

COUNCIL MEETING AGENDA

October 24, 2017

7:00 p.m.

Council Chamber

MEETING DECORUM

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

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

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

100 ***CALL TO ORDER***

200 ***AMENDMENTS TO THE AGENDA***

300 ***APPROVAL OF THE AGENDA***

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

401 Minutes of Council Meetings

- Special Council Meeting of October 3, 2017
- Special Council Meeting of October 10, 2017
- Regular Council Meeting of October 10, 2017
- Special Council Meeting of October 17, 2017

402 Minutes to the Public Hearing of October 17, 2017

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

600 ***DELEGATIONS***

601 **Ridge Meadows Recycling Society – Waste Reduction Week**

- Leanne Koehn, Community Engagement

602 **Construction of a New Indoor Pool in East Maple Ridge**

- Linda Meyer, A.A.B.A.P.B.D., Legal Representative/Legal Advocate

603 **Businesses and Homeowners are Frustrated with Tent City**

- Mark Lancaster, North Fraser Automotive Repair Ltd.

700 ***ITEMS ON CONSENT***

701 **Minutes**

701.1 Minutes of the Development Agreements Committee Meetings of October 11, 2017

701.2 Minutes of Meetings of Committees and Commissions of Council

- Community Heritage Commission – September 14, 2017

702 **Reports**

702.1 **2017 Council Expenses**

Staff report dated October 24, 2017 providing an update on Council expenses recorded to date.

702.2 **Disbursements for the month ended September 30, 2017**

Staff report dated October 24, 2017 recommending that the disbursements for the month ended September 30, 2017 be received for information.

702.3 **Adjustments to the 2016 and 2017 Collector's Roll**

Staff report dated October 24, 2017 submitting information on changes to the 2016 and 2017 Collector's Roll through the issuance of Supplementary Rolls 3 through 6.

702.4 **Pitt Meadows Airport – Strategic Framework**

Staff report dated October 24, 2017 provided information on a strategic framework for the Pitt Meadows Airport.

702.5 Ridge Meadows Minor Lacrosse Outdoor Box Follow Up

Staff report dated October 24, 2017 providing information on a potential location for a new lacrosse box, costing information and a development timeline.

703 Correspondence

704 Release of Items from Closed Council Status

800 UNFINISHED BUSINESS

900 CORRESPONDENCE

901 Support for Alouette River Management Society ("ARMS") Proposal entitled "Alouette Sockeye – Determination of Fish Passage Feasibility" Plan

E-mail from Greta Borick-Cunningham, Executive Director, ARMS, requesting a letter of support from the City of Maple Ridge for a funding application to BC Hydro's Fish and Wildlife Compensation Program (Coastal Region).

1000 BYLAWS

Note: Items 1001 to 1004 are from the October 17, 2017 Public Hearing

Bylaws for Third Reading

**1001 2015-327-RZ, 21710 and 21728 Lougheed Highway
Maple Ridge Zone Amending Bylaw No. 7196-2015**

To rezone from RS-1 (One Family Urban Residential) to C-2 (Community Commercial), the current application is to permit the future construction of a Gold's Gym
Third reading

**1002 2016-109-RZ, 21137 River Road
Maple Ridge Zone Amending Bylaw No. 7249-2016**

To rezone from RS-1 (One Family Urban Residential) to RT-1 (Two Family Urban Residential), the current application is to permit the development of a duplex
Third reading

- 1003 **2016-066-RZ, 24240 125 Avenue**
 Maple Ridge Zone Amending Bylaw No. 7239-2016
 To rezone from RS-3 (One Family Rural Residential) to RS-2 (One Family Suburban Residential), the current application is to permit a future subdivision of 2 lots
 Third reading

- 1004 **2016-244-RZ, 11184, 11154 and 11080 240 Street**

- 1004.1 **Maple Ridge Official Community Plan Amending Bylaw No. 7381-2017**
 To amend Schedule "A", Chapter 10.2 Albion Area Plan, Schedule 1: Albion Area Plan from Neighbourhood Commercial, Medium Density Residential and Conservation to Village Commercial, Medium Density Residential and Conservation and to amend Schedule "C" of the Official Community Plan to remove from Conservation and to add to Conservation
 Third reading

- 1004.2 **Maple Ridge Zone Amending Bylaw No. 7276-2016**
 To rezone from RS-3 (One Family Rural Residential) to RM-1 (Townhouse Residential) and C-5 (Village Centre Commercial), the current application is to permit the future construction of a 130 unit townhouse development and a 905 square metre commercial building with residential uses on the second story
 Third reading

Bylaws for Adoption

- 1005 **2013-086-RZ, 13704 232 Street**
 Staff report dated October 24, 2017 recommending adoption of bylaws as amended

- 1005.1 **Maple Ridge Official Community Plan Amending Bylaw No. 7160-2015**
 To revise land use designation boundaries and an equestrian trail location
 Adoption

- 1005.2 **Maple Ridge Zone Amending Bylaw No. 7023-2013**
 To rezone from RS-3 (One Family Rural Residential) to RS-1 (One Family Urban Residential), R-3 (Special Amenity Residential District), RST-SV (Street Townhouse – Silver Valley), RS-1b (One Family Urban [Medium Density] Residential), P-1 (Park and School), R-1 (Residential District) and C-5 (Village Centre Commercial) to permit a future subdivision of 42 single family lots, 16 street townhouse lots, one commercial lot, and a neighbourhood park
 Adoption

1005.3 13704 232 Street Housing Agreement Bylaw No. 7295-2016

To restrict two units as rental units in perpetuity
Adoption

1006 232A Street Local Area Service Bylaw No. 7393-2017

To permit enhanced landscape maintenance of bioswales along newly proposed 232A Street and some riparian planting along 232 Street and 132 Avenue
Adoption

1100 *REPORTS AND RECOMMENDATIONS*

Public Works and Development Services

1101 2017-155-RZ, 21319 and 21333 Lougheed Highway, RS-1 to C-2

Staff report dated October 24, 2017 recommending that Maple Ridge Zone Amending Bylaw No. 7358-2017 to rezone from RS-1 (One Family Urban Residential) to C-2 (Community Commercial) to permit development of a two-storey commercial building be given first reading and that the applicant provide further information as described on Schedules C, D and E of the Development Procedures Bylaw No. 5879-1999.

1102 2017-242-RZ, Home Occupation Regulations Zone Amending Bylaw

Staff report dated October 24, 2017 recommending that Maple Ridge Zone Amending Bylaw No. 7394-2017 to amend the home occupation regulations of Maple Ridge Zoning Bylaw No. 3510-1985 be given first reading and be forwarded to the Agricultural Land Commission for comment.

1103 2017-318-RZ, 12842 Alouette Road, RS-3 to RS-2

Staff report dated October 24, 2017 recommending that Maple Ridge Zone Amending Bylaw No. 7379-2017 to rezone from RS-3 (One Family Rural Residential) to RS-2 (One Family Suburban Residential) to allow a subdivision of three single family lots be given first reading and that the applicant provide further information as described on Schedules A, C, F and J of the Development Procedures Bylaw No. 5879-1999, along with the information required for a Subdivision application.

1104 2015-347-RZ, 20621 123 Avenue, RS-3 to RS-1b

Staff report dated October 24, 2017 recommending that Maple Ridge Official Community Plan Amending Bylaw No. 7383-2017 to adjust a conservation boundary around a watercourse be given first and second readings and be forwarded to Public Hearing and that Maple Ridge Zone Amending Bylaw No. 7193-2015 to rezone from RS-3 (One Family Rural Residential) to RS-1b (One Family Urban [Medium Density] Residential) to permit a future subdivision of approximately 10 lots be given second reading and be forwarded to Public Hearing.

1105 2016-336-RZ, 11300 and 11250 240 Street, RS-3 to RM-1 and R-2

Staff report dated October 24, 2017 recommending that Maple Ridge Official Community Plan Amending Bylaw No. 7396-2017 to amend the conservation boundary be given first and second readings and be forwarded to Public Hearing and that Maple Ridge Zone Amending Bylaw No. 7287-2016 to rezone from RS-3 (One Family Rural Residential) to RM-1 (Townhouse Residential) and R-2 (Urban Residential District) to permit a future subdivision of 5 lots and construction of a 54 unit townhouse development be given second reading and be forwarded to Public Hearing.

1106 2017-291-RZ, 24093 and 24137 104 Avenue and PID 009-437-061, RS-3 and RS-2 to P-1

Staff report dated October 24, 2017 recommending that Maple Ridge Official Community Plan Amending Bylaw No. 7369-2017 to re-designate from Medium Density Residential and Institutional to Institutional and Conservation be given first and second readings and be forwarded to Public Hearing and that Maple Ridge Zone Amending Bylaw No. 7364-2017 to rezone from RS-3 (One Family Rural Residential) and RS-2 (One Family Suburban Residential) to P-1 (Park and School) to permit development of an elementary school and community centre be given first and second readings and be forwarded to Public Hearing.

1107 2016-191-RZ, 11939 240 Street, CS-1 to C-2

Staff report dated October 24, 2017 recommending that Maple Ridge Zone Amending Bylaw No. 7257-2016 to rezone from CS-1 (Service Commercial) to C-2 (Community Commercial) to permit future construction of a multi-tenant commercial development be given second reading and be forwarded to Public Hearing.

1108 2016-008-DVP, 24021 110 Avenue

Staff report dated October 24, 2017 recommending that the Corporate Officer be authorized to sign and seal 2016-008-DVP to increase maximum building height, reduce front yard setbacks, reduce rear yard setbacks, reduce exterior side setbacks, reduce interior side setbacks for various units and increase maximum height for retaining walls.

1109 2017-323-DVP, 23055 117 Avenue

Staff report dated October 24, 2017 recommending that the Corporate Officer be authorized to sign and seal 2017-323-DVP to reduce the required lot width for Lots 1 and 2.

1110 2016-347-DP, 24021 110 Avenue, Intensive Residential Development Permit

Staff report dated October 24, 2017 recommending that the Corporate Officer be authorized to sign and seal 2016-347-DP to permit eight R-3 (Special Amenity Residential District) zoned lots.

1111 Sign Control Bylaw No. 7008-2013

Staff report dated October 24, 2017 recommending that the three readings given to Sign Control Bylaw No. 7008-2013 be rescinded.

1112 Proposed New Sign Control Bylaw No. 7389-2017

Staff report dated October 24, 2017 recommending that Maple Ridge Sign Bylaw No. 7389-2017 be given first reading and that the public process outlined in the report be supported.

Financial and Corporate Services (including Fire and Police)

1131 Financial Plan and Council Work Plan

Staff report dated October 24, 2017 recommending that staff be directed to bring forward the 2018-2022 Financial Plan for consideration and that the Council Work Schedule Matrix to March 2018 be endorsed.

Parks, Recreation & Culture

1151

Administration

1171

Other Committee Issues

1191

1200 ***STAFF REPORTS***

1300 ***OTHER MATTERS DEEMED EXPEDIENT***

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

1500 ***QUESTIONS FROM THE PUBLIC***

1600 ***ADJOURNMENT***

QUESTION PERIOD

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

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

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

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

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

For more information on these opportunities contact:

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

Mayor and Council at mayorandcouncil@mapleridge.ca.

Checked by: _____

Date: _____

400 Adoption and Receipt of Minutes

401 Minutes of Regular and Special Council Meetings

City of Maple Ridge

SPECIAL COUNCIL MEETING MINUTES

October 3, 2017

The Minutes of the Special City Council Meeting held on October 3, 2017 at 5:30 p.m. in the Blaney Room of the City Hall, 11995 Haney Place, Maple Ridge, British Columbia for the purpose of transacting regular City business.

PRESENT

Elected Officials

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

Appointed Staff

P. Gill, Chief Administrative Officer
K. Swift, General Manager of Parks, Recreation & Culture
F. Quinn, General Manager of Public Works and
Development Services
L. Darcus, Manager of Legislative Services
A. Gaunt, Confidential Secretary
Other staff as required
F. King, Director of Human Resources

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

Note: Councillor Duncan participated in the meeting via telephone.

1.0 *CALL TO ORDER*

2.0 *APPROVAL OF THE AGENDA*

R/2017-435

It was moved and seconded

That the agenda for the October 4, 2017 Special Council Meeting be approved.

CARRIED

3.0 ***NOTICE OF CLOSED COUNCIL MEETING***

R/2017-436

It was moved and seconded

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

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

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

CARRIED

4.0 ***ADJOURNMENT –.***

N. Read, Mayor

Certified Correct

L. Darcus, Corporate Officer

City of Maple Ridge

SPECIAL COUNCIL MEETING MINUTES

October 10, 2017

The Minutes of the Special City Council Meeting held on October 10, 2017 at 6:00 p.m. in the Blaney Room of the City Hall, 11995 Haney Place, Maple Ridge, British Columbia for the purpose of transacting regular City business.

PRESENT

Elected Officials

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

Appointed Staff

P. Gill, Chief Administrative Officer
K. Swift, General Manager of Parks, Recreation & Culture
F. Quinn, General Manager of Public Works and
Development Services
L. Darcus, Manager of Legislative Services
Other staff as required

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

1.0 *CALL TO ORDER*

2.0 *APPROVAL OF THE AGENDA*

R/2017-445

It was moved and seconded

That the agenda for the October 10, 2017 Special Council Meeting be approved.

CARRIED

3.0 *NOTICE OF CLOSED COUNCIL MEETING*

R/2017-446

It was moved and seconded

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

Section 90(1)(f) Law enforcement, if the council considers that disclosure might reasonably be expected to harm the conduct of an investigation under or enforcement of an enactment.

Section 90(1)(g) Litigation or potential litigation affecting the municipality.

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

Section 90(2)(b) The consideration of information received and held in confidence relating to negotiations between the municipality and a provincial government.

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

CARRIED

4.0 *ADJOURNMENT –.*

N. Read, Mayor

Certified Correct

L. Darcus, Corporate Officer

City of Maple Ridge

COUNCIL MEETING MINUTES

October 10, 2017

The Minutes of the City Council Meeting held on October 10, 2017 at 7:15 p.m. in the Council Chamber of the City Hall, 11995 Haney Place, Maple Ridge, British Columbia for the purpose of transacting regular City business.

PRESENT

Elected Officials

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

Appointed Staff

P. Gill, Chief Administrative Officer
D. Boag, Acting General Manager of Parks, Recreation & Culture
F. Quinn, General Manager Public Works and Development Services
C. Carter, Director of Planning
L. Darcus, Manager of Legislative Services
A. Gaunt, Confidential Secretary
Other staff as required
C. Goddard, Manager of Development and Environmental Services
D. Pollock, Municipal Engineer
M. Baski, Planner 1
C. Chan, Planner 1
D. Hall, Planner 2
A. Kopystynski, Planner 2
D. Denton, Property and Risk Manager

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

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

100 ***CALL TO ORDER***

200 ***AMENDMENTS TO THE AGENDA***

300 ***APPROVAL OF THE AGENDA***

The agenda was approved as circulated

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

401 Minutes of the Regular Council Meeting of September 19, 2017

R/2017-447

It was moved and seconded

That the minutes of the Regular Council Meeting of September 19, 2017 be adopted as circulated.

CARRIED

402 Minutes of the Public Hearing of September 19, 2017

R/2017-448

It was moved and seconded

That the minutes of the Public Hearing of September 19, 2017 be adopted as circulated.

CARRIED

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

Note: Councillor Shymkiw joined the meeting at 7:18 p.m.

600 ***DELEGATIONS***

601 **Ridge Meadows Special Olympics Program**

- **Marc Fisher, Co-Local Coordinator, Ridge Meadows Special Olympics**

Mr. Fisher gave a PowerPoint presentation providing information on the Ridge Meadows Special Olympics Program. He highlighted the mandate of the organization, the programs provided, the participants in the programs and the events and activities which have taken place. Mr. Fisher outlined the importance of the involvement of volunteers in the Special Olympics Program and the benefits the program brings to the community.

602 **Friends in Need Food Bank - School Meal Snack Program and Perishable Food Recovery Program**

- **Mary Robson, Executive Director**

Mrs. Robson gave a background and history on the Friends in Need Food Bank, advising that the local Friends in Need Food Bank is a member of Food Banks Canada and BC and adheres to a code of ethics and standards. She emphasized the importance of volunteers to the organizations.

Mrs. Robson highlighted the School Meal Snack Program and advised on how it is run with the involvement of the Friends in Need Food Bank and schools in the community. She advised on funding received which has enabled the Food Bank to purchase a refrigerator van which in turn has initiated a new Perishable Food Recovery Program. On behalf of directors, staff and volunteers, Mrs. Robson thanked the City of Maple Ridge for the grant provided to allow for the new program.

700 ***ITEMS ON CONSENT***

701 ***Minutes***

701.1 Minutes of the Development Agreements Committee Meetings of September 19 and 28, 2017

701.2 Minutes of Meetings of Committees and Commissions of Council

- Advisory Design Panel – July 19, 2017
- Community Heritage Commission – June 8, 2017
- Economic Development Committee – September 13, 2017
- Environmental Advisory Committee – July 12, 2017
- Public Art Steering Committee – July 25, 2017

702 ***Reports*** - Nil

703 ***Correspondence***

703.1 **Metro Vancouver – Proposed Amendments to the GVS&DD Fraser Sewerage Area Boundary**

Letter dated September 25, 2017 from Chris Plagnol, Corporate Officer, Metro Vancouver providing information on proposed amendments to the GVS&DD Fraser Sewerage Area Boundary requested by the City of Maple Ridge.

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

R/2017-449

It was moved and seconded

That Items 701.1, 701.2 and 703.1 on the “Items on Consent” agenda be approved.

CARRIED

800 ***UNFINISHED BUSINESS*** – Nil

900 ***CORRESPONDENCE*** – Nil

1000 ***BYLAWS***

Bylaws for Third Reading

Note: Item 1001 was deferred at the June 25, 2017 Council Meeting

1001 **2016-352-RZ, 23004 Dewdney Trunk Road**
Staff report dated October 10, 2017 recommending third reading

1001.1 **Maple Ridge Official Community Plan Amending Bylaw No. 7288-2016**
To amend Schedule “B” of the Official Community Plan from Urban Residential to Commercial
Third reading

1001.2 **Maple Ridge Zone Amending Bylaw No. 7289-2016**
To rezone from RS-1 (One Family Urban Residential) to C-2 (Community Commercial) to permit a future medical clinic and pharmacy with two rental units above
Third reading

M. Baski, Planner provided clarification on provisions for additional parking

R/2017-450

It was moved and seconded

1. That Bylaw No. 7288-2016 be given third reading;
2. That Bylaw No. 7289-2016 be given third reading; and
3. That the following terms and conditions be met prior to final reading:
 - i) Registration of a Rezoning Servicing Agreement as a Restrictive Covenant and receipt of the deposit of a security, as outlined in the Agreement;
 - ii) Amendment to Official Community Plan Schedule "B";
 - iii) Registration of a Restrictive Covenant for protecting the Visitor Parking;
 - iv) Registration of a Restrictive Covenant for protecting the Stormwater Management Plan;
 - v) Registration of a Housing Agreement in accordance with Section 483 of the *Local Government Act* and a Restrictive Covenant stating that the two residential units above the commercial ground floor will be restricted to residential rental units; and

- vi) In addition to the site profile, a disclosure statement must be submitted by a Professional Engineer advising whether there is any evidence of underground fuel storage tanks on the subject property. If so, a Stage 1 Site Investigation Report is required to ensure that the subject property is not a contaminated site

CARRIED

Bylaws for Adoption

- 1002 **2016-052-RZ, 22260 and 22292 122 Avenue, 12159 and 12167 223 Street**

Staff report dated October 10, 2017 recommending adoption

- 1002.1 **Maple Ridge Official Community Plan Amending Bylaw No. 7243-2016**
12159 and 12167 223 Street

To designate from Single Family Residential to Low-Rise Apartment
Adoption

R/2017-451

It was moved and seconded

That Bylaw No. 7243-2016 be adopted.

CARRIED

Councillor Shymkiw - OPPOSED

- 1002.2 **Maple Ridge Zone Amending Bylaw No. 7244-2016**

22260 and 22292 122 Avenue and 12159 and 12167 223 Street

To rezone from LUC (Land Use Contracts) Registration #H33588 & #P108265 and RS-1 (One Family Urban Residential) to RM-2 (Medium Density Apartment Residential) and terminate Land Use Contracts Registration numbers #33588 and #P108265

Adoption

R/2017-452

It was moved and seconded

That Bylaw No. 7244-2016 be adopted.

CARRIED

Councillor Shymkiw - OPPOSED

1002.3 **22260 & 22292 122 Avenue, 12159 & 12167 223 Street Housing Agreement Bylaw No. 7359-2017**

To allow the City of Maple Ridge to enter into a Housing Agreement to secure new dwelling units as rental housing in perpetuity
Adoption

R/2017-453

It was moved and seconded

That Bylaw No. 7359-2017 be adopted.

CARRIED

Councillor Shymkiw - OPPOSED

1003 **2013-107-SD, Fern Crescent Local Area Service Bylaw No. 7382-2017**

To authorize enhanced landscape costs to be levied on the benefitting properties
Adoption

R/2017-454

It was moved and seconded

That Bylaw No. 7382-2017 be adopted.

CARRIED

1004 **Maple Ridge Tax Exemption Bylaw No. 7368-2017**

To exempt certain types of properties from municipal property taxation
Adoption

R/2017-455

It was moved and seconded

That Bylaw No. 7368-2017 be adopted.

CARRIED

1100 ***COMMITTEE REPORTS AND RECOMMENDATIONS***

Public Works and Development Services

1101 **2017-124-RZ, 12516, 12555, 12599 240 Street and 12511 241 Street, RS-3 to RS-2**

Staff report dated October 10, 2017 recommending that Maple Ridge Zone Amending Bylaw No. 7343-2017 to rezone from RS-3 (One Family Rural Residential) to RS-2 (One Family Suburban Residential) to create a 31 lot subdivision and a 1.2 hectare (3 acre) park dedication be given first

reading and that the applicant provide further information as described on Schedules A, B, F and G of the Development Procedures Bylaw No. 5879-1999, along with information required for a Subdivision application.

D. Hall, Planner gave a PowerPoint presentation providing the following information:

- Application Information
- Subject Map
- Official Community Plan Context
- Neighbourhood Plan Context
- Site Characteristics
- Development Proposal
- Proposed Site Plan
- Density Bonus

Derek Ray, Northwest Hydraulics Consultants

Mr. Ray provided clarification on the report he prepared to describe changes to flood levels resulting from the proposed development.

Don Bowins, DK Bowins & Associates

Mr. Bowins addressed questions and concerns pertaining to the proposed development possibly being built in flood plain.

R/2017-456

It was moved and seconded

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

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

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

That Bylaw No. 7343-2017 be given first reading; and

That the applicant provide further information as described on Schedules A, B, F, and G of the Development Procedures Bylaw No. 5879-1999, along with the information required for a Subdivision application.

CARRIED

Councillor Robson – OPPOSED

1102 2017-140-RZ, 23953 Fern Crescent, RS-2 to RS-1b

Staff report dated October 10, 2017 recommending that Maple Ridge Zone Amending Bylaw No. 7390-2017 to rezone from RS-2 (One Family Suburban Residential) to RS-1b (One Family Urban [Medium Density] Residential) to allow a subdivision of four single family lots be given first reading and that the applicant provide further information as described on Schedules A, C and F of the Development Procedures Bylaw No. 5879-1999, along with information required for a Subdivision application.

R/2017-457

It was moved and seconded

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

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

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

That Bylaw No. 7390-2017 be given first reading; and

That the applicant provide further information as described on Schedules A, C and F of the Development Procedures Bylaw No. 5879–1999, along with the information required for a Subdivision application.

CARRIED

1103 2017-161-RZ, 22362 St. Anne Avenue, RS-1 to CRM

Staff report dated October 10, 2017 recommending that Maple Ridge Zone Amending Bylaw No. 7384-2017 to rezone from RS-1 (One Family Urban Residential) to CRM (Commercial/Residential) to permit a four storey, 40 unit apartment building plus one penthouse unit be given first reading and that the applicant provide further information as described on Schedules C, D, and E of the Development Procedures Bylaw No. 5879-1999.

R/2017-458

It was moved and seconded

That Bylaw No. 7384-2017 be given first reading; and

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

CARRIED

1104 2017-184-RZ, 23585 128 Avenue, Text Amendment

Staff report dated October 10, 2017 recommending that Maple Ridge Zone Amending Bylaw No. 7392-2017 to allow a text amendment to the RS-2 (One Family Suburban Residential) zone with density provisions to create a 5 lot subdivision be given first reading and that the applicant provide further information as described on Schedules A, B, F and G of the Development Procedures Bylaw No. 5879-1999, along with information required for a Subdivision application.

D. Hall, Planner gave a PowerPoint presentation providing the following information:

- Application Information
- Subject Map
- Official Community Plan Context
- Neighbourhood Plan Context
- Site Characteristics
- Development Proposal
- Proposed Site Plan
- Density Bonus

R/2017-459

It was moved and seconded

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

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

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

That Bylaw No. 7392-2017 be given first reading; and

That the applicant provide further information as described on Schedules A, B, F and G of the Development Procedures Bylaw No. 5879-1999, along with the information required for a Subdivision application.

CARRIED

1105 2017-271-RZ, 11970 Glenhurst Street, RS-3 to RT-1

Staff report dated October 10, 2017 recommending that Maple Ridge Zone Amending Bylaw No. 7361-2017 to rezone from RS-3 (One Family Rural Residential) to RT-1 (Two Family Urban Residential) to permit the development of a duplex be given first reading and that the applicant provide further information as described on Schedule C of the Development Procedures Bylaw No. 5879-1999.

R/2017-460

It was moved and seconded

1. That Bylaw No. 7361-2017 be given first reading; and
2. That the applicant provide further information as described on Schedule C of the Development Procedures Bylaw No. 5879-1999.

CARRIED

1106 2017-306-RZ, 22229 Brown Avenue, CD-1-00 to RM-2

Staff report dated October 10, 2017 recommending that Maple Ridge Zone Amending Bylaw No. 7366-2017 to rezone from CD-1-00 (Seniors Apartment and Private Hospital) to RM-2 (Medium Density Apartment Residential) to permit three 5-storey, 233 unit condominium buildings be given first reading and the applicant provide further information as described on Schedules C, D and E of the Development Procedures Bylaw No. 5879-1999.

C. Chan, Planner gave a PowerPoint presentation providing the following information:

- Application Information
- Subject Map
- Official Community Plan Context
- Neighbourhood Plan Context
- Site Characteristics
- Development Proposal
- Proposed Site Plan

R/2017-461

It was moved and seconded

1. That Bylaw No. 7366-2017 be given first reading; and
2. That the applicant provide further information as described on Schedules C, D and E of the Development Procedures Bylaw No. 5879-1999.

CARRIED

1107 2017-319-RZ, 13589 232 Street, RS-3 to RS-1b

Staff report dated October 10, 2017 recommending that Maple Ridge Zone Amending Bylaw No. 7387-2017 to rezone from RS-3 (One Family Rural Residential) to RS-1b (One Family Urban [Medium Density] Residential) to allow for a five lot single family subdivision be given first reading and that the applicant provide further information as described on Schedules A, B, F, G and J of the Development Procedures Bylaw No. 5879-1999, along with information required for a Subdivision application.

R/2017-462

It was moved and seconded

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

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

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

That Bylaw No. 7387-2017 be given first reading; and

That the applicant provide further information as described on Schedules A, B, F, G and J of the Development Procedures Bylaw No. 5879-1999, along with the information required for a Subdivision application.

CARRIED

1108 2017-320-RZ, 12327 203 Street, RS-1 to R-1

Staff report dated October 10, 2017 recommending that Maple Ridge Zone Amending Bylaw No. 7380-2017 to rezone from RS-1 (One Family Urban Residential) to R-1 (Residential District) to permit a two lot subdivision and construction of two single family dwellings be given first reading and that the applicant provide further information as described on Schedules C and D of the Development Procedures Bylaw No. 5879-1999, along with information required for a Subdivision application.

R/2017-463

It was moved and seconded

1. That Bylaw No. 7380-2017 be given first reading; and
2. That the applicant provide further information as described on Schedules C and D of the Development Procedures Bylaw No. 5879-1999, along with the information required for a Subdivision application.

CARRIED

1109 2013-086-RZ, 13704 232 Street, Housing Agreement Bylaw

Staff report dated October 10, 2017 recommending that a Housing Agreement be authorized along with its accompany covenant and that 13704 232 Street Housing Agreement Bylaw No. 7295-2016 to restrict two units as rental units in perpetuity be given first, second and third reading.

R/2017-464

It was moved and seconded

1. That a Housing Agreement, under the provisions of Section 483 of the Local Government Act, R.S.B.C 1996, c. 323 be authorized along with its accompanying covenant; and
2. That Bylaw No. 7295-2016 be given first, second and third readings.

CARRIED

1110 2016-052-DVP, 22260 and 22292 122 Avenue, 12159 and 12167 223 Street

Staff report dated October 10, 2017 recommending that the Corporate Officer be authorized to sign and seal 2016-052-DVP to vary exterior side yard, rear yard, interior side yard and front yard setbacks and to reduce parking requirements.

The Manager of Legislative Services advised that correspondence opposed to the application due to lack of parking was received from Lina B (no full name), Phil Della, Kim Parkhill, Donna Lawson and Michael Claffey

The Director of Planning and the Manager of Development and Environmental Services addressed questions and concerns related to the variance to reduce parking requirements.

Chris Quigley, Amacon Representative

Mr. Quigley provided clarification on the number of and types of suites to be provided in the proposed development.

R/2017-465

It was moved and seconded

That the Corporate Officer be authorized to sign and seal 2016-052-DVP respecting property located at 22260 & 22292 122 Avenue, 12159 & 12167 223 Street.

DEFEATED

Councillor Bell, Councillor Masse, Councillor Robson,
Councillor Shymkiw - OPPOSED

1111 2016-052-DP, 22260 and 22292 122 Avenue, 12159 and 12167 223 Street

Staff report dated October 10, 2017 recommending that the Corporate Officer be authorized to sign and seal 2016-052-DP to permit construction of a 288 unit rental apartment building in the Town Centre.

R/2017-466

It was moved and seconded

That Item 1111 2016-052-DP, 22260 and 22292 122 Avenue, 12159 and 12167 223 Street dated October 10, 2017 be deferred.

CARRIED

Councillor Shymkiw - OPPOSED

1112 2017-368-DVP, 25608 Bosonworth Avenue

Staff report dated October 10, 2017 recommending that the Corporate Officer be authorized to sign and seal 2017-368-DVP to exempt the construction of 256 Street south of the current cul-de-sac due to steep terrain.

R/2017-467

It was moved and seconded

That the Corporate Officer be authorized to sign and seal 2017-368-DVP respecting property located at 25608 Bosonworth Avenue.

CARRIED

1113 2017-369-DVP, 25638 112 Avenue

Staff report dated October 10, 2017 recommending that the Corporate Officer be authorized to sign and seal 2017-369-DVP to vary the requirement for the construction of 256 Street due to excessive slope.

R/2017-468

It was moved and seconded

That the Corporate Officer be authorized to sign and seal 2017-369-DVP respecting property located at 25638 112 Avenue.

CARRIED

1114 2017-274-DP, 25638 112 Avenue, Wildfire Protection Development Permit

Staff report dated October 10, 2017 recommending that the Corporate Officer be authorized to sign and seal 2017-274-DP to issue a Wildfire Protection Development Permit to allow a subdivision of four RS-2 (One Family Suburban Residential) lots and one remnant RS-3 (One Family Rural Residential) lot.

R/2017-469

It was moved and seconded

That the Corporate Officer be authorized to sign and seal 2017-274-DP respecting property located at 25638 112 Avenue.

CARRIED

1115 2017-275-DP, 25608 Bosonworth Avenue, Wildfire Protection Development Permit

Staff report dated October 10, 2017 recommending that the Corporate Officer be authorized to sign and seal 2017-275-DP to issue a Wildfire Protection Development Permit to allow for three RS-2 (One Family Suburban Residential) lots.

R/2017-470

It was moved and seconded

That the Corporate Officer be authorized to sign and seal 2017-275-DP respecting property located at 25608 Bosonworth Avenue.

CARRIED

1116 2017-169-SD, 13704 232 Street, 232A Street Local Area Service Bylaw

Staff report dated October 10, 2017 recommending that a Local Area Service Bylaw be authorized and that 232A Street Local Area Service Bylaw No. 7393-2017 to permit enhanced landscape maintenance of bioswales along newly proposed 232A Street and some riparian planting along 232 Street and 132 Avenue be given first, second and third readings.

R/2017-471

It was moved and seconded

- 1. That a Local Area Service Bylaw, as formally petitioned by the developer of the lands referred to as '232A Street', and per the Community Charter, Part 7, Division 5, 211 (1)(a), be authorized for the enhanced landscape maintenance costs to be levied on the benefitting properties; and further,**
- 2. That 232A Local Area Service Bylaw No. 7393-2017 be given first, second and third readings.**

CARRIED

1117 2016-441-SD, 5% Money in Lieu of Parkland Dedication, 23055 117 Avenue

Staff report dated October 10, 2017 recommending that the owner of land proposed for subdivision at 23055 117 Avenue, under application 2016-441-SD, shall pay to the City of Maple Ridge an amount that is not less than \$115,000.00.

R/2017-472

It was moved and seconded

That pursuant to Local Government Act, Section 510, regarding 5% Parkland Dedication or payment in lieu, be it resolved that the owner of land proposed for subdivision at 23055 117 Avenue, under application 2016-441-SD, shall pay to the City of Maple Ridge an amount that is not less than \$115,000.00.

CARRIED

Financial and Corporate Services (including Fire and Police)

1131 Option for 9 (nine) Council Members

Staff report dated October 10, 2017 providing an option for the establishment of an increase in the current size of Council to mayor and 8 councillors or for maintaining the status quo.

The Manager of Legislative Services explained that this opportunity was one of the recommendations put forward by the Open Government Task Force and subsequently Council passed a resolution on July 25, 2016 requiring staff to bring back a report on the financial implications of adding two more Council members.

R/2017-473

It was moved and seconded

That staff retain status quo and revisit prior to the 2022 general local election.

CARRIED

Mayor Read, Councillor Duncan, Councillor Speirs - OPPOSED

1132 Award of Audit Services Contract

Staff report dated October 10, 2017 recommending that the contract for audit services be awarded to BDO Canada LLP and that the Corporate Officer be authorized to execute the contract.

R/2017-474

It was moved and seconded

That on the recommendation of the Audit & Finance Committee, the contract for audit services be awarded to BDO Canada LLP and that the Corporate Officer be authorized to execute the contract.

CARRIED

Councillor Bell, Councillor Robson - OPPOSED

1133 Proposed Cellular Communications Tower at 27002 River Road

Staff report dated October 10, 2017 recommending that satisfactory completion of the public consultation process by Freedom Mobile be acknowledged.

Erica Rigik, Manager, Real Estate and Municipal Affairs Western Region

Ms. Rigik addressed questions on the ability to camouflage the proposed communication tower and on co-location opportunities for the tower.

R/2017-475

It was moved and seconded

That satisfactory completion of the Public Consultation process by Freedom Mobile is acknowledged with seven comments received, four expressing concerns related to health and safety.

CARRIED

Councillor Masse, Councillor Speirs - OPPOSED

Parks, Recreation & Culture – Nil

Administration

1171 Partnering Agreement – Employment Land Investment Incentive Program

Staff report dated October 10, 2017 recommending that the Corporate Officer be authorized to execute Partnering Agreements with Tomax Enterprises Ltd. under building permit numbers 17-108760 and 17-108753.

R/2017-476

It was moved and seconded

That the Corporate Officer be authorized to execute Partnering Agreements with:

1. Tomax Enterprises Ltd. under building permit number 17-108760 in the amount of \$4,231.85; and
2. Tomax Enterprises Ltd. under building permit number 17-108753 in the amount of \$4,231.85.

CARRIED

Councillor Robson - OPPOSED

Other Committee Issues – Nil

1200 *STAFF REPORTS* – Nil

1300 *OTHER MATTERS DEEMED EXPEDIENT* – Nil

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

1500 *QUESTIONS FROM THE PUBLIC*

Ahmed Yousef

Mr. Yousef asked whether Council was aware that North Fraser Auto and several other businesses are being thwarted in a request to appear before Council. He provided background on a request he made to appear before Council as a delegation to speak to issues being dealt with by local businesses resulting from the camp at St. Anne's Park. He highlighted conversations held with Mayor Read and City staff.

Mayor Read provided her perspective on a conversation held with Mr. Yousef. She advised that she had suggested that all parties impacted meet on the issues outside of a Council meeting.

The Manager of Legislative Services provided clarification on discussions held with Mr. Yousef.

Mayor Read offered to have a meeting arranged which will involve all parties, including MLA's and the local MP.

Mark Lancaster – Owner of North Fraser Automotive

Mr. Lancaster advised on issues occurring at his business due to the St. Anne's Park homeless camp. He stated that the City owns the land yet allows the camp to remain and asked why the lawsuit was dropped. He expressed concern over the impact of the camp on his business and others in the area. He advised that he had met with the Executive Director of the BIA and asked whether the Mayor had met with her as he has not heard back.

Mayor Read advised on conversations held with the BIA, City staff and the Chief of Police and addressed questions on the issue of the injunction.

Scott O'Dell – Owner of Home Hardware

Mr. O'Dell advised that he owns one of the numerous businesses being seriously impacted by residents of the homeless camp. His biggest concern is with the increase in the threat level from residents of the camp coming into his store. He had concerns about the support provided by the RCMP particularly in response to complaints of violence and assault. He described incidences of violence which have taken place at his store and expressed concern for his staff and his customers.

Mayor Read advised that Mr. O'Dell's concerns with the RCMP will be followed up on. She reiterated the need to have a round table meeting with all to express concerns and have issues dealt with.

Kim Engele

Ms. Engele asked why the City feels that the Provincial Government is responsible for theft, intimidation, threats and break-ins in houses and businesses throughout Maple Ridge.

Mayor Read spoke to the Provincial mandate to solve local homelessness and encouraged Ms. Engele to send an e-mail to the RCMP with her concerns on theft.

Note: Councillor Bell left the meeting at 9:53 p.m.

Ahmed Yousef

Mr. Yousef asked which section of the Community Charter stated that delegations must be subjected to vetting by City staff, which bylaw gives staff the right to censor those who wish to appear before their elected officials and under whose authority is this being done? He also asked whether Council will intervene to ensure citizens' voices are heard?

The Manager of Legislative Services advised on the Community Charter section pertaining to the establishment of a procedures bylaw by Council which includes a process for adding delegations to Council meetings. She also advised on her responses to Mr. Yousef's request to appear as a delegation.

Dennis Wager

Mr. Wager outlined the impact on his home and neighbourhood resulting from the St. Anne homeless camp. He asked what Council and the City can do to help the neighbourhood. He asked whether a security guard can be posted on the corner and whether a street sweeper can be sent to clean up.

Mayor Read outlined the various services currently being provided to the camp by BC Housing.

Mr. Wager reiterated his request for more security to be provided for the neighbourhood

Mayor Read advised that this will be followed up on with the Provincial Government.

R/2017-478

It was moved and seconded

That Question Period be extended for another 15 minutes.

CARRIED

Riekie Armstrong

Ms. Armstrong asked why the camp on St. Anne is still there in that it is a protest camp. She asked why Maple Ridge is considering housing professional protesters from Vancouver brought in by Ivan Drury.

Mayor Read addressed the issue of the protest camp and Mr. Drury's role. She spoke to the legal issues surrounding the dissolution of the camp.

Chris Fairfax – Owner of Wolf Bar

Mr. Fairfax expressed that he would like to open a recreational marihuana bar in Maple Ridge. He asked when Council will begin discussions on the legalization of marihuana and when he may be able to get a license.

Mayor Read advised on discussions being held on a local, provincial and federal level. The Federal Government will be responsible for regulating production and the Provincial Government will be regulating distribution. She also advised that currently such businesses are not considered legal.

Sheena Holt

Mrs. Holt asked how long a house that has been vacant and boarded can up be left. She advised that a house next to hers has been vacant for four years and expressed concern with the types of persons accessing the house. She stated that she has called the Bylaws Department.

Mayor Read asked that Mrs. Holt provide the Manager of Legislative Services with information on this property. She expressed Council's desire to take serious measures in dealing with derelict properties.

1600 ***ADJOURNMENT*** – 10:09 p.m.

N. Read, Mayor

Certified Correct

L. Darcus, Corporate Officer

City of Maple Ridge

SPECIAL COUNCIL MEETING MINUTES

October 17, 2017

The Minutes of the Special City Council Meeting held on October 17, 2017 at 4:33 p.m. in the Blaney Room of the City Hall, 11995 Haney Place, Maple Ridge, British Columbia for the purpose of transacting regular City business.

PRESENT

Elected Officials

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

Appointed Staff

P. Gill, Chief Administrative Officer
K. Swift, General Manager of Parks, Recreation & Culture
F. Quinn, General Manager of Public Works and
Development Services
L. Darcus, Manager of Legislative Services

ABSENT

Councillor G. Robson

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

1.0 *CALL TO ORDER*

2.0 *APPROVAL OF THE AGENDA*

R/2017-479

It was moved and seconded

That the agenda for the October 17, 2017 Special Council Meeting be approved.

CARRIED

3.0 *NOTICE OF CLOSED COUNCIL MEETING*

R/2017-480

It was moved and seconded

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

- Section 90(1)(f) Law enforcement, if the council considers that disclosure might reasonably be expected to harm the conduct of an investigation under or enforcement of an enactment.
- Section 90(1)(g) Litigation or potential litigation affecting the municipality.
- Section 90(1)(i) The receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose.
- Section 90(2)(b) The consideration of information received and held in confidence relating to negotiations between the municipality and a provincial government.

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

CARRIED

4.0 *ADJOURNMENT* – 4:34 p.m.

N. Read, Mayor

Certified Correct

L. Darcus, Corporate Officer

402 Minutes of the Public Hearing

City of Maple Ridge

PUBLIC HEARING

October 17, 2017

The Minutes of the Public Hearing held in the Council Chamber of City Hall, 11995 Haney Place, Maple Ridge, British Columbia on October 17, 2017 at 7:06 p.m.

PRESENT

Elected Officials

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

Appointed Staff

P. Gill, Chief Administrative Officer
L. Darcus, Manager of Legislative Services
F. Quinn, General Manager of Public Works and Development
K. Swift, General Manager of Parks, Recreation & Culture
C. Carter, Director of Planning
A. Gaunt, Confidential Secretary
Other staff as required
W. Cooper, Senior Planning Technician
D. Hall, Planner 2

Mayor Read called the meeting to order. The Manager of Legislative Services explained the procedure and rules of order of the Public Hearing and advised that the bylaws will be considered further at the next Council Meeting on October 24, 2017.

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

- 1) **2015-327-RZ, 21710 and 21728 Lougheed Highway
Maple Ridge Zone Amending Bylaw No. 7196-2015**
To rezone from RS-1 (One Family Urban Residential) to C-2 (Community Commercial), the current application is to permit the future construction of a Gold's Gym

The Manager of Legislative Services advised that no correspondence was received on this item.

W. Cooper, Senior Planning Technician gave a power point presentation providing the following information:

- Application Information
- Subject Map
- Official Community Plan Context
- Neighbourhood Context

- Site Characteristics
- Development Proposal
- Site Plan
- Landscape Plan
- Terms and Conditions

The Mayor called for speakers three times.

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

- 2) **2016-109-RZ, 21137 River Road**
 Maple Ridge Zone Amending Bylaw No. 7249-2016
 To rezone from RS-1 (One Family Urban Residential) to RT-1 (Two Family Urban Residential), the current application is to permit the development of a duplex.

The Manager of Legislative Services advised that no correspondence was received on this item.

D. Hall, Planner gave a power point presentation providing the following information:

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

Note: Councillor Speirs left the meeting at 7:18 p.m.

The Mayor called for speakers three times.

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

- 3) **2016-066-RZ, 24240 125 Avenue**
 Maple Ridge Zone Amending Bylaw No. 7239-2016
 To rezone from RS-3 (One Family Rural Residential) to RS-2 (One Family Suburban Residential), the current application is to permit a future subdivision of 2 lots

The Manager of Legislative Services advised that no correspondence was received on this item.

W. Cooper, Senior Planning Technician gave a power point presentation providing the following information:

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

Note: Councillor Speirs returned at 7:23 p.m.

The Mayor called for speakers three times.

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

4) **2016-244-RZ, 11184, 11154 and 11080 240 Street**

Maple Ridge Official Community Plan Amending Bylaw No. 7381-2017

To amend Schedule "A", Chapter 10.2 Albion Area Plan, Schedule 1: Albion Area Plan from Neighbourhood Commercial, Medium Density Residential and Conservation to Village Commercial, Medium Density Residential and Conservation; and
To amend Schedule "C" of the Official Community Plan to remove from Conservation and to add to Conservation

Maple Ridge Zone Amending Bylaw No. 7276-2016

To rezone from RS-3 (One Family Rural Residential) to RM-1 (Townhouse Residential) and C-5 (Village Centre Commercial), the current application is to permit the future construction of a 130 unit townhouse development and a 905 square metre commercial building with residential uses on the second story

The Manager of Legislative Services advised that correspondence in support of the application was received from Mohammad Beikahmadi, Marco Sebastiani, Josephine & D. Lombardi, Brock Backus, and Mohamed Shariff as well as two other property owners whose signatures were not legible.

D. Hall, Planner gave a power point presentation providing the following information:

- Application Information
- Subject Map
- Neighbourhood Plan Context
- Official Community Plan Context
- Site Characteristics
- Development Proposal

- Site Plan
- Elevations
- Landscape Plan
- Terms and Conditions

The Mayor called for speakers three times.

Brock Backus

Mr. Backus spoke in support of the development.

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

Having given all those persons whose interests were deemed affected by the matters contained herein a chance to be heard, the Mayor adjourned the Public Hearing at 7:34 p.m.

N. Read, Mayor

Certified Correct

L. Darcus, Corporate Officer

700 *ITEMS ON CONSENT*

701.1 Development Agreements Committee

CITY OF MAPLE RIDGE
DEVELOPMENT AGREEMENTS COMMITTEE

October 11, 2017
Mayor's Office

CIRCULATED TO:

Nicole Read, Mayor
Chair

Paul Gill, Chief Administrative Officer
Member

Amanda Allen, Recording Secretary

1. 17-111463 BG

LEGAL: Lot B Section 20 Township 12 New Westminster District Plan
LMP29025

LOCATION: 12783 228A Street

OWNER: Elizabeth & Sheldon Rosenau

REQUIRED AGREEMENTS: Temporary Residential Use Covenant

THAT THE MAYOR AND CORPORATE OFFICER BE AUTHORIZED TO SIGN AND SEAL THE PRECEDING
DOCUMENT AS IT RELATES TO 17-111463 BG.

CARRIED

2. 17-109337 BG

LEGAL: Lot 50 District Lot 263 Group 1 New Westminster District
Plan 25782

LOCATION: 12513 203 Street

OWNER: Kin-Kwok Wong & Chang Duan

REQUIRED AGREEMENTS: Covenants: Floodplain; Stormwater Management

THAT THE MAYOR AND CORPORATE OFFICER BE AUTHORIZED TO SIGN AND SEAL THE PRECEDING
DOCUMENTS AS THEY RELATE TO 17-109337 BG.

CARRIED

3. 17-120617 BG; 17-120621 BG; 17-122487 BG; 17-123540 BG

LEGAL: Lot 9 Section 15 Township 12 New Westminster District
Plan EPP54924;
Lot 43 Section 15 Township 12 New Westminster District
Plan EPP54924;
Lot 2 Section 15 Township 12 New Westminster District
Plan EPP62331;
Lot 5 Section 15 Township 12 New Westminster District
Plan EPP62331.

LOCATION: 11257 243A Street; 24351 113 Avenue;
24365 112 Avenue; 11228 243B Street.

OWNER: CIPE Homes Inc.

REQUIRED AGREEMENTS: Secondary Suite Covenant

THAT THE MAYOR AND CORPORATE OFFICER BE AUTHORIZED TO SIGN AND SEAL THE PRECEDING DOCUMENT AS IT RELATES TO 17-120617 BG, 17-120621 BG, 17-122487 BG and 17-123540 BG.

CARRIED

4. 17-121611 BG

LEGAL: Lot 81 Section 3 Township 12 New Westminster District
Plan EPP53452

LOCATION: 10166 247B Street

OWNER: Reza Soedi & Robabeh Vossoughzadeh

REQUIRED AGREEMENTS: Temporary Residential Use Covenant

THAT THE MAYOR AND CORPORATE OFFICER BE AUTHORIZED TO SIGN AND SEAL THE PRECEDING DOCUMENT AS IT RELATES TO 17-121611 BG.

CARRIED

5. 5245-20-B409

LEGAL: Lot 39 District Lot 245 New Westminster District
Plan NWP20197

LOCATION: 21571 Stonehouse Avenue

OWNER: XUP Development Inc.

REQUIRED AGREEMENTS: Building Development Agreement

THAT THE MAYOR AND CORPORATE OFFICER BE AUTHORIZED TO SIGN AND SEAL THE PRECEDING DOCUMENT AS IT RELATES TO 5245-20-B409.

CARRIED

6. 17-120720 BG

LEGAL: Lot 1 District Lot 249 Group 1 New Westminster District
Plan 85960

LOCATION: 20998 River Road

OWNER: Denean Nadolny

REQUIRED AGREEMENTS: Fraser River Escarpment Covenant

THAT THE MAYOR AND CORPORATE OFFICER BE AUTHORIZED TO SIGN AND SEAL THE PRECEDING DOCUMENT AS IT RELATES TO 17-120720 BG.

CARRIED

7. 16-114269 BG

LEGAL: Lot 70 Section 3 Township 12 New Westminster District
Plan BCP23574

LOCATION: 24696 103A Avenue

OWNER: Walter Pereira

REQUIRED AGREEMENTS: Secondary Suite Covenant

THAT THE MAYOR AND CORPORATE OFFICER BE AUTHORIZED TO SIGN AND SEAL THE PRECEDING DOCUMENT AS IT RELATES TO 16-114269 BG.

CARRIED

8. 16-124986 BG

LEGAL: Strata Lot 26 Section 11 Township 12 New Westminster District
Strata Plan EPS234


LOCATION: 11060 Carmichael Street

OWNER: Jacqueline Brech, Susan Hall and Simon Hall

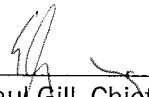
REQUIRED AGREEMENTS: Temporary Residential Use Covenant

THAT THE MAYOR AND CORPORATE OFFICER BE AUTHORIZED TO SIGN AND SEAL THE PRECEDING
DOCUMENT AS IT RELATES TO 16-124986 BG.

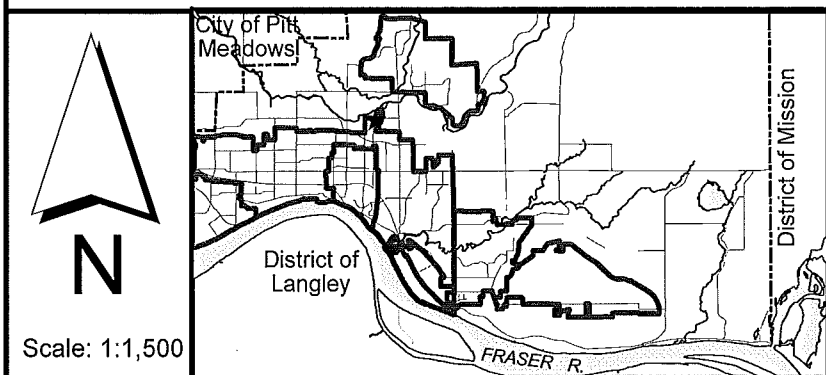
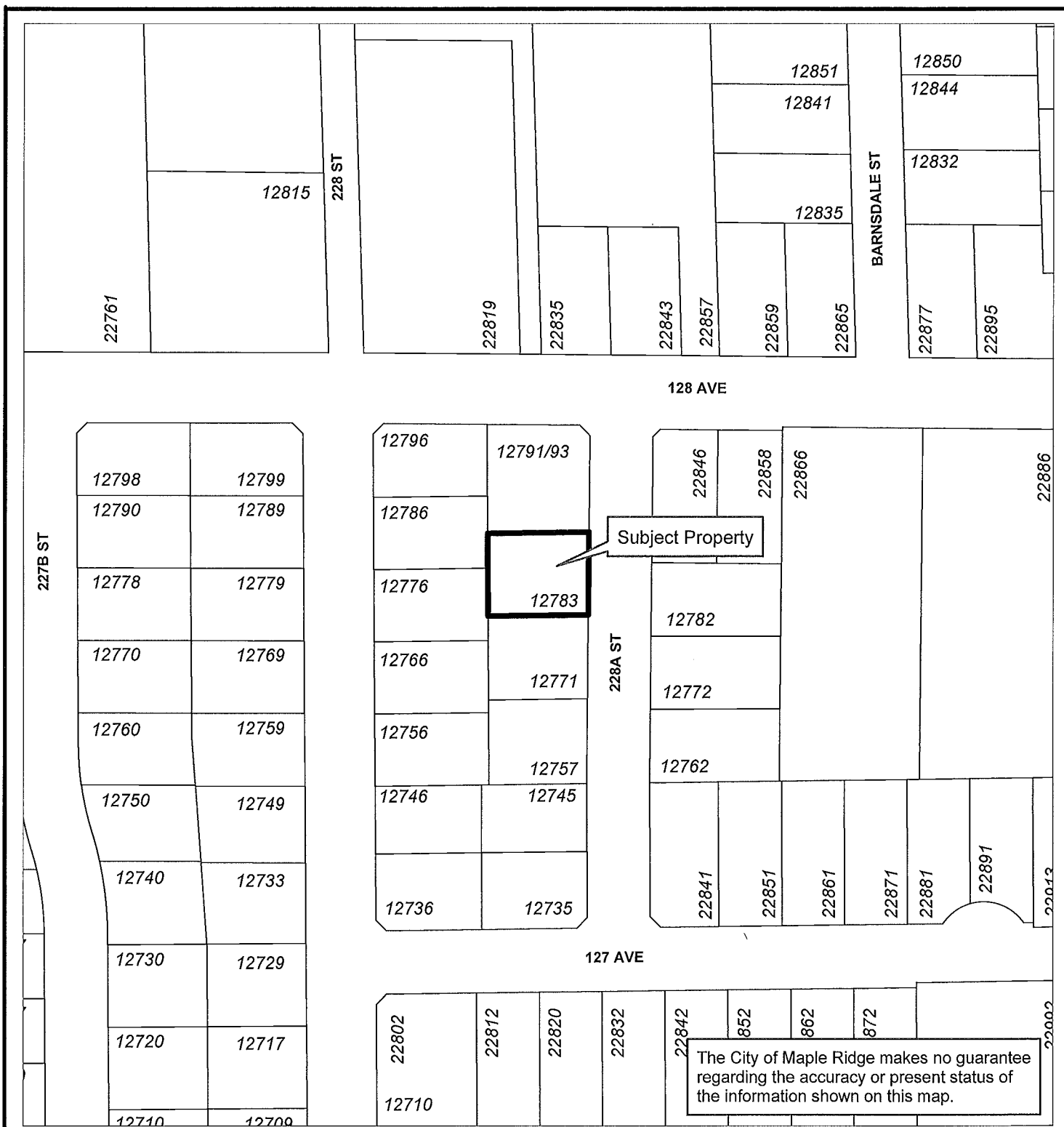
CARRIED



Nicole Read, Mayor
Chair




Paul Gill, Chief Administrative Officer
Member



12783 228A St

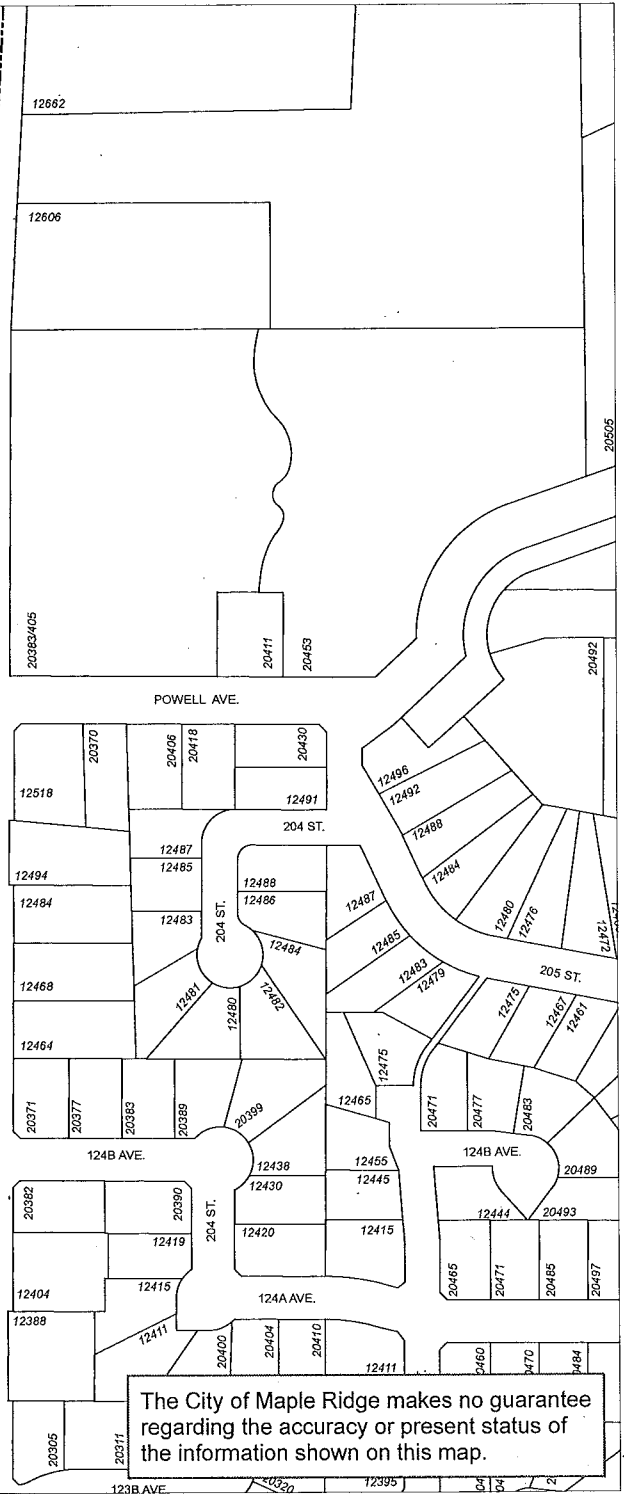
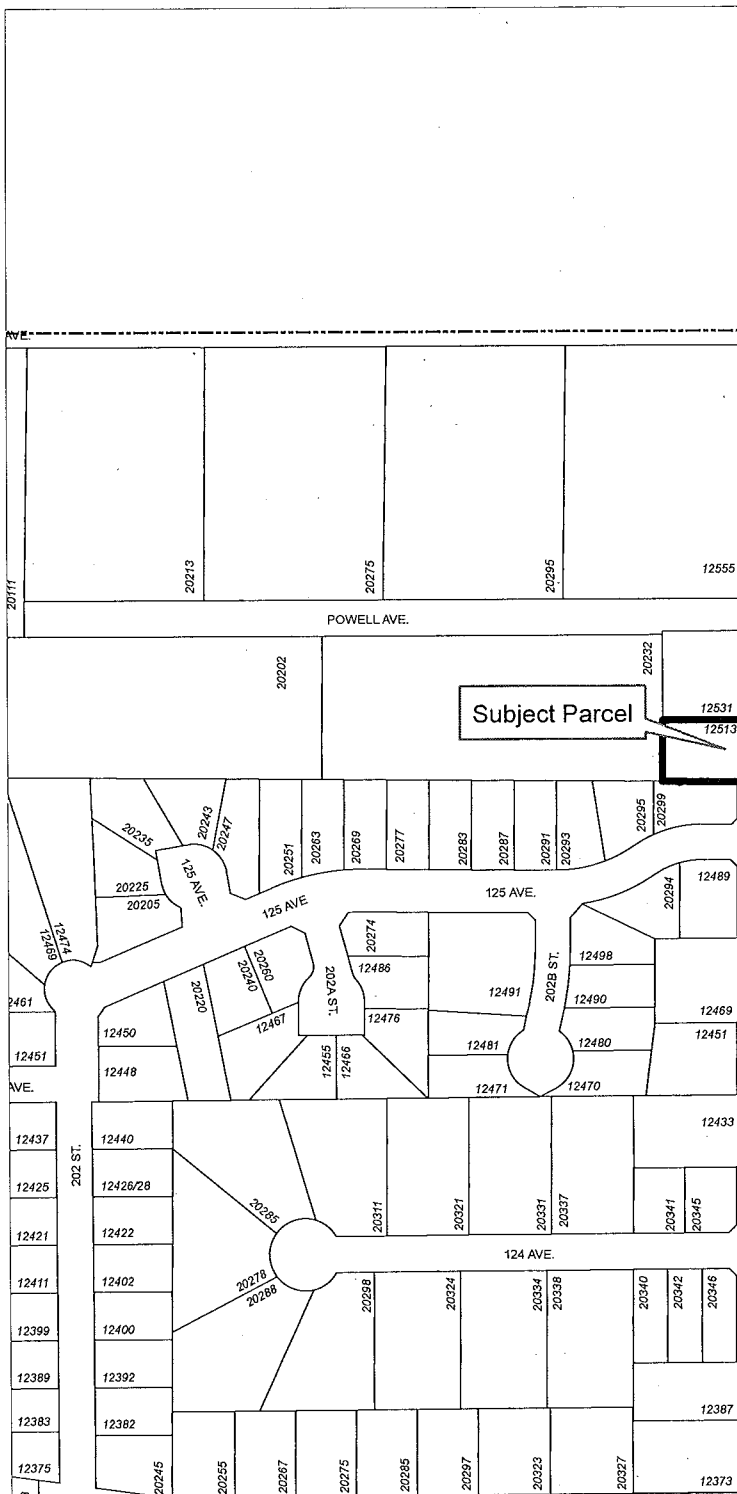
ENGINEERING DEPARTMENT

 **MAPLE RIDGE**
British Columbia

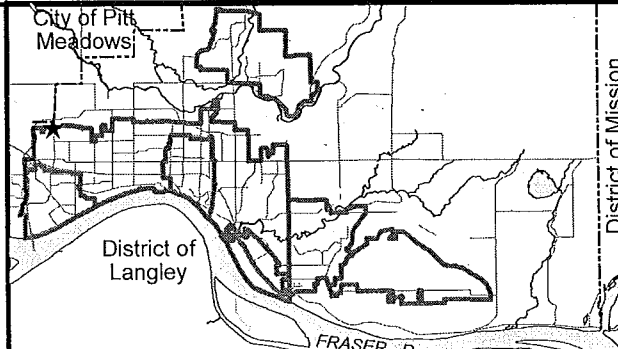
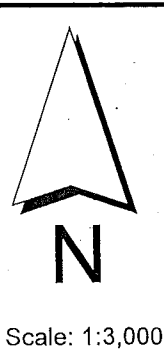
mapleridge.ca

FILE: Untitled
DATE: Oct 4, 2017

BY: MC




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



12513 203 St. Section 219 Covenants:
Flood Protection & Storm Water Management

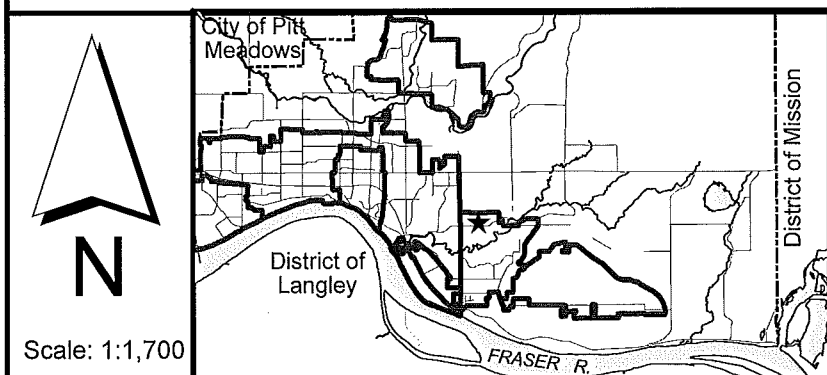
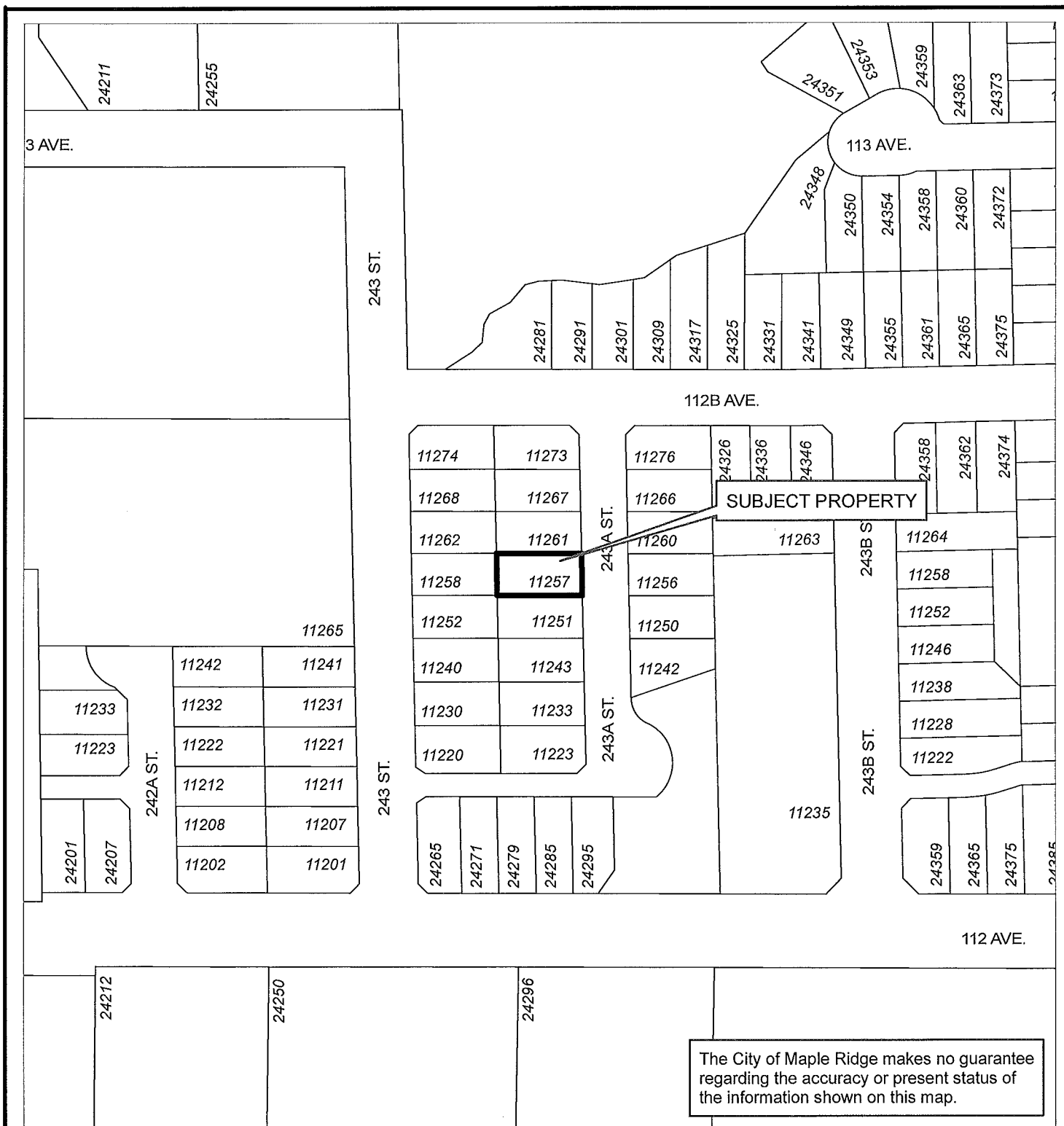
LICENCES, PERMITS & BYLAWS DEPT.

 **MAPLE RIDGE**
 British Columbia

mapleridge.ca


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11257 243A St

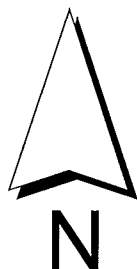
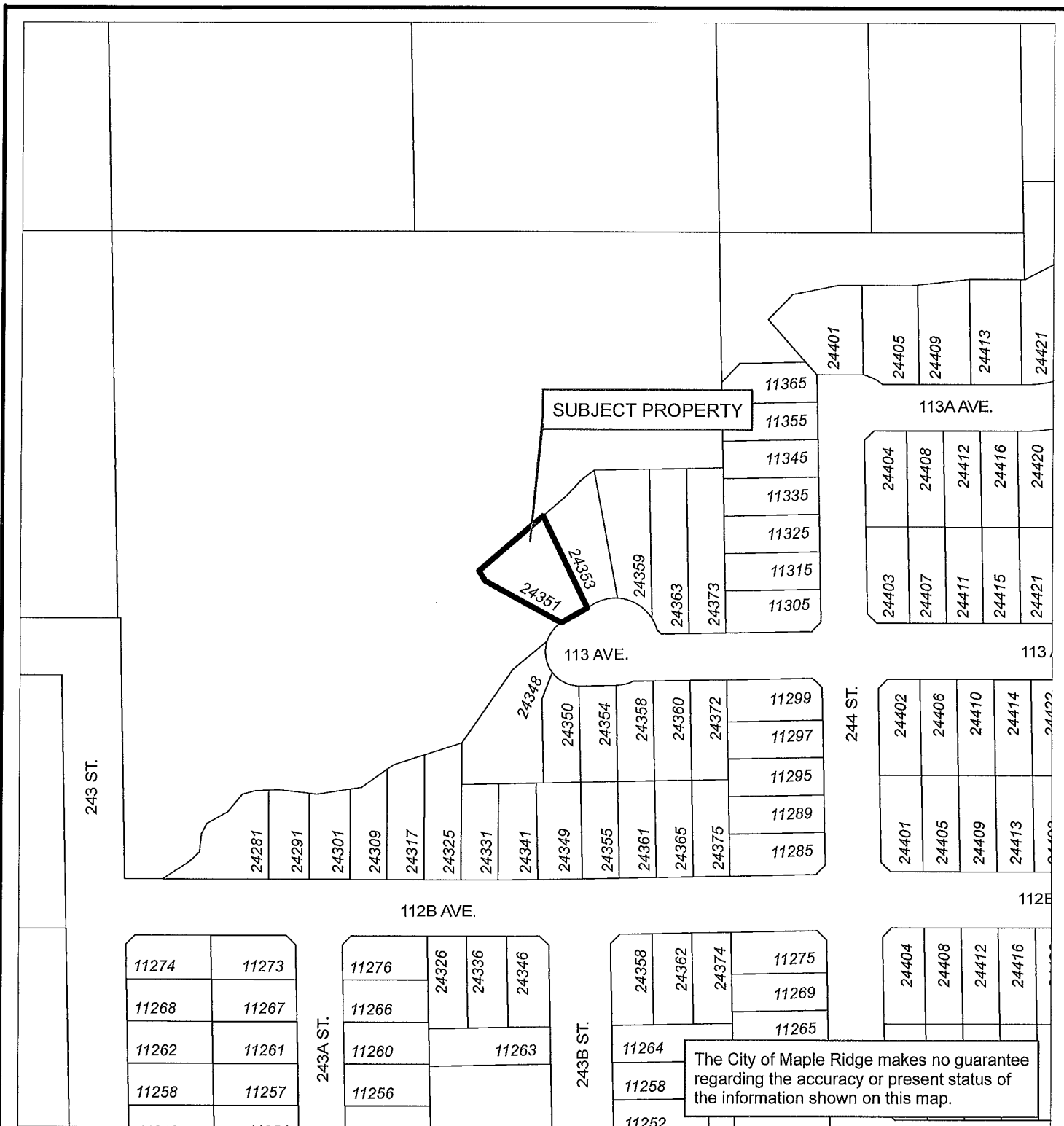
ENGINEERING DEPARTMENT

 **MAPLE RIDGE**
British Columbia

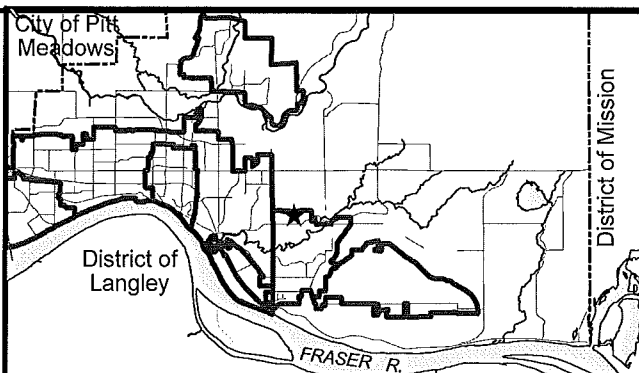
mapleridge.ca

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24351 113 Ave

ENGINEERING DEPARTMENT



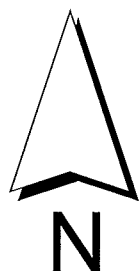
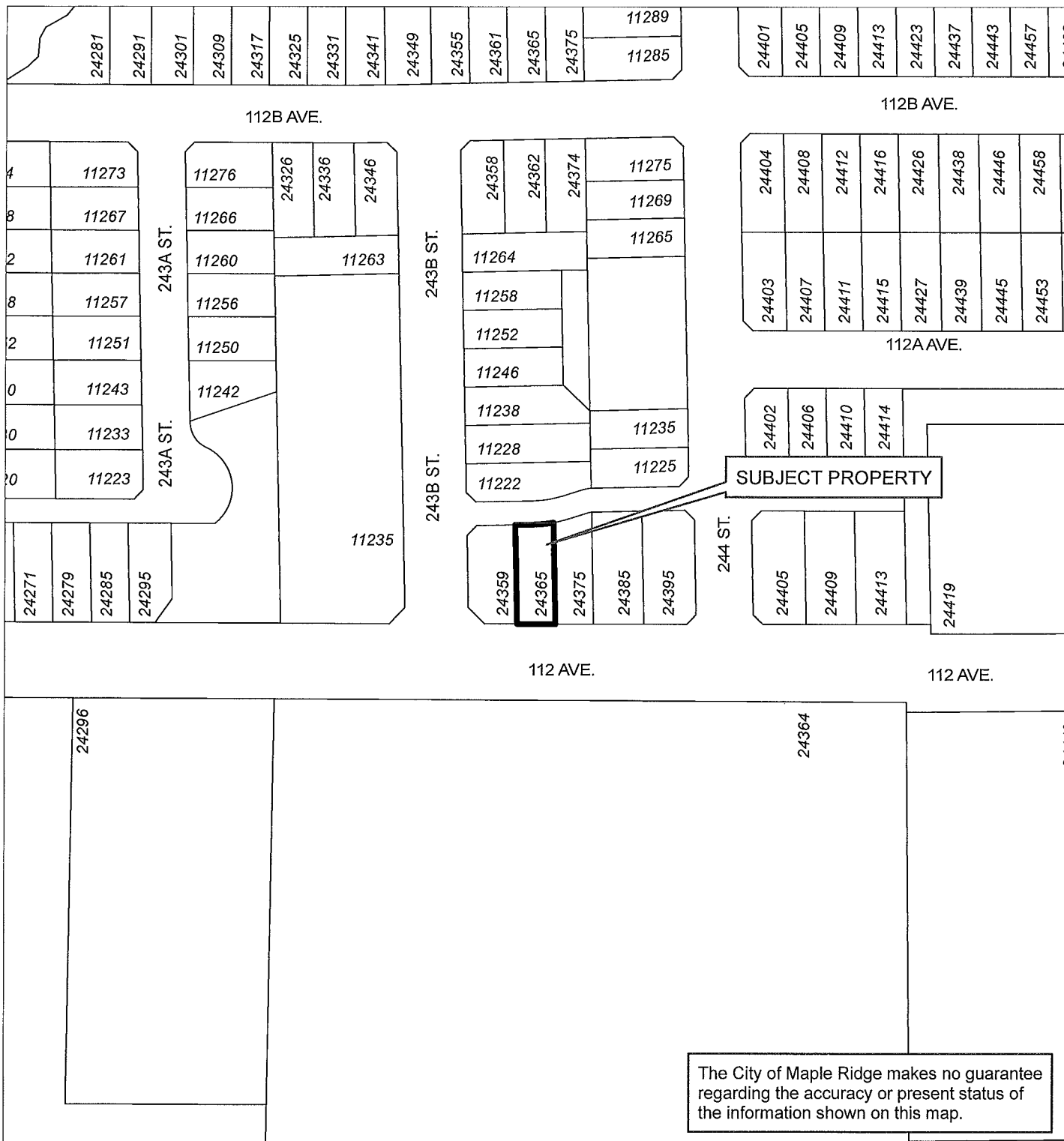
MAPLE RIDGE

British Columbia

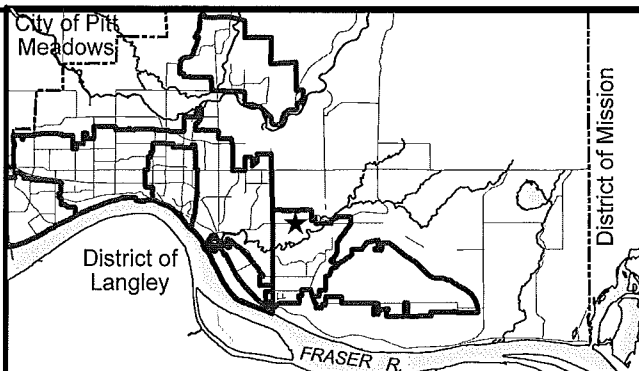
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DATE: Oct 6, 2017

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24365 112 Ave

ENGINEERING DEPARTMENT



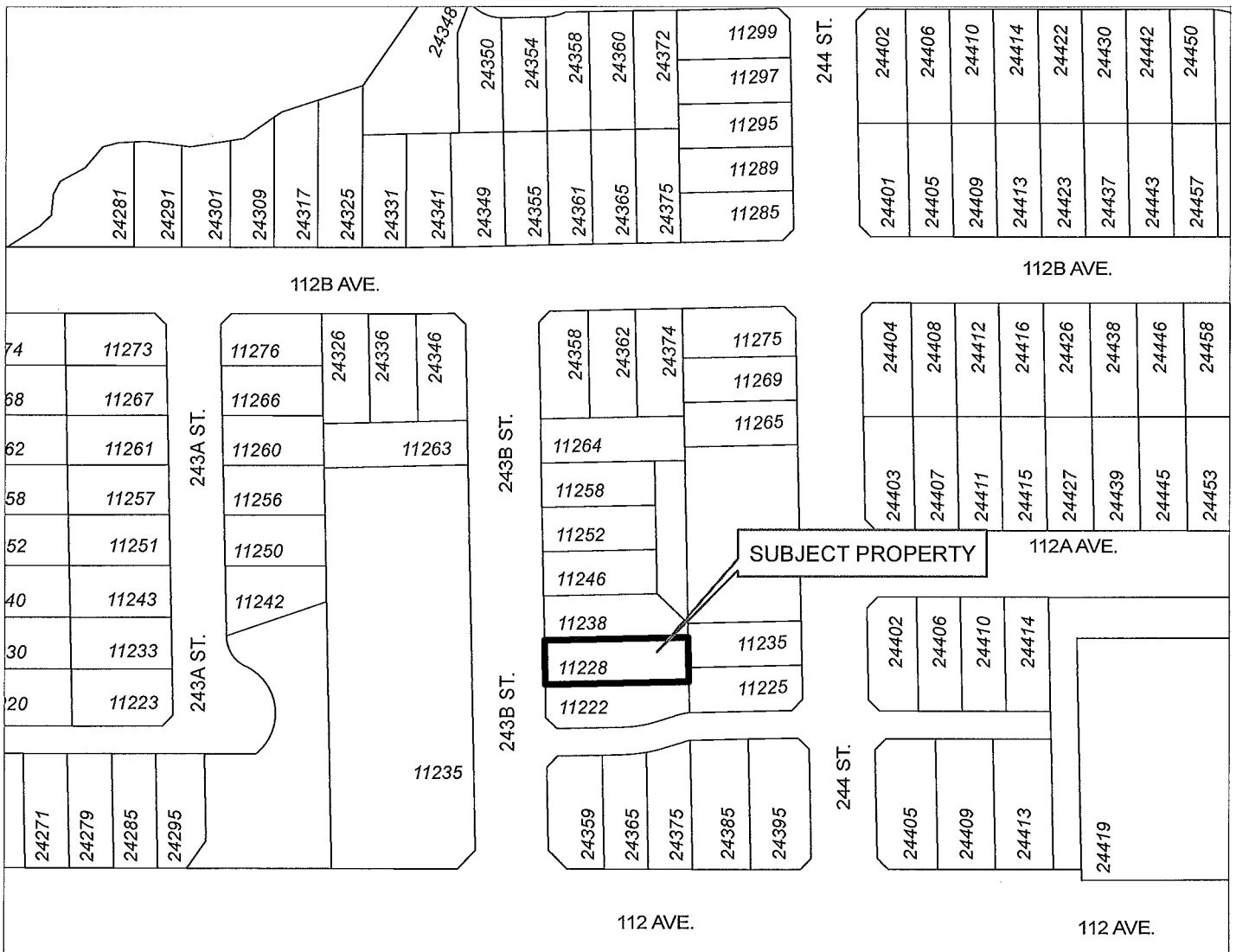
MAPLE RIDGE

British Columbia

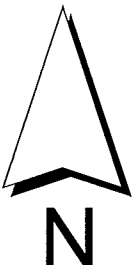
mapleridge.ca

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DATE: Oct 6, 2017

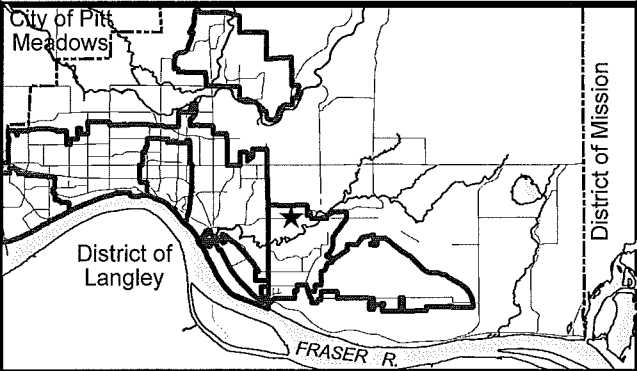
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Scale: 1:1,700



11228 243B St

ENGINEERING DEPARTMENT



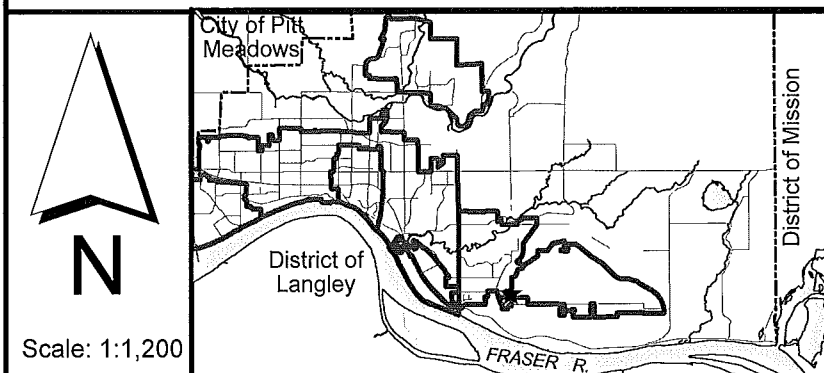
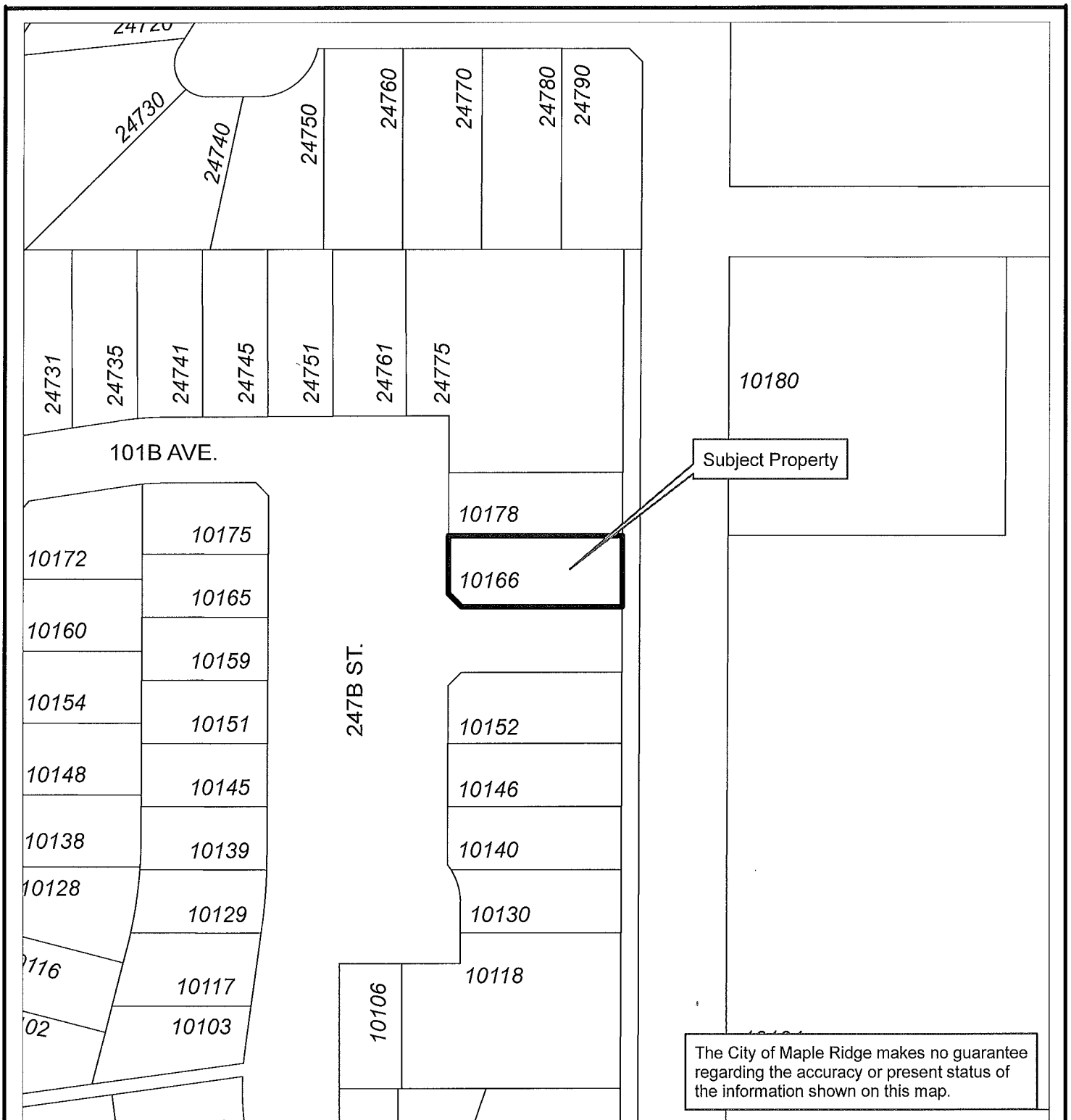
MAPLE RIDGE

British Columbia

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FILE: Untitled
DATE: Oct 6, 2017

BY: NV



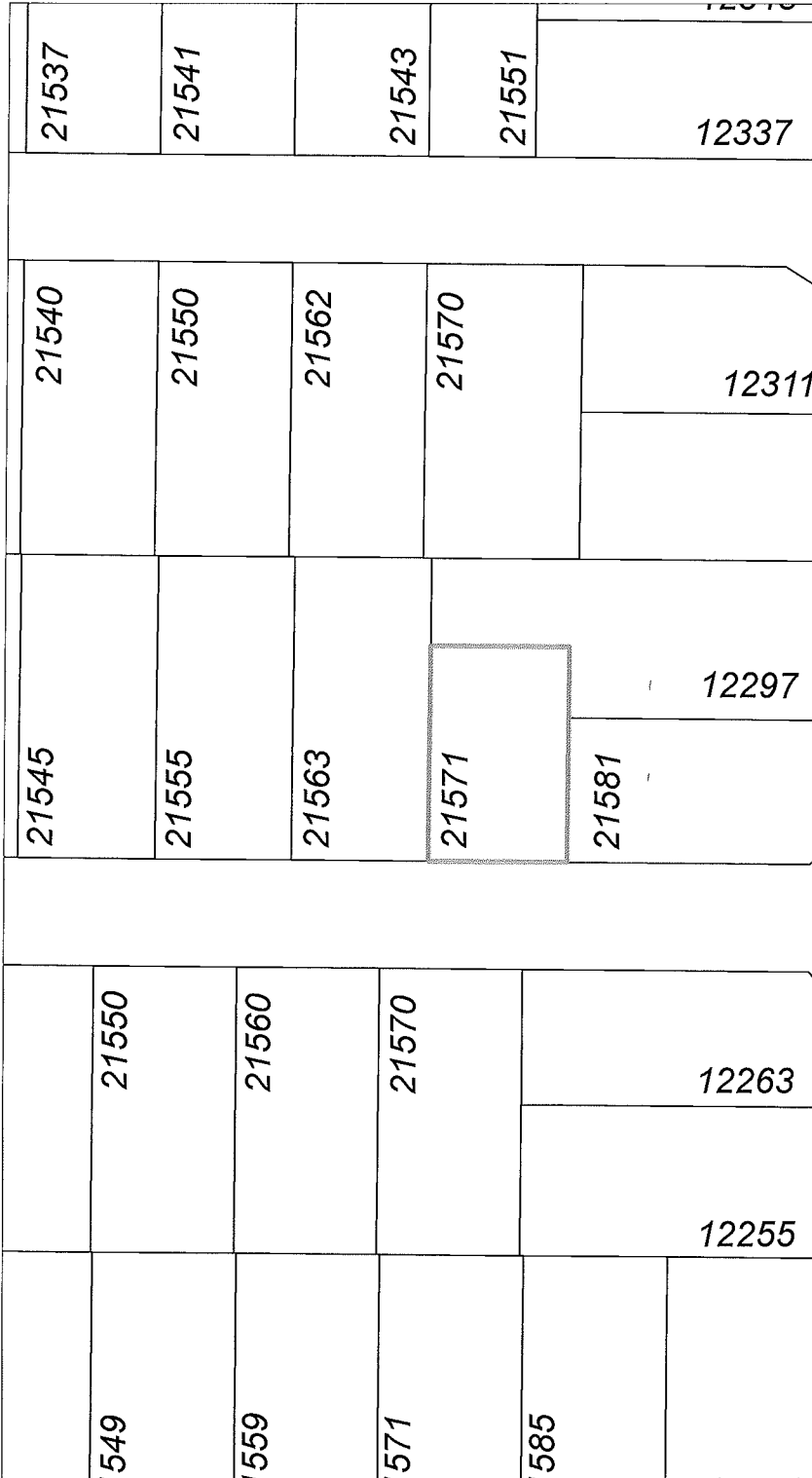
10166 247B St

ENGINEERING DEPARTMENT

 **MAPLE RIDGE**
British Columbia

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BY: NV

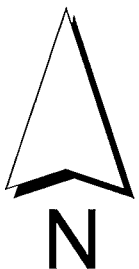


216 ST.

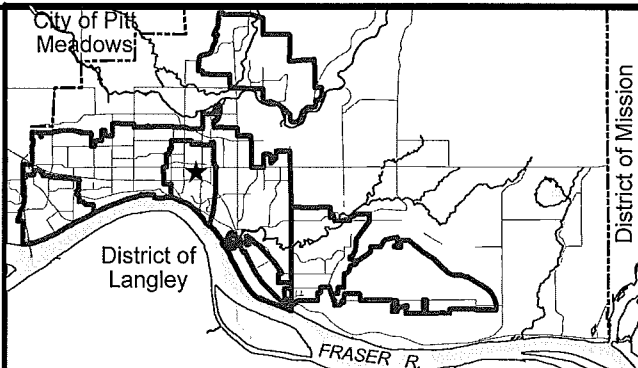
122 AVE.

122 AV

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Scale: 1:1,000



DAC Referral - 21571 Stonehouse

ENGINEERING DEPARTMENT



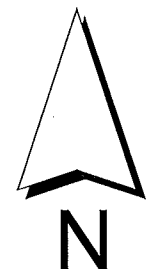
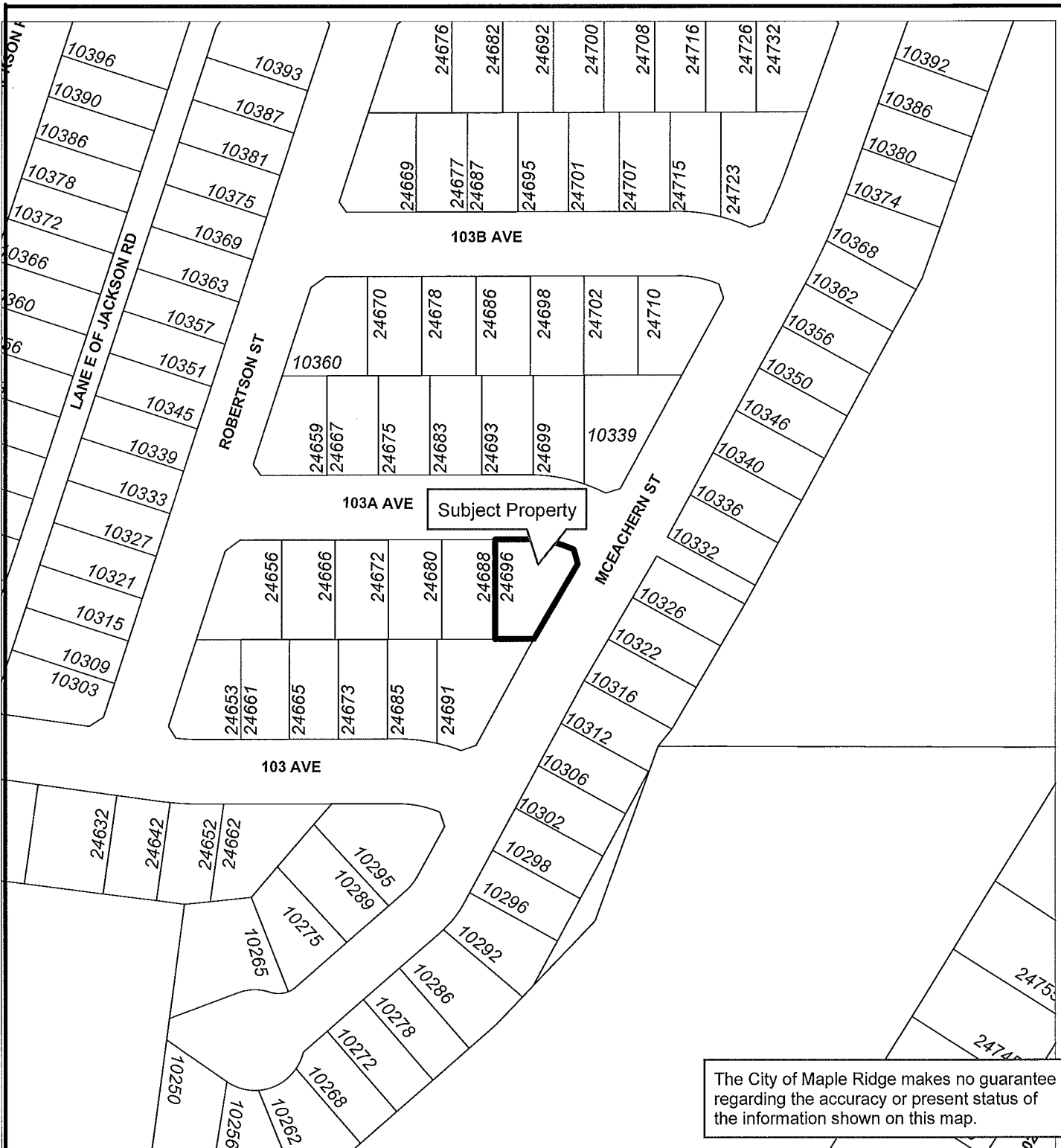
MAPLE RIDGE

British Columbia

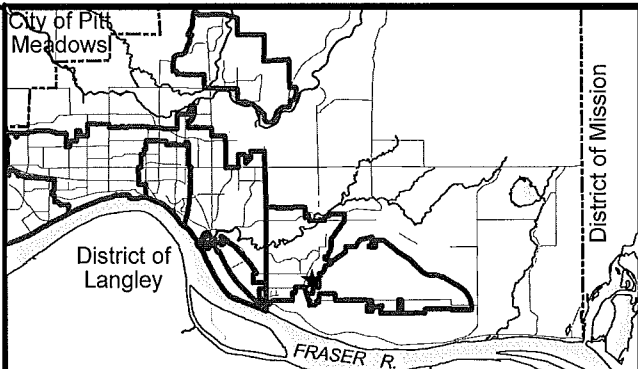
mapleridge.ca

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DATE: Oct 10, 2017

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24696 103A Ave

ENGINEERING DEPARTMENT

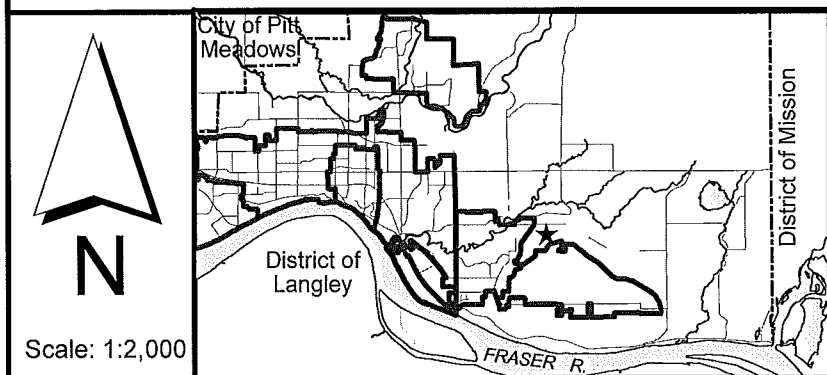
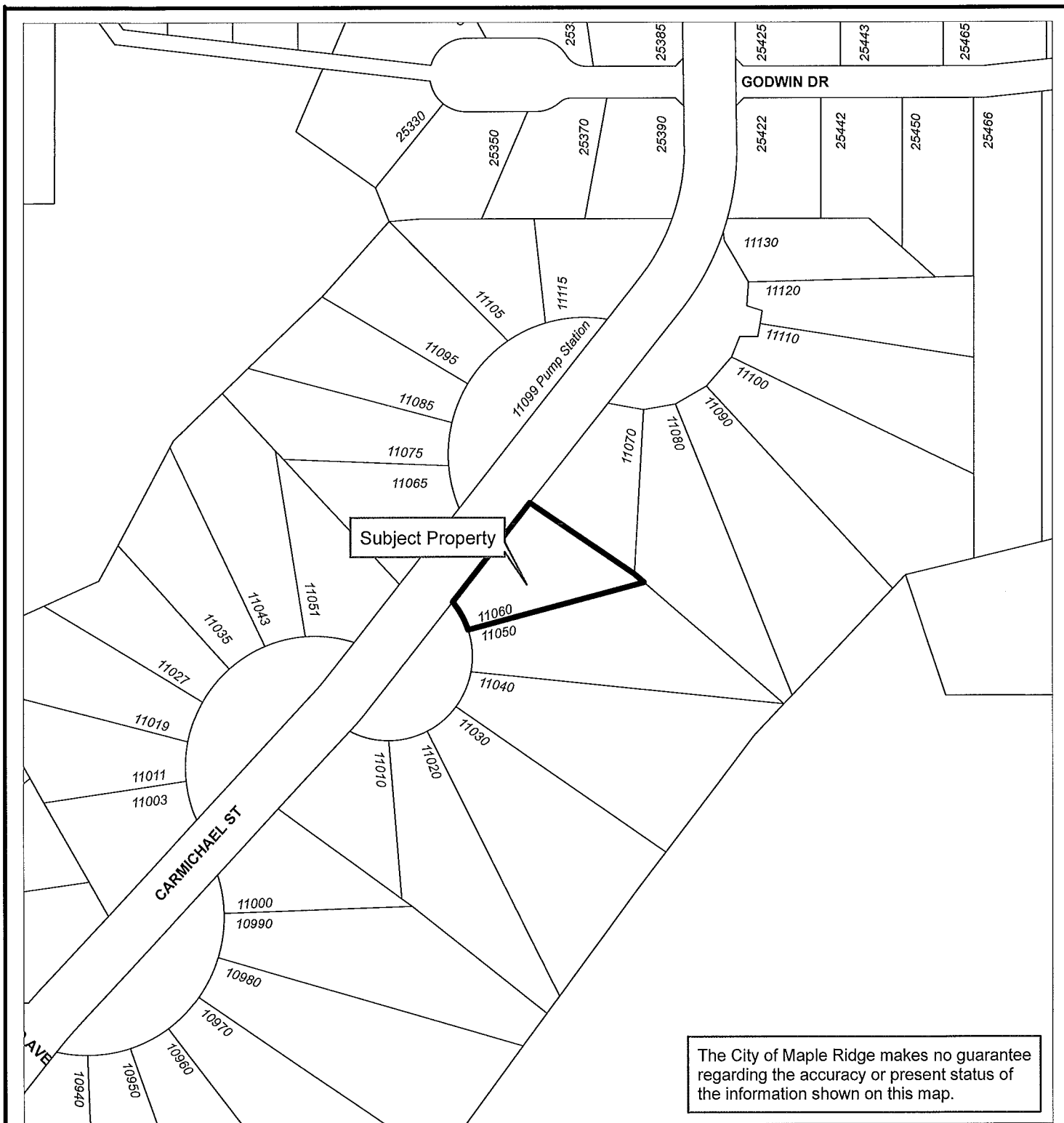


MAPLE RIDGE
British Columbia

mapleridge.ca


FILE: Untitled
DATE: Oct 10, 2017

BY: MC



11060 Carmichael St

ENGINEERING DEPARTMENT

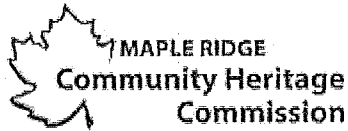
 **MAPLE RIDGE**
British Columbia

mapleridge.ca

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DATE: Oct 11, 2017

BY: MC

701.2 Minutes of Meetings of Committees and Commissions of Council



The Minutes of the Regular Meeting of the Community Heritage Commission, held in the Blaney Room, Maple Ridge City Hall, 11995 Haney Place, Maple Ridge, British Columbia, on Thursday, September 14, 2017 at 7:00 pm

COMMISSION MEMBERS PRESENT

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

STAFF PRESENT

Lisa Zosiak	Staff Liaison, Community Planner
Sunny Schiller	Committee Clerk

GUESTS

Erica Williams	President, Maple Ridge Historical Society
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REGRETS/ABSENT

Russell Irvine	Member at Large
----------------	-----------------

1. CALL TO ORDER

There being a quorum present, the Chair called the meeting to order at 7:10 pm and introductions were made.

2. AGENDA ADOPTION

R17-025

It was moved and seconded

That the agenda dated September 14, 2017 be amended to add Item 6.1 Maple Ridge Fresh Sheet, to delete Item 8.2.2 Nominations - Haney House and be adopted as amended.

CARRIED

3. MINUTES APPROVAL

R17-026

It was moved and seconded

That the Minutes of the June 8, 2017 meeting be approved.

CARRIED

4. DELEGATIONS

4.1 Lindsay Foreman – Haney House Update

Lindsay Foreman gave an overview of Haney House restoration work done over the summer and planned for the fall. The existing Conservation Plan was reviewed. Ms. Foreman shared some of her findings from volunteering at Haney House. Plans for future for future consideration were discussed.

5. FINANCE

5.1 Financial Update

The Chair provided an update on the CHC budget.

R17-027

It was moved and seconded

That the 2018 CHC budget and Business Plan be approved as presented.

CARRIED

6. CORRESPONDENCE

6.1 Maple Ridge Fresh Sheet

A new communications tool provided by the Economic Development office was shared. The Maple Ridge Fresh Sheet lists upcoming community and is updated weekly. Contact info@investmapleridge.ca to be added to the distribution list.

7. NEW & UNFINISHED BUSINESS

7.1 Membership

7.1.1 Calendar of Events

The Chair reviewed the calendar of events. A presentation to Council is planned for October 19, 2017.

7.2 Cultural Plan Update

The Chair provided an update on the Cultural Plan. The Plan is currently being drafted for Council review.

7.3 Tourism Strategy Update

No update.

7.4 Canada 150

The Chair thanked Kevin Bennett for all his work on the geocaching project. This has been a very successful project that has engaged over 200 members of the public. Plans for the future were discussed.

The Reminisce Kits launch is set for September 30, 2017 at the Maple Ridge Library, as part of Culture Days.

7.5 Private Members Tax Credit

No update until Parliament resumes sitting.

7.5 Haney House Conservation Work

The Chair thanked Lindsay Foreman, Erica Williams and everyone else who has volunteered in the work at Haney House.

7.6 GETI Fest Invite

Plans to distribute CHC pamphlets at GETIFest coming up this weekend were discussed.

7.7 Intersections Event

The Committee Clerk provided an update on Intersections, a volunteer appreciation and networking event planned for fall 2017.

8. SUBCOMMITTEE REPORTS

8.1 Communications Subcommittee

The Chair raised the issue of the need for Communications support for Advisory Committees.

8.1.1 Request to Council for Communications Support

Plans to communicate the need for Communications support to Council were discussed.

8.2 Recognitions Subcommittee

8.2.1 Heritage Week Subcommittee

Kevin Bennett reported the subcommittee met earlier in the evening to review plans for Heritage Week 2018. Members were encouraged to put forward nominations.

8.3 Education Subcommittee

8.3.1 Local Voices

Lindsay Foreman reported on the Local Voices sessions planned for fall.

8.3.2 Heritage BC

Lindsay Foreman shared information available from Heritage BC including online presentations, workshops and webinars.

8.3.3 BC Heritage Fairs

Lindsay Foreman provided information on BC Heritage Fairs available for students. It was suggested that School District 42 be contacted to investigate participating in the program.

8.4 Maple Ridge Oral History Project

Steve Ranta provided an update on the Oral History Project. Mr. Ranta is communicating with School District 42 staff about participating in the project.

8.5 Digitization Project Subcommittee

The Chair reported on the new archive centre. Records still remain to be digitized.

8.6 Heritage Inventory Project Update

The Staff Liaison reported on the Heritage Inventory update project. The draft plan will be presented to Council once it is reviewed by the subcommittee.

8.7 Heritage Register Update

The Chair reported a Request for Proposals will need to be drafted for the Heritage Register project.

8.8 Robertson Family Cemetery Project Subcommittee

The Staff Liaison shared progress made on the Robertson Family Cemetery project over the summer.

8.9 Museum and Archives Update

Councillor Speirs reported on the Facilities update project. The need for new museum space and archive storage will be communicated at the fall CHC presentation to Council.

8.10 BCMA Site Visit to Maple Ridge

The Chair has invited staff from the BC Museums Association and Heritage BC for a Maple Ridge heritage tour.

9. LIAISON UPDATES

9.1 BC Historical Federation

The Chair shared the latest version of the BC Historical Federation newsletter. Information on country schools is being sought for upcoming issues.

9.2 Heritage BC

Previously dealt with under Item 8.10.

9.3 BC Museums Association

BC Museums Association staff updates were shared by the Chair.

9.4 Maple Ridge Historical Society

Julie Koehn shared an update on Maple Ridge Historical Society events over the summer. Music on the Wharf was very successful this year. Four summer students supported various projects in the community. Upcoming events include Rivers Day, Culture Days, Speaking of Art and History.

9.5 Council Liaison

Councillor Speirs enjoyed the opening of Modern Legends at the ACT Arts Centre. The new ACT Arts Centre program is now available. Culture Days is coming up on September 29, 30 and October 1.

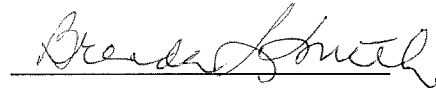
10. QUESTION PERIOD

11. ROUNDTABLE

Lindsay Foreman encouraged members to visit the Sonny Assu art exhibit at the Reach gallery in Abbotsford.

12. ADJOURNMENT

It was moved that the meeting be adjourned at 9:30 pm.



Chair

/ss

TO: Her Worship Mayor Nicole Read
and Members of Council
FROM: Chief Administrative Officer
SUBJECT: 2017 Council Expenses

MEETING DATE: October 24, 2017
FILE NO:
MEETING: Council

EXECUTIVE SUMMARY

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

RECOMMENDATION:

Receive for information

Discussion

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

"original signed by Paula Melvin"

Prepared by: Paula Melvin
Executive Assistant, Corporate Administration

"original signed by Catherine Nolan"

Approved by: Catherine Nolan, CPA, CGA
Interim Director of Finance

"original signed by Paul Gill"

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

Month of Event	Reason for expense	Conferences & Seminars	Community Events	Mileage / Parking	Cell Phones / iPads	Totals
Bell, Corisa						
January	Portable electronic device charges (e.g. Ipad)				4.28	
February	Portable electronic device charges (e.g. Ipad)				4.28	
March	Portable electronic device charges (e.g. Ipad)				4.28	
April	Portable electronic device charges (e.g. Ipad)				4.28	
May	Portable electronic device charges (e.g. Ipad)				17.12	
June	Portable electronic device charges (e.g. Ipad)				17.12	
July	Portable electronic device charges (e.g. Ipad)				8.56	
August	Portable electronic device charges (e.g. Ipad)				4.28	
	Union of BC Municipalities Conference	810.00				
September						
October						
November						
December						
		810.00	-	-	64.20	874.20
Duncan, Kiersten						
January	Cell phone charges				42.80	
	Portable electronic device charges (e.g. Ipad)				4.28	
February	Cell phone charges				42.80	
	South Asian Cultural Society Gala		110.00			
	Portable electronic device charges (e.g. Ipad)				4.28	
March	Cell phone charges				43.10	
	Portable electronic device charges (e.g. Ipad)				4.28	
	High Ground Conference	528.48				
April	Cell phone charges				114.67	
	Portable electronic device charges (e.g. Ipad)				8.56	
May	Lower Mainland Local Government Association (LMLGA) Conference	931.30				
	Cell phone charges				42.96	
	Portable electronic device charges (e.g. Ipad)				34.24	
June	Cell phone charges				43.10	
	Portable electronic device charges (e.g. Ipad)				17.12	
July	Cell phone charges				42.80	
	Portable electronic device charges (e.g. Ipad)				4.28	
August	Cell phone charges				43.10	
	Portable electronic device charges (e.g. Ipad)				4.28	
	Union of BC Municipalities Conference	475.00				
September	Cell phone charges				42.80	
October	Making Cities Liveable Conference	1,973.72				
November	Zero Waste Conference	200.00				
December						
		4,108.50	110.00	-	539.45	4,757.95

Month of Event	Reason for expense	Conferences & Seminars	Community Events	Mileage / Parking	Cell Phones / iPads	Totals
Masse, Bob						
January						
February						
March	Ridge Meadows Chamber Business Excellence Awards		125.00			
April						
May	Maple Ridge Community Foundation Citizen of the Year Award		125.00			
June						
July						
August						
September						
October						
November						
December						
		-	250.00	-	-	250.00
Read, Nicole						
January	Cell phone charges				42.80	
	Portable electronic device charges (e.g. Ipad)				17.12	
February	Cell phone charges				42.80	
	South Asian Cultural Society Gala		110.00			
	Portable electronic device charges (e.g. Ipad)				17.12	
March	Cell phone charges				44.97	
	Ridge Meadows Chamber Business Excellence Awards		125.00			
	Portable electronic device charges (e.g. Ipad)				17.12	
April	Cell phone charges				48.83	
	Portable electronic device charges (e.g. Ipad)				8.56	
May	Cell phone charges				43.85	
	Portable electronic device charges (e.g. Ipad)				17.12	
June	Cell phone charges				52.31	
	Portable electronic device charges (e.g. Ipad)				34.24	
	Federation of Canadian Municipalities (FCM) Conference	3,762.32				
July	Cell phone charges				54.93	
	Portable electronic device charges (e.g. Ipad)				17.12	
	Provincial Swearing-in Ceremony	698.63				
August	Cell phone charges				58.15	
	Portable electronic device charges (e.g. Ipad)				34.24	
September	Cell phone charges				44.62	
October	National Conference on Ending Homelessness	1,149.25				
November						
December						
		5,610.20	235.00	-	595.90	6,441.10

Month of Event	Reason for expense	Conferences & Seminars	Community Events	Mileage / Parking	Cell Phones / iPads	Totals
Robson, Gordy						
January	Portable electronic device charges (e.g. Ipad)				4.28	
February	South Asian Cultural Society Gala		110.00			
	Portable electronic device charges (e.g. Ipad)				4.28	
March	Ridge Meadows Chamber Business Excellence Awards		125.00			
	Portable electronic device charges (e.g. Ipad)				4.28	
April	Portable electronic device charges (e.g. Ipad)				4.28	
May	Lower Mainland Local Government Association (LMLGA) Conference	908.70				
	Maple Ridge Community Foundation Citizen of the Year Award		125.00			
	Portable electronic device charges (e.g. Ipad)				4.28	
June	Portable electronic device charges (e.g. Ipad)				4.28	
July	Portable electronic device charges (e.g. Ipad)				4.28	
August	Portable electronic device charges (e.g. Ipad)				4.28	
September						
October						
November						
December						
		908.70	360.00	-	34.24	1,302.94
Shymkiw, Tyler						
January	Portable electronic device charges (e.g. Ipad)				4.28	
February	South Asian Cultural Society Gala		110.00			
	Portable electronic device charges (e.g. Ipad)				17.12	
March	Attendance at meetings - parking			9.52		
	Portable electronic device charges (e.g. Ipad)				4.28	
April	Portable electronic device charges (e.g. Ipad)				4.28	
May	Maple Ridge Community Foundation Citizen of the Year Award		125.00			
	Portable electronic device charges (e.g. Ipad)				34.24	
June	Portable electronic device charges (e.g. Ipad)				111.28	
July	Portable electronic device charges (e.g. Ipad)				34.24	
August	Portable electronic device charges (e.g. Ipad)				34.24	
September						
October						
November						
December						
		-	235.00	9.52	243.96	488.48

Month of Event	Reason for expense	Conferences & Seminars	Community Events	Mileage / Parking	Cell Phones / iPads	Totals
Speirs, Craig						
January	Cell phone charges				42.96	
	Portable electronic device charges (e.g. Ipad)				8.56	
February	Cell phone charges				48.29	
	South Asian Cultural Society Gala		110.00			
	Portable electronic device charges (e.g. Ipad)				8.56	
March	Cell phone charges				42.80	
	Ridge Meadows Chamber Business Excellence Awards		125.00			
	Portable electronic device charges (e.g. Ipad)				4.28	
	High Ground Conference	240.31				
April	Cell phone charges				41.87	
	Haney Farmers Market Fundraiser		35.00			
	Ridge Meadows Multi Cultural Society Inaugural Gala		50.00			
	Portable electronic device charges (e.g. Ipad)				34.24	
May	Maple Ridge Community Foundation Citizen of the Year Award		125.00			
	Cell phone charges				42.80	
	Lower Mainland Local Government Association (LMLGA) Conference	967.33				
	Portable electronic device charges (e.g. Ipad)				51.36	
June	Cell phone charges				51.41	
	Federation of Canadian Municipalities (FCM) Conference	3,572.87				
	Portable electronic device charges (e.g. Ipad)				34.24	
July	Cell phone charges				45.95	
	Portable electronic device charges (e.g. Ipad)				4.28	
August	Cell phone charges				42.80	
	Portable electronic device charges (e.g. Ipad)				4.28	
	Union of BC Municipalities Conference	1,018.91				
September	Cell phone charges				43.40	
October						
November						
December						
		5,799.42	445.00	-	552.08	6,796.50
TOTALS		17,236.82	1,635.00	9.52	2,029.83	20,911.17



City of Maple Ridge

TO: Her Worship Mayor Nicole Read and Members of Council **MEETING DATE:** October 24, 2017
FROM: Chief Administrative Officer **MEETING:** Council
SUBJECT: Disbursements for the month ended September 30, 2017

EXECUTIVE SUMMARY:

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

RECOMMENDATION:

That the disbursements as listed below for the month ended September 30, 2017 be received for information only.

GENERAL	\$ 14,463,263
PAYROLL	\$ 2,860,699
PURCHASE CARD	\$ <u>75,288</u>
	\$ <u>17,399,250</u>

DISCUSSION:

a) Background Context:

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

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

b) Community Communications:

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

c) Business Plan / Financial Implications:

Highlights of larger items included in Financial Plan or Council Resolution

• B & B Contracting Ltd – 128 Ave road & drainage improvements	\$	829,531
• BA Blacktop – 2017 paving program	\$	1,034,121
• Eurovia British Columbia – 203 St road & drainage improvements	\$	896,335
• Fraser Valley Regional Library – 3 rd quarter member assessment	\$	679,690
• G.V. Water District – water consumption May 31 – Jun 27/17	\$	734,749
• RCMP Receiver General – RCMP contract Apr 1 – Jun 30/17	\$	4,507,185
• Ridge Meadows Recycling Society – monthly contract for recycling	\$	203,709
• Triahn Enterprises Ltd – 117 Ave multi-user path	\$	236,081

d) Policy Implications:

Corporate governance practice includes reporting the disbursements to Council monthly.

CONCLUSIONS:

The disbursements for the month ended September 30, 2017 have been reviewed and are in order.

Original signed by G'Ann Rygg

Prepared by: **G'Ann Rygg**
Accounting Clerk II

Original signed by Trevor Thompson

Approved by: **Trevor Thompson, BBA, CPA, CGA**
Manager of Financial Planning

Original signed by Paul Gill

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

CITY OF MAPLE RIDGE
MONTHLY DISBURSEMENTS - SEPTEMBER 2017

<u>VENDOR NAME</u>	<u>DESCRIPTION OF PAYMENT</u>		<u>AMOUNT</u>
Aplin & Martin Consultants Ltd	Local Area Service 20300 Block Hampton Street		20,881
Associated Engineering(BC) Ltd	225 Street forcemain upgrade	14,844	
	240 Street sewer upgrades (109 Ave to South of Bridge)	6,611	21,455
B & B Contracting Ltd	128 Avenue road & drainage improvements (216 St to 224 St)		829,531
BA Blacktop	2017 paving program		1,034,121
BC Hydro	Electricity		145,768
BC SPCA	Contract payment - Aug & Sep		58,381
Boileau Electric & Pole Ltd	Maintenance: Albion Sports Complex	217	
	All weather field	341	
	Banners	3,604	
	Boulevards	126	
	Council Chambers	673	
	Fairgrounds	531	
	Hammond Community Centre	107	
	Haney House	68	
	Haney Wharf	3,104	
	Leisure Centre	3,631	
	Memorial Park	500	
	Pedestrian crosswalk sign	157	
	Pump station	1,046	
	Street light pole replacement	1,986	
	Street lights	4,821	
	Telosky Stadium	555	
	Thomas Haney tennis courts	2,044	
	Traffic camera	321	
	Traffic signals	157	
	Wasp nest removal	143	
	Whonnock Lake	515	24,645
Braun Geotechnical Ltd	Fraser River escarpment gap analysis	20,885	
	Cemetery expansion	5,250	26,135
CUPE Local 622	Dues - pay periods 17/18 & 17/19		27,226
Cedar Crest Lands (BC) Ltd	Merkley artificial turf field		56,451
Chevron Canada R & M ULC	Gasoline & diesel fuel		94,740
Cobing Building Solutions	Electrical/Mechanical Maintenance:		
	Albion Fairgrounds	1,123	
	Caretaker house	258	
	City Hall	2,720	
	Firehalls	4,303	
	Greg Moore Youth Centre	470	
	Hammond Community Centre	2,185	
	Lawn Bowling Club	184	
	Leisure Centre	3,582	
	Library	1,085	
	Neighbourhood Park	462	
	Operations	2,957	
	Randy Herman Building	4,565	
	RCMP	10,549	
	Thornhill Hall	854	
	Whonnock Lake Community Centre	728	
	Whonnock Lake well system	2,161	38,186
Eurovia British Columbia	203 St road & drainage improvements (Lougheed Hwy to Golden Ears Way)		896,335
Farm Tek Turf Services Inc	Topdressing sports fields		62,945
FDM Software Ltd	Fire Dept. asset management & preventative maintenance software	24,868	
	Educational workshop	2,362	27,230
Fitness Edge	Contracted service provider - fitness classes & programs		21,417

<u>VENDOR NAME</u>	<u>DESCRIPTION OF PAYMENT</u>	<u>AMOUNT</u>
Fraser Valley Regional Library	3rd quarter member assessment	679,690
Frazer Excavation Ltd	Roadworks material hauling	25,995
Fred Surridge Ltd	Waterworks supplies	35,715
Friends In Need Food Bank	Community grant	15,000
Gotraffic Management Inc	Traffic control	52,156
Greater Vanc Water District	Water consumption May 31 - June 27/17	734,749
Guillevin International Inc	Firefighter equipment	1,515
	Firefighter protective wear	7,396
	Firefighter turnout gear	42,096
	Operations electrical supplies	2,164
Hanks Trucking And Bulldozing	Roadworks hauling & bulldozing	18,220
Horizon Landscape Contractors	Grass cutting - July	16,499
Humble Developments Ltd	Security refund	128,957
Image Painting & Restoration	Painting & restoration services:	
	Firehalls	1,575
	Library	945
	Streetlight poles	63,105
Industra Construction Corp	McNutt Road reservoir expansion	134,933
Infinite Roadmarking Ltd	Pavement marking program	38,047
Jacks Automotive & Welding	Fire Dept equipment repairs	19,913
Lafarge Canada Inc	Roadworks material	79,352
Manulife Financial	Employer/employee remittance	147,145
Maple Ridge & PM Arts Council	Arts Centre contract payment	54,167
	Program revenue - Aug	20,471
	Sponsorship for Maple Ridge Festival of BC Film	5,250
	Stage equipment rental for Canada Day celebration	3,633
Mar-Tech Underground Services	Inspection of pipelines & storm sewers	29,917
McElhanney Consulting Services	203 St road & drainage improvements (DTR to Golden Ears Way)	82,536
	232 St sidewalk (132 Ave to Silver Valley Road)	35,739
Medical Services Plan	Employee medical & health premiums	42,000
MP Pacific Developments	Security refund	157,026
Municipal Pension Plan BC	Employer/employee remittance	714,153
Ocean Pipe T6045	Culvert replacement program	15,446
	Operations inventory	1,350
Olson, Kevin	Security refund	77,169
Opus International Consultants	Albion reservoir expansion	65,932
	Inflow & infiltration reduction program	7,193
	North slope interceptor capacity upgrade	8,639
PW Trenchless Construction Inc	Sanitary sewer replacement on River Road (Kanaka Creek - McKay Ave)	69,301
R F Binnie & Associates Ltd	207 St south of Lougheed Hwy (DTR to 118 Ave) - engineering design	50,814
	Merkley Park synthetic sports field design	68,411
RCMP -Receiver General For Cda	RCMP contract Apr 1 - Jun 30/17	4,507,185
	Fingerprint searches	1,700
Receiver General For Canada	Employer/Employee remittance PP17/18 & PP17/19	673,444
RG Arenas (Maple Ridge) Ltd	Ice rental - Aug	56,895
	Curling rink operating expenses - Jul & Aug	6,337
RGH Pacific Emergency Services	Emergency traffic pre-emption systems	22,949
Ridge Canoe & Kayak Club	Contracted service provider - canoe & kayak programs	17,237
Ridge Meadows Recycling Society	Monthly contract for recycling	203,709
	Weekly recycling	292
	Roadside waste disposal	53
	Toilet rebate program	296
Rogers	Cellular devices Aug & Sep	21,985
Rollins Machinery Ltd	Bear proof garbage bins	15,835
Safe Guard Fence Ltd	Cottonwood Landfill gate & fencing	26,854
Sanscorp Products Ltd	Roadworks material	29,826
Scottish Line Painting Ltd	Thermoplastic road markings	29,246
SFE Ltd	Inflow & infiltration reduction program - Albion Fairgrounds & Town Centre	10,408
	Water system improvements - Fern Crescent	12,600

<u>VENDOR NAME</u>	<u>DESCRIPTION OF PAYMENT</u>		<u>AMOUNT</u>
Shape Architecture Inc.	Leisure Centre pool systems redesign	12,861	
	Leisure Centre pool change room & lobby renovation design	<u>110,219</u>	123,080
Simson Maxwell	Standby generator for 207 St sewage pumping station		36,960
Stantec Consulting Ltd	263 St water pump station replacement	11,328	
	Maple Ridge Main West - 224 Street PRV	<u>27,822</u>	39,150
Stewart McDannold Stuart	Professional fees		16,769
Surlang Roofing	Haney House roof replacement		46,725
The House That Jack Built	Security refund		186,152
Triahn Enterprises Ltd	117 Ave multi-user path (Burnett St to 231 St)		236,081
Urban Systems	South Alouette & Kanaka integrated stormwater management plan		21,776
Warrington PCI Management	Advance for Tower common costs plus expenses		85,992
Westview Sales Ltd	Meter boxes & storm sewer/sanitary covers		<u>17,637</u>
Disbursements In Excess \$15,000			13,586,933
Disbursements Under \$15,000			876,330
Total Payee Disbursements			<u>14,463,263</u>
Payroll	PP17/18, PP17/19 & PP17/20		2,860,699
Purchase Cards - Payment			75,288
Total Disbursements September 2017			<u><u>17,399,250</u></u>



City of Maple Ridge

TO: Her Worship Mayor Nicole Read
and Members of Council
FROM: Interim Director of Finance
SUBJECT: Adjustments to 2016 & 2017 Collector's Roll

MEETING DATE: Oct. 24, 2017
FILE NO: T21-212-003
MEETING: Council

EXECUTIVE SUMMARY:

BC Assessment (BCA) has revised the assessed value for the 2017 Collector's Roll through the issuance of Supplementary Rolls 3 through 6. They have also provided us with revised assessment information for one property for 2016. The Collector is required to make all the necessary changes to the municipal tax roll records and reports these adjustments to Council.

RECOMMENDATION:

For information only

DISCUSSION:

a) Background Context:

Four folios were adjusted in total:

Appeals filed with the Property Assessment Appeal Board as well as reviews undertaken by BCA resulted in adjustments to the assessed value of four residential properties to more accurately reflect their values.

(Municipal tax revenue changes: Increase in Class 1 (Residential) \$8,151)

b) Business Plan/Financial Implications:

There is a total increase of \$ 8,151 in municipal tax revenue, \$6,564 of which is attributable to 2016.

CONCLUSIONS:

Adjustments by BCA resulted in an increase of \$475,000 to the Residential assessment base for 2017 and \$1,500,000 for 2016.

This report dated Nov. 07, 2017 is submitted for information and is available to the public.

“Original signed by Silvia Rutledge”

Prepared by: Silvia Rutledge
Manager of Revenue & Collections

“Original signed by Catherine Nolan”

Approved by: Catherine Nolan, CPA, CGA
Interim Director of Finance

“Original signed by Paul Gill”

Concurrence: Paul Gill, BBA, CGA
Chief Administrative Officer

TO: Her Worship Mayor Nicole Read
and Members of Council
FROM: Chief Administrative Officer
SUBJECT: Pitt Meadows Airport – Strategic Framework

MEETING DATE: October 24, 2017
FILE NO:
MEETING: Council

EXECUTIVE SUMMARY:

The interim Board of Directors of the Pitt Meadows Airport Society has been established by the members. In early July, the interim board worked with a facilitator to develop the attached strategic framework for the airport. The interim Board unanimously endorsed this framework at a subsequent board meeting and this framework is submitted to Council for information.

RECOMMENDATION(S):

RECEIVE FOR INFORMATION

DISCUSSION:

The interim Board of Directors of the Pitt Meadows Airport Society is comprised of the following Council members:

Pitt Meadows: Mayor Becker, Councillors Bell and Stark
Maple Ridge: Councillors Masse, Robson and Speirs

This interim Board seems to be working well. It is meeting regularly and making progress on a number of issues. This past July, the interim board met and unanimously endorsed the strategic framework that is submitted to Council for information.

This framework is consistent with the Constitution and Bylaws of the Pitt Meadows Airport Society.

“Original signed by Lino Siracusa”

Prepared by: Lino Siracusa
Manager of Economic Development

“Original signed by Paul Gill”

Approved by: Paul Gill
Chief Administrative Officer

DRAFT YPK STRATEGIC FRAMEWORK

July 25, 2017

MISSION

Develop YPK Airport for the benefit of Pitt Meadows, Maple Ridge and surrounding region.

VISION

To be a significant contributor to the North Fraser region's economic diversity through quality air services and vibrant business activity at and near the airport.

KEY GOALS

1.0 Air Services

- 1.1 To determine viable commercial services using competitive advantage analysis that are compatible with member municipalities' land use plans and economic development strategies.*
- 1.2 To consider potentially viable opportunities based on business orientated rationale in a manner that is respectful of those living close to the Airport and most likely to be impacted by airport operations.*
- 1.3 To pursue long-term capital planning of infrastructure for potentially viable commercial services*
- 1.4 To accommodate general aviation-use that is compatible with the strategic growth of the airport.*

2.0 Airport Operations

- 2.1 To secure adequate capital funding to sustain the airport infrastructure sustainability.*
- 2.2 To provide an efficient airport facility and services that are safe, maintain all regulatory requirements and are customer-service orientated*
- 2.3 To maximize community awareness of airport plans and its contribution to regional sustainability*

3.0 Airport Lands Development

- 3.1 To develop long term land use plan that is aligned with the land use policies of Metro Vancouver, City of Maple Ridge, District of Pitt Meadows and other relevant agencies.*
- 3.2 To maximize the monetization of assets by ensuring fair and competitive user rates for services.*
- 3.3 To target market the YPK advantage for airside and responsible business opportunities.*

4.0 Airport Management

- 4.1 To sustain a governance and management structure with clearly defined responsibilities for day-to-day operations, future development and member accountability.*
- 4.2 To ensure long term financial sustainability and fiscal accountability*

GUIDING PRINCIPLES

- a. To make evidence based decisions using business analysis.*
- b. To keep the public and users aware of key activities and growth plans.*
- c. To achieve a high level of collaboration among staff, Directors and member municipalities.*
- d. To establish a realistic competitive advantage to guide sustainability efforts*
- e. To ensure safety and exceptional customer service guide our service delivery*
- f. To coordinate efforts with local municipalities, First Nations and agencies to benefit the region*
- g. To work openly and supportively work] with nearby residents and airport users.*
- h. To align airport sustainability efforts with relevant jurisdictional agency aims*
- i. To be an Employer of Choice treating all employees with fairness, dignity and respect.*

YPK STRATEGIC DIRECTION

July 2017

KEY GOALS – Elements	Strategies
AIR SERVICES: <i>General Aviation</i> <i>Passenger Services</i> <i>Cargo Services</i>	Interim General 'Air Service' prospectus (2017) Competitive Advantage Analysis (2018)
AIRPORT OPERATIONS: <i>Aviation Fuel</i> <i>Transit Facility [please define]</i> <i>Parking Areas</i> <i>Regulatory Compliance</i> <i>Safety Measures</i>	Helicopter Infrastructure Business Case (2017)
AIRPORT DEVELOPMENT: <i>Infrastructure Services</i> <i>Lot supply</i> <i>Marketing Efforts</i> <i>Air side Focus</i> <i>Non-airside focus</i> <i>Land Use Planning</i>	Land Use Plan (2017) Airport Master Plan Update (2018) Long Term Capital Plan (2018) Interim General 'Business Development' prospectus (2017) Competitive Advantage Analysis (2018) Target Business Marketing Plan (2018)
AIRPORT MANAGEMENT: <i>Human Resources</i> <i>Strategic Planning</i> <i>Decision Making</i> <i>Fiscal Accountability</i> <i>Governance System</i> <i>Public Communication</i> <i>Agency Relations</i>	Determine parameters for business case development (2017) Achieve Board complement of directors (2017) Review general aviation user fees (2017) Develop long term financial plan (2018) Development annual business plan (2017) Member municipality briefing schedule (2017) Operational Policy Review Operational Manual [let's discuss, as it exists]

City of Maple Ridge

TO: Her Worship Mayor Nicole Read
and Members of Council
FROM: Chief Administrative Officer
MEETING DATE: October 24, 2017
FILE NO:
MEETING: Council
SUBJECT: Ridge Meadows Minor Lacrosse Outdoor Box Follow Up Report

EXECUTIVE SUMMARY:

The Ridge Meadows Minor Lacrosse Association (RMMLA) made a presentation to Council on March 14, 2017 highlighting their association's growth in participation and resulting challenges, and requested a number of items to better support the sport within our community. At the July 4, 2017 Council Workshop, staff presented a list of immediate needs of the RMMLA and outlining items which can be dealt with on an immediate basis including increased access to synthetic turf fields, field markings to support girls' lacrosse, lighting for the existing lacrosse boxes and a request for a new lit lacrosse box with a roof. Council subsequently directed staff ***"to provide potential locations for a new lacrosse box with lighting"***.

RECOMMENDATION:

No resolution required.

DISCUSSION:

a) Background Context:

In further discussion with RMMLA representatives, in addition to providing lights and a roof to cover to an existing lacrosse box, the group's highest priority is a new covered box with lights, sport court flooring, and washrooms/change rooms which they suggest could be used throughout the year and may benefit for indoor sports.

Staff recommend that a lit, covered lacrosse box should be within a community level park or high school site, where other sports activities are typically held, providing sufficient area for the lacrosse box, buffering, supportive parking, and minimizing traffic on neighbourhood roads. Placing a box at a high school site provides additional benefits as the school may use the box while box users may use the school parking.

Staff explored potential sites across the City's park and school properties which could accommodate this size of facility and provide for parking. Maple Ridge and Thomas Haney Secondary school grounds, which have existing lacrosse boxes, along with Garibaldi, Samuel Robertson and Westview Secondary schools grounds cannot accommodate a covered box as there is insufficient available land or are at capacity to support additional facility parking. Community sports parks, such as Hammond Stadium or Albion Sports Complex, are also at capacity with considerable parking pressures.

Belle Morse Park/Albion Fairgrounds Site

Staff suggest Belle Morse neighbourhood park, immediately adjacent the Albion Fairgrounds, as a potential location. While placing a facility like this in a neighborhood park is not considered ideal due to the smaller sizes which limits the ability to provide sufficient land base for the box, parking and buffering and is likely to result in complaints from nearby residents due to noise, traffic and facility operations, however this park is quite large and access could be provided through the Planet Ice entry off 105 Avenue with a vehicular bridge over the watercourse located to the east side of the ice facility. The east end of this park is not well utilized and there is adequate space to provide for the box, parking and a buffer for the neighbouring residents as shown on the attached concept.

Costing

In the July 4, 2017 Council Workshop report, high level costing for a lit outdoor lacrosse box was suggested in the \$800,000 - \$1,000,000 range which did not include costs for a roof structure or supportive parking. A lit, covered lacrosse box would cost approximately \$1,200,000 without washrooms/change rooms and an additional \$500,000 would be required to provide parking and access to support this use at Belle Morse Park. Costing breakdown for the Belle Morse Park/Albion Fairgrounds location is as follows:

Cost Breakdown:	
Lacrosse box with lighting	\$800,000
Box Cover (open sides)	\$400,000
Parking	\$200,000
Vehicular bridge	\$300,000
TOTAL	\$1,700,000

Development Timeline

Staff suggest that the development timeframe including community and stakeholder consultation would be approximately eight to twelve months and the process timeline is as follows:

Stage	Timeframe
Geotechnical, environmental and site survey investigation	1-2 months
Concept Design - Community & Stakeholder consultation	1 month
Design RFP and detailed design	3-4 months
Permits, environmental approvals and tendering	2-3 months
Construction	1-2 months

b) Desired Outcome:

To provide Council with information on potential sites, costing and development timeframes for a lit lacrosse box and could include a cover to address the sports club's request.

c) Strategic Alignment:

The Parks, Recreation & Culture Master Plan (2010) contains the strategic objective to continue to provide a variety of facilities in parks to support multiple uses, staying current with trends.

d) Citizen/Customer Implications:

The Lacrosse Association advised Council that lacrosse has been a rapidly growing sport in our community, including the establishment of girl's teams, and additional access to facilities would better support this club. RMMLA would benefit from the provision of lighting at one or

both of the existing boxes in the short term and the provision of a new lit, covered lacrosse box which would provide increased box capacity throughout the year, especially from January to March when adverse weather conditions impact use of the lacrosse boxes. The covered box facility may be of benefit to other community sports groups.

e) Business Plan/Financial Implications:

Development Cost Charges are not an available funding source for a lacrosse box and this cost is not included in our current financial plan. Should Council wish to proceed with this request, a funding source would need to be identified. It should be noted that reserves have limited capacity due to other Parks, Recreation & Culture initiatives currently under consideration.

f) Alternatives:

Council may wish to direct staff to include this project in the Alternative Approval Process, should they wish to move ahead with a covered box. If approved, staff recommend next steps would include community consultation, geotechnical investigation and preliminary design work to provide more detailed costing.

CONCLUSIONS:

Minor Lacrosse's priority is for a lit, covered box with a sports court surface, which they feel would also benefit other sports groups when not being used by Lacrosse. Belle Morse Park has a potential area to accommodate the box facility, parking to support the use and buffering for neighbouring residents. Locating this facility in close proximity to the Fairgrounds may be of benefit to other lacrosse events already hosted here, providing both additional covered floor space and parking.

"Original signed by Valoree Richmond"

Prepared by: Valoree Richmond, Manager of Parks Planning & Operations

"Original signed by David Boag"

Reviewed by: David Boag, Director Parks & Facilities

"Original signed by Kelly Swift"

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

"Original signed by Paul Gill"

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

:vr

Attachment: Belle Morse Park/Albion Fairgrounds Outdoor Box location concept



(SEARCH & RESCUE)

Play Area

Play Area

23720

23724

23728

23732

23736

23740

23744

23747

23797

23811

23817

23818

Planet Ice

Vehicle Bridge

Spencer Creek

Covered Lacrosse Box

50 Parking Stalls

30.0m Setback

(6.3m Setback)

Vegetation Buffer

105 AVE.

238 ST.

10549

10557

10553

10538

10534

10530

10526

10522

10518

10514

10510

900 *Correspondence*

From: Greta Borick-Cunningham [<mailto:arms@alouetteriver.org>]
Sent: Wednesday, October 18, 2017 2:47 PM
To: Nicole Read
Subject: Letter of support request
Importance: High

Hello Mayor Read

I would like to request a letter of support from the City of Maple Ridge with regards to our funding application to the Fish and Wildlife Compensation Program this year. I have attached the DRAFT plan and proposal as it is still in editing stage. However, our deadline is next Friday 27 October, so I didn't want to leave my request too late.

This proposal represents Year 2 of an eleven-year plan to determine feasibility to establish a self-sustaining sockeye run in the Alouette reservoir.

Changes to this proposal compared to last year are that we are not applying for funding for the experimental hatchery as we are awaiting results from a peer-reviewed study from DFO. Other than that, most of the project will continue as it did this year, if we are approved for funding.

Please do not hesitate to contact me if you have any questions with regards to my request.

Thank you very much,

Greta Borick-Cunningham

Executive Director

Alouette River Management Society

24959 Alouette Road Maple Ridge, BC V4R 1R8

604 – 467 – 6401

www.alouetteriver.org



October 27, 2016

Office of the Mayor

Fish and Wildlife Compensation Program (FWCP)
B.C. Hydro, Coastal Region
400 Madsen Road
Nanaimo, BC V9R 5M3

Dear FWCP Review Panel,

Re: City of Maple Ridge Letter of Support for the ARMS Proposal entitled "Alouette Sockeye – Determination of Fish Passage Feasibility" Plan

As Mayor of the City of Maple Ridge, I would like to express strong support for the proposed project by the Alouette River Management Society (ARMS) and the Alouette River Sockeye Re-anadromization Project Committee. The project is entitled "Alouette Sockeye – Determination of Fish Passage Feasibility". The proposal is being submitted to BC Hydro's Fish and Wildlife Compensation Program (Coastal Region) for funding this fall (submission deadline October 28, 2016).

The broad spectrum plan and multi-year project will seek to provide scientific knowledge to address uncertainties around fish passage feasibility for the Alouette River reservoir and for restoration of the Alouette sockeye species. There are a number of public and private stakeholders at the federal, provincial, and local levels including First Nations that have been involved in supporting this initiative and ongoing research over the years.

The City of Maple Ridge recognizes the importance of this proposal as an important stepping stone that helps various community stakeholders move towards larger watershed / stewardship goals and objectives. This particular plan and proposal is important to determine the feasibility for re-establishing salmonid access to historical spawning and rearing areas upstream of the Alouette dam. A number of comprehensive tasks have been devised including a scientific and peer review of a kokanee/sockeye response model, an experimental sockeye hatchery, kokanee spawner habitat survey and other important studies to establish the potential for sockeye salmon to thrive above the Alouette dam. This project will provide invaluable opportunities for research which can be used to inform BC Hydro of fish passage feasibility in the future.

The City of Maple Ridge will continue to provide technical support for this project and in-kind services where applicable. Please accept this letter as confirmation of my support and feel free to contact me if you require further information.

Sincerely,

Nicole Read
Mayor

City of Maple Ridge

11995 Haney Place, Maple Ridge, British Columbia V2X 6A9 CANADA
Telephone: 604-463-5221 • Fax: 604-467-7329 • Email: enquiries@mapleridge.ca • www.mapleridge.ca

Alouette Watershed Sockeye – Determination of Fish Passage Feasibility

(2017 – 2027 Overall Plan)

Background

In 1928 the South Alouette River and two lakes were impounded by the building of the Alouette Dam to create the Alouette Reservoir. The dam cut off access for anadromous Pacific salmon, cutthroat trout and bull trout to utilize upstream tributaries for spawning and the lakes for spawning and rearing; all anadromous populations were extirpated as a result. While anadromous Sockeye salmon (*Oncorhynchus nerka*) no longer migrated to the ocean, they remained in the reservoir as their resident form, Kokanee. The Katzie people in the Alouette watershed historically relied on this Sockeye run as a main food source and they continue to have a deep cultural tie to Alouette Sockeye. The size structure and density of the Kokanee population in the reservoir has recently been greatly improved as a result of the Alouette Nutrient Restoration Program, funded by a BC Hydro/MOE long-term agreement to support recreational fishing in the Alouette Reservoir. The Nutrient Restoration Program is compensation for incremental entrainment at Stave Reservoir and is in lieu of Stave Reservoir fertilization. Following experimental spring-time surface spills in 2005, adult Sockeye were first observed returning to the base of Alouette Dam in 2007, which were genetically shown to be from the Alouette Kokanee population (Godbout et al 2011). Since that time, annual spring-time dam spillway operations have facilitated the emigration of “nerkid” (Kokanee-Sockeye) juveniles from the reservoir to the Alouette River to promote adult Sockeye returns. Any returning adults are trapped and trucked to the reservoir by BC Corrections to encourage Sockeye spawning and juvenile recruitment in the reservoir.

The Alouette River Sockeye Restoration Program (ARSRP) is a joint initiative between the Katzie First Nation, Alouette River Management Society, BC Hydro, BC Ministry of Environment, Fisheries and Oceans Canada, and local stakeholders. The objective of the ARSRP is to promote re-establishment of anadromous Alouette Sockeye and determine feasibility of fish passage past the Alouette Dam through adherence to the BC Hydro Fish Passage Decision Framework (the ‘Framework’). Re-establishment of Sockeye is intended to meet the following requirements (1) that the Sockeye stock originate from the Alouette Watershed (2) that the run size meet DFO requirements for a minimum viable population, and (3) is self-sustaining (i.e. no long-term hatchery intervention).

To support these objectives, the ARSRP has undertaken and overseen several initiatives including a trap and truck program, a spring flow release program to facilitate smolt passage, and several feasibility studies. To date, feasibility work under the ARSRP has involved monitoring outmigrating smolts (LGL 2014), enumerating returning adult Sockeye (ARMS 2014), as well as investigating Sockeye movements and mapping of potential spawning locations of adult Sockeye and Kokanee in the reservoir (LGL 2014). An assessment of the reproductive success of the returning adult Sockeye suggested that few if any of the transferred adults (2008-2012) reproduced successfully (Godbout et al. 2014). Knowledge gaps were identified and an experimental release of hatchery-reared Sockeye was proposed to fill these gaps (ARMS 2014), which led to the establishment of the Alouette River Sockeye Hatchery. A synthesis report was developed in 2015 which also proposed the experimental release of hatchery-reared Sockeye (LGL 2015). In 2015, hatchery upgrades were funded through FWCP, and in 2016 funding was suspended due to FWCP concerns with the potential long-term role of the hatchery in the Sockeye restoration plan.

Restoration Feasibility Plan Options

The BC Ministry of Environment (MOE) has developed a model that predicts the number of Sockeye adults returning to the Alouette dam based on assumptions of heritability of outmigration behavior, ocean survival and density dependent effects in the reservoir. This 'nerkid model' predicts that while there is little likelihood that Sockeye restoration will impact the Kokanee fishery in the reservoir through density dependent interactions, projections for Sockeye returns are low. The nerkid model acknowledges significant uncertainty in marine survival and especially heritability, which translates into uncertainty in restoration outcomes. Currently there are no studies that estimate the heritability of smolting in Sockeye. This uncertainty will be common in any similar project, (e.g. Coquitlam) and will potentially cloud future decisions around the ecological benefits of fish passage. Given the importance of Sockeye restoration to the Katzie people, as well as other First Nations and society in general, we feel that addressing all uncertainties to the best of our ability will help inform future decisions around fish passage at Alouette and other watersheds around the province. This Research Plan focuses on resolving much of this uncertainty through an adaptive management experiment on Sockeye and Kokanee in Alouette Reservoir.

The ARSRP held a workshop to create a plan to assess the feasibility of Sockeye restoration to the Alouette Reservoir, in consideration of the nerkid model predictions. Several options were discussed:

1. Nerkid Model Review: conducting a model review using existing information and scientific advice would provide additional input to improve both the reliability and acceptance of model predictions. However, it was agreed model review alone would not adequately resolve uncertainties, and that direct assessment of heritability of anadromous behavior would be required to inform the Nerkid model.
2. Experimental Hatchery Fry Release: it was agreed that continuing the current program of monitoring Kokanee, smolts and Sockeye adult returns will not fill the knowledge gaps and resolve uncertainties, as Sockeye offspring have not been detected. Recent Alouette Sockeye Hatchery upgrades will allow the project to raise Kokanee X Kokanee and Sockeye X Sockeye offspring. These progeny will be raised to the fry life stage and then released into Alouette Reservoir. This information will fill a number of knowledge gaps (health status of Sockeye, eggs viability, fry-to-smolt survival, smolt-to-adults survival, and disposition to outmigration). Additionally, this information will be used in the Nerkid model to estimate the propensity of returning Sockeye to have smolting offspring. **PLEASE NOTE: THIS ELEMENT OF THE PLAN HAS BEEN PUT ON HOLD UNTIL THE PEER REVIEWED RESULTS BY THE CANADIAN SCIENCE ADVISORY SECRETARIAT (DFO) OF THE NERKID MODEL AND ALOUETTE SOCKEYE RESTORATION PLAN HAVE BEEN RECEIVED.**
3. Experimental Hatchery Fry Release and Program Review: the ARSRP is a broad, complex program and anticipated introduction of wild-stock hatchery fish into the reservoir comes with risks as well as benefits. We recognize that the experimental hatchery program will greatly benefit the Fish Passage Decision Framework applied to Alouette Sockeye, but it should be done in a well-reasoned and scientifically defensible way. This option would see the entire ARSRP and the Nerkid Model undergo a rigorous scientific review through the Canadian Science Advisory Secretariat (CSAS) review process, focusing on the short- and long-term implications of Sockeye release and hatchery supplementation for genetic and population integrity. Both the program review and hatchery supplementation can occur in tandem with the review concluding before any fish are released into the reservoir.

The committee agreed that the feasibility plan should include both a program review and a hatchery supplementation program (option 3) that would continue for two life-cycles (stock for 8 years, monitor for a further 3 years), which will allow examination of heritability and density dependence, as well as confirm whether restoration goals are feasible.

Alouette Sockeye Restoration Feasibility Plan

There are several management questions that this feasibility plan will attempt to answer:

1. Does the nerkid model adequately consider the factors driving Sockeye smolting rates in the Alouette watershed?
2. What is the minimum viable population for returning adult Sockeye that would conserve the genetic integrity and ensure long-term persistence of Sockeye/Kokanee in the Alouette watershed?
3. What are the long-term projections for the Sockeye run size?
4. Is it feasible to restore Sockeye to a minimum viable population given potential uncertainty relating to the heritability of smolting behavior, fry production, density dependence, spawning habitat availability and marine survival?
 - 4.1. How heritable is smolting behavior within the Alouette nerkid population?
 - 4.2. Is there sufficient spawning habitat to produce the numbers of fry required to support a minimum viable population for Sockeye?
5. Can the Alouette Sockeye hatchery meet Department of Fisheries and Oceans requirements while producing enough fry to fulfill study requirements to answer the questions above?

If answers to these questions indicate that Sockeye restoration is not possible, if there are significant risks to Kokanee or the environment, or that initial hatchery operation cannot support the restoration plan adequately (either due to biological concerns raised in the Program Review or due to insufficient rearing capacity), this feasibility plan will be paused while the ARSRP re-evaluates the plan.

To address these remaining management questions, a number of monitoring tasks need to be implemented in concert with hatchery operations over an 11-year program.

Project Outline:

Task 1 - Canadian Scientific Advisory Secretariat (CSAS) Review of Nerkid Model and Alouette Program

Task 2 – Spawning habitat assessment and Kokanee spawner behavior

Task 3 – Alouette Sockeye and Kokanee Hatchery Operations (CURRENTLY WAITING ON TASK 1 RESULTS OF THE CSAS PEER REVIEW, HATCHERY COMPONENT ON HOLD FOR YEAR 2)

Task 4 – Adult and smolt enumeration

Task 5 - Acoustic assessment of density dependent effects

Task 6 – Smolting heritability assessment

The tasks above would be delivered over 3 phases, scheduled over an 11-year timeframe.

- **Phase 1:** Scientific Review and Hatchery Initiation Phase – Tasks 1 to 5 will be implemented in this two-year start-up phase, with a decision to carry on to phase 2 contingent on the hatchery successfully raising fry and the scientific review (CSAS) confirming Sockeye restoration is feasible.
- **Phase 2:** Hatchery fry releases and monitoring – Tasks 2-6 are implemented over a 6-year period to evaluate the effects of hatchery use on reservoir productivity, and whether smoltification is hereditary. A decision to carry on to Phase 3 is contingent on adults returning to the dam and successful hatchery operation/fry production and signals from the studies that Sockeye restoration is feasible.
- **Phase 3:** Monitoring, Hatchery work completed - Tasks 4-6 are implemented over a 3-year period to monitor the remaining returns to the dam and finally determine the heritability of smolting.

Upon successful determination that restoration goals can be met without the hatchery, the committee will be submitting a fish passage proposal to FWCP for endorsement.

Phase 1, Year 1 - Project Milestones

Currently this project is in Phase 1 (2-year term): Scientific Review and Hatchery Initiation Phase – Tasks 1 to 5 (except Task 3) will be implemented in this two-year start-up phase, with a decision to carry on to phase 2 contingent on the scientific review (CSAS) confirming Sockeye restoration is feasible.

Since February 2017, when conditional approval of the Phase 1 - Year 1 project was given, the Alouette River Management Society has been working with its partners to implement the individual tasks of the above multi-year, multi-stakeholder project.

- **Task 4** - April 10 – Rotary screw trap (RST) for the kokanee/Sockeye smolt outmigration installed in the South Alouette River at the Mud Creek location by LGL Limited and Katzie First Nation.
- **Task 4** - April 12 to June 1 – Kokanee smolt outmigration ran under the supervision of LGL Limited and Katzie First Nation. Two new Katzie technicians were trained this year to run the RST.
- **Task 2** - May to June – MOE starts the Alouette Lake spawner habitat mapping
- **Task 4** - June 15 –Adult Sockeye monitoring starts with BC Corrections inmate crew.
- **Task 4** - July to August –ARMS supervise sampling of adult sockeye.
- **Task 2** - September 11-12 – MOE set gill net traps at Alouette Lake to start the kokanee spawner survey. Survey to run until approximately early January 2018 or until they have determined the spawning season is over.
- **Interim report and expenses submitted to FWCP – October 2017**

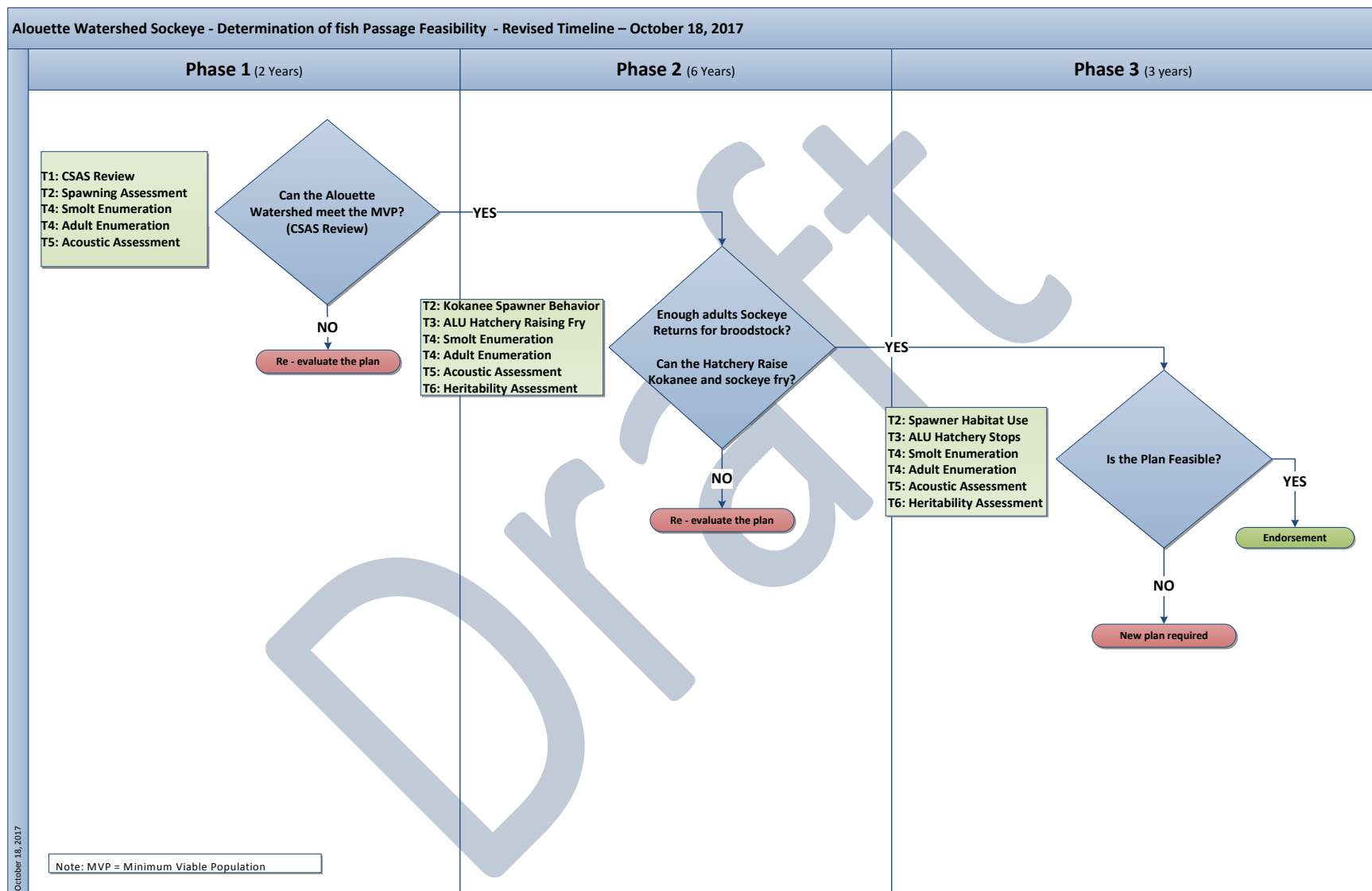


Figure 1. Timeline of Alouette Watershed Sockeye - Determination of Feasibility Plan. The 11 year plan has been displayed in three phases according to scheduled data collection events and decision making opportunities

PHASE 1 – YEAR 2

TASK DESCRIPTIONS

Task 1 - Canadian Scientific Advisory Secretariat (CSAS) Review of the Nerkid Model and ARSRP Plan

To answer the first management question, the BC Ministry of Environment and Fisheries and Oceans Canada will continue with the review of the nerkid model and the overall ARSRP plan through a publication peer review and scientific advisory (CSAS) review, respectively. The overall plan will be reviewed for biological risks that may result from potential ecological, genetic or disease ramifications of the project, as per DFO's *A Biological Risk Management Framework for Enhancing Salmon in the Pacific Region*. The publication submittal process is currently in progress at the time of writing and will result in model review and improvement while providing a more detailed summary of the model and predictions. The CSAS review process will be completed by summer 2018, and will result in (a) the determination of a minimum viable population required to meet genetic and productivity requirements for a restored Sockeye run; and (b) formal DFO endorsement of the nerkid model and an assessment of the feasibility and risks of Sockeye restoration in the Alouette watershed.

- Leads: Brett van Poorten (MOE); Dan Selbie (DFO)
- Completion: Publication – Fall 2017; CSAS Review and Assessment – Summer 2018
- Costs: ~\$11,500 In-kind
- Decision support: The CSAS review will define the minimum run size for Alouette Sockeye restoration. If the CSAS review concludes that Sockeye restoration is not biologically feasible beyond the current condition, or biological risks are excessive, this program plan will be paused while the ARSRP re-evaluates the plan.

Task 2 – Spawning habitat capacity and Kokanee spawner behavior

Natural fry production will be limited by availability of spawning habitat, number of spawners, and spawning success (egg-fry survival). There is currently limited information available on reservoir spawning habitat due to the difficulty in observing deep-water (20-60 m) Kokanee/Sockeye spawning. Therefore habitat capacity is still undefined in Alouette Reservoir but it is a necessary component of the CSAS review and will be needed for FWCP endorsement within the Framework. Investigations of habitat quality (substrate type), quantity and distribution were identified in 2017 with the use of a Ministry of Environment drop-camera system which was upgraded to adapt it for this purpose. The habitat mapping component will continue in spring of 2018 to complete the work started in 2017. Data will be compiled and evaluated using GIS to determine total spawning habitat quality and quantity. Information from this work will provide estimates of spawning habitat area available in the reservoir and thus estimates of the maximum Kokanee and Sockeye population the reservoir can support based on habitat availability. Furthermore, based on data collected from this task and spawner behavior, we can evaluate Management Question 4.2 to determine if there is enough quality spawning habitat to support a self-sustaining population and meet restoration goals.

Information on the spawning behavior of Kokanee and Sockeye is currently lacking, but is critical for the successful collection of broodstock for the experimental hatchery. We propose using short set gillnetting during the fall and winter to determine the Kokanee spawning window, and to collect data on

the stage of maturity. Nets will be set based on substrate distribution identified in the habitat assessment and mapping work described above. Information on spawner timing and behavior is necessary for planning the efficient collection of mature (but not spawning or spent) Kokanee for the hatchery. This task is necessary for the remainder of tasks (i.e. you need spawners for a hatchery).

- Lead: Shannon Harris and Allison Hebert (MOE), Brent Wilson (BCH)
- Completion: 2018 (started in 2017)
- Cost: \$60,773 in year 1, \$45,000/yr in years 1-2* + in-kind and other support
 - While sampling for spawner behavior study is underway, broodstock will be collected and therefore costs for broodstock collection are in kind for year one.
 - *costs for year 1-2 represent an estimate, actual field time will be determined based on results of year 1
- Decision support: It is necessary to identify spawning habitat quality and quantity within the reservoir to understand whether restoration objectives are achievable; and it is necessary to characterize spawning behavior to better understand the timing of the Kokanee spawning to inform Kokanee broodstock collection. Our existing production models do not account for limits to spawning habitat per se, but they are implicitly incorporated as part of potential density dependent limits to survival. Having actual estimates of spawning habitat will help inform the parameters of the nerkid model.

Task 3 – Alouette Sockeye and Kokanee Hatchery operations

Note: Task 3 will not be included in this funding application for 2017-2018 season but the details remain for information purposes only.

Katzie First Nations and the ARSRP committee agreed that hatchery operations were required to generate enough fry to address remaining management questions and validate the Nerkid model.

Adult Sockeye captured at the ALLCO fish fence in early summer will be held until maturity in the Alouette Sockeye Hatchery. All adults will have a rapid genetic sample taken to ensure they are Alouette stock before they can be used for broodstock. Beginning in late September determination of the spawning window for Kokanee will be undertaken until spawning Kokanee are located and captured. Ripe adults will be stripped in the field and then transferred to the hatchery to be fertilized separately as pure Sockeye or pure Kokanee. Progeny of both Sockeye and Kokanee will be raised to fry stage. The program will be working closely with the DFO fish health specialist's veterinarian in all years of hatchery operation to ensure that all fish are disease free.

Numbers of fry released will vary by year, which increases variation in in-reservoir density. This variation in density may cause different environmentally-driven smolting rates, thereby improving estimates genetic versus environmental drivers of smolting while also limiting hatchery costs. On an annual basis, either 10,000 or 30,000 fry will be released into the reservoir with each fry type differentially marked to quickly and inexpensively identify Kokanee or Sockeye hatchery offspring vs. wild Kokanee (unmarked). Total number of fry released must exceed 10,000 (total: Kokanee + Sockeye) to contribute to the study

tasks. If the number of returning Sockeye broodstock collected cannot provide for this number of fry, the hatchery will not be operated that fall.

Task 4 – Adult and smolt enumeration

Trapping of adult Sockeye returning to Alouette Dam is required to facilitate the hatchery operation and is a vital for overall program feasibility. As in the past, operation of the Alouette Corrections fish fence will be carried out in partnership with the Alouette River Management Society and BC Corrections staff. Adults will have a genetic sample and scale sample taken to ensure they are Alouette stock and to age them. If the experimental hatchery is approved in later years, the adult sockeye will be also examined for clips starting in possibly 2020 (pending funding); wild -no clip, hatchery Kokanee clip-type 1 or hatchery Sockeye clip-type 2 then transported to the hatchery for holding.

The kokanee smolt enumeration component would capture outmigrating smolts starting early spring 2018 using a rotary screw trap below Alouette Dam. The trap would be set up at the Mud Creek location as a joint operation between Katzie First Nation and LGL Limited to replicate sampling methods and the safety program used in previous years. In contrast to previous years only Sockeye and Kokanee smolts would be identified, sampled and then released, information on other species would not be collected. Scales samples used for aging and fin clip samples used for genetic testing will be collected from each smolt enumerated.

The operation of the trap would coincide with the timing of the surface flow releases for smolt outmigration from Alouette Reservoir (April 15 until either early June or when the smolts are done, whichever comes first). This information will feed directly into the Nerkid model that requires smolt estimates and parentage data to be able to refine model predictions of adult returns (Task 7).

If the experimental sockeye hatchery component is approved in future years, this would see in likely 2020, each captured smolt being identified as: wild (no clip); hatchery Kokanee (clip-type 1); or hatchery Sockeye (clip-type 2).

- Leads: Greta Borick-Cunningham and Sophie Smith (ARMS), Ron MacLean (BC Corrections), Debbie Miller (Katzie First Nations) and Meghan Matthews (LGL),
- Completion: Phase 1, 2 and 3: Spring 2024 (10 years, continuing with truck and trap operation late spring 2018)
- Cost: \$16,028/yr for adult work, \$61,075 per year for smolt enumeration
- Decision support:
 - Adults: returning adult counts are the key indicator of overall restoration plan success. The degree to which the adult returns are genetically linked to hatchery-released fry will determine differential smolt-adult survival of each parentage combination (pure Kokanee; pure Sockeye).
 - Smolts: During the spring flow releases from Alouette Dam, when outmigration monitoring observes the end of the annual outmigration period, surface flow releases will be suspended and minimum flows restored through the low level outlet at the Alouette Dam. The degree to which the outmigrating smolts are shown to be genetically linked to wild or hatchery-

released fry of each parentage combination (pure Kokanee; pure Sockeye) will determine the effect of heritability on smolting behavior.

Task 5 - Acoustic assessment of density dependent effects

In 2018, as part of the Ministry of Environment's (MOE) ongoing implementation of the nutrient restoration program on the Alouette Reservoir, annual gillnetting, trawling and hydroacoustic stock assessment results will be evaluated. to determine if hatchery fry additions are having a measurable impact on the growth rate or mortality of the Kokanee juvenile age classes in Alouette Reservoir. Resident Nerkids captured during trawl sampling will be identified as: wild (no clip), hatchery Kokanee (clip-type 1) or hatchery Sockeye (clip-type 2) starting in 2020 (pending CSAS results expected in summer 2018). This information will help to resolve whether variations in smolting numbers are due to differential mortality or differential smolting rate.

- Lead: Shannon Harris and Brett van Poorten (MOE),
- Completion: Phase 1, 2 and 3, Spring 2024 (8 years, starting with summer acoustics 2017)
- Cost: ~\$17,000 in-kind support
- Decision support: The degree to which density of fry influences body growth rate and mortality will be incorporated into the nerkid model to inform whether restoration is feasible under observed conditions.

Task 6 – Heritability of Smoltification

Alouette is the first known case where previously residualized Sockeye have begun smolting after marine access was permitted. The rate at which smolting is heritable (the genetic vs. environmental influence of smolting) is completely unknown, yet has tremendous implications for success of restoration or fish passage construction.

The Nerkid model will be fit to data collected in tasks 2-6 to determine heritability and refine estimates of carrying capacity for Kokanee and Sockeye. Model outputs will include projections for Sockeye and Kokanee for the foreseeable future. This will form the basis for submission a request to BC Hydro for fish passage and mark the end of ARSRP submissions to the FWCP.

- Lead: Brett van Poorten (MOE),
- Completion: Phase 2, 3: 2019-2027
- Cost: all in-kind support
- Decision support: Model outcomes, paired with findings from all other tasks and feasibility studies to date, will form the basis for submission to BC Hydro for fish passage infrastructure, as part of the Fish Passage Decision Framework.

Schedule:

		Phase 1		Phase 2						Phase 3		
Tasks in the Feasibility Plan		2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027
Task 1	Model Peer/CSAS Review	✓	✓									
Task 2	Spawner habitat mapping and spawner behavior	✓	✓									
	Kokanee broodstock collection	×	×	✓	✓	✓	✓					
	Spawner habitat use									✓	✓	
Task 3	Hatchery Raising Fry	×	×	✓	✓	✓	✓	✓				
Task 4	Adult and Smolt Enumeration	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Task 5	Acoustic Assessment of Density Dependence	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Task 6	Heritability of smoltification			✓	✓	✓	✓	✓	✓	✓	✓	✓

- ✓ Task implemented for the given year
 - ✓ Task implemented subject to other study result
 - ×
 - ×
- Task not approved for funding and did not proceed
- Note: Table updated 16 October 2017**

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Draft

Proposal for Alouette Watershed Sockeye - Fish Passage Feasibility - Year 2

COA-F19-F-2683

Project Summary Statement

Instructional Note: Provide a succinct project summary statement that describes your proposed project. This is the project description that will be used in future FWCP communications about this project. It should be plain language and communicate what the project is about and what outcomes are expected

The Alouette River Sockeye Re-anadromization Program (ARSRP) is a joint initiative between the Katzie First Nation, ARMS, BC Hydro, Ministry of Environment (MOE), Department of Fisheries and Oceans (DFO), LGL Limited and local stakeholders, which works to promote the re-establishment of anadromous Alouette Sockeye and investigate the feasibility of fish passage at Alouette Dam. This project will:

1. Undertake/continue with a peer review and a formal DFO Canadian Scientific Advisory Secretariat (CSAS) review of the ARSRP program and review MOE's Nerkid Model to determine if it can accurately forecast Sockeye restoration feasibility
2. Monitor adult Sockeye salmon (*Oncorhynchus nerka*) returns and juvenile outmigration necessary for the evaluation of heritability and for eventual FWCP endorsement
3. Determine availability of spawner habitat in the Alouette reservoir to confirm it can support a self-sustaining population

What is the urgency of your proposed project?

Instructional Note: Please describe and justify the urgency of your proposed project.

Sockeye restoration in the Alouette Watershed was identified as a key priority in FWCP's Alouette Salmonid Action Plan (2011) and the Alouette River Watershed Action Plan (2017), and is of significant cultural importance to the Katzie First Nation. The ARSRP committee has been working to resolve uncertainties around feasibility of Sockeye restoration in the Alouette watershed for over 14 years. After failing to receive funding in 2016, a workshop was held with senior Katzie, DFO, BC Hydro, MOE and political leads to re-assess the fish passage plan. All attendees agreed that key actions are to validate predictions from MOE's Nerkid model, recently published in the Canadian Journal of Fisheries and Aquatic Sciences, and have the model undergo formal DFO (CSAS) review. The group unanimously agreed that this work is urgently needed to address remaining uncertainties that are essential for making an informed decision regarding fish passage at Alouette Dam. Delaying this work will lengthen the ARSRP fish passage plan and risks losing the good-will generated from the workshop.

Project Details Section

Your project will primarily benefit fish or wildlife

Fish

What species will benefit from your project?

The primary design species associated with this project is resident and anadromous Sockeye salmon (*Oncorhynchus nerka*).

Detailed Project Description

This project is Year 2 of a multi-year plan to address remaining uncertainties in the feasibility of Alouette Sockeye Restoration. This proposal would initiate the second year of Phase 1 of the plan, which focuses on: a review of the Nerkid model, review of the Alouette River Sockeye Re-anadromization Program (ARSRP), finalizing the mapping field work and estimates of habitat capacity for spawners; monitoring smolt outmigration; and monitoring adult returns.

The ARSRP Plan and the Nerkid model is currently being reviewed by the DFO lead, Canadian Science Advisory Secretariat (CSAS). The review will investigate and report on our overall plan including 1) the structure and findings of the Nerkid model; 2) limits to Kokanee and Sockeye production as estimated from investigations of available habitat; and 3) calculations of genetic consequences of continued release of smolts and the Sockeye/Kokanee hatchery program. The review will focus on short- and long-term implications of Sockeye smolting for genetic and population integrity.

The second task is to complete the evaluation of spawning habitat availability throughout the reservoir which was started in 2017. We will survey substrate composition throughout the reservoir using an upgraded drop-down camera provided in-kind by the Ministry of Environment. The results from this assessment will provide a comprehensive map of spawning locations within the reservoir and a calculation of total available spawning habitat which is necessary to determine if there is sufficient habitat available for successful Sockeye restoration.

Monitoring of outmigrating smolts and returning adults will continue as the third task of this proposal. The smolt enumeration component would capture outmigrating smolts during the spring surface flow releases in April 2018 using a rotary screw trap below Alouette Dam. This information will feed directly into the nerkid model.

The final component of this proposal is to monitor adult Sockeye captured at the ALLCO fish fence from late spring/early summer 2018 until early fall 2018 or when the run is determined to be finished by DFO. All adults will have a genetic sample taken to ensure they are Alouette stock including a scale sample to determine the years spent in the ocean.

Alignment with Action Plans Section

The primary Coastal Action/Watershed Plan that this proposed project aligns most closely with is:

Instruction Note: From the drop down list provided, select the applicable primary plan.

[Alouette River Watershed Action Plan \(2017\)](#)

What is the primary project type for the proposed project?

Instruction Note: We want to know more about your project. The FWCP funds several types of projects or actions. Please select the 'project type' that best describes the type of project you are proposing. Select only one. If you are not sure, please refer to the primary Plan.

Species-based Actions

ALU.RLR.SB.18.01 Conduct technical feasibility assessment...Sockeye Salmon passage at Alouette Dam

What is your priority action from the primary Plan specified above? (400 characters)

Instruction Note: Please copy and paste the applicable priority action from the specified primary plan. For example, if your primary plan is the Cheakamus River Salmonid Action Plan and you are proposing to improve existing side channels and off channel areas for salmonids, you would copy and paste the following priority action 'Improve existing side channels and off channel areas for salmonids'. Please ensure that you are selecting specific priority actions rather than broad Action Plan objectives, measures and targets. Please contact the Coastal Region Manager if you require clarification.

Conduct technical feasibility assessment, monitoring and/or species-based actions associated with Sockeye Salmon passage at Alouette Dam to support re-introduction to the Alouette system. Work must build upon the Alouette River Sockeye Re-Introduction Synthesis (13.ALU.02) and the Alouette Watershed Sockeye-fish passage Feasibility (COA-F18-F-2385). Proponents looking for an FWCP grant to evaluate opportunities to restore fish production above BC Hydro facilities that previously blocked fish passage are required to work through the Fish Passage Decision Framework (<http://fwcp.ca/fish-passage-decision-framework/>).

Clearly articulate how your proposed project will address the Action specified

Instruction Note: For example: this project will include the assessment of side channel and off channel habitat resulting in specific restoration and enhancement opportunities in the Cheakamus watershed.

The nerkid model predicts that Sockeye restoration will not impact the Kokanee fishery in the reservoir through density dependent interactions. The group developed a multi-year plan; in the second year, we propose to:

- (a) Complete the formal DFO-CSAS review of the ARSRP plan and the Nerkid Model
- (b) Complete the assessment of spawning habitat availability and behavior in the reservoir which will allow for a better understanding of limiting factors in the reservoir
- (c) Monitor adult returns and juvenile outmigration to provide an estimate of smolt to adult survival.

The secondary Coastal Plan that this proposed project aligns most closely with is

Instruction Note: If your proposed project aligns with more than one Plan, provide information on a secondary Plan. If your project aligns with one Plan, select 'No Action Plan'. If you specified the 'Watershed Plan' as your primary plan, then select 'No Action Plan'.

No secondary action plan

What is the secondary project type for the proposed project?

Instruction Note: The FWCP recognizes that some projects may include elements of more than one FWCP project type. Please refer to your primary and /or secondary Plan and select the project type(s).

N/A

What is your priority action from the secondary Plan specified above? (400 characters)

Instruction Note: Please copy and paste the applicable priority action from the specified secondary plan. For example, if your secondary plan is the Cheakamus River Salmonid Action Plan and you are proposing to improve existing side channels and off channel areas for salmonids, you would copy and paste the following priority action 'Improve existing side channels and off channel areas for salmonids'. Please ensure that you are selecting specific priority actions rather than broad Action Plan objectives, measures and targets. Please contact the Coastal Region Manager if you require clarification.

N/A

Clearly articulate how your proposed project will address the secondary Action specified (800 characters)

Instruction Note: For example: this project will include the assessment of side channel and off channel habitat resulting in specific restoration and enhancement opportunities in the Cheakamus watershed.

N/A

Benefits Section

Benefits to Fish and/or wildlife

Instruction Note: Please list all benefits that your proposed project is anticipated to achieve and provide a description for each. At the project conclusion, you will be asked to report on these benefits and whether you achieved them or not.

Options include:

Restoration of Ecosystem Yes - Restoring sockeye salmon and other species to the Upper Alouette Watershed thus providing essential nutrients to the ecological balance

of the Alouette Reservoir and reinstating the historical spawning grounds of the Alouette sockeye.

Species Conservation Yes - Pursuing the reanadromization of the Alouette watershed both upper and lower with Alouette sockeye, a species which was landlocked from 1928 when the Alouette dam was completed

Species Protection Yes - Substantially increasing the number of sockeye fry therefore maintaining future opportunities for restoration. (NOTE: Hatchery portion of the 11-year plan is not part of this Year 2 Proposal)

Improve Science and Knowledge Yes – Undertaking Canadian Science Advisory Secretariat Review (CSAS)

Community Engagement Yes - Actively promoting the work of the ARSRP group in the Maple Ridge and Pitt Meadows communities and beyond through social media including Facebook, Instagram, Twitter and attending community festivals which feature an environmental focus, press releases to local papers and radio stations, inclusion of articles in a regular newsletter to membership, and other awareness-raising activities and presentations.

Other

Is ongoing monitoring and maintenance required to sustain the benefits to fish and/or wildlife?

Instruction Note: For example, maintaining spawning channel intake structure.

Not in year 2

Describe the benefits of this project to local First Nations, stakeholders and/or communities, including any proposed opportunities for community engagement, education and outreach.

You will be asked about progress on these benefits on reports that you submit.

There are a wide range of benefits to Katzie First Nation, stakeholders and communities including Maple Ridge, Pitt Meadows and others. The Katzie First Nation will benefit from this project through working directly on the downstream smolt enumeration and the spawner habitat study while developing increased environmental skill sets. The ultimate goal of the Katzie First Nation would be to realize a self-sustaining population of Sockeye salmon, a population of significant cultural value to current and future generations. The project will develop a body of scientific knowledge that will help inform the Alouette River Sockeye Re-anadromization Committee, BC Hydro and other watersheds potentially looking at fish passage feasibility. The City of Maple Ridge and the City of Pitt Meadows will benefit from this project's broad-reaching research, monitoring and evaluation components as the information will directly help to support the feasibility of fish passage on the Alouette Dam. If the hatchery component is approved in the future, the enhancement of the Alouette Reservoir with Sockeye fry will provide an excellent promotional opportunity for the cities in terms of raising awareness about the potential for a Sockeye salmon run in their local regions.

Other benefits include the multi-party collaboration with the common goal of achieving fish passage on the Alouette dam.

Opportunities for community engagement, education and outreach are many and varied. The proponent will continue to work with its different partners to promote the work of the Alouette River Sockeye Re-anadromization Project and the Fish and Wildlife Compensation Program including but not limited to local festivals such as Maple Ridge Celebrate Earth Day, Pitt Meadows Earth Day, Maple Ridge Park Father's Day Fish Release, Haney Farmers Markets, Maple Ridge Country Fest, and Ridge Meadows Rivers Day. The proponent would also present the work of the ARSRP group to the City of Maple Ridge Mayor and Council, City of Pitt Meadows Mayor and Council, Katzie First Nation Chief and Council and any other local elected officials and community groups e.g. Lions Club, Rotary Club, Kiwanis Club that may be interested in learning about the Alouette Watershed Sockeye Fish Passage Feasibility project. Press releases will be sent to the local newspapers, radio and other relevant media sources. Articles will be sent to relevant and interested parties including DFO's StreamTalk magazine, FWCP e-newsletter, Salmon Enhancement and Habitat Advisory Board (SEHAB) annual meeting, BC Federation of Driftfishers etc.

Project Phases Section

Project Start-up

State Date, End Date, what happens in this phase

This project will continue with the review of the ARSRP Plan and the MOE Nerkid Model to the Canadian Scientific Advisory Secretariat (CSAS). The CSAS review will complete the minimum viable population analysis to be developed by DFO in the summer of 2018 with in-kind funding.

Upon notice of successful funding for year 2 of the project, the ARSRP will meet in February 2018 for field work coordination and scheduling for the spring smolt outmigration work and habitat suitability assessment prior to work beginning in April 2018.

Field Work

State Date, End Date, what happens in this phase

The Rotary Screw Trap (RST) will be installed in April 2018, to coincide with the scheduled spring surface flow releases at Alouette Dam. The RST will be installed at the same Mud Creek location to replicate the sampling methods and safety program used in previous years. The trap will capture and enumerate only outmigrating Sockeye and Kokanee smolts, which is essential information for the nerkid model. Smolt outmigration timing is usually complete by June 15. Collection of tissue samples for DNA analysis from smolts will be carried out during the spring enumeration work and sent to Pacific Biological Station (PBS) lab for analysis. The spawner habitat assessment study will continue in April/May 2018 with a full assessment of deep water spawning habitat in the reservoir. Acoustic assessment of density dependence will occur as part of the Alouette fertilization program with the information collected summer 2018. In late spring (mid-June) 2018, the ALLCO fish fence will be installed and monitored daily. Any returning adult Sockeye will be captured and will have genetic (DNA) samples taken to verify they

are Alouette stock and scale samples for aging. The samples are processed at the Pacific Biological Station in Nanaimo (DFO in-kind) with results analyzed and compiled into a report back to the ARSRP group and FWCP. Returning sockeye adults will be trucked to the Alouette Lake and released once samples have been taken. In the fall and winter of 2018 investigations of Kokanee spawning locations will continue as in 2017 in the reservoir.

Data Entry & Analysis

State Date, End Date, what happens in this phase

Data analysis will continue with the CSAS review of the ARSRP and the Nerkid model beginning in fall of 2017-winter of 2018; final results are not anticipated until summer 2018. Data entry will begin in spring of 2018 with the completion of the spawner habitat availability surveys and the continuation of the smolt outmigration monitoring. Final data collected from the spawner habitat availability study will be compiled by a GIS specialist to evaluate Sockeye/Kokanee spawning locations, to create a calculation of the amount of spawner habitat available and to assess if habitat is limiting in the summer of 2018. Following the completion of the smolt outmigration monitor, biological samples such as, fin clip and scale samples will be sent to the PBS for rapid genetic analysis as soon as possible after the fish have been trapped and sampled. Adult sockeye enumeration at the Allco fish fence will occur as Alouette Sockeye returns are anticipated in from early/mid July to late August 2018. Data analysis will continue in the fall once the results of the adult sockeye returnees have been received.

Draft Reporting

State Date, End Date, what happens in this phase

The project lead identified in each task of the plan will be responsible for completion of their respective section of the summary report. Each project lead must report on the activities completed and will summarize findings for inclusion in a larger report during the fall/winter of 2018.

Task 1 - Canadian Scientific Advisory Secretariat (CSAS) Review of Sockeye Response Model and Alouette Program

Task 2 – Spawning habitat assessment and kokanee spawner behavior

Task 3 – Alouette Sockeye Hatchery Operations – THIS TASK IS NOT INCLUDED IN THIS FWCP APPLICATION BUT HERE FOR PLAN INFORMATION ONLY

Task 4 – Adult and smolt enumeration

Task 5 - Acoustic assessment of density dependent effects

Extension/Community/Outreach

State Date, End Date, what happens in this phase

There are a wide range of benefits to Katzie First Nation, Maple Ridge, Pitt Meadows and others. The Katzie First Nation will benefit from this project through having staff working directly on the downstream smolt enumeration study and the spawner habitat study while developing increased environmental skill sets. The ultimate goal of the Katzie First Nation would be to realize a self-sustaining population of Sockeye salmon, a population of significant cultural value to current and future generations. The project will develop a body of scientific knowledge that will help inform the Alouette River Sockeye Re-anadromization Committee, BC Hydro and other watersheds potentially looking at fish passage feasibility. The City of Maple Ridge and the City of Pitt Meadows will benefit from this project's broad-reaching research, monitoring and evaluation components as the information will directly help to support the feasibility of fish passage on the Alouette Dam. If funding is approved in the future, enhancement of the Alouette Reservoir with Sockeye fry will provide an excellent promotional opportunity for the cities in terms of raising awareness about the potential for a Sockeye salmon run in their local regions. Other benefits include the multi-party collaboration with the common goal of achieving fish passage on the Alouette dam.

Final Reporting

State Date, End Date, what happens in this phase

Final reporting will begin with compilation from the smolt outmigration collection and enumeration occurring in the spring 2018, this information will be compiled with previous year's data and added to the data set for use in the nerkid model. The nerkid model will be updated as data is collected. Updates from the progress of the CSAS review will be included in the final reporting but final results from the review are not anticipated until summer 2018. Information collected from the Kokanee spawning habitat assessment study will be included in the final report as will be a calculation of the total area of habitat available which will be evaluated in the context of determining if habitat capacity is limiting in the reservoir. The spawning behavior, as informed by the fall and winter gillnets will be summarized in the final reporting, as will broodstock collection data. The project lead identified in each task of the plan will be responsible for completion of their respective section of the summary report. Each project lead must report on the activities completed and will summarize findings for inclusion in a larger report during the fall/winter of 2018.

Permits and Approvals Section

Will the proposed project occur on BC Hydro-owned land?

No/partial

Is project site in close proximity to BC Hydro-owned facilities?

Yes

List Landowners

Landowner/Stakeholder Name, communication has taken place

List required permits and approvals

- (1) Land Use agreement for Allco Fish Hatchery, Fraser Regional Corrections, Province of British Columbia.
- (2) Land Use agreement for Alouette Sockeye Hatchery - Fraser Regional Corrections, Province of BC
- (3) Regional Production Plan License to take eggs - License from DFO to take and hold up to 30K eggs for Sockeye
- (4) FLNRO Scientific Fish Collection Permit - Permission must be granted to collect fish for scientific purposes from non-tidal waters (Wildlife Act & Angling and Scientific Regulations).
- (5) DFO / FLNRO Introduction and Transfer Permit - An authorization concerning the movement of live fish in British Columbia must be granted to transport any fish.
- (6) DFO Fish Sampling Permit - Permission must be granted to collect the specified species and
- (7) quantity for scientific purposes.
- (8) DFO Species at Risk Act (SARA) Permit - Permission must be granted to carry out an activity that is incidentally affecting SARA species (Nooksack Dace & Salish Sucker).
- (9) MOE BC Parks Use Parks Use Permission - BC Parks support is required to conduct a research project within Golden Ears Park

NOTE PERMITS (2) and (3) WILL NOT BE NEEDED FOR THIS FWCP FUNDING APPLICATION BUT REMAIN HERE FOR INFORMATION PURPOSES ONLY.

In-kind contributions from:

- Katzie First Nation
- Department of Fisheries and Oceans (DFO)
- Ministry of Environment (MOE)
- Alouette River Management Society (ARMS)
- BC Corrections-Allco Fish Hatchery
- BC Hydro
- LGL Limited

Past Related Projects:

- Alouette Reservoir Fish Passage Feasibility - 03.AL.03 (ARMS)
- Field Trials to Assess Coho Smolt Migration Success - 05.AL.02 (LGL)
- Field Trials to Assess Steelhead Smolt Migration Success Through the Alouette Reservoir, 2006-06.AL.02 (LGL)
- Evaluation of the Migration Success of *O. nerka* (Kokanee / Sockeye) from the Alouette Reservoir, 2007 – 07.AL.01 (LGL)
- Tretheway Spawning and Rearing Channel, 2007 – 07.AL.02 (ARMS)
- Stewart Pond Restoration, 2009 – 09.AL.02 (ARMS)
- Alouette River 232nd Street Channel, Maple Ridge, B.C., 2011 – 11.AL.02 (ARMS)
- Coniagas Channel, Maple Ridge, B.C., 2012 – 12.AL.04 (ARMS)
- Evaluation of the Migration Success of *O. nerka* (Kokanee / Sockeye) from the Alouette Reservoir – ALUMON#2 from 2008 to 2014 (LGL)
- Alouette Adult Sockeye Enumeration Monitor – ALUMON #4 from 2008 to 2014 (funded by BC Hydro's Alouette Water Use Plan)
- Evaluation of the Migration Success of *O. nerka* (Kokanee / Sockeye) from the Alouette Reservoir, 2015 -16.AL.01 (LGL)
- Alouette Adult Sockeye Enumeration Monitor – Bridging Year 2015
- Alouette Adult Sockeye Enumeration Monitor – Bridging Year 2016
- Technical Feasibility and Recommendations For Alouette Lake Sockeye Salmon Re-establishment Above The Alouette Dam - Prepared by: E.M. Plate, M.A. Mathews and R.C. Bocking, LGL Limited Environmental Research Associates - 2014

Project Coordinators:

- Greta Borick-Cunningham (ARMS), Sophie Smith (ARMS)
- Dr. Daniel T. Selbie (DFO)
- Brett van Poorten, Shannon Harris, Allison Hebert (MOE)
- Dr. Lyse Godbout (DFO Pacific Biological Station)
- Ronald MacLean and Michael Ilaender (BC Corrections)
- Dave Nanson and Scott Ducharme (DFO Oceans, Habitat and Enhancement, Community Advisor)
- Megan Mathews and Bob Bocking (LGL Limited)

Literature Cited

- Alouette River Watershed Action Plan – Final, September 2017. Prepared by BC Hydro
- Alouette Watershed Plan – draft, October 2011. Prepared by BC Hydro
- Alouette Watershed Salmonid Action Plan – final, October 2011. Prepared by BC Hydro
- Crowston, A. 2012. Alouette Adult Sockeye Enumeration 2011 (report) Prepared for BC Hydro in 2012
- Harris, S., Hebert, A., (Ministry of Environment) and Wilson, B. (BC Hydro). 2017 unpublished summary. NSS_2017-10-06-FWCP Interim Summary, FWCP Project COA-F18-F-2385. Task 2 – Assessment of Reservoir Spawning Habitat & *Onchorhynchus nerka* Reproductive Behaviour.
- Godbout, L., Wood, C.C., Withler, R.E., Latham, S., Nelson, R.J., Wetzel, L., Barnett-Johnson, R., Grove, M.J., Schmitt, A.K., and McKeegan, K.D. 2011. Sockeye salmon (*Oncorhynchus nerka*) return after an absence of nearly 90 years: a case of reversion to anadromy. Can. J. Fish. Aquat. Sci. 68(9): 1590-1602.
- Godbout, L, C. C. Wood, R. Withler, D. Menard, and A. Ogden. 2013. Assessment of smolt production from anadromous *O. nerka* transferred into the Alouette Reservoir: Brood years 2008-2010. FWCP Report 54 p.
- M. A. Mathews, J. J. Smith, and R. C. Bocking (LGL Limited) 2014. Evaluation of the Migration Success of *O. nerka* (Kokanee/Sockeye) from the Alouette Reservoir. Report prepared for BC Hydro WUP study ALUMON 2. 2014.
- Plate, E.M., Mathews, M.A., and Bocking, R.C. (LGL Limited). Technical Feasibility and Recommendations for Alouette Lake Sockeye Salmon Re-Establishment Above the Alouette Dam. October 2014. Prepared for BC Hydro Fish and Wildlife Compensation Program.
- Smith, S and G. Borick-Cunningham (ARMS). 2016. Experimental Release of Hatchery Reared Sea-Run Kokanee into Alouette Reservoir to Evaluate the Feasibility of Re-establishing Sockeye Salmon Run – 2015. Final Report prepared for BC Hydro's FWCP – Coastal.
- Smith, Jason J. (LGL Limited) 2017. Unpublished summary. Alouette_Katie-LGL_2017 Narrative Interim report.
- van Poorten, B.T., S. Harris, A. Hebert. In review. Sockeye recovery projections for a highly managed mixed kokanee-sockeye system. Canadian Journal of Fisheries and Aquatic Sciences. 2017

1000 Bylaws

CITY OF MAPLE RIDGE

BYLAW NO. 7196-2015

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

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

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

1. This Bylaw may be cited as "Maple Ridge Zone Amending Bylaw No. 7196-2015."
2. Those parcel or tract of land and premises known and described as:

Lot 1 District Lot 247 Group 1 New Westminster District Plan 6664
Lot 2 District Lot 247 Group 1 New Westminster District Plan 6664

and outlined in heavy black line on Map No. 1653 a copy of which is attached hereto and forms part of this Bylaw, are hereby rezoned to C-2 (Community Commercial).

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

READ a first time the 8th day of March, 2016.

READ a second time the 19th day of September, 2017.

PUBLIC HEARING held the 17th day of October, 2017.

READ a third time the day of , 20

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

ADOPTED the day of , 20

PRESIDING MEMBER

CORPORATE OFFICER

CITY OF MAPLE RIDGE

BYLAW NO. 7249-2016

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

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

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

1. This Bylaw may be cited as "Maple Ridge Zone Amending Bylaw No. 7249-2016."
2. That PART 6, RESIDENTIAL ZONES, SECTION 601, (C) REGULATIONS FOR THE SIZE, SHAPE AND SITING OF BUILDING AND STRUCTURES, item 4) Buildings and Structures for Two Family Residential Use in the RT-1 Zone is amended by deleting item (d) and replacing it with the following:

(d) shall not be permitted on a lot less than 750 m².

(e) notwithstanding item (d) above, lots located within the Town Centre, as identified on Schedule H, which are either a corner lot or provided with lane access, shall not be permitted on a lot less than 557 m².

3. To Amend Schedule "D" **MINIMUM LOT AREA AND DIMENSIONS** by the modification of the following line as follows:

RT-1	20 m	27m	750 m ²	See item 7 below
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4. To Amend Schedule "D" **MINIMUM LOT AREA AND DIMENSIONS** after item 6:

7. For lots located within the Town Centre, as identified on Schedule H, which are either a corner lot or provided with lane access, shall not be less than 557 m².

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

Lot 224 District Lot 249 Group 1 New Westminster District Plan 44587

and outlined in heavy black line on Map No. 1677 a copy of which is attached hereto and forms part of this Bylaw, is hereby rezoned to RT-1 (Two Family Urban Residential).

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

READ a first time the 14th day of June, 2016.

READ a second time the 19th day of September, 2017.

PUBLIC HEARING held the 17th day of October, 2017.

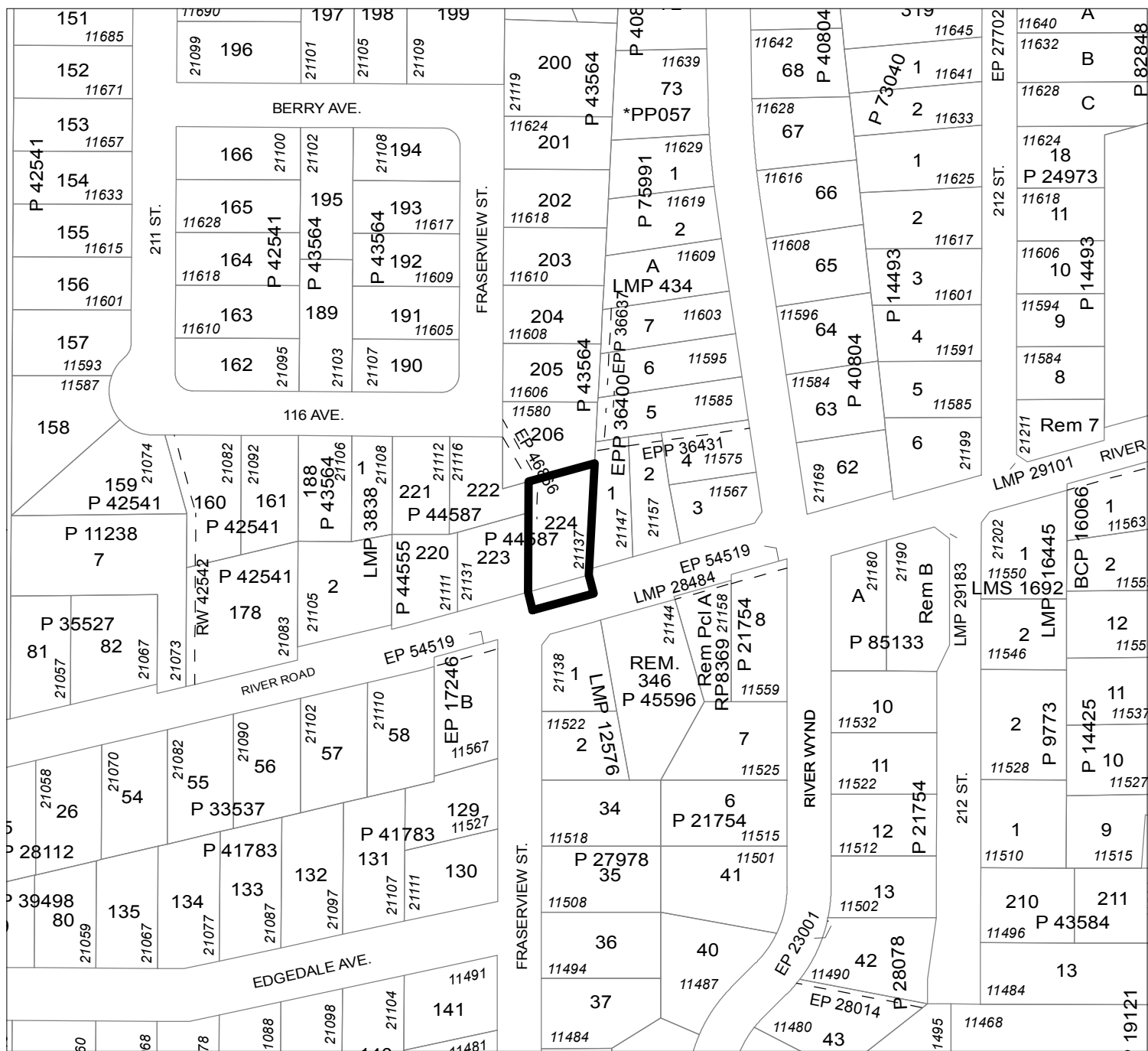
READ a third time the day of , 20

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

ADOPTED the day of , 20

PRESIDING MEMBER

CORPORATE OFFICER



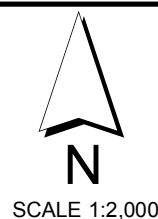
MAPLE RIDGE ZONE AMENDING

Bylaw No. 7249-2016

Map No. 1677

From: RS-1 (One Family Urban Residential)

To: RT-1 (Two Family Urban Residential)



CITY OF MAPLE RIDGE

BYLAW NO. 7239-2016

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

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

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

1. This Bylaw may be cited as "Maple Ridge Zone Amending Bylaw No. 7239-2016."

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

Lot 56 Section 22 Township 12 New Westminster District Plan 43885

and outlined in heavy black line on Map No. 1673 a copy of which is attached hereto and forms part of this Bylaw, is hereby rezoned to RS-2 (One Family Suburban Residential).

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

READ a first time the 26th day of April, 2016.

READ a second time the 19th day of September, 2017.

PUBLIC HEARING held the 17th day of October, 2017.

READ a third time the day of , 20

ADOPTED the day of , 20

PRESIDING MEMBER

CORPORATE OFFICER



MAPLE RIDGE ZONE AMENDING

Bylaw No. 7239-2016

Map No. 1673

From: RS-3 (One Family Rural Residential)

To: RS-2 (One Family Suburban Residential)



SCALE 1:2,500

**CITY OF MAPLE RIDGE
BYLAW NO. 7381-2017**

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

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

AND WHEREAS it is deemed expedient to amend Schedule "A", Chapter 10.2 Albion Area Plan, Schedule 1: Albion Area Plan, and Schedule "C" of the Official Community Plan;

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

1. This Bylaw may be cited for all purposes as "Maple Ridge Official Community Plan Amending Bylaw No. 7381-2017
2. Schedule "A", Chapter 10.2 Albion Area Plan, Schedule 1: Albion Area Plan is hereby amended for that parcel or tract of land and premises known and described as:

South 150 Feet Lot 1 Section 10 Township 12 New Westminster District Plan 17613;

Lot 1 Except: South 150 Feet Section 10 Township 12 New Westminster District Plan 17613;

Parcel "B" (Reference Plan 5589) Lot 9 Section 10 Township 12 New Westminster District Plan 809;

and outlined in heavy black line on Map No. 953, a copy of which is attached hereto and forms part of this Bylaw, is hereby amended as shown.

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

South 150 Feet Lot 1 Section 10 Township 12 New Westminster District Plan 17613;

Lot 1 Except: South 150 Feet Section 10 Township 12 New Westminster District Plan 17613;

Parcel "B" (Reference Plan 5589) Lot 9 Section 10 Township 12 New Westminster District Plan 809;

and outlined in heavy black line on Map No. 954, a copy of which is attached hereto and forms part of this Bylaw, is hereby amended by adjusting the Conservation boundary.

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

READ a first time the 19th day of September, 2017.

READ a second time the 19th day of September, 2017.

PUBLIC HEARING held the 17th day of October, 2017.

READ a third time the day of , 20

ADOPTED the day of ,20 .

PRESIDING MEMBER

CORPORATE OFFICER

**CITY OF MAPLE RIDGE
BYLAW NO. 7276-2016**

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

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

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

1. This Bylaw may be cited as "Maple Ridge Zone Amending Bylaw No. 7276-2016."
2. Those parcels or tracts of land and premises known and described as:

South 150 Feet Lot 1 Section 10 Township 12 New Westminster District Plan 17613;

Lot 1 Except: South 150 Feet Section 10 Township 12 New Westminster District Plan 17613;

Parcel "B" (Reference Plan 5589) Lot 9 Section 10 Township 12 New Westminster District Plan 809;

and outlined in heavy black line on Map No. 1694 a copy of which is attached hereto and forms part of this Bylaw, are hereby rezoned to RM-1 (Townhouse Residential), C-5 (Village Centre Commercial).
3. Maple Ridge Zoning Bylaw No. 3510 - 1985 as amended and Map "A" attached thereto are hereby amended accordingly.

READ a first time the 6th day of September, 2016.

READ a second time the 19th day of September, 2017.

PUBLIC HEARING held the 17th day of October, 2017.

READ a third time the day of , 20

ADOPTED the day of , 20

PRESIDING MEMBER

CORPORATE OFFICER

City of Maple Ridge

TO: Her Worship Mayor Nicole Read
and Members of Council
FROM: Chief Administrative Officer
MEETING DATE: October 24, 2017
FILE NO: 2013-086-RZ
MEETING: COUNCIL
SUBJECT: Final Reading
Official Community Plan Amending Bylaw No. 7160-2015
Zone Amending Bylaw No. 7023-2013
13704 232 Street

EXECUTIVE SUMMARY:

Official Community Plan Amending Bylaw No. 7160-2015 and Zone Amending Bylaw No. 7023-2013 for the subject property, located at 13704 232 Street (previously 23262 Silver Valley Road, 13738, 13702, and 13660 232 Street, which have been recently consolidated) have been considered by Council and at Public Hearing and subsequently were granted third reading. The applicant has requested that final reading be granted.

The application has been revised in accordance with Provincial regulations to provide additional riparian area for the relocated watercourse. The density has been reduced from the proposal that had received third reading from: 51 single family lots; 16 street townhouse lots; one commercial lot; and a neighbourhood park, to: 42 single family lots; 16 street townhouse lots; one commercial lot; and a neighbourhood park. Official Community Plan Amending Bylaw No. 7160-2015 and Zone Amending Bylaw No. 7023-2013 have been amended to reflect the amended proposed land use designation boundaries and refer to the new legal description of the consolidated properties, referencing the legal plan that subdivided off the road dedication and the neighbourhood park that was recently purchased by the City.

Council granted first reading to Zone Amending Bylaw No. 7023-2013 and considered the early consultation requirements for the Official Community Plan amendment on October 22, 2013. Second reading was granted on October 27, 2015. This application was presented at Public Hearing on November 17, 2015, and Council granted third reading on November 24, 2015.

The *Development Procedures Bylaw No. 5879-1999* was amended on November 15, 2016 to allow 18 months at third reading, with the potential to extend third reading an additional 6 months, at the discretion of the Director of Planning. A 6 month extension was granted to allow the applicant until November 24, 2017 to complete the conditions for final reading.

RECOMMENDATIONS:

1. That Official Community Plan Amending Bylaw No. 7160-2015, as amended in this report, be adopted; and
2. That Zone Amending Bylaw No. 7023-2013, as amended in this report, be adopted.

DISCUSSION:

a) Background Context:

Council considered this rezoning application at a Public Hearing held on November 17, 2015. On November 24, 2015 Council granted third reading to Official Community Plan Amending Bylaw No. 7160-2015 and Zone Amending Bylaw No. 7023-2013, with the stipulation that the following conditions be addressed:

- i) Registration of a Rezoning Servicing Agreement as a Restrictive Covenant and receipt of the deposit of a security, as outlined in the Agreement;
- ii) Amendment to Official Community Plan Schedule "A", Chapter 10.3, Part VI, A – Silver Valley, Figure 2 - Land Use Plan, Figure 3A - Blaney Hamlet, and Figure 4 - Trails / Open Space,
- iii) Road dedication on 232 Street and Silver Valley Road as required;
- iv) Park dedication as required, including construction of multi-purpose trails; and removal of all debris and garbage from park land;
- v) Purchase of the land identified for future neighbourhood park by the City of Maple Ridge;
- vi) Consolidation of the subject properties;
- vii) Registration of a Restrictive Covenant for the geotechnical report, which addresses the suitability of the subject properties for the proposed development and confirms that the slope failure area has been remediated;
- viii) Removal of existing buildings;
- ix) Approval from the Ministry of Forest, Lands and Natural Resources for in-stream works on the site;
- x) In addition to the site profile, a disclosure statement must be submitted by a Professional Engineer advising whether there is any evidence of underground fuel storage tanks on the subject properties. If so, a Stage 1 Site Investigation Report is required to ensure that the subject property is not a contaminated site.
- xi) Registration of a Housing Agreement as a Restrictive Covenant to ensure two residential units in the proposed commercial building remain as rental units;
- xii) Registration of a Restrictive Covenant protecting the visitor parking and residential parking for the commercial building;
- xiii) Provision of a voluntary Community Amenity Contribution of \$3,100.00 for each residential lot created; and
- xiv) Registration of a Restrictive Covenant limiting the use of Commercial Unit 1 and the adjacent outdoor play space, a total of 106.2 m² of indoor floor area and 93 m² of outdoor space, to a commercial daycare use in perpetuity.

The following applies to the above:

- i) The signed Rezoning Servicing Agreement has been provided as a Restrictive Covenant and the security deposit has been received, a Letter of Undertaking has been provided to ensure registration with the Land Titles Office;
- ii) Official Community Plan Schedule "A", Chapter 10.3, Part VI, A – Silver Valley, Figure 2 - Land Use Plan, Figure 3A - Blaney Hamlet, and Figure 4 - Trails / Open Space;" will be amended with final approval of these bylaws;
- iii) Road dedication on 232 Street and Silver Valley Road has been provided;
- iv) Park dedication has been provided, including the plans for the construction of the multi-purpose trails; and removal of all debris and garbage from park land has occurred;
- v) The land identified for future neighbourhood park has been purchased by the City of Maple Ridge;
- vi) The properties have been consolidated;
- vii) A signed Restrictive Covenant for the geotechnical report has been provided and a Letter of Undertaking has been provided to ensure registration with the Land Titles Office, and confirmation that the slope failure area has been remediated has been received;
- viii) The existing buildings have been removed;
- ix) The Ministry of Forest, Lands and Natural Resources has approved the in-stream works on the site;
- x) A disclosure statement has been submitted by a Professional Engineer advising that there is no evidence of underground fuel storage tanks on the subject properties;
- xi) A signed Restrictive Covenant for the Housing Agreement has been provided and a Letter of Undertaking has been provided to ensure registration with the Land Titles Office, to ensure two residential units in the proposed commercial building remain as rental units;
- xii) A signed Restrictive Covenant for protecting the visitor parking and residential parking for the commercial building has been provided and a Letter of Undertaking has been provided to ensure registration with the Land Titles Office;
- xiii) A voluntary Community Amenity Contribution of \$3,100.00 for each residential lot created has been provided; and
- xiv) A signed Restrictive Covenant limiting the use of Commercial Unit 1 and the adjacent outdoor play space, a total of 106.2 m² of indoor floor area and 93 m² of outdoor space, to a commercial daycare use in perpetuity has been provided and a Letter of Undertaking has been provided to ensure registration with the Land Titles Office.

b) Additional Information:

The application has been revised in accordance with Provincial regulations to provide additional riparian area for the relocated watercourse. The density has been reduced from the proposal that had received third reading from: 51 single family lots; 16 street townhouse lots; one commercial lot; and a neighbourhood park, to: 42 single family lots; 16 street townhouse lots; one commercial lot; and a neighbourhood park. Official Community Plan Amending Bylaw No. 7160-2015 and Zone Amending Bylaw No. 7023-2013 have been amended to reflect the amended proposed land use designation boundaries and refer to the new legal description of the consolidated properties, referencing the legal plan that subdivided off the road dedication and the neighbourhood park that was recently purchased by the City.

A 6 month extension was granted on May 16, 2017, to allow the applicant until November 24, 2017 to complete the conditions for final reading. The application had to be revised to reduce the density to satisfy the provincial requirements for provision of riparian area. This provincial approval resulted in delays to the application beyond the applicant's control.

A Commercial Development Permit, Multi Family Development Permit, Intensive Residential Development Permit, Wildfire Permit, and Development Variance Permit which accompany this application will be the subject of future reports to Council for approval. The related Housing Agreement Bylaw No. 7295-2016 and Local Area Servicing Bylaw No. 7393-2017 are going for final reading on October 24, 2017.

CONCLUSION:

As the applicant has met Council's conditions, it is recommended that final reading be given to Official Community Plan Amending Bylaw No. 7160-2015, as amended in this report, and Zone Amending Bylaw No. 7023-2013, as amended in this report.

"Original signed by Michelle Baski"

Prepared by: Michelle Baski, AscT, MA
Planner 1

"Original signed by Christine Carter"

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

"Original signed by Frank Quinn"

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

"Original signed by Paul Gill"

Concurrence: Paul Gill
Chief Administrative Officer

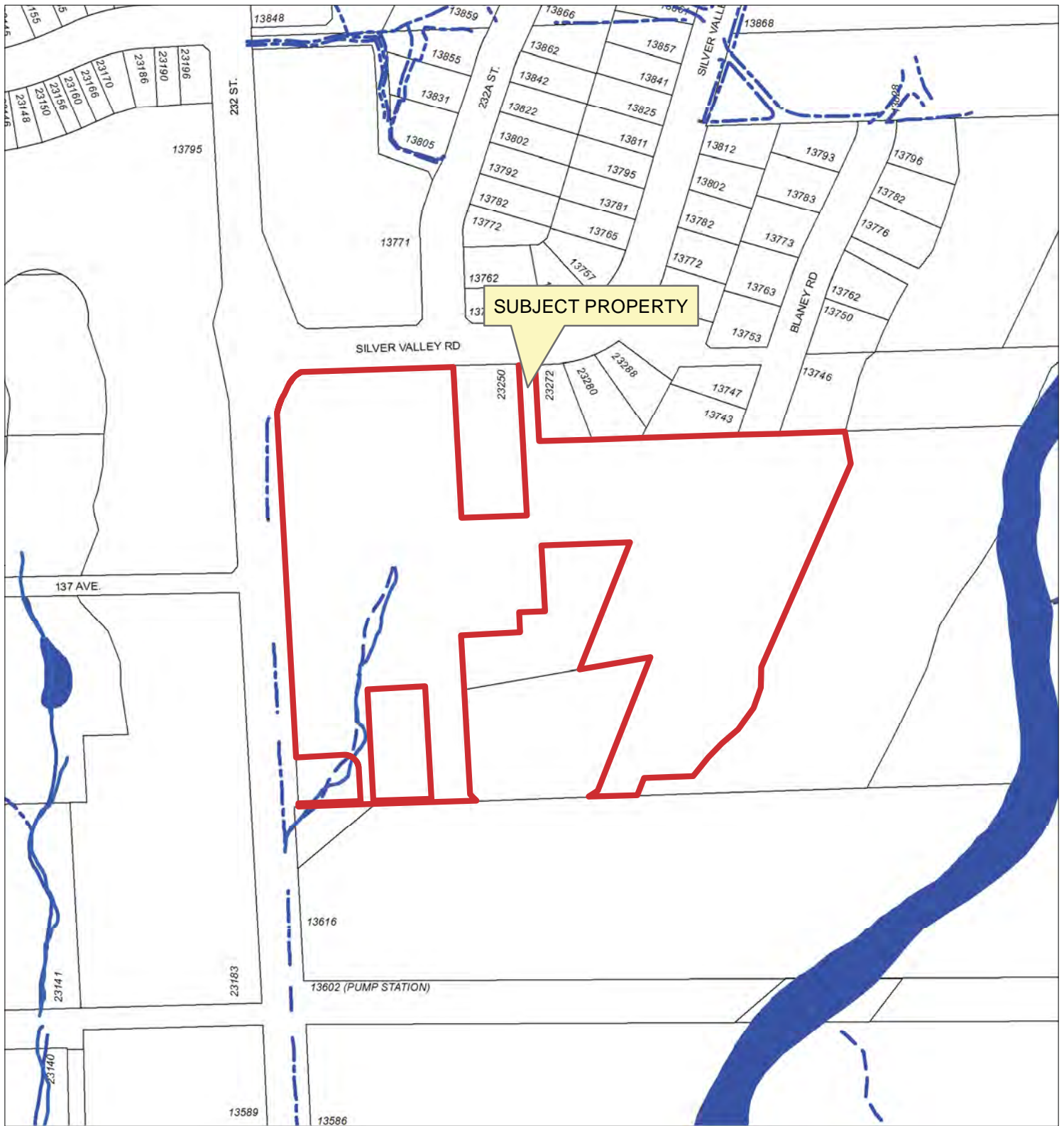
The following appendices are attached hereto:

Appendix A – Subject Map

Appendix B – Official Community Plan Amending Bylaw No. 7160-2015

Appendix C – Zone Amending Bylaw No. 7023-2013

Appendix D – Site Plan



SUBJECT PROPERTY

Legend

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

13704 232 STREET

PLANNING DEPARTMENT



MAPLE RIDGE

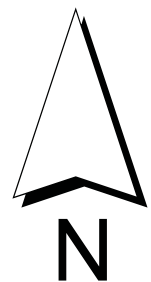
British Columbia

mapleridge.ca

FILE: 2013-086-RZ

DATE: Sep 22, 2017

BY: PC



Scale: 1:2,500

CITY OF MAPLE RIDGE

BYLAW NO. 7160-2015

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

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

AND WHEREAS it is deemed expedient to amend Schedule "A" to the Official Community Plan;

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

1. This Bylaw may be cited for all purposes as "Maple Ridge Official Community Plan Amending Bylaw No. 7160-2015."
2. Schedule "A" Chapter 10.3, Section 5.3 Hamlets, Subsection 5.3.3 Specific Hamlets, is amended in the following way:
 - i. Item a) Blaney Hamlet, sub item ii) is amended by replacing the last sentence with the following: "The centre should also include a small commercial area that is typically between 90-140 m²"
 - ii. Item b) Forest Hamlet, sub item ii) is amended by replacing the last sentence with the following: "The centre should also include a small commercial area that is typically between 90-140 m²"
 - iii. Item c) Horse Hamlet, sub item iii) is amended by replacing the last sentence with the following: "The centre should also include a small commercial area that is typically between 90-140 m²"
3. Schedule "A" Chapter 10.3, Section 5.3 Hamlets, Subsection 5.3.5 Commercial Areas, items c) and d) are deleted in their entirety and replaced with the following:
 - c) The commercial floor space in the Blaney Hamlet is typically between 90 - 140 m².
 - d) The commercial floor space in the Forest Hamlet centre is typically between 90-140 m².
4. Schedule "A" Chapter 10.3, Section 7.0 Design Guidelines, Subsection 7.2 Design Guidelines for Hamlets, Sub section 7.2.1 Uses, item e) is deleted in its entirety and replaced with the following:
 - e) Parking for commercial uses in Hamlets may be accommodated on the street. Onsite parking for commercial uses must be located to the rear of the building.
5. Schedule "A" Chapter 10.3, Part VI, A – Silver Valley, Figure 2 - Land Use Plan and Figure 3A - Blaney Hamlet is hereby amended for those parcels or tracts of land and premises known and described as:

Lot 1 Section 33 Township 12 New Westminster District Plan EPP60071

and outlined in heavy black line on Map No. 910, a copy of which is attached hereto and forms part of this Bylaw, is hereby re-designated to as shown.

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

Lot 1 Section 33 Township 12 New Westminster District Plan EPP60071

and outlined in heavy black line on Map No. 911, a copy of which is attached hereto and forms part of this bylaw, are hereby designated as shown.

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

READ A FIRST TIME the 27th day of October, 2015.

READ A SECOND TIME the 27th day of October, 2015.

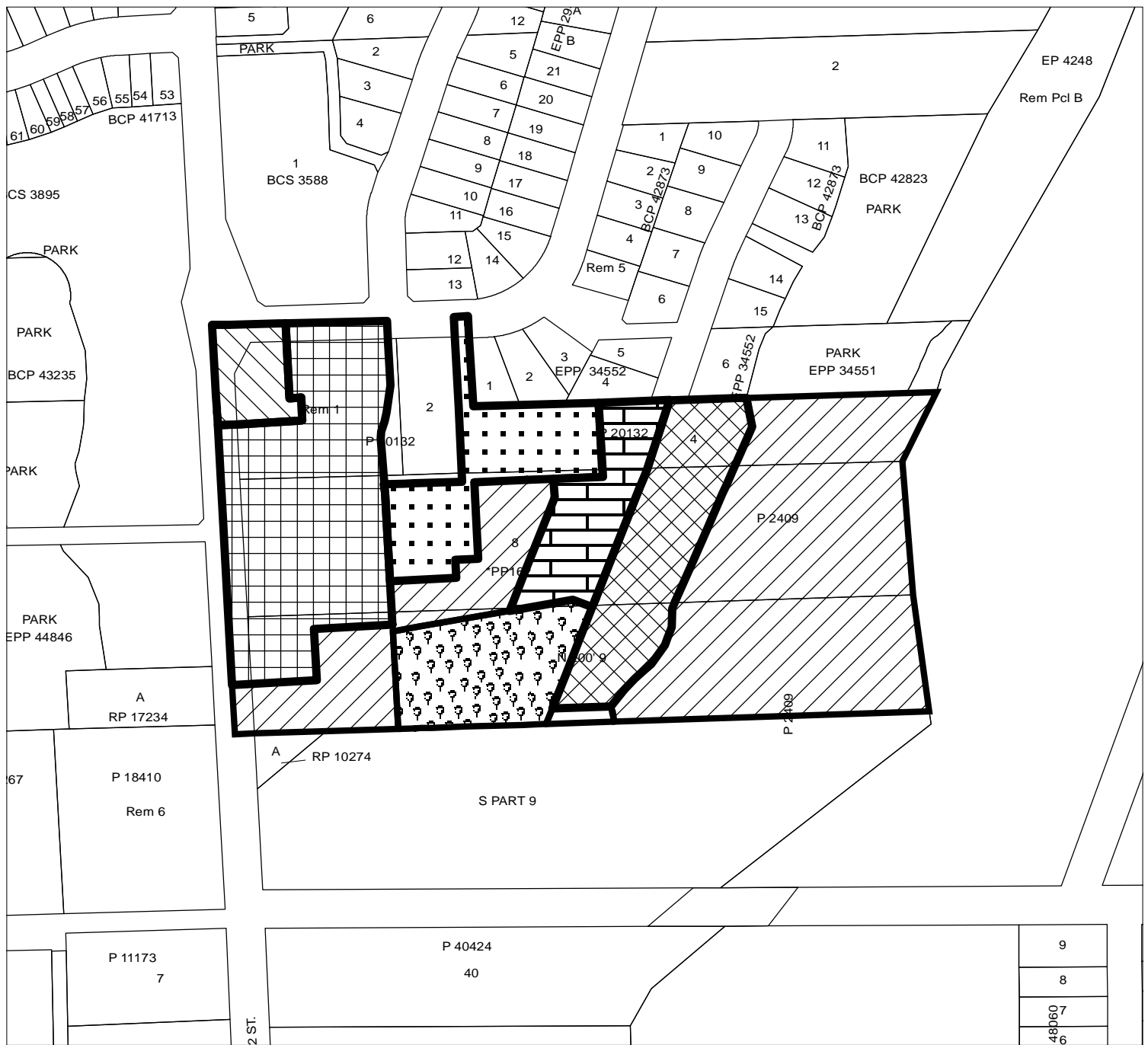
PUBLIC HEARING HELD the 17th day of November, 2015.

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

ADOPTED the day of , 20 .

PRESIDING MEMBER

CORPORATE OFFICER











MAPLE RIDGE OFFICIAL COMMUNITY PLAN AMENDING

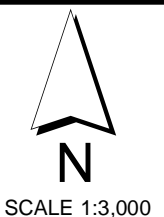
Bylaw No. 7160-2015

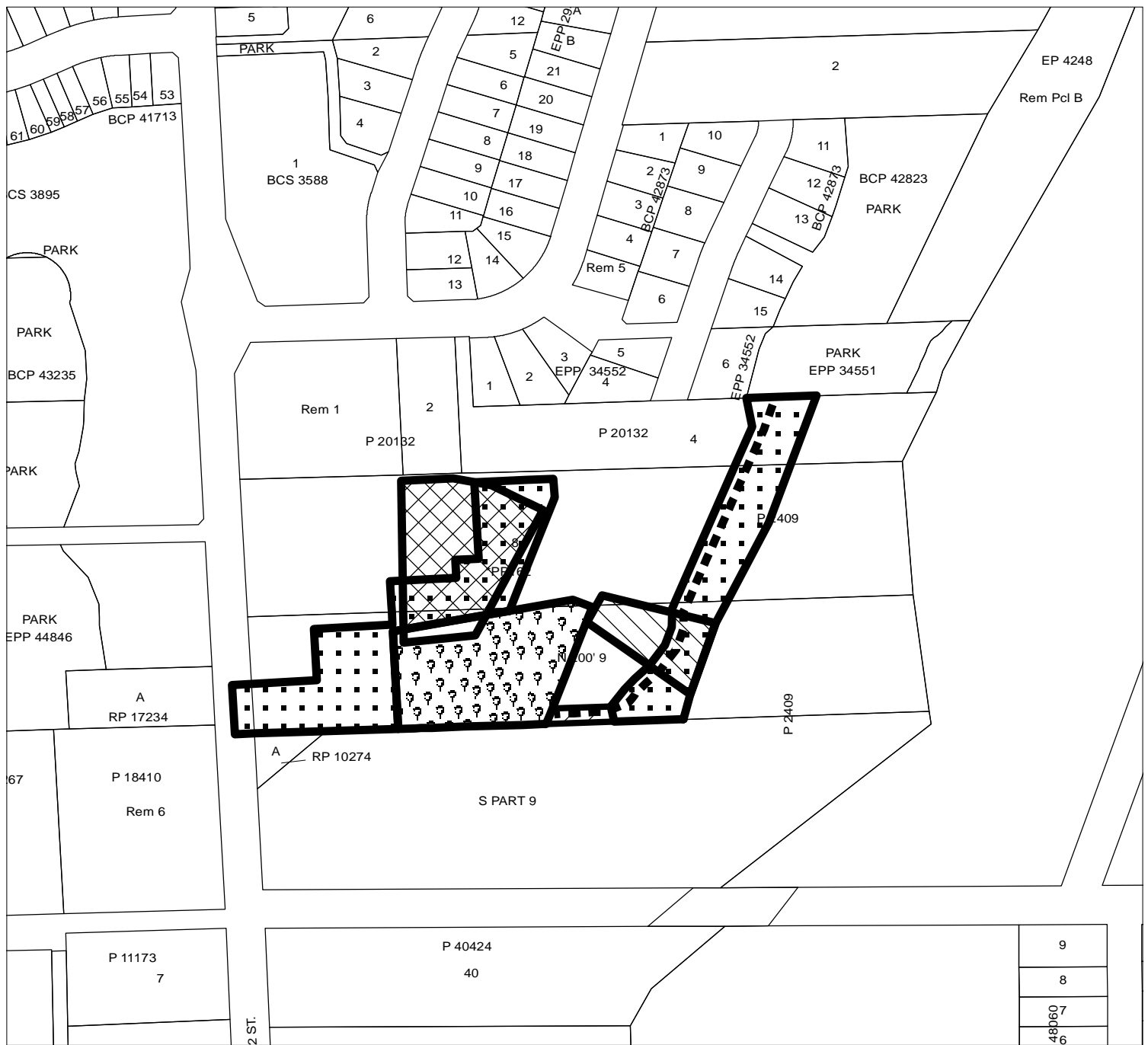
Map No. 910

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

-  Low Density Urban
-  Low/Medium Density Residential
-  Medium Density Residential
-  Medium/High Density Residential

-  Commercial
-  Open Space
-  Neighbourhood Park
-  Conservation





MAPLE RIDGE OFFICIAL COMMUNITY PLAN AMENDING

Bylaw No. 7160-2015

Map No. 911

Purpose: Amend Figure 4 (Trails/Open Space) of the Silver Valley Area Plan as shown


 Remove Open Space

 Remove Neighbourhood Park

 Add Open Space

 Add Neighbourhood Park

 Add Conservation

 Add Equestrian Trail



SCALE 1:3,000

CITY OF MAPLE RIDGE

BYLAW NO. 7023-2013

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

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

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

1. This Bylaw may be cited as "Maple Ridge Zone Amending Bylaw No. 7023-2013."
2. Those parcels or tracts of land and premises known and described as:

Lot 1 Section 33 Township 12 New Westminster District Plan EPP60071

and outlined in heavy black line on Map No. 1595 a copy of which is attached hereto and forms part of this Bylaw, are hereby rezoned to RS-1 (One Family Urban Residential), RS-1b (One Family Urban (Medium Density) Residential), R-1 (Residential District), R-3 (Special Amenity Residential District), RST-SV (Street Townhouse-Silver Valley), C-5 (Village Centre Commercial), and P-1 (Park and School)

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

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

READ a second time the 27th day of October, 2015.

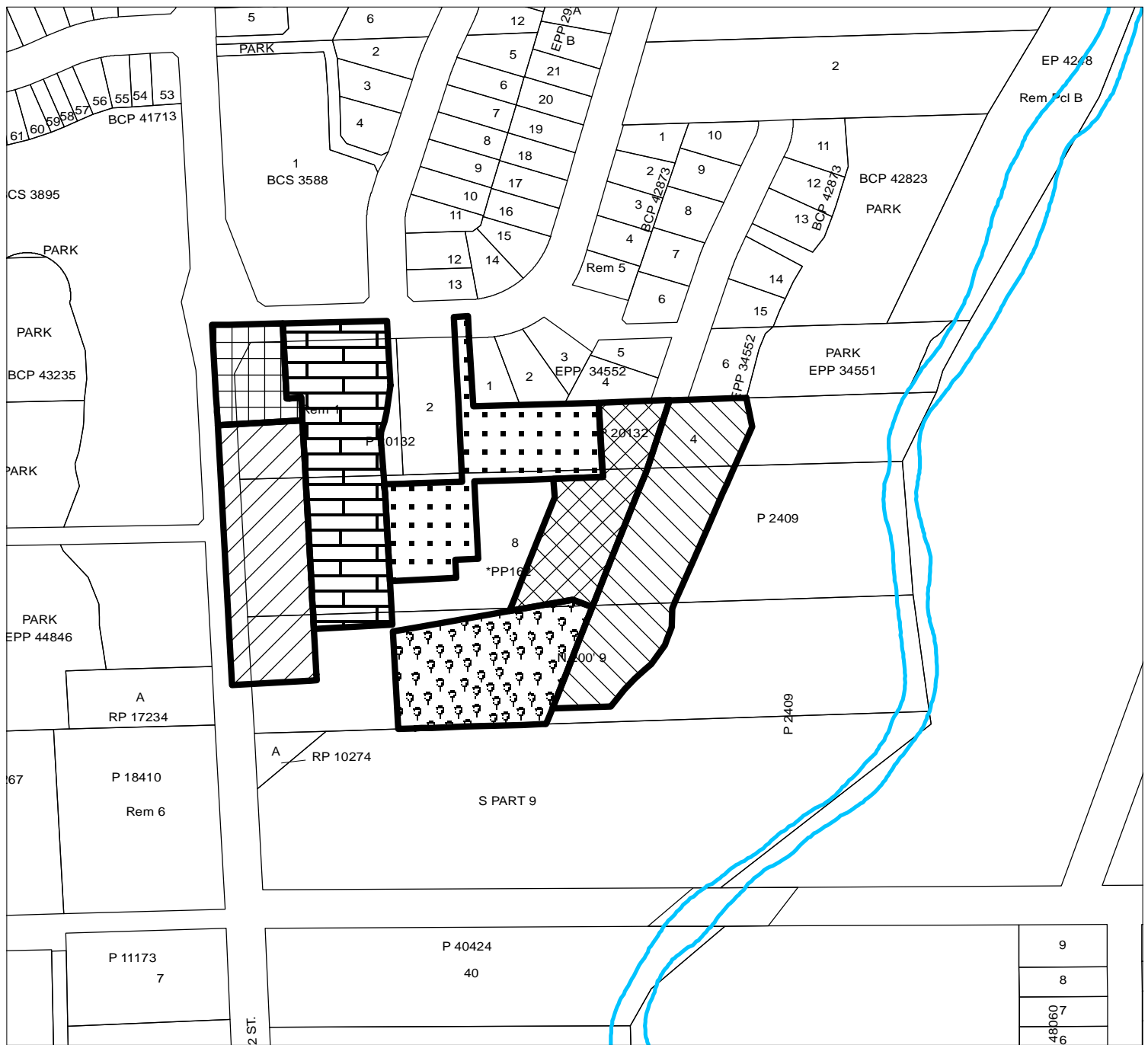
PUBLIC HEARING held the 17th day of November, 2015.

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

ADOPTED the day of , 20

PRESIDING MEMBER

CORPORATE OFFICER

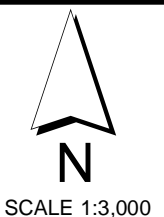


MAPLE RIDGE ZONE AMENDING

Bylaw No. 7023-2013
Map No. 1595
From: RS-3 (One Family Rural Residential)

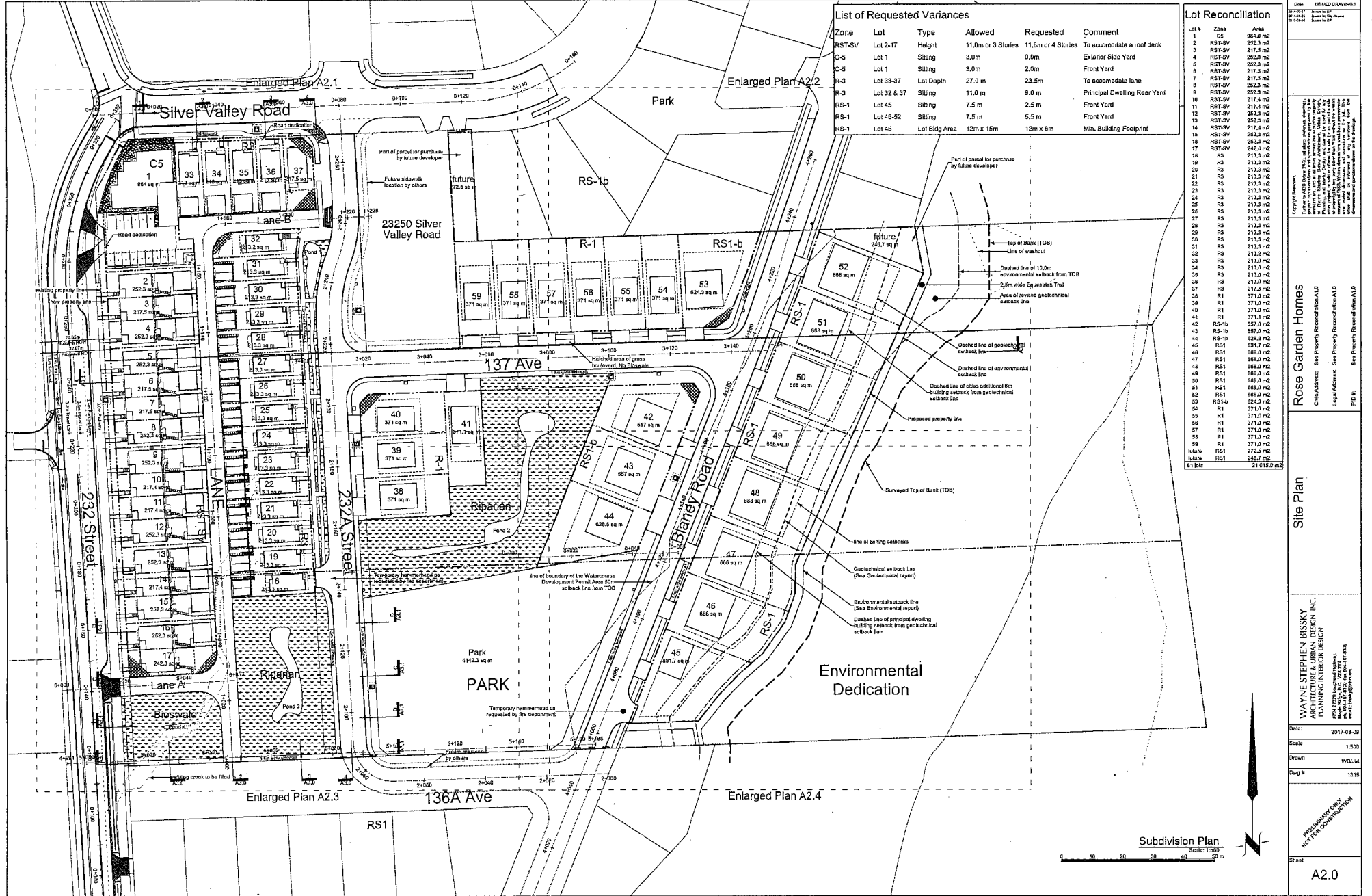
To:

- RS-1 (One Family Urban Residential)
- R-3 (Special Amenity Residential District)
- RST-SV (Street Townhouse - Silver Valley)
- RS-1b (One Family Urban (Medium Density) Residential)
- P-1 (Park and School)
- R-1 (Residential District)
- C-5 (Village Centre Commercial)



APPENDIX D

PRELIMINARY ONLY NOT FOR CONSTRUCTION



**CITY OF MAPLE RIDGE
BYLAW NO. 7295-2016**

A Bylaw to authorize the City of Maple Ridge to enter into a Housing Agreement for 13704 232 Street

WHEREAS pursuant to Section 483 of the Local Government Act, R.S.B.C 1996, c. 323, as amended, Council may, by bylaw, enter into a housing agreement under that Section;

AND WHEREAS Council and SV 232 STREET DEVELOPMENTS LTD. wishes to enter into a housing agreement for the subject property at 13704 232 Street;

NOW THEREFORE, the Municipal Council of the Corporation of the City of Maple Ridge, in open meeting assembled, **ENACTS AS FOLLOWS:**

1. This Bylaw may be cited as “13704 232 Street Housing Agreement Bylaw No. 7295-2016”.
2. By this Bylaw Council authorizes the District to enter into a housing agreement with SV 232 STREET DEVELOPMENTS LTD., in respect to the following land:

Lot 1 Section 33 Township 12 New Westminster District Plan EPP60071
3. The Mayor and Corporate Officer are authorized to execute the housing agreement and all incidental instruments on behalf of the City of Maple Ridge.
4. Schedule A, attached to this Bylaw, is incorporated into and forms part of this Bylaw.
5. This bylaw shall take effect as of the date of adoption hereof.

READ a first time the 10th day of October, 2017.

READ a second time the 10th day of October, 2017.

READ a third time the 10th day of October, 2017.

ADOPTED the day of , 2017 .

PRESIDING MEMBER

CORPORATE OFFICER

Housing Agreement

THIS AGREEMENT dated for reference this 22nd day of **September, 2017**.

BETWEEN:

SV 232 STREET DEVELOPMENT LTD. (Inc. No. BC 0639138)

having its registered address at
#304 – 1200 Lonsdale Avenue
North Vancouver, BC V7M 3H6

(hereinafter called the "**Covenantor**")

OF THE FIRST PART

AND:

CITY OF MAPLE RIDGE

11995 Haney Place,
Maple Ridge, British Columbia, V2X 6A9

(hereinafter called the "**City**")

OF THE SECOND PART

WHEREAS:

- A. The Covenantor is the registered owner of those certain lands in the City of Maple Ridge and described as:

Parcel Identifier: 030-201-161
Lot 1 Section 33 Township 12 New Westminster District Plan EPP60071

(the "**Parent Property**")
- B. The Covenantor intends to subdivide the Parent Property in accordance with subdivision plan EPP60118, a copy of which is attached hereto as Schedule "A" ("**the Subdivision Plan**").
- C. The City is prepared to allow construction of a mixed use residential/commercial development on Lot 1 of the Subdivision Plan (hereinafter referred to as the "**Lands**".)
- D. The Covenantor and the City wish to enter into this Agreement to restrict the use of housing units to be constructed on the Lands, in accordance with the terms and conditions of this Agreement, to have effect as both a covenant under section 219 of

the *Land Title Act* and a housing agreement under section 483 of the *Local Government Act*.

- E. The City has adopted a bylaw under section 483 of the *Local Government Act* (2015) to authorize this Agreement as a housing agreement.

NOW THEREFORE in consideration of the premises and the covenants herein contained, the payment of the sum of One Dollar (\$1.00) paid by the City to the Covenantor, and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties covenant and agree, pursuant to section 905 of the *Local Government Act* and section 219 of the *Land Title Act* (British Columbia) as follows:

Definitions

1. In this Agreement:

- (a) "Dwelling Units" means two (2) residential dwelling units to be constructed within a mixed use residential/commercial building to be built upon the Lands, whether those dwelling units are lots or parcels, or parts or portions thereof, into which ownership or right of possession or occupation of the Lands may be subdivided (hereinafter defined) and includes auxiliary residential dwelling units, rental apartments and strata lots in a building strata plan;
- (b) "Lands" means the land described in Item 2 of the General Instrument, including any buildings now or hereafter located on the aforementioned land, and any part or a portion of such land or building into which said land or building is or may at any time be subdivided; and as set out in Recital C of this Agreement;
- (c) "Subdivide" means to divide, apportion, consolidate or subdivide the Lands, or the ownership or right to possession or occupation of the Lands into two or more lots, parcels, parts, portions or shares, whether by plan, descriptive words or otherwise, under the *Land Title Act* or the *Strata Property Act*, or otherwise, and includes the creation, conversion, organization or development of "cooperative interest" or "shared interest in land" as defined in the *Real Development Marketing Act*.

Use, Occupancy, Subdivision and No Separate Sale Restrictions

- 2. All Dwelling Units shall only be used to provide rental accommodation and shall remain as rental accommodation in perpetuity.
- 3. All Dwelling Units shall be rented only on a month to month basis or under a residential tenancy agreement having a fixed term not exceeding three years, including any rights of renewal.

4. No Dwelling Unit may be occupied except by an individual who occupies pursuant to a rental agreement that meets the requirements of section 3.
5. The Lands shall not be Subdivided, except by means of a strata plan under the *Strata Property Act* that includes all of the Dwelling Units within a single strata lot.

Specific Performance

6. The Covenantor agrees that because of the public interest in ensuring that all of the matters described in this Agreement are complied with, the public interest strongly favours the award of a prohibitory or mandatory injunction, or an order for specific performance or other specific relief, by the Supreme Court of British Columbia at the instance of the City, in the event of an actual or threatened breach of this Agreement.

Notice of Housing Agreement

7. For clarity, the Covenantor acknowledges and agrees that:
 - (a) this Agreement constitutes both a covenant under section 219 of the *Land Title Act* and a housing agreement entered into under section 483 of the *Local Government Act*;
 - (b) the City is required to file a notice of housing agreement in the Land Title Office against title to the Lands; and
 - (c) once such a notice is filed, this Agreement binds all persons who acquire an interest in the Lands as a housing agreement under section 483 of the *Local Government Act*.

No Obligation to Enforce

8. The rights given to the City by this Agreement are permissive only and nothing in this Agreement imposes any legal duty of any kind on the City to anyone, or obliges the City to enforce this Agreement, to perform any act or to incur any expense in respect of this Agreement.

No Effect on Laws or Powers

9. This Agreement does not:
 - (a) affect or limit the discretion, rights duties or powers of the City or the approving officer for the City under the common law or any statute, bylaw or other enactment nor does this Agreement date or give rise to, nor do the parties intend this Agreement to create, any implied obligations concerning such discretionary rights, duties or powers;
 - (b) affect or limit the common law or any statute, bylaw or other enactment applying to the Lands; or

- (c) relieve the owner from complying with any common law or any statute, regulation, bylaw or other enactment.

Indemnity

- 10. The Covenantor hereby releases the City, and indemnifies and saves the City harmless, from and against any and all actions, causes of actions, suits, claims (including claims for injurious affection), cost (including legal fees and disbursements), expenses, debts, demands, losses (including economic loss) and liabilities of whatsoever kind arising out of or in any way due or relating to the granting or existence of this Agreement, the restrictions or obligations contained in this Agreement or the performance or non-performance by the Covenantor of this Agreement that the City is or may become liable for, incur or suffer.

Priority

- 11. The Covenantor will do everything necessary, at the Covenantor's expense, to ensure that this Agreement is registered against title to the Lands in priority to all liens, charges and encumbrances registered or pending registration against title to the Lands, save and except those specifically approved in writing by the City and those in favour of the City.

Waiver

- 12. An alleged waiver of any breach of this Agreement is effective only if it is an express waiver in writing of the breach. A waiver of a breach of this Agreement does not operate as a waiver of any other breach of this Agreement.

Interpretation

- 13. In this Agreement:
 - (a) reference to the singular includes a reference to the plural, and vice versa, unless the context requires otherwise;
 - (b) reference to a particular numbered section or article, or to a particular lettered Schedule, is a reference to the correspondingly numbered or lettered article, section or Schedule of this Agreement;
 - (c) article and section headings have been inserted for ease of reference only and are not to be used in interpreting this Agreement;
 - (d) the word "enactment" has the meaning given to it in the *Interpretation Act* (British Columbia) on the reference date of this Agreement;
 - (e) reference to any enactment is a reference to that enactment as consolidated, revised, amended, re-enacted or replace, unless otherwise expressly provided;

- (f) reference to "party" or the "parties" is a reference to a party, or the parties, to this Agreement and their respective successors, assigns, trustees, administrators and receivers;
- (g) time is of the essence; and
- (h) reference to a "day", "month" or "year" is a reference to a calendar day, calendar month, or calendar year unless otherwise expressly provided.

Further Acts

- 14. The Covenantor will do everything reasonably necessary to give effect to the intent of this Agreement, including execution of further instruments.

Severance

- 15. If any part of this Agreement is held to be invalid, illegal or unenforceable by a court having the jurisdiction to do so, that part is to be considered to have been severed from the rest of this Agreement and the rest of this Agreement remains in force unaffected by that holding or by the severance of that part.

No Other Agreements

- 16. This Agreement is the entire agreement between the parties regarding its subject and it terminates and supersedes all other agreements and arrangements regarding its subject.

Enurement

- 17. This Agreement binds the parties to it and their respective successors, heirs, executors and administrators.

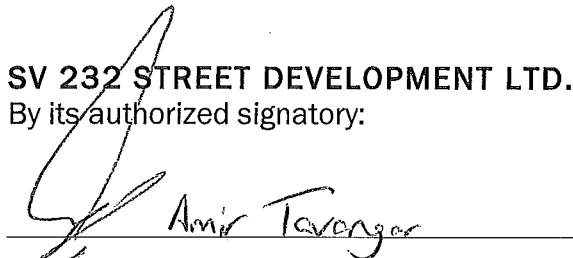
Deed and Contract

- 18. By executing and delivering this Agreement each of the parties intends to create both a contract and a deed executed and delivered under seal.

As evidence of their agreement to be bound by the above terms, the parties each have executed and delivered this Agreement below:

SV 232 STREET DEVELOPMENT LTD.

By its authorized signatory:



Amir Tavanger

CITY OF MAPLE RIDGE
by its authorized signatory(s):

Schedule "A"
Plan EPP60118

See attached.

Plan EP-60118

the thrust was due entirely to the fact that the north of the river was higher than the south of the river at a rate of 1/1000

Integrated Survey Area No. 38, Maple Ridge, 94003 (2303) 422021000

Will exercises are defined thus immediately between
generally certain exercises. They are
as reported on the subject practice of 1976 June 1976.

The 1976 introduction and individual members practiced according
defined from the subject practice. The subject practice and general movement
as general subject practice. The subject practice and general movement.

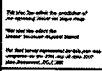
The 1976 introduction and individual members practiced according
defined from the subject practice. The subject practice and general movement
as general subject practice. The subject practice and general movement.

SECRET

- ☛ Another document found
- ☛ Document was being hidden
- ☛ Document was not real
- ☛ Another document was found (1944-1946 Top Secret Report)
- ☛ Document was not real

Total: The sum of the two values is 100.00.

Adjusted compensation: Total benefit expressed in 2006 dollars.



CITY OF MAPLE RIDGE

BYLAW NO. 7393-2017

A Bylaw to authorize a municipal service to maintain enhanced landscape areas; to define the benefitting lands; and to establish that the cost of the municipal service shall be borne by the owners of real property within such defined area.

WHEREAS, Council has been petitioned to provide a municipal service pursuant to Division 5, Section 210 of the *Community Charter* S.B.C. 2003, c.26 (the “Community Charter”);

AND WHEREAS the Corporate Officer has certified that the petition received for the municipal services does constitute a sufficient and valid petition;

AND WHEREAS it is deemed expedient to proceed with the works;

AND WHEREAS the “Maple Ridge Local Area Service Policy”, as amended, provides that the cost of providing a municipal service shall be recoverable from each of the existing parcels of land and all future lots created by subdivision of the parcels, specifically:

Lot 1 Section33 Township 12 New Westminster District Plan EPP60071

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

1. This Bylaw may be cited as “232A Street Local Area Service Bylaw No. 7393-2017”.
2. The contents of Schedules “A”, “B” “C” and “D” attached hereto are hereby declared to be made an integral part of this Bylaw.
3. The Local Area Service of the City for the benefit of which the enhanced landscape areas are to be maintained as a municipal service are defined as the hatched areas on the attached Schedule “A”.
4. The recommended procedures and frequencies for maintenance and Annual Charges are described on the attached Schedule “B”.
5. The Enhanced Landscape area planting plans “Layout and Planting Site Plan, Enlargement Plan, Enlargement Plan and Plant List, Sections, and Details Planting, and LAS Plan” prepared by Connect Landscape Architecture are attached as Schedule “C”.
6. The Stormwater Management engineering drawings: Onsite Stormwater Management Plan; Offsite Stormwater Management Plan; and 232A Storm and Sanitary, by Omega and Associates Engineering Ltd. are attached as Schedule “D”.
7. This bylaw shall take effect as of the date of adoption hereof.

READ a first time the 10th day of October, 2017.

READ a second time the 10th day of October, 2017.

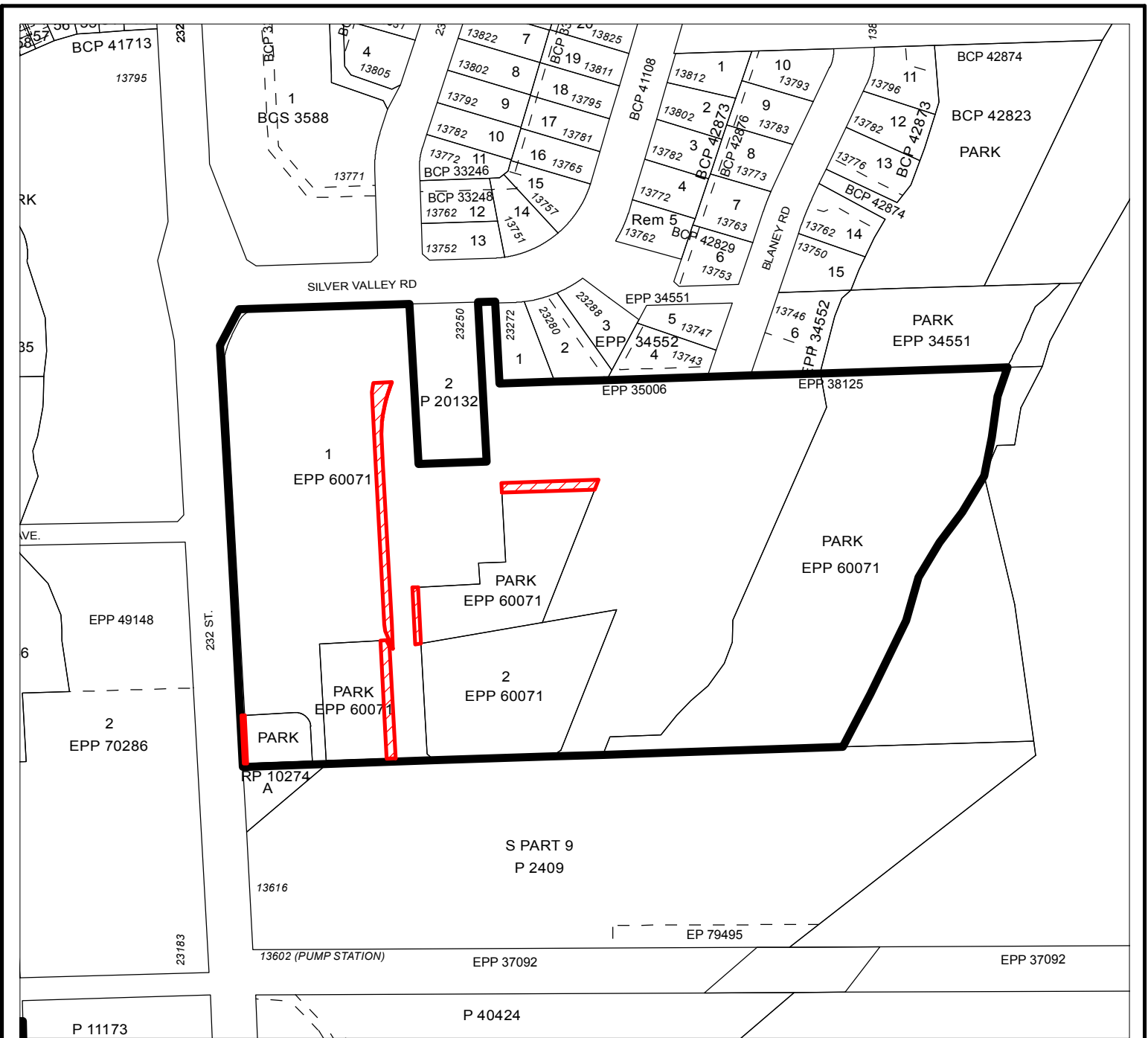
READ a third time the 10th day of October, 2017.

ADOPTED the day of , 2017.

PRESIDING MEMBER

CORPORATE OFFICER

1006



MAPLE RIDGE LOCAL AREA SERVICE BYLAW

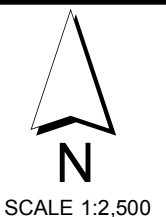
Bylaw No. 7393-2017

 Enhanced Landscape Areas

 Original Lot Boundary



"Schedule A"



CITY OF MAPLE RIDGE
LOCAL AREA SERVICE
BYLAW NO. 7393 - 2017

SCHEDULE "B"

Class of Work:

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

Annual Charge:

The Annual Charge is based on a per lot basis for each of the 63 lots created by subdivision of Lot 1, Section 33, Township 12, New Westminster District Plan EPP60071, of \$129.52 starting in 2021.

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

The Annual Charge Adjustment:

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

Local Area Service (LAS) Agreement

Landscape Maintenance Program



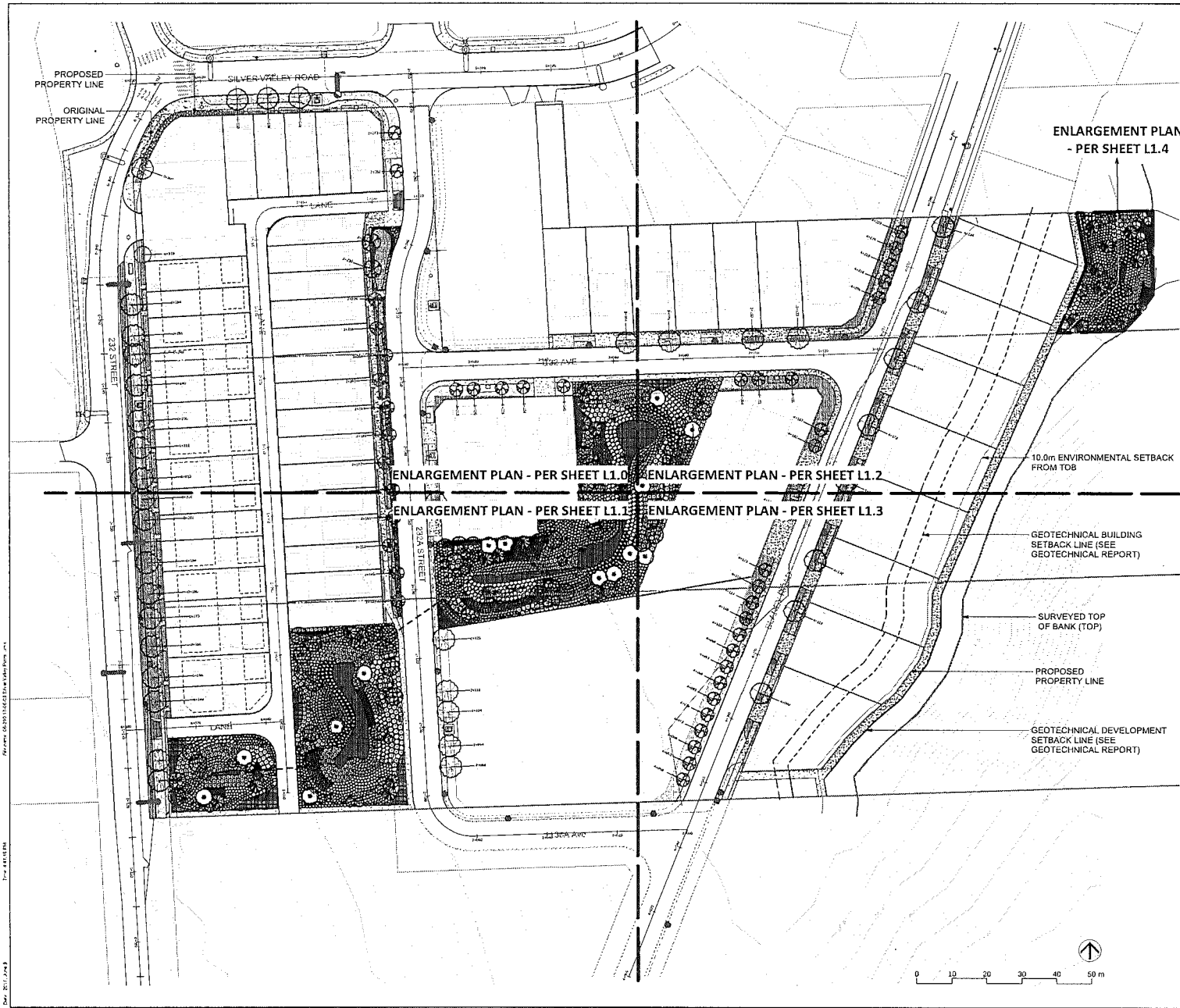
MAPLE RIDGE
British Columbia

Bylaw #	
Frequency	Yearly Cost
As shown	\$650.00
As shown	\$1,500.00
Monthly in growing season	\$3,500.00
Monthly in growing season	\$600.00
Monthly in growing season	\$0.00
As required only	\$400.00
Every 5 years or when reported	\$150.00
Sub-Total	\$6,800.00
GST	\$340.00
Administration Fee	\$1,020.00
Total	\$8,160.00

Procedure	Schedule (Month)											
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Inspection/Reporting		x		x	x	x	x	x	x	x		x
Garbage Removal		x		x	x	x	x	x	x	x		x
Weeding				x	x	x	x	x	x	x		
Invasive plant removal				x	x	x	x	x	x			
Trim grass areas				x	x	x	x	x	x			
Prune shrubs				x	x	x	x	x	x	x		
Hazard tree assessment and abatement												

Note: Property developer is responsible for 2 years of establishment maintenance
City of Maple Ridge or contractor will begin maintenance after 2 years establishment maintenance

Developer's Signature



LAYOUT AND MATERIAL LEGEND		ISSUED DRAWINGS
KEY	DESCRIPTION	
[Symbol]	ASPHALT PAVING, REFER TO CIVIL	
[Symbol]	CIP CONCRETE PAVING, REFER TO CIVIL	
[Symbol]	STAMPED CONCRETE PAVING, REFER TO CIVIL	
[Symbol]	CONCRETE UNIT PAVERS, REFER TO CIVIL	
[Symbol]	BENCH, PER DETAIL 05.03.0	

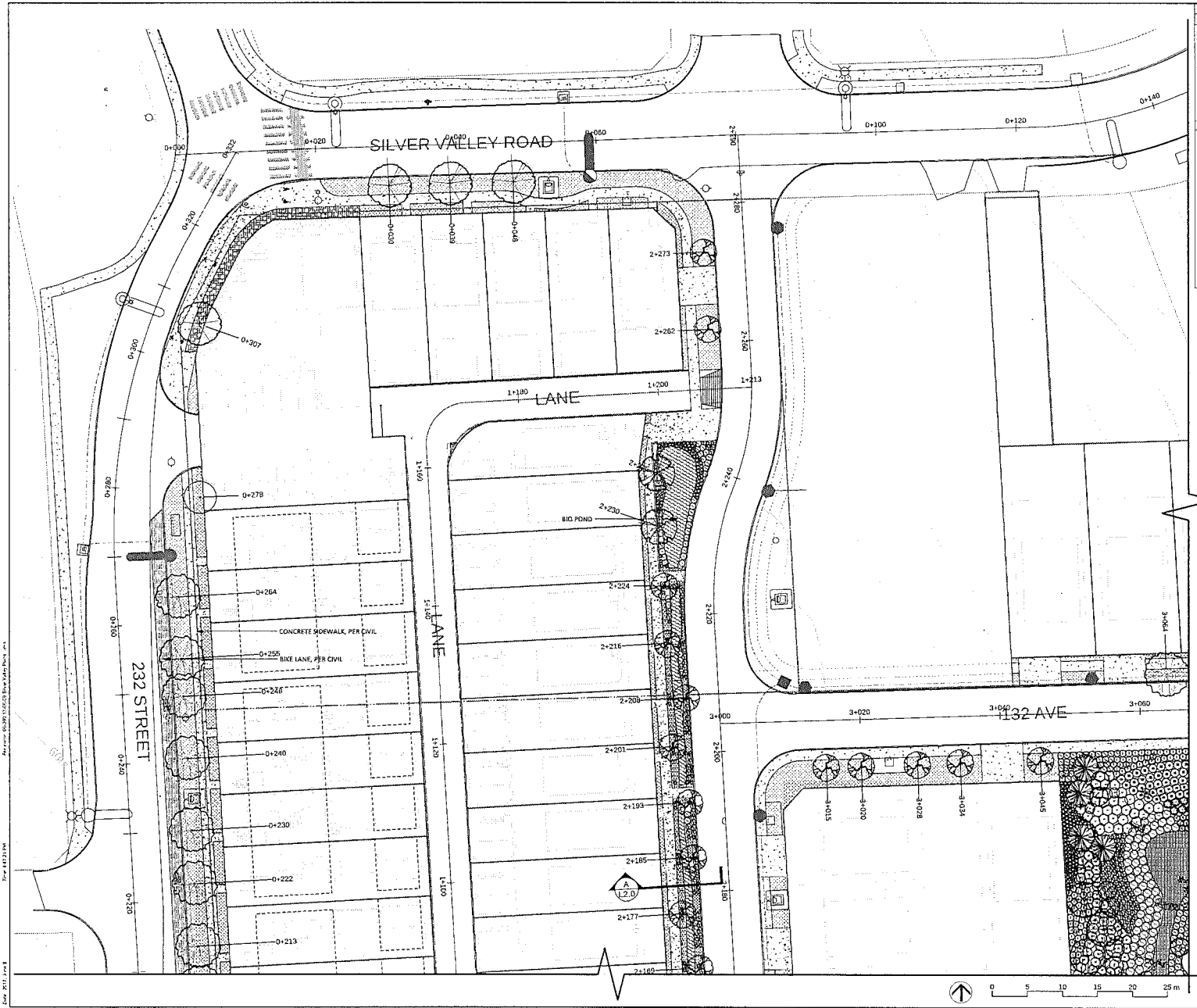
LAYOUT AND MATERIAL NOTE	
1.	ALL DIMENSIONS ARE IN METRIC UNLESS OTHERWISE NOTED. DO NOT SCALE DRAWINGS.
2.	LAYOUT DRAWINGS ARE TO BE READ IN CONJUNCTION WITH ALL OTHER CONSULTANT DRAWINGS, DETAILS, AND SPECIFICATIONS.
3.	VERIFY ALL DIMENSIONS IN FIELD AND REPORT ANY DISCREPANCIES TO THE LANDSCAPE ARCHITECT PRIOR TO PROCEEDING.
4.	THE CONTRACTOR SHALL DELIVER AND PROTECT ALL EXISTING UTILITIES PRIOR TO CONSTRUCTION. ANY CONFLICTS FOUND WITH UTILITIES SHALL BE CLARIFIED WITH THE LANDSCAPE ARCHITECT AND CONSULTANT TEAM PRIOR TO PROCEEDING.
5.	UNLESS OTHERWISE NOTED, THE CONTRACTOR IS TO PROVIDE A MINIMUM 1% SLOPE ON ALL LAND AND SOFT LANDSCAPE AREAS TO ENSURE POSITIVE DRAINAGE AWAY FROM BUILDINGS AND TO DEMONSTRATE SUSTAINABILITY.
6.	THE CONTRACTOR IS TO PROTECT ALL EXISTING HARD SURFACES, STRUCTURES, AND WALLS FOR DURATION OF CONSTRUCTION.
7.	THE LOCATION OF ALL PROPOSED HARDSCAPE ARE TO BE PLACED OUT ON SITE BY THE CONTRACTOR AND APPROVED BY THE LANDSCAPE ARCHITECT PRIOR TO INSTALLATION.

connect LANDSCAPE ARCHITECTURE

DATE: 11/01/2024
SCALE: AS NOTED
DRAWN: PG / 09
DESIGN: 12/16/24
SHEET: L0.0

LAYOUT & PLANTING Silver Valley Rezoning
SITE PLAN

Client Address: 1910 & 1902 23rd St
Legal Address



LAYOUT AND MATERIAL LEGEND	
KEY	DESCRIPTION
	ASPHALT PAVING, REFER TO CIVIL
	CIP CONCRETE PAVING, REFER TO CIVIL
	STAMPED CONCRETE PAVING, REFER TO CIVIL
	CONCRETE UNIT PAVERS, REFER TO CIVIL
	BENCH, PER DETAIL 05A.3.0

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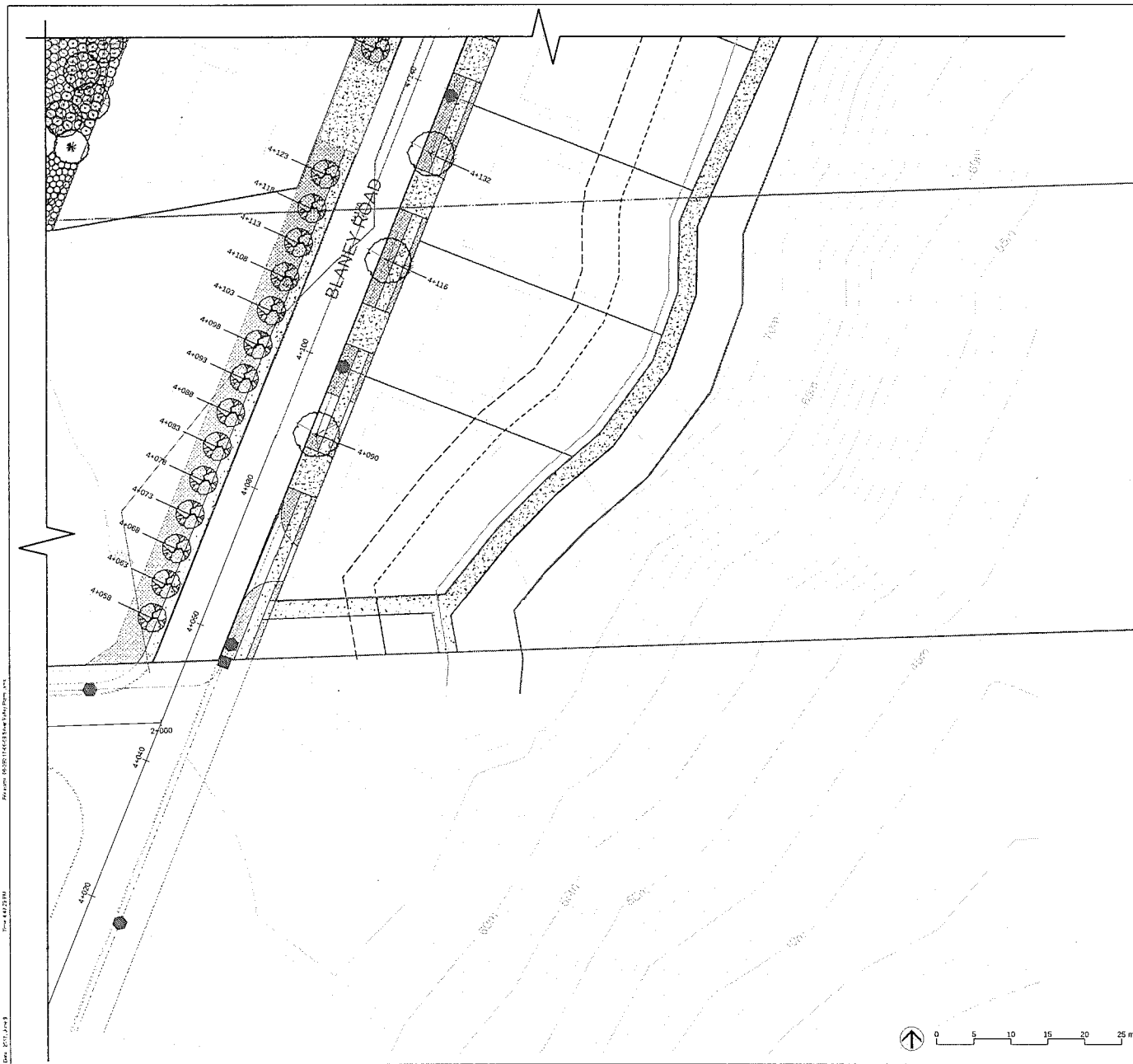
ISSUED DRAWINGS	
DATE	DESCRIPTION
11/11/2020	ISSUED FOR PERMIT
11/11/2020	ISSUED FOR CONSTRUCTION

SILVER VALLEY REZONING	
DATE	DESCRIPTION
11/11/2020	ISSUED FOR PERMIT
11/11/2020	ISSUED FOR CONSTRUCTION

ENLARGEMENT PLAN	
DATE	DESCRIPTION
11/11/2020	ISSUED FOR PERMIT
11/11/2020	ISSUED FOR CONSTRUCTION

connect LANDSCAPE ARCHITECTURE	
DATE	DESCRIPTION
11/11/2020	ISSUED FOR PERMIT
11/11/2020	ISSUED FOR CONSTRUCTION

L1.0	
DATE	DESCRIPTION
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11/11/2020	ISSUED FOR CONSTRUCTION



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OFFSITE PLANT LIST					
TREE SYMBOL	QTY.	BOTANICAL NAME	COMMON NAME	SIZE	SPACING
	64	Acer circersans	Vine Maple	5cm cal., D&B	as shown
	64	Acer nuceophyllum	Broadleaf Maple	6cm cal., D&B	as shown
	4	Citrus knusa 'Salem'	Pink Japanese Dogwood	5cm cal., D&B	as shown
	57	Fraxinus pennsylvanica	Green Ash	6cm cal., D&B	as shown
	1	Prunus pissanck nigra	Flowering Plum	5cm cal., D&B	as shown
	15	Thuja plicata	Western Red Cedar	3m ht., D&B	as shown
	12	Tilia tomentosa 'Green Mound'	Green Mound Silver Linden	6cm cal., D&B	as shown
	15	Taxus canadensis	Western Hemlock	3m ht., D&B	as shown
	27	Zelkova serrata	Japanese Zelkova	6cm cal., D&B	as shown
SHRUB SYMBOL	QTY.	BOTANICAL NAME	COMMON NAME	SIZE	SPACING
	240	Blechnum spicant	Deer Fern	4" pin	24" o.c.
	240	Spiraea douglasii	Hart's Holly	#2 pot	30" o.c.
	1106	Arctostaphylos uva-ursi	Kalm's Holly	4" pot	10" o.c.
	408	Rosa rugosa	Noisette Rose	#2 pot	30" o.c.
	152	Physocarpus opulifolius	Pacific Ninebark	#1 pot	30" o.c.
	276	Fragaria chiloensis	Pacific Beach Strawberry	4" pin	18" o.c.
	352	Salix lucida	Pacific Willow	#1 pot	40" o.c.
	267	Sambucus racemosa	Red Elderberry	#2 pot	30" o.c.
	711	Cornus alternifolia	Red Dogwood	#1 pot	30" o.c.
	403	Rubus spectabilis	Tsutsu	#3 pot	30" o.c.
	208	Amelanchier alnifolia	Saskatoon Berry	#1 pot	40" o.c.
	201	Salix scouleriana	Scouler's Willow	#1 pot	70" o.c.
	136	Alnus incana	Sitka Alder	#1 pot	70" o.c.
	492	Symphoricarpos alba	Snowberry	#1 pot	30" o.c.
	666	Rubus parviflorus	Thimbleberry	#2 pot	24" o.c.
	311	Lonicera maackii	Twinsberry	#1 pot	40" o.c.
	427	Polypodium moniliforme	Western Sward Fern	#1 pot	30" o.c.
EMERGENT RAIN GARDEN PLANTS	QTY.	BOTANICAL NAME	COMMON NAME	SIZE	SPACING
	356	Juncus effusus	Common Rush	plugs	22" o.c.
	178	Scirpus microcarpus	Small Flowered Bulrush	#1 pot	30" o.c.
	352	Scirpus setosus	Hurdle Rush	plugs	30" o.c.
	2344	Standard Class 2 Sod to Match BCLNA Standards			
PLANTING NOTE					
1. HURDLE SOD TO BE INSPECTED BY ENVIRONMENTAL CONSULTANT PRIOR TO INSTALLATION.					
2. ENVIRONMENTAL CONSULTANT TO DETERMINE PLANT LAYOUT WITH LANDSCAPING CONTRACTOR.					
3. RECOMMEND PLANTING IN THE FALL TO AVOID WINTER WEATHER STRESS ON SURVIVAL OF PLANTS.					
4. COVER SEED BASK OF DISTURBED SOILS IN PLANTED RIPARIAN AREAS.					
5. INVOICED ORDER NUMBER FOR ENVIRONMENTAL CONSULTANT REPORT.					
6. FINAL LOCATIONS OF ALL PLANTINGS TO BE VERIFIED IN THE FIELD BY THE ENVIRONMENTAL CONSULTANT, TAKING GPS COORDINATES AND PHOTOGRAPHS OF EACH PLANTING.					
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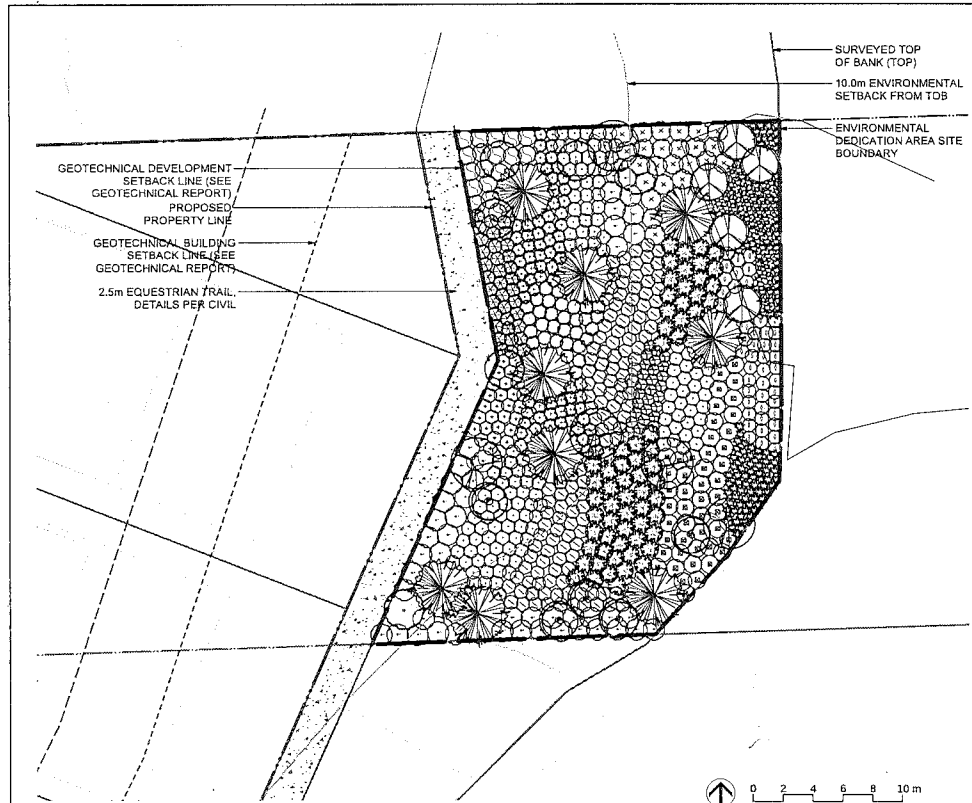
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Legal Address:

City of Silver Valley
1702 & 1000 23rd St



ENVIRONMENTAL DEDICATION AREA PLANT LIST

TREE SYMBOL	QTY.	BOTANICAL NAME	COMMON NAME	SIZE	SPACING
	6	Acer circinatum	Vine Maple	5cm cal., B&B	as shown
	5	Pinus sylvestris fastigiata	Scotch Sentinel Pine	2.5m ht., B&B	as shown
	5	Rhamnus purshiana	Cascara	5cm cal., B&B	as shown
	5	Sorbus aucuparia	Mountain Ash	5cm cal., B&B	as shown
	9	Thuja plicata	Western Red Cedar	3m ht., B&B	as shown

SHRUB SYMBOL	QTY.	BOTANICAL NAME	COMMON NAME	SIZE	SPACING
	104	Blechnum spicant	Deer Fern	4" pot	24" o.c.
	36	Spiraea douglasii	Hardhack	#2 pot	36" o.c.
	72	Rosa nutkana	Nootka Rose	#2 pot	36" o.c.
	135	Physocarpus capitatus	Pacific Ninebark	#1 pot	36" o.c.
	18	Salix lucida	Pacific Willow	#1 pot	48" o.c.
	47	Sambucus racemosa	Red Elderberry	#2 pot	36" o.c.
	136	Cornus stolonifera	Red Osier Dogwood	#1 pot	36" o.c.
	32	Rubus spectabilis	Salmonberry	#3 pot	36" o.c.
	45	Amelanchier alnifolia	Saskatoon Berry	#1 pot	54" o.c.
	48	Salix scouleriana	Scouler's Willow	#1 pot	72" o.c.
	67	Alnus sitchensis	Sitka Alder	#1 pot	72" o.c.
	27	Symphoricarpos alba	Snowberry	#1 pot	30" o.c.
	28	Rubus parviflorus	thimbleberry	#2 pot	36" o.c.
	24	Lonicera involucrata	Twinberry	#1 pot	42" o.c.
	63	Polystichum munitum	Western Sword Fern	#1 pot	30" o.c.

PLANTING NOTE

1. NURSERY STOCK TO BE INSPECTED BY ENVIRONMENTAL CONSULTANT PRIOR TO INSTALLATION.
2. ENVIRONMENTAL CONSULTANT TO DETERMINE PLANT LAYOUT WITH LANDSCAPING CONTRACTOR.
3. RECOMMEND PLANTING IN THE FALL TO AVOID WARM WEATHER STRESS ON NURSERY STOCK.
4. CLOVER SEED MIX OF DISTURBED SOILS IN PLANTED RIPARIAN AREAS.
5. INVASIVE WEED REMOVAL PER ENVIRONMENTAL CONSULTANT REPORT.
6. FINAL LOCATIONS OF ALL PLANTINGS TO BE VERIFIED IN THE FIELD BY THE ENVIRONMENTAL CONSULTANT, TAKING SLOPE, SOILS, AND EXISTING PLANTS AND ROOTS INTO CONSIDERATION.

ISSUED DRAWINGS

Copyright Reserved
Project: Silver Valley Rezoning
Prepared by: J. Smith
Reviewed by: M. Jones
Date: 10/15/2024
Scale: As Shown
Sheet: 13 of 14

Silver Valley Rezoning

Civic Address: 1702 & 1500 22nd St
Legal Address: 1500 22nd St

ENLARGEMENT PLAN

comtec LANDSCAPE ARCHITECTURE

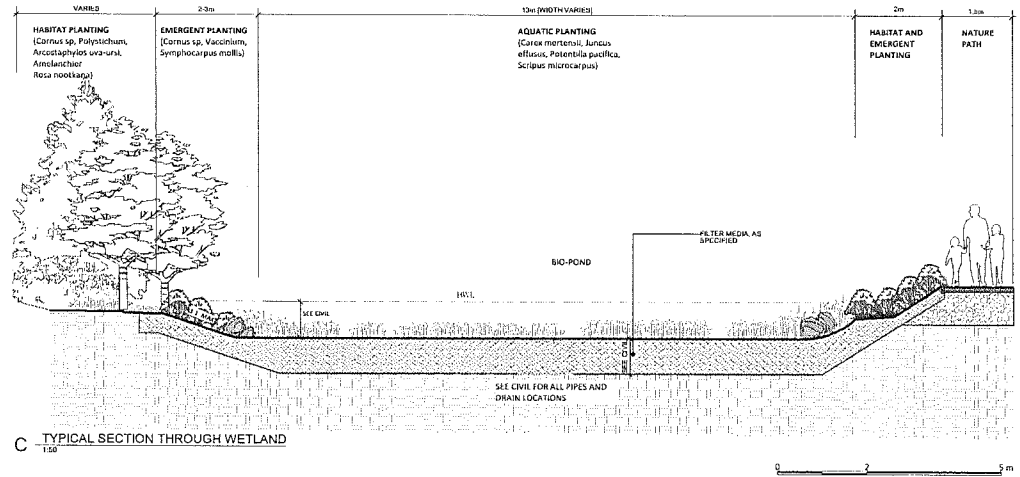
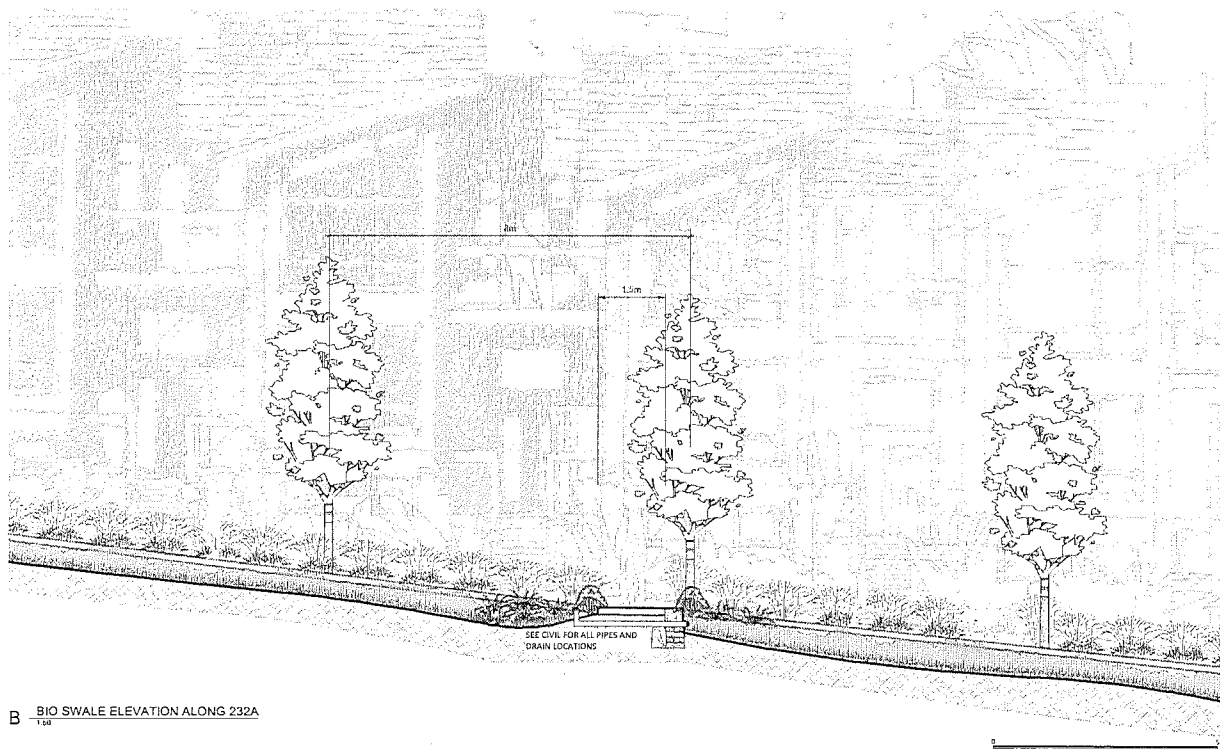
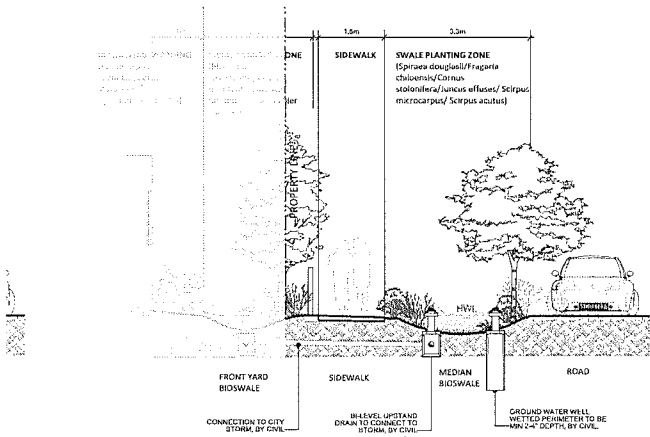
Date: 10/15/2024

Scale: As Shown

Growth: 05 / 05

Dwg #: 1316A

Sheet: L1.4



Filter Media Specification:

Shall be a blend of free draining sand, select organic matter which is low-leaching and low in nutrients. It shall contain additional reactive components and mineral amendments to aid in the treatment of pollutants. Approved products are Cascade Ecomedia Level 2, Cascade Ecomedia Level 3, available through Cascade Environmental, a division of Yardworks Supply Ltd. (604.625.7785). The media shall meet the following specifications:

ORGANIC CONTENT (percent of dry weight): 3-5%
ACIDITY PH: 6 - 7.5 pH
DRAINAGE (measured saturated hydraulic conductivity): > 80mm/hr
LOW FINE S, silt and clay < 2% by dry weight
SAND: 92-95% by dry weight

ISSUED DRAWINGS

Copyright Reserved
This drawing is the property of the author and is not to be reproduced, stored in a retrieval system, or transmitted in any form or by any means, electronic, mechanical, photocopying, recording, or by any information storage and retrieval system, without the prior written permission of the author.

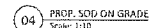
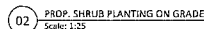
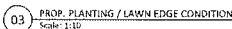
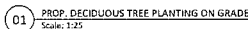
Silver Valley Rezoning

SECTIONS

connect
LANDSCAPE ARCHITECTURE

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Scale: As Noted
Drawn: JPD / DS
Dwg #: 1019A
Sheet

L2.0



232 STREET

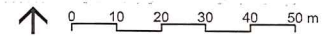
LANE

232A STREET

PARK

136 A AVE

137 AVE

connect
LANDSCAPE ARCHITECTURE

LAS PLAN

Silver Valley Rezoning

Clinic Address: 13702 & 13660 232nd St
Legal Address:

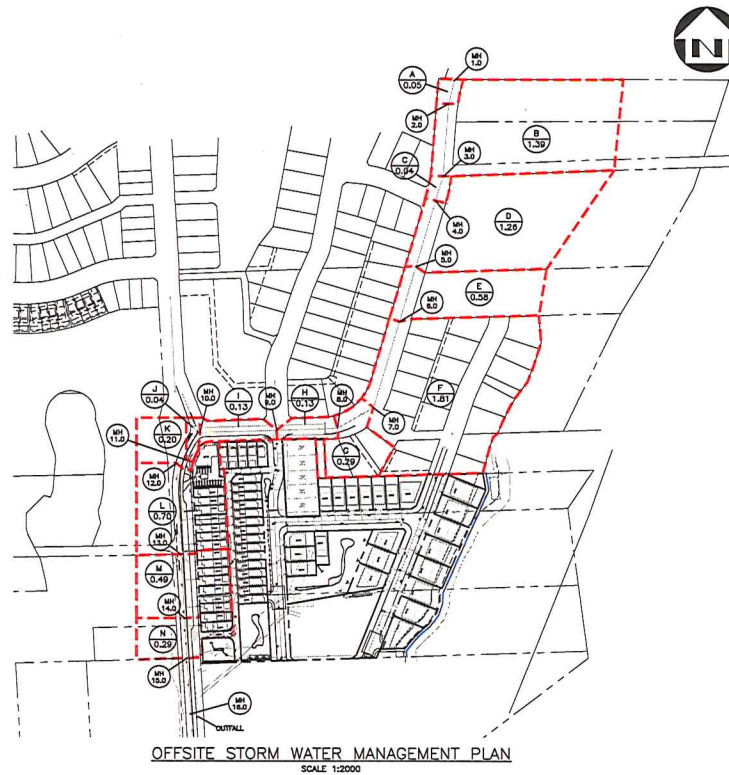
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1-LAS

ISSUED DRAWINGS

For the AISC 360, 2005, all plate thickness, shear, girth, reinforcement and specifications prepared by the architect, and all loads must include Property of Material Designation, Material, Architectural, Welding, Planning, and Interior Design and cannot be used for any other project, or used to defend.

For the AISC 360, 2005, all plate thickness, shear, girth, reinforcement and specifications prepared by the architect, and all loads must include Property of Material Designation, Material, Architectural, Welding, Planning, and Interior Design and cannot be used for any other project, or used to defend.



STORM WATER CONTROL LEGEND

MH NUMBER

CATCHMENT AREA

LOCAL CATCHMENT BOUNDARY LINE

CATCHMENT LETTER
AREA (ha.)



STORM SEWER DESIGN SHEET - RATIONAL METHOD - OFFSITE SYSTEM

Date: February 16, 2016
Project Name: 13660 232nd Maple Ridge
Project Number: 2013-323-C-02A
Calculated By: AA
Return Source: 100%

Upstream MH	Downstream MH	Area Label	Runoff Coef	Area ha	A/C	Slope (S)	Length (m)	Q (L/s)	Cip	L (m)	Pipe Dia (mm)	Slope (mm/m)	Vmax (m/s)	Tv-T (min)	Tc (min)	Remarks		
MH Number	Invert	MH Number	Invert															
MH1		MH2		A	0.04	0.05	0.04	0.05	72	R	240	20.2	200	6.34	2.4	0.00	16.1	0.00
MH2		MH3		B	0.04	1.19	1.17	1.2	72	242	447	40.8	375	6.51	4.1	0.22	13.4	1.05
MH3		MH4		C	0.04	0.04	0.04	1.2	72	250	409	29.0	375	7.88	4.4	0.09	14.5	2.05
MH4		MH5		D	0.04	1.26	1.06	2.3	72	483	588	45.2	375	7.74	4.1	0.24	14.7	6.00
MH5		MH6		E	0.04	0.39	0.49	2.8	72	550	760	53.0	450	7.49	4.9	0.18	13.9	3.84
MH6		MH7		F	0.04	1.40	1.22	4.3	72	865	1160	83.0	525	7.90	5.4	0.26	14.1	4.85
MH7		MH8		G	0.04	0.29	0.25	4.6	72	912	915	80.0	525	11.31	6.6	0.10	16.2	4.90
MH8		MH9		H	0.04	0.13	0.11	4.7	72	533	1128	50.0	525	4.80	2.2	0.18	16.4	4.73
MH9		MH10		I	0.04	0.13	0.11	0.1	72	722	736	70.0	525	3.09	3.5	0.93	16.8	2.82
MH10		MH11		J	0.04	0.58	0.54	6.1	72	729	697	20.5	525	2.43	3.2	0.13	16.9	2.85
MH11		MH12		K	0.04	0.20	0.18	0.2	72	702	1144	100.0	525	4.05	3.3	0.03	16.9	2.14
MH12		MH13		L	0.04	0.20	0.49	0.0	72	881	509	82.5	525	4.05	4.9	0.90	17.2	4.19
MH13		MH14		M	0.04	0.49	0.42	1.3	72	964	1445	96.0	525	11.29	6.7	0.14	17.4	3.62
MH14		MH15		N	0.04	0.29	0.28	1.6	72	1032	1048	47.0	525	5.56	4.8	0.16	17.5	1.54
MH15		Outfall		Outfall	0.04	0.09	0.09	1.6	72	1182	1340	33.0	475	2.22	3.8	0.22	17.7	1.45
MH16		Outfall		Outfall	0.04	0.00	0.00	1.6	72	1092	1099	10.0	475	1.71	3.1	0.15	17.8	1.05

Free water at MH1 - Assumed 70% coverage

Assume detritus pond has no effect

© 2015 by International Association of Great Lakes Scientists

Assume full build out of catchment.

Based on Frequency Data for City of Maple Ridge for Return Periods below 100m

Rational Method Q=RAI

Q=calculated flow in L/s, R=C coefficient

A=area in ha, I=catchment intensity in mm/hr and N=1000/240

4	2017/07/17	ISSUED FOR APPROVAL	ZS	BENCHMARK
3	2017/01/16	ISSUED FOR APPROVAL	AA	
2	2016/06/13	ISSUED FOR APPROVAL	YB	
1	2016/01/28	ISSUED FOR APPROVAL	DL	
0	2015/05/19	RE-ISSUED FOR PRELIMINARY REVIEW	JN	
No.	DATE	REVISION	BY	

ELEVATIONS ARE GEODETIC
REFERRED TO MONUMENT 84H0051
MONUMENT ELEVATION: 86.557m
LOCATED AT: SILVER VALLEY ROAD & 232 STREET

CONSULTANT
**OMEGA & ASSOCIATES
ENGINEERING LTD.**
CONSULTING CIVIL & STRUCTURAL ENGINEERS
2115-1805 65 AVENUE
SURREY, BC V3S 7A4
P 604.372.4400
F 604.372.4401
D 604.372.4402
F 604.765.0042

DRAWN: DL
DESIGNED: AA
CHECKED: DMBO
APPROVED: DMBO
FIELD BOOK: N/A
SCALES: 1:500

CITY OF MAPLE RIDGE
ENGINEERING DEPARTMENT
**OFFSITE STORM WATER
MANAGEMENT PLAN**
13738, 13702 & 13660 - 232ND ST.
MAPLE RIDGE, BC

DATE: JULY 17, 2017
SHEET: 5 OF 33
2013-323-C-02C

ISSUED FOR APPROVAL JULY 17, 2017

1100 *Reports and Recommendations*

City of Maple Ridge

TO:	Her Worship Mayor Nicole Read and Members of Council	MEETING DATE:	October 24, 2017
FROM:	Chief Administrative Officer	FILE NO:	2017-155-RZ
		MEETING:	Council
SUBJECT:	First Reading Zone Amending Bylaw No. 7358-2017 21319 and 21333 Lougheed Highway		

EXECUTIVE SUMMARY:

An application has been received to rezone the subject properties, located at 21319 and 21333 Lougheed Highway, from RS-1 (One Family Urban Residential) to C-2 (Community Commercial) to permit the development of a two-storey commercial building. This development proposal is in compliance with the Official Community Plan. To proceed further with this application additional information is required as outlined below. Pursuant to Council's resolution, this application is not subject to the Community Amenity Contribution Program.

RECOMMENDATIONS:

- 1) That Zone Amending Bylaw No. 7358-2017 be given first reading; and
- 2) That the applicant provide further information as described on Schedules C, D and E of the Development Procedures Bylaw No. 5879-1999.

DISCUSSION:

a) Background Context:

Applicant:	Bissky Architecture And Urban Design Inc.		
Legal Descriptions:	Lot 4 District Lot 248 Group 1 New Westminster District Plan 8043		
	Parcel "A" (Explanatory Plan 9614) Lot 5 District Lot 248 Group 1 New Westminster District Plan 8043		
OCP:			
Existing:	Commercial		
Zoning:			
Existing:	RS-1 (One Family Urban Residential)		
Proposed:	C-2 (Community Commercial)		
Surrounding Uses:			
North:	Use:	Cemetery	
	Zone:	RS-1 (One Family Urban Residential)	
	Designation:	Institutional and Conservation	

South:	Use:	Ridge Meadows Hospital
	Zone:	P-6 (Civic Institutional) and RS-1 (One Family Urban Residential)
	Designation:	Institutional, Conservation, Urban Residential
East:	Use:	Single Family Residential
	Zone:	RS-1 (One Family Urban Residential)
	Designation:	Commercial
West:	Use:	Single Family Residential
	Zone:	RS-1 (One Family Urban Residential)
	Designation:	Commercial
Existing Use of Property:		Vacant
Proposed Use of Property:		Commercial
Site Area:		1,692 m ² (0.42 acres)
Access:		Lougheed Highway
Servicing requirement:		Urban Standard

b) Site Characteristics:

The subject properties, located at 21319 and 21333 Lougheed Highway, are located on the north side of Lougheed Highway, east of the intersection of Laity Street and Lougheed Highway (see Appendices A and B). The subject properties are relatively flat with trees located on the western lot and along the northern boundary of both properties. Both properties are currently vacant.

c) Project Description:

This application proposes to rezone the subject properties from RS-1 (One Family Urban Residential) to C-2 (Community Commercial) (see Appendix C) to permit the development of a two-storey building comprised of a restaurant (GM Restaurant) on the ground floor and office space above. The proposed gross floor area of the ground floor is approximately 434 m² (4,672 ft²) and the proposed gross floor area of the second storey area is approximately 316 m² (3,402 ft²), for a total area of approximately 750 m² (8,074 ft²) (see Appendix D).

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

d) Planning Analysis:

Official Community Plan:

The subject properties are designated *Commercial* in the OCP and fall within the *General Commercial* category, due to their location along Lougheed Highway, within the Urban Area Boundary and outside of the Town Centre. The objective of the *General Commercial* category as stated in the OCP is to “respond to emerging market trends and shopping preferences and to permit greater flexibility in the range of commercial uses”. The C-2 (Community Commercial) zone aligns with the *General Commercial* designation.

Housing Action Plan:

The Housing Action Plan commits the City to looking at residential rental units above Commercial developments. A report from the Planning Department is on the work program and expected in late 2017 or early 2018. In the interim, Council have been addressing this matter on a case by case basis. To date, Council have required residential units above some Commercial developments, including Silver Valley Road and 232 Avenue, and 240 Street and 112 Avenue; however, Council have waived this for other Commercial developments, including the medical building/Doctors office on Lougheed Highway, just east of 216 Street, and the two Commercial developments located at 11951 240 Street (Tim Hortons) and 11939 240 Street. Should Council wish to have rental units above Commercial at this location, it would be beneficial to note that at this time.

Zoning Bylaw:

The current application proposes to rezone the subject properties from RS-1 (One Family Urban Residential) to C-2 (Community Commercial) to permit the development of a restaurant on the ground floor with office use above on the second storey. Any variations from the requirements of the proposed zone will require a Development Variance Permit application.

The zoning requirements for the C-2 (Community Commercial) zone allow for a two storey height (7.5m) building, provided that the second storey does not exceed 50% of the ground floor area. In recent commercial projects, site specific variances have been supported to permit a full second storey, provided that the developer creates rental housing units above the commercial units and entered into a Housing Agreement, protecting the apartments as rental units in perpetuity.

Staff have had preliminary discussions with the applicant regarding providing rental units on the second storey; however, the applicant is only looking for office use on the second storey at this time. A Development Variance Permit will be required, as the second storey is proposed to be greater than 50% in area of the first floor.

As identified above, Council has, on occasion, permitted such variances to accommodate rental housing above Commercial developments. While the subject application is proposing an office use on the second storey, staff note the likely continued interest in non-residential uses along Lougheed Highway, in light of the possible Rapid Bus implementation along Lougheed Highway and Council's interest in maximizing our employment lands. Subject to Council's direction, staff will continue to monitor such expressions of interest as they relate to development as a means of informing a broader Lougheed Highway Corridor Study planned for 2018.

Development Permits:

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

Advisory Design Panel:

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

Development Information Meeting:

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

e) Interdepartmental Implications:

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

- a) Engineering Department;
- b) Operations Department;
- c) Fire Department;
- d) Licences Permits and Bylaws Department;
- e) Parks Department;
- f) Utility companies;
- g) Ministry of Transportation and Infrastructure; and
- h) Canada Post.

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

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

f) Development Applications:

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

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

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

CONCLUSION:

The development proposal is in compliance with the OCP, therefore, it is recommended that Council grant first reading subject to additional information being provided and assessed prior to second reading.

It is recommended that Council not require any further additional OCP consultation.

“Original signed by Adam Rieu”

Prepared by: Adam Rieu
Planning Technician

“Original signed by Christine Carter”

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

“Original signed by Frank Quinn”

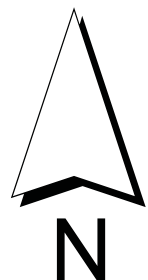
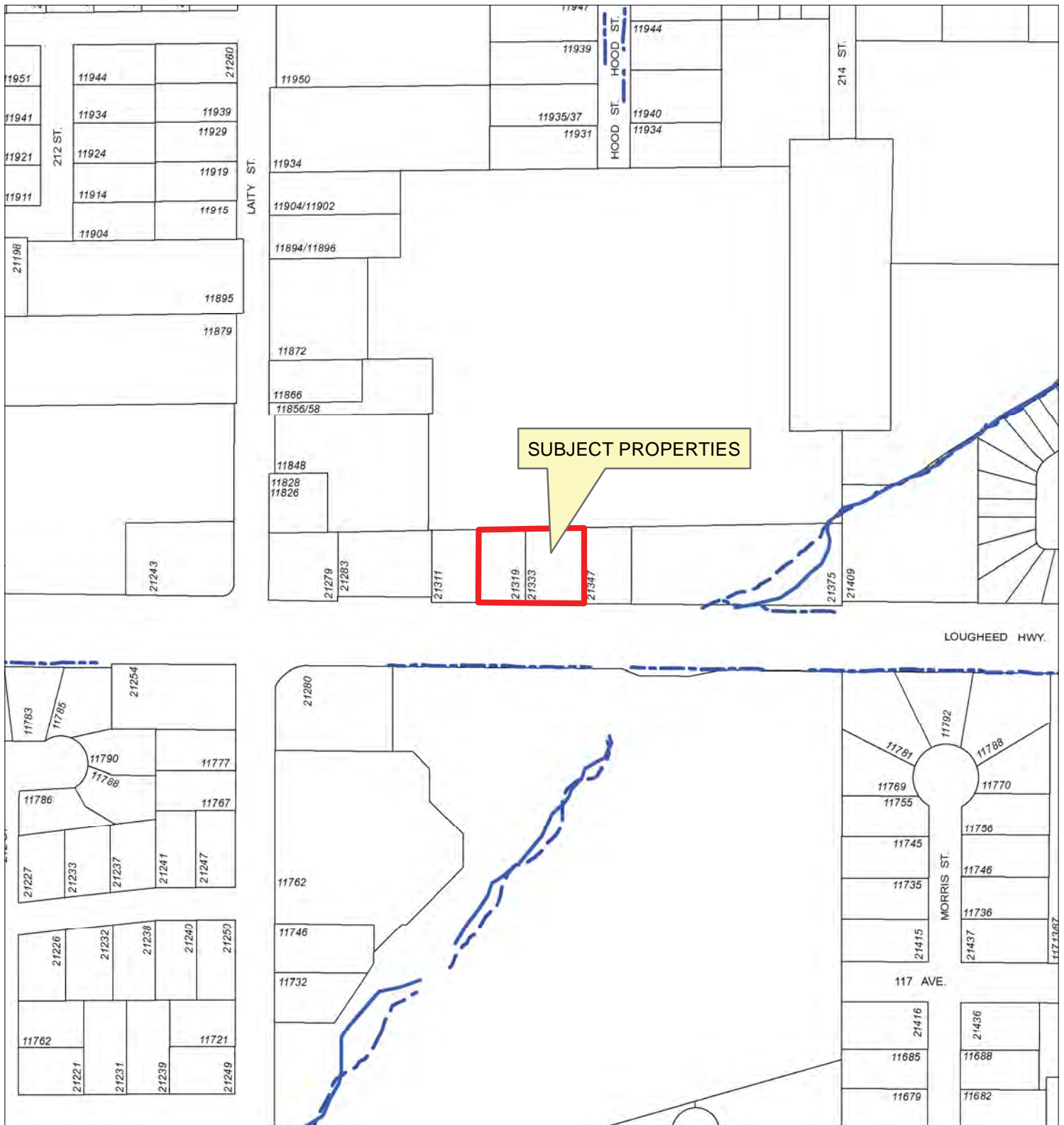
Approved by: Frank Quinn, MBA, P. Eng
GM: Public Works & Development Services

“Original signed by Paul Gill”

Concurrence: Paul Gill, CPA, CGA
Chief Administrative Officer

The following appendices are attached hereto:

Appendix A – Subject Map
Appendix B – Ortho Map
Appendix C – Zone Amending Bylaw No. 7358-2017
Appendix D – Proposed Site Plan



Scale: 1:2,500

Legend

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

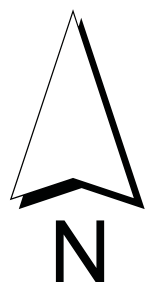
21319 & 21333 LOUGHEED HWY

PLANNING DEPARTMENT



2017-155-RZ
DATE: Apr 21, 2017

BY: JV



Scale: 1:2,500

Legend

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

21319 & 21333 LOUGHEED HWY

PLANNING DEPARTMENT



mapleridge.ca

2017-155-RZ
DATE: Apr 21, 2017

BY: JV

APPENDIX C

**CITY OF MAPLE RIDGE
BYLAW NO. 7358-2017**

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

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

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

1. This Bylaw may be cited as "Maple Ridge Zone Amending Bylaw No. 7358-2017."
2. Those parcels or tracts of land and premises known and described as:

Lot 4 District Lot 248 Group 1 New Westminster District Plan 8043

Parcel "A" (Explanatory Plan 9614) Lot 5 District Lot 248 Group 1 New Westminster
District Plan 8043

and outlined in heavy black line on Map No. 1720 a copy of which is attached hereto and forms part of this Bylaw, are hereby rezoned to C-2 (Community Commercial).

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

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

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

PUBLIC HEARING held the day of , 20

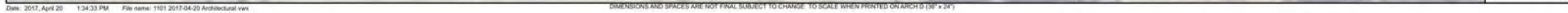
READ a third time the _____ day of _____, 20_____

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

ADOPTED, the day of , 20

PRESIDING MEMBER

CORPORATE OFFICER



City of Maple Ridge

TO: Her Worship Mayor Nicole Read
and Members of Council
FROM: Chief Administrative Officer
SUBJECT: First Reading
Maple Ridge Zone Amending Bylaw No. 7394-2017

MEETING DATE: October 24, 2017
FILE NO: 2017-242-RZ
ATTN: Council

EXECUTIVE SUMMARY:

At the October 17, 2017 Workshop, Council considered and discussed the draft Zoning Bylaw amendments pertaining to home based businesses.

At the October 17, 2017 Workshop Council passed the following resolution:

That Maple Ridge Zone Amending Bylaw No. 7394-2017 to amend the home occupation regulations of Zoning Bylaw No. 3510-1985 be forwarded to the next Council meeting for consideration of first reading.

As per the above resolution the proposed bylaw is attached along with a copy of the report from the October 17, 2017 Workshop.

As discussed at the October 17, 2017 Workshop the Agricultural Land Commission (ALC) allows home occupation on parcels in the Agricultural Land Reserve (ALR) and this Bylaw regulates land use within the ALR. Zone Amending Bylaw No. 7394-2017, if given first reading, will be referred to the ALC for comment. Comments received from the ALC will be included as part of the second reading report of Zone Amending Bylaw No. 7394-2017.

RECOMMENDATION:

- i) That Bylaw No. 7394 – 2017 be given first reading and be forwarded to the Agricultural Land Commission for comment.
- ii) Upon receipt of Agricultural Land Commission comments, that Bylaw No. 7394-2017 be forwarded to the next available Council meeting for second reading and be forwarded to Public Hearing.

CONCLUSION:

Bylaw No. 7394-2017 attached to this report is being recommended for first reading in accordance with Council's direction at the October 17, 2017 Workshop.

"Original signed by Amanda Grochowich"

Prepared by: Amanda Grochowich, MCIP, RPP
Planner 1

"Original signed by Bruce Livingstone" for

Concurrence: Lino Siracusa
Manager of Economic Development

"Original signed by Christine Carter"

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

"Original signed by Frank Quinn"

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

"Original signed by Paul Gill"

Concurrence: Paul Gill, CPA, CGA
Chief Administrative Officer

The following appendix is attached hereto:

Appendix A – Zoning Bylaw Amendment Bylaw No. 7394 – 2017

Appendix B – October 17, 2017 Council Workshop Report titled Home Occupation Engagement Summary Report and Maple Ridge Zone Amending Bylaw No. 7394-2017

CITY OF MAPLE RIDGE BYLAW NO. 7394-2017

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

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

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

1. This bylaw may be cited as “Maple Ridge Zone Amending Bylaw No. No Bylaw 7394-2017”.

2. That PART 2 INTERPRETATION is amended by inserting the following between “Animal Shelter” and “Apartment”:

ANIMAL SERVICES means a use providing individualized services to an animal recipient. Typical services include walking, grooming, dog day care, aqua or physical therapy, and training. Does not include commercial kennels, breeding, and dog boarding.

3. That PART 2 INTERPRETATION is amended by inserting the following between “Boarding” and “Body Rub Studio”:

BODY MODIFICATION means altering a person’s body for nonmedical purposes, and includes but is not limited to piercing, tattooing and micro-pigmentation services.

4. That Part 2 INTERPRETATION definition of “Business Services” is deleted and replaced with:

BUSINESS SERVICES means a use providing services to a business including, but not limited to, information technology and support, desktop publishing, data processing, bookkeeping, internet access, copying and printing services, mailing services, telephone reception and consulting services.

5. That PART 2 INTERPRETATION is amended by inserting the following between “Habitable Room” and “Height”:

HEALTH SERVICES means a use providing medical services to the general public where the practitioner is subject to a College or Association that has been delegated the authority, under provincial legislation, to govern the practice of their members in the public interest, and includes, but is not limited to, audiologists, chiropractors, dentists, nurses, massage therapists, optometrists, physicians and traditional Chinese medicine practitioners.

6. That PART 2 INTERPRETATION is amended by inserting the following between “Home Occupation” and “Housing Agreement”:

HEMOCRAFT means a use providing for the small scale production of goods intended for sale, consumption or use by another. Typical uses include, but not limited to, art, photography, jewelry, food, bath and beauty products, clothing and toys.

7. That PART 2 INTERPRETATION is amended by inserting the following between “Net Density” and “Office Use”:

NON-RESIDENT EMPLOYEE means a person receiving or entitled to receive wages or other compensation for work performed for an employer operating a home occupation but is not a resident on the lot. It also includes a person being trained by an employer for an employer’s home occupation.

8. That Part 2 INTERPRETATION definition of “Personal Service” is deleted and replaced with:

PERSONAL SERVICES means a use providing individualized services to a recipient. Including, but not limited to, animal services, barbering, beauty salons, hairdressing, personal wellness, tailoring, shoemaking, dry-cleaning, personal trainers, nutritionists, and weight loss clinics, but excluding overnight boarding of dogs, kennels, adult entertainment and pawnshop use.

9. That Part 2 INTERPRETATION definition of “Professional Services” is deleted and replaced with:

PROFESSIONAL SERVICES means a use providing services to the general public in which the provider of the service is required to be licensed or certified by a self-regulating professional association or by Federal, Provincial, or Municipal authorities and may include, but not be limited to, accountants, architects, engineers, health service providers, insurance and employment agencies, lawyers, planners, real estate agents, and veterinarians.

10. That Part 4, GENERAL REGULATIONS, 402 REGULATIONS FOR PERMITTED USES OF LAND, BUILDINGS & STRUCTURES (4) Home Occupation Use be amended by deleting the existing regulation under Section 402 (4) in their entirety, and inserting the following:

Where permitted, a Home Occupation shall:

- (a) Be entirely enclosed within:
 - (i) A dwelling unit; or
 - (ii) An accessory building.
- (b) Be considered for Agricultural, Residential and CD (Comprehensive Development) zones:
 - (i) A Type 1 Home Occupation where the operation occurs in a multi-family unit, unless otherwise prohibited by this Bylaw; or
 - (ii) A Type 1 Home Occupation where the operation occurs on a lot less than 1,200.0 m² ; or
 - (iii) A Type 2 Home Occupation where the operation occurs on a lot equal to or greater than 1,200.0 m²; or
 - (iv) A Type 3 Home Occupation where the operation occurs on a lot equal to or greater than 0.4 ha, as expressly permitted by this Bylaw.
- (c) Occupy not more than:
 - (i) 30% of the gross floor area of the dwelling unit and accessory building in which the home occupation is located, up to maximum of 50.0 m² in total for Type 1 Home Occupations; or
 - (ii) 45% of the gross floor area of the dwelling unit and accessory building in which the home occupation is located, up to a maximum of 100.0m² in total for Type 2 Home Occupations;

- (d) Be conducted by the resident of the dwelling unit and, provided that non-resident employee parking is accommodated on-site, be permitted up to a maximum of:
 - (i) 2 non-resident employees for Type 1 Home Occupations; or
 - (ii) 3 non-resident employees for Type 2 Home Occupations.
- (e) Be permitted on-site client visits, only by appointment scheduled in advance, up to a maximum of:
 - (i) 10 clients per day for Type 1 Home Occupations; or
 - (ii) 16 clients per day for Type 2 Home Occupations.
- (f) Be permitted, subject to Section 402.4 (e), group sessions up to a maximum of:
 - (i) 6 clients at any one time for Type 1 Home Occupations; and
 - (ii) 8 clients at any one time for Type 2 Home Occupations.
- (g) Be permitted for the following uses:
 - (i) Animal Services, excluding dog day care and for Type 1 Home Occupations, restricted to off-site or mobile-based services only;
 - (ii) Business Services;
 - (iii) Office uses;
 - (iv) Health Services;
 - (v) Homecraft;
 - (vi) Personal Services, excluding dry cleaning;
 - (vii) Professional Services;
 - (viii) Tutoring & Lessons;
 - (ix) Family Day Care, unless otherwise expressly prohibited by this Bylaw. For Neighbourhood Day Care requirements refer to Section 402.10 of this Bylaw; and
 - (x) Off-site, online and mobile-based sales.
- (h) Be permitted the storage on the lot of not more than one vehicle provided that it is used in connection with the home occupation and that such vehicle not be in excess of 3,630.0 kilograms licenced gross vehicle weight and be subject to Section 402.6 of this Bylaw.
- (i) Comply with Agricultural Land Reserve Use, Subdivision and Procedure Regulation (BC Reg. 171/2002), Section 3(1)(c) and ALC Policy L-07 Home Occupation Use in the ALR.
- (j) Be prohibited for the following uses and/or activities:
 - (i) Body modification;
 - (ii) Assembly use;
 - (iii) Orchestra and band training;
 - (iv) A family daycare use within a dwelling unit in the RM-2 (Medium Density Apartment Residential), RM-3 (Medium/High Density Apartment Residential), an apartment use within RM-4 (Multiple Family Residential), RM-5 (Low Density Apartment Residential), RM-6 (High Density Apartment Residential), C and CS zones.
 - (v) The unenclosed storage or display of raw materials, components, or stock-in-trade;
 - (vi) The retail sale of goods or products where customers enter the premises to inspect purchase or take possession of goods without making an appointment in advance;
 - (vii) The discharge or emit odorous, noxious or toxic matter or vapours, heat, glare, noise or radiation, or recurrently generated ground vibrations;
 - (viii) The generation of traffic congestion, electrical interference, fire hazards or health hazards;

- (ix) The use of mechanical or electrical equipment except as is ordinarily employed in purely domestic and household use, or recreational hobbies, or office uses; and
- (x) The external structural alteration to the principal building, ensuring that there shall be no exterior indication that the building is used for a purpose other than a residential use, except for signage permitted in accordance with Maple Ridge Sign Bylaw No. 6830-2011.

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

READ a first time the day of , 20 .

READ a second time the day of , 20 .

READ a third time the day of , 20 .

ADOPTED the day of , 20 .

PRESIDING MEMBER

CORPORATE OFFICER



City of Maple Ridge

TO: Her Worship Mayor Nicole Read
and Members of Council
FROM: Chief Administrative Officer
SUBJECT: Home Occupation Engagement Summary Report and Maple Ridge Zone Amending Bylaw No. 7394-2017

MEETING DATE: October 17, 2017
FILE NO: 2017-242-RZ
ATTN: Workshop

EXECUTIVE SUMMARY:

Council directed that the home occupation regulations be reviewed as an outcome of the Commercial Industrial Strategy. The intent of the review was to look at ways to update, modernize and improve regulations to better facilitate our existing 1445 licenced home based businesses and provide greater opportunities for enabling home based businesses in the City while balancing the needs of the neighbourhoods in which these businesses exist.

In July 2017, Council received a draft set of possible new zoning regulations for home based businesses. The proposed home based business program creates a two-pronged set of regulations: one for multifamily and one family and two family residential zoned lots less than 1,200m² (0.3 ac) and another for one family and two family residential zoned lots greater than 1,200m² (0.3 ac). A number of new directions have been proposed which include expanding: the permitted floor area of a home based business, relative to lot size; the number of employees allowed in a home based business; the number of daily visits that can be accommodated by a home based business; and the types of activities permitted as a home based business.

The review also acknowledged that there may be situations where a home based business use may warrant a level of expansion not anticipated by the above described types of home based businesses. This report recommends that the City explore the creation of a new zone to allow for larger accessory home based business uses on residential zoned lots that are greater than one acre in size. As this would require a text amendment process, this ensures that each home based business would be evaluated on a case by case basis and be able to take into account any possible site-specific considerations.

In September 2017, community outreach initiatives revealed the importance of updating the home based business zoning bylaw regulations and the desire to explore a full range of possible home based business uses. Community members recognize the benefits of supporting local job growth within the City and widely supported the new directions. This report summarizes the community consultation activities and feedback for Council as well as provides a revised set of regulatory changes for the Zoning Bylaw for Council to consider.

RECOMMENDATION:

- i) That Maple Ridge Zone Amending Bylaw No. 7394 – 2017 to amend the home occupation regulations of Zoning Bylaw No. 3510-1985 be forwarded to the next Council meeting for consideration of first reading.

BACKGROUND:

In 2015, following the Council resolution that the regulations for home based businesses be reviewed, staff undertook a background review, held internal meetings with Economic Development and Bylaw & Licencing Services Departments, and drafted a discussion paper on home based business as a means of identifying the potential areas where regulatory revisions might occur.

In 2016, the Economic Development Committee established three task forces to reflect key directions for the Economic Development Department: Tourism, Technology, and Home Based Business. The Home Based Business Task Force (HBB Task Force) began meeting in the summer of 2016. Task Force meetings were attended by staff from Economic Development, Planning and Bylaw & Licencing Services. Since that time, the HBB Task Force has identified three components to address for home based business: regulations, communication, and process.

In January 2017, staff reviewed current and possible new zoning regulations with the HBB Task Force for feedback. Following that meeting, staff from Economic Development, Planning, and Bylaw & Licencing Services prepared a draft set of possible new regulations for home based businesses.

On March 6, 2017, a number of possible home based business regulatory requirements were presented for Council consideration. In the Council discussion that ensued, Council raised the issue of whether the proposed revisions went far enough, given the economic opportunities home based businesses are perceived to present to Maple Ridge residents. In addition, Council raised questions, sought clarity on the possible new home based business zoning bylaw requirements and then directed staff to bring the item back for further Council consideration.

From March through June 2017, building on the work undertaken to-date, Staff continued to collaborate with the HBB Task Force to further explore opportunities to improve home based business regulation in the City. These revised directions and the parameters that influenced their further evolution were presented to Council on July 18, 2017.

SUMMARY OF POSSIBLE CHANGES TO ZONING BYLAW:

Based on input from the HBB Task Force and background research, possible changes to the Zoning Bylaw were proposed to Council. A number of new directions have been proposed which include expanding:

- The permitted floor area of a home based business, relative to lot size;
- The number of employees allowed in a home based business;
- The number of daily visits that can be accommodated by a home based business; and
- The types of activities permitted as a home a based business.

The proposed home based business program creates a two-pronged set of regulations. For ease of engagement, the two-pronged set of regulations have been renamed Type 1 Home Based Business for operations in multi-family units and on one family and two family residential zoned lots less than 1,200m² (0.3 ac) and Type 2 Home Based Business for operations on one family and two family residential zoned lots greater than 1,200m² (0.3 ac).

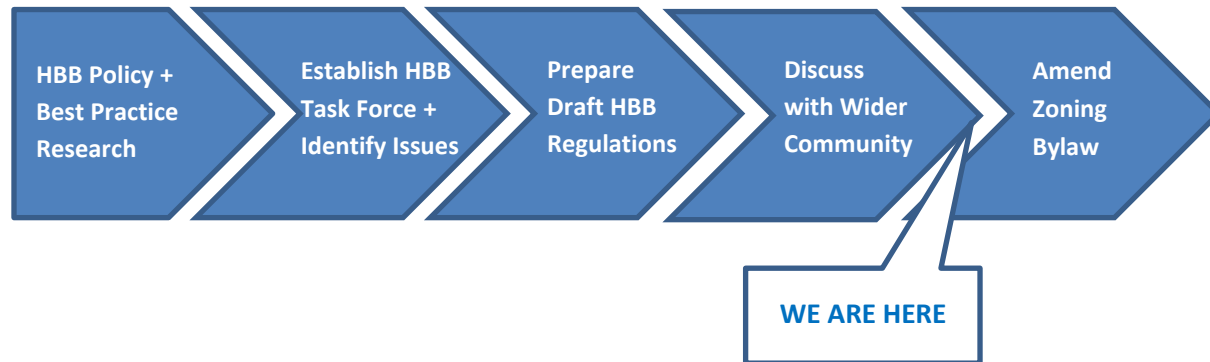
In addition, staff recognized that there may be opportunities on larger properties to accommodate certain uses that may not be permitted under the proposed home based business regulations. This further option was considered as a Type 3 Home Based Business.

A summary table outlining the proposed home based business regulatory changes are included as Appendix A.

SUMMARY OF CONSULTATION PROCESS

Retitled as 'Home Based Business Update' for the purpose of community engagement, the consultation activities can be broken down into three main themes: resident engagement, outreach activities targeting local businesses, and feedback collected through a community survey.

Taking place throughout September 2017, the consultation program specifically consisted of a Public Open House, community survey, booth at the Haney Farmers Market, staff presentations at several community-based business groups, 15 minute Q&A 'Coffee Chats with City Staff' with interested individuals, a Home Based Business Networking Event (hosted by the HBB Task Force) and, as requested by Council, a targeted mail-out to all licenced home based businesses in the City.



A copy of the engagement materials and the verbatim responses are available in Appendix B.

i) Resident Engagement

To solicit resident feedback, two public events took place supported by promotional activities.

On Saturday September 9, 2017, Staff attended the Haney Farmers Market with a booth soliciting input on the Home Based Business Update. Staff attendance was advertised through the Home Based Business Update website and flyers available at the Planning, Economic Development and Bylaw Services & Licencing front counters.

On September 13, 2017 a Public Open House was held between 4 and 8 p.m. in the Fraser Room of the Maple Ridge Library. Notification and advertising for the event was conducted through four newspaper advertisements, a listing on the City's website, social media outlets, flyers available at the Planning, Economic Development and Bylaw Services & Licencing front counters, and at Council request, the use of approximately 1500 mailed letters to licenced home based businesses. Approximately twenty people attended the Open House, as well as members of the HBB Task Force. Following the event, the open house presentation boards were made available on the City's website.

A mailing list for a Home Based Business E-Newsletter was also created and subsequently used to provide further information and updates about the engagement process to the public. Over 70 e-mails were collected throughout September.

ii) Business Outreach

Business operators were also invited to opt-in to the Home Based Business E-Newsletter and all licenced home based businesses received mailed notification of the Home Based

Business Update process which identified engagement opportunities taking place throughout September.

Planning Staff hosted 'Coffee Chats with City Staff' as an opportunity to provide tailored feedback on how the proposed changes may impact an existing operation or how they might enable a new home based business. Over ten businesses expressed interest in a Coffee Chat and by early October, at the time of preparing this report, three had taken place, with two anticipated in the following week.

Planning Staff also attended several local business community groups to increase awareness of the home based business update process. Presentations took place at Women's AM (35 attendees) and Babes in Business (15 attendees). The Chamber of Commerce was also contacted as a potential option, but no response was received.

A Home Based Business Networking Event, hosted by the Home Based Business Task Force, took place in the afternoon on Friday, September 22, 2017 at The Well. The event was promoted through the local newspaper, social media, mail-out, and event-specific advertising including posters and post-cards (which were available at the Farmers Market, Open House and front counters). Approximately twenty people attended the Networking Event, in addition to City Staff and members of the HBB Task Force.

iii) **Community Survey**

Supporting the residential and business outreach initiatives was a community questionnaire. The survey was used to assess comfort level with the proposed updates to the home based business zoning regulations.

Paper copies of the survey were available at the Haney Farmers Market, Public Open House, outreach events, and the Home Based Business Networking Event. The survey was also available online from September 13th to October 1st on the City's Home Based Business Update website. Home Based Business Task Force members generously donated several prizes for a City-run sweepstakes draw as an added incentive to encourage survey responses.

Of the 177 submitted community surveys, 114 were completed in full. Responses are mixed – 53% from general interested residents, 34% from those who operate a business in Maple Ridge, 8% from those considering starting a home based business in Maple Ridge and 5% 'other'. Thirty percent of the respondents identified themselves as currently operating a home based business in Maple Ridge.

CONSULTATION OUTCOMES:

i) **General Feedback:**

The community expressed broad levels of support for the home based business update process and the proposed changes. Recognizing the changing nature of business and household needs, many residents indicated that 'it was time' for this level of change to the home based business regulations in Maple Ridge. Members of local business groups also expressed enthusiasm for the intended direction of the home based business update and were pleased to see the City emphasizing local business development within the City.

ii) **Location & Size**

Strong support (88%) was received for broadening where a home based business can be accommodated on a residential lot. Currently, a home based business is only permitted to operate from a dwelling unit (with the exception of RS-2, RS-3 and A zones which are currently permitted a home based business in an accessory building). The proposed update would permit a home based business to take place in both the main dwelling unit that makes up the home as well as in a secondary suite or detached garden suite (DGS) and in an accessory building in all residential zones. Additional comments through conversation reinforced the support for permitting a home based business in a secondary suite and/or DGS in order to support intergenerational living.

Again, strong support was received for increasing the amount of floor area permitted for Type 1 Home Based Businesses (92%) and Type 2 Home Based Businesses (92%). Currently, home based businesses are permitted up to 20% of the residential floor area, up to 50m² or 538 sq ft. The proposed update would permit a Type 1 Home Based Business up to 30% of the gross floor area, to a maximum of 50m² or 538 sq ft, for home based businesses in multi-family units and on one family and two family residential zoned lots under 1,200m² or 0.3 acres and up to 45% of the gross floor area, to a maximum of 100m² or 1,76 sq ft, for Type 2 Home Based Businesses on one family and two family residential zoned lots over 1,200m² or 0.3 acres.

iii) **Daily Visits & Employees**

Currently, a home based business cannot receive daily visits by clients (with the exception of Tutoring & Lessons which is permitted up to six people per day). The proposed update would allow daily visits by clients, by appointment, for all permitted home based business uses up to ten clients per day for Type 1 Home Based Businesses and up to sixteen clients per day for Type 2 Home Based Businesses. The proposed expansion received positive support for both Type 1 Home Based Businesses (80% in favour) and Type 2 Home Based Businesses (85% in favour) although some discussion occurred regarding the reasoning behind why a daily maximum was required.

Similarly, the proposal to permit up to five clients at any one time for Type 1 Home Based Businesses and up to eight at any one time for Type 2 Home Based Businesses received positive support (85% and 86%, respectively). However, through long-form survey responses and in-person discussions it was made clear that many current Home Based Business operators viewed limiting group sessions to five for Type 1 Home Based Businesses as a concern noting the current cap of six. This issue and staff's proposed response is addressed in more detail in the following discussion section.

Currently, a home based business is permitted one non-resident employee. It is proposed to permit a home based business up to two non-resident employees for Type 1 Home Based Businesses and up to three non-resident employees for Type 2 Home Based Businesses, providing employee parking is provided on-site. The proposed expansion received strong support for both Type 1 and Type 2 Home Based Businesses (91% and 91%, respectively).

iv) **Permitted Home Based Business Uses**

As part of the review of the home based business zoning regulations, it is proposed to expand the types of activities permitted as home based business uses. Respondents indicated if they would support the type of activity as a permitted use for only Type 1

Home Based Businesses, only Type 2 Home Based Businesses, or for both Type 1 and Type 2 Home Based Businesses.

The table on the following page indicates the levels of support received for permitting the proposed types of activities for **both** Type 1 and Type 2 Home Based Businesses.

Use	Level of Support for use for both Type 1 and Type 2 Home Based Businesses
Animal Services	67%
Health Services	76%
Homecraft	85%
Office & Business Services	85%
Off-site, online and mobile-based sales	86%
Personal Services	81%
Professional Services	82%
Tutoring & Lessons	87%

Expectedly, Animal and Health Services were the two uses to receive the lowest amount of support. In both cases, it is worth noting that respondents indicated a parallel interest in permitting the uses **only** as a Type 2 Home Based Business (21% for Animal; 12% for Health), which is counter to the proposed home based business regulations. For more information and staff's response on this matter, refer to the below discussion section.

v) Type 3 Home Based Business

Recognizing there may be opportunities on larger properties (i.e. one or more acres) to accommodate additional uses or at levels of visitation and employment that are not permitted under the proposed Type 1 and Type 2 Home Based Business categories, input was solicited on a proposed third category for home based businesses. Possible activities could include yoga or spa retreats, agri-tourism opportunities, and small wedding & celebration events. Strong support from the survey (97%) as well as through in-person discussion was received for the proposed Type 3 Home Based Business category. Respondents indicated a preference for permitting Type 3 Home Based Businesses as an outright use (65%) over a new zone (26%), as the outright approach was seen to be less onerous for an applicant, yet could incorporate options to enforce complaints. In-person conversation and long-form survey responses also indicated a preference for not permitting a business that could disturb a neighbourhood with excessive noise, fumes, outdoor storage and traffic. Other possible uses suggested for a Type 3 Home Based Business included health services, animal services, professional retreats, agri-tech, food packaging, small trucking/distribution companies, cooking classes, and child care.

DISCUSSION:

Community outreach initiatives have clearly revealed support for updating the home based business zoning bylaw regulations and the desire to explore a full range of possible home based business uses. Community members recognize the benefits of supporting local job growth within the City and support the new directions. At the same time, community dialogue did raise some concerns that would benefit from further discussion.

i) Daily Visits & Group Sessions

The updates brought forward proposed to permit up to five clients at any one time for multi-family units and single family lots under 1,200m² (0.3 acres) and up to eight clients at any one time for single family lots over 1,200m² (0.3 acres). However, a common

concern and topic of discussion throughout the consultation activities was the importance of maintaining six clients at once for tutoring and lesson uses for business viability and to remain consistent with current allowances. Having discussed these parameters with members of the public and of home based business owners, it is now recommended to increase the number of permitted clients from five to six for home based businesses in multi-family units and on one family and two family residential zoned lots under 1,200m² (0.3 acres), subject to the daily maximum of ten daily visits. The proposed maximum number of group clients for home based businesses on one family and two family residential zoned lots over 1,200m² or more remains unchanged.

ii) **Permitted Uses**

Interest in expanding the types of uses permitted as a home based business was demonstrated to be strong. Not surprisingly, discussion took place about the parameters of three of the proposed home based business uses: Animal Services, Health Services and Personal Services.

Some concern was noted about permitting *Animal Services* as an on-site Type 1 Home Based Business given the smaller site area, therefore staff continue to recommend that only mobile-based animal service operations be permitted for Type 1 Home Based Businesses. Type 2 Home Based Business *Animal Service* operations would be permitted both mobile-based and on-site operations.

The level of support received for permitting on-site *Health Services* for Type 1 was less pronounced, yet still quite positive. However, there was a clear call for permitting *Health Services* as a permitted use for Type 3 Home Based Businesses. Staff continue to support on-site *Health Services* as a permitted use for Type 1 and Type 2 Home Based Businesses as well as suggest *Health Services* as a permitted use for Type 3 Home Based Businesses, noting the opportunity for such a use to be enlarged under the possible third type of home based business.

Clear and enthusiastic support for permitting personal services as a home based business use for both Type 1 and Type 2 Home Based Businesses was received throughout the community consultation process. Feedback received indicated interest in services such as reflexology as well as non-RMT massage being included within the personal services umbrella. Given on-going discussions with Fraser Health and Bylaw & Licencing Services, it is understood that these services would be able to be included and approved as a personal service home based business use.

iii) **Types of Home Based Business**

Throughout the consultation process the two-pronged approach to home based business regulation was well received, including the 1,200m² (0.3 acre) threshold between Type 1 and Type 2 Home Based Businesses. When looking at opportunities for larger home based businesses to be accommodated on larger properties, there was strong support for pursuing an avenue to incorporate a potential Type 3 Home Based Business.

While feedback identified strong support for the Type 3 Home Based Business concept, reservations were identified regarding the potential impacts a Type 3 Home Based Business may have on the neighbourhood. Community consultation supports considering each application for a Type 3 Home Based Business on its own merits, and be subject to site-specific traffic, servicing, on-site parking, screening, among other requirements. Equally, the feedback received expressed interest in not creating a process that would be

onerous for an applicant. Feedback also identified the importance of the complaint process, and having enforcement as an option, if needed.

While survey responses identified support for permitting Type 3 Home Based Businesses as an outright use, the unknowns related to future and possibly unique home based business proposals along with the need to assess any possible impacts on a site specific basis, has led staff to recommend that individual text amendments to the Zoning Bylaw be the implementation tool for Type 3 Home Based Businesses. A text amendment would permit each application to be considered on a case-by-case basis and would result in site-specific requirements that would, ideally, address any possible neighbourhood impacts. A text amendment also permits the opportunity for public comment on each application, through the public hearing process.

iv) Parking

Many residents, home based business operators, and staff from Bylaw & Licencing Services have identified and raised reservations over the parking implications the proposed changes may present. While on-site parking requirements for non-resident employees of Type 1 and Type 2 Home Based Businesses are envisioned to be dealt with on-site, it is worth highlighting that few home based business operators indicated that they employ (or have previously) employed an employee. Should these proposed changes be adopted, Bylaw & Licencing Services have agreed to monitor and report any potential impacts from increasing the number of visiting clients on the neighbourhoods.

v) Other Considerations

Overnight Stays

Community members indicated an interest in how overnight uses (including AirBnB) would be incorporated into the Zoning Bylaw however there was also the recognition that it is a separate discussion and not considered a home based business use. Additional reports to Council regarding overnight stays (including AirBnB) will be forthcoming through the Economic Development Department.

Permit Process

Community consultation revealed several specific concerns with the business licencing procedures specifically related to home based businesses. While outside of the scope of this home based business update which is focused on zoning amendments, it does identify areas for future review by either the Home Based Business Task Force and/or as part of the Business Licencing and Regulation Bylaw alignment which would be required should any proposed changes to the zoning bylaw regarding home based businesses be adopted. Additional reports to Council regarding the home based business permitting process will be forthcoming through the Economic Development Department.

Encouraging Regional Economic Opportunities

Community outreach identified strong interest in the Inter-municipal Business Licencing program. Specifically, business owners would like to see the program expanded from construction-related operations to include a wider range of business types. Few home based business operators indicated an interest in growing their business beyond the home to seek a commercial space although more indicated a desire to grow the business within the home. Additional reports to Council encouraging regional economic opportunities for home based businesses will be forthcoming through the Economic Development Department.

HOME BASED BUSINESS TASK FORCE:

Staff would like to acknowledge the dedication of the HBB Task Force members for their input on the proposed changes to the Zoning Bylaw as well as their time and effort in supporting the City's community consultation activities throughout September.

At their September 26, 2017 meeting, following the September engagement activities, the HBB Task Force reiterated their support of the revised directions and parameters of the proposed updates to the Zoning Bylaw. While there was an identified preference for permitting Type 3 Home Based Businesses as an outright use over a rezoning process, the HBB Task Force expressed support for the Maple Ridge Zone Amending Bylaw No. 7394-2017 to be considered by Council in its current form, introducing the minor responses proposed by Staff following the community's input.

The HBB Task Force looks forward to advancing with their mandate to help make the City more 'home based business friendly' by being involved in the review of the home based business permitting process and with the communication and promotion of the updated home based business regulations.

INTERGOVERNMENTAL IMPLICATIONS:**Agricultural Land Commission**

As the Agricultural Land Commission (ALC) allows home occupation on parcels in the Agricultural Land Reserve (ALR) and this Bylaw regulates land use within the ALR, Zone Amending Bylaw No. 7394-2017, if given first reading, will be referred to the ALC for comment. Comments received from the ALC will be included as part of the second reading report of Zone Amending Bylaw No. 7394-2017.

INTERDEPARTMENTAL IMPLICATIONS:**Bylaw & Licencing Services Department**

The Bylaw & Licencing Services Department has been working in collaboration with both the Planning and Economic Development Departments. Recognizable challenges have been raised over a number of the proposed amendments. This includes the need to monitor the potential for neighbourhood traffic and parking impacts from increasing the permitted number of visiting clients to each home based business and the continued challenge of unenclosed storage, and the parking of commercial vehicles, at home based businesses.

Bylaw & Licencing Services staff are interested in using the home based business regulatory review process as an opportunity to align several bylaws. It would also be an opportunity to refine and potentially address some of the previously identified concerns with the home based business licencing process, including the implementation of mobile business licences. Should the proposed changes be adopted, changes to the Business Licencing and Regulation Bylaw would be required and would follow in a separate report.

Economic Development Department

As the organizers of the HBB Task Force, the Economic Development Department has been involved with the home based businesses review. The Economic Development Department supports and encourages home based business expansion within the City as they are considered an essential step in creating businesses within the community. Additional reports to Council regarding the work of the HBB Task Force in regards to the communication and process components will be forthcoming through the Economic Development Department.

DRAFT BYLAW:

Originally, Staff were tasked with providing Council with a summary of the consultation feedback in order to shape the direction of the Zoning Bylaw amendments. However, having heard strong support for the proposed updates to the home based business zoning bylaw regulations, Staff support moving forward with a bylaw to amend the home occupation regulations of the Zoning Bylaw. Given the positive feedback from the community consultation activities covered in this report, and allowing for the minor changes outlined above, staff present Maple Ridge Zone Amending Bylaw No. 7394-2017 for Council consideration. Staff ask that Bylaw No. 7394-2017 be forwarded to the next Council meeting for consideration by Council for first reading. The full text of Zone Amending Bylaw No. 7394-2017 is available in Appendix C.

CONCLUSION:

The intent of the home based business review was to look at ways to update, modernize and improve regulations to better facilitate existing home based businesses and provide greater opportunities for expanding home based business in the City while balancing the needs of the residential communities in which these operations exist. With the presented regulatory changes, such measures represent a key step in an overall home based business review process that is aimed at promoting the City as “home based business friendly”. This report summarizes the results of the community consultation which took place throughout September 2017.

“Original signed by Amanda Grochowich”

Prepared by: Amanda Grochowich, MCIP, RPP
Planner 1

“Original signed by Lino Siracusa”

Concurrence: Lino Siracusa
Manager of Economic Development

“Original signed by Christine Carter”

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

“Original signed by Frank Quinn”

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

“Original signed by Paul Gill”

Concurrence: Paul Gill, CPA, CGA
Chief Administrative Officer

The following appendices are attached hereto:
– See Workshop agenda of October 17, 2017

City of Maple Ridge

TO: Her Worship Mayor Nicole Read
and Members of Council
FROM: Chief Administrative Officer
SUBJECT: First Reading
Zone Amending Bylaw No. 7379-2017
12842 Alouette Road

MEETING DATE: October 24, 2017
FILE NO: 2017-318-RZ
MEETING: Council

EXECUTIVE SUMMARY:

An application has been received to rezone the subject property from RS-3 (One Family Rural Residential) to RS-2 (One Family Suburban Residential) to allow a subdivision of three single family lots ranging in size from 4,000 m² to 5,137 m². An Official Community Plan (OCP) amendment to redesignate the southeast portion of the subject property as *Conservation* will be required to identify and protect the steep slopes and watercourse located there.

This application is exempt from the Community Amenity Contribution charge because less than four single family lots are being proposed.

To proceed further with this application additional information is required as outlined below.

RECOMMENDATIONS:

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

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

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

That Zone Amending Bylaw No. 7379-2017 be given first reading; and

That the applicant provide further information as described on Schedules (A, C, F and J) of the Development Procedures Bylaw No. 5879-1999, along with the information required for a Subdivision application.

DISCUSSION:

a) Background Context:

Applicant:	Aplin & Martin Consultants, David Laird		
Legal Description:	Lot 4, Except: Firstly: Part on Plan 3041, Secondly: Parcel “A” (Reference Plan 4611), Section 27, Township 12, NWP2510		
OCP:			
Existing:	Suburban Residential		
Proposed:	Suburban Residential and Conservation		
Zoning:			
Existing:	RS-3 (One Family Rural Residential)		
Proposed:	RS-2 (One Family Suburban Residential)		
Surrounding Uses:			
North:	Use:	Single Family Residential	
	Zone:	RS-2	
	Designation:	Suburban and Estate Suburban Residential	
South:	Use:	Road Right of Way and Single Family Residential	
	Zone:	RS-3	
	Designation:	Suburban Residential	
East:	Use:	Vacant	
	Zone:	RS-2	
	Designation:	Suburban Residential	
West:	Use:	Road Right of Way and Single Family Residential	
	Zone:	RS-3	
	Designation:	Suburban Residential	
Existing Use of Property:	Single Family Residential		
Proposed Use of Property:	Single Family Residential		
Site Area:	1.546 ha (3.82 acres)		
Access:	Alouette Road		
Servicing requirement:	Rural Standard		

b) Site Characteristics:

The subject property, located at 12842 Alouette Road, is a trapezoidal shaped lot 15,460 m² (3.82 acres) in size. It is located to the northeast and outside of the urban area boundary, close to the South Alouette River (see Appendix A). The subject property is generally flat except in its southeast corner where steep slopes lead up to a ridge. A tributary of Bosa Creek may also be located in the southeast corner of the lot. The subject property is grassed and largely clear of trees except on its periphery, and contains a single family dwelling as well as a number of sheds and other storage outbuildings (see Appendix B).

The subject property is generally surrounded by single family dwellings in a rural setting. A road right of way for 128 Street borders the southern edge of the subject property, while Alouette Road and an old railway alignment border its western edge. A sliver of the property was divided off from the western edge of the main parcel when the right of way for the railway alignment was first proposed in the early 1900s. It is anticipated that this sliver will be dedicated as road if the rezoning application completes.

c) Project Description:

The current applicant proposes to rezone the subject property from RS-3 (One Family Rural Residential) to RS-2 (One Family Suburban Residential) to accommodate the subdivision and construction of approximately three single family dwellings ranging in size from 4,000 m² to 5,137 m². The proposed preliminary subdivision sketch (see Appendix D) shows that the lots front onto Alouette Road.

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

d) Planning Analysis:

Official Community Plan:

The Official Community Plan designates the subject property as *Suburban Residential*. The following OCP policies support the rezoning of the subject property to RS-2 (One Family Suburban Residential) zone:

- Section 3.1.3 Residential Designations, describes the *Suburban Residential* designation as supporting single detached and duplex housing in areas outside the Urban Area Boundary that have water service but which are not connected to the municipal sanitary sewer system.
- Policy 3-11 supports single detached housing on large suburban lots. Lot sizes in this designation are generally 0.4 hectares in size.

In August, 2016 Council received a staff report outlining *Suburban Residential* and *Estate Suburban Residential* land use designation options. On September 5, 2017 after further review Council resolved that no changes would be made to the *Estate Suburban* and *Suburban Residential* OCP policies and that residential development in these areas could proceed accordingly.

The proposed rezoning and preliminary subdivision is also consistent with applications that have been approved in the area. Properties immediately to the northwest and northeast were rezoned to create RS-2 lots, while properties to the west, east and south are rural single family residential areas.

Therefore, this application is consistent with the *Suburban Residential* designation of the OCP, and is consistent with the character of the surrounding area.

Zoning Bylaw:

The current application proposes to rezone the property located at 12842 Alouette Road from RS-3 (One Family Rural Residential) to RS-2 (One Family Suburban Residential) to permit the subdivision of three single family residential lots. The minimum lot size for the current RS-3 zone is 8,000 m², and the minimum lot size for the proposed RS-2 zone is 4,000 m². The proposed preliminary subdivision sketch shows the three lots range in size from 4,000 m² to 5,137 m².

The applicant has proposed to dedicate approximately 1,490 m² from the southeast end of the property for the protection of the steep slope and watercourse located there. The sufficiency of this dedicated area will be evaluated prior to second reading.

The current application has not requested any variances to the Zoning Bylaw at this time. Any variations from the requirements of the proposed zone will require a Development Variance Permit application.

Development Permits:

A Form and Character Development Permit is not required for single family residential developments.

Pursuant to Section 8.9 and 8.10 of the OCP, a combined Watercourse Protection/Natural Features Development Permit application is required to ensure the preservation, protection, restoration and enhancement of watercourse and riparian areas, and to ensure that development is protected from hazardous conditions (i.e. steep slopes).

Pursuant to Section 8.12 of the OCP, a Wildfire Development Permit application is required for all development and subdivision activity identified in wildfire risk areas. The purpose of the Wildfire Development Permit is for the protection of life and property in designated areas that could be at risk for wildland fire; and where this risk may be reasonably abated through implementation of appropriate precautionary measures. The subject property is located within the Wildfire Development Permit Area, identified on Map 1 in Section 8.12 of the Official Community Plan. Prior to second reading, a Registered Professional Forester's Report will be required to determine wildfire mitigation requirements.

Advisory Design Panel:

This application does not need to be reviewed by the Advisory Design Panel because a Form and Character Development Permit is not required for single family residential dwellings.

Development Information Meeting:

A Development Information Meeting is not required for this application because fewer than five dwelling units are being proposed.

e) Interdepartmental Implications:

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

- a) Engineering Department;
- b) Fire Department;
- c) Licences, Bylaws and Permits Department;
- d) Parks Department;
- e) School District;
- f) Canada Post.

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

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

f) Early and Ongoing Consultation:

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

g) Development Applications:

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

- 1. An OCP Application (Schedule A);
- 2. A complete Rezoning Application (Schedule C);
- 3. A combined Watercourse Protection/Natural Features Development Permit Application (Schedule F and G);
- 4. A Wildfire Development Permit Application (Schedule J);
- 5. A Subdivision Application.

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

CONCLUSION:

The development proposal is in compliance with the policies of the OCP. Justification has been provided to support an OCP amendment to redesignate the southwest portion of the subject property as *Conservation* to account for the steep slopes and a watercourse located there. Therefore, it is recommended that Council grant first reading to this rezoning application subject to additional information being provided and assessed prior to second reading.

It is recommended that Council not require any further additional OCP consultation.

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

"Original signed by Chee Chan"

Prepared by: Chee Chan, M.U.P., MCIP, RPP, B. Sc.
Planner 1

"Original signed by Christine Carter"

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

"Original signed by Frank Quinn"

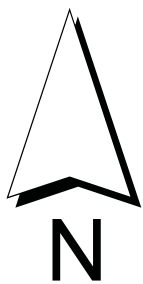
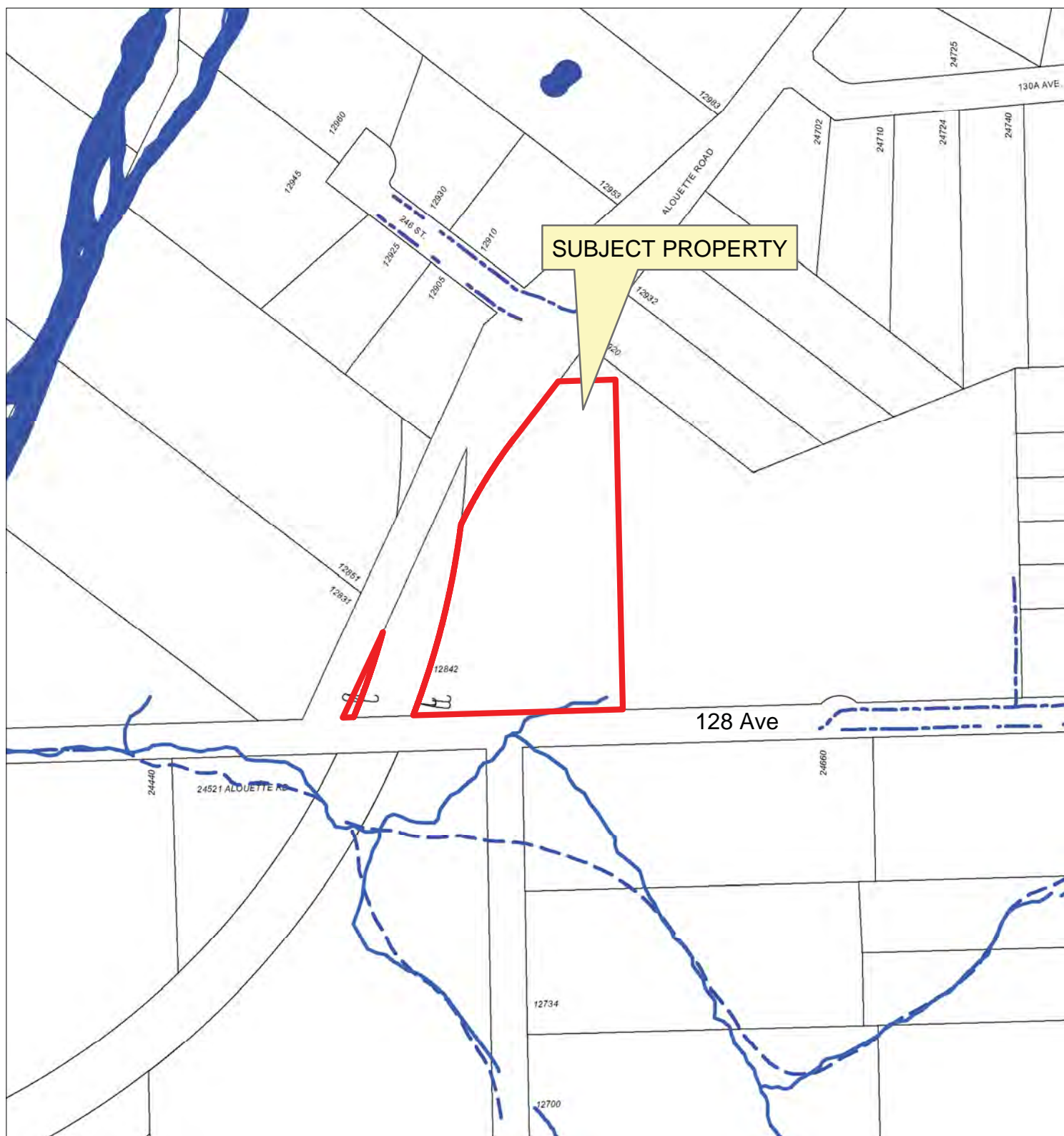
Approved by: Frank Quinn, MBA, P. Eng
GM: Public Works & Development Services

"Original signed by Paul Gill"

Concurrence: Paul Gill, CPA, CGA
Chief Administrative Officer






The following appendices are attached hereto:

Appendix A – Subject Map
Appendix B – Ortho Map
Appendix C – Zone Amending Bylaw No. 7379-2017
Appendix D – Proposed Preliminary Subdivision Sketch



Scale: 1:3,000

Legend

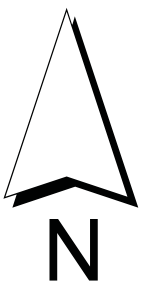
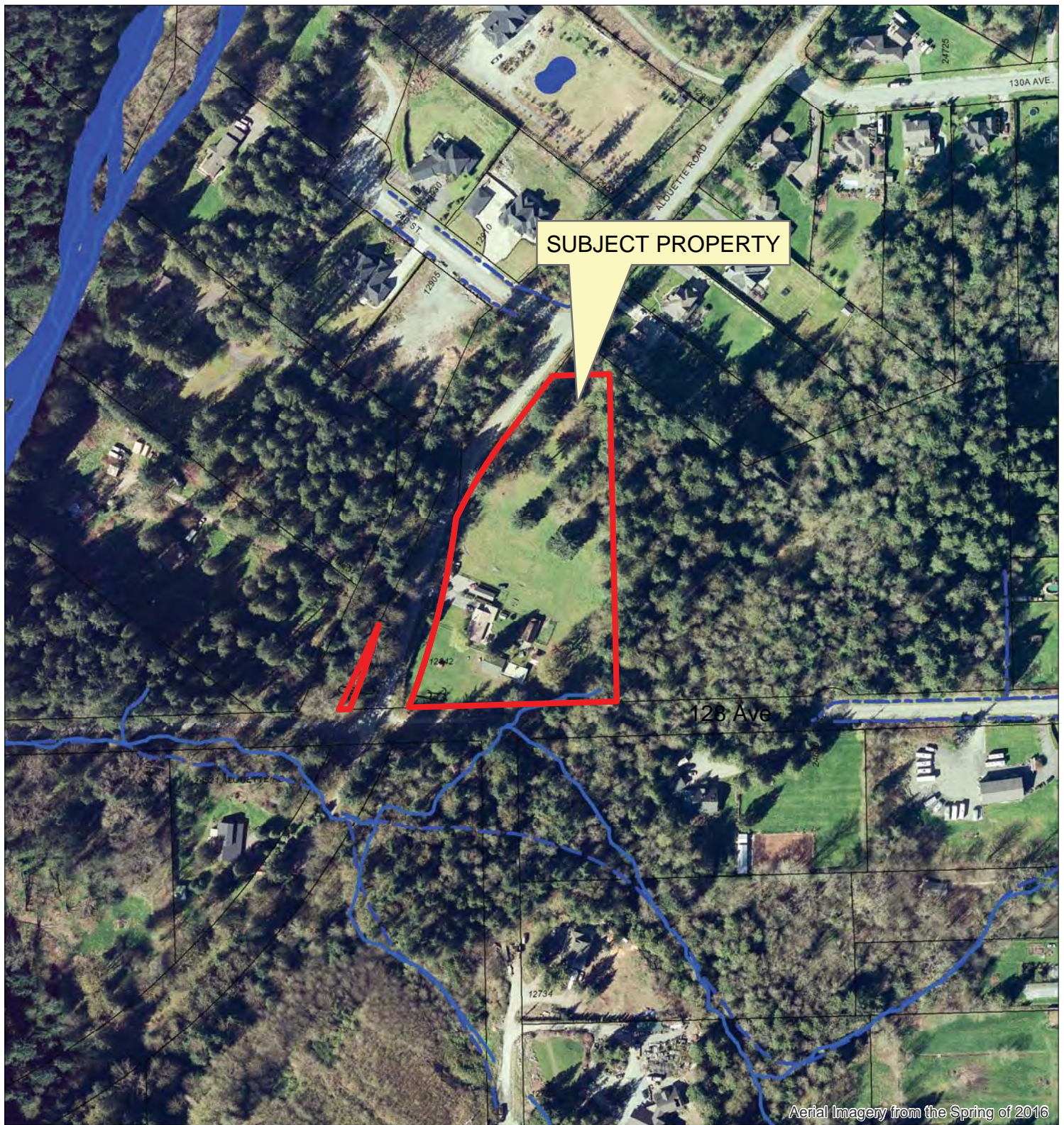
-  Stream
-  Indefinite Creek
-  Marsh
-  River
-  Major Rivers & Lakes

12842 Alouette Road








2017-318-RZ
DATE: Jul 26, 2017

BY: JV



Scale: 1:3,000

Legend

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

12842 Alouette Road



2017-318-RZ
DATE: Jul 26, 2017

BY: JV

APPENDIX C

CITY OF MAPLE RIDGE

BYLAW NO. 7379-2017

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

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

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

1. This Bylaw may be cited as "Maple Ridge Zone Amending Bylaw No. 7379-2017."
2. That parcel or tract of land and premises known and described as:

Lot 4 Except: FIRSTLY: Part on Plan 3041 SECONDLY: Parcel "A" (Reference Plan 4611) Section 27 Township 12 New Westminster District Plan 2510

and outlined in heavy black line on Map No. 1728 a copy of which is attached hereto and forms part of this Bylaw, is hereby rezoned to RS-2 (One Family Suburban Residential).

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

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

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

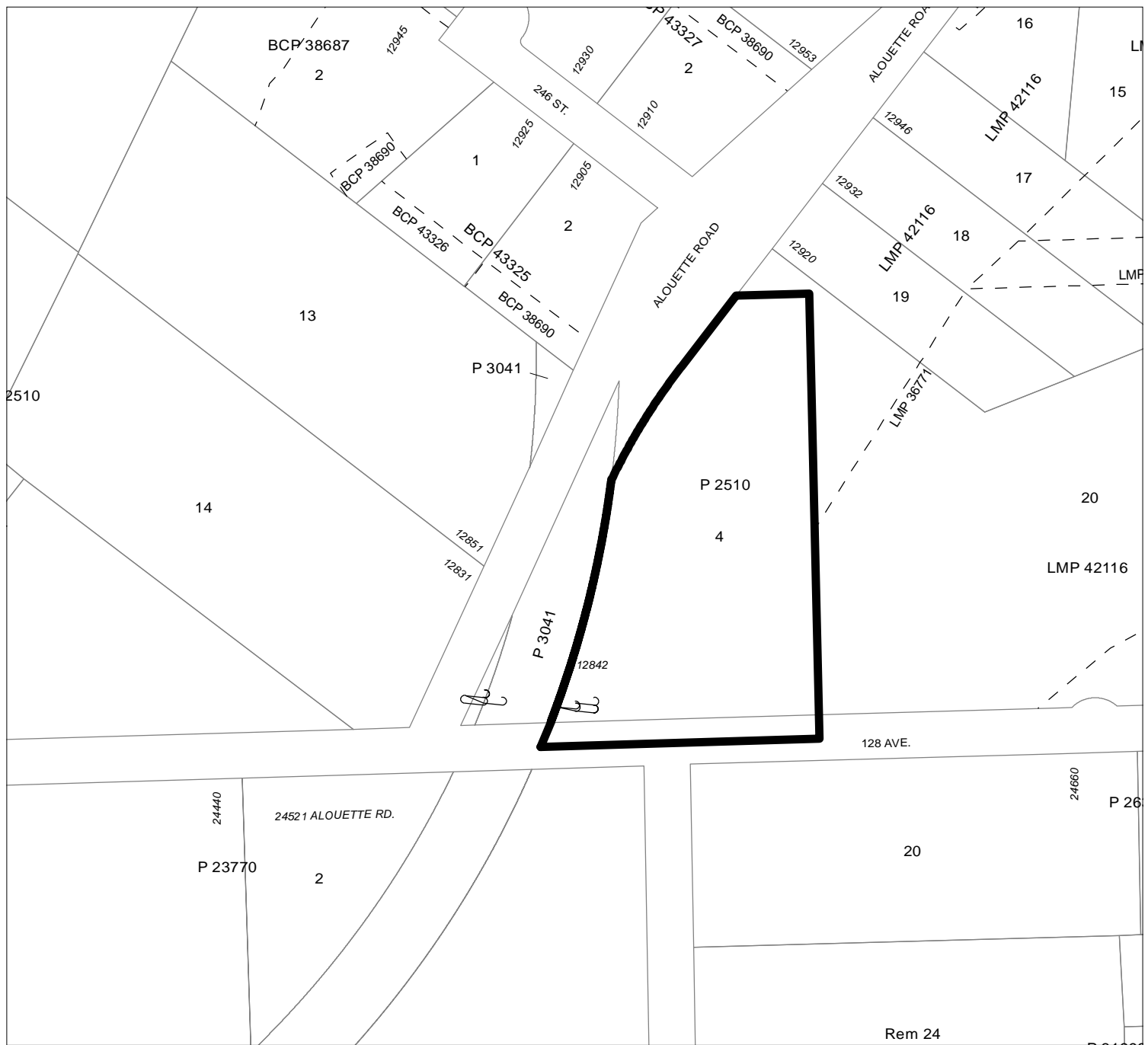
PUBLIC HEARING held the day of , 20

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

ADOPTED, the day of , 20

PRESIDING MEMBER

CORPORATE OFFICER



MAPLE RIDGE ZONE AMENDING

Bylaw No. 7379-2017

Map No. 1728

From: RS-3 (One Family Rural Residential)

To: RS-2 (One Family Suburban Residential)



SCALE 1:2,500

APPENDIX D

5997

Aplin & Martin Consultants Ltd.
#505 - 1755 West Broadway
Vancouver, BC V6J 4S5



1:750

PROPOSED
SUBDIVISION
PLAN
12842
ALOUETTE
ROAD

24.7.17

ALOUETTE ROAD

25.2
LOTS
MIN
H.A.

EXISTING ASPHALT RD

38.0

128 AVE

(UNOPENED)

5137
CM

2
4000 CM

4680
CM

EXISTING
BUILDING
TO REMAIN

PARK
ESA

31.82

60.00

60.0

100.0

87.0

41.0

95.0

22.0

22.0

10.5

20.5

12.5

12.5

15.0

City of Maple Ridge

TO: Her Worship Mayor Nicole Read
and Members of Council
FROM: Chief Administrative Officer
MEETING DATE: October 24, 2017
FILE NO: 2015-347-RZ
MEETING: Council
SUBJECT: First and Second Reading
Official Community Plan Amending Bylaw No. 7383-2017 and
Second Reading
Zone Amending Bylaw No. 7193-2015
20621 123 Avenue

EXECUTIVE SUMMARY:

An application has been received to rezone the subject property, located at 20621 123 Avenue, from RS-3 (One Family Rural Residential) to RS-1b (One Family Urban (Medium Density) Residential) to permit a future subdivision of approximately 10 lots. The minimum lot size for the proposed RS-1b (One Family Urban (Medium Density) Residential) zone is 557m². The proposed RS-1b zoning complies with the policies of the Official Community Plan (OCP); however, an amendment to the OCP is required to adjust the *Conservation* boundary around the watercourse.

Council granted first reading to Zone Amending Bylaw No. 7193-2015 on January 12, 2016. Pursuant with Council resolution, the application is subject to the Community Amenity Contribution (CAC) Program at a rate of \$5,100 per lot, for an estimated amount of \$51,000.00.

RECOMMENDATIONS:

- 1) That, in accordance with Section 475 of the *Local Government Act*, opportunity for early and on-going consultation has been provided by way of posting Official Community Plan Amending Bylaw No. 7383-2017 on the municipal website and requiring that the applicant host a Development Information Meeting (DIM), and Council considers it unnecessary to provide any further consultation opportunities, except by way of holding a Public Hearing on the bylaw;
- 2) That Official Community Plan Amending Bylaw No. 7383-2017 be considered in conjunction with the Capital Expenditure Plan and Waste Management Plan;
- 3) That it be confirmed that Official Community Plan Amending Bylaw No. 7383-2017 is consistent with the Capital Expenditure Plan and Waste Management Plan;
- 4) That Official Community Plan Amending Bylaw No. 7383-2017 be given first and second readings and be forwarded to Public Hearing;
- 5) That Zone Amending Bylaw No. 7193-2015 be given second reading, and be forwarded to Public Hearing;
- 6) That the following terms and conditions be met prior to final reading:
 - i) Amendment to Official Community Plan Schedules "B" and "C";

- ii) Road dedication as required;
- iii) Park dedication, as required, and removal of all debris and garbage from park land;
- iv) Registration of a Restrictive Covenant for the Geotechnical Report, which addresses the suitability of the subject property for the proposed development;
- v) Removal of existing building/s;
- vi) In addition to the site profile, a disclosure statement must be submitted by a Professional Engineer advising whether there is any evidence of underground fuel storage tanks on the subject property. If so, a Stage 1 Site Investigation Report is required to ensure that the subject property is not a contaminated site; and
- vii) That a voluntary contribution, in the amount of \$51,000.00 be provided in keeping with the Council Policy with regard to Community Amenity Contributions.

DISCUSSION:

1) Background Context:

Applicant:	Bissky Architecture and Urban Design Inc.		
Legal Description:	Lot 1 District Lot 276 Group 1 New Westminster District Plan 80156		
OCP:			
Existing:	Urban Residential, Conservation		
Proposed:	Urban Residential, Conservation (new boundaries)		
Zoning:			
Existing:	RS-3 (One Family Rural Residential)		
Proposed:	RS-1b (One Family Urban (Medium Density) Residential)		
Surrounding Uses:			
North:	Use:	Conservation	
	Zone:	RS-1 (One Family Urban Residential)	
	Designation:	Conservation	
South:	Use:	Single Family Residential	
	Zone:	RS-3 (One Family Rural Residential)	
	Designation:	Urban Residential	
East:	Use:	Church	
	Zone:	P-4 (Church Institutional)	
	Designation:	Institutional and Conservation	
West:	Use:	Single Family Residential	
	Zone:	RS-1 (One Family Urban Residential)	
	Designation:	Urban Residential and Conservation	

Existing Use of Property:	Single Family Residential
Proposed Use of Property:	Single Family Residential
Site Area:	1.05 Ha (2.6 acres)
Access:	123 Avenue and new road
Servicing requirement:	Urban Standard

2) Background:

The subject property, located at 20621 123 Avenue, is 1.05 ha (2.6 acres) in size and is bound by the Burnett Fellowship Baptist Church to the east, City owned conservation land, including McKenney Creek, to the north, single family lots to the west and 123 Avenue to the south (see Appendix A). Currently a single family dwelling is located on the property close to the southern property boundary, which is accessed from 123 Avenue. The majority of the subject property is relatively flat, with a ravine and McKenney Creek located on the northern portion of the property. Mature conifer and deciduous trees are located sporadically across the property; as well as grasses and invasive species, such as Himalayan Blackberry (see Appendix B).

3) Project Description:

The applicant proposes to rezone the subject property from RS-3 (One Family Rural Residential) to RS-1b (One Family Urban (Medium Density) Residential) to permit future subdivision into approximately ten single family residential lots. The proposed lots will be accessed from 123 Avenue and a new local road. A portion of the proposed new local road was previously dedicated as a component of the church re-development to the east. This new road may allow access to the Church in the future; however, one of the two current accesses for the Church along 123 Avenue may require removal if the new local road is to provide another access. The applicant intends to remove the existing house, which will be a condition of final reading. McKenney Creek runs in an east-west direction across the northern tip of the subject property and will be dedicated as *Conservation* as a condition of final reading.

4) Planning Analysis:

i) Official Community Plan:

The subject property is located within the Urban Area Boundary and is currently designated *Urban Residential* and *Conservation*. For the proposed development, an OCP amendment will be required to adjust the *Conservation* area boundary (see Appendix C).

The subject property fronts 123 Avenue, which is identified as a Major Corridor in Figure 4, Appendix E of the OCP. There are a range of development options that comply with Major Corridor Residential Infill policies subject to neighbourhood compatibility and context. Major Corridor residential infill options are described in Policy 3-20, as follows:

- 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 (11m) with an emphasis on ground oriented units for all developments except for apartments;*
 - c) *a maximum height of four storeys for apartments; and*

- d) *adherence to Development Permit Guidelines for multi-family and intensive residential developments as outlined in Chapter 8 of the Official Community Plan.*

Compatibility criteria for residential infill is further detailed in Policy 3-21 which states:

- 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;...*

The proposed rezoning to RS-1b (One Family Urban (Medium Density) Residential) is in conformance with the *Urban Residential – Major Corridor* designation and infill policies.

ii) **Zoning Bylaw:**

The current application proposes to rezone the subject property from RS-3 (One Family Rural Residential) to RS-1b (One Family Urban (Medium Density) Residential) to permit future subdivision into approximately ten single family residential lots (see Appendix D). The minimum lot size for the current RS-3 (One Family Rural Residential) zone is 0.80 ha (8000 m²) and the minimum lot size for the proposed RS-1b (One Family Urban (Medium Density) Residential) zone is 557 m². Any variations from the requirements of the proposed zone will require a Development Variance Permit application.

iii) **Proposed Variances:**

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

- *Zoning Bylaw No. 3510 -1985, Part 4, Section 406, Regulations For The Area, Shape and Dimensions Of Lots That May Be Created by Subdivision (1)(a)(ii): To reduce the minimum building area by 1.5m within the RS-1b (One Family Urban (Medium Density) Residential) zone to accommodate a Statutory Right-of-Way for sanitary purposes on Lot 10.*

The requested variances to the RS-1b (One Family Urban (Medium Density) Residential) zone will be the subject of a future Council report.

iv) **Development Permits:**

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

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

- All areas designated *Conservation* on Schedule “B” or all areas within 50 metres of an area designated *Conservation* on Schedule “B”, or on Figures 2, 3 and 4 in the Silver Valley Area Plan;
- All lands with an average natural slope of greater than 15 percent;
- All floodplain areas and forest lands identified on Schedule “C”

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

v) **Advisory Design Panel:**

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

vi) **Development Information Meeting:**

A Development Information Meeting was held at Burnett Fellowship Church on July 10, 2017. Approximately 25 people attended the meeting. A summary of the main comments and discussions with the attendees was provided by the applicant and include the following main points:

- Concerns about the lot grading and road grading, in particular, that the storm water would flow onto the church property;
- Concern about the loss of privacy;
- Concern about increased traffic caused by the ten new lots, and the potential hazard with the existing church accesses; and
- Access to the church from new road.

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

- A bioswale will be located along the east side of proposed road adjacent to the Church to capture storm water runoff and directed to a rain garden within Conservation area;
- In terms of loss of privacy, the new lots are meeting setback requirements for the zone; and
- Consideration has been given to access the Church from the new proposed road; however, if this is to occur, one of the two existing accesses for the Church along 123 Avenue would be required to be removed.

vii) **Parkland Requirement:**

As there are more than two additional lots proposed to be created, the developer will be required to comply with the park dedication requirements of Section 510 of the *Local Government Act* prior to subdivision approval. For this project, there is sufficient land that is proposed to be dedicated as park on the subject property and this land will be required to be dedicated as a condition of final reading.

5) Environmental Implications:

One component of the Stormwater Management Plan is a proposed bioswale to be located along the eastern side of the newly proposed internal road. The bioswale is designed to capture, infiltrate, treat and convey the surface storm water to the raingarden feature located within the proposed *Conservation* area (see Appendix E). Both the bioswale and raingarden will consist of low maintenance trees, shrubs and ground cover that will be compatible with frequent periods of wetted

conditions. A Local Area Service (LAS) Bylaw will not be required for the bioswale or raingarden, as it has been designed to be low maintenance. McKenney Creek, located on the northern property boundary, requires a 30 m (98 ft.) setback from the top of bank. This setback area will be dedicated back to the City as *Conservation*. Invasive species, such as Himalayan Blackberry, have been identified on the subject property and will be removed as part of the enhancement and restoration works, as well as the replanting of native grasses, shrubs and trees.

Interdepartmental Implications:

i) **Engineering Department:**

A Rezoning Servicing Agreement is not required for the subject application, as there are no off-site works or services required. All deficient services will be provided through the Subdivision Servicing Agreement at the time of subdivision.

Access to the Church parking lot from the new proposed road may occur in the future; however, in order to do so, the Church will need to remove one of its two accesses currently located off 123 Avenue.

6) School District No. 42 Comments:

School District 42 has noted that the subject property falls within the Fairview Elementary and Westview Secondary school catchment areas. Actual numbers for 2016 indicate that Fairview Elementary is at 67% utilization, with 279 students. Secondary school enrollment numbers for 2016 indicate that Westview Secondary is at 64% utilization, with 765 students.

7) Intergovernmental Issues:

i) **Local Government Act:**

An amendment to the OCP requires the local government to consult with any affected parties and to adopt related bylaws in compliance with the procedures outlined in Section 477 of the *Local Government Act*. The amendment required for this application, to adjust the *Conservation* boundaries around a watercourse, is considered to be minor in nature. It has been determined that no additional consultation beyond existing procedures is required, including referrals to the Board of the Regional District, the Council of an adjacent municipality, First Nations, the School District or agencies of the Federal and Provincial Governments.

CONCLUSION:

It is recommended that first and second reading be given to OCP Amending Bylaw No. 7383-2017, that second reading be given to Zone Amending Bylaw No.7193-2015, and that application 2015-347-RZ be forwarded to Public Hearing.

“Original signed by Adam Rieu”

Prepared by: Adam Rieu
Planning Technician

“Original signed by Christine Carter”

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

“Original signed by Frank Quinn”

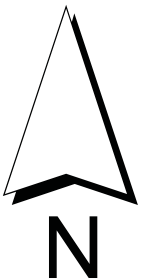
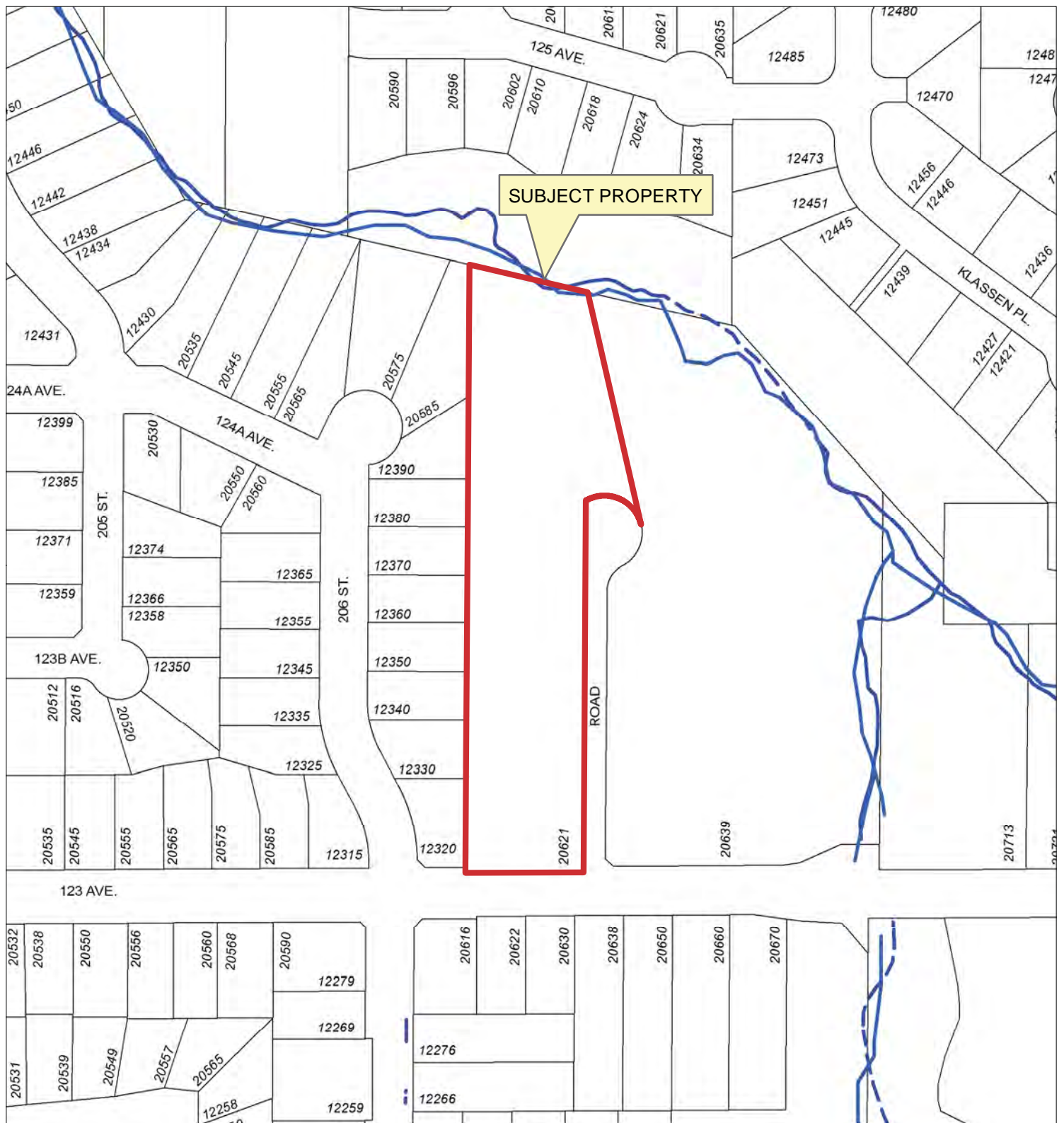
Approved by: Frank Quinn, MBA, P.Eng
GM: Public Works & Development Services

“Original signed by Paul Gill”

Concurrence: Paul Gill, CPA, CGA
Chief Administrative Officer

The following appendices are attached hereto:

Appendix A – Subject Map
Appendix B – Ortho Map
Appendix C – OCP Amending Bylaw No. 7383-2017
Appendix D – Zone Amending Bylaw No. 7193-2015
Appendix E – Proposed Subdivision Plan



Scale: 1:2,000

Legend

- Stream
- Ditch Centreline
- Indefinite Creek
-  River Centreline

20621 123 AVENUE

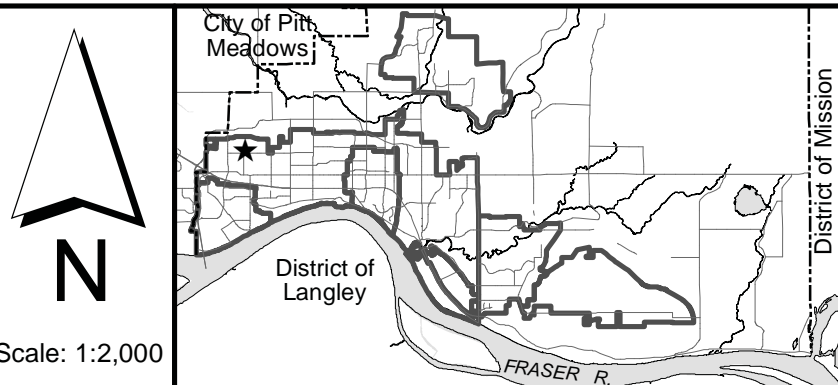
PLANNING DEPARTMENT



mapleridge.ca

FILE: 2015-347-RZ
DATE: Nov 17, 2015

BY: PC



20621 123 AVENUE

PLANNING DEPARTMENT



mapleridge.ca

FILE: 2015-347-RZ
DATE: Nov 17, 2015

BY: PC

**CITY OF MAPLE RIDGE
BYLAW NO. 7383-2017**

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

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

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

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

1. This Bylaw may be cited for all purposes as "Maple Ridge Official Community Plan Amending Bylaw No. 7383-2017"

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

Lot 1 District Lot 276 Group 1 New Westminster District Plan 80156

and outlined in heavy black line on Map No. 955, a copy of which is attached hereto and forms part of this Bylaw, is hereby designated/amended as shown.

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

Lot 1 District Lot 276 Group 1 New Westminster District Plan 80156

and outlined in heavy black line on Map No. 956, a copy of which is attached hereto and forms part of this Bylaw, is hereby amended by adding Conservation.

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

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

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

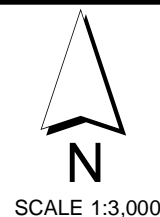
PUBLIC HEARING held the day of , 20

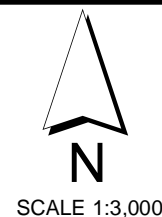
READ a third time the _____ day of _____, 20_____

ADOPTED, the day of , 20 .

PRESIDING MEMBER

CORPORATE OFFICER





APPENDIX D

CITY OF MAPLE RIDGE

BYLAW NO. 7193-2015

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

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

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

1. This Bylaw may be cited as "Maple Ridge Zone Amending Bylaw No. 7193-2015."
2. That parcel or tract of land and premises known and described as:

Lot 1 District Lot 276 Group 1 New Westminster District Plan 80156

and outlined in heavy black line on Map No. 1651 a copy of which is attached hereto and forms part of this Bylaw, is hereby rezoned to RS-1b (One Family Urban (Medium Density) Residential).

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

READ a first time the 12th day of January, 2016.

READ a second time the day of , 20

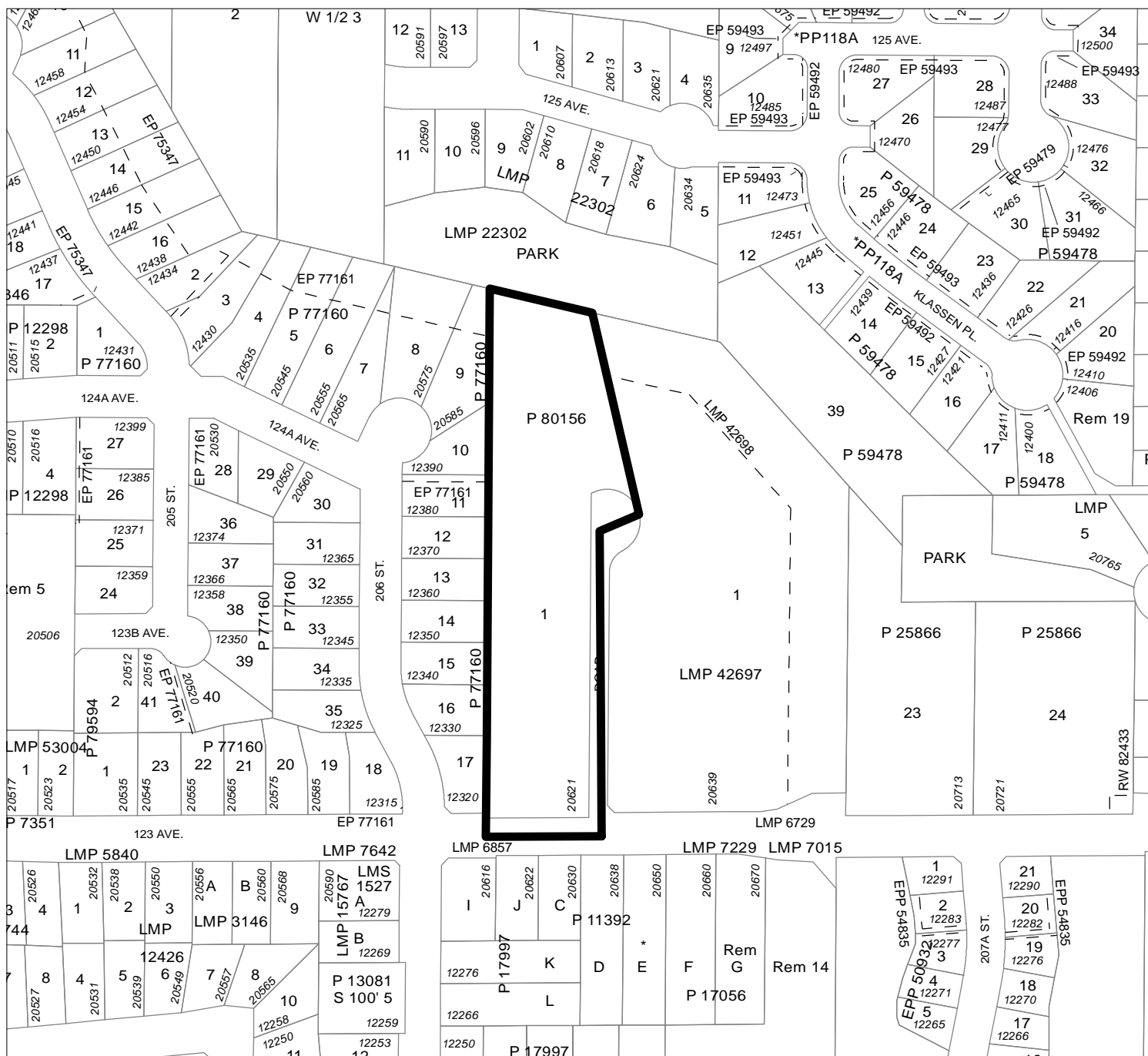
PUBLIC HEARING held the day of , 20

READ a third time the day of , 20

ADOPTED the day of , 20

PRESIDING MEMBER

CORPORATE OFFICER



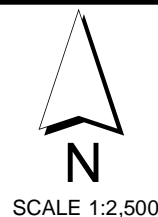
MAPLE RIDGE ZONE AMENDING

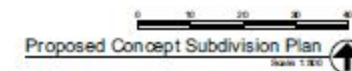
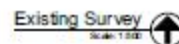
Bylaw No. 7193-2015

Map No. 1651

From: RS-3 (One Family Suburban Residential)

To: RS-1b (One Family Urban (Medium Density) Residential)





PRELIMINARY ONLY
NOT FOR CONSTRUCTION

Sheet

A1.1

City of Maple Ridge

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

MEETING DATE: October 24, 2017
FILE NO: 2016-336-RZ
MEETING: Council

EXECUTIVE SUMMARY:

An application has been received to rezone the subject properties located at 11300 240 and 11250 240 Street from RS-3 (One Family Rural Residential) to RM-1 (Townhouse Residential) and R-2 (Urban Residential District), to permit a future subdivision of 5 lots and the future construction of a 54 unit Townhouse Development. Council granted first reading to Zone Amending Bylaw No. 7287-2016 and considered the early consultation requirements for the Official Community Plan (OCP) amendment on October 25, 2016. The minimum lot size for the current RS-3 (One Family Rural Residential) zone is 8000 m² where community water is provided.

The proposed R-2 (Urban Residential District) and RM-1 (Townhouse Residential) zoning complies with the policies of the Official Community Plan (OCP). However, an amendment to the OCP is required to amend the *Conservation* boundary.

- 1) That, in accordance with Section 475 of the *Local Government Act*, opportunity for early and on-going consultation has been provided by way of posting Official Community Plan Amending Bylaw No. 7396-2017 on the municipal website and requiring that the applicant host a Development Information Meeting (DIM), and Council considers it unnecessary to provide any further consultation opportunities, except by way of holding a Public Hearing on the bylaw;
- 2) That Official Community Plan Amending Bylaw No. 7396-2017 be considered in conjunction with the Capital Expenditure Plan and Waste Management Plan;
- 3) That it be confirmed that Official Community Plan Amending Bylaw No. 7396-2017 is consistent with the Capital Expenditure Plan and Waste Management Plan;
- 4) That Official Community Plan Amending Bylaw No. 7396-2017 be given first and second readings and be forwarded to Public Hearing;
- 5) That Zone Amending Bylaw No. 7287-2016 be given second reading, and be forwarded to Public Hearing;
- 6) That the following terms and conditions be met prior to final reading:
 - i) Registration of a Rezoning Servicing Agreement as a Restrictive Covenant and receipt of the deposit of a security, as outlined in the Agreement;

- ii) Amendment to Official Community Plan Schedule "A", Chapter 10.2 Albion Area Plan, Schedule 1: Albion Area Plan, Figure 1: and Schedule "C"
- iii) Road dedication and lane dedication as required;
- iv) Trail construction as required.
- v) Registration of a Restrictive Covenant for the Geotechnical Report, which addresses the suitability of the subject properties for the proposed development;
- vi) Registration of a Restrictive Covenant for the protection of the Environmentally Sensitive land on the subject properties;
- vii) Registration of a Restrictive Covenant for protecting the Visitor Parking;
- viii) Registration of a Restrictive Covenant for Stormwater Management;
- ix) Notification to the Department of Fisheries and Oceans and the Ministry of Environment for in-stream works on the site;
- x) That a voluntary contribution, in the amount of \$246,900.00 (\$5,100.00/lot plus \$4,100.00/unit) be provided in keeping with the Council Policy with regard to Community Amenity Contributions.
- xi) That an additional Amenity Contribution for density bonus in the RM-1 Townhouse Zone be provided in the amount of \$3,100.00 per unit, for a total of \$167,400.00.

DISCUSSION:

1) Background Context:

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

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

2) Background:

The site is within the Albion Area Plan and is located along a major arterial road (240th Street). A watercourse (Seigel Creek) traverses the site along its eastern edge. Environmentally sensitive portions of the site are to be dedicated as a condition of rezoning.

3) Project Description:

This residential development proposal combines 5 smaller lot single family housing forms at the north edge of the site with ground oriented townhouse (54 units) for the remainder of the site. This proposal is generally consistent with the land use designation of the site. In addition, the smaller lot single family lots offer a transition between the single family development to the north of the site and the proposed townhouse development.

4) Planning Analysis:

Official Community Plan:

The development site is located within the Albion Area Plan and is designated Medium Density Residential and Conservation. For the proposed development an OCP amendment is required to adjust the site's conservation boundaries. A number of residential zones align with the Medium Density Residential District, including both of the proposed zones (RM-1 Townhouse Residential and R-2 Urban Residential District). For this reason, this proposal is consistent with the Official Community Plan.

The setback area along Seigel Creek will trigger requirements for restoration and enhancement works that will need to be addressed with the Watercourse Protection Development Permit that will be required as part of this development.

Zoning Bylaw:

The current application proposes to rezone the properties located at 11300 & 11250 240th Street from RS-3 (One Family Rural Residential) to RM-1 (Townhouse Residential) and R-2 (Urban Residential District). Minimum parcel size for the current RS-3 One Family Rural Residential zone is 0.8 hectares (2 acres) if connected to municipal water, and the minimum lot size for the proposed R-2 (Urban Residential District) zone is 315 m². The minimum lot size for the proposed RM-1

(Townhouse Residential) Zone is 557 m². Any variations from the requirements of the proposed zones will require a Development Variance Permit application.

The proposed density of the townhouse portion of the site will exceed the 0.6 FSR maximum in the RM-1 Zone. However, the site is within the Albion Area and therefore may utilize density bonus provisions, to a maximum of 0.75 FSR. The additional Amenity Contribution for this density bonus is \$3,100.00 per unit, which for 54 units, will amount to \$167,400.00. This fee will be in addition to the \$3,100.00 per unit Amenity Contribution charges.

i) Off-Street Parking And Loading Bylaw:

The R-2 (Urban Residential District) Zone has a required parking compliment of 2 stalls per dwelling unit. Parking for the single family portion of this development will be addressed as part of the required building permit after subdivision occurs.

The proposed RM-1 (Townhouse Residential) Zone has a required compliment of 2 stalls per dwelling unit and an additional 0.2 stalls per unit for visitor parking. Most of the required residential parking will be accommodated in double car garages, with 5 of the townhouse units proposed to have tandem parking. A total of 108 stalls is required for resident parking. Required visitor parking is provided throughout the site with 6 regular stalls, 2 accessible stalls, and 3 small car stalls. A total of 11 visitor stalls are provided. These parking provisions meet the requirements of the bylaw.

ii) Proposed Variances:

A Development Variance Permit application has been received for this project and involves the following relaxations (see Appendix D):

Maple Ridge Zoning Bylaw No. 3510 -1985,

The following variances will be required:

- *Front yard setback from 7.5 to 4.5 metres*
- *Rear yard setback from 7.5 to 5.0 metres*
- *Side yard setback (north side) from 7.5 to 4.0 metres*
- *Side yard setback (south side) from 7.5 to 6.0 metres*

The requested variances to the RM-1 Townhouse Residential Zone will be the subject of a future Council report.

iii) Development Permits:

Pursuant to Section 8.7 of the OCP, a Multi-Family Development Permit application is required to ensure the current townhouse proposal enhances existing neighbourhoods with compatible housing styles that meet diverse needs, and minimize potential conflicts with neighbouring land uses. Council will have the opportunity to review these details further in their consideration of the Development Permit.

In addition, pursuant to Section 8.9 of the OCP, a Watercourse Protection Development Permit application is required to ensure the preservation, protection, restoration and enhancement of watercourse and riparian areas. A Natural Features Development Permit application is also required, pursuant to Section 8.10 of the OCP for all development and subdivision activity or building permits for:

- All areas designated *Conservation* on Schedule “B” or all areas within 50 metres of an area designated *Conservation* on Schedule “B”, or on Figures 2, 3 and 4 in the Silver Valley Area Plan;
- All lands with an average natural slope of greater than 15 percent;
- All floodplain areas and forest lands identified on Schedule “C”

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

iv) Advisory Design Panel:

The Advisory Design Panel (ADP) reviewed the form and character of the proposed development and the landscaping plans at a meeting held on June 13, 2017. Following presentations by the project Architect and Landscape Architect, the ADP made the following resolution that:

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

1. *Consider reducing the use of vinyl, particularly at ground level;*
2. *Provide postal kiosk details, including garbage and recycling amenities. Provide a parking space close to mail box that does not require backing out. Connect directly to kiosk with paving;*
3. *Provide alternate road surface, especially at internal intersection;*
4. *Provide accessible connectivity to and from handicap parking stalls;*
5. *Substitute a few of the Maple species with other species; and*
6. *Provide a thematic gateway element at the entrance to the development.*

The ADP concerns have been addressed and are reflected in the current plans. A detailed description of how these items were incorporated into the final design will be included in a future development permit report to Council.

v) Development Information Meeting:

A Development Information Meeting was held at Kanaka Creek Elementary School on May 24, 2017. A total of 3 people attended the meeting. A summary of the main comments and discussions with the attendees was provided by the applicant and include the following main points:

- Need for improved bike lanes
- Better pedestrian connectivity

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

- *Comments received were not directly applicable to the applicant’s proposal.*

vi) Parkland Requirement:

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

5) Environmental Implications:

Environmentally sensitive portions of the site include the watercourse and steep slopes on the northeast portion of the site. The development layout reflects these site constraints. A reduction in stream setback area from 30 to 22.5 metres will be compensated for by instream habitat complexing and offsite habitat improvements including the removal of invasive species.

6) Interdepartmental Implications:

i) Engineering Department:

Engineering Comments focused on the required road dedication, and improvements required along 240th Street, including widening to support construction of a left turn lane at the intersection along 112th Avenue. Additional works will be required as a condition of subdivision for the single family development.

ii) Parks & Leisure Services Department:

A multi use path will be required along 240th Street. In addition, the applicant is to provide a publicly accessible trail within the park dedication on the east side of the site which will be connected to 112th Ave with future developments. The location of the trail will be situated in order to protect significant trees and watercourses and avoid disturbances to existing grades. At least two pedestrian connections into the townhome development to access the trail are to be provided.

iii) License, Permits and Bylaws Department:

Referrals have been made for the required development permit and development variance permit. Comments received will be reflected in the reports accompanying those applications.

iv) Fire Department:

Comments focused on the need for a fire safety plan, for address visibility, and for appropriate handling of existing structures prior to demolition.

7) Intergovernmental Issues:

i) Local Government Act:

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

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

8) Citizen/Customer Implications:

A Development Information Meeting has been provided previously by the applicant. Additional opportunities for public input will be provided through the required notification process for the Development Variance Permit and for the required Public hearing as part of this rezoning application.

CONCLUSION:

It is recommended that first and second reading be given to OCP Amending Bylaw No. 7396-2017, that second reading be given to Zone Amending Bylaw No. 7287-2017, and that application 2016-336-RZ be forwarded to Public Hearing.

“Original signed by Diana Hall”

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

“Original signed by Christine Carter”

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

“Original signed by Frank Quinn”

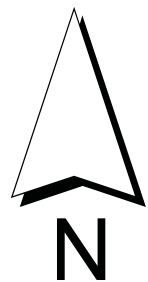
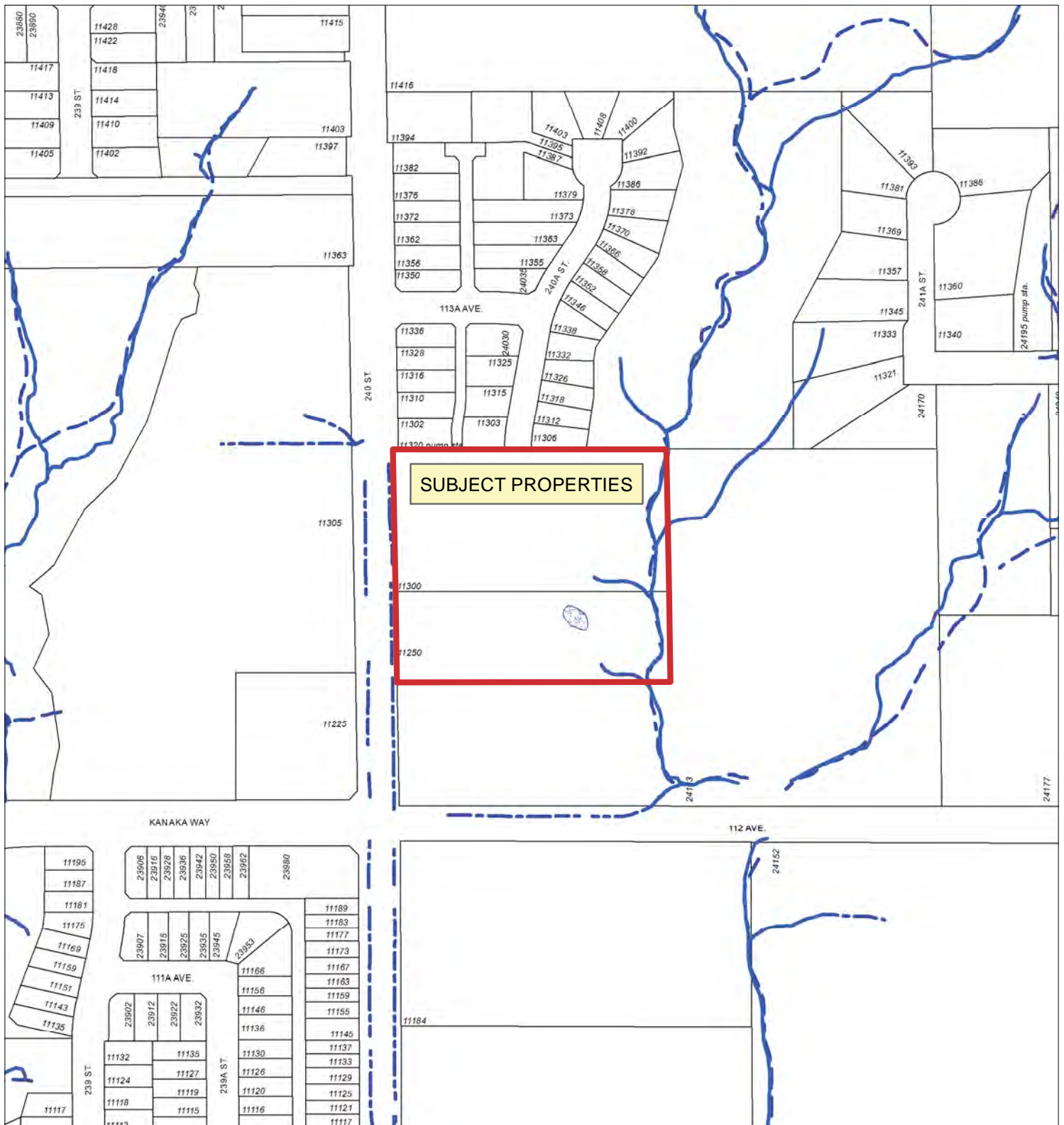
Approved by: Frank Quinn, MBA, P.Eng
GM: Public Works & Development Services

“Original signed by Paul Gill”

Concurrence: Paul Gill, CPA, CGA
Chief Administrative Officer








The following appendices are attached hereto:

Appendix A – Subject Map
Appendix B – Ortho Map
Appendix C – OCP Amending Bylaw No. 7396-2017
Appendix D – Zone Amending Bylaw No. 7287-2016
Appendix E – Subdivision Plan
Appendix F – Streetscapes
Appendix G – Landscape Plan



Scale: 1:3,000

Legend

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

11250 & 11300 240 STREET

PLANNING DEPARTMENT

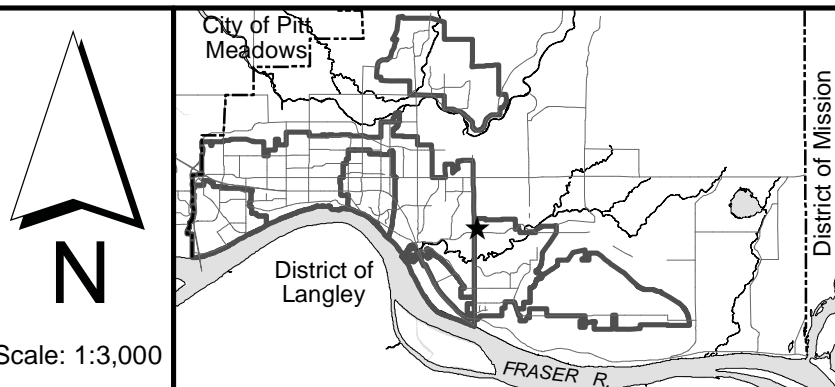


FILE: 2016-336-RZ
DATE: Sep 1, 2016

BY: PC



Aerial Imagery from the Spring of 2015



Scale: 1:3,000

11250 & 11300 240 STREET

PLANNING DEPARTMENT



British Columbia

mapleridge.ca

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

BY: PC

APPENDIX C

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

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

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

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

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

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

Lot 1 Section 15 Township 12 New Westminster District Plan 22347
Lot 2 Section 15 Township 12 New Westminster District Plan 22347

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

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

Lot 1 Section 15 Township 12 New Westminster District Plan 22347
 Lot 2 Section 15 Township 12 New Westminster District Plan 22347

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

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

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

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

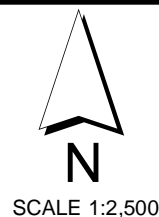
PUBLIC HEARING held the day of , 20 .

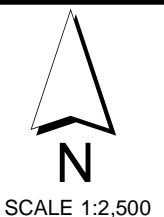
READ a third time the day of _____, 20__.

ADOPTED the day of , 20 .

PRESIDING MEMBER

CORPORATE OFFICER





APPENDIX D

CITY OF MAPLE RIDGE

BYLAW NO. 7287-2016

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

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

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

1. This Bylaw may be cited as "Maple Ridge Zone Amending Bylaw No. 7287-2016."
2. Those parcel (s) or tract (s) of land and premises known and described as:

Lot 1 Section 15 Township 12 New Westminster District Plan 22347
Lot 2 Section 15 Township 12 New Westminster District Plan 22347

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

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

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

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

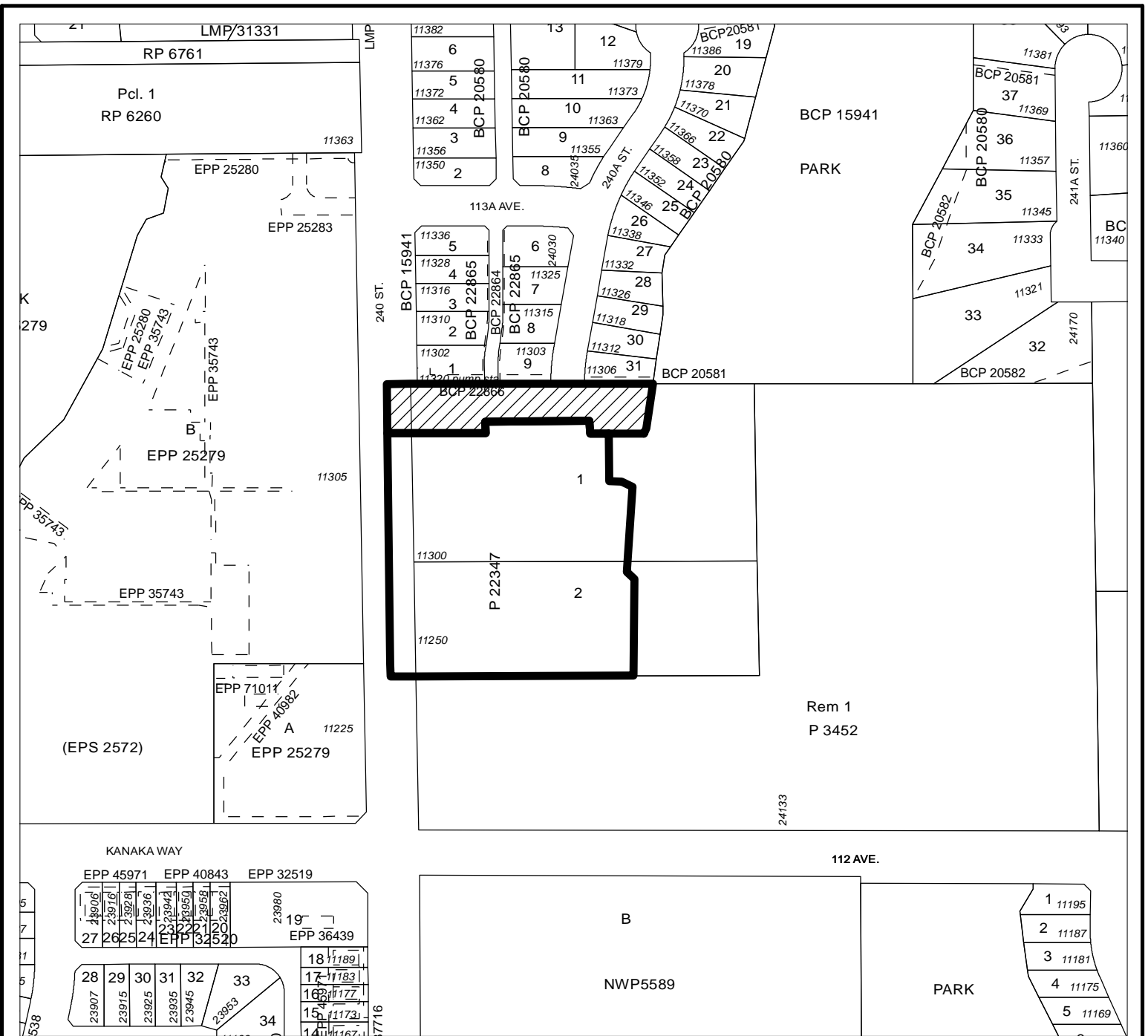
PUBLIC HEARING held the day of , 20

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

ADOPTED, the day of , 20

PRESIDING MEMBER

CORPORATE OFFICER



MAPLE RIDGE ZONE AMENDING

Bylaw No. 7287-2016

Map No. 1696

From: RS-3 (One Family Rural Residential)

To: RM-1 (Townhouse Residential)

R-2 (Urban Residential District)



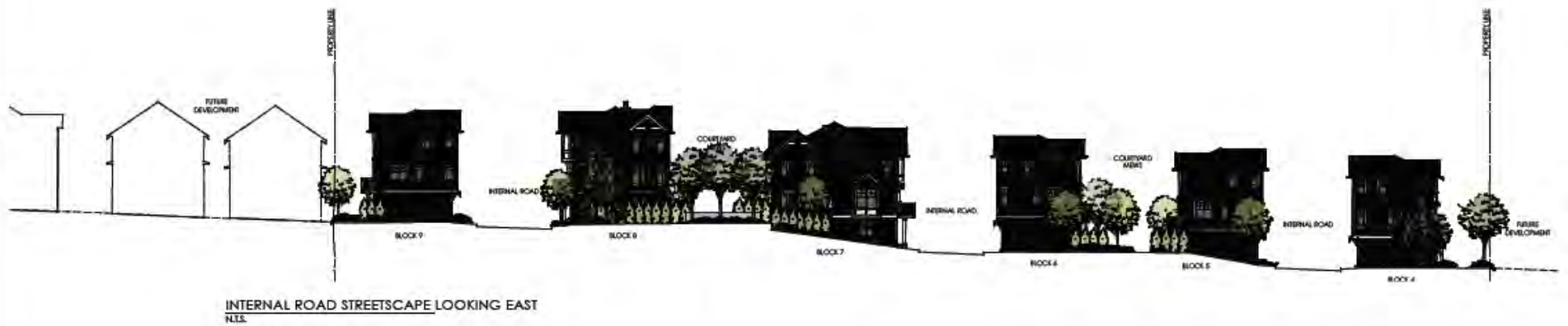
SCALE 1:2,500

Site Plan



APPENDIX F

Streetscapes



Landscape Plan

APPENDIX G



City of Maple Ridge

TO: Her Worship Mayor Nicole Read
and Members of Council
FROM: Chief Administrative Officer
SUBJECT: First and Second Reading
Official Community Plan Amending Bylaw No. 7369-2017 and
First and Second Reading
Zone Amending Bylaw No. 7364-2017
24093 and 24137 104 Avenue and PID 009-437-061

MEETING DATE: October 24, 2017
FILE NO: 2017-291-RZ
MEETING: Council

EXECUTIVE SUMMARY:

An application has been received to rezone the three subject properties, located at 24093 and 24137 104 Avenue and Parcel Identifier (PID) 009-437-061, from RS-3 (One Family Rural Residential) and RS-2 (One Family Suburban Residential) to P-1 (Park and School) (see Appendices A and B). The Board of Education of School District 42 (the School District) entered into a Joint Acquisition Agreement with the City of Maple Ridge (the City) to facilitate the co-location and joint development of an Elementary School and Community Centre. The proposed zoning to P-1 (Park and School) will allow for the development of the new Albion Elementary School and Albion Community Centre. The three subject properties will be consolidated as part of rezoning conditions and then subdivided into the School District-owned Elementary School and the City-owned Community Centre. A Shared Use Agreement will be implemented between the School District and the City for facility programming, playfield use, trail networks, storage, and infrastructure requirements. A Cross Access Agreement and Reciprocal Statutory Right-of-Way will be required as a condition of rezoning to allow for the full movement of vehicles and parking between the facilities.

This application requires an amendment to the Official Community Plan (OCP) to re-designate one of the three subject properties (24093 104 Avenue) from *Medium Density Residential* to *Institutional*. The other two subject properties are already designated as *Institutional* for the proposed uses. The area around the tributary to Spencer Creek will also be re-designated as *Conservation*. A text amendment is required to the Zoning Bylaw to add 'community centre' as one of the permitted uses to the 'Assembly Use' definition.

As per Council Policy 6.31, Community Amenity Contributions are not required for this application, as it is not for residential development.

RECOMMENDATIONS:

- 1) That, in accordance with Section 475 of the *Local Government Act*, Council has considered and provided opportunity for early and on-going consultation by way of posting Official Community Plan Amending Bylaw No. 7369-2017 on the municipal website and requiring that the applicant host a Development Information Meeting (DIM), and Council considers it unnecessary to provide any further consultation opportunities, except by way of holding a Public Hearing on the bylaw;
- 2) That Official Community Plan Amending Bylaw No. 7369-2017 be considered in conjunction with the Capital Expenditure Plan and Waste Management Plan;

- 3) That it be confirmed that Official Community Plan Amending Bylaw No. 7369-2017 is consistent with the Capital Expenditure Plan and Waste Management Plan;
- 4) That Official Community Plan Amending Bylaw No. 7369-2017 be given first and second readings and be forwarded to Public Hearing;
- 5) That Zone Amending Bylaw No. 7364-2017 be given first and second readings, and be forwarded to Public Hearing;
- 6) That the following terms and conditions be met prior to final reading:
 - i) Registration of a Rezoning Servicing Agreement as a Restrictive Covenant and receipt of the deposit of a security, as outlined in the Agreement;
 - ii) Amendment to Official Community Plan Schedule "A", Chapter 10.2 Albion Area Plan, Schedule 1: Albion Area Plan, Figure 1: Northeast Albion and Schedule "C";
 - iii) Park dedication as required, including construction of walkways and trails; and removal of all debris and garbage from park land;
 - iv) Consolidation of the subject properties;
 - v) Registration of a Restrictive Covenant for the Geotechnical Report, which addresses the suitability of the subject properties for the proposed development;
 - vi) Registration of a Reciprocal Statutory Right-of-Way Agreement for shared parking;
 - vii) Registration of a Reciprocal Cross Access Easement Agreement;
 - viii) Registration of a Restrictive Covenant for Tree Protection;
 - ix) Registration of a Restrictive Covenant for Stormwater Management;
 - x) Submission of a Traffic Impact Study Report and approval of the report from the Engineering Department;
 - xi) Removal of existing buildings;
 - xii) A Water Supply Operating Permit from Fraser Health will be required for any water supply system serving everything other than a single family dwelling;
 - xiii) A Professional Engineer's certification that adequate water quantity for domestic and fire protection purposes can be provided; and
 - xiv) In addition to the site profile, a disclosure statement must be submitted by a Professional Engineer advising whether there is any evidence of underground fuel storage tanks on the subject properties. If so, a Stage 1 Site Investigation Report is required to ensure that the subject property is not a contaminated site.

DISCUSSION:

1) Background Context:

Applicant:	Craven Huston Powers Architects
Legal Descriptions:	Lot 3 Section 10 Township 12 New Westminster District Plan 10921; Lot 4 Section 10 Township 12 New Westminster District Plan 10921; and Lot 9 Section 10 Township 12 New Westminster District Plan 14750
OCP:	
Existing:	Medium Density Residential and Institutional
Proposed:	Institutional
Zoning:	
Existing:	RS-3 (One Family Rural Residential) and RS-2 (One Family Suburban Residential)
Proposed:	P-1 (Park and School)
Surrounding Uses:	
North:	Use: Vacant Zone: RS-1b (One Family Urban (Medium Density) Residential) and RS-3 (One Family Rural Residential) Designation: Conservation, Medium Density Residential, Institutional
South:	Use: Single Family Residential and Vacant Zone: RS-2 (One Family Suburban Residential), RM-1 (Townhouse Residential), RS-3 (One Family Rural Residential), R-3 (Special Amenity Residential District) Designation: Medium Density Residential
East:	Use: Single Family Residential Zone: RS-2 (One Family Suburban Residential) Designation: Medium Density Residential and Conservation
West:	Use: Single Family Residential Zone: RS-2 (One Family Suburban Residential) Designation: Medium Density Residential and Conservation
Existing Use of Property:	Vacant
Proposed Use of Property:	Elementary School and Community Centre
Site Area:	4.1 ha (10.1 acres)
Access:	104 Avenue
Servicing requirement:	Urban Standard

2) Project Description:

The subject properties, located at 24093 and 24197 104 Avenue and PID 009-437-064, are located on the north side of 104 Avenue, east of 240 Street and are surrounded by single family lots to the

east and west, 104 Avenue to the south, and vacant City-owned property (*Conservation* and *Institutional*) to the north (see Appendix A). The three subject properties are a combined 4.1 ha (10 acres) in size. The two western properties are currently vacant, while the property at 24137 104 Avenue has an existing house that will require removal as a condition of final reading. The subject properties have a significant amount of vegetation located across the properties, with steep slopes located on both the western and eastern property boundaries. A tributary to Spencer Creek originates on the eastern-most property and runs north to the mainstem of Spencer Creek (see Appendix B). The area around this tributary will be dedicated back to the City as *Conservation* (see Appendix C).

The current application is proposing to rezone the subject properties from RS-3 (One Family Rural Residential) and RS-2 (One Family Suburban Residential) to P-1 (Park and School) to permit the construction of an Elementary School and Community Centre (see Appendix D). The School District and the City have entered into a Joint Acquisition Agreement to facilitate the development of the subject properties. Shared use agreements will be implemented for joint facility programming, playfield use, trail networks, storage, and infrastructure requirements. A Cross Access Agreement will be required as part of the rezoning conditions to allow for the movement of vehicles between each facility for access and egress from each site. A Reciprocal Statutory Right-of-Way will be required for the shared parking between each facility.

Once the subject properties are rezoned and consolidated, a subdivision application will be required to create the two lots, consisting of the School District-owned Elementary School and the City -owned Community Centre. The proposed Elementary School will be located centrally on the site with a lot size of approximately 2.7 ha (6.6 acres). The site will consist of an Elementary School with a gross floor area of approximately 5,147 m² (55,403 ft²). A full-size playfield will be located in the northwest corner of the school site; a looping trail for student use with a future connection to the trail network near Spencer Creek; and parking for 55 vehicles, combined with the Community Centre's 86 proposed parking stalls for a total of 141 parking stalls.

The proposed Elementary School (see Appendix E) is designed to incorporate a 21st century learning environment consisting of a 'Pod concept' of communal learning and access to indoor/outdoor classrooms. In addition, an Environmental Pod will showcase some of the school's sustainability features to include: solar panels; windows with actuators for optimal heating and cooling; stormwater/rainwater harvesting, which will help to recharge the tributary to Spencer Creek; and an internal LED display identifying the various features, such as energy gains and temperature. The school's aesthetics will consist of wood-frame construction throughout (see Appendix F). The gym has been designed with aboriginal input providing a traditional longhouse column and beam structure. Efficient window placement near the roof line will allow natural light in and reduce the need for artificial lighting. Natural play areas will be incorporated into the landscape plan and will consist of permeable surfaces (see Appendix G).

The proposed Community Centre will be located in the southeast corner of the subject properties, with a lot size of approximately 0.76 ha (1.9 acres). The site will consist of one building with a gross floor area of approximately 1,686 m² (18,148 ft²). The concept for the Community Centre will have a focus on the performing arts and local theatre, and anticipates a small indoor and outdoor amphitheater and stage. The Community Centre will provide services for all ages from infants to seniors, but will have an emphasis on school-age children and youth. The building will be designed to work with the natural environment and incorporate view corridors to the local landscape and natural topography. The community consultation portion of the project for the Community Centre has been completed in terms of design; however, it is now up to the Architect to design the building

based on the community input. The Parks, Recreation and Culture Department will be working with Council to complete the Community Centre portion of the project.

3) Planning Analysis:

i) Official Community Plan:

The three subject properties are within the Albion Area Plan. The properties located at 24137 104 Avenue and PID 009-437-061 are designated *Institutional* in the OCP, and the property located at 24093 104 Avenue is designated *Medium Density Residential*. The property designated *Medium Density Residential* will require an OCP amendment to *Institutional* to align with the proposed rezoning to P-1 (Park and School). The area around the tributary to Spencer Creek will also be re-designated as *Conservation*.

The *Institutional* designation applies to diverse uses that meet specific community needs. The re-designation for this development is supportable based on the following principles and policies within the OCP:

- Principle 4: The community recognizes that components of the built and natural environments contribute to the character of Maple Ridge and sense of community, and in turn, 'placemaking';*
- Principle 36: Integrating growth with services, infrastructure, and schools is desirable for the future of Maple Ridge.*
- Principle 38: Expanding services concurrently with development is regarded by the community as good planning and development practice.*
- Policy 4-5: Maple Ridge supports the cooperative and community use of facilities belonging to the Municipality, School District, local churches and other agencies; as neighbourhood centres for gatherings; accessing educational, recreational, leisure and volunteer opportunities; and promoting capacity building and leadership development in the community.*
- Policy 4-7: Maple Ridge supports the provision of both public and private education facilities to serve a broad range of interests, educational needs and age groups. Maple Ridge will locate community level and neighbourhood level parks adjacent to secondary schools and elementary schools, wherever possible.*
- Policy 4-31: Small scale or locally serving institutional facilities that can be located throughout the community include: schools, community halls, parks and recreation facilities, museums, firehalls, and places of worship. These uses will be permitted in rural and urban areas subject to parking requirements, access, compliance with zoning bylaws, and compatibility with adjacent land uses.*
- Policy 4-37: To meet the needs of a growing and changing population, appropriate facilities and services will be planned in consultation with Provincial and Regional agencies and authorities, including the Fraser Health Region.*

ii) **Zoning Bylaw:**

The current application proposes to rezone the subject properties from RS-3 (One Family Rural Residential) and RS-2 (One Family Suburban Residential) to P-1 (Park and School) to permit the development of a new Elementary School and Community Centre. The subject properties will be consolidated as a condition of rezoning and subdivided for a School District-owned Elementary School and a City-owned Community Centre. The minimum lot size for the current RS-3 (One Family Rural Residential) zone is 0.80 ha (2 acres) and minimum lot size for the RS-2 (One Family Suburban Residential) zone is 0.40 ha (1 acre); there is no minimum lot size for the P-1 (Park and School) zone. The applicant will be seeking a text amendment to the Zoning Bylaw definition for 'Assembly Use' to include 'community centre' as one of the permitted uses.

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

The Off-Street Parking and Loading Bylaw No. 4350-1990 requires 1 stall per 93m² gross floor area for public schools and 1 stall per 20m² gross floor area for assembly use (the Community Centre). The applicant is providing 56 parking stalls for the proposed Elementary School and 85 parking stalls for the proposed Community Centre, for a total of 141 parking stalls. Both uses meet the Off-Street Parking and Loading Bylaw minimum requirements. Two of the stalls will be identified as accessible parking for the Community Centre and one stall for accessible parking at the Elementary School. A Reciprocal Statutory Right-of-Way will be registered between the School District and the City to allow the various users to park at either facility. A Cross Access Easement will be registered to allow the full movement of vehicles between each facility for access and egress.

iv) **Proposed Variances:**

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

- *To reduce the side yard setback from 7.5m (24 ft.) to 1.0m (3 ft.); and*
- *To increase the maximum retaining wall height from 1.2m (4 ft.) to 2.8m (9 ft.).*

The requested variances to the P-1 (Park and School) zone will be the subject of a future Council report.

v) **Development Permits:**

A Form and Character Development Permit is not required for Institutional developments; however, a Watercourse Protection and Natural Features Development Permit are required, as outlined below.

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

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

- All areas designated *Conservation* on Schedule “B” or all areas within 50 metres of an area designated *Conservation* on Schedule “B”, or on Figures 2, 3 and 4 in the Silver Valley Area Plan;
- All lands with an average natural slope of greater than 15 percent;
- All floodplain areas and forest lands identified on Schedule “C”.

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

vi) Advisory Design Panel:

A Development Permit is **not** required for *Institutional* developments; therefore, the project did not have to be reviewed by the Advisory Design Panel prior to second reading. However, the applicant did submit design drawings to the Advisory Design Panel for preliminary comments in an effort to improve the design. The ADP recommendations have been considered and are reflected in the current plans.

vii) Development Information Meeting:

A Development Information Meeting was held at Alexander Robinson Elementary School on September 21, 2017. Seven people attended the meeting. A summary of the main comments and discussions with the attendees was provided by the applicant and include the following main points:

- Clarification on the catchment area for the proposed school; and
- Concern about the speed of vehicles travelling along 104 Avenue.

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

- The catchment area for Albion area schools will be conducted by the School District and determined in the Fall of 2018; and
- Enforcement of the speed limit does not fall within the jurisdiction of the School District. Comments have been forwarded to the Engineering Department.

4) Environmental Implications:

The applicant has submitted an Environmental Assessment prepared by Environmental Dynamics Inc. (EDI). EDI have also worked with the Environment Section of the Planning Department to identify the *Conservation* boundary around the tributary to Spencer Creek. The proposed setbacks from the top of bank are between 22.5m (74 ft.) and 30m (98 ft.). The reduced setback (less than 30m) areas are located on the western section of the riparian area adjacent to the Elementary School, and the southeast section of the riparian area adjacent to the Community Centre (see Appendix E). In order to compensate for the encroachment into the 30m setback and subsequent loss of habitat, the applicant has provided compensation, to include:

- Protection of a greater amount of comparable habitat on-site; and
- Additional restoration works along the mainstem of Spencer Creek, located on the northern City-owned property;

The applicant has provided a Tree Management Report, prepared by Arbortech Consulting, to ensure appropriate retention and compensation is provided for the trees on-site. Steep slopes have been identified on the western and eastern property boundaries. The site will require portions of the

property to be supported through retaining wall structures, specifically around the playfield location and the western property boundary (see Appendix E). Any retaining walls exceeding 1.2m (4 ft.) in height will be the subject of a future Development Variance Permit report to Council. Stormwater management features will include raingardens and bioswales to capture stormwater from impervious areas and redirect the runoff to the tributary of Spencer Creek. These stormwater features also have the ability to create wildlife habitat and educational opportunities for the students.

5) Interdepartmental Implications:

i) Engineering Department:

Concrete curb and gutters will be required along the north side of 104 Avenue. Sidewalks will be required on the north side of 104 Avenue and will consist of a 3m (10 ft.) multi-use path. The sidewalk will be constructed west of the school to the intersection of 104 Avenue and 240 Street, as well as east of the school, to connect with the existing sidewalk at 24225 104 Avenue. Street trees and street lights are required across the frontage of the subject properties to the collector road standard. The subject properties are situated within an area currently not serviced with municipal sanitary sewer. To service the site, a sanitary pump station will be required. The pump station is the applicant's responsibility and shall be constructed to a municipal standard and have the capacity to service the adjacent lands. The pump station may ultimately be replaced by a pump station in the Albion Fairgrounds and the gravity sewer must be designed to be extended to the existing sewer west of 240 Street in the future.

The applicant will be required to provide a Traffic Impact Assessment report. The approval of the report will be a condition of final reading.

ii) Licences, Permits and Bylaws:

The Licences, Permits and Bylaws Department will be addressing all matters relating to building permits and the demolition of the existing structures on the subject properties. The review also noted to ensure sufficient access for emergency vehicles and personnel is provided to the playing field.

iii) Parks, Recreation and Culture Department:

The Parks, Recreation and Culture Department requested the applicant to provide a looping trail for student use and for future connection to the trail networks near Spencer Creek. The trail design will work with the natural features in the area, including existing trees, topography and watercourses.

6) Intergovernmental Issues:

i) Local Government Act:

An amendment to the OCP requires the local government to consult with any affected parties and to adopt related bylaws in compliance with the procedures outlined in Section 477 of the *Local Government Act*. The amendment required for this application, to re-designate one of the subject properties located at 24093 104 Avenue, from *Medium Density Residential* to *Institutional* is considered to be minor in nature. It has been determined that no additional consultation beyond existing procedures is required, including referrals to the Board of the Regional District, the Council of an adjacent municipality, First Nations, or agencies of the Federal and Provincial Governments.

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

7) Citizen/Customer Implications:

A Development Information Meeting was held on September 21, 2017. The results of the concerns expressed at that meeting are discussed above. The Public Hearing will provide an additional venue for citizens to express their concern or support of the development.

CONCLUSION:

It is recommended that first and second reading be given to OCP Amending Bylaw No. 7369-2017, that first and second reading be given to Zone Amending Bylaw No.7364-2017 and that application - 2017-291-RZ be forwarded to Public Hearing.

“Original signed by Adam Rieu”

Prepared by: Adam Rieu
Planning Technician

“Original signed by Christine Carter”

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

“Original signed by David Boag”

Approved by: David Boag
Director of Parks & Facilities

“Original signed by Frank Quinn”

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

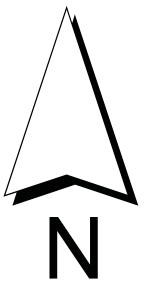
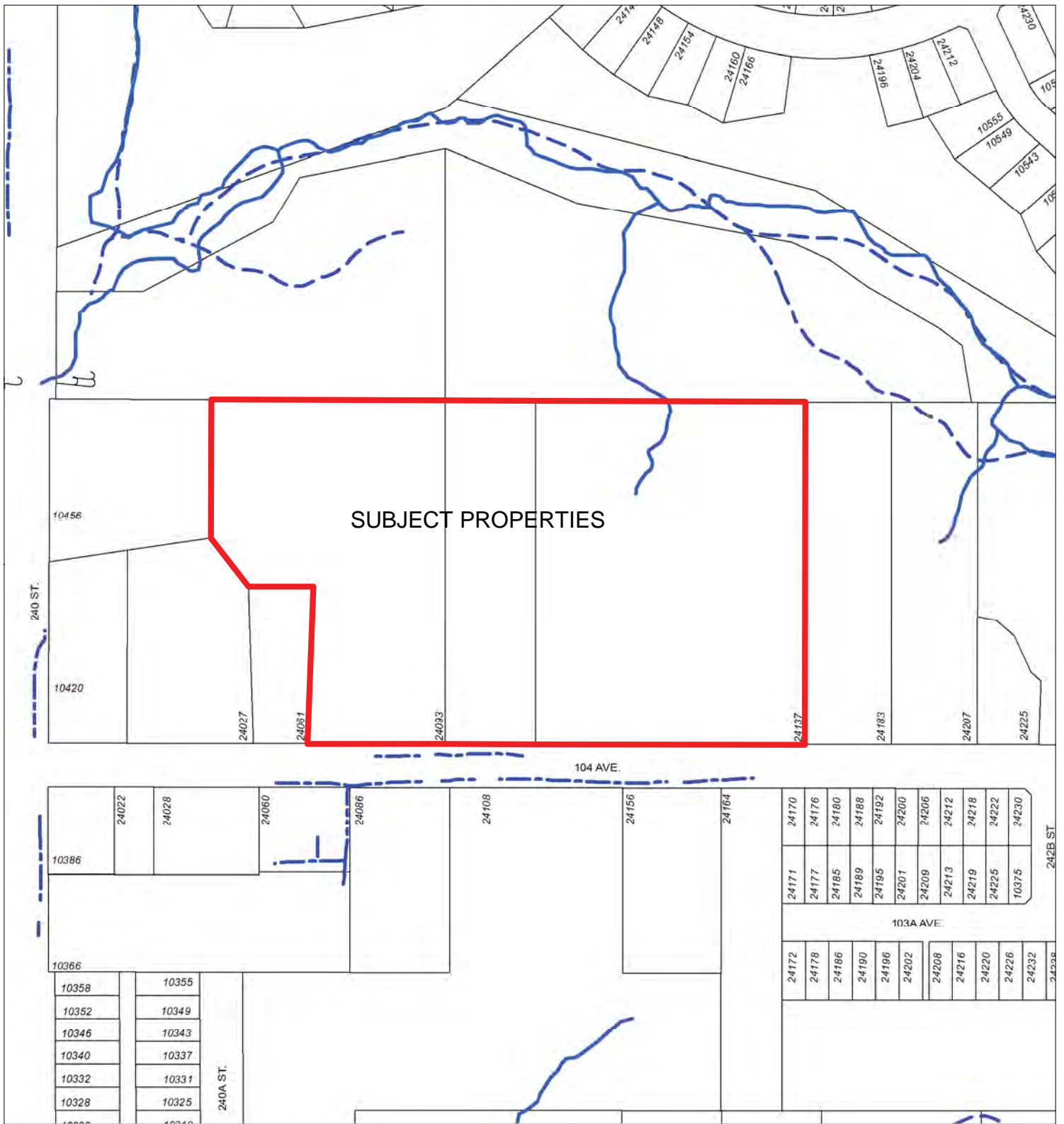
“Original signed by Paul Gill”

Concurrence: Paul Gill, CPA, CGA
Chief Administrative Officer

The following appendices are attached hereto:



Appendix A – Subject Map
Appendix B – Ortho Map
Appendix C – OCP Amending Bylaw No. 7369-2017
Appendix D – Zone Amending Bylaw No. 7364-2017
Appendix E – Site Plan
Appendix F – Building Elevation Plans, Elementary School
Appendix G – Landscape Plan

APPENDIX A



Scale: 1:2,500

Legend

-  Stream
 Indefinite Creek
 River
 Major Rivers & Lakes

24093/24137 104 Avenue
009-437-061

PLANNING DEPARTMENT



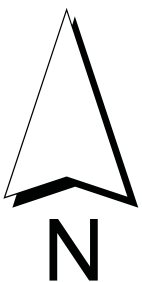
MAPLE RIDGE

British Columbia

mapleridge.ca

2017-291-RZ
DATE: Jul 5, 2017

BY: JV



Scale: 1:2,500

Legend

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

24093/24137 104 Avenue
009-437-061

PLANNING DEPARTMENT



MAPLE RIDGE

British Columbia

mapleridge.ca

2017-291-RZ
DATE: Jul 5, 2017

BY: JV

CITY OF MAPLE RIDGE

BYLAW NO. 7369-2017

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

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

AND WHEREAS it is deemed expedient to amend Schedule "A", Chapter 10.2 Albion Area Plan, Schedule 1: Albion Area Plan, and Schedule "C" of the Official Community Plan;

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

1. This Bylaw may be cited for all purposes as "Maple Ridge Official Community Plan Amending Bylaw No. 7369-2017"
2. Schedule "A", Chapter 10.2 Albion Area Plan, Schedule 1: Albion Area Plan is hereby amended for that parcel or tract of land and premises known and described as:

Lot 3 Section 10 Township 12 New Westminster District Plan 10921
Lot 4 Section 10 Township 12 New Westminster District Plan 10921
Lot 9 Section 10 Township 12 New Westminster District Plan 14750

and outlined in heavy black line on Map No. 952, a copy of which is attached hereto and forms part of this Bylaw, is hereby amended as shown.

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

Lot 3 Section 10 Township 12 New Westminster District Plan 10921
Lot 4 Section 10 Township 12 New Westminster District Plan 10921
Lot 9 Section 10 Township 12 New Westminster District Plan 14750

and outlined in heavy black line on Map No. 963, a copy of which is attached hereto and forms part of this Bylaw, is hereby amended by adjusting the Conservation boundary.

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

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

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

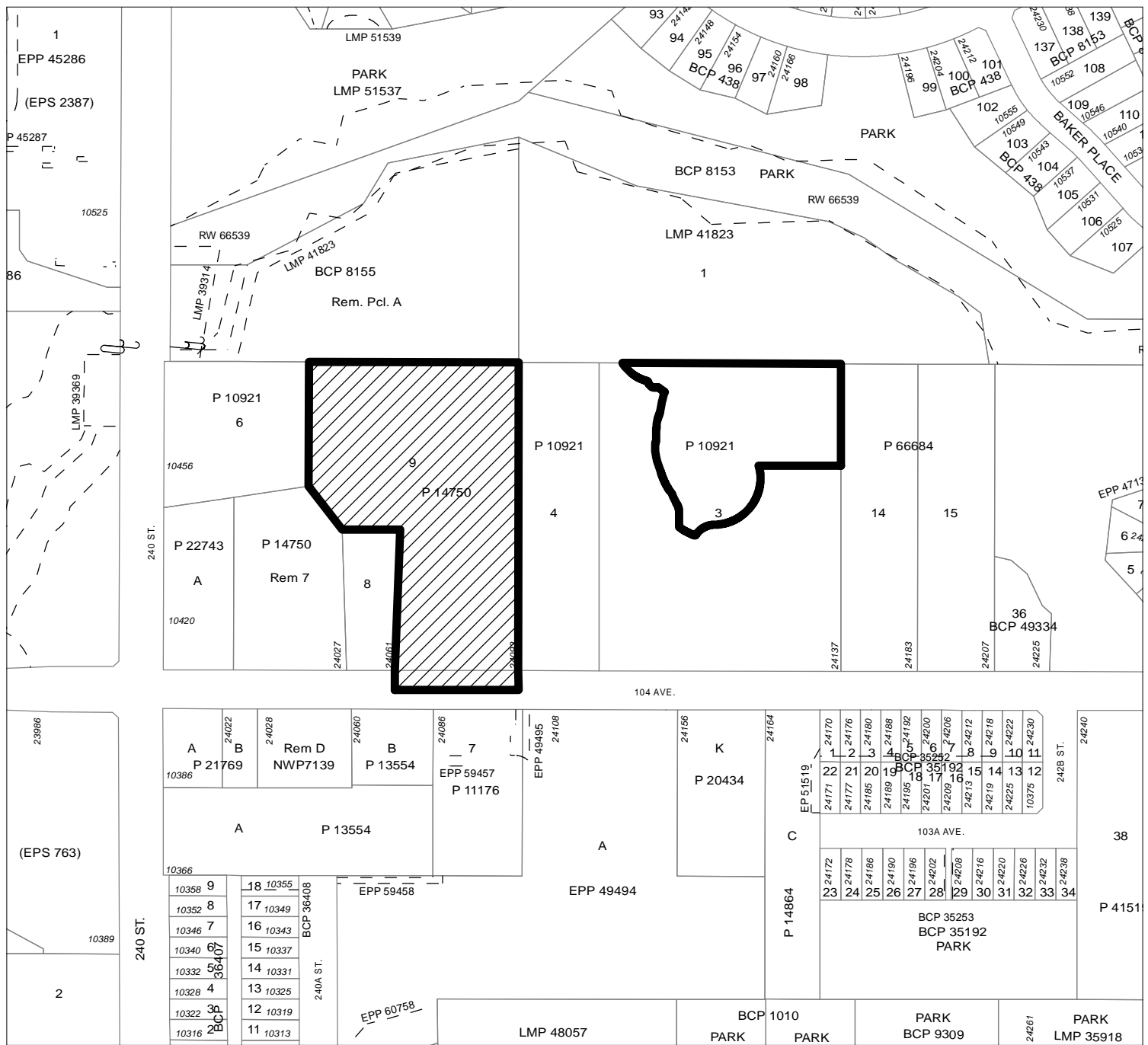
PUBLIC HEARING held the day of , 20 .

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

ADOPTED the day of , 20 .

PRESIDING MEMBER

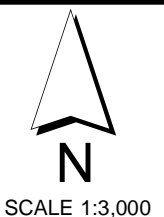
CORPORATE OFFICER



MAPLE RIDGE OFFICIAL COMMUNITY PLAN AMENDING

Bylaw No. 7369-2017
 Map No. 952
 Purpose: To Amend Albion Area Plan Schedule 1
 From: Medium Density Residential and Institutional

To:  Institutional  Conservation



CITY OF MAPLE RIDGE

BYLAW NO. 7364-2017

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

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

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

1. This Bylaw may be cited as "Maple Ridge Zone Amending Bylaw No. 7364-2017."
2. That PART 2 INTERPRETATION, ASSEMBLY USE definition is amended by replacing with the following: a use providing for the assembly of persons for charitable, philanthropic, cultural, entertainment uses, public transportation depots, or private educational purposes; includes auditoriums, youth centres, social halls, community centres, group camps, theatres, private schools, kindergartens, and child care centres.

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

Lot 3 Section 10 Township 12 New Westminster District Plan 10921
 Lot 4 Section 10 Township 12 New Westminster District Plan 10921
 Lot 9 Section 10 Township 12 New Westminster District Plan 14750

and outlined in heavy black line on Map No. 1725 a copy of which is attached hereto and forms part of this Bylaw, are hereby rezoned to P-1 (Park and School).

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

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

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

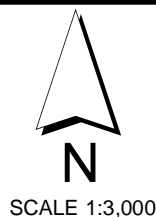
PUBLIC HEARING held the day of , 20

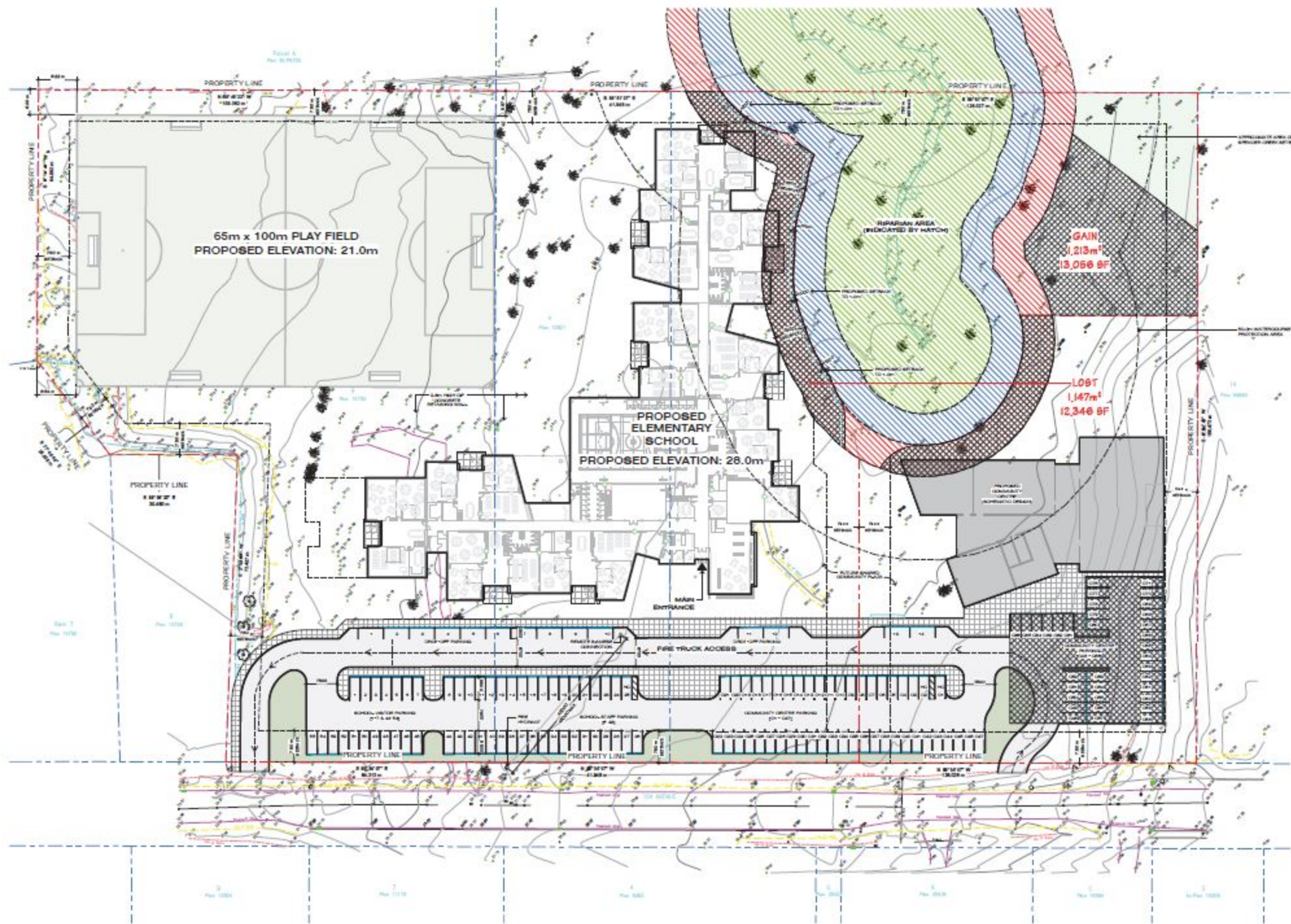
READ a third time the _____ day of _____, 20_____

ADOPTED, the day of , 20

PRESIDING MEMBER

CORPORATE OFFICER





OVERALL SITE PLAN
1:100

SOUTH ALBION ELEMENTARY SCHOOL
10415 AVENUE, MAPLE RIDGE B.C. V2W 1J2

SITE PLAN - OVERALL

A1.0



1 EAST ELEVATION
AS 1:100



2 NORTH ELEVATION
AS 1:100



3 SOUTH ELEVATION
AS 1:100



4 WEST ELEVATION
AS 1:100

EXTERIOR ELEVATIONS

2017.07.04

JULY 7th, 2017 - ISSUED FOR PRELIMINARY PLANNING APPLICATION

ARCHITECTURE & LANDSCAPE ARCHITECTURE

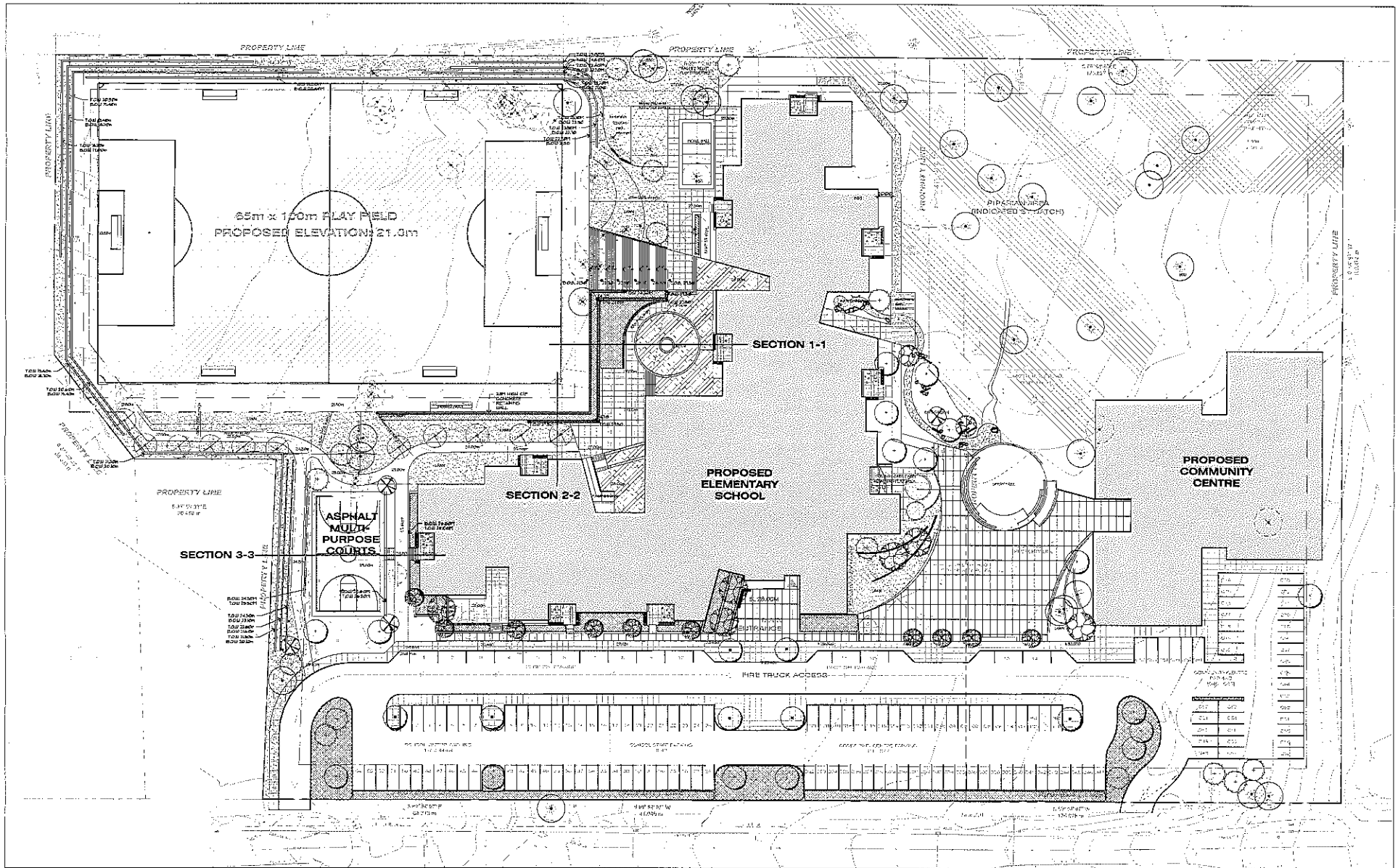
SCALE: 1:100

JOB NO: 10012

9095 YOUNG ROAD
CHILLIWACK, B.C. CANADA
V2P 4G3
TEL: 604 | 793 | 8665
FAX: 604 | 793 | 8668
EMAIL: info@chpa.ca

Creven | Huston | Powers | Architects

CHPA



SOUTH ALBION ELEMENTARY SCHOOL - LANDSCAPE PLAN

2017.10.04

SCALE 1:500

JOB NO. 17109

6985 YOUNG ROAD
CHILWICK, B.C. CANADA
V0N 4E7
TEL: 504 1 703 1 9445
FAX: 504 1 703 1 9446
EMAIL: info@propanet.ca

City of Maple Ridge

TO: Her Worship Mayor Nicole Read
and Members of Council
FROM: Chief Administrative Officer
SUBJECT: Second Reading
Zone Amending Bylaw No. 7257-2016;
11939 240th Street

MEETING DATE: October 24, 2017
FILE NO: 2016-191-RZ
MEETING: Council

EXECUTIVE SUMMARY:

An application has been received to rezone the subject property, located at 11939 240 Street, from CS-1 (Service Commercial) to C-2 (Community Commercial) to permit future construction of a multi-tenant commercial development with 2,859 m² (30,774 ft²) of commercial floor space. This project is not subject to the Community Amenity Contribution (CAC) program as there is no residential component to the development.

This application is in compliance with the OCP.

RECOMMENDATIONS:

- 1) That Zone Amending Bylaw No. 7257-2016 be given second reading, and be forwarded to Public Hearing;
- 2) That the following terms and conditions be met prior to final reading:
 - i) Registration of a Rezoning Servicing Agreement as a Restrictive Covenant and receipt of the deposit of a security, as outlined in the Agreement;
 - ii) Road dedication on 240th Street as required;
 - iii) Registration of a Statutory Right-of-Way plan and agreement for pedestrian access from the south end of the site;
 - iv) Registration of a Reciprocal Cross Access Easement Agreement;
 - v) Registration of a Restrictive Covenant for the Stormwater Management Plan
 - vi) Removal of existing buildings;
 - vii) Receipt of a Certificate of Compliance from the Ministry of Environment and Climate Change Strategy noting conformance with applicable environmental quality standards in the Regulation;

DISCUSSION:

1) Background Context:

Applicant:	Platform Properties Ltd.
Legal Description:	Lot 1, Section 16, Township 12, Plan NWP1676
OCP:	
Existing:	Commercial
Zoning:	
Existing:	CS-1 (Service Commercial)
Proposed:	C-2 (Community Commercial)
Surrounding Uses:	
North:	Use: Vacant Zone: CS-2 (Community Commercial) (recently completed under rezoning application 2016-039-RZ)
South:	Designation: Commercial Use: Single Family Residential Zone: CD-1-93 (Amenity Residential District), RS1-b (One Family (Medium Density) Residential) Designation: Urban Residential
East:	Use: Vacant Zone: RS-3 (One Family Rural Residential) Designation: Agricultural (in the Agricultural Land Reserve)
West:	Use: Single Family Residential Zone: R-1 (Residential District) Designation: Urban Residential
Existing Use of Property:	Vacant
Proposed Use of Property:	Commercial
Site Area:	0.946 ha. (2.3 acres)
Access:	240 Street
Servicing requirement:	Urban Standard

2) Background:

The first reading report noted the subject property was potentially a contaminated site, due to its previous uses as an auto wrecking yard. The applicant has commenced site remediation, and correspondence received from the Ministry of Environment received August 18, 2017, indicates that the remediation process is complete and the site is eligible for a Certificate of Compliance.

The first reading report also discussed the Maple Ridge Housing Action Plan and its recommendations for increasing rental housing stock within the City. These recommendations included encouraging new rental units above commercial developments as they arise. Although pre-application meetings included dialogue for rental housing, the applicant's preference consistently has been for single storey commercial without residential uses. The Council resolution accompanying first reading did not require second storey rental accommodation, and the meeting minutes did not indicate a preference for revisions towards this objective. For this reason, the application as proposed is considered supportable.

3) Project Description:

The applicant proposes to rezone the property and construct a multi-unit commercial development. The total proposed floor area is 2,859 square metres (30,774 ft²), distributed between one larger anchor tenant and several smaller commercial units. Through cross access agreements with adjacent properties, the proposed commercial site will be integrated with the other commercial uses to the north of the site (recently adopted Tim Horton's site and the Outpost Liquor Store)

4) Planning Analysis:

i) Official Community Plan:

The subject property is located within the Urban Area Boundary and is designated *Commercial*. The OCP identifies the intersection of Dewdney Trunk Road and 240 Street as one of three Community Commercial Nodes in the city. The OCP further states that these nodes *"are comprised of commercial or mixed use developments and typically serve several neighbourhoods; provide a wider range of services; and also serve as a focus for the community."*

Typically, Community Commercial Nodes are less than 7,000 m² (75,350 ft²) in area, but may increase to 9,290 m² (100,000 ft²) over the long-term. The current commercial floor space at Dewdney Trunk Road and 240 Street is approximately 3,110 m² (33,456 ft²), and this proposal will increase the commercial floor space to approximately 6,362 m² (68,480 ft²). It is noted that there are two other commercial rezoning projects in the Dewdney Trunk Road and 240 Street node, at 11951 240 Street and at 12040 240 Street. Once build-out is attained, the anticipated commercial floor space will be within the range suggested in the OCP as appropriate for meeting community needs. The C-2 (Community Commercial) zone aligns with the *Commercial* designation and the Community Commercial Node.

In accordance with OCP Policy 6-12, an Agricultural Impact Assessment and Groundwater Impact Assessment are required due to the subject property's adjacency to the Agricultural Land Reserve. A combined assessment report has been received and is discussed further in this report.

ii) Zoning Bylaw:

The Community Commercial Node in the *Commercial* land use designation aligns with both the CS-1 (Service Commercial) zone and the C-2 (Community Commercial) zone. The applicant is pursuing rezoning to the C-2 (Community Commercial) zone because the permitted principal uses reflect the anticipated mix of neighbourhood serving businesses.

The current application proposes to rezone the subject property located at 11939 240 Street from CS-1 (Service Commercial) to C-2 (Community Commercial) to permit future construction of a multi-tenant commercial development. The minimum lot size for the current CS-1 (Service Commercial) zone is 929 m², and the minimum lot size for the proposed C-2 (Community Commercial) zone is 2,500 m². Any variations from the requirements of the proposed zone will require a Development Variance Permit application.

iii) Off-Street Parking And Loading Bylaw:

Parking requirements in the proposed C-2 Community Commercial Zone are based on gross floor area at a ratio of 1 parking stall per 30 square meters. The proposed commercial floor space is 2859 square meters, and therefore the required parking will be 96 parking stalls. The applicant is proposing 140 stalls, of which 3 are accessible, and 14 are for small cars. These parking provisions meet requirements in the Bylaw.

iv) Proposed Variances:

A Development Variance Permit application has been received for this project and involves the following relaxations (see Appendix D):

- *Maple Ridge Zoning Bylaw No. 3510 -1985,*
 - Rear yard setback to be varied from 6.0 metres to 4.5 meters.
- *Maple Ridge Sign Bylaw No. 4653 - 1992*
 - Free standing sign to be varied by increasing the copy area of the secondary sign to exceed maximum permitted. Total number of signs will be less than maximum permitted, from the permitted 3 to 2. Overall copy area will not exceed maximum permitted.

The requested variances to the C-2 zone and Sign Bylaw will be the subject of a future Council report.

v) Development Permits:

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

The commercial development will have tall hedging at the interface between residential and commercial structures. The single storey massing will be unobtrusive in the residential context. Pedestrian circulation will be fostered with the landscape plan and asphalt treatments marking vehicle access points.

vi) Advisory Design Panel:

The Advisory Design Panel (ADP) reviewed the form and character of the proposed development and the landscaping plans at a meeting held on June 13, 2017. The following resolution was passed in regards to 2016-191-DP at the meeting of the Advisory Design Panel:

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

- 1. Provide planting islands to break up the parking strips.*
- 2. Provide pavement treatment (such as stamped concrete or coloured asphalt) at entrances off of 240th.*
- 3. Provide speed bumps before and after main pedestrian crossing to Building 2000.*
- 4. Parking stalls along Buildings 1000 and 2000 to be done in alternative paving materials.*
- 5. Provide outdoor seating in front of both buildings by reducing two stalls into "small car" stalls.*
- 6. Provide screening for roof top units on both buildings and provide a detail on the architectural plans.*
- 7. Accentuate the north east corner element of Building 1000 facing 240th Street.*
- 8. Provide a second bracket at both corners of Building 1000 to balance elevation.*
- 9. Indicate on landscaping plans that structural soil for trees in parking medians will be provided.*
- 10. Consider providing additional bicycle racks.*

The ADP concerns have been addressed and are reflected in the current plans. A detailed description of how these items were incorporated into the final design will be included in a future development permit report to Council.

vii) Development Information Meeting:

A Development Information Meeting was held in the library at Andrew Robinson Elementary School on April 5, 2017. Approximately 15 people attended the meeting. A summary of the main comments and discussions with the attendees was provided by the applicant and include the following main points:

- Support for the land use proposal
- Concern with proposed lane connection and nuisance concerns of increased litter and inappropriate behaviour around the commercial development.
- Concern with the proposed garbage container location at the southwest portion of the site, due to noise, odour, and rodents.

The applicant's response is as follows:

- Issues raised point to conflicts between public concerns and municipal requirements, through required site services for pedestrian circulation, and development permit requirements. While there is no simple resolution to these issues raised, mitigation attempts are sought where possible, by means such the orientation of the garbage containers on the site.

5) Environmental Implications:

The subject property was used as an autowrecking yard until 2013. Some contamination was noted, and remediation works have commenced. The Ministry of Environment confirms that required remediation is complete, and the project is eligible for a certificate of compliance.

6) Agricultural Impact:

As 240th street marks the edge of the urban area boundary, the site is adjacent to ALR land to its east. The requirement for an agricultural impact assessment was thereby triggered, in accordance with Policy 6-12 of the Official Community Plan. The applicant has provided this assessment, with key findings as follows;

- **Increased vehicle traffic:** The assessment concluded that any negative impacts would be negligible.
- **Noise and light pollution:** The assessment noted that landscaping and lighting design would mitigate these effects.
- **Increased pressure at the urban/rural interface:** The assessment concluded that 240th street would provide an effective buffer at this interface.
- **Pedestrian traffic:** No impacts noted.
- **Increased stormwater runoff:** These impacts will be mitigated through the required Stormwater management plan.
- **Contamination of groundwater:** As previous site contamination will be remediated, the potential for further impacts will be reduced by this development.

7) Interdepartmental Implications:

i) Engineering Department:

Engineering comments noted the need for road dedication along 240th Street, for servicing upgrades to sewer, water and storm, street improvements including sidewalk, curb and gutter, lighting, street trees. A traffic impact study was provided by the applicant in support of a second access on the subject property on 240th Street. This second access was approved as a right in, right out access, to be located approximately midway along the 240 Street frontage.

ii) **License, Permits and Bylaws Department:**

Building Department comments will be reviewed in light of the required Development Permit application, and will be provided to Council at a later date.

iii) **Fire Department:**

Fire Department comments focused on a fire safety plan, including the placement of private fire hydrants, and appropriate addressing to assist with emergency response.

8) Intergovernmental Issues:

As noted, involvement of the Ministry of Environment has been required for site remediation.

9) Citizen/Customer Implications:

Public input has been received at the Development Information Meeting. Additional opportunities for citizen comment will be provided through the required Public Hearing, and through the notification process that will accompany the required development variance permit.

CONCLUSION:

It is recommended that second reading be given to Zone Amending Bylaw No7257-2016, and that application 2016-191-RZ be forwarded to Public Hearing.

"Original signed by Diana Hall"

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

"Original signed by Christine Carter"

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

"Original signed by Frank Quinn"

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

"Original signed by Paul Gill"

Concurrence: Paul Gill, CPA, CGA
Chief Administrative Officer

The following appendices are attached hereto:

Appendix A – Subject Map

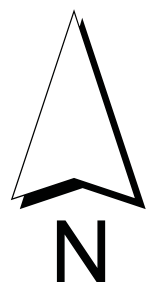
Appendix B – Ortho Map

Appendix C – Zone Amending Bylaw No. 7257-2016

Appendix D – Site Plan

Appendix E – Building Elevation Plans

Appendix F – Landscape Plan



Scale: 1:2,500

Legend

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

11939 240 St

PLANNING DEPARTMENT



MAPLE RIDGE

British Columbia

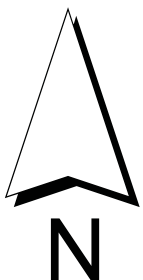
mapleridge.ca

2016-191-RZ
DATE: Jun 3, 2016

BY: JV



Aerial Imagery from the Spring of 2015



Scale: 1:2,500

Legend

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

11939 240 St

PLANNING DEPARTMENT



MAPLE RIDGE

British Columbia

mapleridge.ca

2016-191-RZ
DATE: Jun 3, 2016

BY: JV

APPENDIX C

CITY OF MAPLE RIDGE

BYLAW NO. 7257-2016

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

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

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

1. This Bylaw may be cited as "Maple Ridge Zone Amending Bylaw No. 7257-2016."

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

South Half Lot 1 Section 16 Township 12 New Westminster District Plan 1676

and outlined in heavy black line on Map No. 1681 a copy of which is attached hereto and forms part of this Bylaw, is hereby rezoned to C-2 (Community Commercial).

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

READ a first time the 12th day of July, 2016.

READ a second time the day of , 20

PUBLIC HEARING held the day of , 20

READ a third time the day of , 20

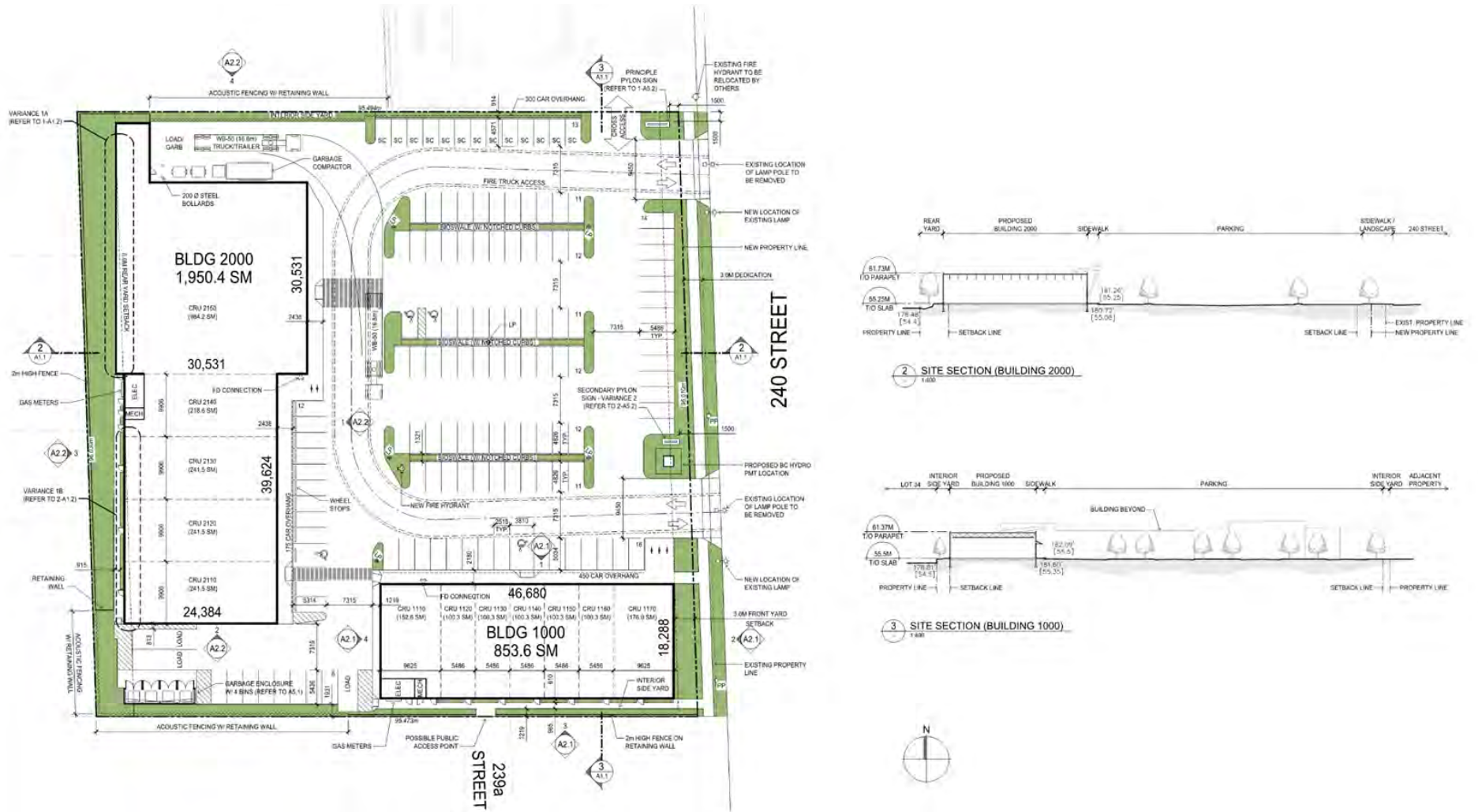
ADOPTED, the day of , 20

PRESIDING MEMBER

CORPORATE OFFICER

APPENDIX D

Site Plan



APPENDIX E

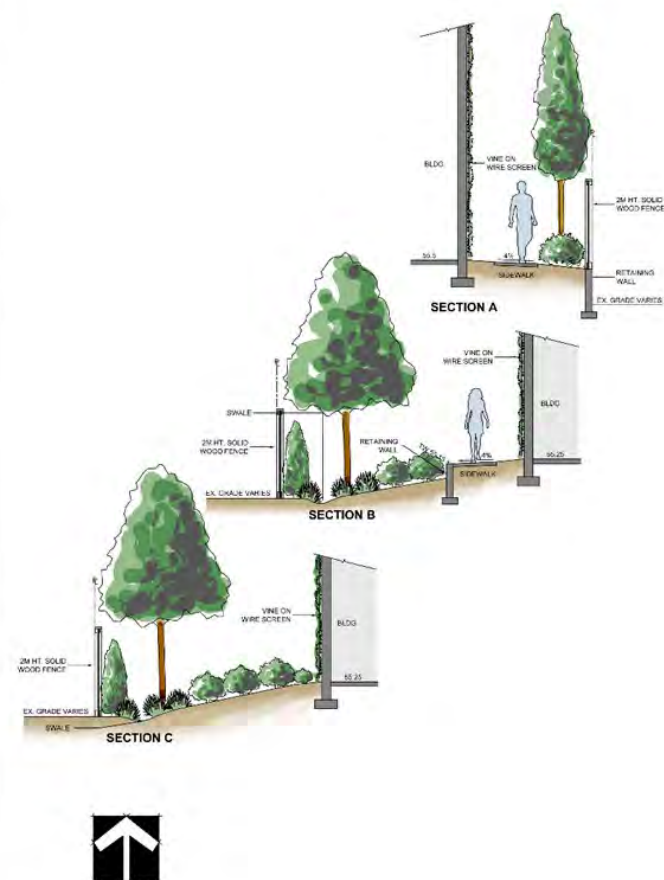


Figure 5: Building 2000 Front Elevation



Figure 6: Building 1000 Front Elevation

Landscape Plan



City of Maple Ridge

TO:	Her Worship Mayor Nicole Read and Members of Council	MEETING DATE:	October 24, 2017
FROM:	Chief Administrative Officer	FILE NO:	2016-008-DVP
		MEETING:	Council
SUBJECT:	Development Variance Permit 24021 110 Avenue		

EXECUTIVE SUMMARY:

A Development Variance Permit application (2016-008-DVP) has been received in conjunction with a rezoning, development and subdivision application to develop the subject property, located at 24021 110 Avenue (recent consolidated properties 11016, 11032 and 11038 240 Street) into 8 single family residential lots and 15 townhouse units. The requested variances are to:

1. Increase the maximum building height for the townhouse units, from 11m to 11.4m (34.4ft)
2. Reduce the front yard setback for the townhouse units, from 7.5m to 6m (19.6ft) to the building face, and 3.8m (12.4ft) to the deck
3. Reduce the rear yard setback for the townhouse units, from 7.5m to 7.0m (22.9ft)
4. Reduce the exterior side setback for the townhouse units, from 7.5m to 3.5m (11.4ft) to the building face, and 1.3m (4.2ft) to the deck
5. Reduce the interior side setback for the townhouse units, from 4.5m to 2.4m (7.8ft) to the building face, and 0.6m (1.9ft) to the deck
6. Increase the maximum height for retaining walls, from 1.2m to 1.8m (5.9ft)

Council considered final reading for rezoning application 2016-008-RZ on September 19, 2017.

It is recommended that Development Variance Permit 2016-008-DVP be approved.

RECOMMENDATION:

That the Corporate Officer be authorized to sign and seal 2016-008-DVP respecting the property located at 24021 110 Avenue.

DISCUSSION:

a) Background Context:

Applicant: Greenwood Properties Ltd.

Legal Description: Lot 1, Section 10, Township 12, New Westminster
District Plan EPP68120
(recent consolidation of Lot 4, North Half / Lot 4,
South Half / Lot 5, Block 9, Section 10, Township
12, New Westminster District Plan 17613)

OCP : Medium Density Residential, Conservation
Zoning: RM-1 (Townhouse Residential) and R-3 (Special
Amenity Residential District)

Surrounding Uses:

North:	Use:	Single Family Residential
	Zone:	RS-3 (One Family Rural Residential)
	Designation:	Low/Medium Density Residential and Conservation
South:	Use:	Single Family Residential
	Zone:	R-3 (Special Amenity Residential District)
	Designation:	Low/Medium Density Residential
East:	Use:	Single Family Residential
	Zone:	RS-3 (One Family Rural Residential)
	Designation:	Low/Medium Density Residential and Conservation
West:	Use:	Single Family Residential
	Zone:	RS-3 (One Family Rural Residential)
	Designation:	Urban Residential

Existing Use of Property: Single Family Residential
Site Area: 0.808 ha. in total (2 acres)
Access: lane access off of 110 Avenue
Servicing requirement: Urban Standard

b) Project Description:

The rezoning application proposed to rezone the original three subject properties (11016, 11032 and 11038 240 Street) from RS-3 (One Family Rural Residential) to R-3 (Special Amenity Residential District) and RM-1 (Townhouse Residential), to permit future subdivision into 8 R-3 zoned single family lots, not less than 285m², and a 15 unit townhouse development. The lots are consolidated as a requirement of rezoning. Access for all lots is proposed to be from a new lane created off of 110 Avenue. No driveway accesses are permitted onto 240 Street, as it is an arterial road where alternative access (i.e. a new lane) is available. The lane access is proposed to be a 9m thoroughfare from 110 Avenue into the townhouse site, to comply with Building Code and Fire Code requirements for direct Fire Department vehicle access.

c) Variance Analysis:

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

The requested variances and rationale for support are described below (see Appendices C, D and E):

In order to achieve the desired layout while ensuring the requirements for protection of the watercourse and natural habitat, consideration has been given to accomplish a reasonable design, while integrating dedication and compensation. Therefore, from an environmental planning point of view, the proposed variances are supportable.

1. *Maple Ridge Zoning Bylaw No. 3510 -1985, Part 4, Section 403 (8):*
 - To increase the maximum retaining wall height, from 1.2m to 1.8m

2. *Maple Ridge Zoning Bylaw No. 3510 -1985, Part 6, Section 602 6.a):*
 - To reduce the front yard setback, from 7.5m to 6m to the building face, and 3.8m to the deck, and
 - To reduce the rear yard setback, from 7.5m to 7.0m, and
 - Reduce the exterior side setback, from 7.5m to 3.5m to the building face, and 1.3m to the deck, and
 - To reduce the interior side setback, from 4.5m to 2.4m to the building face, and 0.6m to the deck
3. *Maple Ridge Zoning Bylaw No 3510 -1985, Part 6, Section 602 (7a):*
 - To increase the maximum building height, from 11m to 11.4m

d) Citizen/Customer Implications:

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

CONCLUSION:

The proposed variances are supported because the townhouse units were designed in coordination with park dedication and environmental compensation areas to fit into the neighbourhood context and the lot design does not negatively impact surrounding residences.

It is therefore recommended that this application be favourably considered and the Corporate Officer be authorized to sign and seal Development Variance Permit 2016-008-DVP.

“Original signed by Therese Melser”

Prepared by: Therese Melser
Planning Technician

“Original signed by Christine Carter”

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

“Original signed by Frank Quinn”

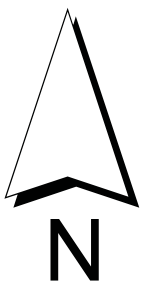
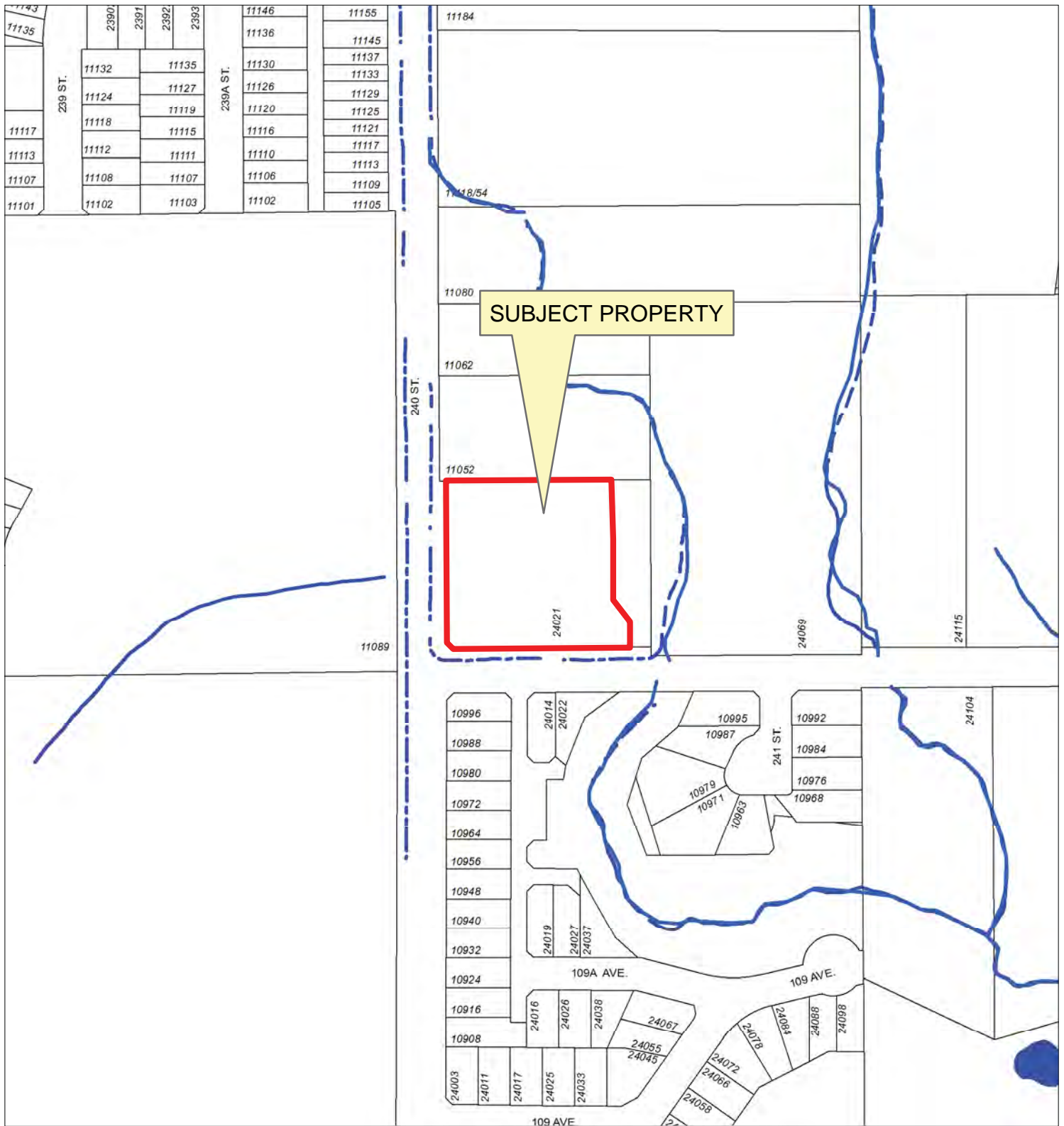
Approved by: Frank Quinn, MBA, P.Eng
GM: Public Works & Development Services

“Original signed by Paul Gill”

Concurrence: Paul Gill, CPA, CGA
Chief Administrative Officer

The following appendices are attached hereto:

- Appendix A – Subject Map
- Appendix B – Ortho Map
- Appendix C – Variance request retaining wall
- Appendix D - Variance requests for townhouse development



Scale: 1:2,500

Legend

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

24021 110 Avenue

PLANNING DEPARTMENT



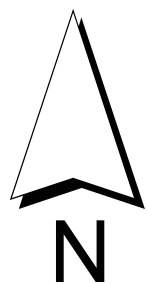
MAPLE RIDGE

British Columbia

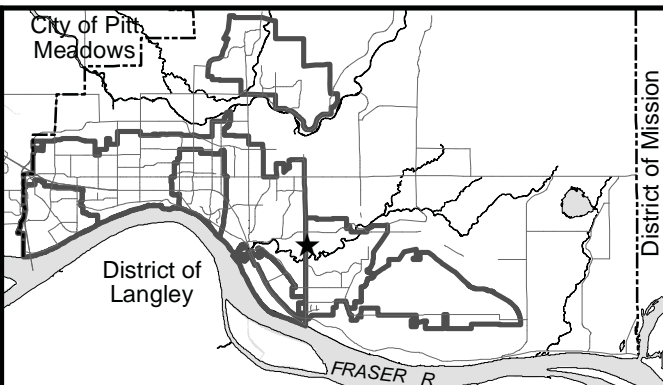
mapleridge.ca

2016-008-VP
DATE: Oct 5, 2017

BY: JV



Scale: 1:2,500



11016/32/38 240 STREET

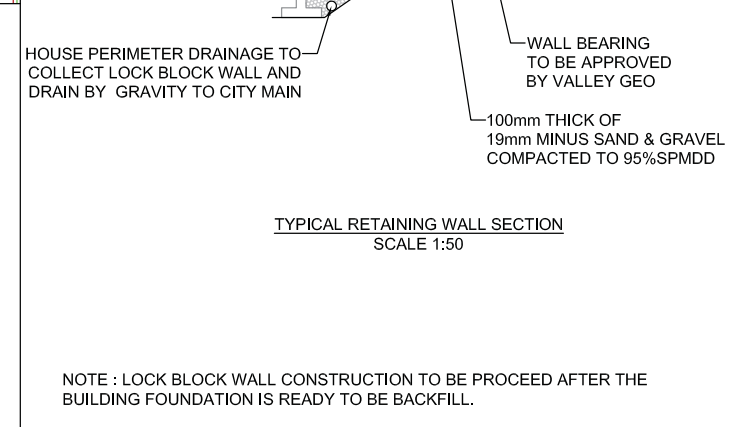
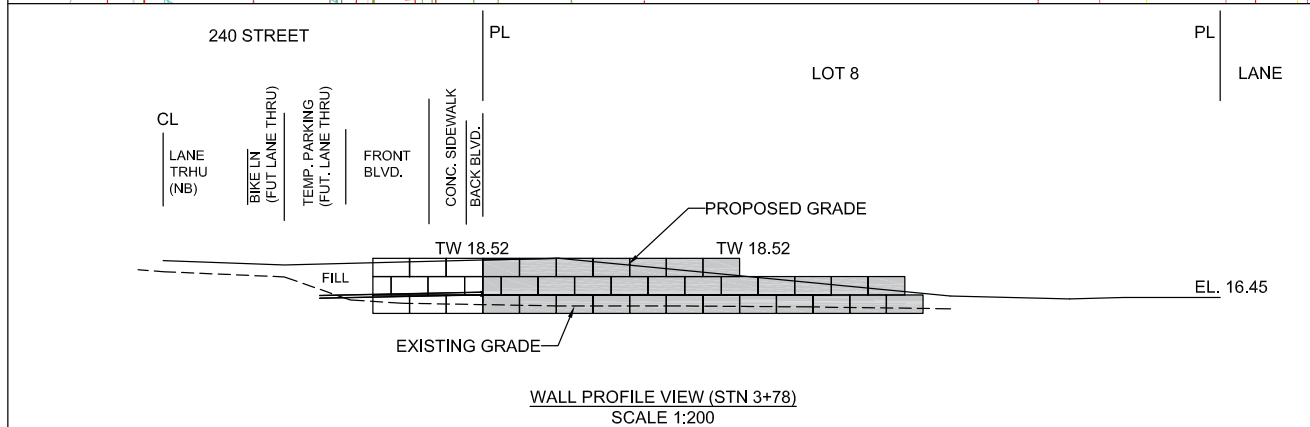
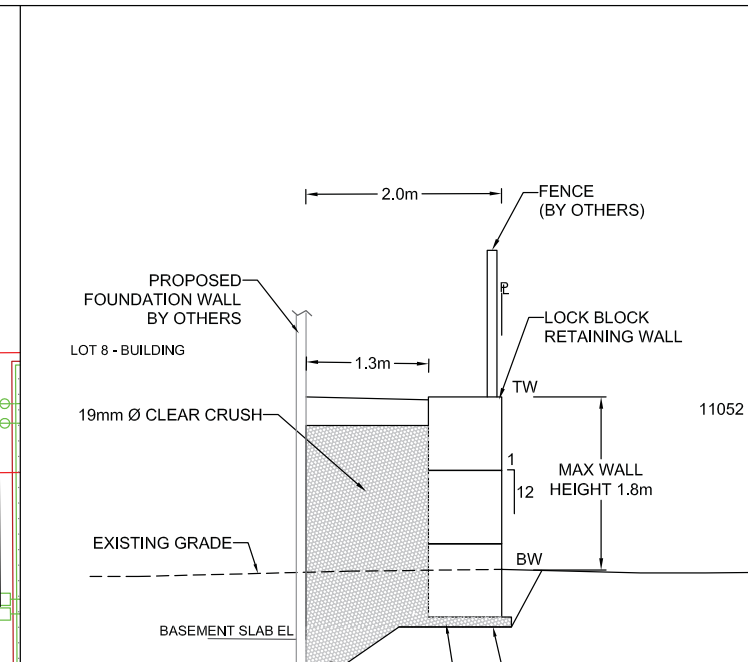
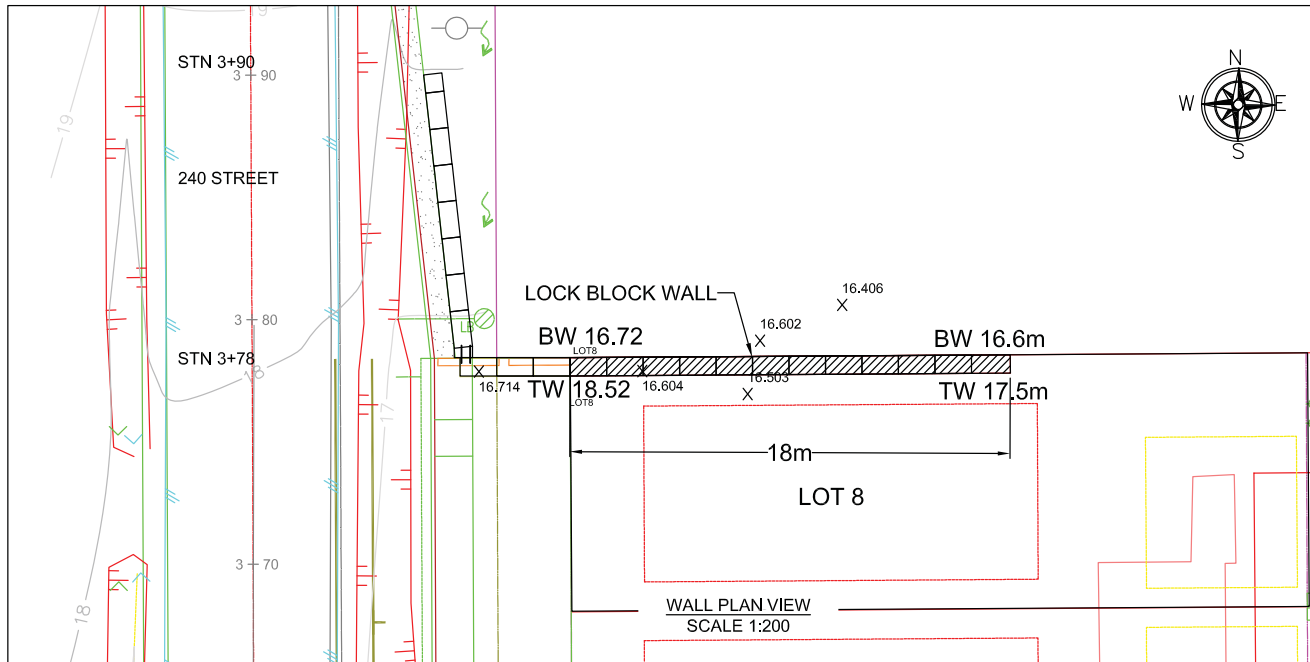
PLANNING DEPARTMENT




FILE: 2016-008-RZ
DATE: Jan 22, 2016

BY: PC

APPENDIX C



 <p>VALLEY GEOTECHNICAL ENGINEERING SERVICES LTD.</p>	Client: Greenwood Properties						Retaining Wall Design			
	Location: 240 Street & 110 Avenue Maple Ridge, BC						Lot 8 - STN 3 + 78 Location Plan & Designs			
	Unit 15 20279 97th Avenue Langley BC, V1M 4B9 Phone: (604) 882-8475 Fax: (604) 882-8476	FILE No. 42923-02		DATE August 17, 2017				DRAWN:	SC	DWG No. 2
								CHECKED:	RV	
								SCALE:	SHOWN	
		B Aug 18, 2017	ISSUE FOR CONSTRUCTION							
		A Aug 17, 2017	ISSUE FOR REVIEW ONLY							
		REV.	DATE	DESCRIPTION						
\\VGES-SRV-DC:\Users\VGES-PROJECTS\42900\42923-02\Retaining Wall Design\August 2017\42923-02\2017-Aug-16 Retaining Wall Design I of 8.dgn			SEAL							

townhouse site



RM-1 front + rear 7.5m
interior 4.5

City of Maple Ridge

TO:	Her Worship Mayor Nicole Read and Members of Council	MEETING DATE:	October 24, 2017
FROM:	Chief Administrative Officer	FILE NO:	2017-323-DVP
		MEETING:	Council
SUBJECT: Development Variance Permit 23055 117 Avenue			

EXECUTIVE SUMMARY:

Development Variance Permit application (2017-323-DVP) has been received in conjunction with a subdivision application to subdivide the property located on 23055 117 Avenue into 10 proposed single family lots. The requested variance is to:

1. Reduce the required lot width in the R-1 zone, from 12m to 11.3m for lot 1, and to 11.4m for lot 2.

It is recommended that Development Variance Permit 2017-323-DVP be approved.

RECOMMENDATION:

That the Corporate Officer be authorized to sign and seal 2017-323-DVP respecting property located at 23055 117 Avenue.

DISCUSSION:

a) Background Context

Applicant:	1088396 BC LTD.		
Legal Description:	Lot 6, Section 17, Township 12, Plan LMP37496		
OCP:	Urban Residential		
Zoning:	R-1 (Residential District)		
Surrounding Uses:			
North:	Use:	Single Family Residential	
	Zone:	R-1 (Residential District)	
	Designation	Urban Residential	
South:	Use:	Single Family Residential	
	Zone:	R-1 (Residential District) and RS-1 (One Family Urban Residential)	
	Designation:	Urban Residential	
East:	Use:	Single Family Residential	
	Zone:	RS-1 (One Family Urban Residential)	
	Designation:	Urban Residential	

West:	Use:	Single Family Residential
	Zone:	R-1 (Residential District)
	Designation:	Urban Residential
Existing Use of Property:		Single Family Residential
Site Area:		4890 m ²
Access:		off of 117 th and off of Cliff Avenue
Servicing:		Urban Standard
Lot Size:		ranging from 372-411 m ²
Concurrent Applications:		2016-441-SD

b) Project Description:

A Development Variance Permit application has been received to seek approval to vary the minimum width requirement for the single family subdivision into 10 lots on the property located 23055 117 Avenue (see Appendix A). The requested variance is to reduce the minimum width for the R-1 (Residential District) zone.

c) Variance Analysis:

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

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

1. *Maple Ridge Zoning Bylaw No 3510 -1985, Schedule D Minimum Lot Area and Dimensions:*
To reduce the minimum width for the R-1 (Residential District) zone, from 12m to 11.3m on lot 1, and to 11.4m on lot 2

The subdivision proposal is to subdivide the property into 10 lots, with 2 lots accessing from 117 Avenue and 8 lots getting access from a cul-de-sac connecting to Cliff Avenue. The Engineering Design Criteria Manual requires cul-de-sac's to have a minimum radius for the proposed design. In order to satisfy the minimum lot area for R-1 zoned lots and have an acceptable frontage for proposed lot 2, a variance to reduce the width of proposed lot 1 and 2, to be able to create a minimum radius for the cul-de-sac, is supportable.

d) Citizen/Customer Implications:

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

CONCLUSION:

The proposed variance to reduce lot width for proposed lot 1 and 2 to be able to create a minimum radius for the cul-de-sac, is supportable, therefore it is recommended that this application be favourably considered and the Corporate Officer be authorized to sign and seal Development Variance Permit 2017-323-DVP.

“Original signed by Therese Melser”

Prepared by: Therese Melser
Planning Technician

“Original signed by Christine Carter”

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

“Original signed by Frank Quinn”

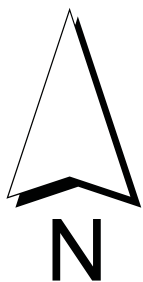
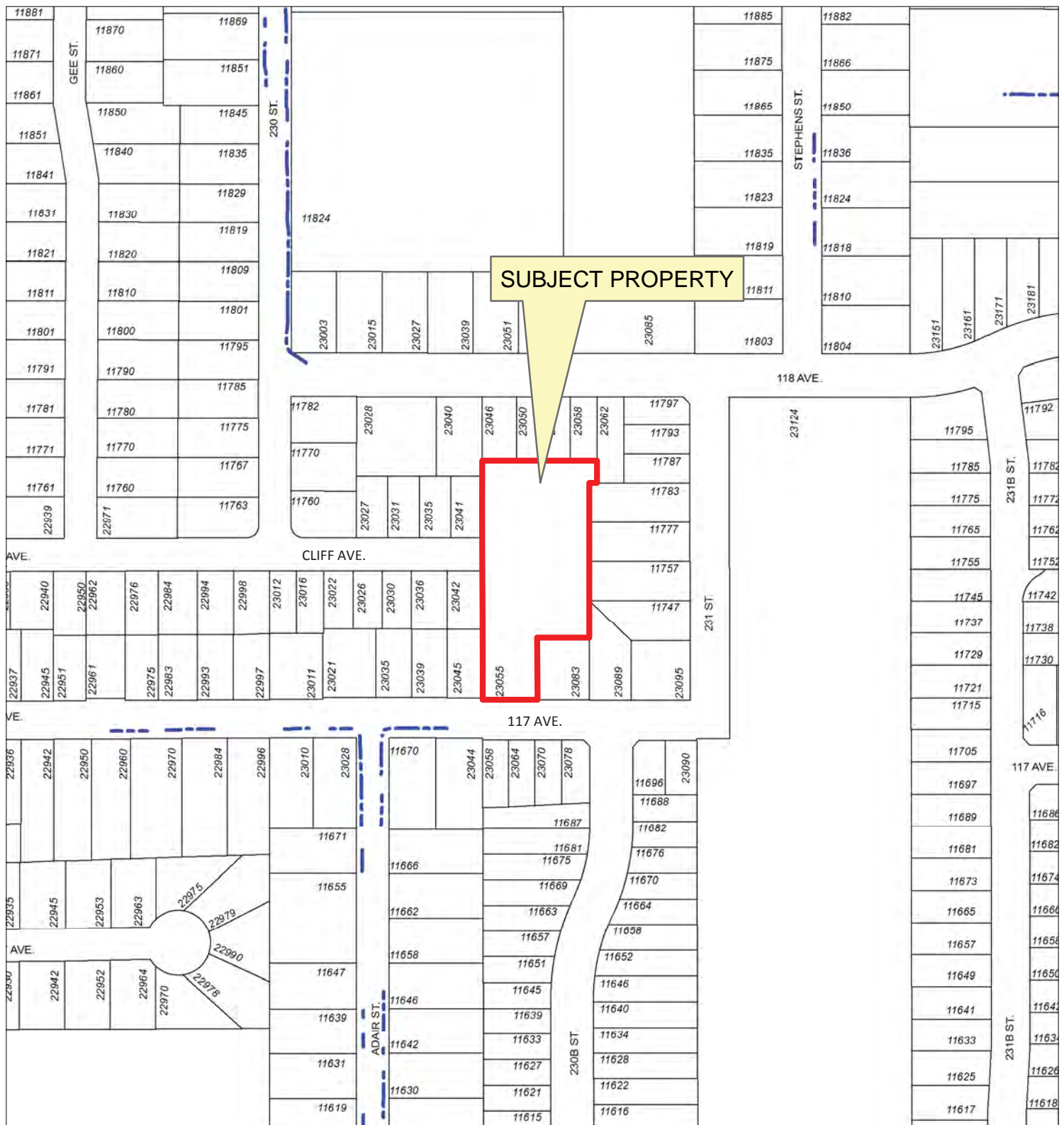
Approved by: Frank Quinn, MBA, P.Eng
GM: Public Works & Development Services

“Original signed by Paul Gill”

Concurrence: Paul Gill, CPA, CGA
Chief Administrative Officer

The following appendices are attached hereto:

Appendix A – Subject Map
Appendix B – Ortho Map
Appendix C – Variance request



Scale: 1:2,500

Legend

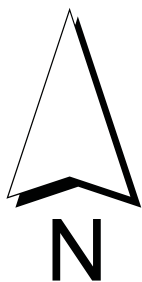
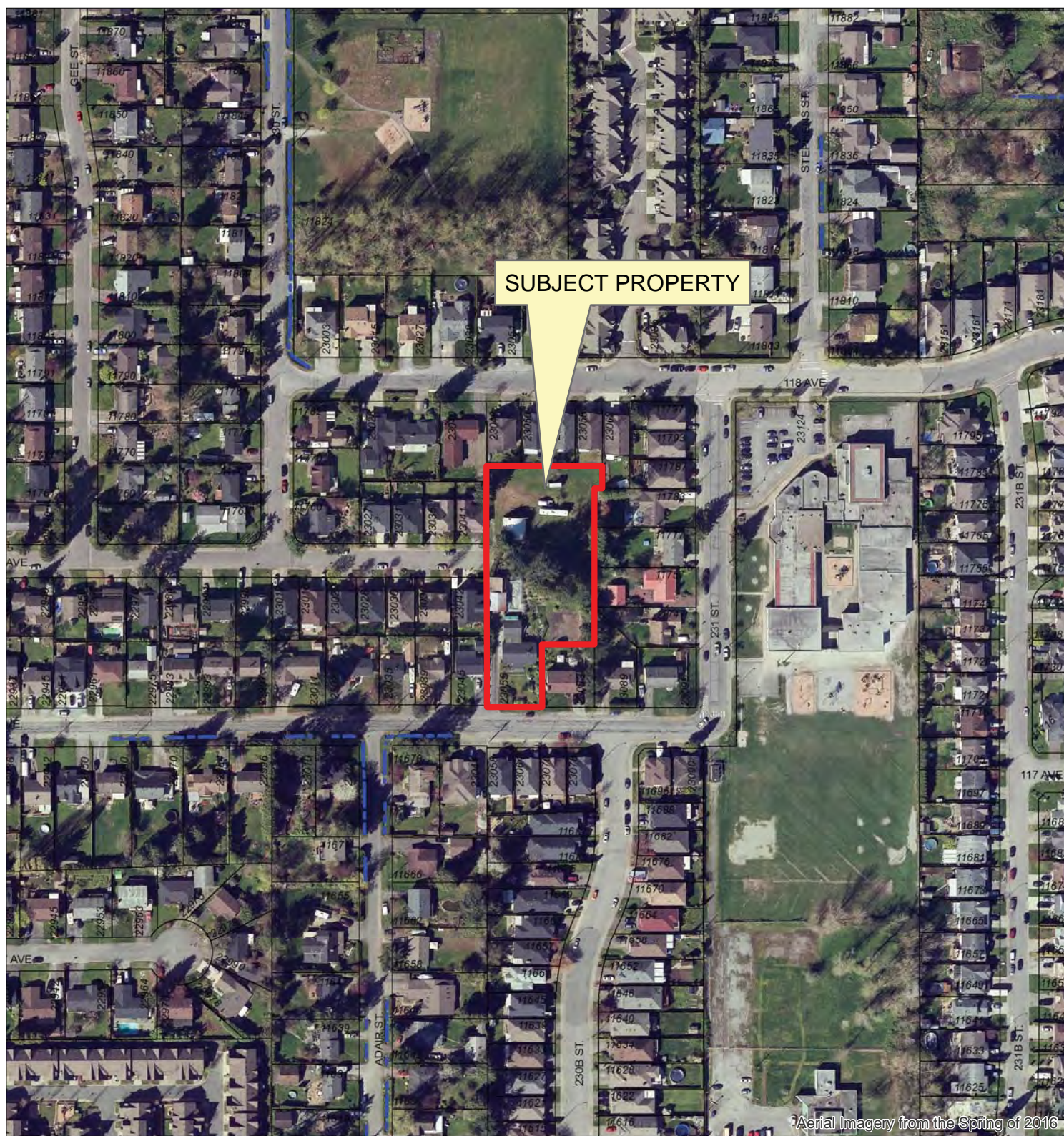
- Stream
- Indefinite Creek
- River
- Major Rivers & Lakes

23055 117 Avenue






2017-323-VP
DATE: Jul 27, 2017

BY: JV



Scale: 1:2,500

Legend

-  Stream
 Indefinite Creek
 River
 Major Rivers & Lakes

23055 117 Avenue



2017-323-VP
DATE: Jul 27, 2017

BY: JV

Terra Pacific Land Surveying Ltd
22371 St. Anne Avenue, Maple Ridge, BC

SKETCH OF PROPOSED 10 LOT SUB

23055-117th Avenue, Maple Ridge, BC

SHEET SIZE: 14" X 8.5"

DATE: MARCH 9, 2017

FILE: MR16-620sk_SUB_rev3

NOTE:

R-1 ZONING:

MIN. WIDTH 12 m

MIN. DEPTH 24 m

MIN. AREA 371 m²



City of Maple Ridge

TO:	Her Worship Mayor Nicole Read and Members of Council	MEETING DATE:	October 24, 2017
FROM:	Chief Administrative Officer	FILE NO:	2016-347-DP
		MEETING:	Council
SUBJECT:	Intensive Residential Development Permit 24021 110 Ave		

EXECUTIVE SUMMARY:

An Intensive Residential Development Permit application has been received for the subject property, located at 24021 110 Avenue, for eight R-3 (Special Amenity Residential District) zoned lots. The site is located within the Albion Area Plan and has a land use designation of *Single Family Residential*. The Intensive Residential Development Permit provides a greater emphasis on high standards in aesthetics and quality of the built environment, with the intent to provide an environment that is safe, attractive, people-friendly and environmentally responsive.

Final reading for rezoning application 2016-008-RZ was granted on September 19, 2017. It is recommended that Intensive Residential Development Permit 2016-347-DP be approved.

RECOMMENDATION:

That the Corporate Officer be authorized to sign and seal 2016-347-DP respecting property located at 24021 110 Avenue.

DISCUSSION:

a) Background Context:

Applicant:	GREENWOOD PROPERTIES LTD.		
Legal Description:	Lot 1, Sec 10, Townplan 12, New Westminster District Plan EPP68120		
OCP :	Medium Density Residential		
Zoning:	R-3 (Special Amenity Residential District)		
Surrounding Uses			
North:	Use:	Single Family Residential	
	Zone:	RS-3 (One Family Rural Residential)	
	Designation	Low/Medium Density Residential	
South:	Use:	Single Family Residential	
	Zone:	R-3 (Special Amenity Residential District)	
	Designation:	Single Family Residential	
East:	Use:	Single Family Residential	
	Zone:	RM-1 Townhouse Residential	
	Designation:	Medium Density Residential	
West:	Use:	Single Family Residential	
	Zone:	RS-3 (One Family Rural Residential)	
	Designation:	Urban Residential	
Existing Use of Property:	Single Family Residential		
Servicing requirements	Urban Standard		

b) Project Description:

The subject property located at 24021 110 Avenue was consolidated under rezoning application 2016-008-RZ, and is going to get subdivided under application 2016-347-SD, into 8 Single Family lots, an access lane, and a townhouse site. The subsequent multi-family development permit has been granted on September 19, 2017, together with final reading on the rezoning file.

c) Planning Analysis:

An Intensive Residential Development Permit is required for all new Intensive Residential developments with R-3 (Special Amenity Residential District) zoning. Section 8.8 Intensive Residential Development Permit Area Guidelines of the Official Community Plan (OCP) aims to provide a greater emphasis on high standards in aesthetics, with the intent to provide an environment that is safe, attractive, people-friendly and environmentally responsive. The key guidelines for the development permit area are as follows:

1. *Neighbourhood cohesiveness and connectivity should be maintained through the design of varied yet compatible buildings, in materials used and in architectural styles, in landscapes and in recreational areas, and by facilitating a range of transportation choices.*

The single-family homes have been designed to have unique front elevations while maintaining a compatible building design in terms of materials used and architectural styles. Differing front elevations in number of gables and size, and number and location of windows provide the varied look (see Appendix D).

2. *A vibrant street presence is to be maintained through a variety of housing styles, by maintaining street parking and by directing garage structures and off-street parking to the rear of a property accessible by a lane.*

All lots will be accessed off of a new constructed lane, also accessing the new townhouse site on the east side of the property. Proposed Lots 1 and 2 have parking pads in accordance with the corner visibility criteria, and driveway criteria in the Zoning Bylaw.

d) Requested Variance

A Development Variance Permit accompanies this Intensive Residential Development Permit to:

1. Increase the maximum height for retaining walls, from 1.2m to 1.8m (5.9ft)

The requested variance is the subject of a separate report to Council under application 2016-008-DVP. This DVP will also address setback and height variances related to the townhouse portion of the development.

CONCLUSION:

This proposal conforms to the Official Community Plan for the Intensive Residential Development Permit Guidelines, and the neighbourhood's existing lot and road pattern. It is therefore recommended that the Corporate Officer be authorized to sign and seal Intensive Residential Development Permit 2016-347-DP respecting the property located at 24021 110 Avenue.

"Original signed by Therese Melser"

Prepared by: Therese Melser

"Original signed by Christine Carter"

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

"Original signed by Frank Quinn"

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

"Original signed by Paul Gill"

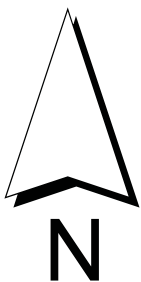
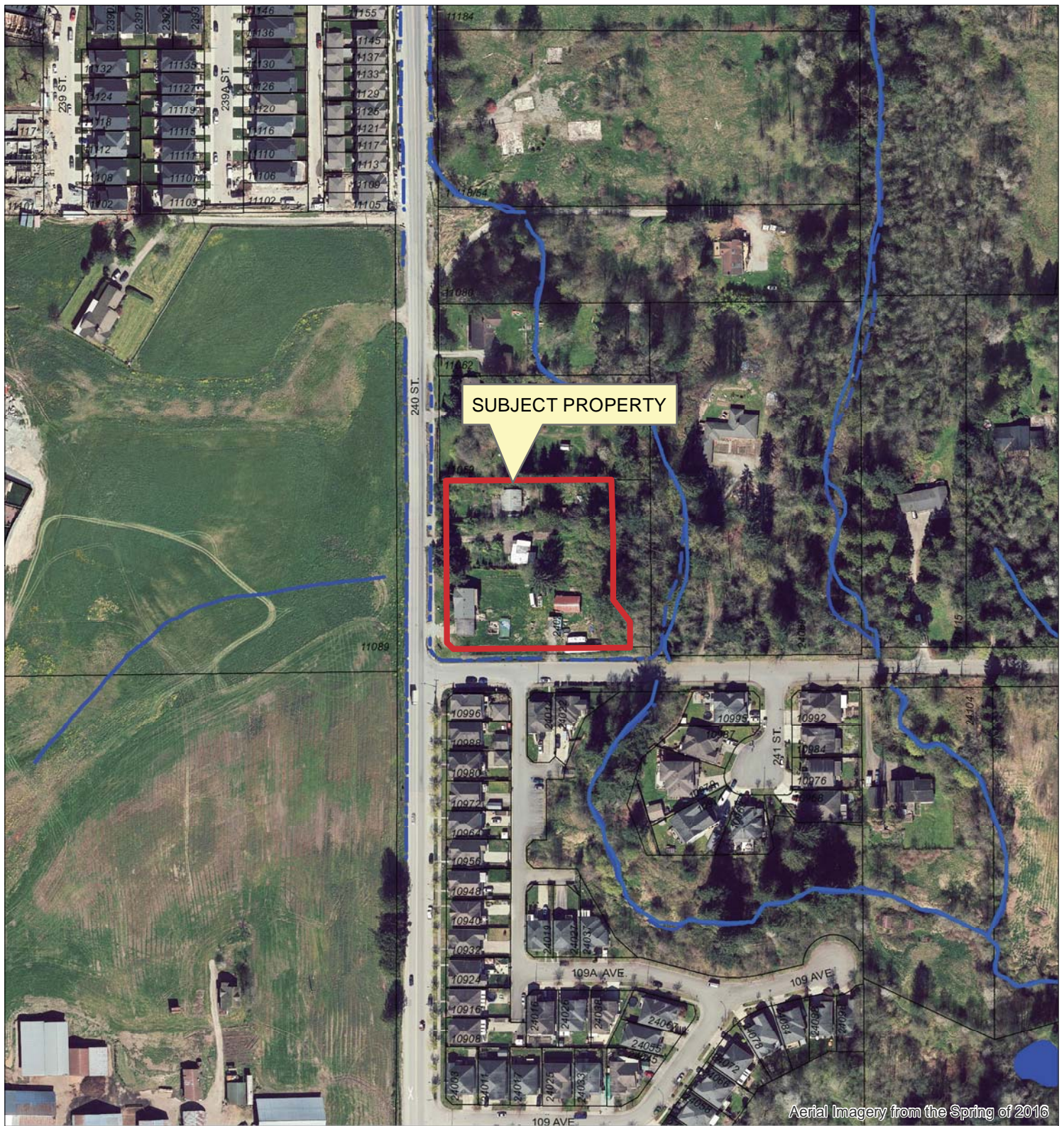
**Concurrence: Paul Gill, CPA, CGA
Chief Administrative Officer**

The following appendices are attached hereto:

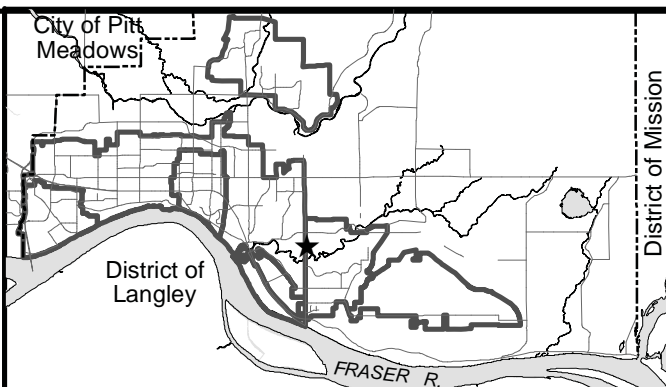
Appendix A – Ortho photo

Appendix B – Subdivision Plan

Appendix C – elevation plans lot 1-8, Rusbourne Design



Scale: 1:2,500



24021 110 AVENUE

PLANNING DEPARTMENT



MAPLE RIDGE

British Columbia

mapleridge.ca

FILE: 2016-347-DP
DATE: Oct 17, 2017

BY: PC

RECEIVED

OCT 03 2017

APPENDIX B

SUBDIVISION PLAN OVER LOT 1 SECTION 10 TOWNSHIP 12
WESTMINSTER DISTRICT PLAN EPP68120 EXCEPT PLAN EPP73946

PLAN EPP75170

BCGS 926.027

The intended plot size of this plan is 285 mm in width by 350 mm in height
(B 302) when plotted at a scale of 1:500

Integrated Survey Area No. 36, Maple Ridge; NAD83 (CSRS) 4.0.0.BC.LCVRD

Grid bearings are derived from observations between
geodetic control monuments 8410013 and 8410998 and
are referred to the central meridian of UTM Zone 10N.

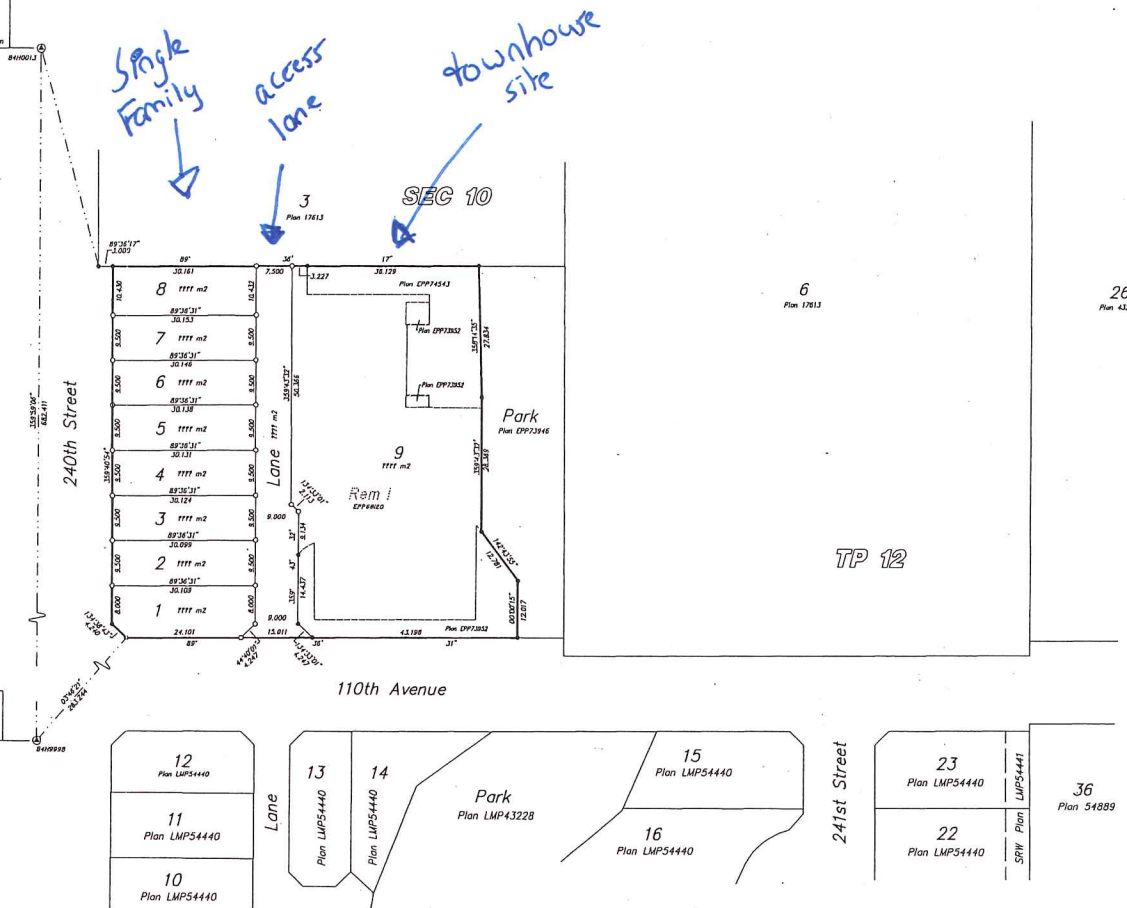
The UTM coordinates and estimated horizontal positional accuracy achieved
are listed from the NAD83 published coordinates and standard deviations
for geodetic control monuments 8410013 and 8410998.

This plan shows horizontal ground-level distances unless otherwise specified.
To compute grid distances, multiply ground-level distances by the average
combined factor of 0.9996130 which has been derived from geodetic control
monuments 8410013 and 8410998.

LEGEND:

- Control Monument Found
- Standard Iron Post Found
- Standard Iron Post Set

Datum: NAD83 (CSRS) 4.0.0.BC.L, UTM Zone 10
UTM Northing: 5450928.503
UTM Easting: 53293.229
Point combined factor: 0.9996117
Estimated horizontal positional accuracy: ± 0.013 m



Datum: NAD83 (CSRS) 4.0.0.BC.L, UTM Zone 10
UTM Northing: 5449746.218
UTM Easting: 53293.408
Point combined factor: 0.9996143
Estimated horizontal positional accuracy: ± 0.012 m

This plan lies within the jurisdiction of the
Appraising Officer for Maple Ridge.

This plan lies within the
Greater Vancouver Regional District

The field survey represented by this plan was
completed on the 12th day of August, 2017
Mike Sememan, BCLS 793

Terra Pacific Land Surveying Ltd

22371 ST ANNE AVENUE, MAPLE RIDGE, BC

141 901-163-2009

File: 9815-2525a

APPENDIX C

These drawings remain the property of Rusbourne Design Ltd
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**THESE DRAWINGS CONFORM TO
THE BC B.C. CURRENT EDITION**

- (A) ASPHALT ROOF SHINGLES
- (B) 2X10 BARGE BOARD
C/W 1X4 OVER
- (C) HARDI SHINGLES
- (D) HARDIBOARD SIDING
C/W 6" CORNER TRIM
- (E) VINYL FRAMED WINDOWS
C/W 6" WOOD TRIM
- (F) CULTURED STONE FACING
(VERSETTE, MISSION POINT)
- (G) VINYL SIDING
C/W 6" CORNER TRIM
- (H) 42" ALUMINUM RAILINGS
- (I) 10" TRIM BOARD

REVISIONS

RUSBOURNE
DESIGN LTD

TEL: 604 539 2257
email: info@rusbournedesigns.com

MAILING ADDRESS:
P.O. BOX 31087 RPO THUNDERBIRD
LANGLEY, BC. V1M 0A9

PROJECT

LOT 1
240TH STREET
MAPLE RIDGE, BC

SHEET TITLE

ELEVATIONS

DATE October 19, 2017

DRAWN J.R.

CHECKED B.R.

SCALE: 1/4" = 1'0"

PLAN NUMBER
TS-4B-2116

SHEET NUMBER

A4



THESE DRAWINGS CONFORM TO
THE BC B.C. CURRENT EDITION

- (A) ASPHALT ROOF SHINGLES
- (B) 2X10 BARGE BOARD
C/W 1X4 OVER
- (C) HARDI SHINGLES
- (D) HARDBOARD SIDING
C/W 6" CORNER TRIM
- (E) VINYL FRAMED WINDOWS
C/W 6" WOOD TRIM
- (F) VINYL SIDING
C/W 6" CORNER TRIM
- (G) 42" ALUMINIUM RAILING
- (H) 10" TRIM BOARD

REVISIONS

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LANGLEY, BC, V1M 0A9

The logo for Rusbourne Design Ltd features a stylized lowercase 'r' and 'd' intertwined within a square frame. The 'r' is a thick vertical line, and the 'd' is a circle with a vertical line through its center, all rendered in a dark, solid color.

PROJECT

LOT 2

240TH STREET
MAPLE RIDGE, BC

SHEET TITLE

ELEVATIONS

DATE October 17, 2017

DRAWN J.R.

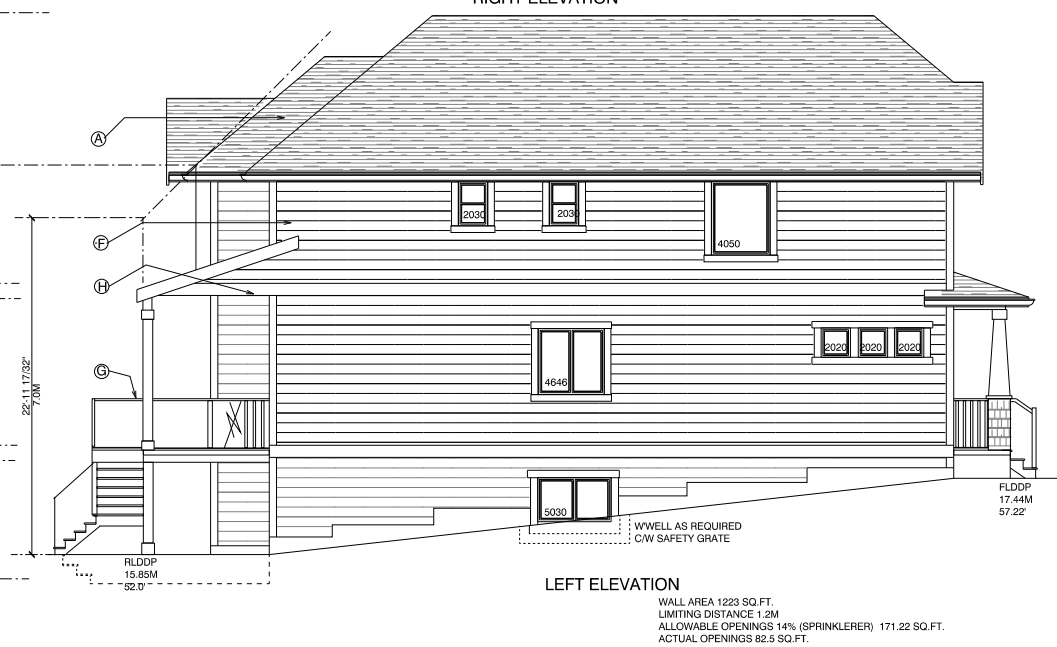
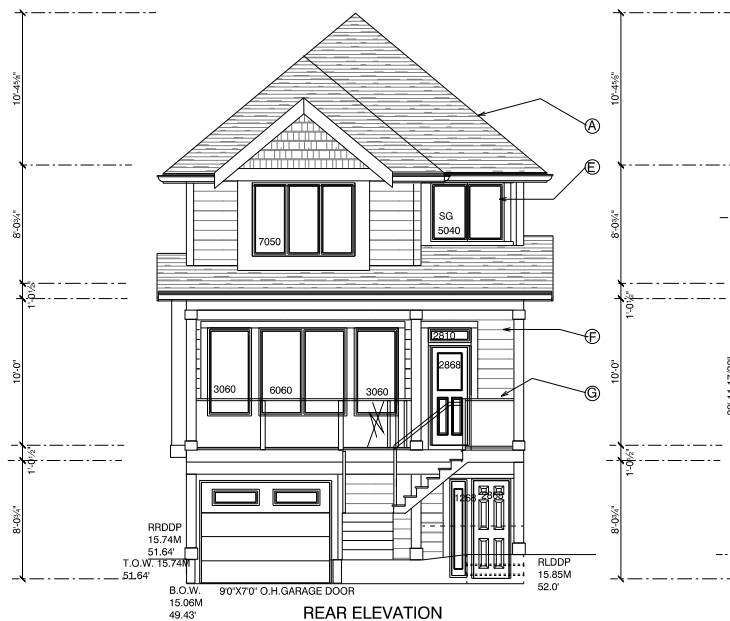
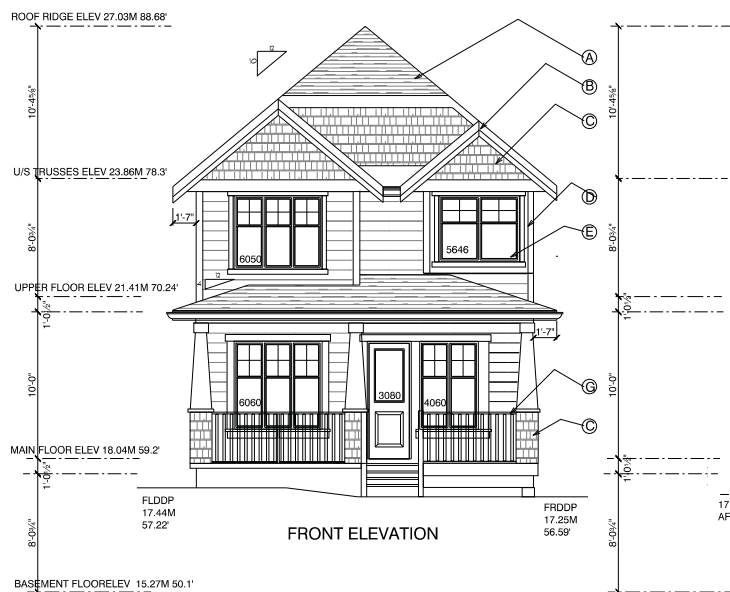
CHECKED B.R.

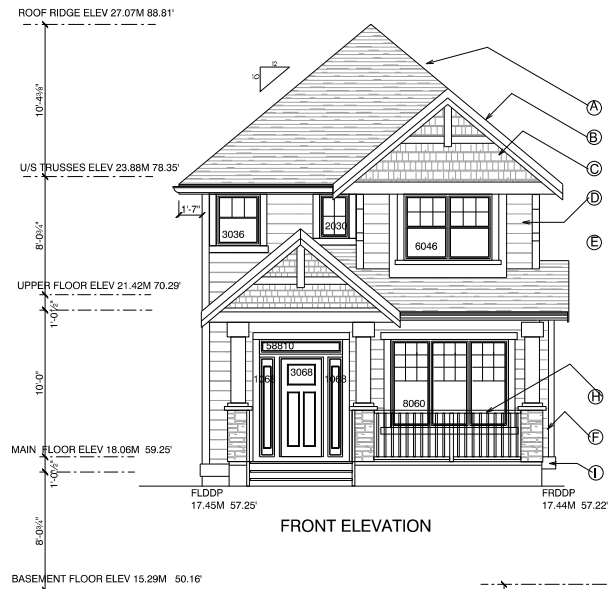
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PLAN NUMBER
TS-4B-3377

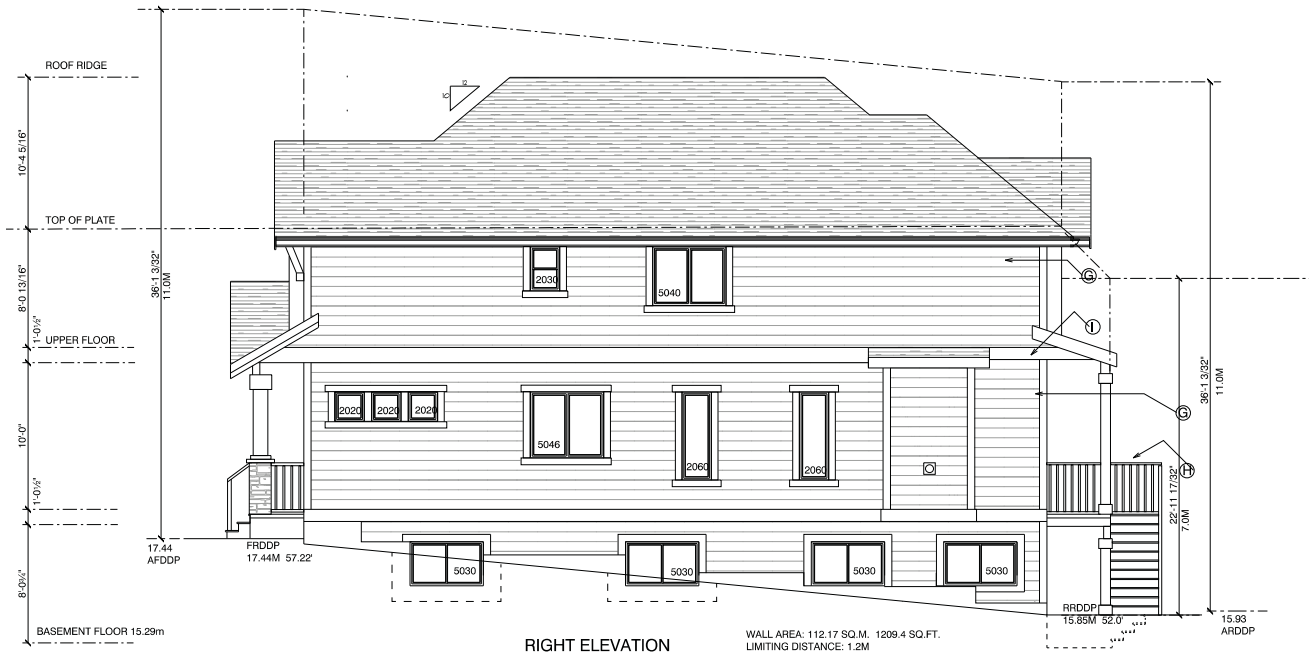
SHEET NUMBER

A - 4





- (A) ASPHALT ROOF SHINGLES
- (B) 2X10 BARGE BOARD C/W 1X4 OVER
- (C) HARDI SHINGLES
- (D) HARDIBOARD SIDING C/W 6" CORNER TRIM
- (E) VINYL FRAMED WINDOW W/ 6" WOOD TRIM
- (F) CULTURED STONE FACING (VERSETTA, MISSION POINT)
- (G) VINYL SIDING C/W 6" CORNER TRIM (SIDES & REAR)
- (H) 42" ALUMINIUM RAILINGS
- (I) 10" TRIM BOARD



WALL AREA: 112.17 SQ.M. 1209.4 SQ.FT.
LIMITING DISTANCE: 1.2M
ALLOWABLE OPENINGS: 14% (SPRINKERED) 15.70 SQ.M. 169.0 SQ.FT.
ACTUAL OPENINGS: 12.96 SQ.M. 139.5 SQ.FT.

REVISIONS

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LANGLEY, BC V1M 0M9

PROJECT

**LOT 3
240TH STREET
MAPLE RIDGE, BC**

SHEET TITLE

**FRONT & RIGHT
ELEVATIONS**

DATE October 17, 2017

DRAWN J.R.

CHECKED B.R.

SCALE: 1/4" = 1'

PLAN NUMBER

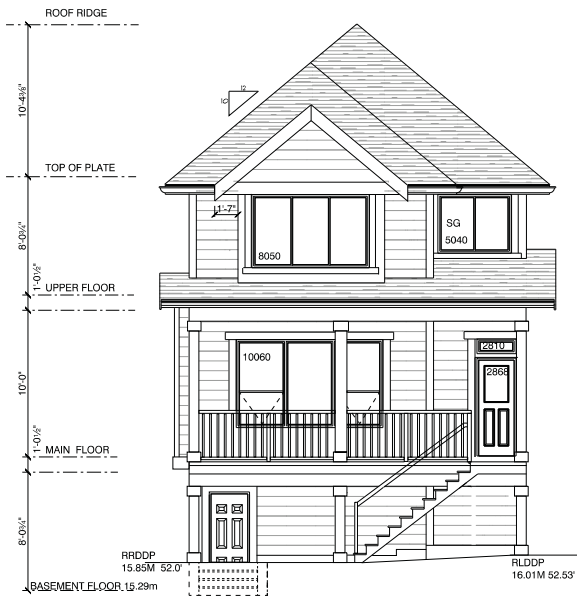
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SHEET NUMBER

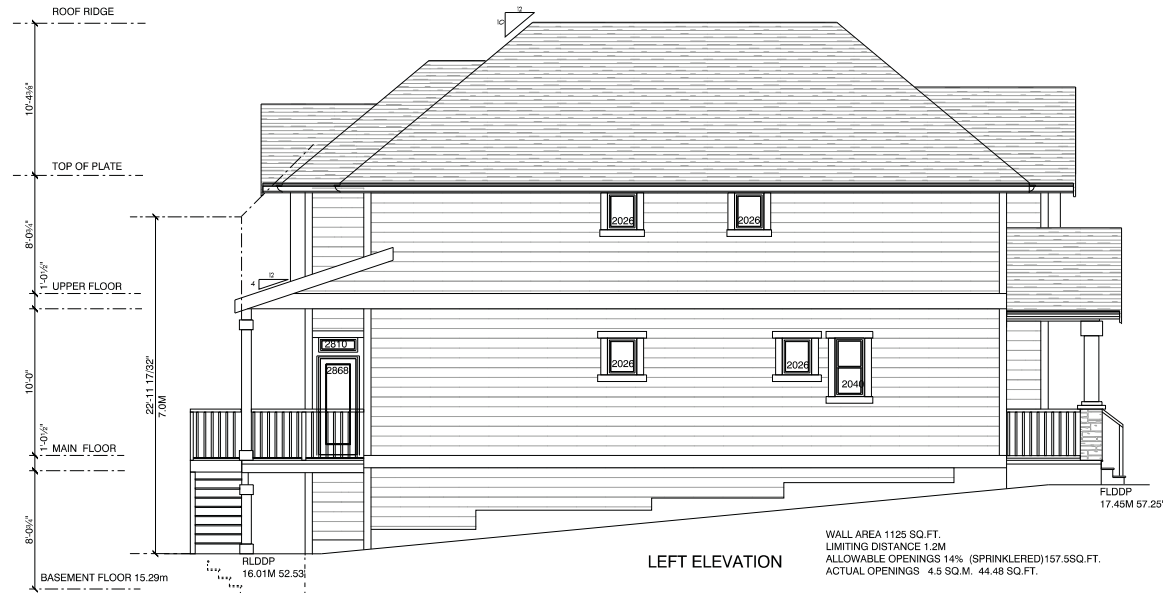
A - 4

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**THESE DRAWINGS CONFORM TO
THE BC B.C. CURRENT EDITION**



REAR ELEVATION



LEFT ELEVATION

WALL AREA 1125 SQ.FT.
LIMITING DISTANCE 1.2M
ALLOWABLE OPENINGS 14% (SPRINKLERED) 157.5SQ.FT.
ACTUAL OPENINGS 4.5 SQ.M. 44.48 SQ.FT.

REVISIONS

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PROJECT

LOT 3
240TH STREET
MAPLE RIDGE, BC

SHEET TITLE

**REAR & LEFT
ELEVATIONS**

DATE October 17, 2017

DRAWN J.R.

CHECKED B.R.

SCALE: 1/4" = 1'-0"

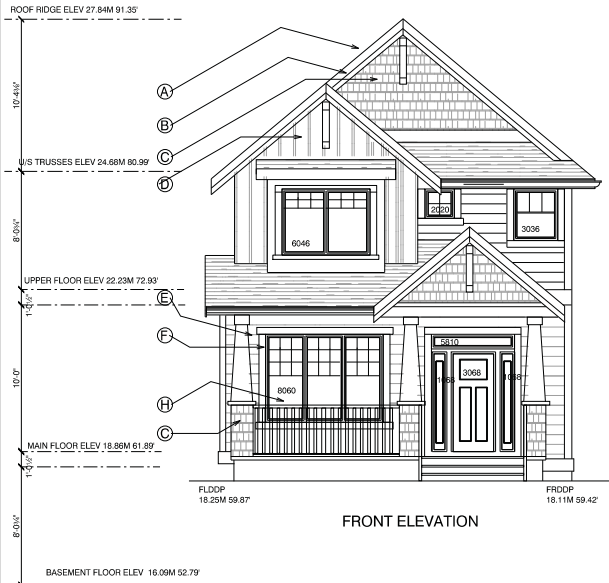
PLAN NUMBER
TS-4B-2242

SHEET NUMBER

A - 5

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- (A) ASPHALT ROOF SHINGLES
- (B) 2X10 BARGE BOARD C/W 1X4 OVER
- (C) HARDI SHINGLES
- (D) HARDI BOARD & BATTEN
- (E) HARDIBOARD SIDING C/W 6" CORNER TRIM
- (F) VINYL FRAMED WINDOWS C/W 6" WOOD TRIM
- (G) VINYL SIDING C/W 6" CORNER TRIM
- (H) 42" ALUMINIUM RAILING
- (I) 10" TRIM BOARD

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PROJECT

LOT 4
240TH STREET
MAPLE RIDGE, BC

SHEET TITLE

ELEVATIONS

DATE October 17, 2017

DRAWN J.R.

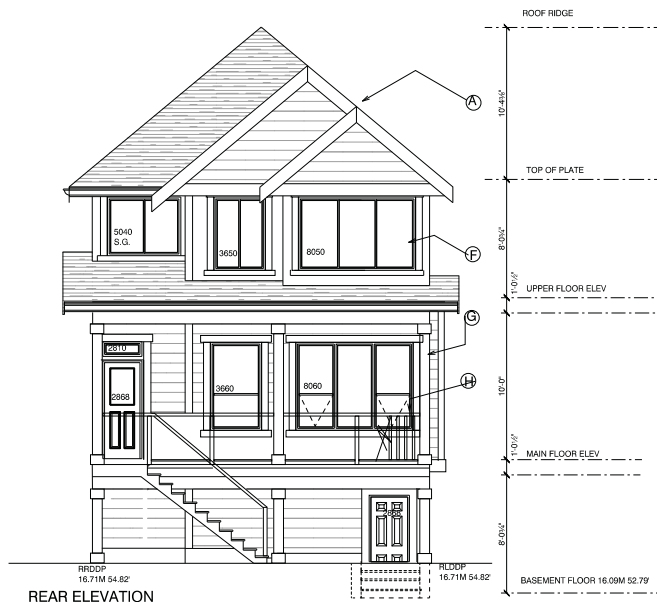
CHECKED B.R.

SCALE: 1/4" = 10"

PLAN NUMBER
TS-4B-2244

SHEET NUMBER

A - 4

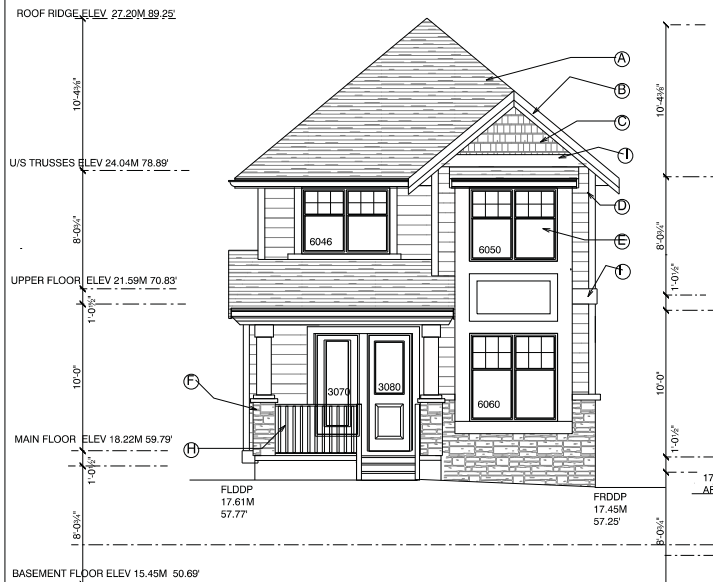


EXPOSED BUILDING FACE 1141 SQ. FT.
LIMITING DISTANCE 1.2M
ALLOWABLE OPENINGS 14% (SPRINKLERED) 159.74 SQ. FT.
ACTUAL OPENINGS 44.48 SQ. FT.

EXPOSED BUILDING FACE 1183 SQ. FT.
LIMITING DISTANCE 1.2M
ALLOWABLE OPENINGS 14% (SPRINKLERED) 165.62 SQ. FT.
ACTUAL OPENINGS 141 SQ. FT.

WELLS AS REQUIRED
C/W SAFETY GRATES

THESE DRAWINGS CONFORM TO
THE BC B.C. CURRENT EDITION



- (A) ASPHALT ROOF SHINGLES
- (B) 2X10 BARGE BOARD
C/W 1X4 OVER
- (C) HARDI SHINGLES
- (D) HARDIBOARD SIDING
C/W 6" CORNER TRIM
- (E) VINYL FRAMED WINDOWS
C/W 6" WOOD TRIM
- (F) CULTURED STONE FACING
(VERSETTA, MISSION POINT)
- (G) VINYL SIDING
C/W 6" CORNER TRIM
- (H) 42" ALUMINUM RAILINGS
- (I) 10" TRIM BOARD

REVISIONS

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LANGLEY, BC. V1M 0A9

PROJECT

LOT 5
240TH STREET
MAPLE RIDGE, BC

SHEET TITLE

ELEVATIONS

DATE October 17, 2017

DRAWN J.R.

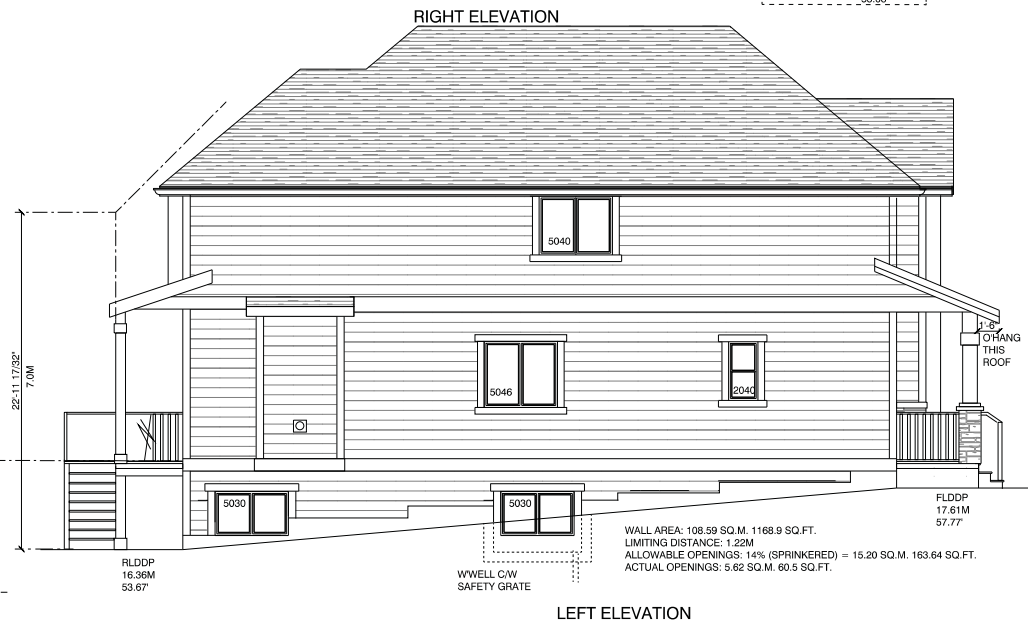
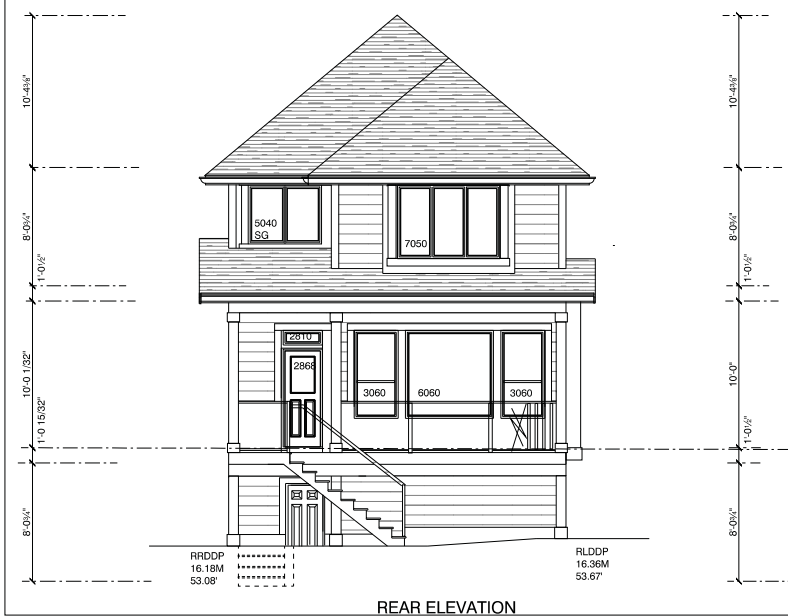
CHECKED B.R.

SCALE: 1/4" = 1'0"

PLAN NUMBER
TS-4B-2234

SHEET NUMBER

A - 4



WALL AREA: 108.59 SQ.M. 1168.9 SQ.FT.
LIMITING DISTANCE: 1.22M
ALLOWABLE OPENINGS: 14% (SPRINKERED) = 15.20 SQ.M. 163.64 SQ.FT.
ACTUAL OPENINGS: 5.62 SQ.M. 60.5 SQ.FT.

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- (A) ASPHALT ROOF SHINGLES
- (B) 2X10 BARGE BOARD
C/W 1X4 OVER
- (C) HARDI SHINGLES
- (D) HARDIBOARD SIDING
C/W 6" CORNER TRIM
- (E) VINYL FRAMED WINDOWS
C/W 6" WOOD TRIM
- (F) VINYL SIDING
C/W 6" CORNER TRIM
- (G) 42" ALUMINIUM RAILING
- (H) 10" TRIM BOARD

REVISIONS

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PROJECT

LOT 6
240TH STREET
MAPLE RIDGE, BC

SHEET TITLE

ELEVATIONS

DATE October 17, 2017

DRAWN J.R.

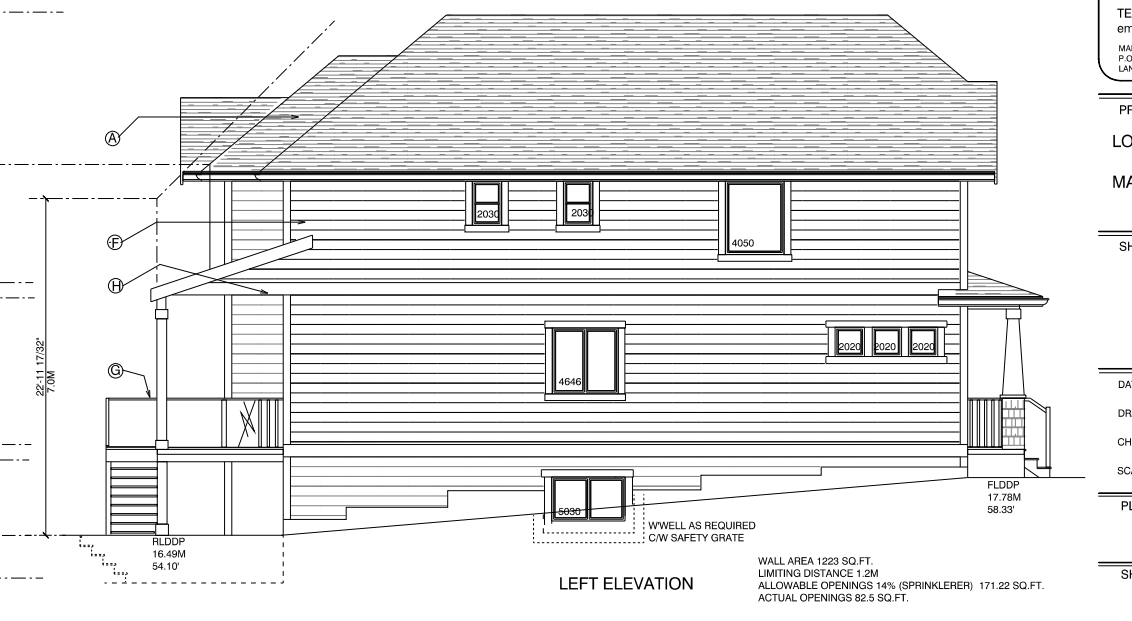
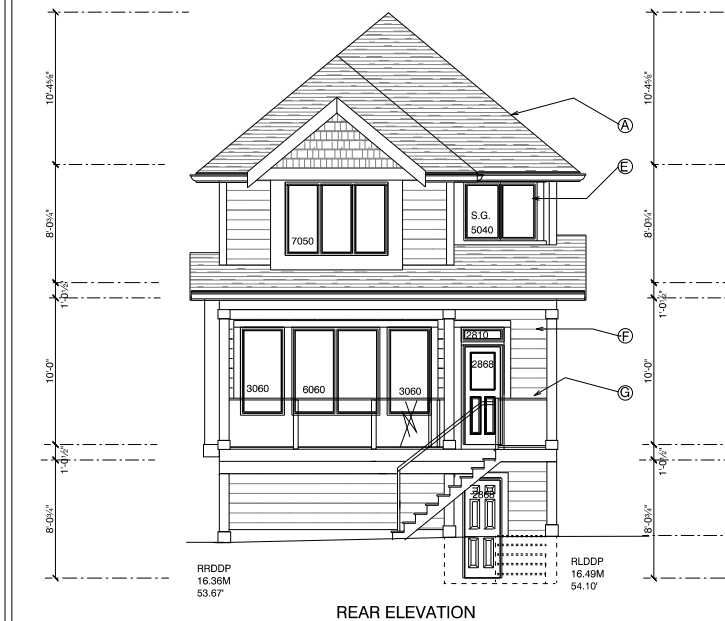
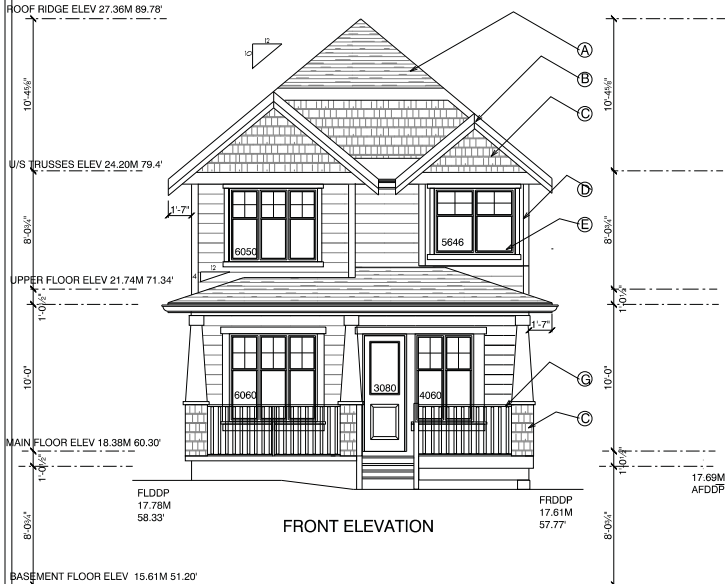
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PLAN NUMBER
TS-4B-2234

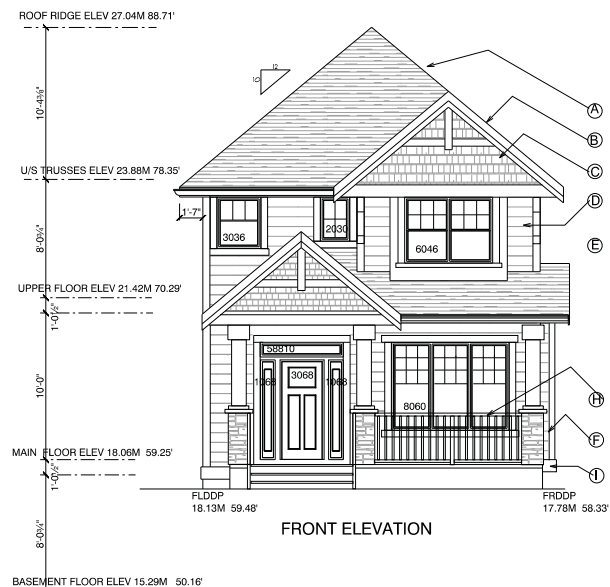
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A - 4

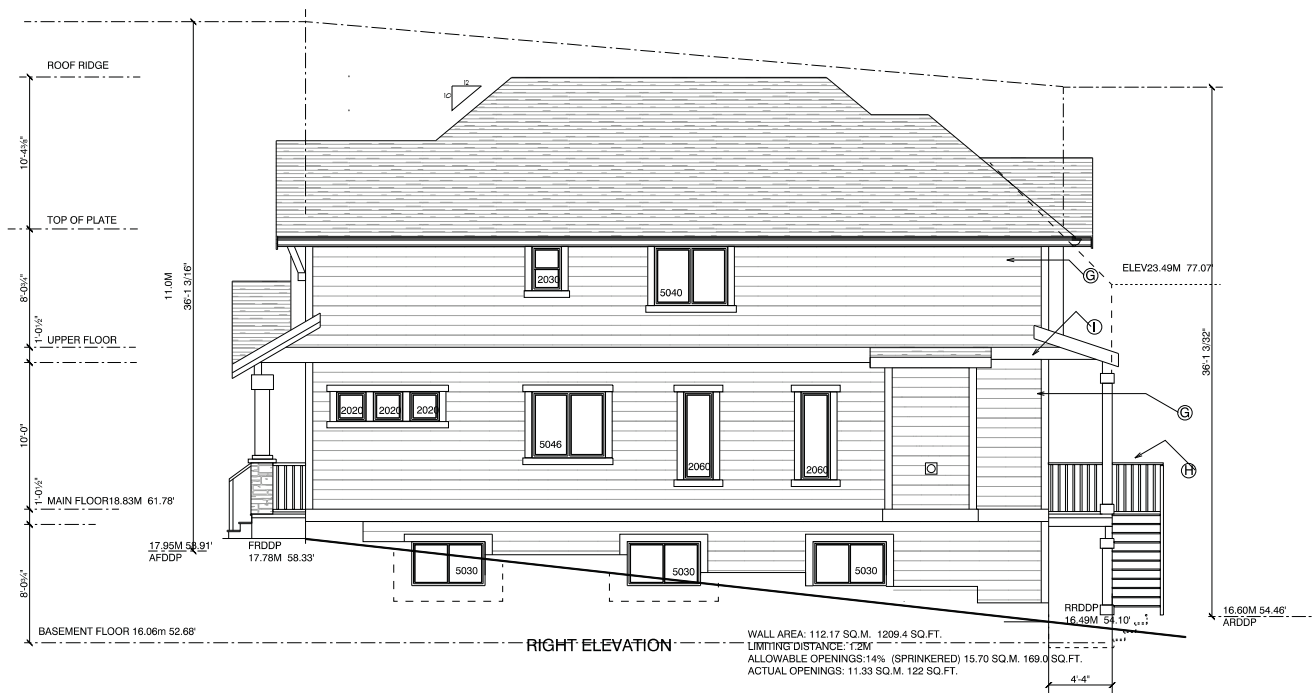


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- (A) ASPHALT ROOF SHINGLES
- (B) 2X10 BARGE BOARD
C/W 1X4 OVER
- (C) HARDI SHINGLES
- (D) HARDIBOARD SIDING
C/W 6" CORNER TRIM
- (E) VINYL FRAMED WINDOW
W/ 6" WOOD TRIM
- (F) CULTURED STONE FACING
(VERSETTA, MISSION POINT)
- (G) VINYL SIDING
C/W 6" CORNER TRIM
(SIDES & REAR)
- (H) 42" ALUMINIUM RAILINGS
- (I) 10" TRIM BOARD



REVISIONS

**RUSBOURNE
DESIGN LTD**

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email: info@rusbournedesigns.com

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LANGLEY, BC V1M 0A9

PROJECT

LOT 7
240TH STREET
MAPLE RIDGE, BC

SHEET TITLE

**FRONT & RIGHT
ELEVATIONS**

DATE October 17, 2017

DRAWN J.R.

CHECKED B.R.

SCALE: 1/4" = 10'

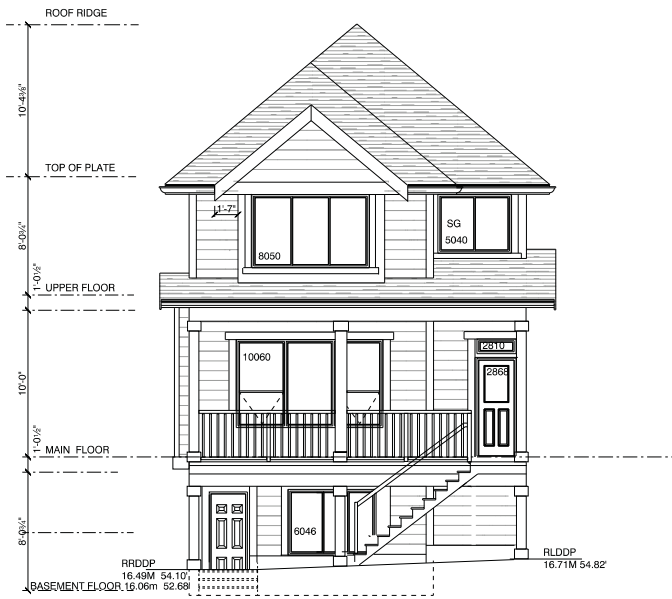
PLAN NUMBER
TS-4B-2244

SHEET NUMBER

A - 4

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REAR ELEVATION



LEFT ELEVATION

REVISIONS

**RUSBOURNE
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email: info@rusbourndesigns.com

MAILING ADDRESS:
P.O. BOX 31087 RPO THUNDERBIRD
LANGLEY, BC V1M 0A9

PROJECT

LOT 7
240TH STREET
MAPLE RIDGE, BC

SHEET TITLE

REAR & LEFT
ELEVATIONS

DATE October 17, 2017

DRAWN J.R.

CHECKED B.R.

SCALE: 1/4" = 10'

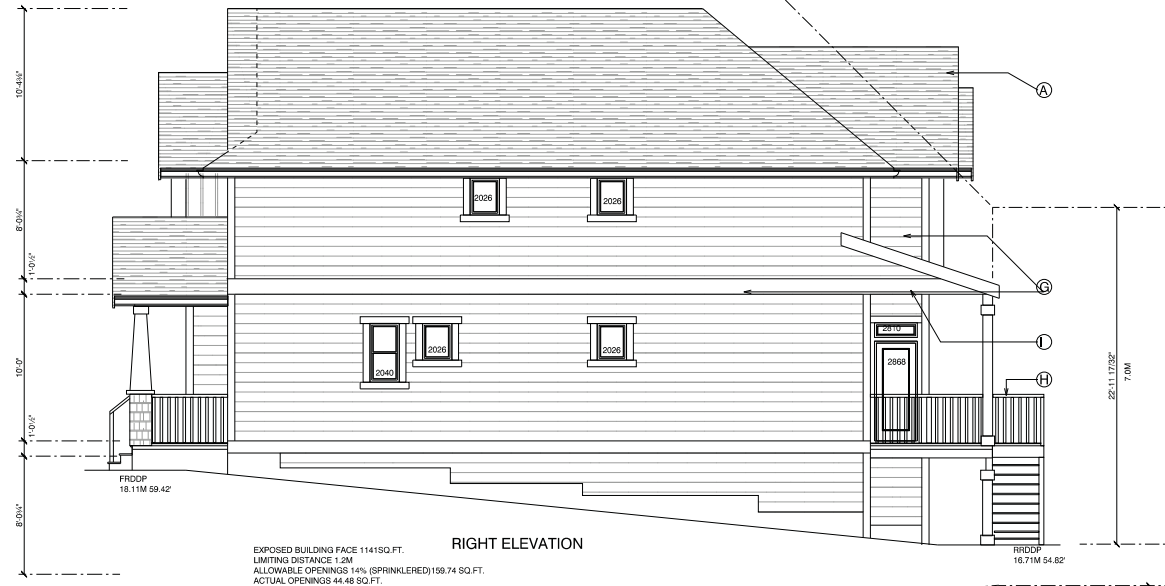
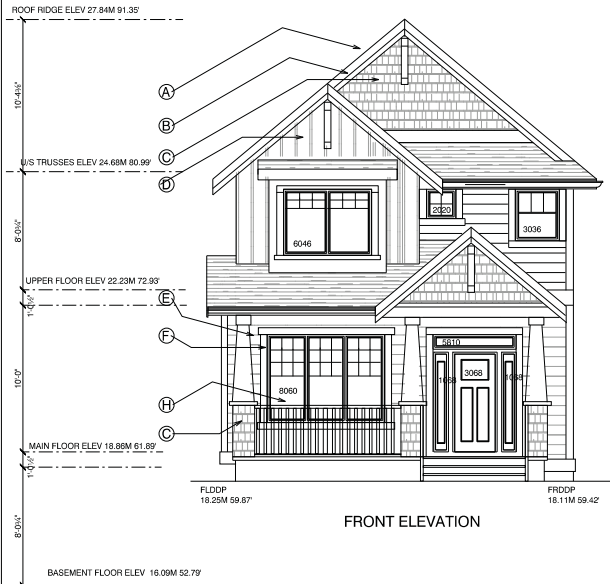
PLAN NUMBER
TS-4B-2244

SHEET NUMBER

A - 5

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**THESE DRAWINGS CONFORM TO
THE BC B.C. CURRENT EDITION**



- A ASPHALT ROOF SHINGLES
- B 2X10 BARGE BOARD C/W 1X4 OVER
- C HARDI SHINGLES
- D HARDI BOARD & BATTEN
- E HARDIBOARD SIDING C/W 6" CORNER TRIM
- F VINYL FRAMED WINDOWS C/W 6" WOOD TRIM
- G VINYL SIDING C/W 6" CORNER TRIM
- H 42" ALUMINIUM RAILING
- I 10" TRIM BOARD

REVISIONS

**RUSBOURNE
DESIGN LTD**

TEL: 604 539 2257
email: info@rusbournedesigns.com

MAILING ADDRESS:
P.O. BOX 31087 RPO THUNDERBIRD
LANGLEY, BC V1M 0A9

PROJECT

**LOT 8
240TH STREET
MAPLE RIDGE, BC**

SHEET TITLE

ELEVATIONS

DATE October 16, 2017

DRAWN J.R.

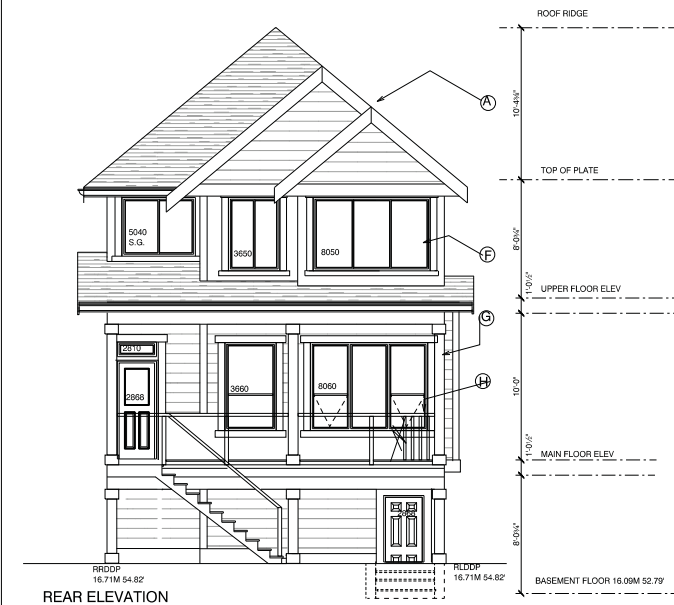
CHECKED B.R.

SCALE: 1/4" = 1'0"

PLAN NUMBER
TS-4B-2244

SHEET NUMBER

A - 4



City of Maple Ridge

TO: Her Worship Mayor Nicole Read
and Members of Council
FROM: Chief Administrative Officer
MEETING DATE: October 24, 2017
MEETING: Council
SUBJECT: Sign Control Bylaw No. 7008-2013

EXECUTIVE SUMMARY:

This report is to provide Council with an update on the progress of adopting a new sign bylaw.

RECOMMENDATION(S):

That the three reading given to Sign Control Bylaw No. 7008-2013 be rescinded.

DISCUSSION:

In 2013, staff prepared a draft sign bylaw to replace the old sign bylaw which had been adopted in 1992. Several public engagements were held which included businesses, developers and the Business Improvement Association. After the consultations were evaluated a revised draft was presented to Council in 2014. This proposed new bylaw was given three readings. The fourth reading was not given as it would have occurred subsequent to the 2014 municipal elections and it was decided that the new Council should have greater input into this new bylaw.

As some time as elapsed since the proposed bylaw was given three readings, and there have been changes in regulations and types of signs, it is proposed that the process should be restarted and a new bylaw be presented to Council. After Council has given the new bylaw first reading, staff can then schedule consultations to receive input from interested parties and prepare a comprehensive report for Council.

Some of the changes will include updating the definition section of the bylaw so that there is a clear understanding of the different types of signs such as “freestanding”, “fascia” “third party”, “construction sign” etc.

CONCLUSIONS:

A new sign bylaw is needed to address the various issues regarding signs and to bring the bylaw into alignment with current regulations. This process will include input from the various stakeholders such as developers, businesses and other interested parties.

“Original signed by R. MacNair”

Prepared by: R. MacNair
Manager of Bylaw & Licensing Services

“Original signed by Frank Quinn”

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

“Original signed by Paul Gill”

Concurrence: Paul Gill, CPA, CGA
Chief Administrative Officer

TO: Her Worship Mayor Nicole Read
and Members of Council
FROM: Chief Administrative Officer
MEETING DATE: October 24, 2017
MEETING: Council
SUBJECT: Proposed New Sign Bylaw 7389 - 2017

EXECUTIVE SUMMARY:

The purpose of this report is to provide Council with an updated proposed Sign Bylaw No. 7389 – 2017 which is being presented to council on this date. Signs play a major role for businesses and other community activities for advertising purposes and to assist the public in locating their operations. There are times when additional temporary signage is necessary to draw attention to specific sales, a new business location or other similar short term changes in operation.

The proposed new Bylaw is intended to improve and simplify the issuance of sign permits, provide more clarity and simplify the bylaw for use and provides a document that better addresses the changes in technology and the changes to how businesses operate. The bylaw has also been revised to provide the correct authorities necessary for enforcement.

RECOMMENDATION(S):

1. That Maple Ridge Sign Bylaw No. 7389-2017 be given first reading.
2. That Council support the public process as outlined in this report.

DISCUSSION:

a) Background Context:

The purpose of municipal sign bylaws include;

- Enabling local businesses, institutions, and community organizations to clearly identify themselves and the products or services available
- Enhancing the appearance and visual character of the community through appropriate signage; and
- Ensuring the safety of pedestrians, cyclists and motorists by ensuring that signs are properly located, minimize distraction, and do not interfere with traffic control devices

Previously a number of public information sessions were held with the local business and industry communities to provide input on suggested changes to the current bylaw. After these sessions and with input from staff a bylaw was drafted and presented to Council for consideration.

Due to the lapse in time from the previous bylaw, the changes in sign technology and the changes in business practices for the local business it was felt to be appropriate to renew the bylaw in light of these changes. The proposed bylaw attached to this report is believed to be more in harmony with

local business interests and provides the current Council the opportunity to have input into this Bylaw.

A primary focus is to make a Bylaw more user friendly, easier to read and to interpret. The proposed Bylaw corrects a number of significant problems in the current Bylaw with some of these corrections identified below:

1. Significant improvements and additions to the Definition section of the Bylaw to provide clarity.
2. Identify and separate those sign types that either wholly or partially encroach onto municipal property, whether they are on the roadway, sidewalk, boulevard, or overhang any of these areas. Liability issues must be dealt with for these encroachments by way or third party liability insurance to protect the City against potential liability claims.
3. Provide an alternative to sandwich board signs where businesses have an awning or a canopy.
4. Sandwich Board and/or Pedestal Signs now have specific requirements for placement, size and liability insurance. These types of signs, where permitted, will need to be incorporated into the streetscape in a safe manner.
5. Where applications are made for sign types that are not addressed in the Sign Bylaw the applicant has the option of using the Development Permit process. The appropriate changes have been made to the Bylaw to clarify this process.
6. Revised regulations have been set out for Election Signs. More specifically the size, placement and number of these signs.
7. Regulations for the placement of private and public sector information signs on public rights of ways for specific short periods of time addressing a number of issues.
8. Reduce and simplify how the size and copy area of signs are calculated.

The work completed on the proposed new Sign Bylaw creates an integrated sign permit system that involves Permits & Inspection Services, Licenses & Bylaws Services, along with the Clerks, Engineering and Planning Departments. The proposed Bylaw provides for more clarity in the application process, clearly differentiates between signs on private and public property and sets out the process for applying for each type of sign where applicable.

Additional amendments provided for in this bylaw are changes to the definitions that have been made to clarify terms and to reflect current staff titles. In addition, for clarification purposes, the Bylaw has been reorganized to separate the types of signs that require a permit and while still identifying regulations regarding the installation and/or design of signs that do not require permits.

b) Next Steps:

For public engagement the proposed bylaw will be presented to;

- The Public in Information Meetings
- Meetings with BIA
- Meet with Chamber of Commerce
- Online survey
- Open House
- UDI/GVHBA Liaison Committee

These meetings will be held over the coming months with the result of these meetings being presented to Council in 2018.

c) Desired Outcome(s):

That Council supports Sign Bylaw 7389-2017 by referring it for further public consultation.

d) Citizen/Customer Implications:

A bylaw that is clear and understandable to all users. To that end the Public Engagement process will involve holding directed meetings with industry and local business groups to obtain their input and suggestions on the proposed changes. We will also hold public information sessions with the community at large to help provide a community direction on signs within the City.

e) Interdepartmental Implications

The work completed on the proposed new Sign Bylaw creates an integrated sign permit system that involves Permits & Inspection Services, Licenses & Bylaws Services, along with the Clerks, Engineering and Planning Departments.

f) Alternatives

Council could decide that the previous consultation was sufficient and advance the adoption of the bylaw on that basis.

CONCLUSIONS:

The proposed bylaw before you builds upon the previous draft bylaw and provides additional revisions based on interaction with the current bylaw and applicants.

"Original signed by Stephen J. Cote-Rolvink"

Prepared by: Stephen J. Côté-Rolvink
Chief Building Official, Permits & Inspection Services

"Original signed by Frank Quinn" for

Prepared by: Robyn McNair
Manager Bylaws & Licensing Services

"Original signed by Frank Quinn"

Approved by: Frank Quinn
General Manager: Public Works and Development Services

"Original signed by Paul Gill"

Concurrence: Paul Gill, CPA, CGA
Chief Administrative Officer



City of Maple Ridge

Sign Bylaw Bylaw No. 7389 - 2017

Effective Date:

City of Maple Ridge
Sign Bylaw No. 7389 - 2017

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City of Maple Ridge

Sign Bylaw No. 7389 - 2017

A bylaw to regulate signs within the City of Maple Ridge.

WHEREAS Pursuant to section 908 of the *Local Government Act*, R.S.B.C. 1996, c. 323 but subject to the provisions of the Motor Vehicle Act R.S.B.C. 1996, C318 and the Transportation Act, S.B.C., 2004 c. 44 Council may, by bylaw regulate the number, size, type, form, appearance and locations of signs in the City, and the bylaw may contain different provisions for different zones, different uses within a zone, and different classes of highways;

AND WHEREAS Pursuant to sections 8(4) and 65 of the *Community Charter*, S.B.C., C. 26 Council may, by bylaw regulate and impose requirements in relation to signs and advertising in the City and regulate or prohibit the erection, placing, alteration, maintenance, demolition and removal of a sign, sign board, advertisement, advertising device or structure;

AND WHEREAS Council wishes to allow for signs in the City, while simultaneously preserving and enhancing Maple Ridge's character, and ensuring that signs are designed, constructed, installed and maintained so that energy consumption is minimized, and public safety and traffic safety are not compromised.

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

Part 1 Citation

1.1 This bylaw may be cited as Sign Bylaw No. 7389 - 2017.

Part 2 Severability

2.1 If a portion of this bylaw is held invalid by a Court of competent jurisdiction, then the invalid portion must be severed and the remainder of this bylaw is deemed to have been adopted without the severed section, subsection, paragraph, subparagraph, clause or phrase.

Part 3 Previous Bylaw Repeal

3.1 Sign Bylaw No. 4653 – 1992 (adopted on August 10, 1992) is hereby repealed and the following amendment bylaw is hereby repealed:

Maple Ridge Sign Amending Bylaw No.4762-1992.

Part 4 Definitions

For words not defined in this Bylaw, the definitions contained in the Maple Ridge Building Bylaw and Maple Ridge Zoning Bylaw and the Maple Ridge Highway and Traffic Bylaw as amended from time to time shall apply. Where the same words are defined in more than one bylaw, the definition in this Bylaw shall apply for purposes of administering this Bylaw.

“Abandoned Sign” means any **sign** which no longer directs persons to or advertises a business, lessor, owner, product or activity conducted or product in existence or available on the **lot** where the **sign** is displayed or which is not identifying the owner, occupant, occupancy, user or use of the **lot** of a building or structure on the lot, on which such **sign** is situated.

“Awning” means a detachable system of fabric or other material which is supported entirely from the exterior wall of a building by a fixed or retractable frame.

“Awning Sign” means a non-illuminated **sign** on an awning which shall only be painted on, affixed flat against the surface of an awning by means of a decal, or form part of the fabric of an awning which does not extend vertically or horizontally beyond the limits of such awning.

“Balcony Sign” means a **sign** supported on, against or suspended from a balcony.

“Balloon Sign” means an inflated three-dimensional device which is affixed or anchored to the ground or a structure and which contains information and where the intent is to attract the attention of persons for the express purpose of the communication of that information.

“Banner Sign” means a flexible plastic or fabric **sign**, excluding an awning, affixed to a building that is used as a **temporary sign** but excludes a flag.

“Building” means any structure used or intended for supporting or sheltering any use or occupancy.

“Bench Sign” means a **sign** affixed to, painted or placed upon part of a bench located on public property at a bus stop, rest area or park.

“Billboard” means an exterior structure displaying advertising material for third parties of a non-accessory nature either electronically or pasted or otherwise affixed flat to the face of such structure and which exceeds 28m² (301 sq. ft.) in sign area.

“Bus Shelter” a covered structure intended to shelter bus patrons within or above public property which is approved by the City located at a bus stop in ordinary use by buses operated by a public transit authority.

“Business” means the carrying on of a commercial or industrial undertaking of any kind or nature or the providing of professional, personal or other services for the purpose of gain or profit.

“Business Premises” means that portion of a building owned, leased or rented by a person or persons for the conducting of a business.

“Building Official” includes the **Chief Building Official**, Building Inspectors, Gas/Plumbing Inspectors, Electrical Inspectors, Trades Inspectors, Safety Officers and Plan Checkers designated by the Corporation of the City of Maple Ridge.

“Bylaw Compliance Officer” means the person appointed from time to time by **Council** to act in the capacity as the City Bylaw Compliance Officer.

“Canopy or Marquee” means a permanent non-retractable hood, shelter or cover which projects from the wall of a building but does not include a projecting roof.

“Canopy Sign” means a **sign** attached to or constructed on the face of a **canopy**.

“Changeable Copy Sign” means a **sign** on which copy can be changed manually through the use of attachable letters, numerals, graphics or pictorial.

“Chief Building Official” means the **Chief Building Official** for the Permits and Inspection Services Department for the City of Maple Ridge or their designate.

“City” means the City of Maple Ridge.

“Clearance” means the vertical distance measured from **grade** to the lesser of the underside of a **sign** or its supporting structure or the bottom of an awning valance.

“Construction” means the erection, alteration, replacement, addition, removal, moving and demolition of Buildings, Structures and of all appurtenances thereto including without limitation, electrical and other systems, fittings appliances and accessories of every nature and kind, and includes all site preparation, excavation, filling and grading,

“Construction Sign” means a **temporary sign** promoting a **construction** or real estate development project which may also be used to identify the owner, general contractor, sub-trades, architect, engineers and others associated with the design, planning, development and financing of a project under construction.

“Copy” means letters, characters, numbers or graphics making up the message on a **sign**.

“Copy Area” means the area within a square or rectangle or a combination of these figures, which encloses all of the **signs copy**.

“Corner lot” means a **lot** at the intersection or junction of two or more **highways**.

“Council” means the Council of the City of Maple Ridge.

“Development Sign” means a **sign** required by the **City** to identify lands proposed for rezoning or a **sign** indicating that a site is being developed for any commercial or industrial purposes following Third Reading of a Zoning Amendment Bylaw for such change of zone. **Temporary signs** shall not be permitted for this purpose.

“Directional Sign” means a **sign** which only communicates information regarding pedestrian or vehicular movement on the **lot** on which the **sign** is located.

“Director of Planning” means the Director of Planning for the City of Maple Ridge or their designate.

“Directory sign” means a **sign** that identifies the occupants of a building containing more than one occupant.

“Election Sign” means a **temporary sign** promoting a political candidate, party, or cause in relation to a federal, provincial, municipal or school trustee election or public referendum.

“Electronic Message Board Sign” means a **sign** in or on which the information that is displayed can be changed automatically by means of the electronic switching of lamps or illuminated tubes.

“Erected” means attached, altered, built, constructed, reconstructed, enlarged, or moved and shall include painting of **signs** but does not include copy changes on any **Changeable Copy Sign**.

“Façade” means the exterior face of a building upon which a **sign** is to be placed.

“Façade Area” shall mean the area of the front of the **business premises**, and calculated only on the area parallel to the street measured from finished floor to finished ceiling and between the inner face of the walls that separate the **business premises** from adjacent businesses. Where there is no finished ceiling then measured to the underside of the lowest portion of the floor or roof framing.

“Facia Sign” means a flat **sign** attached to a building or structural element of the building, whether illuminated or not, running for its whole length parallel to the face of the wall to which it is attached and not projecting more than 300 mm (1.0 foot) from the face of the wall to which it is attached and which does not extend beyond the horizontal width nor above the roof line of the building or **business premises** to which it is attached. A **facia sign** may consist of individual letters or a continuous panel.

“Flag Sign” means a flag that represents an organization that is used as a **sign** but does not include a flag representing a country of the world or any Province, Canadian territory or municipal corporation.

“Flashing Sign” means an **illuminated sign** which contains flashing lights, which includes the illusion of intermittent or flashing light, by means of animation or an externally mounted intermittent light source exhibiting pronounced changes in light intensity or exhibits rapid repetition of illumination, but does not include a **Sign** indicating only the time, date, or temperature of electronically controlled messages.

“Freestanding Sign” means a **sign** which is entirely self-supporting and is neither attached to nor forms part of a building or structure.

“Frontage” means the length of the common boundary shared by the front **lot** line of that **lot** and a **highway** adjacent to the **lot** excluding a lane. On a corner **lot**, the frontage shall be the shorter of the **highway** boundaries, regardless of the direction the buildings on the **lot** face.

“Front Lot Line” means the lot line common to a **lot** and an abutting **highway** excluding a lane.

“Government Sign” means a **sign** authorized to be erected or placed within a **highway** or on a **lot**, under the provisions of any statute, Order-in-Council, bylaw, resolution of **Council** or by order of the **Municipal Engineer**, and includes, but is not limited to, traffic **signs**, signals, and pavement markings, street name **signs**, neighborhood identifications **signs**, park identification **signs** and public notice board **signs**.

“Grade” means the **grade** directly underneath the **sign**. Where a **sign** is located over a street, the **grade** shall mean the elevation established by the City for the surface of the public sidewalk or boulevard, excluding landscape berms and planter boxes.

“Height” of a **sign** means the vertical distance from **grade** to the highest part of the **sign** which includes any portion of architectural or structural features of the supporting frame.

“Highway” means the area of every public right of way lying between two property lines title to which area is vested in the City and which is designated or intended for or used by the general public for the passage of vehicles or persons and means the area of every public right of way lying within any City Park title to which area is vested in the City and which is designated or intended for or used by the general public for the passage of vehicles. This includes a street, road, lane, bridge, viaduct and any other way open to public use, but does not include a private right of way on private property

“Highway Encroachment Agreement” means an agreement entered into between an individual or company and the **City** to allow **signs** within a **highway** right of way.

“Home Occupation Sign” means a non-illuminated **sign** attached to the dwelling or accessory structure which indicates that a home occupation business, as permitted by Maple Ridge Zoning Bylaw, is conducted within the dwelling or accessory structure on the property where the **sign** is located provided a valid business licence for such business has been issued by the **City**.

“Identification Sign” means a **sign** which contains no advertising but is limited to the name, address and number of a building, institution or person and to the activity carried on in the building or institution or person or the occupation of the person.

“Illuminated Sign” means a **sign** designed to give forth any artificial light, either directly from a source of light incorporated in or connected with such **sign**, or indirectly from an artificial source, so shielded that no direct illumination from it is visible elsewhere than on the site itself.

“Logo” means a symbolic representation, not including any words, names or numbers unless part of a registered trademark, which is used exclusively to simplify advertising of a product, **business**, service or activity and which contains no additional identification, information or message.

“Lot” means “parcel” as defined under the Land Title Act, including a bare land strata lot, but excluding a lot created under the Condominium Act.

“Lot Line” means any line which forms the boundary of a **Lot**.

“Maximum Height” means the vertical distance measured from **grade** to the highest part of such **sign**. In the case of a **roof sign**, the **maximum height** shall be measured from the roof or parapet level at the location of sign placement which includes any and all architectural and structural design and detailing elements.

“Minimum Clearance” means the vertical distance measured from **grade** to the lower limit of such **sign**, sign structure or architectural element.

“Municipal Engineer” means the **Municipal Engineer** for the **City** or their designate.

“Mural” means a pictorial representation other than a logo or graffiti, painted on a building or structure, which is entirely decorative and does not identify or depict a land use, a **business**, the name of a person or place, or the sale of a product or service.

“Open House Sign” means a **temporary sign**, which advertises the location of a property for sale at which an open house is to be held.

“Permanent Sign” means a **sign** which is affixed to or constructed as part of a building structure or in the case of a **free standing sign**, mounted on a permanent base, column or pole that is attached to or sunk into the ground of the **lot** on which the business is operating.

“Portable Free Standing Sign” means a **sign** for business or information purposes, which can be readily moved from place to place and which is not affixed to a building, permanent structure or to the ground, and may include a **sandwich board sign or Temporary sign**.

“Portable Sign” means a **sign** not fixed to the land or to a building or structure and may include a **Banner sign** provided the maximum **sign** area does not exceed 1.2 metres by 2.4 meters (4x8 feet).

“Premises” means an area of land including its buildings and appurtenances.

“Prohibitive Sign” means a **sign** that provides a warning, prohibition or penalty respecting the site or **premises** on which it is located, such as “No Entry” “Danger” “Keep Out” or similar such **signs**.

“Professionals Building” is a building containing primarily office uses such as doctors, dentist, lawyers, architect, engineers and similar type professions.

“Premises” means an area of land including its buildings and appurtenances.

“Projecting Sign” means a **sign**, other than a **canopy** or **facia sign**, which projects perpendicular to the building face more than 300mm (1 foot) from the **façade** of any building or structure.

“Pump Island Canopy” means a canopy built to shelter fuels at a gasoline bar or gasoline service station and a **pump island canopy** that is L-shaped or angularly-connected shall be considered to be one **pump island canopy**.

“Pump Island Canopy Sign” means a **sign** attached to or constructed as part of a gasoline bar or gasoline service station **pump island canopy**.

“Real Estate Sign” means a **temporary sign** indicating that a parcel of land or property or **premises** on which the **sign** is located is available for rent, lease or sale.

“Revolving Sign” means any **sign** or portion of a **sign**, all or part of which revolves or rotates, or partly revolves or rotates, but does not include animated **signs**.

“Roof” means the top enclosure of a building that does not slope more than 60 degrees from the horizontal. A portion that slopes more than 60 degrees will be considered a **façade** if the area behind contains a **business premises**.

“Roof line” means the horizontal line made by the intersection of the wall of the building with the top of the roofing covering or parapet of the building. In the case of a building with a pitched roof, the roof line shall be at the level of the eaves.

“Roof Sign” means any **sign** erected or placed wholly or partly above the top of the **roof line** of a building.

“Sandwich Board Sign” means a one or two faced non-illuminated **sign** located within a municipal **highway** right of way that has been approved by the Municipal engineer.

“Sign” means any structure, device, advertisement, advertising device, graphic, display or visual representation that is visible from any street, **highway**, lane or private property, used to advertise, identify, or communicate information or attract the attention of the public for any purpose and without limiting the generality of the foregoing includes any symbols, letter, figures, illustrations or painted forms, but does not include a flag, **mural**, traffic control device, or any element which is an integral part of the design of a building.

“Sign Area” means the total area within the outer edge of the frame or border of a **sign**. Where a **sign** has no frame, border or background the areas of the **sign** shall be the area contained within the shortest line surrounding the whole group of letters, figures or symbols of such **sign**. Except as hereinafter provided, each side or face of a multi-faced **sign** shall be counted in computing the **sign** area thereof. If a side or face of a multi-faced **sign** cannot be seen by a person not on the **lot** where the sign has been erected, it shall not be counted in computing the **sign** area thereof.

“Sign Owner” means the person, or his or her authorized agent in lawful control of a **sign**.

“Sign Permit” means a **sign** permit issued pursuant to this Bylaw.

“Special Event Sign” means a **temporary sign** indicating that a community event or activity is taking place, or is being carried on and excludes third party advertising.

“Temporary Sign” means a **sign**, whether or not it is electrified, which may be moved or removed and is in place for a limited period of time.

“Third Party Advertising” means a **sign** advertising a **business**, merchandise, service or activity which is not sold, produced, manufactured, furnished or performed on the **lot** on which the **sign** is located.

“Under Awning Sign” means a **sign** suspended from, and entirely under, an **awning**.

“Under Canopy sign” means a **sign** suspended from, and entirely under, a **canopy**.

“Vehicle Sign” means any **sign** or **signs** attached to or painted on or otherwise attached to a vehicle where the principle purpose of the vehicle is to serve as a **sign** or a **sign** support structure.

“Wall Sign” means a **sign** which is painted on or attached generally parallel to a building facade and includes permanent **signs** installed inside a window which are intended to be viewed from the outside.

“Window Sign” means a **sign** painted on or attached to, mounted or suspended behind or installed on a window for viewing from outside the **business premises** but excludes seasonal holiday lighting and decorations, hours of business, street addresses, telephone numbers, accreditation **signs** and credit card logos.

Part 5 Interpretation

- 5.1 Metric units of measurement are used for all measurements in this Bylaw. The use of Imperial measurements in this Bylaw is for convenience purposes only. Should there be a dispute the valid measurement defaults to metric.

Part 6 General Provisions

- 6.1 No person shall set up, exhibit, erect, place, alter, move or maintain a **sign** in the City except those permitted by and in conformance with this Bylaw. A valid **sign** or demolition permit shall be obtained prior to the set-up, exhibition, erection, placing, altering, maintaining or demolition of a **sign** pursuant to this Bylaw. **Changeable copy signs** and **electronic message board signs** are not considered altered by virtue only of the message being changed.
- 6.2 The issuance and subsequent approval of any **sign** permit does not relieve the owner of said **sign** from ensuring the **sign** continues to comply with the provisions of this bylaw. Should any **sign** become non-compliant with this bylaw any **sign** permits and subsequent approvals shall be void and it shall be as if a permit was never issued, and the enforcement provisions of this bylaw shall be in effect.
- 6.3 The design of every **sign** shall be aesthetically pleasing and shall not detract from the architectural integrity of any building or structure to which it is attached, or beside which it is located.
- 6.4 The arrangement and grouping of **signs** on a building shall be integrated with the architecture of said building.
- 6.5 The determination of clauses 6.3 & 6.4 may require an application to the planning department where the building has been constructed under a development permit.
- 6.6 Structural supports, bracing and ties for **signs** shall be kept to a minimum number, consistent with structural adequacy and as much as possible shall be concealed within the body of the **sign** itself.
- 6.7 All **signs** together with their supporting structures and any electrical equipment shall be kept fully operable, in good repair and maintained in a safe and clean condition.
- 6.8 No **sign** shall be erected, rebuilt, enlarged, extended, relocated or attached to, suspended from, or supported on any structure or the lands on a lot unless the **sign** fully complies with the provisions of the Maple Ridge Building Bylaw and this Bylaw.

- 6.9 No **sign** shall be erected or lit in such a manner as to interfere with the visibility or safe operation of a traffic control device or to interfere with motorist visibility at an access to or egress from a highway or so as to be unsafe to the public in the vicinity of such **sign**.
- 6.10 Any **sign** erected in contravention to this Bylaw may be removed at the expense of the owner, applicant or lessee.
- 6.11 **Signs** not specifically permitted or referenced in this Bylaw are prohibited.
- 6.12 Nothing in this Bylaw shall be taken to relieve any persons from complying with the provisions of any other Bylaw of the **City**.
- 6.13 This Bylaw applies to the entire area of the **City**.
- 6.14 No **sign**, canopy or structural element for the support or protection of a **sign** shall have affixed to or contain any flashing, animated, rotating, moving or oscillating electrical components, except for **electronic message boards** unless expressly permitted in this Bylaw.
- 6.15 A permit may be issued for either one **banner sign** or one **portable freestanding sign** per lot, at any one time, but not both at the same time.
- 6.16 **Signs** projecting over a pedestrian area shall have a **minimum clearance** of at least 2.4 m (8.0 ft) above **grade**, while **signs** projecting over an area frequented by vehicular traffic shall have a **minimum clearance** of at least 4.2 m (13.8 ft) above **grade**. No **sign** shall project over the travelled portion of a **highway**.
- 6.17 The illumination for any **sign** shall not create a direct glare upon any surrounding **lot** or **highway**.
- 6.18 Any **sign** unlawfully occupying a portion of a **highway** or public place may be removed by a **Bylaw Compliance Officer**. The fees for recovery of the **sign** are set out in Schedule "D" of this bylaw. **Signs** not recovered within fourteen (14) days of impoundment may be disposed of by the **City**.
- 6.19 Directory signs are only permitted to be installed within a building.
- 6.20 **Professionals building** are to be identified by a building name only whether installed on the building or a **freestanding sign**.
- 6.21 All **signs** are to be located on the **premises** to which they pertain.
- 6.22 No **signs** shall create a real or potential hazard to the safe, efficient movement of vehicular or pedestrian traffic.
- 6.23 No **sign** shall be placed in a manner that may obstruct any window opening, door opening, passageway, fire escape, walkway, vehicular driveway or similar feature.
- 6.24 Where hoarding is erected on any street during the construction or alteration of a building, no **signs** other than those relating to the said **construction** or alteration shall be placed upon the said fence or hoarding.

Part 7 Exemption

7.1 This Bylaw does not apply to:

- (a) notices issued by the government of Canada, the government of British Columbia, a Court, by the City or by the School Board;
- (b) traffic control devices provided for in the Motor Vehicle Act;
- (c) **signs** erected by the Provincial Ministry of Highways for highways purposes. These **signs** may be flashing and/or illuminated where special circumstances or safety dictates;
- (d) **signs** on or over **City highways** installed or authorized by the **Municipal Engineer** for control of traffic and parking or for street names and direction;
- (e) Development Signs required by the **City** during the processing of development applications,
- (f) **signs** located in the interior of buildings and not visible from a **highway** including **directory signs**;
- (g) **murals** provided that the **mural** does not advertise or intend to advertise a specific product or service and they are located on public use buildings or on properties where a Development Permit specifically permits such use;
- (h) public art provided that the public art has been authorized by the city under a separate agreement and the public art is located on public use buildings or on properties owned or authorized through said agreement;
- (i) non-illuminated **signs** inside a store window limited to providing the following information:
 - (i) store hours;
 - (ii) whether the store is open or closed; or
 - (iii) the existence of a sale, where the **sign** is present for not more than thirty (30) consecutive days in any one (1) ~~six (6) month period~~ three (3) month period;
- (j) display of goods inside store windows or inside store fronts;
- (k) flags and emblems of civic, or non-profit societies, educational, religious organizations;
- (l) **signs** authorized by the **Municipal Engineer** in connection with public conveniences including **signs** on benches, bus stop shelters, and other similar structures;
- (m) **signs** containing the building number and street name only, provided the **sign** area does not exceed 0.18 sq. m. (2 sq. ft.) and the numbers or lettering shall not exceed 20 cm (8 in) in height;
- (n) the Flag of Canada or the Flag of British Columbia;
- (o) a **sign** required by law including **prohibitive signs**;
- (p) **home occupation signs** provided they are not larger than 0.18 sq. m. (2 sq. ft.) and are attached to the dwelling or building where the home occupation business is operated from;

- (q) **signs** depicting danger, hazard or other safety conditions erected by an individual authorized by a public agency in the performance of his or her duty;
- (r) memorial plaque, historical tablet and similar markers provided it does not exceed 2.2 sq. m. (24 sq. ft.) in area and 2.4 m (8 ft.) in height;
- (s) neighbourhood watch or block parent **sign**;
- (t) permanent subdivision identification **sign** such as an entry gate **sign** provided the **sign** is authorized by a Development Permit or by the Approving Officer at the time of subdivision approval;
- (u) **signs** erected by the **City** for municipal purposes;
- (v) sponsorship **signs** (for the purpose of acknowledging sponsors but not for advertising sponsor's products) erected by the City's Parks & Recreation Department and/or Community Groups provided the **sign area** does not exceed 3.0 sq. m. (32 sq. ft.);
- (w) **window sign** provided the **sign** does not cover more than 50% (fifty percent) of the window area facing a single elevation of the **business premises** to which they pertain;
- (x) **banner sign** used by the **City** and non-profit and community organizations for special event and fund raising activities, provided the Banner is used exclusively for:
 - (i) promotion of a special event for a period of no longer than thirty (30) consecutive days in a six (6) month period;
 - (ii) street beautification purposes in the **City's** downtown core;
 - (iii) the **sign** area of the banner does not exceed 2.2 sq. m. (24 sq. ft.) and
 - (iv) the banner receives **City** approval prior to the erection of such **sign**.
- (y) **temporary sign** advertising a special event for a community cause or charitable fund raising campaign not exceeding in area of 2.2 sq. m. (24 sq. ft.);
- (z) **temporary sign** advertising an opening date of a place of business or a change of proprietorship provided:
 - (i) the **sign** area does not exceed 2.2 sq. m. (24 sq. ft.) and;
 - (ii) the display of the **sign** is limited to no more than 30 (thirty) consecutive days;
- (aa) City of Maple Ridge welcome **signs** or transit information **signs**;
- (bb) vehicle **signs** except when the vehicle is stationary and visible from a **highway** for a period in excess of four (4) hours.
- (cc) "Beware of Dog", "No Trespassing", "No Discharging of Firearms" and "No Dumping" **signs**, and **signs** warning the public of existence of danger provided none of the **signs** exceed 0.2 sq. m. in area and do not exceed 1.2m (4 ft.) in height.

Part 8 Prohibited Signs

- 8.1 **Signs** that are not expressly permitted or exempted by this bylaw are hereby prohibited.
- 8.2 Without restricting or limiting the generality of the foregoing, the following **signs** are specifically prohibited:
- 8.2.1 Any flashing, animated or chasing-border **signs**, digital videos or moving **signs** of any kind (other than the plainly illuminated hands of a clock or temperature indication), or any **sign** in respect of which any part thereof is flashing, animated or moving. This subsection applies to any strobe light or other devices which have emissions whether emitting sound, odour or other matter except as specifically permitted under this bylaw;
 - 8.2.2 Pennants, bunting, flags (other than patriotic flags), balloons or other inflatable devices;
 - 8.2.3 **Banner signs** except as specifically permitted under this bylaw;
 - 8.2.4 **Roof signs, balcony signs** and **signs** mounted or supported above the canopies **roof line** except as specifically permitted under this bylaw;
 - 8.2.5 Any **signs** that obstruct any part of a doorway, balcony, or a window that would otherwise be capable of opening;
 - 8.2.6 Off-**premises** or **third party advertising signs** except where specifically provided for elsewhere in this bylaw;
 - 8.2.7 **Election signs** are prohibited on any municipal park land or buildings owned or leased by the **City**.
 - 8.2.8 Any open tube neon **sign** except;
 - (a) those exempted pursuant this Bylaw;
 - (b) those permitted by a Development Permit;
 - (c) those permitted inside windows of a **business premises** pursuant to this Bylaw;
 - 8.2.9 any **sign** on the side of any fascia, awning or canopy;
 - 8.2.10 **signs** recessed in canopies or awnings above fuel dispensing facilities;
 - 8.2.11 flashing **sign**, except as permitted under Part 7 of this bylaw;
 - 8.2.12 **roof signs**;
 - 8.2.13 **portable signs**, excluding sandwich-board **signs** except as specifically permitted under this bylaw;
 - 8.2.14 **revolving signs**, except as permitted under Part 7 of this bylaw;
 - 8.2.15 **billboard signs**;

- 8.2.16 gas or other inflated **signs** supported from the ground or roof by rope or wire line;
- 8.2.17 no **signs**, whether made out of paper, cardboard, cloth, canvas, plastic or similar materials, shall be tacked, posted or otherwise affixed to the walls of any structure, tree, pole, hydrant, bridge, fence or any other surface within a public place. This section shall not apply to banners, posters, placards, or notices posted by or on behalf of the **City** pertaining to municipal matters, or police traffic control **signs** and notices; and
- 8.2.18 any other **sign** not specifically permitted or mentioned under this Bylaw.

Part 9 Non-Conforming Signs

- 9.1 Any **sign** or advertisement lawfully erected, constructed or placed prior to the adoption of this Bylaw, although such **sign** does not conform with the provisions of this Bylaw, may remain and continue to be used and maintained, provided however, that no such **sign** shall be reconstructed, altered or moved in the **City** unless such **sign** shall be made to conform in all respects with the provisions of this Bylaw.

Part 10 Maintenance of Signs

- 10.1 Every **sign** shall be maintained in good repair and in a neat and safe condition at all times.
- 10.2 Normal **sign** maintenance including lighting and refurbishing of **signs** shall not require a **Sign Permit** but shall conform to all other requirements of this Bylaw.
- 10.3 All **signs** shall be maintained structurally sound and free from all hazards caused or resulting from decay or failure of structural members, fixtures, lighting or appurtenances. All **sign area**, background, copy and lighting shall be maintained in readable and clean condition and the site of the **sign** shall be maintained free of weeds, debris and rubbish.

Part 11 Sign Permits and Fees

11.1 Requirements for a Permit

- 11.1.1 Every person proposing to construct, erect, place, alter, rebuild, reconstruct, **replace**, move, demolish or remove a **sign** shall obtain a **sign** permit as if required by this Bylaw, and all necessary approvals as required by the Maple Ridge Building Bylaw and Maple Ridge Zoning Bylaw and Maple Ridge Highways and Traffic Bylaw and Maple Ridge Parking Bylaw

11.2 Application Requirements

- 11.2.1 An application for a **sign permit** shall be made to the Building Department and shall:
 - (a) be made in the form provided by the **Chief Building Official**;
 - (b) be signed by the property owner or their agent;
 - (c) be accompanied by the required sign permit fees as set out in Schedule A to

this bylaw;

- (d) where electrical work is required include the electrical permit application and associated electrical permit fee;
- (e) specify:
 - (i) the street address of the **premises** and legal description of the **lot** on which the proposed **sign** will be located;
 - (ii) the name and address of the owner of the **business premises** or **lot** or the company for whose benefit the **sign** is intended and where the application is made by an agent of the owner or company, the name and address of the agent;
 - (iii) if the installer is other than the applicant, include installers information under “contractor information” on application form;
- (f) be accompanied by 2 original sets of drawings specifying:
 - (i) site plan of **lot** showing existing and proposed setbacks, in accordance with the City’s Zoning Bylaw, of all existing and proposed structures and **signs**. Survey may be required;
 - (ii) scaled drawings showing location, type, size, construction, colour, finishing material and estimated costs of all proposed **signs**, or proposed changes to existing **signs** and supporting structures;
 - (iii) cross section of the sign showing details of how the sign is to be attached to the building or supporting structure.
 - (iv) scaled drawings showing the dimensions of the **sign** and the dimensions of the **façade area** to which it is attached;
 - (v) the dimensions of the supporting structure of the **sign**;
 - (vi) the **maximum height** and **minimum clearance** of the **sign** from **grade**;
 - (vii) the off-street parking area, parking lot aisles, site access points, **on-site directional signs** and driveways, where applicable to the sign type;
 - (viii) the dimensions and area of any proposed landscaped areas, if applicable to the **sign** type;
 - (ix) The dimensions and area calculations of all **copy** of the proposed **sign**;
 - (x) for an illuminated **sign**, information on the technical means by which the illumination is to be accomplished;
 - (xi) where the **sign** is to be attached to an existing building, a current photograph of the **façade** to which the **sign** is to be attached;
 - (xii) structural, footing details and material specifications for proposed **freestanding signs**;
- (g) the **Chief Building Official** will require all **freestanding signs** to be sealed by a structural engineer with the applicable Building Code Letters of Assurance included as part of the submission.
- (h) All new **facia signs, awnings, canopies** being mounted to or supported by the building will require drawings sealed by a structural engineer with the BC

Building Code Letters of Assurance.

- (i) all signs where their mounting system penetrates the building envelope and the building was constructed under the supervision of a registered professional taking responsibility for the building envelope, shall have the connections reviewed and approved by a Registered Professional to ensure the building envelope is not compromised.
- (j) any other information that is relevant to the issuance of the **sign** permit.

11.3 Permit Fees

As per Schedule “A” of this Bylaw.

11.4 Permit Expiry

Where application has been made for a permit and the proposed work set out in the application conforms to this and all other bylaws of the City's and the British Columbia Building Code the Building Department shall issue a **Sign Permit** for which the application is made. The permit shall expire if active work at the site is not commenced and inspected within a period of ninety (90) days from the date of issue of the permit.

11.5 Refusal of Permit

11.5.1 The **Chief Building Official** may refuse to issue a permit if:

- (a) the information submitted for the **Sign Permit** is contrary to the provisions of this bylaw;
- (b) the information required to be submitted under this bylaw is incomplete or incorrect;
- (c) issuance is prohibited by or does not comply with the provisions of a Municipal Bylaw, the British Columbia Building Code or the specification of the “Canadian Electrical Code” adopted by the Canadian Standards Association;
- (d) the **sign** does not comply with a development permit issued to a property where the **sign** is to be installed; or
- (e) the **sign** creates a potential hazard to the safe efficient movement of vehicular or pedestrian traffic.

11.5.2 Notwithstanding any clause in this bylaw, if any work for which a permit is required by this bylaw has been commenced before the permit has been issued by the **City**, the applicant shall pay the **City** a permit fee that is equal to 2 (two) times the permit fee described in Schedule A – Sign Permit Fees of this bylaw.

Part 12 Inspections and Regulations

12.1 Inspections for Compliance

12.1.1 The **Chief Building Official** or any other official of the City is hereby authorized to enter at all reasonable times on any property, building or **premises** that is subject to regulation under this bylaw to ascertain whether the regulations and provisions

of the bylaw are being or have been complied with and any person employed from time to time by the **City** as the **Chief Building Official, Bylaw Compliance Officer or Building Official** is hereby designated to act in their place for the purpose of administering this Bylaw.

- 12.1.2 The **Building Official** and **Bylaw Compliance Officer** and their respective designates have the authority to order the painting, repair, alteration, clean-up or removal of **signs** which have become deteriorated, dilapidated, abandoned or which constitute a hazard to public safety.
- 12.1.3 Where necessary, the projecting cantilever system shall be used to support **signs**, and in no case shall the “A” frame system be used.
- 12.1.4 No **sign**, nor any guy, stay, or attachment thereto shall be erected, placed or maintained by any person on rocks, fences or trees, except in the case of **temporary signs** complying with the requirements of this Bylaw and decorative logo designs painted upon or affixed to a temporary construction fence or hoarding erected on a construction site only, for a time period not exceeding the period of construction.
- 12.1.5 No **sign**, guy, stay or attachment thereto shall interfere with any electric light, power, telephone or telegraph wires, or the supports thereof.
- 12.1.6 Every **sign** and the immediate surrounding **premises** shall be maintained by the owner or person in charge thereof in a clean, sanitary and inoffensive condition and be free and clear of all obnoxious substances, rubbish and weeds.
- 12.1.7 A **Building Official** may order the correction of any work which is being or has been improperly done under a permit.
- 12.1.8 A **Building Official** may order the cessation of work that is proceeding in contravention of this bylaw by the placing of a “Stop Work Order” on the building, **sign** or elsewhere as appropriate on the **lot** on which the contravening work is taking place.
- 12.1.9 It shall be unlawful for any person to continue to work once a Stop Work Order has been issued.
- 12.1.10 It shall be unlawful for any person to tamper with, deface or remove a Stop Work Order once it has been placed on the property by the **Building Official**.

12.2 Special Approvals

- 12.2.1 No **sign, awning or canopy** shall be displayed upon or suspended over any **Highway** or public place unless the owner has entered into a **Municipal Encroachment License Agreement** with the **City** and has deposited a comprehensive general liability insurance policy for limits of not less than five million dollars (\$5,000,000) inclusive and duly endorsed to note the insured’s acceptance of contractual liability under the “Hold Harmless” clause in the **Municipal Encroachment License Agreement** and further endorsed to note such policy will not be lapsed or cancelled without thirty days written notice to the **City** as long as the named insured’s **sign** remains on or over any **highway**. A copy of each renewal certificate shall be

deposited with the **City** as a condition for the continued display of such **sign**.

12.2.2 In the event that the owner shall fail or neglect to provide the insurance coverage required by this section, it shall be lawful for the **City** to forthwith and without prior notice, order the owner to remove such **sign** which is erected on private premises but encroaches onto or over a **highway** or public place and the said **sign** shall be removed forthwith, and in default thereof by such owner, it shall be lawful for the **Municipal Engineer** with such employees or agents of the **City** as he may deem requisite, to enter upon the said **premises** and effect such removal at the expense of the person in default, and the **City** shall recover the expense thereof, with interest at the rate of six (6) percentage per annum, with costs in like manner as Municipal Taxes on the said **premises**.

12.2.3 Every such owner shall remain fully responsible for all losses, costs, damages or expenses which may arise as the result of the display of said **sign** until such time as the same has been removed.

12.2.4 **Construction signs** for the purposes of identifying the location of a development and are not located on the **premises** to which they pertain are only permitted under the approval of the **municipal engineer** and are to comply with Clause 6.9 and sub-clauses 12.2.1 to 12.2.3 of this bylaw.

12.3 Removal of Signs

12.3.1 The owner of any **lot** upon which an **abandoned sign** is located shall remove such **sign** within fifteen (15) days of the same becoming an **abandoned sign**.

12.3.2 The **Chief Building Official, Bylaw Compliance Officer** or their designate may remove from public property any **sign** installed or placed without a valid permit.

12.3.3 Recovery costs for impounded **signs** are as per Schedule D of this bylaw.

12.4 Comprehensive Sign Plan

12.4.1 Any development site in any Commercial or Industrial zoned **lot** that is comprised of a number of individual **businesses** forming a comprehensive development unit may make application for comprehensive **sign** plan approval. Such a plan, which shall include the location, size, height, colour, lighting and orientation of all **signs**, and shall be submitted for approval to the **Chief Building Official** or their designate.

12.4.2 Such a comprehensive plan shall comply with the overall **sign area** and density regulations of the bylaw and shall result in an improved relationship between the various parts of the plan.

12.5 Development Permit Areas

- 12.5.1 On lands which have been designated Development Permit Areas, **sign** regulations contained in this Bylaw may be varied through the application and approval of a Development Variance Permit by **Council**. The erection of a new **sign** or the replacement, alteration or modification of an existing **sign** (a **sign** permitted and constructed through a Development Permit) which has been included in an existing Development Permit, shall require an amendment to the Development Permit.
- 12.5.2 All buildings submitted for a Development Permit are to include the type, size and location of all signage for the development. This signage is to comply with this bylaw and any other bylaws referenced here in.

12.6 Variance

- 12.6.1 Variances to the provision of this Bylaw may be granted by **Council** through a Development Variance Permit in accordance with the City of Maple Ridge Zoning Bylaw.

Part 13 Specific Sign Regulations

The following regulations apply specifically to the types of **signs** referred to in each section heading. For sign size and area calculations please see the Schedules “E” thru “J” appended to this bylaw.

13.1 Awning signs:

- 13.1.1 shall be permitted in Commercial, Industrial and Public Service zones;
- 13.1.2 shall not be electrified;
- 13.1.3 may only be lighted from within the awning structure;
- 13.1.4 shall have the same **sign copy area** as that permitted in Section 13.3 of this bylaw for requirements of **facia signs**;
- 13.1.5 shall have a **minimum clearance** of 2.5 metres (8.2 feet) from **grade** immediately below the **sign** and shall not project below the lower edge of the awning;
- 13.1.6 shall be no higher than the **roof line** of the building to which it is affixed;
- 13.1.7 **Under awning signs** are permitted to a maximum area 0.28 square metres (3.0 square feet) and shall comply with 13.1.6 for **minimum clearance**.
- 13.1.8 Only one **under awning sign** is permitted per **business premises**.
- 13.1.9 **Under awning signs** are only intended to direct the attention of pedestrian traffic to a **business** and are not intended to be directly illuminated.

13.2 Canopy Signs

- 13.2.1 Shall be permitted in Commercial, Industrial and Public Service zones;
- 13.2.2 shall have a **minimum clearance** of 2.5 metres (8.2 feet) from **grade** immediately below the **sign** and shall not project below the lower edge of the **canopy**;
- 13.2.3 The maximum **sign area** shall be 0.6 square metres (6.5 square feet) per lineal metre of **canopy** for the **business premises** to which it is affixed and a maximum **copy area** of sixty (60) percent of the **sign area**.
- 13.2.4 For theatres and cinemas, the maximum **sign area** shall be 1.6 square metres (17.2 square feet) per lineal metre of the **business premises canopy** to which it is affixed and a maximum **copy area** of sixty (60) percent of the **sign area**, but in no case shall the **sign area** exceed 60% of the canopy area to which the **sign** is affixed.
- 13.2.5 No **canopy sign** shall extend or project above the upper edge of a **canopy** or **marquee** by more than 600mm (2.0 feet)
- 13.2.6 The vertical dimension of a **canopy sign** shall not exceed 600mm (2.0 feet). For theatres and cinemas the maximum shall be 1.5 metres (4.9 feet).
- 13.2.7 **Under Canopy signs** are permitted to a maximum area 0.28 square metres (3.0 square feet) and shall comply with 13.2.2 for **minimum clearance**.
- 13.2.8 Only one **under canopy sign** is permitted per **business premises**.
- 13.2.9 **Under Canopy signs** are only intended to direct the attention of pedestrian traffic to a **business** and are not intended to be directly illuminated.

13.3 Facia Signs

- 13.3.1 Only the **façade** of the **business premises** on which the **sign** is located shall be used for **sign area** calculations.
- 13.3.2 A **facia sign** shall not project more than 300 mm (1.0 feet) beyond the building face and shall not extend above the sill of any window or above guard rails or balustrades immediately above such **signs**.
- 13.3.3 The **minimum clearance** of a **facia sign** shall be 2.5 metres (8.2 feet) from **grade** immediately below the **sign**; provided however, that this subsection does not apply to:
 - (a) **Facia signs** created by printing, painting or inscribing directly upon a wall of a **building** or where the facia does not project more than 2.54cm (1 inch) beyond the **façade** of the **building**;
 - (b) **Facia signs** situated entirely over private property and immediately above a permanently landscaped area;
 - (c) **Facia signs** entirely recessed into the wall to which they are affixed;
- 13.3.4 No part of a **facia sign** shall project above the **roof line** of the wall to which it is affixed.

13.4 Changeable Copy sign

13.4.1 shall be permitted on all “C”, “CS” & “H” zoned lots;

- (a) if installed as part of a **facia sign**:
 - (i) does not have a **sign** or **copy area** in excess of that permitted for a facia sign as determined under schedules G, H & I of this bylaw;
- (b) if installed as part of a **freestanding sign**:
 - (i) shall be sized in compliance with schedule G, H & I of this bylaw and shall form an integral part of the **freestanding sign**;
 - (ii) does not display any advertising relating to a business, commodity, service or entertainment which is conducted, sold or offered elsewhere than on the **lot** or **premises** on which the **changeable copy sign** is located;
 - (iii) is not placed within 7.5 metres of an abutting **lot**, if that **lot** is located in an agricultural or residential zone; and
 - (iv) Where permanent **changeable copy signs** are installed, no **portable free standing signs** are permitted or
- (c) Are prohibited as part of an **under canopy sign** or **under-awning sign**.

13.5 Freestanding Signs

13.5.1 The **minimum clearance** of a **freestanding sign** shall be 2.5 metres (8.2 feet) provided, however, that **freestanding signs** may be less than 2.5 metres (8.2 feet) from **grade** where:

- (a) they are situated on or over land other than that used from time to time as a place for the parking of automobiles or used as a driveway;
- (b) such **signs** do not obscure the view from a road or sidewalk or other premises in the vicinity; and
- (c) where such **signs** are an integral part of a permanent comprehensibly designed landscaped area, such landscaping to be in size equal to that of the **sign** and shall fully contain the entire length and width of the **sign**.

13.5.2 Where a **freestanding sign** projects over a vehicular traffic area such as parking lot aisles or driveways, a **minimum clearance** of 4.2 metres (13.8 feet) shall be maintained. Where the vehicle traffic area serves as the fire department access route this **minimum clearance** shall be increased to 5 metres (14.60 ft).

13.5.3 The **maximum height** of a **freestanding sign** shall be 10.5 metres (34.5 feet).

13.5.4 A **freestanding sign** may be located in a required yard provided that such **sign** does not obstruct vehicle site lines when entering or exiting the **lot** and that no portion of the **freestanding sign** is closer than 1.5 metres (4.9 feet) to:

- (a) the point of intersection of the intersecting property lines on a corner **lot**;

- (b) any adjoining **lot**;
- (c) any **lot line**, and
- (d) any site access or exit points.

13.5.5 For each **freestanding sign**, landscaping around the base of the **sign** on the site shall be provided as follows:

- (a) 1 sq. m. (10 sq. ft.) of landscaping for every 1 sq. m.(10 sq. ft.) of **sign copy**; and
- (b) 0.2 sq. m. (2.2 sq. ft.) of landscaping for every 0.1 metres (4 inches) in height above 3 metres (9.8 feet).

13.5.6 For a **freestanding sign**, no guy wires shall be used. The support structure shall form an integral part of the design.

13.6 Projecting Signs

13.6.1 The **minimum clearance** of a **projecting sign** shall be 2.5 metres (8.2 feet) from **grade** immediately below the **sign**.

13.6.2 The maximum area of a **projecting sign** shall be seven (7) square metres (75.4 square feet) and the **copy area** of the **sign** shall not exceed sixty (60) percent of the **sign area**.

13.6.3 No part of a **projecting sign** shall project above the **roof line** of the wall to which it is affixed. except that the surrounding structure may extend 300mm (1.0 foot) above the parapet or **roof line** of a building provided the surrounding structure is not being used to calculate allowable **copy area**.

13.6.4 A projecting sign is not to be located any closer than 1.5 metres (4.9 feet) to the inner face of the walls that separate the **business premises** from an adjacent **business premises**.

13.6.5 The **projecting sign** may project 250mm (10 inches) from the **façade** for each metre that the **sign** is located from the nearest edge or corner of the **business premises** to which the sign pertains. In no case shall the projection exceed 1.5 metres (4.9 feet) beyond the **façade** to which it is affixed.

13.7 Portable Freestanding Sign

13.7.1 One (1) **portable freestanding sign** identifying a business may be permitted per legal **lot** provided that:

- (a) where a legal lot is comprised of a number of strata lots, only one **sign** is permitted for the parent legal lot;
- (b) the **sign** is no larger than 3 square metres (32.3 square feet) in area per **sign** face;
- (c) the **sign** shall not be located on any **highway**;

- (d) no **portable freestanding sign** shall be energized by any means other than that approved under the BC Electrical Code.

13.7.2 **Portable Freestanding Signs** pertaining to community campaigns, drives or events are subject to a permit as per Schedule C of this Bylaw.

13.7.3 A **Portable Freestanding Sign** shall be permitted for one thirty (30) day consecutive time period in a ninety (90) day period.

13.7.4 Any **Portable Freestanding Signs** up for longer than the permitted thirty (30) days may be removed at the owner's expense.

13.7.5 Any **Portable Freestanding Signs** placed on public right-of-way may be removed at the owner's expense without prior notification to the owner.

13.7.6 The conditions set out in section 13.7 of this bylaw do not apply to **City** sanctioned event advertising.

13.8 **Electronic Message Board Sign**

13.8.1 **Electronic Message Board Signs** shall be permitted to a maximum area of three (3) square metres (32.3 square feet) per **sign** face in addition to the allowable **Sign Area** for the primary **Freestanding Sign** in those zones identified in Schedule B of this bylaw.

13.8.2 **Electronic Message Board Signs** are only permitted to be attached to a building's **façade** when there are no **freestanding signs**.

13.8.3 **Electronic Message Board Signs** are not permitted on secondary **Freestanding Signs** on the same lot.

13.8.4 Where permanent **Electronic Message Board Signs** are installed, no **portable** or **changeable copy signs** are permitted.

13.8.5 Any area exceeding the above mentioned three (3) square metres (32.3 square feet) shall be included in the total calculation for **sign area** of the primary **freestanding sign**.

13.8.6 **Electronic Message Board Signs** are not permitted to have predominantly white backgrounds, are required to have a minimum 5 second image transition and are to comply with the advertising code of ethics.

13.8.7 **Electronic Message Board Signs** are not permitted to display any animated characters, digital videos or display information in a format that is typical to a commercial that would be viewed on a television.

13.9 **On Site Directional Signs**

13.9.1 One (1) **sign** not exceeding 0.75 square metres (8.0 square feet) per side shall be permitted at each entrance and exit from a property in addition to **signs** permitted in Schedule B of this bylaw.

13.10 Menu Board Signs

13.10.1 One (1) exterior menu board **sign** per drive through lane, not exceeding a total **sign** area of 3.0 square metres (32.2 square feet) shall be permitted for drive-through restaurant type businesses in addition to **signs** permitted in Schedule B of this bylaw.

13.11 Election Signs

13.11.1 **Election Signs** for federal, provincial, municipal and school trustee elections are permitted provided that:

- (a) in the case of provincial or federal elections, the **signs** are not erected more than thirty (30) days prior to the election or event and are removed within four (4) days after the election;
- (b) in the case of municipal and school trustee elections, the **signs** are not erected more than twenty (20) days prior to the general local election or event and are removed within four (4) days after the election;
- (c) the **sign** size does not exceed 1.48 square metres (16 square feet). This is for any single sign or combination of signs that when viewed together form a single message but when viewed independently provide no single cohesive message;
- (d) the **maximum height** of the election sign, above **grade**, does not exceed 2.44 metres (8 feet) and the **minimum clearance** above **grade** is not less than 0.305 metres (1 foot).
- (e) the maximum number of election signs permitted per candidate is 300 (three hundred);
- (f) the maximum number of **election signs** that are the size set out in section (c) per candidate is 100 (one hundred);
- (g) the **sign** is not illuminated;
- (h) the placement of the **sign** does not interfere with traffic sightlines at street intersections or with the safety of pedestrians.
- (i) the placement of **signs** are permitted on private property with the consent of the owner or occupant of the property;
- (j) **Elections Signs** are not permitted on any vehicles or trailers attached to vehicles or any roof top or any existing sign, with the exception of magnetic vehicle signs;
- (k) **Election signs** are prohibited on any municipal park land or buildings owned or leased by the city;
- (l) regulations regarding the size, placement and permitted dates for posting **Election Signs** apply to those posted on private property as well as public;

- (m) the **Bylaw Compliance Officer**, or their designate, may remove any **election sign** that the **Bylaw Compliance Officer** has reasonable grounds to believe is erected, placed or installed in contravention of municipal Bylaws;
- (n) **Election signs** that have been removed in accordance with clause 'n' above will be stored for a period of four (4) days and the candidate or their agent may claim the **sign(s)** during that period, following which the material may be destroyed or otherwise disposed of by the **City**. The Candidate or their Agent will be notified of the compliance issue with the **sign** and where the **sign** can be claimed; and
- (o) other than as authorized in writing by the City, no person shall display on any **election sign** or other election advertising, logo, trademark or official mark, in whole or in part, owned or licensed by the City.

Part 14 Penalty and Enactment

14.1 Every person who violates a provision of this bylaw, or who consents, allows or permits an act or thing to be done in violation of a provision of this bylaw, or who neglects to or refrains from doing anything required to be done by a provision of this bylaw, is guilty of an offence and is liable to the penalties imposed under this bylaw, and is guilty of a separate offence each day that a violation continues to exist.

14.2 Every person who commits an offence is liable on summary conviction to a fine not exceeding the maximum allowed by the Offence Act.

READ A FIRST TIME on [Date]

READ A SECOND TIME on [Date]

READ A THIRD TIME on [Date]

ADOPTED by the Council on [Date]

PRESIDING MEMBER

CORPORATE OFFICER

Schedules:

Schedule "A"	Sign Permit Fees
Schedule "B"	Cross Reference Table
Schedule "C"	Temporary Sign Request
Schedule "D"	Sign Impoundment Recovery Costs

Signs Permitted in;

Schedule "E"	Signs Permitted in all Zones
Schedule "F"	Signs Permitted in Agricultural and Residential Zones
Schedule "G"	All Commercial Zone
Schedule "H"	All Industrial Zones
Schedule "I"	All Institutional Zones

Schedule “A” – Sign Permit Fees

- a) Each applicant for a **sign** permit shall submit a non-refundable processing fee of \$62.00. If the **sign** is approved, this fee will be credited towards the appropriate permit fee as set out below.
- b) The following permit fee, will be assessed for all new **signs** based on total **sign area**. For multi-faced **signs**, the total **sign area** shall be the aggregate **sign area** on all faces.
- | | |
|--|----------|
| Up to 3 sq. m [32 sq. ft.]..... | \$136.00 |
| Larger than 3 sq. m [32 sq. ft.] up to 6 sq. m [64 sq. ft.]..... | \$201.00 |
| Larger than 6 sq. m [64 sq. ft.] up to 10 sq. m [110 sq. ft.]..... | \$268.00 |
| Larger than 10 sq. m [110 sq. ft.] up to 15 sq. m [160 sq. ft.]..... | \$337.00 |
| Larger than 15 sq. m [160 sq. ft.] up to 18.6 sq. m [200 sq. ft.]..... | \$403.00 |
| Over 18.6 sq. m [200 sq. ft.]..... | \$536.00 |
- c) If an applicant proposes to relocate or alter an existing **sign** (excluding a temporary on-site real estate development/construction **sign** or temporary off-site real estate development/construction **sign**) on the same lot without enlarging it, a relocation or alteration fee of \$126.00 plus applicable taxes will be charged under a sign permit.
- d) Enlargement, rebuilding, relocation and extension of an existing **sign** (in height, **sign area** or both) amounts to an erection of a new **sign** and requires a **sign** permit.
- e) Temporary on-site real estate development/construction **signs** and temporary off-site real estate development/construction **signs** shall be assessed the permit fee as stipulated in this bylaw and a removal deposit of \$500.00 shall be paid by the applicant. This deposit is refundable if the applicant removes the **sign** within the stipulated period. If the applicant fails to remove the **sign** to the satisfaction of the **City**, the removal deposit shall be forfeited and the City of Maple Ridge may use the money to offset the cost incurred by the City to remove the **sign**.
- f) **Temporary signs**, are subject to a security deposit of \$100. This deposit is refundable providing that all signs are removed within the agreed time frame.

Schedule “B” – Cross Reference Table

The following cross reference indicates the type of **sign** that shall be permitted in a specific zone.

This diagram is included FOR CONVENIENCE ONLY and is not part of the **sign** bylaw.

ZONE	SIGN TYPES								
	AWNING	CANOPY	CHANGEABLE Copy	DEVELOPMENT	FACIA	FREESTANDING	HOME OCCUPATION	PROJECTING	ELECTRONIC MESSAGE BOARD
All Agricultural “A” zones	√	X	√	X	X	√	X	X	X
All Single Family residential “R” & “C-D” zones	X	X	X	√	X	X	√	X	X
All Multi- Family residential “RM & RT” zones	X	X	X	√	X	X	X	X	X
All Commercial “C” zones	√	√	√	√	√	√	X	√	√
All Industrial “M” zones	√	√	√	√	√	√	X	√	X
All Institutional “P” zones	√	√	√	√	√	√	X	√	√
√ - PERMITTED in the zone × - NOT PERMITTED in the zone ×× - PROHIBITED IN THE MUNICIPALITY									
×× Signs prohibited in the Municipality include:									
Animated; Billboards; Roof (unless approved by a DVP); Banner (Unless per Part 7)					Flashing/Oscillating; Audible/Odor; Paper/Cardboard; Balcony				

Schedule "C" – Temporary Sign Permit Application

Pursuant to Sections 12.2 & 13.7 of Sign Bylaw No. 7389 - 2017

Date: _____

Name of applicant: _____ Applicant's phone number: _____

Applicant's e-mail address: _____

Name of group or organization (if applicable): _____

Address of group or organization: _____

Phone number of group or organization: _____

Event start date: _____ Event end date: _____

Date signs will be erected: _____

Number of signs: _____ Size of signs: _____

Sign copy:

Location of signs (please be specific):

Schedule "C" – Temporary Sign Permit Application

Pursuant to Section 12.2 & 13.7 of Sign Bylaw No. 7389 - 2017

This permit shall be valid and subsisting from the _____ day of _____ and shall expire on the _____ day of _____ at _____ pm AND at all times during the currency thereof, shall be subject to cancellation if the holder thereof shall neglect, fail or refuse to observe and to comply with all the requirements of Maple Ridge Sign Bylaw No. 7389 - 2017, and is issued subject to the following conditions:

- 1) That all necessary plans and specifications of any works involved have been deposited with the Bylaw & Licenses Services Department and have been approved;
- 2) That the applicant shall hold and save harmless the City of Maple Ridge from and against all claims, damages and lien claims of every kind, arising out of or in any way connected with any works or other things for which this Permit is issued;
- 3) That the applicant shall replace and repair all municipal infrastructure effected by the work and such infrastructure is to be returned to an equal or better condition than that which existed prior to the work, all within 24 hours of the completed work, to the satisfaction of the City of Maple Ridge;
- 4) That the applicant will deposit with the City a sum of One Hundred Dollars (\$100.00) in cash or cheque, to guarantee the fulfillment of the terms and conditions set out herein within the time specified in this permit.

(Name of applicant)

(Signature of applicant)

Office use only

Application: Approved ☐ or Declined ☐

Authorization:

Municipal Engineer

Security Deposit \$ _____ (Refundable) Receipt No.: _____

Schedule “D” – Sign Impoundment Recovery Costs

Recovery costs for impounded signs are as follows:

Sign removal requiring equipment	\$150.00
Sign removal not requiring equipment	\$50.00

Schedule “E” – Signs Permitted in All Zones

The following **signs** shall be permitted in all zones subject to the limitations set forth below:

- E-1 Traffic control signs as defined in the “Motor Vehicle Act”, subject to the provisions of said act.
- E-2 Signs required to; maintain or post a bylaw or government order, rule or regulation.
- E-3 Memorial plaques, cornerstones, historical tablets and the like.
- E-4 **Directional sign**, not exceeding 0.2 sq. m. (2.2 sq. ft.) in area, intended to facilitate the movement of pedestrians and vehicles within the site upon which such signs are located to identifying the location and nature of a building, structure or use which is not readily visible from the street, serving such building, structure or use.
- E-5 **Prohibitive Signs** not exceeding 0.2 sq. m. (2.2 sq. ft.) in area located on private property.
- E-6 **Temporary Signs** pertaining to campaigns, drives or events of political, civic, philanthropic, educational or religious organizations, require **Council** approval to erect such signs upon or over public property and such signs shall be removed within four (4) days after the event.
- E-7 Flags or emblems of political, civic, philanthropic, educational or religious organizations.
- E-8 **Real estate signs** provided that in all agricultural (A) zones and residential (R) zones the combined **sign area** of such **signs** fronting upon each street which bounds such lot or **premises** shall not exceed a ratio of 1.2 sq. m. (12.9 sq. ft.) of sign area per face (maximum 2 faces) for each 1000 sq. m. (10,764.5 sq. ft.) of lot area but need not be less than 1.2 sq. m. (12.9 sq. ft.) and may not exceed 3 sq. m. (32.3 sq. ft.) per face. Such signs shall be placed entirely on the lot or lots to which the **sign** in question refers and further, not more than one **sign** shall be permitted on each **frontage**. The **signs** shall have a **maximum height** of 1.8 metres (5.9 feet) and shall not be illuminated.

In all other zones, **real estate signs** are limited as in Residential and Agricultural zones, except that each sign face may have an area of no more than 3 sq. m. (32.3 sq. ft.) and have a **maximum height** of 2.1 metres (6.9 feet).

One **real estate sign** advertising a group of lots for sale within a subdivision or a group of houses for sale within a housing project is permitted for each street frontage, provided that the total sign area of each sign shall not exceed 3.0 sq. m. (32.3 sq. ft.). The display of such signs shall be limited to a six (6) month period, beyond which special approval by the chief building official shall be required

- E-9 **Signs** indicating the name and nature of an agricultural or farm use, where a current trade licence is held. Such **signs** shall be permitted only upon the lot to which the **sign** refers, and further provided that:

AGRICULTURAL USE

- E-9.1 No local farm produce or service **sign** shall be larger than 3 sq. m. (32.3 sq. ft.) and further providing that the size of such sign may be increased by 0.1 sq. m. (1.0 sq. ft.) for each 0.2 hectares over 4 hectares;
- E-9.2 This may be a **changeable copy sign** to permit the **sign copy** to be changed to specify

- certain products or services as they are in season.
- E-9.3 Such **signs** shall be removed when produce or service is not for sale.
- E-9.4 See Schedule 2 of this by-law for **freestanding signs** for nurseries & greenhouses in an agricultural zone.

FARM USE

- E-9.5 Farm identification **signs** may be installed on any registered farm site over 2 hectares in addition to those permitted by Clause E-9.1 to E9.4.
- E-9.6 Farm identification **signs** shall be limited to the farm name, address, owners name and farm type only.
- E-9.7 Farm identification **signs** shall not exceed 3.0 sq. m. (32.3 sq. ft.) except that for every 2 hectares over 4 hectares, the sign area may be increased by 1.0 sq. m. (10.8 sq. ft.).
- E-9.8 Building identification signs not exceeding 3.0 sq. m. (32.3 sq. ft.) in area and placed on the Agricultural building façade facing onsite roads will be permitted to a maximum of 3 square metres (32.3 square feet) if multiple signs are used provided these signs are not visible from a **highway**.
- E-10 Special identification signs such as unique items, antique equipment, major archways and gates ect., require approval from Council.
- E-11 A home occupation which is permitted by Maple Ridge Zoning By-Law No. 3510-1985 as amended, is permitted one sign of not more than 0.18 sq. m. (2.0 sq. ft.) in area, identifying the name and occupation of the occupant.
- E-12 **Special event signs** advertising for community causes and charitable fund raising campaigns. Such signs shall be permitted, only with the approval of the **Municipal Engineer**, on the public right-of-way and shall be of such size and design and posted at such locations for such periods as determined by the **Municipal Engineer**.
- E-13 **Construction Sign** indicating the name and nature of a construction or demolition project, plus the names of the contractors, sub-contractors and professional advisors, provided that the combined area of such signs fronting upon each street which bounds such project shall not exceed a ratio of 0.2 sq. m. (2.2 sq. ft.) of **sign area** for each 100 sq. m. of lot area. In no case shall the combined area of such **signs** fronting upon each street exceed 3.5 sq. m (37.7 sq. ft). Such sign shall have a **maximum height** of 3.5 metres (11.5 feet). The display of such **signs** shall be limited to a period not to exceed the duration of the said construction or demolition project, at which time such signs shall be removed.

With the exception of **special event signs** and **freestanding signs** for nurseries and greenhouse's in agricultural zones, none of the above **signs** require a **sign permit**.

Schedule “F” – Signs Permitted in Agricultural and Residential Zones

The following signs are permitted only on land Zoned “A”, “R”, “RS”, “CD”, “RM”, “RT”, “SRS”, “RG”, “RE” and “RMH”:

PERMITTED SIGNS

- F-1. **Signs** permitted in Clauses E-1 to E-13 inclusive of Schedule E of this by-law, as regulated therein.
- F-2. One **Facia Sign** or **Freestanding Sign** for an apartment building in RM Zones.
- F-3. **Freestanding signs** for nurseries & greenhouses and **changeable copy sign** are permitted in agricultural zones.
- F-4. One double faced **freestanding sign** or 2 single faced **freestanding signs** are permitted per **lot** or **premises**

REQUIREMENTS

- F-5. The **sign area** for a **Facia Sign** or **Freestanding Sign** for an apartment in the RM Zones is not to exceed 0.8 sq. m. (8.6 sq. ft.) in area.
- F-6. The **copy area** for **facia signs** shall not exceed 60 percent of the **sign area**.
- F-7. The area of **Freestanding signs** for nurseries & greenhouses in agricultural zones are not to exceed a **sign area** of 6 sq. m. (64 sq. ft.). If the **sign** is one sided, two separate one sided **signs** of equal size are permitted with a total **sign area** of 6 sq. m. (64 sq. ft.). One sided **signs** must be placed at 30 degrees or 60 degrees to the fronting street. A maximum of 30% of each **sign** may be a **changeable copy sign**. A landscaped area of not less than 4 times the **sign area** must be provided around each **sign** base. **Freestanding Signs** in agricultural zones may only be indirectly lighted
- F-8. The **maximum height** of a **freestanding sign** shall be 2 metres (6.6 feet).
- F-9. No **illuminated signs** shall be permitted in residential zones.

SCHEDULE “G”- ALL COMMERCIAL ZONES

The following signs are permitted only on land in “C” “CS” & “H” Zones.

PERMITTED SIGNS

- G-1. Signs permitted in Schedule E of the by-law as regulated therein.
- G-2. Two signs are permitted per **business premises** which may be **canopy, facia** or **projecting signs** fronting each street bounding the **lot** on which the **sign** is located.
- G-3. One (1) **freestanding sign** shall be permitted for each street **frontage** bounding the site, provided that each **sign** is positioned to face the street on which it is located by placing the **copy area** at right angles (90 degrees) to the fronting street. For each additional 30 metres (98.4 feet) of **frontage** beyond the first 30 metres (98.4 feet) of **frontage**, an additional **freestanding sign** may be permitted. The additional **freestanding sign** is to be placed so that no portion of a **freestanding sign** is closer than 20 metres to any other **freestanding sign**.

REQUIREMENTS

- G-4. The **sign area** of **facia signs** shall not exceed 12 percent of the **façade area** and may only face a **highway** or parking lot of the **business premises** to which it pertains.
- G-5. The **copy area** for **facia signs** shall not exceed 60 percent of the sign area.
- G-6. For channel letter **facia signs** the **sign area** shall not exceed 12 percent of the **façade area**. The **copy area** for channel letters **facia signs** is to equal the **sign area**.
- G-7. The requirements for **projecting signs** shall be as set forth in Section 13.6 of this by-law.
- G-8. **Changeable copy signs** permitted on the main **freestanding sign** shall be permitted to a maximum **sign area** of 3 sq. m. (32.3 sq. ft.) per sign face in addition to the main **freestanding signs** area.
- G-9. Any area exceeding the above mentioned three (3) square metres (32.3 square feet) shall be included in the total calculation for **sign area** of the **freestanding sign**,
- G-10. The **maximum height** of a **freestanding sign** in all “C” & “H” zones shall not exceed 6 metres (19.7 feet).
- G-11. The **maximum height** of a **freestanding sign** in all “CS” zones except gasoline service stations shall not exceed 7.5 metres (24.6 feet), provided that the **maximum height** may be increased by 100 mm (4 inches) per lineal metre of **frontage** over 12 metres (39 feet) up to a **maximum height** of 10.5 metres (34.5 feet). No **freestanding sign** shall be permitted on any **lot** having a **frontage** less than 12 metres (39.3 feet).
- G-12. The **sign area** of a **freestanding sign** shall not exceeding 0.6 sq. m. (6.5 sq. ft.) per lineal metre of **frontage** on which the **sign** abuts provided that the maximum **sign area** of a **freestanding sign** for other than gasoline service station use shall be as follows:

LOT AREA

550 sq. m. (5920.3 sq. ft.)

MAXIMUM SIGN AREA

10 sq. m. (107.6 sq. ft.)

550 sq. m to 4,000 sq. m. (5920.3 sq ft to 43,057 sq. ft)
Larger than 4000 sq. m. (43,057 sq. ft.)

15 sq. m. (161.5 sq. ft.)
20 sq. m. (215.3 sq. ft.)

- G-13. The **copy area** for a **freestanding sign** shall not exceed 60 percent of the **sign area**. For multi-tenant paneled sign faces the **copy area** per panel shall not exceed 60 percent of the panel area.

GASOLINE SERVICE STATIONS AND GASOLINE SERVICE BARS

- G-14. For gasoline service stations and gasoline service bars, both as defined in the Maple Ridge Zoning By-Law No. 3510-1985 as amended, the **freestanding sign** shall not exceed a **maximum height** of 6 metres (19.7 feet) and a **sign area** not exceeding 7.2 sq. m. (77.5 sq. ft.).
- G-15. Where a structure is installed to provide lighting for open pump islands, one (1) additional sign per pump island may be incorporated into such lighting device provide that such **sign** shall not:
- a. contain any message other than business logo;
 - b. exceed a height of 2.4 metres (7.9 feet) above the pump island, and
 - c. extend beyond the pump unit at either end;

Schedule “H” – ALL INDUSTRIAL ZONES

The following signs are permitted only on land in “M” Zones.

PERMITTED SIGNS

- H-1. Signs permitted in Schedule E of the by-law as regulated therein.
- H-2. Two signs are permitted per **business premises** which may be **canopy** or **facia signs** fronting each street bounding the property on which the **sign** is located.
- H-3. One (1) **freestanding sign** shall be permitted for each street **frontage** bounding the site, provided that each **sign** is positioned to face the street on which it is located by placing the copy area at right angles (90 degrees) to the fronting street. For each additional 30 metres (98.4 feet) of **frontage** beyond the first 30 metres (98.4 feet) of **frontage**, an additional **freestanding sign** may be permitted. The additional **freestanding sign** is to be placed so that no portion of a **freestanding sign** is closer than 20 metres to any other **freestanding sign**.

REQUIREMENTS

- H-4. The **sign area** of **facia signs** shall not exceed 12 percent of the **façade area** and may only face a **highway** or parking lot of the **business premises** to which it pertains.
- H-5. The **copy area** for **facia signs** shall not exceed 60 percent of the **sign area**.
- H-6. For channel letter **facia signs** the **sign area** shall not exceed 12 percent of the **façade area**. The **copy area** for channel letters **facia signs** is to equal the **sign area**.
- H-7. **Changeable copy signs** permitted on the main **freestanding sign** shall be permitted to a maximum **sign area** of 3.0 sq. m. (32.3 sq. ft.) per **sign** face in addition to the main **freestanding sign** area.
- H-8. Any area exceeding the above mentioned three (3) square metres (32.3 square feet) shall be included in the total calculation for **sign area** of the **freestanding sign**,
- H-9. The **maximum height** of a **freestanding sign** in all “M” zones shall not exceed 7.5 metres (24.6 feet), provided that the **maximum height** may be increased by 100 mm (4 inches) per lineal metre of **frontage** over 12 metres (39 feet) up to a **maximum height** of 10.5 metres (34.5 feet). No **freestanding sign** shall be permitted on any **lot** having a **frontage** less than 12 metres (39.3 feet).
- H-10. The **sign area** of a **freestanding sign** shall not exceeding 0.6 sq. m. (6.5 sq. ft.) per lineal metre of **frontage** on which the **sign** abuts provided that the maximum **sign area** of a **freestanding sign** shall be as follows:

<u>LOT AREA</u>	<u>MAXIMUM SIGN AREA</u>
550 sq. m. (5920.3 sq. ft.)	10 sq. m. (107.6 sq. ft.)
550 sq. m to 4,000 sq. m. (5920.3 sq ft to 43,057 sq. ft)	15 sq. m. (161.5 sq. ft.)
Larger than 4000 sq. m. (43,057 sq. ft.)	20 sq. m. (215.3 sq. ft.)
- H-11. The **copy area** for a **freestanding sign** shall not exceed 60 percent of the **sign area**. For multi-tenant paneled sign faces the **copy area** per panel shall not exceed 60 percent of the panel area.

SCHEDULE "I"- ALL INSTITUTIONAL ZONES

The following signs are permitted only on land in "P" Zones.

- I-1. Signs permitted in Schedule E of the by-law as regulated therein.
- I-2. One **facia sign** per **business premises** or one (1) **freestanding sign** shall be permitted for each street **frontage** bounding the site, provided that each **sign** is positioned to face the street on which it is located by placing the copy area at right angles (90 degrees) to the fronting street. For each additional 30 metres (98.4 feet) of **frontage** beyond the first 30 metres (98.4 feet) of **frontage**, an additional **freestanding sign** may be permitted. The additional **freestanding sign** is to be placed so that no portion of a **freestanding sign** is closer than 20 metres to any other **freestanding sign**.

REQUIREMENTS

- I-3. The total area of a **facia sign** shall not exceed a ratio of 0.3 sq. m. (3.2 sq. ft.) for each lineal metre of the **business premises** to which the sign is attached.
- I-4. The **copy area** for **facia signs** shall not exceed 60 percent of the sign area.
- I-5. For channel letter **facia signs** the **sign area** shall not exceed 12 percent of the **façade area**. The **copy area** equals the **sign area**.
- I-6. The maximum **sign area** of a **freestanding sign** shall not exceed 6 sq. m. (64.6 sq. ft.).
- I-7. The **copy area** for a **freestanding sign** shall not exceed 60 percent of the **sign area**. For multi-tenant paneled sign faces the **copy area** per panel shall not exceed 60 percent of the panel area.
- I-8. The **maximum height** of a **freestanding sign** shall be 6 metres (19.7 feet).
- I-9. **Changeable copy signs** permitted on the main **freestanding sign** shall be permitted to a maximum **sign area** of 3 sq. m. (32.3 sq. ft.) per sign face in addition to the main **freestanding signs area**.
- I-10. Any area exceeding the above mentioned three (3) square metres (32.3 square feet) shall be included in the total calculation for **sign area** of the **freestanding sign**,

TO: Her Worship Mayor Nicole Read
and Members of Council
FROM: Chief Administrative Officer
SUBJECT: Financial Plan & Council Work Plan

MEETING DATE: 24-October-2017
FILE NO:
MEETING: Council

EXECUTIVE SUMMARY:

For the past number of years, the City's Business Planning process has culminated with departmental presentations to Council followed by consideration of the 5-year Financial Plan Bylaw. In recognition of the fact that 2018 is the last year of Council's current mandate and has heard from all the departments a number of times, staff is suggesting a slight modification to the process for this year.

Council adopted the 2018-2022 Business & Financial Planning guidelines, attached as Appendix "1", in July that included funding for a number of Parks & Recreation projects. Staff is asking that Council direct staff to bring forward a Financial Plan for consideration, reflecting those guidelines and subsequent discussions.

Staff is further suggesting that departmental presentations to Council be scheduled as part of Council Workshop meetings. These have been incorporated into the proposed Council Work Schedule Matrix attached as Appendix "2" to this report.

RECOMMENDATION(S):

That staff be directed to bring forward the 2018-2022 Financial Plan for consideration; and further

That the Council Work Schedule Matrix to March 2018 be endorsed.

DISCUSSION:

a) Background Context:

For the past number of years, the City's Business Planning process has culminated with departmental presentations to Council over a number of days followed by consideration of the Financial Plan for the upcoming 5-year planning horizon. In recognition of the fact that 2018 is the last year of Council's current mandate staff is suggesting a slightly different process be considered for the 2018-2022 Financial Plan.

The Business & Financial Planning Guidelines are the cornerstone of the Business Planning process. It is these guidelines that set the direction for property tax, recycling, sewer and water rates for the upcoming 5-year planning cycle. In May, the Audit & Finance Committee endorsed guidelines for 2018-2022. Following that meeting, Council approved a number of Parks & Recreation projects and the guidelines were amended in July to include an additional 0.35% tax increase for seven years, starting in 2018, as set out in the funding model for those projects. The amended guidelines are attached as Appendix “1”.

At this time staff is seeking direction to bring forward a financial plan reflecting the discussions noted above.

Since the business planning guidelines were endorsed, Council has had several conversations around the construction of an outdoor pool, most recently directing staff to proceed following the typical schedule process. In the coming weeks, staff will be bringing forward a report outlining that process and more complete costs. The Financial Plan can be amended once those details are known.

The business planning format used in previous years has allowed Council 3 or 4 days to hear from all City departments about the work they do and any highlights planned for the upcoming year. Given where we are in the current mandate, Council has already heard from the departments at various times and there may be more value in having each department come to Council Workshop to talk about their work over the coming months. Staff has incorporated this into the work schedule matrix in addition to other key items Council is working on. The proposed Council Work Schedule Matrix, outlining work to the end of March is attached as Appendix “2”. The schedule will be refreshed early in the New Year to include the balance of 2018.

b) Desired Outcome(s):

To have the 2018-2022 Financial Plan Bylaw adopted before the end of 2017, and to have scheduled opportunities for Council to hear from all City departments in the coming months.

c) Alternatives:

Council could opt to follow the same process as prior years and receive departmental business plans over a period of 3 or 4 days in late November prior to considering the 2018-2022 Financial Plan Bylaw. Staff is recommending a new format, in recognition of the fact that 2018 is the last year of Council’s current mandate.

CONCLUSIONS:

The Business Planning process used in the City has served us well over the years and one of the keys to that has been its adaptability to change. Staff is recommending that for 2018 we separate the departmental presentations to Council from the Financial Plan presentation. Doing so would allow Council to consider the Financial Plan at upcoming meetings and to hear from the departments over the coming months as part of the regularly scheduled Council Workshop agendas.

“Original signed by Catherine Nolan”

Prepared by: Catherine Nolan, CPA, CGA
Interim Director of Finance

“Original signed by Kelly Swift”

Approved by: Kelly Swift
GM, Parks, Recreation & Culture

“Original signed by Frank Quinn”

Approved by: Frank Quinn
GM, Public Works & Development

“Original signed by Paul Gill”

Concurrence: Paul Gill, CPA, CGA
Chief Administrative Officer

Municipal Property Tax & User Fee Increases

	Actual						Proposed				
	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022
Property Tax Increases:											
General Purpose	3.00%	2.25%	1.90%	1.92%	2.10%	1.90%	1.90%	2.00%	2.00%	2.00%	2.00%
Infrastructure Replacement	1.00%	0.50%	0.50%	0.50%	0.50%	0.70%	0.70%	0.70%	0.70%	0.70%	0.70%
Fire Service Improvement	0.89%	0.33%	-	-	-	-	-	-	-	-	-
Parks & Recreation	-	0.13%	0.25%	0.25%	0.25%	0.25%	0.60%	0.60%	0.60%	0.60%	0.60%
Drainage	-	0.30%	0.30%	0.30%	0.30%	0.30%	0.30%	0.30%	0.30%	0.30%	0.30%
Total Property Tax Increase	4.89%	3.51%	2.95%	2.97%	3.15%	3.15%	3.50%	3.60%	3.60%	3.60%	3.60%
User Fee Increases:											
Recycling	6.00%	3.00%	0.00%	0.00%	0.00%	1.67%	1.67%	2.76%	2.75%	2.75%	2.74%
Water	9.00%	5.50%	5.50%	5.50%	4.50%	4.50%	4.50%	4.50%	4.50%	4.50%	4.50%
Sewer	4.39%	4.05%	4.07%	4.10%	3.22%	3.24%	3.25%	3.25%	3.27%	3.28%	3.29%
Total Property Tax and User Fee Increases **	5.57%	3.91%	3.46%	3.49%	3.33%	3.39%	3.62%	3.72%	3.72%	3.72%	3.72%

*The proposed property tax increase for Parks & Recreation includes a 0.35% increase for the following, as approved at the July 25, 2017 Council meeting:

- Leisure Centre Renovations
- Telosky Field
- Albion Community Centre
- Silver Valley Gathering Place
- Hammond Community Centre
- Ridge Canoe & Kayak Club
- MRSS Track Facility Upgrade
- Additional Ice Sheet

Work is still in progress regarding the outdoor pool and the Financial Plan can be amended once the details are known.

Council Work Schedule Matrix 2017 - 2018

Appendix 2

	ITEM	DIVISION	Lead	DATE OF MEETING	MEETING	STATUS AND COMMENTS
1	Secondary Suites Discussion Paper	PWDS	Plan			Complete
2	Heritage Inventory Presentation	PWDS	Plan	Sept	Council	Complete
3	Suburban Residential and Estate Residential Lot Size	PWDS	Plan	5-Sep-17	W/S	Complete
4	DGS Update	PWDS	Plan	5-Sep-17	W/S	Complete
5	Borrowing Bylaws & Alternative Approval Process	CFS	Clerks/ Finance	12-Sep-17	W/S/ Council	Complete With Province & will come back to Council for Final Reading.
6	Fire Hall No. 4 - Award of Architectural RFP	CFS	Fire	12-Sep-17	Council	Complete
7	Community Grant Recommendations	CFS	Clerks/ Finance	Sept 12 or 19		Complete
8	Solid Waste RFP	PWDS	Eng	19-Sep-17	W/S	Complete Presented to Council. RFP to be issued in 2018 Plebiscite as part of the election.
9	EOC/ESS Presentation	CFS	Clerks	3-Oct-17	W/S	Complete
10	DGS Scoping Report	PWDS	Plan	3-Oct-17		Complete
11	Audit RFP Result & Contract Award Recommendation	CFS	Clerks/ Finance	10-Oct-17		Complete
12	Permissive Tax Exemptions	CFS	Clerks/ Finance	10-Oct-17	Council	Complete Audit Committee mtg first - Oct 3
13	Increase number of Council Members	CFS	Clerks	10-Oct-17	Council	Complete
14	Senior Government Grants	ADMIN	SCP	17-Oct-17	W/S	Complete Verbal presentation by Dan Olivieri
15	Open Government Portal	CFS	IT	17-Oct-17		Complete Launched October 17, 2017
16	Ridge Meadows Minor Lacrosse Follow-up Report	PRC	Parks	24-Oct-17	Council	Request from 24-July Council W/S
17	Sign Bylaw	PWDS	Bylaws	24-Oct-17	Council	Prepared bylaw for 1st Reading and consultation.
18	DCC Bylaw	CFS	Finance	Late Oct/Nov	Council	Will proceed to Council pending input received from UDI & Provincial Approval
19	Business Plan Update - Police - Fire	ADMIN/ CFS	Various	7-Nov-17	W/S	
20	EMS Implementation Strategy	PWDS	Plan	7-Nov-17	W/S	
21	Hammond Area Character Study	PWDS	Plan	7-Nov-17	W/S	Staff to present Consulting Report.
22	Outdoor Pool Process Report	PRC	Recreation & Comm. Svcs	7-Nov-17	Council	
23	Soil Deposit Bylaw Update	PWDS	Plan	7-Nov-17	W/S	
24	Tree Bylaw Update	PWDS	Plan	7-Nov-17	W/S	
25	Indoor Pool Consultation Process	PRC	Recreation & Comm. Svcs	14-Nov-17	Council	Report on the engagement process for the design of a future indoor pool. Report on the options for achieving an indoor running track (suitable for seniors)
26	Age Friendly Initiative (AFI) Action Plan - Implementation Schedule	PRC	Recreation & Comm. Svcs	21-Nov-17	W/S	MACAI is making a recommendation to Council for AFI to become a sub-committee of MACAI. Report to Council in Nov.
27	Business Plan Update - Capital Works Program - Engineering - Active Transportation Advisory Committee	PWDS	Various	21-Nov-17	W/S	
28	Citywide CAC/Density Bonus Scoping Report	PWDS	Plan	21-Nov-17	W/S	
29	Cycling Facilities Review	PWDS	Eng	21-Nov-17	W/S	Will include Bikes on Sidewalks and speed on 224 Street and general cycling issues.
30	Karina LeBlanc Field Update	PRC	Parks	21-Nov-17	Council	
31	Parking Issues	PWDS	Plan	21-Nov-17	W/S	Scoping Report

Council Work Schedule Matrix 2017 - 2018
Appendix 2

	ITEM	DIVISION	Lead	DATE OF MEETING	MEETING	STATUS AND COMMENTS
32	Parks Commission	PRC	Admin	21-Nov-17	W/S	
33	Rental Above Commercial	PWDS	Plan	21-Nov-17	W/S	
34	Youth Strategy Implementation Schedule	PRC	Recreation & Comm. Svcs	21-Nov-17	W/S	
35	Youth Wellness Centre Concept & Funding Estimate	PRC	Recreation & Comm. Svcs	21-Nov-17	W/S	Report on Capital Needs.
36	Business Plan Update	CFS	Finance	28-Nov-17	Council	Financial Plan Overview
37	Supportive Recovery Update	PWDS	Plan	28-Nov-17	TBD	
38	Process Update on PRC Infrastructure Projects - Whonnock Lake Community Centre - MRSS Track Facility - Silver Valley Gathering Places - Hammond Community Centre	PRC	Recreation & Comm. Svcs	Q1 - 2018	W/S	Pending outcome of Alternative approval process
39	Sports Team Sponsorship Policy	PRC	Recreation & Comm. Svcs	Q1 - 2018	W/S	Council directed staff to bring back a report on a sports team sponsorship policy.
40	Agreement Renewals: Arts Council	PRC	Recreation & Comm. Svcs	Jan 2018	Council	
41	Agreement Renewals: Haney Farmers Market	PRC	Recreation & Comm. Svcs	Jan 2018	Council	
42	Agriculture DP	PWDS	Plan	Jan 2018	W/S	
43	Albion Community Centre Design	PRC	Recreation & Comm. Svcs	Jan 2018	W/S	
44	Albion Flats & Next Steps	PWDS	Plan	Jan 2018	Closed	Present to Council after meeting with ALC.
	Arts & Cultural Plan Draft/Final Report	PRC	Recreation & Comm. Svcs	Jan 2018	W/S Council	Draft in progress & will be reviewed by Cultural Plan Task Force. Final report to Council December/January.
46	Business Plan Update - Information Technology - Communications - Economic Development - Economic Advisory Committee	ADMIN/ CFS	Various	Jan 2018	W/S	
47	Business Plan Update - PRC Administration - Social Policy Advisory Committee - Municipal Advisory Committee on Accessibility Issues - Public Art Steering Committee - Parks, Facilities & Open Space - Recreation & Community Services	PRC	Various	Jan 2018	W/S	
48	Development Report Template review	PWDS	Plan	Jan 2018	W/S	
49	Driveway Policy	PWDS	Eng	Jan 2018	W/S	
50	Festival Support Grant Recommendations	PRC	Recreation & Comm. Svcs	Jan 2018	Council	
51	MRLC Award of Tender for Construction	PRC	Facilities	Jan 2018		Tender Closes 22-Oct
52	Purchasing Policy	PWDS	Operations	Jan 2018	W/S	
53	Regional Transportation Issues - Area Transit Plan - Mobility Pricing - B-Line	PWDS	Eng	Jan 2018	W/S	
54	Rental Relocation Policy	PWDS	Plan	Jan 2018	W/S	
55	Report on Albion Dyking District and District 13	PWDS	Eng/Ops	Jan 2018	W/S	
56	Zoning Bylaw - Agricultural Setbacks	PWDS	Plan	Jan 2018	W/S	
57	Zoning Bylaw - draft Bylaw	PWDS	Plan	Jan 2018	W/S	
58	Abernathy Connector	PWDS	Eng	Feb 2018	W/S	

Council Work Schedule Matrix 2017 - 2018

Appendix 2

	ITEM	DIVISION	Lead	DATE OF MEETING	MEETING	STATUS AND COMMENTS
59	Business Plan Update - Building - Licences & Bylaws - Recycling - Operations	PWDS	Various	Feb 2018	W/S	
60	Business Plan Update - Planning - Agricultural Advisory Committee - Community Heritage Commission - Environmental Advisory Committee	PWDS	Various	Feb 2018	W/S	
61	Encroachment Agreement Policy	PWDS	Eng	Feb 2018	W/S	W/S first, then Council
62	Fraser Basin Council	PWDS	Eng	Feb 2018	W/S	
63	Multi-Material British Columbia (MMBC)	PWDS	Eng	Feb 2018	W/S	
64	Business Plan Update - Human Resources - Clerks - Finance - Sustainability & Corporate Planning	ADMIN	Various	March 2018	W/S	
65	Incentives for Rental	PWDS	Plan	March 2018	W/S	
66	Integrated Stormwater Management Plans	PWDS	Eng	March 2018	W/S	To review KWL findings of ISMPs
67	OCP Strategy/Study updates	PWDS	Plan	March 2018	W/S	
68	Sport & Physical Activity Strategy - Steering Committee Update	PRC	Recreation & Comm. Svcs	March 2018	W/S Council	
69	2017-2021 Financial Plan Bylaw Amendment	CFS	Finance	TBD	Council	
70	Downtown Parking Policy Discussion	CFS	Clerks/ Planning/ ED/Bylaws	TBD	Council	Paul Gill has email from Laurie Darcus - need a working group
71	Silver Valley Land Use	PWDS	Plan	TBD	W/S	Following gathering spaces decision & property strategy

Legend		
Abbreviation		
Admin		Administration (includes Sustainability & Corporate Planning)
PRC		Parks, Recreation & Culture
CFS		Corporate & Financial Services
PWDS		Public Works & Development Services