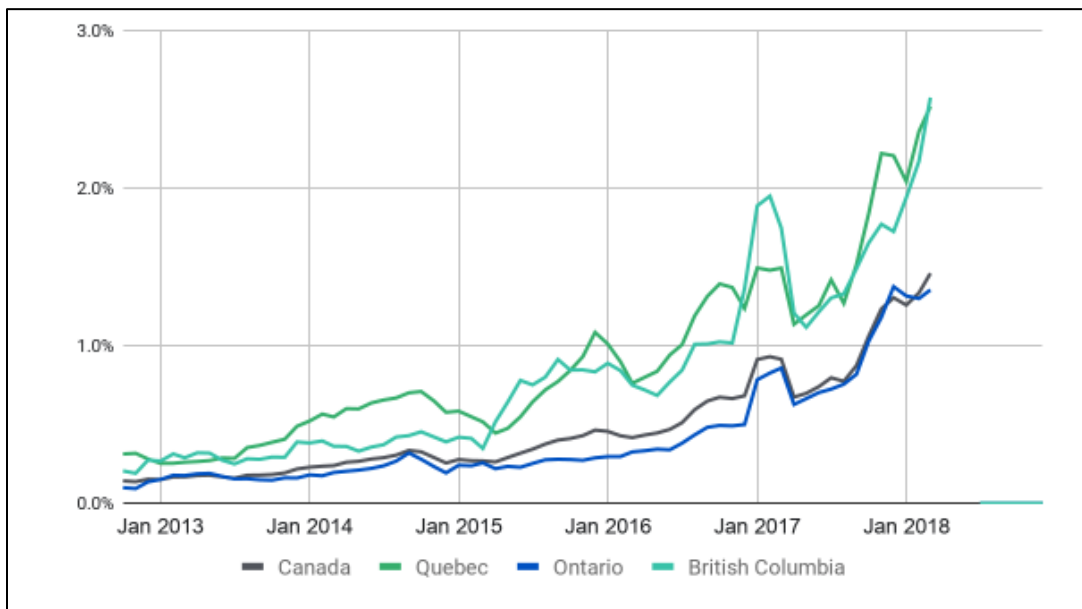
Figure 2 - Plug-in EV Sales Canada - year over year trend



Source: Fleetcarma.com

Choice in EVs is increasing as multiple manufacturers add new models. BC is a leader in EV sales, with EVs making up over 2.6% of all new passenger car vehicle sales in the first quarter of 2018 (as illustrated in Figure 3).

Figure 3 - EV portion of vehicle sales (3 month average), Canada



Source: Fleetcarma.com

In addition, in May 2017, the Government of Canada announced that they are moving forward with provincial and territorial partners, industry and stakeholders, to develop a national strategy to increase the number of zero-emission vehicles (ZEVs) on Canadian roads by 2018.



#### d) Electric Vehicle Supply Equipment (EVSE) Technologies

There are three commonly used types of charging stations.

- Level 1 charging uses a standard house plug (found in many garages already) and provides the slowest charging, so it is good for overnight charging or all day at work.
- Level 2 charging uses a dedicated 240V circuit like the one used for a clothes dryer. In addition to being installed at home and at work, Level 2 charging stations are commonly found in public locations where people typically spend a couple hours, such as a community centre.
- Level 3 chargers, now typically called DC Fast Chargers (DCFC), are usually located along major transportation corridors. DCFC provide a much stronger charge at a faster rate, providing about an 80% charge in half an hour, however, not all electric vehicles can plug in to a DCFC.
- Tesla Superchargers are fast-charging stations only compatible with Tesla vehicles.

Figure 4 provides further details on the three main types of charging stations, including charge times and installation costs. Note that charge times are approximations based on a range of vehicles and as EV technology advances, charge times change. Retrofit and installation costs include generalized costs for EV supply equipment and installation.

Figure 4 - EVSE Technologies

 <p><b>L1</b></p> <p><b>level 1 charging</b> AC, 120V</p> <p>same as a regular house plug 3-8 km per hour of charge time 8-12 hours for full charge retrofit cost ~\$500</p> <p>use <b>at home</b> (overnight) use <b>at work</b> (all day)</p>  <p>L1 charger</p>	 <p><b>L2</b></p> <p><b>level 2 charging</b> AC, 240V</p> <p>requires own circuit (same as a dryer) 18-45 km per hour of charge time 4-6 hours for full charge installation cost ~\$2,500 to \$15,000+</p> <p>use <b>at home</b> and <b>at work</b> use <b>on the go</b> (curbside, parking lots)</p>  <p>L2 home charger</p>	 <p><b>DCFC</b></p> <p><b>dc fast charging</b> variable DC voltage</p> <p>requires utility (high-power) 90-150 km per half hour charge time 30 minutes for 80% charge installation cost ~\$75,000+</p> <p>use <b>on the go</b> (fast-charge hubs) use <b>on the go</b> (highway travel)</p>  <p>public DC fast charger</p>
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Source: C2MP Consulting

### e) Municipal Scan

Several Metro Vancouver municipalities have adopted EV requirements and many other local governments across B.C. are examining the issue. Local governments are using a variety of policy and regulatory tools to require or encourage electric vehicle charging infrastructure in new developments, including Zoning Bylaws, Parking Bylaws, Building Bylaws, OCP objectives, Sustainable Development Guidelines, and Council policies.

A review of seventeen municipalities within Metro Vancouver and the Sea-to-Sky Corridor highlights the number of communities adopting or proposing to adopt EV charging infrastructure requirements. Of the municipalities reviewed, eleven of the municipalities have adopted some form of EV charging infrastructure requirements for multi-family residential, commercial development and/or single family development. Table 1 provides a summary of the completed scan.

Table 1: EV Charging Requirements in Neighbouring Municipalities

<b>Municipality</b>	<b>Multi-family Development</b>	<b>Commercial Development</b>	<b>Single Family Development</b>
City of Vancouver	100% of resident parking spaces must be energized <sup>1</sup> (Level 2).	10% of parking spaces energized (Level 2) for developments with 10 or more parking spaces.	1 space for each garage must be energized (Level 2).
City of Richmond	100% of resident parking spaces must be energized (Level 2).	N/A	100% of resident parking spaces must be energized (Level 2).
City of Burnaby	100% of resident parking spaces must be energized (Level 2).	Under Review.	100% of resident parking spaces must be energized (Level 2). Secondary suites are excluded.
City of North Vancouver	20% of resident parking spaces must be energized (Level 2); Adequate space in the electrical room for the remaining 80% at Level 2.	N/A	N/A

<sup>1</sup> Energized means all infrastructure required for the charging of an EV is provided, including panel capacity, circuit breaker, conduit, wiring, and outlet but excluding the charging station.

City of Delta	20% of resident parking spaces must be energized (Level 2) or 'roughed-in' <sup>2</sup> (Level 2) for later wiring.	20% of parking spaces must be energized or 'roughed-in' (Level 2) for developments with 6 or more parking spaces.	N/A
District of North Vancouver	20% of resident parking spaces must be energized (mix of Level 2 & 1); 80% must have be roughed-in (Level 1) for later wiring.	10% of parking spaces to be energized (Level 2) and supported with a negotiated number of Level 1.	N/A
City of Port Coquitlam	1 parking space per unit must be 'roughed-in' (Level 2) for later wiring.	1 parking space per unit in mixed use buildings must be 'roughed-in' (Level 2) for later wiring.	1 parking space per dwelling unit 'roughed-in' (Level 2) for later wiring.
City of Surrey	Under Review	Under Review – New Gas Stations required to provide alternative fuel infrastructure options.	Under Review
City of White Rock	1 energized parking spot for every 10 spots in addition to 1 'roughed-in' (Level 2) spot for every 10 parking spots for future use.	1 energized parking spot for every 10 spots in addition to 1 Partial spot for every 10 parking spots for future use (Level 2) for mixed-use buildings with residential units.	N/A
District of West Vancouver	Negotiated 'appropriate' number of energized or complete EVSE <sup>3</sup> outlets. Ideally one for each unit.	Negotiated 'appropriate' number of energized or complete EVSE outlets for new developments over 1,500 m <sup>2</sup> .	N/A
District of Squamish	30% of resident parking spaces must be energized (Level 2).	N/A	N/A

<sup>2</sup> 'Roughed-in' means some of the infrastructure required for EV charging is provided, including panel capacity and conduit, making it easier to retrofit the building to provide for EV charging in the future. Circuit breakers, wiring, outlet and charging station would be needed at future date.

<sup>3</sup> Complete EVSE means all of the infrastructure required for the charging of an EV is provided, including the charging stations.



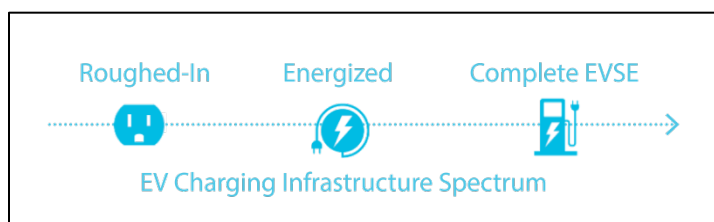
In addition to the municipalities listed above, the Cities of New Westminster and Coquitlam have recently directed staff to review and report back on options for electric vehicle requirements for new development within their communities.

## DISCUSSION:

### a) EV Charging Infrastructure Spectrum

In 2016, the Provincial Building Act was revised to clarify that local governments can regulate the use of EV charging infrastructure in new developments. Currently, there are a range of EV charging infrastructure installation options for new development, which ranges from partial configuration – when some of the infrastructure required for the charging of an EV is provided (making it easier to retrofit a building for EV charging to the future) – to complete EVSE where all infrastructure required for the charging of an EV is provided (as illustrated in Figure 5 below).

Figure 5 – EV Charging Infrastructure Spectrum



Source: City of Maple Ridge

The municipal scan indicates that many municipalities are opting for the energized middle ground where all infrastructure required for the charging of an EV is provided, excluding the charging stations, through the Zoning Bylaw. This means that the outlet boxes or electrical receptacles are “energized” (i.e. electrically wired), dedicated for the charging of an EV and the electrical system is adequately sized to accommodate the charging of EVs.

### b) Proposed EV Requirements for New Development

Following Council’s direction to report back on options to integrate EV charging stations into City regulations, this report provides Council with a preliminary set of regulatory requirements based on the best practice research and municipal scan conducted. Staff also note that the options presented below build from the proposals received thus far from private redevelopment applications. To further assess the interest and level of support of the local development community for the options available, and with Council’s approval, the intent is to advance these proposed requirements through our Development Liaison Committee and other stakeholders for discussion and feedback.

Multi-Family Residential Development	Commercial and Institutional Development	Single Family Development
Require all off-street residential parking spaces in multi-family developments to be energized (Level 2). <ul style="list-style-type: none"> <li>All visitor parking be wired for a minimum of Level 1.</li> </ul>	Require 10% of parking spaces to be energized (Level 2) along with the charging stations. <ul style="list-style-type: none"> <li>Applicable to developments with 10 or more off-street parking spaces.</li> </ul>	Require 1 space for each principal dwelling unit to be energized (Level 2). <ul style="list-style-type: none"> <li>Secondary suites and detached garden suites are proposed to be exempt.</li> </ul>

## PROPOSED CONSULTATION PROGRAM:

The proposed EV requirements for new development outlined above draws to a close the initial phase of this work. The next phase is intended to discuss the findings with the development community to gain feedback and to identify additional issues, and to fine-tune the proposed bylaw amendments.



The consultation process brought forward for Council endorsement includes discussion with the following:

- Development Committee, including the Urban Development Institute, Greater Vancouver Home Builders Association and Condominium Homeowners Association;
- BC Hydro and associated programs, including representatives from Plug-In BC and Emotive;
- Fraser Basin Council (Charging Support Program for Multi-Family Dwellings);
- Electric vehicle supply equipment manufacturers (e.g. Flo, Charge Point, and Greenlots);
- Metro Vancouver and neighbouring municipalities such as the City of Pitt Meadows and District of Mission;
- The Province of B.C.; and
- Others, including Fraser Health and School District 42.

In addition to the consultation described above, Staff would pursue learning opportunities with EVSE experts, most likely in the form of a half-day workshop for specific departmental staff. At this time, it is envisioned that staff from Planning, Sustainability, Buildings, and Operations would participate. Following the consultation process with the development community and internal educational opportunities, Council will receive a summary of the consultation feedback as the process enters its final stages. With the feedback, staff will seek at that time whether to bring forward bylaw amendments.

## INTERDEPARTMENTAL IMPLICATIONS:

Planning staff will be working closely with other departments to develop electric vehicle requirement options. Staff will continue to work closely with the Sustainability, Parks, Facilities, Building, Bylaws, and Operations departments to work through the regulatory process.

## CONCLUSION:

Local governments have a role in supporting and influencing the market transformation from conventional to electric vehicles. Potential policy tools include bylaws that require the installation of private charging infrastructure in new development, including single-family homes, townhouses, multi-unit residential buildings (MURBs), commercial buildings, and mixed-use developments. Staff conducted research on emerging EV best practices as well as a scan of adopted EVSE policies in

neighbouring municipalities. This report provides an update to Council on the work that has been completed to-date regarding electric vehicle charging infrastructure, outlines possible regulatory options for consideration and discussion, and seeks endorsement on a consultation program.

"Original signed by Amanda Grochowich"

*Prepared by:* **Amanda Grochowich, MCIP, RPP**  
**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 Paul Gill"

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

**TO:** Her Worship Mayor Nicole Read  
and Members of Council  
**MEETING DATE:** July 17, 2018  
**DOC NO:** 1982512  
**FROM:** Chief Administrative Officer  
**MEETING:** Council Workshop  
**SUBJECT:** Recruitment and Retention of Family Physicians

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**EXECUTIVE SUMMARY:**

Representatives from the Ridge Meadows Division of Family Practice (RMDFP) presented at Council Workshop on May 1, 2018, requesting that the City champion the cause of recruitment of family physicians and contribute to the cost of hiring a physician recruitment firm. Following the presentation, Council resolved that staff provide a report on how the City of Maple Ridge can advocate for the physician recruitment and retention issue raised by the Division of Family Practice.

This report responds to that direction, recommending that the City decline making a financial contribution, and instead continue to support recruitment and retention efforts through City marketing channels, the development of a welcome program for new physicians, and engagement with community groups to support ongoing advocacy to senior governments to increase their support for physician recruitment and retention.

**RECOMMENDATION:**

**That the request from Ridge Meadows Division of Family Practice for a financial contribution toward physician recruitment efforts be declined; and further**

**That physician recruitment and retention efforts continue to be supported through City marketing channels, the development of a welcome program for new physicians, and engagement with community groups to support ongoing advocacy to senior governments for increased financial and program support.**

**DISCUSSION:**

**a) Background Context:**

Physician recruitment and retention is a long standing and complex issue – particularly in rural areas – that is felt across British Columbia and Canada. There are a number of determining factors that contribute to the overall quality of health care and access to family physicians. These include the Canada Health Act; the Provincial Government through its health delivery policies, agencies and regulations; university programs offering education for new physicians; health authorities offering residency opportunities; and the BC College of Physicians and Surgeons that administers licensing requirements. A particular challenge with physician recruitment is that speciality and hospitalist programs are perceived to offer a more attractive work/life balance, with an increasing number of newly graduated physicians

choosing these programs over family practice. This is in part due to the long hours that family physicians are required to work due to the current shortage. Furthermore, the Province's termination of "GP for Me" program funding has meant that all 33 of the BC Divisions of Family Practice are seeking alternative funding support for the recruitment of family physicians to their respective communities (Appendix 1).

Divisions of Family Practice are community-based groups of family physicians working together to achieve common health care goals. The RMDFP is comprised of 117 members, with 62 practicing family physicians. It has identified a shortage of 19 family physicians in the Maple Ridge-Pitt Meadows area, which translates to approximately 23,000 residents without a family physician.

Although municipal governments have no jurisdiction over physician recruitment and retention or the regulation of health services, they recognize that public health is dependent on access to preventative, primary, acute and community based health care services. The City of Maple Ridge enjoys a good relationship with RMDFP, and has provided assistance within its purview for the recruitment and retention of family physicians. This assistance, and opportunities for expanded support, includes:

- assisting local, provincial and national recruiters in marketing the Maple Ridge brand and experience;
- providing marketing support for recruitment campaigns. Future support in this area could include developing a video with RMDFP offering testimonials of physicians recruited and residing in Maple Ridge;
- advocating for senior governments to review recruitment strategies and increase support. This has included forwarding resolutions to the LMLGA, and subsequent consideration by the UBCM;
- Council and staff attendance at the LMLGA to gain insight on initiatives in other communities that could be brought to Maple Ridge to support RMDFP's efforts;
- community engagement to:
  - connect other organizations with RMDFP to add their support to advocacy efforts (e.g. some members of the EDC and the Ridge Meadows Chamber of Commerce expressed interest in learning more about physician recruitment and retention issues. The City connected RMDFP with the Chamber's Board of Directors, which has expressed an interest in supporting advocacy);
  - work alongside community organizations to develop broad-based support from businesses, social service agencies, seniors groups, and other like-minded community groups to establish strategically focussed programs, incentives and practices (e.g. customized city tours, finding employment opportunities for spouses, assistance with housing searches, assistance in locating office space, etc.);
- participation in a meeting with the Province of BC, Fraser Health Authority, RMDFP and others to discuss a "Blue Sky" plan for family physician recruitment and retention, and to seek a greater commitment from the Ministry of Health for leadership in this regard (Appendix 2).

Although the above noted meeting regarding the Blue Sky plan did not result in the Ministry of Health accepting a leadership role in physician recruitment and retention, the Ministry has launched some changes to health care delivery by implementing a “Primary Care Delivery Model”. However, it is too early to determine what impact this might have on the number of family doctors in BC. To stimulate action in this regard, RMDFP is considering a public information campaign and petition to educate the community on the issues relating to the lack of family doctors, and to put additional pressure on the Province of BC to fund recruitment. This campaign is a strategy that the City of Maple Ridge could support through marketing assistance and community engagement.

## **CONCLUSIONS:**

RMDFP has requested that the City of Maple Ridge champion recruitment of family physicians through a financial commitment. However, as the City has no jurisdiction over physician recruitment and retention or the regulation of health services, it is recommended that the City decline the request for funding while continuing to support recruitment and retention efforts through City marketing channels, the development of a welcome program for new physicians, and engagement with community groups to support ongoing advocacy to senior governments for increased financial and program support.

“Original signed by Lino Siracusa”

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

“Original signed by Kelly Swift”

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*Approved by:* Kelly Swift, MBA  
General Manager Parks, Recreation & Culture

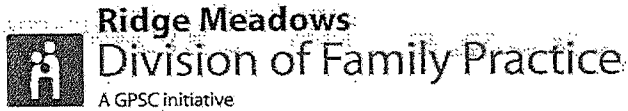
“Original signed by Paul Gill”

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

## **Appendices:**

- (1) Maple Ridge and Pitt Meadows Family Physician Recruitment 2018
- (2) Family Physician Recruitment in BC – Blue Sky



### Maple Ridge and Pitt Meadows Family Physician Recruitment I 2018

**Background:** Back in the day, family doctors used to be able to sell their family practice when they retired. Today, family doctors can't even give their practices away; finding themselves closing their clinic doors and advising their patients to look for a new family doctor on their own, with 90 days' notice. Patients roam around the community unattached and highly concerned about their health care needs, as there are no doctors accepting patients. They may turn to walk in clinics who close early due to physician shortage or find themselves using the emergency department in the hospital inappropriately.

There is an urgent physician shortage across the province. Health Match BC is an arm of the Ministry of Health who provides physician prospects to all Divisions across BC, but they also are focused on recruiting nurses and specialists. A physician prospect is also referred very competitively; they could be referred to Maple Ridge but also to Kelowna, Langley or Victoria. Even though we have been told we have the "best" red carpet welcome program; a family doctor can choose a job anywhere in BC as there is such high demand. At times, they are offered many community perks such as complimentary rental housing, paid flights, complimentary office clinic rent for 3 months and cash signing bonuses'.

#### Why has this happened?

- Many newly graduating family doctors do not want to have the pressure of owning and managing their own clinic, due to lack of understanding and business skills. There are many health authority "staff" position options available with better hours for work life balance and financial benefit.
- There are limited number of seats in UBC for medical school. Many students must leave the country and go to places like the Caribbean. From there they typically get residency in the US, and then do not come back home to BC as they settle in that community.
- There are limited number of International Medical Graduate positions in BC for family doctors out of country to apply to; even though there is large interest.
- The BC College of Physicians has the worst reputation in Canada for being unreasonable in their licensing requirements. Many doctors do not even begin the application process as many give up half way through, knowing all the hoops they need to jump through. The College has also pushed retiring doctors with their licensing demands to not renew their license; our community relied on these doctors for locums, walk in clinic shifts and filling service gaps.
- The housing market increase in the lower mainland, over the past few years has affected prospective physicians consider moving to our community.
- Many communities across the province are rallying their local government and community partners to provide "moving to our community" perks that can't be refused.
- A GP for Me government program funding ended 3 years ago, without any financial replacement to properly run a recruitment and retention program; we now run this program on the side of our desks without proper capacity.

Ridge Meadows Division of Family Practice ~ 20580 Lougheed Highway Maple Ridge, BC V2X 2P8 [www.divisionsbc.ca/rm](http://www.divisionsbc.ca/rm)

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*Ridge Meadows Division of Family Practice seeks to influence change by providing leadership to achieve optimal health for our community and provide support to our physicians that enables primary care for our community.*



- There is no government ownership over this physician shortage. The Division of Family Practice and the Community do not have anywhere to go, to be proactive with a government team or resources in short term and long-term recruitment strategy tied in with economic growth plans. Fraser Health does not have a recruitment department that recruits for family doctors in community (only specialists or doctors within hospital) to work with and be accountable for these numbers. We have many creative recruitment ideas we think could help recruit family doctors to our community, but no one is taking responsibility. As a result, the physician shortage is getting worse and worse.

**The need:** We estimate a family doctor shortage of 19 doctors with 13% of our doctors retiring over the next 3 years and 20% over the next 5 years. In addition, recruiting doctors to work long term in family practice clinics, we also have a significant shortage of locums and walk in clinic doctors.

There are 9 family doctors that are being recruited in the current family practice clinics, due to physician capacity overload. 6 family doctors are being recruited to replace retiring physicians, this will not result in new patient attachment. It could possibly result in unattachment patients, as the retiring doctors have very large practices that have been built over the years. The new to our community doctors may not wish a large patient panel of this size. 4 family doctors are being recruited in new pharmacy clinics.

We also estimate a need to easily double the number of doctors taking on walk in clinic shifts from 12 to 24 due to the demand of many unattached patients, who can't find a family doctor or patients that are experiencing long appointment wait lists to see their own family doctor.

We have been successful to recruit 2 new doctors in April, both are preventing unattachment of our retired doctors this year, plus a doctor that returned home to the UK, but unable to attach new patients. We are also looking forward to welcoming an additional 5 new family doctors in 2018, who have verbally committed to our community and just working through their moves and licensing with arrival dates unknown. Out of these 5, one is a newly graduating doctor that won't impact attachment for at least 1 year and 1 will work part time. Often, we cannot count on 1 newly recruited family doctor to replace 1 full capacity position (average 1500 patients).

We have also learned that a retiring doctor who has been in our community long term, needs a replacement of 2 to 1 or even 3 to 1. The younger generation doctors are seeking work life balance, where the seasoned retiring doctors have long hour work habits.

With our limited physician supply, family doctors are expected to do more and more in the community; such as, run the primary care clinic at the Youth Wellness Centre, Residential Care coverage, Nurse Practitioner support, Walk in Clinic, Maternity Care and more.

All while, their own patient wait list grows in their clinic due to the growing population. They can't keep up with the demand and cannot attach any more patients. We are highly concerned about physician burnout. Our local hospital, walk in clinics, family clinics, the Division, maternity clinic and other local community services are bombarded with daily requests on "how do I find a family doctor?".

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What are we doing about it? As much as we can. We continue to advocate to local and provincial government to “own” this challenge and provide creative recruitment strategies. We have a GP leadership and a recruitment/retention committee hard at work.

We continue to work with our community partners seeking support. We prioritize physician recruitment and retention as directed by our members, with limited funding and capacity with low cost short term and long-term strategies. We continue to provide the “best” red carpet welcome program to visiting and joining doctors.

We are working with our local Fraser Health partners to re-design health care to help relieve the system through our Primary Care Network vision. However, members still speak loudly that this will not fix the patient attachment challenge, only resolving physician shortage will.

Our next steps are to find a community partner, to fund and hire a private recruiter to recruit 5 family doctors for our community. We are also seeking Division funding for our recruitment and retention program.

We also have plans of launching a community petition to have the public voice their physician recruitment needs to the government. This strategy will also be used to educate residents that it is not the family physician’s responsibility to recruit doctors, but the government and community.

What will happen if we don’t get more family doctors? If community financial support and government ownership does not come forward to recruit more family doctors, the physician shortage crisis will continue and worsen. If residents do not have timely access to primary care, the costs of health care will continue to significantly rise, and our health care system will continue to be unstable and financially un-sustainable.

We could do something today, by hiring a physician recruitment firm to recruit physicians into our community within the next 12 months.

#### 12 Month Budget:

Ridge Meadows Division of Family Practice Recruitment and Retention Costs	\$75,000*
Professional Recruiter Costs (5 family docs x \$15,000 each)	\$75,000**

<b>Total Budget:</b>	<b>\$150,000</b>
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*Costs include: Find a Doctor website maintenance, Doc to Doc complex care attachment program, Mentorship Program, Red Carpet Program, Marketing/Promotion Materials, Advertisements, Welcome Community Tour, Clinic Tour, Meet and Greets, Retention Club Meetings, General Physician Support (ie: airport pick up, house rental support, college licensing support, billing support, EMR needs and patient panel building) Partnership Development and Ministry of Health Recruitment Advocacy.*

\*\* 5 family docs would represent a good test with a recruitment firm, but the need is up to 19 family docs recruited and an increased funding commitment would be welcome.

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## Family Physician Recruitment in BC – Blue Sky

### Step 1

**Visual:** Circle of Partners: City, MLA, MP, Division, Health Match BC, Ministry of Health, FH, FNHA, Community Partners

**What are they doing?** Figuring Short Term Family Doc Supply and Long Term Family Doc Supply for Community + what can the community do to help -- idea gathering.

### Step 2

**Visual:** Back at the office

**What are they doing?** Health Match BC, Ministry of Health and Fraser Health executing family doc recruitment short term and long term recruitment strategies: Aggressive goal setting, ownership and accountability, hiring professional recruiters, marketing, promotion, creative and innovative recruitment campaigns nationally and internationally, incentive programs, IMG strategies, residency strategy and support into practice, UBC partnership, clinic mentorship programs, training new docs business skills, making “family practice in a clinic sexy again” campaign, physician new to our country or to practice tools, College partnership/improving reputation, breaking down any barriers and roadblocks to bringing docs to BC.

*Side Visual:* Circle of Partners inputting in on community marketing and promotion to Health Match BC, Ministry of Health and Fraser Health to produce.

*Side Visual:* Division inputting in to Health Match BC, Ministry of Health, Fraser Health into various strategies: IMG, Residency, UBC, College, Business Skill training, Tools + Division/Family Docs have “go to” body to go to when running into physician supply road blocks.

### Step 3

**Visual:** Health Match BC, Ministry of Health, Fraser Health: Delivering family docs to the Division’s door step

**What are they doing?** Meeting the physician supply need.

### Step 4

**Visual:** Red Carpet: Division and Community Red Carpet Welcome

**What are they doing?** Community Welcome Package, Medical Community Tours, General Community Tours, Community Partner Welcome, Connect to schools, recreation, red carpet partner business such as car, banks, accountants, financial management, realtors, help find home rentals – anything they need.

### Step 5

**Visual:** Hand shake doc to doc, joining a clinic, signing on the dotted line.

**What are they doing?** Division retention program kicks in, Clubs, Member Engagement at events, Physician Voice on Division initiatives, Mentorship Program, EMR Support, Billing Support, Local CME Education, Patient Attachment strategy support.

### Step 6

**Visual:** Primary Care Network success!

**What are they doing?** Providing access and attachment in a successful Primary Care Network - everyone has access to seamless primary care because there are enough family docs in patient medical homes.

# Family Physician Recruitment in BC

