

City of Maple Ridge

COUNCIL MEETING AGENDA

December 5, 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***

- Special Council Meeting Minutes – November 14, 2017
- Regular Council Meeting Minutes – November 14, 2017
- Special Council Meeting Minutes – November 28, 2017

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

600 ***DELEGATIONS***

601 **Kanaka Education and Environmental Partnership Society (KEEPS)**

- Ross Davies

700 ***ITEMS ON CONSENT***

701 ***Minutes***

701.1 Minutes of the Development Agreements Committee of November 28, 2017

701.2 Minutes of Meetings of Committees and Commissions of Council
• Agricultural Advisory Committee – October 26, 2017

702 ***Reports***

703 ***Correspondence***

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

From the November 21, 2017 Closed Council Meeting

04.02 St. Anne Encampment Update – resolution and voting pattern

From the November 28, 2017 Closed Council Meeting

04.03 Re-appointments to the Board of Variance – resolution and voting pattern

800 ***UNFINISHED BUSINESS***

900 ***CORRESPONDENCE***

1000 ***BYLAWS***

Note: ***Items 1001 to 1003 are from the December 3, 2017 Public Hearing***

Bylaws for Third Reading

1001 **2017-396-RZ, 23782 and 23810 River Road
Maple Ridge Zone Amending Bylaw No. 7403-2017
To amend the M-2 (General Industrial) zone to permit off street parking at
23782 and 23810 River Road
Third reading**

1002 2015-155-RZ, 23702 132 Avenue

1002.1 Maple Ridge Official Community Plan Amending Bylaw No. 7172-2015

To amend Silver Valley Area Plan Figure 2 and Figure 3C from Conservation, Open Space, Low Density Residential and Med/High Density Residential to Low Density Residential and Conservation; and

To amend Silver Valley Area Plan Figure 4: Trails/Open Space to remove from Conservation, to add to Conservation, and to remove from Open Space

Third reading

1002.2 Maple Ridge Zone Amending Bylaw No. 7173-2015

To rezone from RS-2 (One Family Suburban Residential) to RS-1b (One Family Urban (Medium Density) Residential) to permit a future subdivision of approximately 16 lots

Third reading

1003 2014-039-RZ, 12040 240 Street

1003.1 Maple Ridge Official Community Plan Amending Bylaw No. 7397-2017

To amend Schedule "B" of the Official Community Plan from Estate Suburban Residential to Commercial and to amend the Urban Area Boundary

Third reading

1003.2 Maple Ridge Zone Amending Bylaw No. 7089-2014

To rezone from RS-3 (One Family Rural Residential) to C-2 (Community Commercial) to permit the future construction of a two storey mixed use building

Third reading

Bylaws for Adoption

1004 2014-108-RZ, 12874 Mill Street

1004.1 Maple Ridge Official Community Plan Amending Bylaw No. 7222-2016

To revise conservation boundaries

Adoption

1004.2 Maple Ridge Zone Amending Bylaw No. 7138-2015

To rezone from RS-3 (One Family Rural Residential) and RS-2 (One Family Suburban Residential) to R-1 (Residential District) to allow subdivision into approximately 6 single family residential lots

Adoption

1100 ***REPORTS AND RECOMMENDATIONS***

Public Works and Development Services

1101 **2017-256-RZ, 22313 124 Avenue, RS-1b to R-1**

Staff report dated December 5, 2017 recommending that Maple Ridge Zone Amending Bylaw No. 7363-2017 to rezone from RS-1b (One Family Urban [Medium Density] Residential) to R-1 (Residential District) to permit subdivision into approximately two lots be given first reading and that the applicant provide further information as described on Schedule B of the Development Procedures Bylaw No. 5879-1999, along with the information required for a Subdivision application.

1102 **2017-185-RZ, 11143 Princess Street, RS-1 to R-1**

Staff report dated December 5, 2017 recommending that Maple Ridge Zone Amending Bylaw No. 7362-2017 to rezone from RS-1 (One Family Urban Residential) to R-1 (Residential District) to permit future subdivision into approximately two lots be given first reading and that the applicant provide further information as described on Schedule B of the Development Procedures Bylaw No. 5879-1999, and a Subdivision application.

1103 **2017-247-RZ, 11697 and 11715 224 Street, RM-3 and C-3 to CRM**

Staff report dated December 5, 2017 recommending that Maple Ridge Zone Amending Bylaw No. 7365-2017 to rezone from RM-3 (High Density Apartment Residential) and C-3 (Town Centre Commercial) to CRM (Commercial/Residential) to permit a six storey, mixed use building with 45 rental apartments 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, along with the information described in this report.

1104 **2015-021-RZ, 24070 132 Avenue, RS-3 to R-1**

Staff report dated December 5, 2017 recommending that Maple Ridge Official Community Plan Amending Bylaw No. 7406-2017 to adjust the conservation boundary to fit the site conditions be given first reading and second reading and be forwarded to Public Hearing and that Maple Ridge Zone Amending Bylaw No. 7142-2015 to rezone from RS-3 (One Family Rural Residential) to R-1 (Residential District), to permit a future subdivision of approximately three single family residential lots be given second reading as amended and be forwarded to Public Hearing.

1105 2015-069-RZ, 10366 240 Street, RS-2 to R-3

Staff report dated December 5, 2017 recommending that Maple Ridge Zone Amending Bylaw No. 7207-2016 to rezone from RS-2 (One Family Suburban Residential) to R-3 (Special Amenity Residential District) to permit future subdivision of approximately 13 lots be given second reading and be forwarded to Public Hearing.

1106 Maple Ridge Zone Amending Bylaw No. 7394-2017, Home Occupation Regulations

Staff report dated December 5, 2017 recommending that Maple Ridge Zone Amending Bylaw No. 7394-2017 to update home occupation regulations be given second reading as amended and be forwarded to Public Hearing.

1107 Award of Contract ITT-EN17-65: 270A Street Reservoir & Pump Station

Staff report dated December 5, 2017 recommending that Contract ITT-EN17-65: 270A Street Reservoir & Pump Station Replacement be awarded to Westpro, A Division of Pomerleau Inc., that a project contingency be established to address potential variations in field conditions, that the Corporate Officer be authorized to execute the contract, that the Financial Plan be amended and that the existing Stantec Consulting Ltd. contract for Engineering Design Services be increased.

Financial and Corporate Services (including Fire and Police)

1131 2018-2022 Financial Plan Bylaw

Staff report dated December 5, 2017 recommending that Maple Ridge 2018-2028 Financial Plan Bylaw No. 7405 - 2017 be given first, second and third readings.

1132 2017 Community Grant – Seniors Network

Staff report dated December 5, 2017 recommending that a Community Grant be awarded to Maple Ridge, Pitt Meadows, Katzie Seniors Network.

1133 Street Naming: Jim Robson Way

Staff report dated December 5, 2017 recommending that the renaming of a section of 105 Avenue to “Jim Robson Way” be approved.

Parks, Recreation & Culture

1151 Golden Ears Dog Off-leash Area – License of Occupation

Staff report dated December 5, 2017 recommending that the Corporate Officer be authorized to sign the Golden Ears Off-leash License of Occupation with TransLink for the purpose of developing a dog off-leash area.

1152 Youth Wellness Centre Concept and Funding Estimate

Staff report dated December 5, 2017 recommending that staff be directed to work with Ridge Meadows Community Services and the Foundry to explore a partnership model for the Maple Ridge Youth Wellness Centre.

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: _____

SPECIAL COUNCIL MEETING MINUTES

November 14, 2017

The Minutes of the Special City Council Meeting held on November 14, 2017 at 6:45 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 B. Masse

Councillor G. 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

R. MacNair, Manager of Bylaw and Licensing Services

ABSENT

Councillor Duncan

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/2017-524

It was moved and seconded

That the agenda for the November 14, 2017 Special Council Meeting be approved.

CARRIED

3.0 *NOTICE OF CLOSED COUNCIL MEETING*

R/2017-525

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.

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* – 6:46 p.m.

N. Read, Mayor

Certified Correct

L. Darcus, Corporate Officer

City of Maple Ridge

COUNCIL MEETING MINUTES

November 14, 2017

The Minutes of the City Council Meeting held on November 14, 2017 at 7:00 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 B. Masse
Councillor G. Robson
Councillor T. Shymkiw
Councillor C. Speirs

Appointed Staff

P. Gill, Chief Administrative Officer
K. Swift, General Manager of Parks, Recreation & Culture
F. Quinn, General Manager Public Works and Development Services
C. Nolan, Interim Director of Finance
C. Carter, Director of Planning
L. Darcus, Manager of Legislative Services
A. Gaunt, Confidential Secretary

ABSENT

Councillor K. Duncan

Other staff as required

T. Thompson, Manager of Financial Planning
V. Richmond, Manager of Parks Planning and Operations
R. Stott, Environmental Planner
C. Chan, Planner 1
A. Kopystynski, Planner 2

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*** – Nil

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

501 **2018-2022 Capital Works Program**

Staff report dated November 14, 2017 providing the 2018-2022 Capital Works Program.

The Manager of Financial Planning advised that the 5 year plan was presented to Council at an earlier Audit & Finance Committee meeting and that the recording providing details of that meeting is available on the City's website.

600 ***DELEGATIONS***

601 **Operation Red Nose**

- Chelsea Craig, Communication & Partnerships Coordinator, PacificSport Fraser Valley

Ms. Craig gave a PowerPoint presentation providing information on the 10th Anniversary Campaign for Operation Red Nose. She thanked the volunteers involved with Operation Red Nose. Ms. Craig provided information about the Operation Red Nose Service, the impact of the campaign on Maple Ridge and Pitt Meadows, the benefactors of the program, the role of the City of Maple Ridge and how all can help to make the upcoming campaign a success.

700 ***ITEMS ON CONSENT***

701 **Minutes**

701.1 Minutes of the Development Agreements Committee Meetings of October 17 and 27, 2017 and November 1, 2017

701.2 Minutes of Meetings of Committees and Commissions of Council

- Active Transportation Advisory Committee – June 28, 2017

702 **Reports** – Nil

703 **Correspondence**

703.1 Metro Vancouver – Impact of 2016 Census Population on Weighted Voting and Member Representation

Letter dated October 25, 2017 from Chris Plagnol, Corporate Officer providing information on the change in the number of directors and votes on the Metro Vancouver Regional District Board resulting from the 2016 federal census.

704 Release of Items from Closed Council Status

From the October 24, 2017 Closed Council Meeting

Item 04.02 St. Anne Camp resolutions and Fire Department Report

R/2017-526

It was moved and seconded

That Items 701.1, 701.2, 703.1 and 704 on the “Items on Consent” agenda be received into the record.

CARRIED

800 UNFINISHED BUSINESS

801 Karina LeBlanc Field Presentation

The Manager of Parks Planning and Operations gave a PowerPoint presentation providing the following information:

- Highlights of the groundbreaking ceremony for the Karina LeBlanc Field
- Progress on construction of the field from start to current

802 Motions by Councillor Bell

Councillor Bell outlined and provided information on the motions she brought forward.

802.1 That the Maple Ridge Council Procedures Bylaw be amended to include the following section:

It is recognized that during Question Period, through the presiding member of the Council meeting, all Council members have a right to ask questions of clarification as well as address questions posed by the Public.

Note: The motion was not put on the floor.

- 802.2 That staff prepare a report highlighting best practices, including a 2018 incremental budget package for a new staff position to work directly with all Council members in relation to Council support

R/2017-527

It was moved and seconded

That the motion requesting that staff prepare a report highlighting best practices, including a 2018 incremental budget package for a new staff position to work directly with all Council members in relation to Council support be moved to a 'parking lot' list for a new Council to review.

CARRIED

900 ***CORRESPONDENCE***

901 **Boating BC – Access to Waterways in British Columbia**

Letter dated October 26, 2017 from Don Prittie, President, Boating BC Association requesting support for the protection of access points to waterways across British Columbia.

R/2017-528

It was moved and seconded

That the letter dated October 26, 2017 from Don Prittie, President, Boating BC be received for information and forwarded to the Parks, Recreation and Culture Department.

CARRIED

1000 ***BYLAWS***

Bylaws for Adoption

1001 **2016-175-RZ, 23711 132 Avenue**

Staff report dated November 14, 2017 recommending adoption

1001.1 **Maple Ridge Official Community Amending Bylaw No. 7305-2016**

To designate from Conservation to Low Density Urban and to remove from Conservation
Adoption

R/2017-529

It was moved and seconded

That Bylaw No. 7305-2016 be adopted.

CARRIED

1001.2 Maple Ridge Zone Amending Bylaw No. 7258-2016

To rezone from RS-2 (One Family Suburban Residential) and RS-3 (One Family Rural Residential) to RS-1b (One Family Urban [Medium Density] Residential) to permit future subdivision into three single family lots and one remainder lot

Adoption

R/2017-530

It was moved and seconded

That Bylaw No. 7258-2016 be adopted.

CARRIED

1002 2016-464-RZ, 20185 and 20199 McIvor Avenue

Staff report dated November 14, 2017 recommending adoption

1002.1 Maple Ridge Official Community Plan Amending Bylaw No. 7333-2017

To designate from Agricultural to Urban Residential and to amend the Urban Area Boundary

Adoption

R/2017-531

It was moved and seconded

That Bylaw No. 7333-2017 be adopted.

CARRIED

Councillor Robson – OPPOSED

1002.2 Maple Ridge Zone Amending Bylaw No. 7308-2017

To rezone from RS-1 (One Family Urban Residential) to RS-1b (One Family Urban [Medium Density] Residential) for a future 9 lot subdivision

Adoption

R/2017-532

It was moved and seconded

That Bylaw No. 7308-2017 be adopted.

CARRIED

Councillor Robson - OPPOSED

- 1003 **2016-352-RZ, 23004 Dewdney Trunk Road**
Staff report dated November 14, 2017 recommending adoption

- 1003.1 **Maple Ridge Official Community Plan Amending Bylaw No. 7288-2016**
To amend Schedule “B” of the Official Community Plan from Urban Residential to Commercial
Adoption

R/2017-533

It was moved and seconded

That Bylaw No. 7288-2016 be adopted.

CARRIED

- 1003.2 **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
Adoption

R/2017-534

It was moved and seconded

That Bylaw No. 7289-2016 be adopted.

CARRIED

- 1003.3 **23004 Dewdney Trunk Road Housing Agreement Bylaw No. 7345-2017**
To secure two rental units
Adoption

R/2017-535

It was moved and seconded

That Bylaw No. 7345-2017 be adopted.

CARRIED

- 1100 ***REPORTS AND RECOMMENDATIONS***

Public Works and Development Services

- 1101 **Maple Ridge Tree Protection and Management Bylaw Update**

Staff report dated November 14, 2017 recommending that Maple Ridge Tree Protection Bylaw No. 7314-2017 be given first, second and third readings.

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

- Progress and update on the Tree Protection and Management Bylaw No. 7133-2016
- Key findings
- General trends
 - Comparison of Total Number of Tree Permits Issued
- Challenges/Gaps over the past year
- Successes/Strengths
- Administrative Changes
- Section 6: Permit Requirements
- Administration improvements
- Summary

R/2017-536

It was moved and seconded

That Bylaw No. 7314-2017 be given first, second and third readings.

CARRIED

Councillor Robson - OPPOSED

Note: Councillor Bell left the meeting for discussion of Item 1102 at 8:23 p.m.

1102 2017-198-AL, 21587 128 Avenue, Application to Exclude Land from the Agricultural Land Reserve

Staff report dated November 14, 2017 recommending options for Application 2017-198-AL to exclude approximately 0.357 hectares (0.88 acres) of land from the Agricultural Land Reserve.

R/2017-537

It was moved and seconded

That the application be authorized to go forward to the Agricultural Land Commission with a summary of Council's comments and the staff report.

CARRIED

Councillor Robson - OPPOSED

Note: Councillor Bell returned to the meeting at 8:32 p.m.

1103 2017-376-RZ, 12179 Fletcher Street, RS-1 to RM-1

Staff report dated November 14, 2017 recommending that Maple Ridge Zone Amending Bylaw No. 7388-2017 to rezone the subject property from RS-1 (One Family Urban Residential) to RM-1 (Townhouse Residential) to permit a seven (7) unit townhouse residential development 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.

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
- Rendering

R/2017-538

It was moved and seconded

That Bylaw No. 7388-2017 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 2017-434-RZ, 24364 112 Avenue, RS-3 to RS-1

Staff report dated November 14, 2017 recommending that Maple Ridge Zone Amending Bylaw No. 7399-2017 to rezone the subject property from RS-3 (One Family Rural Residential) to RS-1b (One Family Urban (Medium Density) Residential) to permit a 15 lot single family residential subdivision with environmental conservation areas be given first reading and that the applicant provide further information as described on Schedules (B, E, F and G) of the Development Procedures Bylaw No. 5879-1999, along with the information required for a Subdivision application.

R/2017-539

It was moved and seconded

In respect of Section 879 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. School District Boards, 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 District's website, together with an invitation to the public to comment;

That Bylaw No. 7399-2017 be given first reading; and

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

CARRIED

1105 **2017-455-RZ, 10309 240 Street, RS-2 to RM-1**

Staff report dated November 14, 2017 recommending that Maple Ridge Zone Amending Bylaw No. 7400-2017 to rezone from RS-2 (One Family Suburban Residential) to RM-1 (Townhouse Residential) for a proposed 15 unit Townhouse development be given first reading and that the applicant provide further information as described on Schedules (A, C, D, E, F, and G) of the Development Procedures Bylaw No. 5879-1999, along with the information required for an Intensive Residential Development Permit and a Subdivision application.

R/2017-540

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. 7400-2017 be given first reading; and

That the applicant provide further information as described on Schedules A, C, D, E, F, and G of the Development Procedures Bylaw No. 5879-1999, long with the information required for an Intensive Residential Development Permit and a Subdivision application.

CARRIED

1106 2014-039-RZ, 12040 240 Street, RS-3 to C-2

Staff report dated November 14, 2017 recommending that Maple Ridge Official Community Plan Amending Bylaw No. 7397-2017 to amend the Urban Area Boundary to include the subject property and to redesignate the land use from Estate Suburban Residential to Commercial be given first and second readings and be forwarded to Public Hearing and that Maple Ridge Zone Amending Bylaw No. 7089-2014 to rezone from RS-3 (One Family Rural Residential) to C-2 (Community Commercial), to allow the future construction of a two storey mixed use building for retail and office commercial uses, including a space capable of accommodating a daycare, and two (2) apartments be given second readings and be forwarded to Public Hearing.

R/2017-541

It was moved and seconded

- 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 Bylaw No. 7397-2017 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 Bylaw No. 7397-2017 be considered in conjunction with the Capital Expenditure Plan and Waste Management Plan;
- 3) That it be confirmed that Bylaw No. 7397-2017 is consistent with the Capital Expenditure Plan and Waste Management Plan;
- 4) That Bylaw No. 7397-2017 be given first and second readings and be forwarded to Public Hearing;
- 5) That Bylaw No. 7089-2014 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 Schedules "B" and "C";
 - iii) Road dedication on 240 Street as required;
 - iv) Registration of a Restrictive Covenant protecting the residential and visitor parking spaces;
 - v) Registration of a Restrictive Covenant for the protection of the ALR buffer;
 - vi) Registration of a Restrictive Covenant for the protection of the Public Art;
 - vii) Registration of a Restrictive Covenant prohibiting doors to the naturalized areas to the north and the east of the building;
 - viii) Removal of existing building/s;
 - ix) In addition to the site profile, a disclosure statement must be submitted by a Professional Engineer advising whether there is any evidence of underground fuel storage tanks on the subject property. If so, a Stage 1 Site Investigation Report is required to ensure that the subject property is not a contaminated site.
 - x) That a voluntary contribution, in the amount of \$6,200 (\$3,100/unit) be provided in keeping with the Council Policy with regard to Community Amenity Contributions.

CARRIED

1107 2015-155-RZ, 23702 132 Avenue, RS-2 to RS-1b

Staff report dated November 14, 2017 recommending that Maple Ridge Official Community Plan Amending Bylaw No. 7172-2015 to revise the boundaries of the land use designations to fit the site conditions be given first and second readings and be forwarded to Public Hearing and that Maple Ridge Zone Amending Bylaw No. 7173-2015 to rezone from RS-2 (One Family Suburban Residential) to RS-1b (One Family Urban (Medium Density) Residential) to permit a future subdivision of 16 lots be given second reading and be forwarded to Public Hearing.

R/2017-542

It was moved and seconded

- 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 Bylaw No. 7172-2015 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 Bylaw No. 7172-2015 be considered in conjunction with the Capital Expenditure Plan and Waste Management Plan;
- 3) That it be confirmed that Bylaw No. 7172-2015 is consistent with the Capital Expenditure Plan and Waste Management Plan;
- 4) That Bylaw No. 7172-2015 be given first and second readings and be forwarded to Public Hearing;
- 5) That Bylaw No. 7173-2015 be given second reading, and be forwarded to Public Hearing;
- 6) That the following terms and conditions be met prior to final reading:
 - i) 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, and Figure 3C - River Hamlet, Figure 4 - Trails / Open Space,
 - iii) Registration of a Restrictive Covenant for the Geotechnical Report which addresses the suitability of the subject property for the proposed development;
 - iv) Registration of a No Build / No Disturb Restrictive Covenant for the protection of the Environmentally Sensitive areas on the subject property;
 - v) Registration of a Statutory Right-of-Way plan and agreement for servicing easement;
 - vi) Registration of a Restrictive Covenant for Stormwater Management;
 - vii) Notification to the Department of Fisheries and Oceans and the Ministry of Environment for in-stream works on the site; and

- viii) That a voluntary contribution, in the amount of \$81,600.00 (\$5100.00/lot) be provided in keeping with the Council Policy with regard to Community Amenity Contributions.

CARRIED

1108 2017-396-RZ, 23782 and 23810 River Road, Site Specific Text Amendment to the M-2 Zone

Staff report dated November 14, 2017 recommending that Maple Ridge Zone Amending Bylaw No. 7403-2017 for a site specific text amendment to the M-2 (General Industrial) Zone, permitting off-street parking use as a principal use be given first and second readings and be forwarded to Public Hearing.

R/2017-543

It was moved and seconded

That Bylaw No. 7403-2017 be given first and second readings and forwarded to Public Hearing.

CARRIED

1109 2016-145-RZ, 11749 and 11761 Burnett Street, RS-1 to RM-2

Staff report dated November 14, 2017 recommending that Maple Ridge Zone Amending Bylaw No. 7252-2016 to rezone from RS-1 (One Family Urban Residential) to RM-2 (Medium Density Apartment Residential) to permit the future construction of a 64 unit Apartment Building be given second reading and be forwarded to Public Hearing.

A. Kopystynski, Planner gave a PowerPoint presentation providing the following information:

- Alternatives and actions pertaining to the building being a full rental apartment or being a non-rental apartment

1109.1

R/2017-544

It was moved and seconded

- 1) **That Bylaw No. 7252-2016 be given second reading, and be forwarded to Public Hearing; and**
- 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) **Approval from the Ministry of Transportation and Infrastructure;**

- iii) Road dedication on Burnett Street as required;
- iv) Consolidation of the subject properties;
- v) Registration of a Restrictive Covenant for the protection of the Adaptive Housing Units;
- vi) Registration of a Restrictive Covenant for the protection of visitor parking;
- vii) Registration of a Restrictive Covenant protecting the public art;
- viii) Registration of a Restrictive Covenant for storm water management works;
- ix) Removal of existing building/s;
- 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.

1109.2
R/2017-545

It was moved and seconded

That the following be added to terms and conditions to be met prior to final reading:

- xi) Proceeding with a bylaw to authorize entering into a housing agreement.
- xii) Registration of housing agreement Restrictive Covenant.

AMENDMENT DEFEATED

Mayor Read, Councillor Masse, Councillor Robson,
Councillor Shymkiw - OPPOSED

1109.3
R/2017-546

It was moved and seconded

That the following be added to terms and conditions to be met prior to final reading

- xi) Proceeding with a bylaw to authorize entering into a housing agreement for 10 years with relocation assistance provisions.
- xii) Registration of housing agreement Restrictive Covenant.

AMENDMENT CARRIED

Mayor Read, Councillor Shymkiw – OPPOSED

MAIN MOTION CARRIED AS AMENDED

Note: Mayor Read asked if Council would like to deal with 'Questions from the Public' prior to proceeding with remaining items on the agenda.

R/2017-547

It was moved and seconded

That Item 1500 Questions from the Public be dealt with prior to Item 1110.

CARRIED

Councillor Robson - OPPOSED

There were no questions from the public.

1110 2017-281-RZ, 21428, 21460, 21472 Dewdney Trunk Road, RS-1 to P-6

Staff report dated November 14, 2017 recommending that Maple Ridge Official Community Plan Amending Bylaw No. 7357-2017 to redesignate three subject properties from Urban Residential to Institutional to allow for the expansion of the Maple Ridge Cemetery be given second reading and be forwarded to Public Hearing and that Maple Ridge Zone Amending Bylaw No. 7360-2017 to rezone 21428 Dewdney Trunk Road from RS-1 (One Family Urban Residential) to P-6 (Civic Institutional) be given second reading and be forwarded to Public Hearing.

R/2017-548

It was moved and seconded

- 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 Bylaw No. 7357-2017 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 Bylaw No. 7357-2017 be considered in conjunction with the Capital Expenditure Plan and Waste Management Plan;**
- 3) **That it be confirmed that Bylaw No. 7357-2017 is consistent with the Capital Expenditure Plan and Waste Management Plan;**
- 4) **That Bylaw No. 7357-2017 be given second reading and be forwarded to Public Hearing;**
- 5) **That Bylaw No. 7360-2017 be given second reading, and be forwarded to Public Hearing;**
- 6) **That the following terms and conditions be met prior to final reading:**
 - i) **Approval from the Ministry of Transportation and Infrastructure;**
 - ii) **Amendment to Official Community Plan Schedule "B"; and**
 - iii) **Road dedication on Dewdney Trunk Road as required.**

R/2017-549

It was moved and seconded

That the motion be deferred for six months until new laws regarding the use of Agricultural Land Reserve lands for cemeteries can be examined.

CARRIED

Note: Mayor Read left the meeting for discussion of Item 1111 at 9:34 p.m. as she lives in the vicinity of the application. Councillor Bell chaired the meeting.

1111 2013-086-DVP, 13704 232 Street

Staff report dated November 14, 2017 recommending that the Corporate Officer be authorized to sign and seal 2013-086-DVP

The Manager of Legislative Services advised that correspondence in opposition to the development variance permit was received from Brian and Joanna Mayer.

R/2017-550

It was moved and seconded

That the Corporate Officer be authorized to sign and seal 2013-086-DVP respecting property located at 13704 232 Street.

CARRIED

Note: Mayor Read returned to the meeting at 9:37 p.m.

1112 2016-352-DVP, 23004 Dewdney Trunk Road

Staff report dated November 14, 2017 recommending that the Corporate Officer be authorized to sign and seal 2016-352-DVP to waive the requirement to provide a landscape screen along a portion of the eastern property line.

Three pieces of correspondence from public asking to protect landscape screen; ensure solid fence and concerns about parking

R/2017-551

It was moved and seconded

That the Corporate Officer be authorized to sign and seal 2016-352-DVP respecting property located at 23004 Dewdney Trunk Road.

CARRIED

1113 2016-352-DP, 23004 Dewdney Trunk Road

Staff report dated November 14, 2017 recommending that the Corporate Officer be authorized to sign and seal 2016-352-DP to allow a medical office and pharmacy with two rental units above.

R/2017-552

It was moved and seconded

That the Corporate Officer be authorized to sign and seal 2016-352-DP respecting property located at 23004 Dewdney Trunk Road.

CARRIED

Note: Mayor Read left the meeting for discussion of Items 1114 to 1117 as she lives in the vicinity of the applications.

1114 2014-072-DP, 13704 232 Street

Staff report dated November 14, 2017 recommending that the Corporate Officer be authorized to sign and seal 2014-072-DP to allow a mixed-used commercial building with three commercial units (one to be dedicated for a daycare facility) and two rental apartment units above.

R/2017-553

It was moved and seconded

That the Corporate Officer be authorized to sign and seal 2014-072-DP respecting property located at 13704 232 Street.

CARRIED

1115 2017-441-DP, 13704 232 Street, Multi-Family Development Permit

Staff report dated November 14, 2017 recommending that the Corporate Officer be authorized to sign and seal 2017-441-DP to permit 16 street townhouses.

R/2017-554

It was moved and seconded

That the Corporate Officer be authorized to sign and seal 2017-441-DP respecting property located at 13704 232 Street.

CARRIED

1116 2017-442-DP, 13704 232 Street, Intensive Residential Development Permit

Staff report dated November 14, 2017 recommending that the Corporate Officer be authorized to sign and seal 2017-442-DP to allow 20 single family R-3 (Special Amenity Residential District) zoned lots.

R/2017-555

It was moved and seconded

That the Corporate Officer be authorized to sign and seal 2017-442-DP respecting property located at 13704 232 Street.

CARRIED

1117 2015-139-DP, 13704 232 Street, Wildfire Development Permit

Staff report dated November 14, 2017 recommending that the Corporate Officer be authorized to sign and seal 2015-139-DP to fulfill requirements of the Wildfire Development Permit Area guidelines and permit 42 single family lots, 16 street townhouses and 1 commercial property.

R/2017-556

It was moved and seconded

That the Corporate Officer be authorized to sign and seal 2015-139-DP respecting property located at 13704 232 Street.

CARRIED

Note: Mayor Read returned at 9:42 p.m. and resumed as Chair.

1118 2016-243-DP, 23365 Cross Road, Wildfire Development Permit

Staff report dated November 14, 2017 recommending the Corporate Officer be authorized to sign and seal 2016-243-DP to fulfill requirements of the Wildfire Development Permit Area guidelines and permit a single family residential subdivision.

R/2017-557

It was moved and seconded

That the Corporate Officer be authorized to sign and seal 2016-243-DP respecting property located at 23365 Cross Road.

CARRIED

1119 2016-464-SD, 5% Money in Lieu of Parkland Dedication, 20199 and 20185 McIvor Avenue

Staff report dated November 14, 2017 recommending that the owner of land proposed for subdivision at 20199 and 20185 McIvor Avenue, under application 2016-464-SD, shall pay to the City of Maple Ridge an amount that is not less than \$109,848.00.

R/2017-558

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 20199 McIvor Avenue, under application 2016-464-SD, shall pay to the City of Maple Ridge an amount that is not less than \$109,848.00.

CARRIED

1120 Award of Contract, RFP-EN17-66: Abernethy Way Extension Study (232 Street to 256 Street)

Staff report dated November 14, 2017 recommending that Contract RFP-EN17-66: Abernethy Way Extension Study (232 Street to 256 Street) be awarded to McElhanney Consulting Services Ltd., that a contingency for unforeseen items be approved, that the Financial Plan be amended and that the Corporate Officer be authorized to execute the Client/Consultant Agreement.

Note: Councillor Speirs left the meeting for discussion of Item 1120 at 9:45 p.m. as he lives along the route.

R/2017-559

It was moved and seconded

That Contract RFP-EN17-66: Abernethy Way Extension Study (232 Street to 256 Street) be awarded to McElhanney Consulting Services Ltd. in the amount of \$199,818.00 plus taxes; and

That the Financial Plan be amended to fund this project from Development Cost Charges and Accumulated Surplus funds as identified in this report; and further

That the Corporate Officer be authorized to execute the Client/Consultant Agreement.

CARRIED

Note: Councillor Speirs returned to the meeting at 9:46 p.m. p.m.

Financial and Corporate Services (including Fire and Police)

1131 Property and Liability Insurance Renewal

Staff report dated November 14, 2017 recommending that expenditures for the City's liability and property insurance coverage policies as offered through the Municipal Insurance Association of BC be Approved.

R/2017-560

It was moved and seconded

That the expenditures of up to \$422,000 and \$250,000 for the City's liability and property insurance coverage policies as offered through the Municipal Insurance Association of BC be approved.

CARRIED

1132 2018 Acting Mayor, Committee & Commission Appointments

Staff report dated November 14, 2017 recommending that the Acting Mayor schedule and appointments to Government Agencies, Advisory and/or Legislated Committees, Special Committees, Community Groups and Organizations and Standing Committees be approved.

R/2017-561

It was moved and seconded

That the Acting Mayor schedule and appointments to Government Agencies, Advisory and/or Legislated Committees, Special Committees, Community Groups and Organizations and Standing Committees as attached to the staff report dated November 14, 2017 be approved.

R/2017-562

It was moved and seconded

That the Committee & Commission Appointments For 2018 be amended as follows:

That the staff member appointments for the Business Improvement Association and the Chamber of Council be replaced with a member of Council and that Councillor Robson be appointed as the Council representative for both organizations; and

That Councillor Shymkiw be appointed as an alternate Council representative for the Malcolm Knapp Research Forest Community Advisory Board.

CARRIED

R/2017-563

It was moved and seconded

That the Acting Mayor schedule and appointments to Government Agencies, Advisory and/or Legislated Committees, Special Committees, Community Groups and Organizations and Standing Committees as attached to the staff report dated November 14, 2017 be approved as amended.

CARRIED

1133 2018 Council Calendar

Staff report dated November 14, 2017 recommending options for scheduling of Council Meetings in 2018.

1133.1

R/2017-564

It was moved and seconded

That Council meetings continue to follow the schedule established for the trial period of evening meetings and be adopted as the normal meeting dates and times going forward.

CARRIED

1133.2

R/2017-565

It was moved and seconded

That the Council Meeting schedule for 2018 be amended with the following revisions:

- All meetings scheduled for January 18, 2018 will be moved forward by one week to begin on March 9, 2018;
- The Council Workshop Meeting scheduled for March 20 will be rescheduled to March 26, 2018 with a start time of 6:00 p.m. and the Public Hearing scheduled for March 20, 2018 will be rescheduled to March 13, 2017 with a start time of 6:00 p.m.

And further

That the Council Meeting schedule attached to the staff report dated November 14, 2017 be adopted as amended.

CARRIED

1133.3

R/2017-566

It was moved and seconded

That the “Questions from the Public” period remain at end of Regular Council Meetings

DEFEATED

Mayor Read, Councillor Bell, Councillor Masse, Councillor Speirs - OPPOSED

1133.4

R/2017-567

It was moved and seconded

That one “Questions from the Public” Period be scheduled near the beginning and one “Questions from the Public” Period be scheduled at the end of Regular Council Meetings each with a 10 minute time limit and that Maple Ridge Council Procedure Bylaw No. 6472-2007 be amended to reflect this change.

DEFEATED

Mayor Read, Councillor Robson, Councillor Shymkiw - OPPOSED

1133.5

R/2017-568

It was moved and seconded

That the “Questions from the Public” Period be scheduled nearer the beginning of Regular Council Meetings, after delegations, and that Maple Ridge Council Procedure Bylaw No. 6472-2007 be amended to reflect this change.

CARRIED

Councillor Robson, Councillor Shymkiw - OPPOSED

Parks, Recreation & Culture

1151 Engagement Process for the Conceptual Design of a Future Indoor Pool

Staff report dated November 14, 2017 recommending that staff be directed to hire an architectural design firm to facilitate a public engagement process and update the conceptual design for a future indoor pool.

R/2017-569

It was moved and seconded

That staff be directed to hire an architectural design firm to facilitate a public engagement process and update the conceptual design for a future indoor pool.

CARRIED

Administration – Nil

Other Committee Issues – Nil

1200 ***STAFF REPORTS*** – Nil

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

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

Note: Item 1500 Questions From the Public was dealt with prior to Item 1110

1500 ***QUESTIONS FROM THE PUBLIC*** – Nil

1600 ***ADJOURNMENT*** – 10:10 p.m.

N. Read, Mayor

Certified Correct

L. Darcus, Corporate Officer

City of Maple Ridge

SPECIAL COUNCIL MEETING MINUTES

November 28, 2017

The Minutes of the Special City Council Meeting held on November 28, 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 G. Robson

Councillor Speirs

Appointed Staff

P. Gill, Chief Administrative Officer

F. Quinn, General Manager of Public Works and
Development Services

L. Darcus, Manager of Legislative Services

ABSENT

Councillor Shymkiw

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/2017-573

It was moved and seconded

That the agenda for the November 28, 2017 Special Council Meeting be approved.

CARRIED

3.0 *NOTICE OF CLOSED COUNCIL MEETING*

R/2017-574

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)(a) Personal information about an identifiable individual who holds or is being considered for a position on a Board as appointed by the municipality.
- 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.

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* – 6:01 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**

November 28, 2017
Mayor's Office

CIRCULATED TO:

Nicole Read, Mayor
Chair

Paul Gill, Chief Administrative Officer
Member

Catherine Schmidt, Recording Secretary

1. 2016-061-SD

LEGAL: Lot 2 Section 19 Township 15 New Westminster District
Plan LMP17142

LOCATION: 12303 270 Street

OWNER: Geoffrey and Christine Fox

REQUIRED AGREEMENTS: Enhancement and Replanting Agreement

THAT THE MAYOR AND CORPORATE OFFICER BE AUTHORIZED TO SIGN AND SEAL THE PRECEDING DOCUMENT AS IT RELATES TO 2016-061-SD.

CARRIED

2. 16-117308 BG

LEGAL: Lot 7 Section 7 Township 15 New Westminster District
Plan BCP30950

LOCATION: 26980 108 Avenue

OWNER: Michael and Lee-Ann Devereux

REQUIRED AGREEMENTS: Secondary Suite Covenant

THAT THE MAYOR AND CORPORATE OFFICER BE AUTHORIZED TO SIGN AND SEAL THE PRECEDING DOCUMENT AS IT RELATES TO 16-117-308 BG.

CARRIED

3. 2015-113073 BG

LEGAL: Lot 2 Section 11 Township 12 New Westminster District
Plan BCP33200

LOCATION: 24913 108 Avenue

OWNER: Richard and Wendy Chamberlain

REQUIRED AGREEMENTS: Secondary Suite Covenant

THAT THE MAYOR AND CORPORATE OFFICER BE AUTHORIZED TO SIGN AND SEAL THE PRECEDING DOCUMENT AS IT RELATES TO 2015-113073 BG.

CARRIED

4. 17-118234 BG

LEGAL: Lot 39 District Lot 245 New Westminster District
Plan 20197

LOCATION: 21571 Stonehouse Avenue

OWNER: XUP Development Inc.

REQUIRED AGREEMENTS: Secondary Suite Covenant
Stormwater Management Covenant

THAT THE MAYOR AND CORPORATE OFFICER BE AUTHORIZED TO SIGN AND SEAL THE PRECEDING DOCUMENTS AS THEY RELATE TO 17-118234 BG.

CARRIED

5. 17-121021 BG

LEGAL: Lot 4 Section 19 Township 15 New Westminster District
Plan BCP51086


LOCATION: 26497 121 Avenue

OWNER: Kevin and Brenda Collins

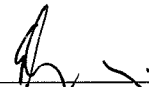
REQUIRED AGREEMENTS: Secondary Suite Covenant

THAT THE MAYOR AND CORPORATE OFFICER BE AUTHORIZED TO SIGN AND SEAL THE PRECEDING DOCUMENT AS IT RELATES TO 17-121021 BG.

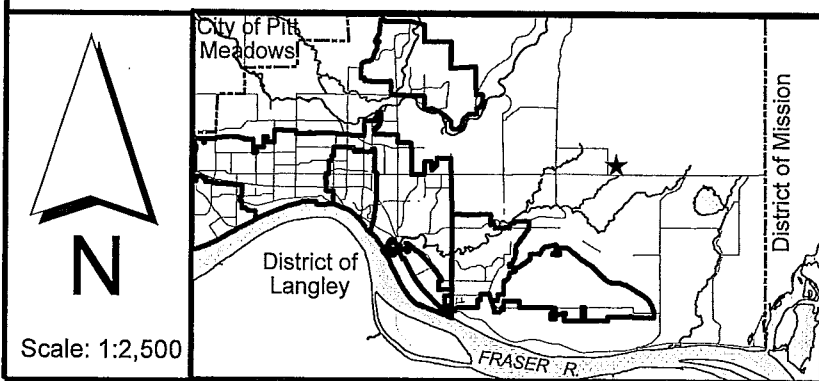
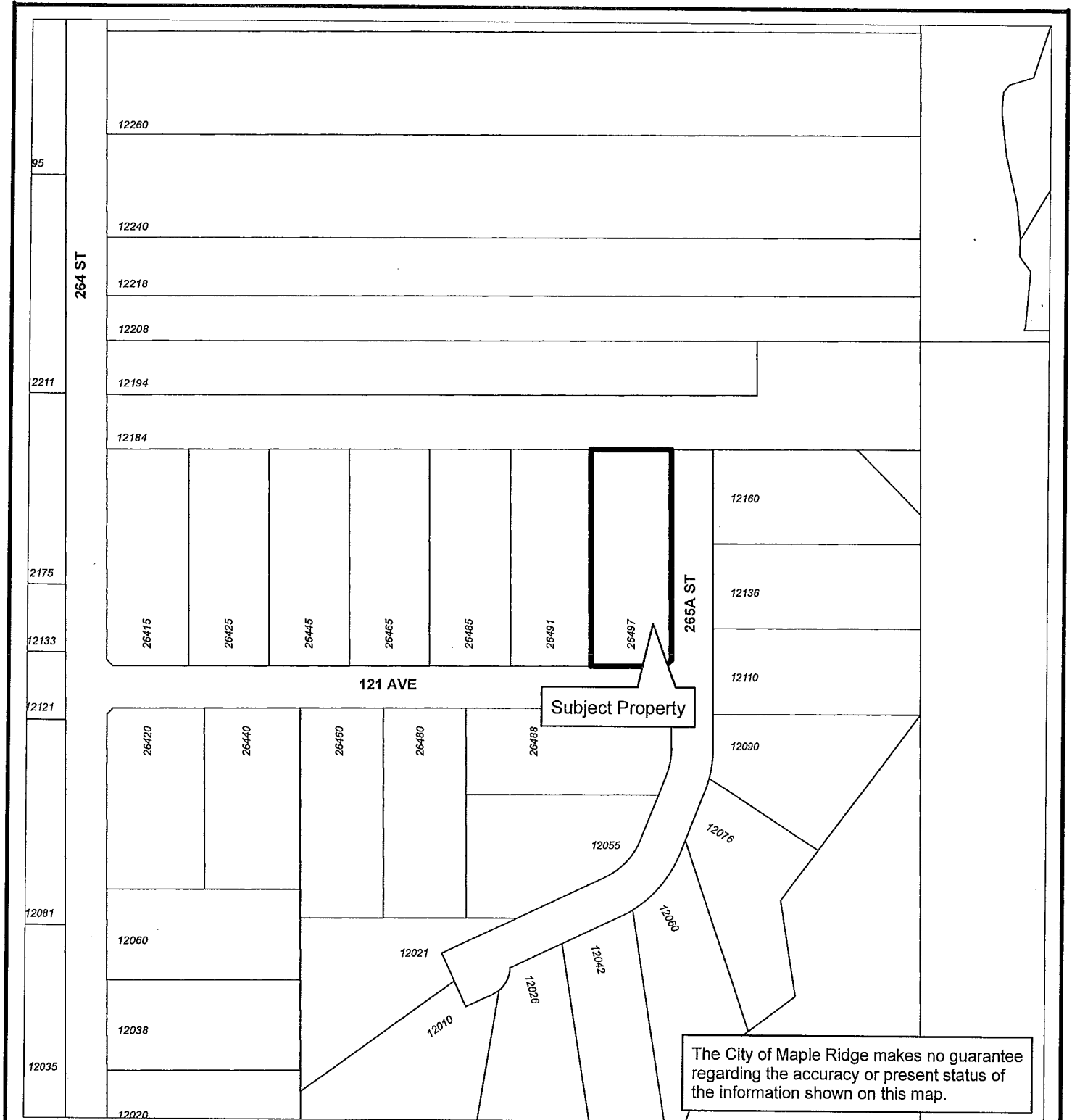
CARRIED



Nicole Read, Mayor
Chair



Paul Gill, Chief Administrative Officer
Member



26497 121 Ave

ENGINEERING DEPARTMENT

MAPLE RIDGE

British Columbia

mapleridge.ca

FILE: Untitled
DATE: Nov 27, 2017

BY: MC

701.2 Minutes of Meetings of Committees and Commissions of Council

City of Maple Ridge
AGRICULTURAL ADVISORY COMMITTEE
REGULAR MEETING

The Minutes of the Regular Meeting of the Agricultural Advisory Committee, held in the Blaney Room,
at Maple Ridge Municipal Hall on Thursday, October 26, 2017 at 7:00 pm.

COMMITTEE MEMBERS PRESENT

Al Kozak	Agricultural Sector
Candace Gordon	Haney Farmers Market Society
Ian Brooks	Member at Large
Margaret Daskis, Chair	Member at Large
Stephanie James, Vice-Chair	Equestrian Agricultural Sector
Bill Hardy	Member at Large
Chris Zabek	Regional Agrologist, Ministry of Agriculture & Lands
Councillor Speirs	City of Maple Ridge
Lorraine Bates	Agricultural Fair Board

GUESTS/DELEGATIONS

STAFF MEMBERS PRESENT

Amanda Grochowich	Staff Liaison / Planning Department
Renee Moffatt	Committee Clerk

REGRETS/ABSENTS

Kamelli Mark	Agricultural Land Commission
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1. CALL TO ORDER

There being a quorum present the Chair called the meeting to order at 7:06pm.

2. AGENDA ADOPTION

R17-014

It was moved and seconded

That the Agenda dated October 26, 2017 be adopted

CARRIED

3. MINUTES APPROVAL

R17-015

It was moved and seconded

That the Minutes dated September 28, 2017 be approved

CARRIED

4. DELEGATIONS

5. NEW & UNFINISHED BUSINESS

5.1 Metro Vancouver AAC Update

The Chair reported on the October 6, 2017 meeting. The Chair discussed the Abbotsfords AgRefresh program and having someone come in the new year to speak to the committee.

5.2 Business Planning

The Staff Liaison informed the committee that the final Business Plan was submitted October 14, 2017. The Staff Liaison discussed the funding available for 2018.

5.3 Agricultural Development Permit Area and Zoning Setbacks Update & Discussion

The Staff Liaison informed the committee of updates on the two presentations from last the meeting and that they are anticipated to go before Council in early 2018, Committee Members provided comments and questions on the two topics (presented at the September meeting).

5.4 Membership Recruitment

The Committee Clerk reminded the committee that the AAC is looking for new members for a 2018-2019 term.

5.5 Intersections Event Announcement

The Staff Liaison reminded the committee about the November 6, 2017 Intersections event and encouraged all committee members to attend. Councillor Speirs reported on the previous event's success.

6. SUBCOMMITTEE REPORTS

6.1 Golden Harvest Subcommittee

The Staff Liaison reported on the Golden Harvest event on October 13, 2017. The event was a success with a huge turnout. Planning for next year will start in spring of 2018.

6.2 Education Subcommittee

Nothing to report at this time.

6.3 True North Fraser Subcommittee

Nothing to report at this time.

6.4 Food Distribution Subcommittee

Al Kozak provided an update on the status of the Food Hub project. Mr. Kozak discussed some of the challenges that the farmers and food hub may encounter moving forward..

7. CORRESPONDENCE

Nil

8. ROUNDTABLE

Candace Gordon took facilitation training and will be qualified to offer food skills for low income families. Ms. Gordon discussed her trip to Ontario.

Al Kozak shared his concerns with realtors calling and wanting to buy farm land. Mr. Kozak discussed the issues with foreign investors buying land for developing purposes..

Chris Zabek commented on the City of Abbotsford's AgRefresh program.

Ian Brooks expressed his concerns with senior farmers and how they are unable to maintain them.

Lorraine Bates discussed how the Food Bank is looking for farmers to take their perishables as they are unable to use them.

Bill Hardy discussed his trips to Toronto and Taiwan where he toured horticulture producers. Mr. Hardy reported on the different gardens and flowers he saw on his trip.

Stephanie James expressed her concerns with realtors calling and wanting her to sell her farm and the ongoing challenges of maintain the farm and way of life.

Councillor Speirs reported on the resolution passed at UBCM eliminating elasticized stickers on fruits and vegetables.


Margaret Daskis informed the committee about the UBC Sociology Department program, which brings people daily from the downtown East Side to help garden at UBC farm.

9. QUESTION PERIOD

Andrew Pozsar commented on the presentations at the last AAC meeting. Mr. Pozsar brought material on the Sheep and Goat seminar for the committee. The resource was left with the Staff Liaison

Christian Cowley, CEED Centre commented on the development permit and the green houses and different setbacks. Mr. Cowley also discussed/mentioned potential speakers for future educational events.

10. ADJOURNMENT – 9:12pm



Chair

/rm

1000 Bylaws

**CITY OF MAPLE RIDGE
BYLAW NO. 7403-2017**

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. 7403-2017”.
2. Maple Ridge Zoning Bylaw No. 3510-1985 is hereby amended as follows:

802 GENERAL INDUSTRIAL M-2, Section 1) PRINCIPAL USES be amended by adding the following new clause at the end of this section:

 - i) Off Street parking use shall be permitted at 23782 and 23810 River Road (Lot 2, D.L. 405, Plan NWP7324 and Lot 3, D.L. 405, Plan NWP7324).
3. Maple Ridge Zoning Bylaw No. 3510-1985 as amended is hereby amended accordingly.

READ a first time the 14th day of November, 2017.

READ a second time the 14th day of November, 2017.

PUBLIC HEARING held the 5th day of December, 2017.

READ a third time the day of , 2017.

ADOPTED the day of , 2017.

PRESIDING MEMBER

CORPORATE OFFICER

**CITY OF MAPLE RIDGE
BYLAW NO. 7172-2015**

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" 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. 7172-2015."
2. Schedule "A", Chapter 10.3, Part VI, A – Silver Valley, Figure 2 - Land Use Plan, and Figure 3C - River Hamlet,

is hereby amended for the parcel or tract of land and premises known and described as:

Lot 4 South East Quarter Section 28 Township 12 New Westminster District Plan 2637

and outlined on Map No. 916, a copy of which is attached hereto and forms part of this bylaw, is hereby designated as shown.

3. Schedule "A", Chapter 10.3, Part VI, A – Silver Valley, Figure 4 – Trails / Open Space is hereby amended for the parcel or tract of land and premises known and described as:

Lot 4 South East Quarter Section 28 Township 12 New Westminster District Plan 2637

and outlined on Map No. 964, a copy of which is attached hereto and forms part of this bylaw, is hereby designated as shown.

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

READ a first time the 14th day of November, 2017.

READ a second time the 14th day of November, 2017.

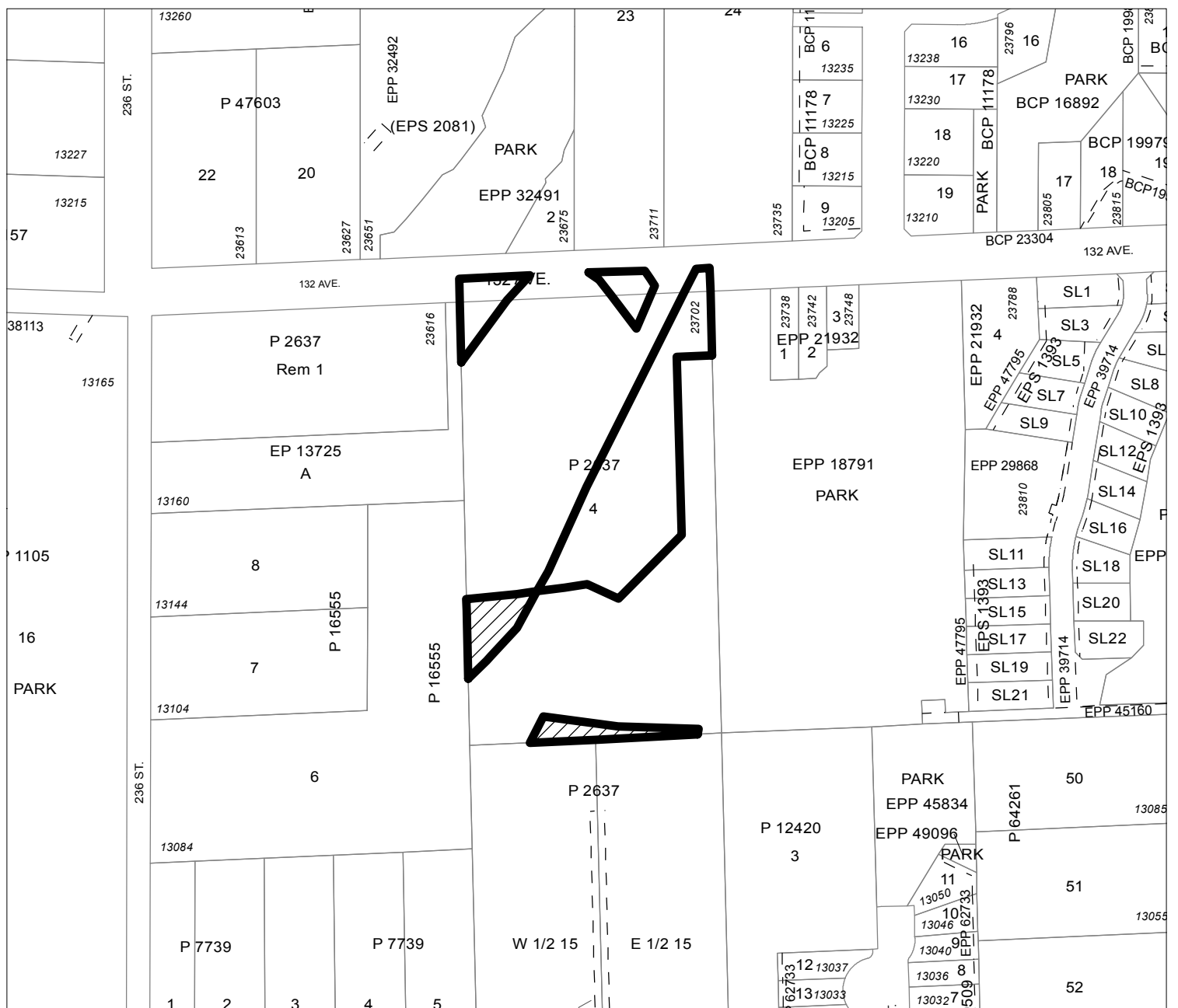
PUBLIC HEARING held the 5th day of December, 2017.

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. 7172-2015

Map No. 916

Purpose: To Amend Silver Valley Area Plan Figure 2 and Figure 3C

From: Conservation, Open Space

To: Low Density Residential, and Med/High Density Residential

To:  Low Density Residential

 Conservation



SCALE 1:2,500

SCALE 1:2,500

CITY OF MAPLE RIDGE

BYLAW NO. 7173-2015

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. 7173-2015."

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

Lot 4 South East Quarter Section 28 Township 12 New Westminster District
Plan 2637

and outlined in heavy black line on Map No. 1645 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 26th day of April, 2016.

READ a second time the 14th day of November, 2017.

PUBLIC HEARING held the 5th day of December, 2017.

READ a third time the day of , 20

ADOPTED, the day of , 20

PRESIDING MEMBER

CORPORATE OFFICER

CITY OF MAPLE RIDGE

BYLAW NO. 7397-2017

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. 7397-2017.

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

Lot: 20, Section: 22, Township: 12, Plan: NWP25968

and outlined in heavy black line on Map No. 960 a copy of which is attached hereto and forms part of this Bylaw, is hereby amended to include the land within the Urban Area Boundary; and

and outlined in heavy black line on Map No. 961, a copy of which is attached hereto and forms part of this Bylaw, is hereby designated/amended as shown.

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

READ a first time the 14th day of November, 2017.

READ a second time the 14th day of November, 2017.

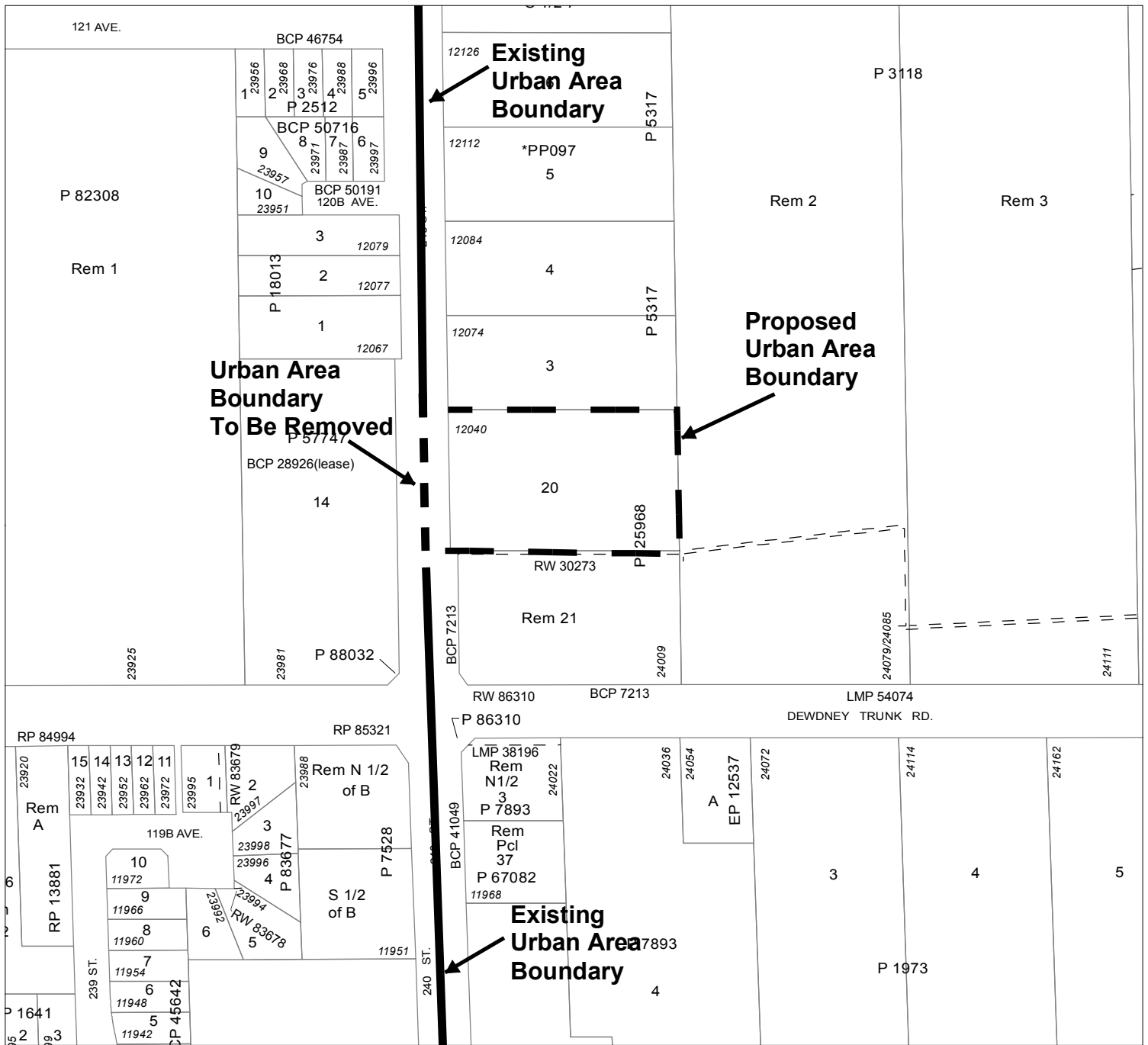
PUBLIC HEARING held the 5th day of December, 2017.

READ a third time the day of , 20

ADOPTED the day of , 20 .

PRESIDING MEMBER

CORPORATE OFFICER



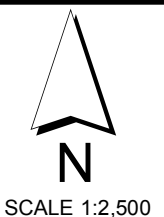
MAPLE RIDGE OFFICIAL COMMUNITY PLAN AMENDING

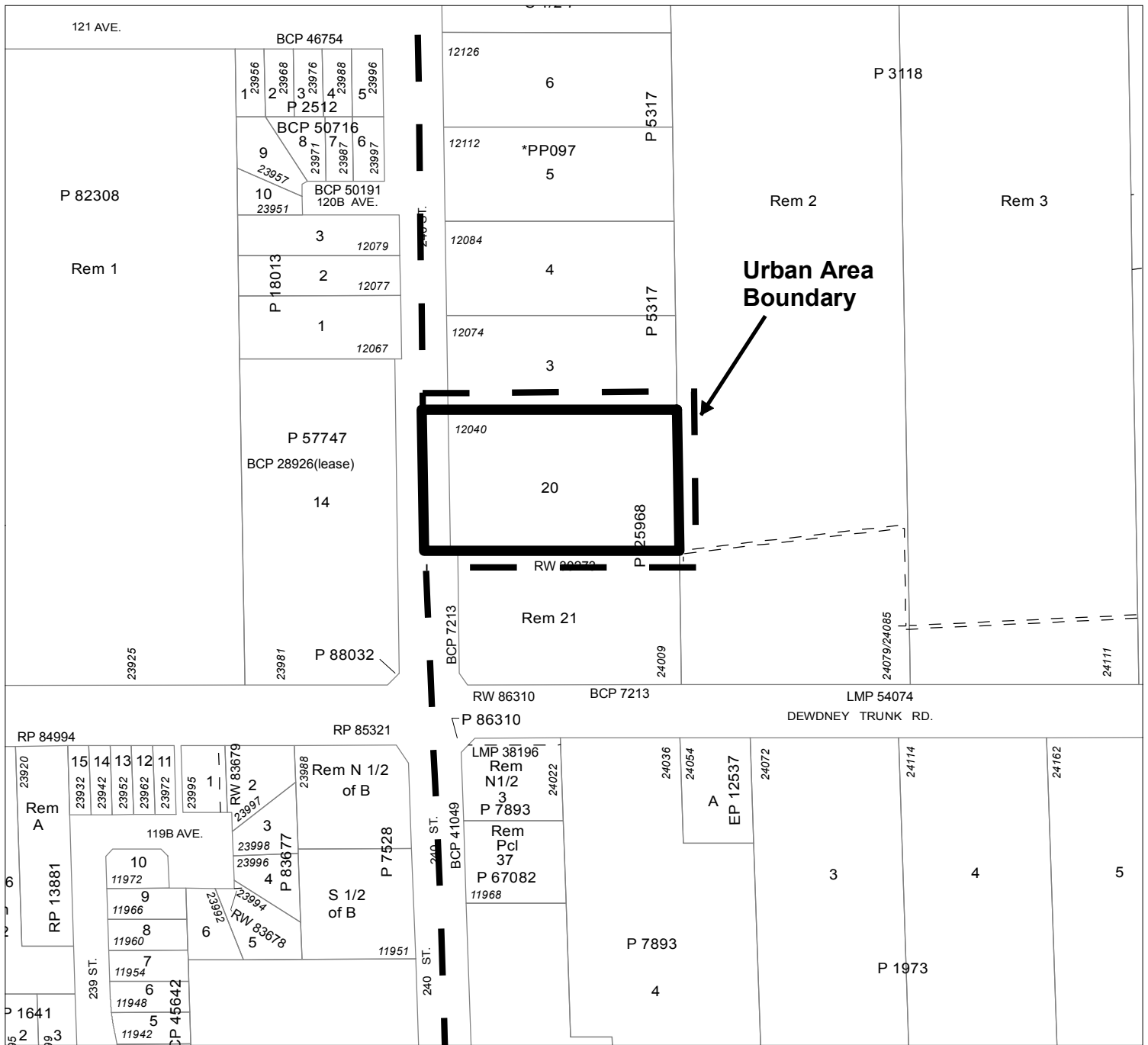
Bylaw No. 7397-2017

Map No. 960

Purpose: To Amend the Urban Area Boundary as Shown

— Existing - - - Proposed - - - Remove





MAPLE RIDGE OFFICIAL COMMUNITY PLAN AMENDING

Bylaw No. 7397-2017
 Map No. 961
 From: Estate Suburban Residential
 To: Commercial



--- Urban Area Boundary



SCALE 1:2,500

CITY OF MAPLE RIDGE

BYLAW NO. 7089-2014

**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. 7089-2014."
2. That parcel or tract of land and premises known and described as:

Lot 20 Section 22 Township 12 New Westminster District Plan 25968

and outlined in heavy black line on Map No. 1619, 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 10th day of June, 2014

READ a second time the 14th day of November, 2017.

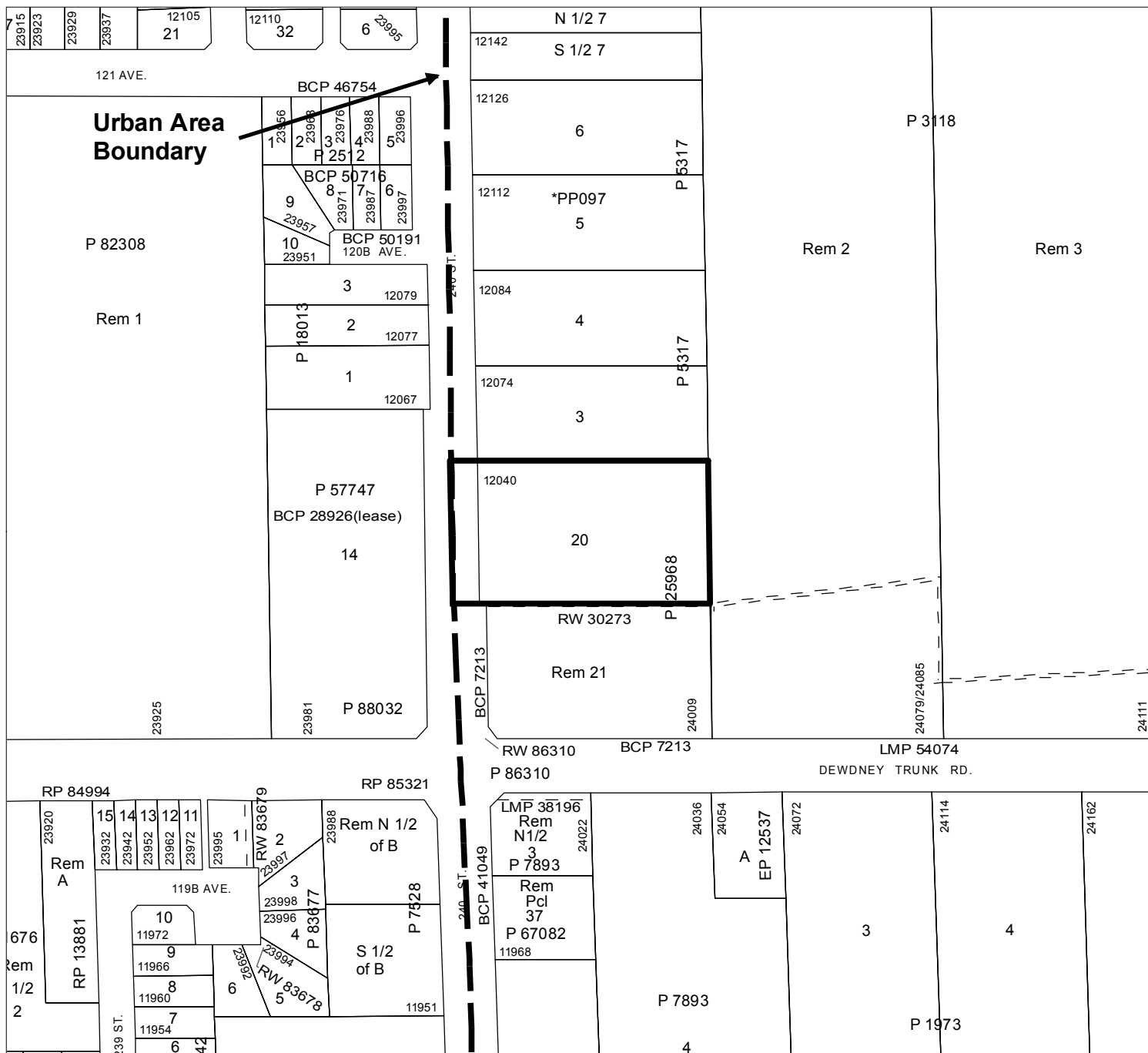
PUBLIC HEARING held the 5th day of December, 2017.

READ a third time the day of , 20

ADOPTED the day of , 20

PRESIDING MEMBER

CORPORATE OFFICER



MAPLE RIDGE ZONE AMENDING

Bylaw No. 7089-2014

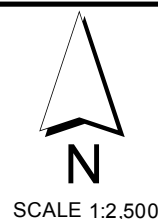
Map No. 1619

From: RS-3 (One Family Rural Residential)

To: C-2 (Community Commercial)



— — Urban Area Boundary



City of Maple Ridge

TO: Her Worship Mayor Nicole Read
and Members of Council
FROM: Chief Administrative Officer
SUBJECT: **Final Reading**
Official Community Plan Amending Bylaw No. 7222-2016
Zone Amending Bylaw No. 7138-2015
12874 Mill Street

MEETING DATE: December 5, 2017
FILE NO: 2014-108-RZ
MEETING: Council

EXECUTIVE SUMMARY:

Zone Amending Bylaw No. 7138-2015 for the subject property, located at 12874 Mill Street, has been considered by Council and at Public Hearing and subsequently was granted third reading. The applicant has requested that final reading be granted. The purpose of the rezoning is to permit the subdivision into six R-1 (Residential District) lots not less than 371 m².

Council granted first reading for Zone Amending Bylaw No. 7138-2015 on March 24, 2015. Council granted first and second reading for Official Community Plan Amending Bylaw No. 7222-2016 on May 24, 2016, and second reading for Zone Amending Bylaw No. 7138-2015 on May 24, 2016. This application was presented at Public Hearing on June 21, 2016, and Council granted third reading on June 28, 2016.

Pursuant with Council direction, the application is subject to the Community Amenity Contribution (CAC) program at a rate of \$5,100 per lot.

RECOMMENDATION:

That Official Community Plan Amending Bylaw No. 7222-2016 be adopted; and

That Zone Amending Bylaw No. 7138-2015 be adopted.

DISCUSSION:

a) Background Context:

Council considered this rezoning application at a Public Hearing held on June 21, 2016 and subsequently granted third reading to Zone Amending Bylaw No. 7138-2015 on June 28, 2016 with the stipulation that the following conditions be addressed:

- i) Registration of a Rezoning Servicing Agreement as a Restrictive Covenant and receipt of the deposit of a security, as outlined in the Agreement;
- ii) Amendment to Official Community Plan Schedule "A", Chapter 10.3, Part VI, A – Silver Valley, Figure 2 - Land Use Plan, Figure 3D - Horse Hamlet, and Figure 4 - Trails / Open Space.

- iii) Road dedication on Mill Street as required;
- iv) Park dedication as required;
- v) Registration of a Restrictive Covenant for the geotechnical report, which addresses the suitability of the subject property for the proposed development;
- vi) Registration of a Restrictive Covenant to prohibit basements due to the high water table;
- vii) Removal of existing buildings;
- viii) A Professional Engineer's certification that adequate water quantity for domestic and fire protection purposes can be provided;
- ix) In addition to the site profile, a disclosure statement must be submitted by a Professional Engineer advising whether there is any evidence of underground fuel storage tanks on the subject property. If so, a Stage 1 Site Investigation Report is required to ensure that the subject property is not a contaminated site; and
- x) That a voluntary Community Amenity Contribution (CAC) be provided in keeping with the direction given by Council with regard to amenities.

The following applies to the above:

- i) Registration of a Rezoning Servicing Agreement is no longer a requirement. All deficient services will be a condition of subdivision approval through a Subdivision Servicing Agreement;
- ii) Schedules and figures will be amended upon adoption of the relevant Bylaws;
- iii) Road dedication was provided as part of rezoning conditions for the property directly north, located at 12933 Mill Street, file 2012-057-RZ;
- iv) Park dedication was provided as part of rezoning conditions for the property directly north, located at 12933 Mill Street, file 2012-057-RZ;
- v) Registration of a Restrictive Covenant for the geotechnical report was provided for the subject property as part of rezoning conditions for the property directly north, located at 12933 Mill Street, file 2012-057-RZ; however, the report has since been revised and a new Restrictive Covenant will be registered as part of subdivision approval;
- vi) Registration of a Restrictive Covenant to prohibit basements is no longer a requirement based on a revised geotechnical report and revised servicing plans;
- vii) A bond of \$10,000 has been provided by the applicant to the City for removal of the existing house on the subject property, which will be a condition of subdivision approval;
- viii) A Professional Engineer's certification that adequate water quantity for domestic and fire protection purposes has been provided;

- ix) In addition to the site profile, a disclosure statement has been submitted by a Professional Engineer advising that there is not any evidence of underground fuel storage tanks on the subject property; and
- x) A Community Amenity Contribution, in the amount of \$30,600, has been provided in keeping with the direction given by Council with regard to amenities.

b) Additional Information:

The subject property is dependent on the property to the north for access and servicing. This adjacent northern property, located at 12933 Mill Street, has already been rezoned to R-1 (Residential District) and R-2 (Urban Residential District). The properties share the same owner and it is the intention to coordinate the development of the two properties at the subdivision stage.

CONCLUSION:

As the applicant has met Council's conditions, it is recommended that final reading be given to Official Community Plan Amending Bylaw No. 7222-2016 and Zone Amending Bylaw No. 7138-2015.

"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"

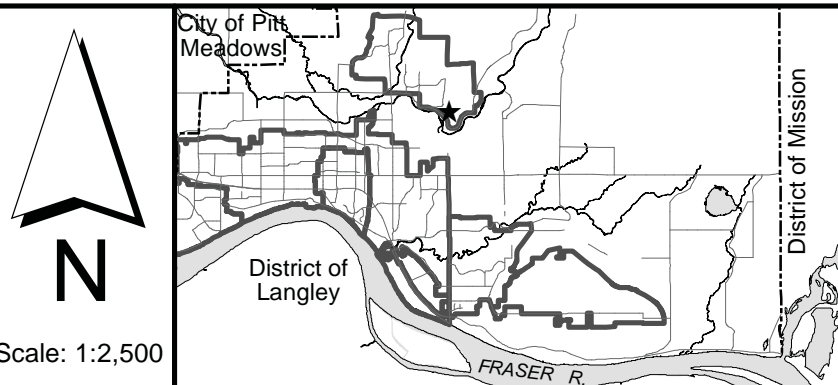
Approved by: Frank Quinn, MBA, P.Eng
GM: Public Works & Development Services

"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 – Official Community Plan Bylaw No.7222-2016
- Appendix C – Zone Amending Bylaw No. 7138-2015
- Appendix D – Proposed Subdivision Plan



12874 MILL Street

PLANNING DEPARTMENT

MAPLE RIDGE

British Columbia

mapleridge.ca

DATE: May 10, 2016

2014-108-RZ

BY: DT

CITY OF MAPLE RIDGE

BYLAW NO. 7222-2016

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. 7222-2016
2. Schedule "A" Chapter 10.3, Part VI, A – Silver Valley, Figure 2 - Land Use Plan and Figure 3D - Horse Hamlet are hereby amended for the parcel or tract of land and premises known and described as:

Lot 3 Section 27 Township 12 New Westminster District Plan 10713

and outlined in heavy black line on Map No. 917, a copy of which is attached hereto and forms part of this bylaw, is hereby designated as shown.

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

Lot 3 Section 27 Township 12 New Westminster District Plan 10713

and outlined in heavy black line on Map No. 925, a copy of which is attached hereto and forms part of this bylaw, is hereby designated as shown.

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

READ a first time the 24th day of May, 2016.

READ a second time the 24th day of May, 2016.

PUBLIC HEARING held the 21st day of June, 2016.

READ a third time the 28th day of June, 2016.

ADOPTED, the day of ,20 .

PRESIDING MEMBER

CORPORATE OFFICER



MAPLE RIDGE OFFICIAL COMMUNITY PLAN AMENDING

Bylaw No. 7222-2016

Map No. 917

Purpose: To Amend Silver Valley Area Plan Figure 2 and Figure 3D

From: Medium Density Residential and Conservation

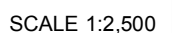
To:  Conservation  Medium Density Residential



--- Urban Area Boundary



SCALE 1:2,500



CITY OF MAPLE RIDGE

BYLAW NO. 7138-2015

**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. 7138-2015."

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

Lot 3 Section 27 Township 12 New Westminster District Plan 10713

and outlined in heavy black line on Map No. 1634 a copy of which is attached hereto and forms part of this Bylaw, is hereby rezoned to R-1 (Residential District).

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

READ a first time the 24th day of March, 2015.

READ a second time the 24th day of May, 2016.

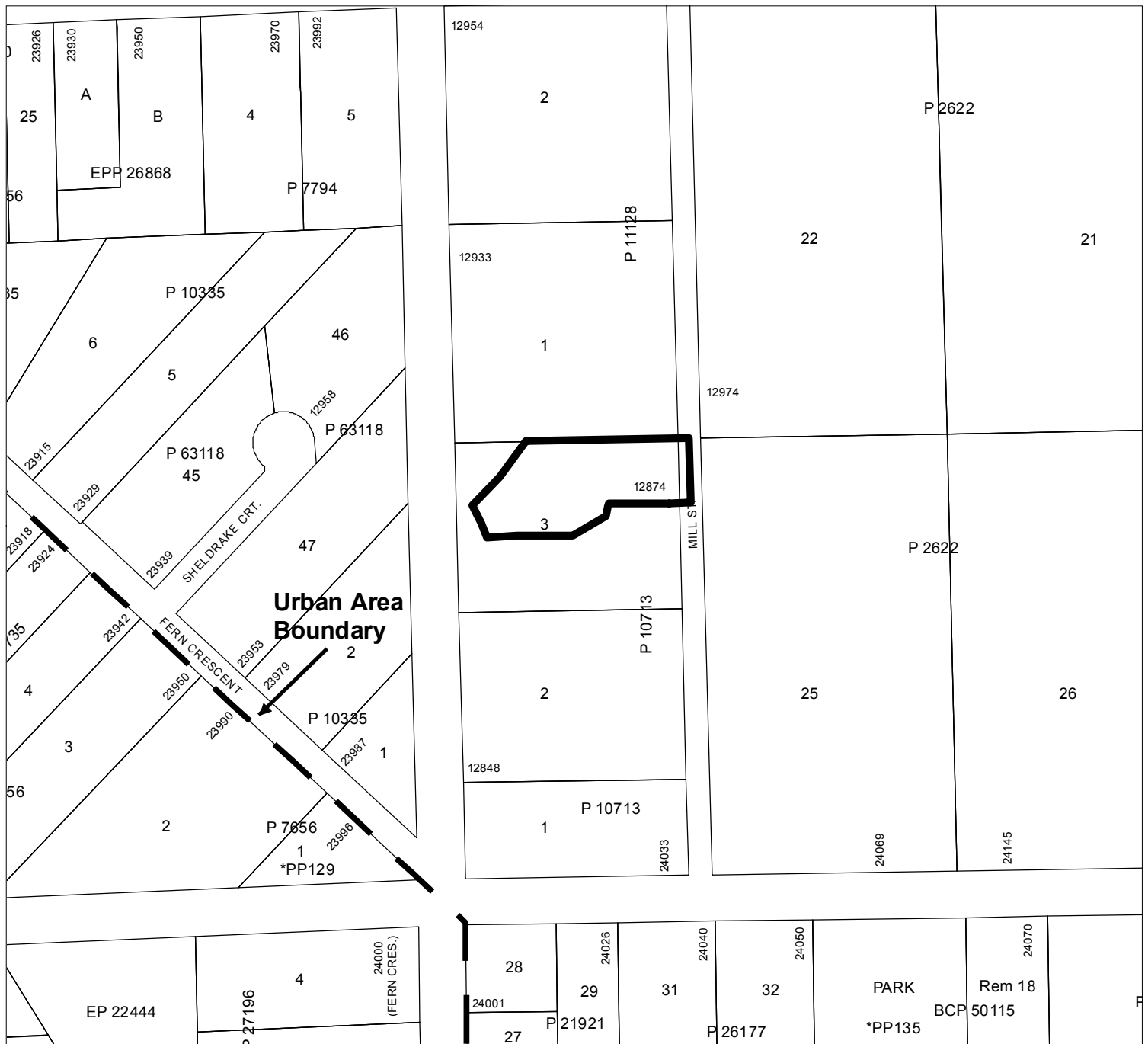
PUBLIC HEARING held the 21st day of June, 2016.

READ a third time the 28th day of June, 2016.

ADOPTED, the day of , 20

PRESIDING MEMBER

CORPORATE OFFICER



MAPLE RIDGE ZONE AMENDING

Bylaw No. 7138-2015

Map No. 1634

From: RS-3 (One Family Rural Residential)
RS-2 (One Family Suburban Residential)

To: R-1 (Residential District)



— — Urban Area Boundary



SCALE 1:2,500



This drawing and design is the property of D.K. BOWINS & ASSOCIATES Inc. and cannot be used, reused or reprinted without the written consent of said company.

1100 *Reports and Recommendations*

City of Maple Ridge

TO: Her Worship Mayor Nicole Read
FROM: and Members of Council
Chief Administrative Officer
SUBJECT: **First Reading**
Zone Amending Bylaw No. 7363-2017
22313 124 Avenue

MEETING DATE: December 5, 2017
FILE NO: 2017-256-RZ
MEETING: Council

EXECUTIVE SUMMARY:

An application has been received to rezone the subject property, located at 22313 124 Avenue, from RS-1b (One Family Urban (Medium Density) Residential) to R-1 (Residential District) to permit subdivision into approximately two lots. To proceed further with this application additional information is required as outlined below. This application is not subject to the Community Amenity Contribution Program because it is proposing fewer than three lots.

RECOMMENDATIONS:

That Zone Amending Bylaw No. 7363-2017 be given first reading; and

That the applicant provide further information as described on Schedule B of the Development Procedures Bylaw No. 5879–1999, along with the information required for a Subdivision application.

DISCUSSION:

a) Background Context:

Applicant:	Mandeep Samra
Legal Description:	Lot 3 Except: Part Dedicated Road on Plan LMP6917; District Lot 400 Group 1 New Westminster District Plan 75000
OCP:	
Existing:	Urban Residential
Zoning:	
Existing:	RS-1b (One Family Urban (Medium Density) Residential)
Proposed:	R-1 (Residential District)
Surrounding Uses:	
North:	Use: Single-Family Residential
	Zone: RS-1b (One Family Urban (Medium Density) Residential)
	Designation: Urban Residential

South:	Use:	Multi-Family Residential
	Zone:	RM-1 (Townhouse Residential); RM-4 (Multiple Family Residential District); RM-5 (Low Density Apartment Residential District)
	Designation:	Ground Oriented Multi-Family; Conservation
East:	Use:	Single-Family Residential
	Zone:	RS-1b (One Family Urban (Medium Density) Residential)
	Designation:	Urban Residential
West:	Use:	Single-Family Residential
	Zone:	RS-1b (One Family Urban (Medium Density) Residential)
	Designation:	Urban Residential
Existing Use of Property:		Single-Family Residential
Site Area:		917 m ² (0.23 acres)
Access:		223 Street
Servicing requirement:		Urban Standard

b) Site Characteristics:

The subject property is approximately 917 m² (0.23 acres) in size and is bound by single-family residential properties to the north, east, and west and multi-family residential to the south. The subject property is flat with no steep slopes or watercourses.

c) Project Description:

The applicant proposes to rezone the subject property from RS-1b (One Family Urban (Medium Density) Residential) to R-1 (Residential District) to permit future subdivision into approximately two single-family residential lots.

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 OCP designates the property *Urban Residential*, and development of the property is subject to the Major Corridor Residential Infill policies of the OCP. These policies require that development be compatible with the surrounding neighbourhood, with particular attention given to site design setbacks and lot configuration with the existing pattern of development in the area. The proposed rezoning to R-1 (Residential District) is in conformance with the *Urban Residential* designation and infill policies.

Zoning Bylaw:

The current application proposes to rezone the subject property located at 22313 124 Avenue from RS-1b (One Family Urban (Medium Density) Residential) to R-1 (Residential District) to permit

subdivision into approximately two single-family residential lots. The minimum lot size for the current RS-1b (One Family Urban (Medium Density) Residential) zone is 557 m², and the minimum lot size for the proposed R-1 (Residential District) zone is 371 m². Any variations from the requirements of the proposed zone will require a Development Variance Permit application.

Advisory Design Panel:

A Form and Character Development Permit is not required because this is a single-family project, therefore this application does not need to be reviewed by the Advisory Design Panel.

Development Information Meeting:

A Development Information Meeting is not required for this application because it is in compliance with the OCP and is proposing less than five dwelling units.

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) School District;
- g) Utility companies; 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 B);
2. 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 OCP, therefore, it is recommended that Council grant first reading subject to additional information being provided and assessed prior to second reading.

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 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

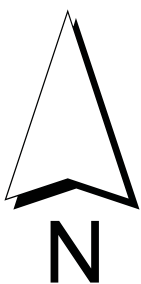
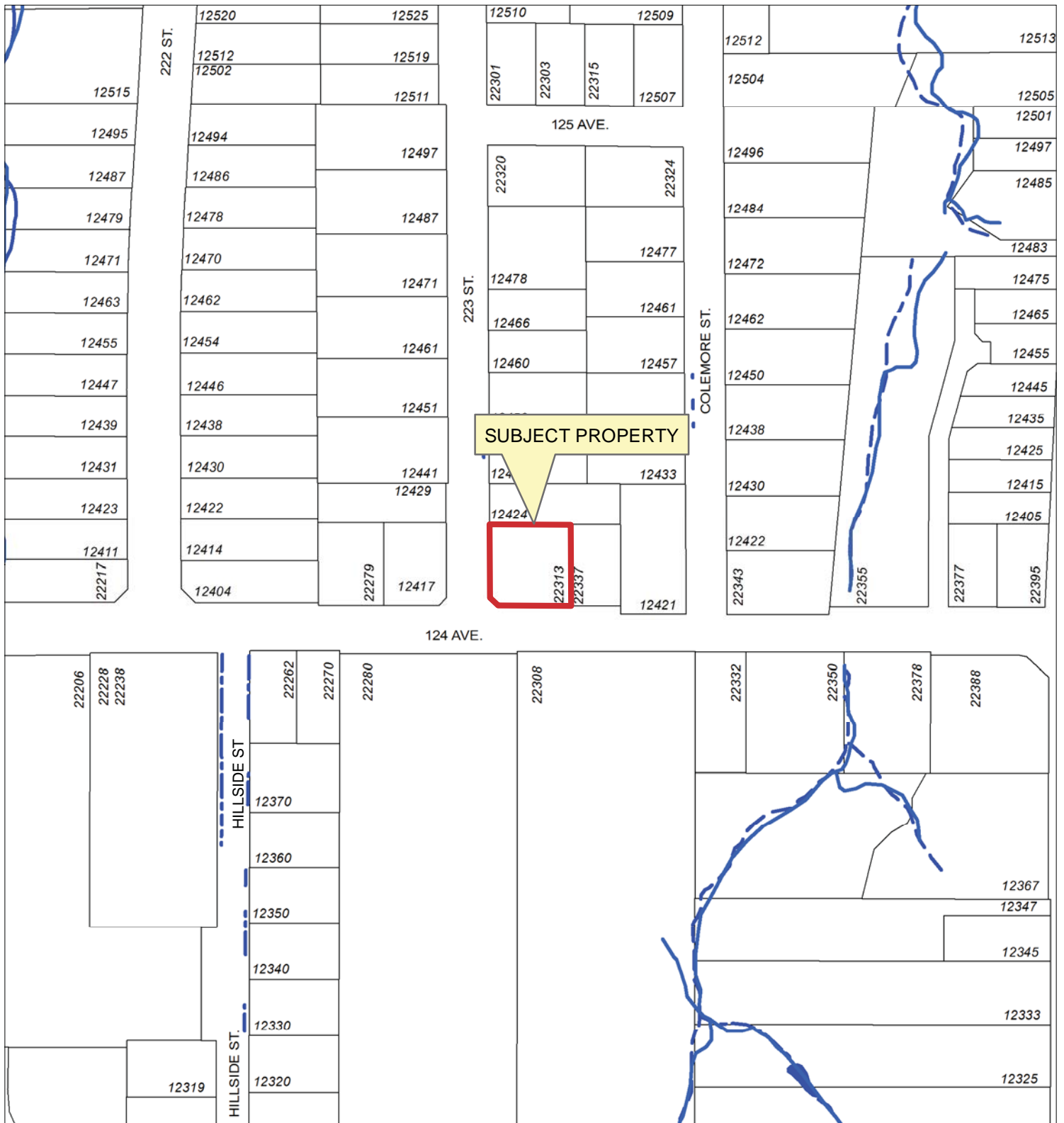
"Original signed by Paul Gill"

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. 7363-2017
Appendix D – Proposed Site Plan

APPENDIX A



Scale: 1:2,000

Legend

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

22313 124 AVENUE

PLANNING DEPARTMENT



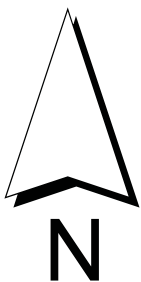
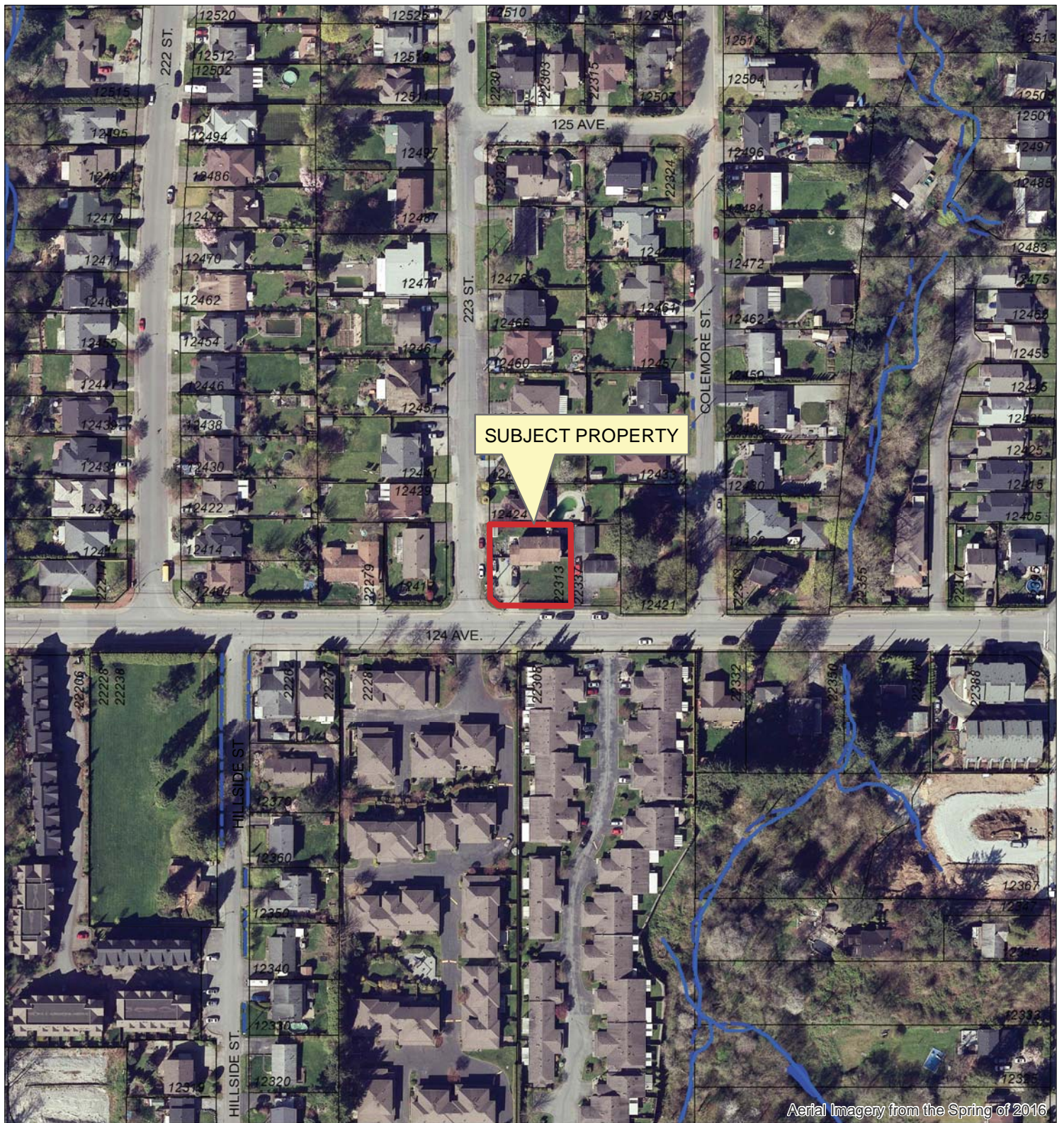
MAPLE RIDGE
British Columbia

mapleridge.ca

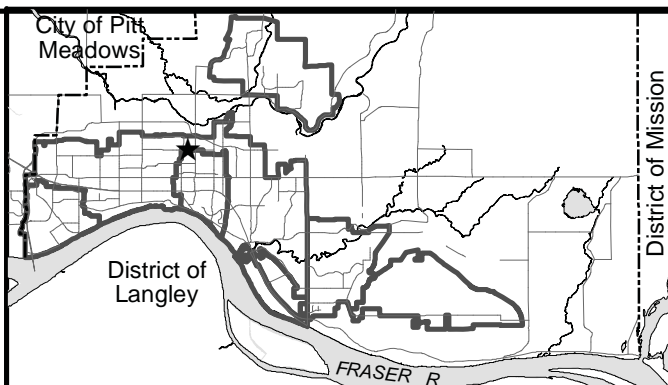
FILE: 2017-256-RZ
DATE: Nov 21, 2017

BY: PC

APPENDIX B



Scale: 1:2,000



22313 124 AVENUE

PLANNING DEPARTMENT



MAPLE RIDGE

British Columbia

mapleridge.ca

FILE: 2017-256-RZ
DATE: Nov 21, 2017

BY: PC

APPENDIX C

CITY OF MAPLE RIDGE

BYLAW NO. 7363-2017

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. 7363-2017."
2. That parcel or tract of land and premises known and described as:

Lot 3 Except: Part Dedicated Road on Plan LMP6917; District Lot 400 Group 1 New Westminster District Plan 75000

and outlined in heavy black line on Map No. 1724 a copy of which is attached hereto and forms part of this Bylaw, is hereby rezoned to R-1 (Residential District).

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

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

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

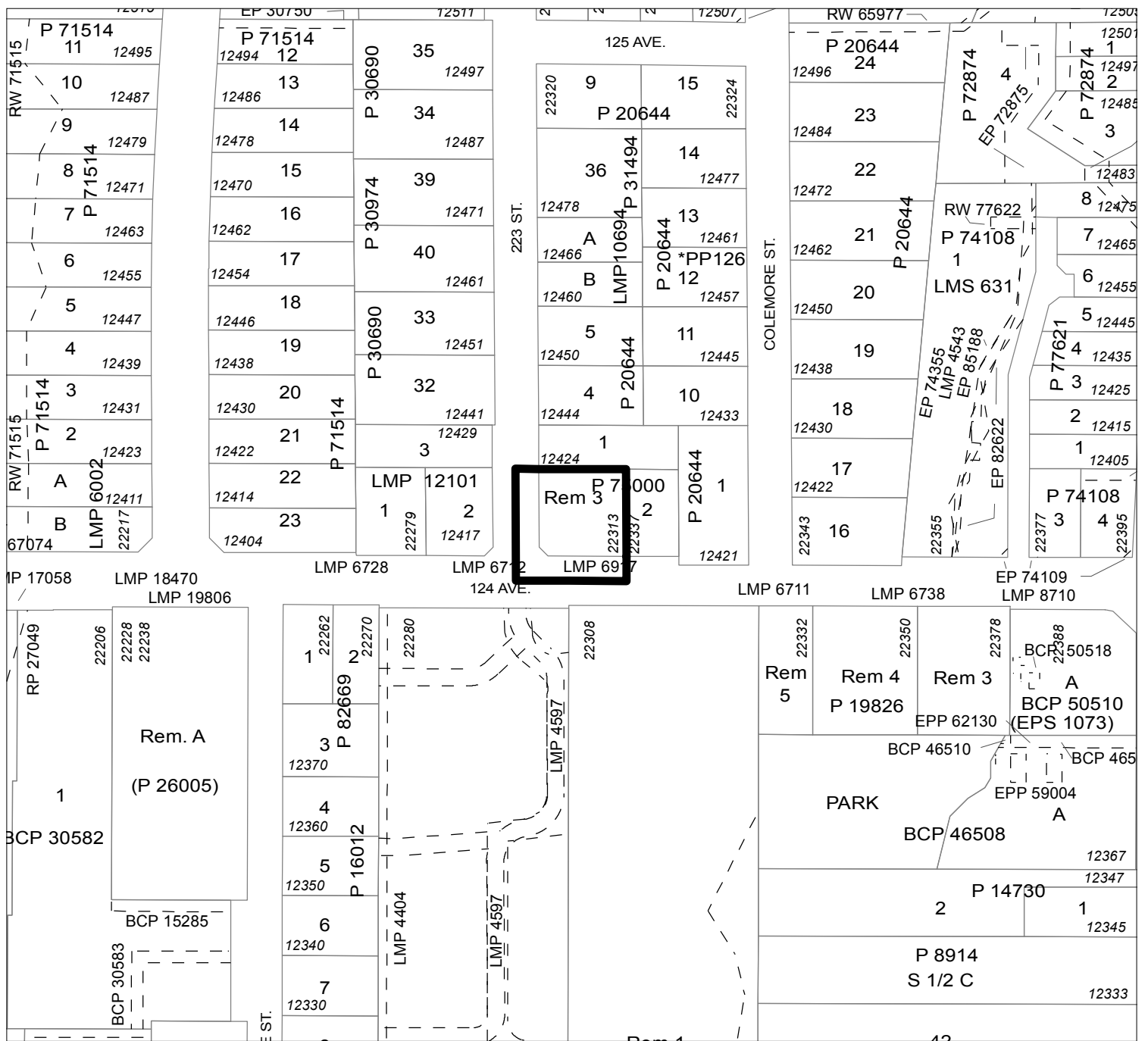
PUBLIC HEARING held the day of , 20

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

ADOPTED, the day of , 20

PRESIDING MEMBER

CORPORATE OFFICER



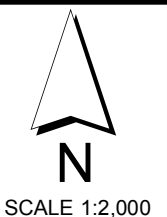
MAPLE RIDGE ZONE AMENDING

Bylaw No. 7363-2017

Map No. 1724

From: RS-1b (One Family Urban (Medium Density) Residential)

To: R-1 (Residential District)



Proposed Lot 1
Area: 436.6 Sq. m
Area: 4700 Sq. ft

Proposed Lot 2
Area: 482.0 Sq. m
Area: 5188 Sq. ft

Rem 3

Client:
MANDEEP SAMRA & RAMANDEEP
DASANJH SAMRA & KALAPREET GILL

Drawing Title:
Proposed Subdivision Plan Of Lot 3 Except
Lot 3 Except: Part Dedicated Road On
Plan LMP6917 DL 400 G. 1 NWD Plan 75000

Project:
22313 124th Avenue
Maple Ridge, BC

Terra Pacific
Land Surveying Ltd
22371 St. Anne Avenue, Maple Ridge, BC
Phone: 604-463-2509 Fax: 604-463-4501

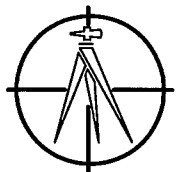
Current Zoning RS-1b
Proposed Zoning R-1

SCALE 1 : 250

File: MR17-895_PROPOSED_SUB

Certified Correct
This 9th Day Of November, 2017

Mike Bernemann, BCLS



Terra Pacific

Land Surveying Ltd

22371 St. Anne Avenue, Maple Ridge, BC
Phone: 604-463-2509 Fax: 604-463-4501

Project:

22313 124th Avenue
Maple Ridge, BC

City of Maple Ridge

TO:	Her Worship Mayor Nicole Read and Members of Council	MEETING DATE:	December 5, 2017
FROM:	Chief Administrative Officer	FILE NO:	2017-185-RZ
		MEETING:	Council
SUBJECT:	First Reading Zone Amending Bylaw No. 7362-2017 11143 Princess Street		

EXECUTIVE SUMMARY:

An application has been received to rezone the subject property, located at 11143 Princess Street, from RS-1 (One Family Urban Residential) to R-1 (Residential District) to permit future subdivision into approximately two lots. To proceed further with this application additional information is required as outlined below. This application is not subject to the Community Amenity Contribution Program because it is proposing fewer than three lots.

RECOMMENDATIONS:

That Zone Amending Bylaw No. 7362-2017 be given first reading; and

That the applicant provide further information as described on Schedule B of the Development Procedures Bylaw No. 5879–1999, and a Subdivision application.

DISCUSSION:

a) Background Context:

Applicant:	Eun Hong		
Legal Description:	Lot 1104 District Lots 279 and 281 Group 1 New Westminster District Plan 46939		
OCP:			
Existing:	Single-Family & Compact Residential		
Zoning:			
Existing:	RS-1 (One Family Urban Residential)		
Proposed:	R-1 (Residential District)		
Surrounding Uses:			
North:	Use:	Residential	
	Zone:	RS-1 (One Family Urban Residential)	
	Designation:	Single-Family & Compact Residential	
South:	Use:	Residential	
	Zone:	RS-1 (One Family Urban Residential)	
	Designation:	Single-Family & Compact Residential	

East:	Use:	Residential
	Zone:	RS-1 (One Family Urban Residential)
	Designation:	Single-Family & Compact Residential
West:	Use:	Residential
	Zone:	RS-1 (One Family Urban Residential)
	Designation:	Single-Family & Compact Residential
Existing Use of Property:		
Proposed Use of Property:		Single-Family Residential
Site Area:		1,000 m ² (0.25 acres)
Access:		Ditton Street and Princess Street
Servicing requirement:		Urban Standard

b) Site Characteristics:

The subject property is approximately 1,000 m² (0.25 acres) in size and is bound by single-family residential properties to the north, east, south and west. There are trees located along the Ditton Street frontage, and some hedging along the Princess Street frontage. The subject property is flat with no steep slopes or watercourses.

c) Project Description:

The applicant proposes to rezone the subject property from RS-1 (One Family Urban Residential) to R-1 (Residential District) to permit future subdivision into two single-family residential lots.

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 property is located within the Hammond Area Plan and is currently designated *Single-Family & Compact Residential*. Section 3.1 in the Hammond Area Plan identifies that “*Hammond is an established neighbourhood and it is important that new development is compatible with existing character. Retaining neighbourhood character is a key aim for the Hammond Area Plan, while allowing for increased residential densities that support a more vibrant community. Additionally, introducing new forms of residential development is intended to attract new residents and enable current residents to “age in place”.* The *Single-Family & Compact Residential* designation allows for single family, duplex and triplex forms of development. Section 3.1.1 outlines “*the intent is to allow for some density increase that is compatible with existing single-family form and neighbourhood character*”. The proposed zoning to R-1 (Residential District) is supported within the *Single-Family & Compact Residential* designation.

The Hammond Area Plan consists of four 'precincts' with a goal of identifying a clear difference in neighbourhood character, including: land use, street grid pattern, built form and public space. Input was generated through the public consultation process for the Hammond Area Plan, and the following four precincts were identified:

- North Hammond
- Upper Hammond
- Lower Hammond (subject property)
- Maple Meadows Business Park

The subject property is located within the Lower Hammond precinct. As identified in Section 2.3, Precinct 3: Lower Hammond, *"there are a number of older homes scattered throughout Lower Hammond, described in the Heritage Character Study (Donald Luxton & Associates), as being "pre-1940's wood frame structures that reflect the working-class nature of the area", but lacking in concentration of similar structures found in Upper Hammond."* The subject property has also been identified on Figure 1, Section 2.2.1, Heritage Character Area, as having 'Heritage Potential', which states: *"There are a number of sites within the area boundaries that have high potential for inclusion on the Maple Ridge Heritage Inventory or Register. These sites have not been fully researched or evaluated, but they make a strong contribution to neighbourhood character and have been flagged for their potential heritage value."* The applicant has been made aware of this information but is not interested in retaining the existing house.

Donald Luxton & Associates have been contracted by the Community Heritage Commission to update the Heritage Resources of Maple Ridge (i.e. heritage inventory) and the research has been undertaken on the subject site for inclusion in this document. The heritage inventory update is nearing the final draft, which is anticipated to be presented to Council in early 2018. It is worth noting that the subject property does retain subdivision potential should the existing house be retained; however, the lot orientation may need to change from the plan currently presented.

If Council is interested in obtaining more information on the heritage value of the building, the applicant could be directed to submit a statement of significance, through a Heritage Consultant.

Zoning Bylaw:

The current application proposes to rezone the subject property located at 11143 Princess Street from RS-1 (One Family Urban Residential) to R-1 (Residential District) to permit subdivision into approximately two single-family residential lots. The minimum lot size for the current RS-1 (One Family Urban Residential) zone is 668 m², and the minimum lot size for the proposed R-1 (Residential District) zone is 371 m². Any variations from the requirements of the proposed zone will require a Development Variance Permit application.

Advisory Design Panel:

A Form and Character Development Permit is not required because this is a single-family project, therefore this application does not need to be reviewed by the Advisory Design Panel.

Development Information Meeting:

A Development Information Meeting is not required for this application because it is in compliance with the OCP and is proposing less than five dwelling units.

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 & Bylaws Department;
- e) Parks Department;
- f) School District;
- g) Utility companies; 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 B);
- 2. 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 OCP, therefore, it is recommended that Council grant first reading subject to additional information being provided and assessed prior to second reading.

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 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

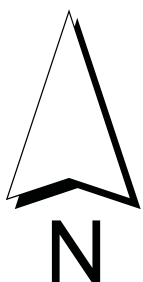
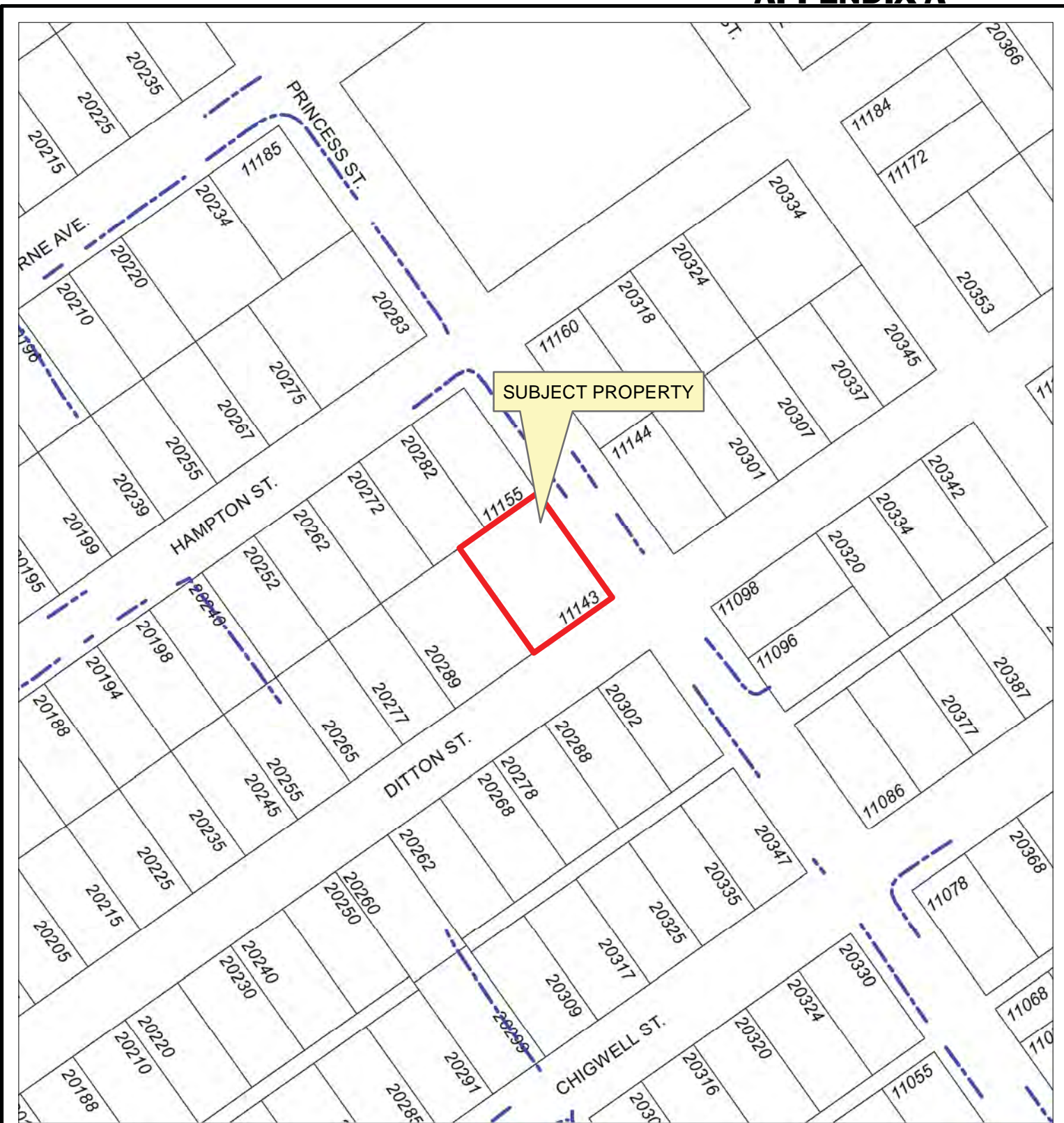
The following appendices are attached hereto:

Appendix A – Subject Map

Appendix B – Ortho Map

Appendix C – Zone Amending Bylaw No. 7362-2017

Appendix D – Proposed Site Plan



Scale: 1:1,500

Legend

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

11143 Princess Street

PLANNING DEPARTMENT



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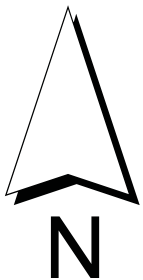
2017-185-RZ

DATE: May 5, 2017

BY: JV



Aerial Imagery from the Spring of 2016



Scale: 1:1,500

Legend

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

11143 Princess Street

PLANNING DEPARTMENT



mapleridge.ca

2017-185-RZ
DATE: May 5, 2017

BY: JV

APPENDIX C

CITY OF MAPLE RIDGE

BYLAW NO. 7362-2017

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. 7362-2017."

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

Lot 1104 District Lots 279 and 281, Group 1 New Westminster District Plan 46939

and outlined in heavy black line on Map No. 1723 a copy of which is attached hereto and forms part of this Bylaw, is hereby rezoned to R-1 (Residential District).

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

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

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

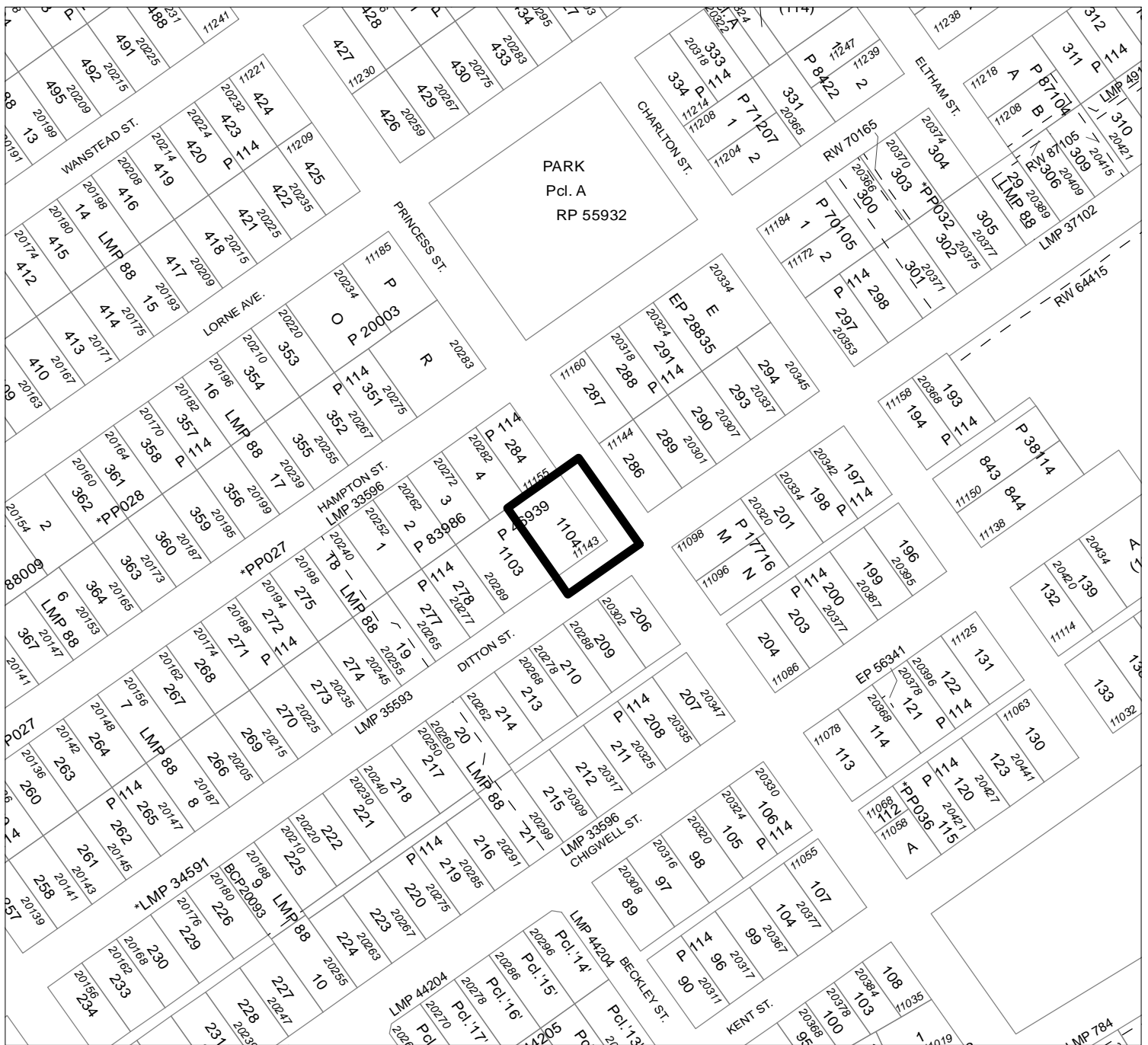
PUBLIC HEARING held the day of , 20

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

ADOPTED, the day of , 20

PRESIDING MEMBER

CORPORATE OFFICER



MAPLE RIDGE ZONE AMENDING

Bylaw No. 7362-2017
Map No. 1723
From: RS-1 (One Family Urban Residential)
To: R-1 (Residential District)



SCALE 1:2,500

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. 7365-2017
11697 and 11715 224 Street

MEETING DATE: December 5, 2017
FILE NO: 2017-247-RZ
MEETING: Council

EXECUTIVE SUMMARY:

An application has been received to rezone the subject properties at 11697 and 11715 224 Street from RM-3 (High Density Apartment Residential) and C-3 (Town Centre Commercial) to CRM (Commercial/Residential) to permit a six storey, mixed use building with 45 rental apartments.

The subject properties are designated Port Haney Multi-Family, Commercial and Mixed-Use (PHMFC), and no OCP amendment is required to support the proposed rezoning. However, the proposed height of the building exceeds the four storey maximum height set out by the Town Centre Area Plan policies for the Port Haney Precinct. This could have viewscape and shadows impacts for all surrounding properties, and may alter the desired character for the heritage area. The applicant is volunteering rental housing, adaptable units, and units with discounted rents in exchange for the additional height.

The residential portion of the building will provide purpose built rental apartments in perpetuity, to be guaranteed through a housing agreement. The apartments are divided into one studio unit, 18 one bedroom units, and 26 two bedroom units, with a total floor area of 3,292 m² (35,438 sf). The applicant is proposing that seven units (15%) will be adaptable for individuals with mobility limitations, while some of the units will be designed to be senior friendly. The applicant is also offering to discount five units (10%) by imposing a monthly rent cap at \$1,000 for 30 years as a means to include some affordability measures.

Two ground floor commercial units fronting 224 street provide 232 m² (2,500 sf) of commercial floor space. Visitor and commercial parking are provided on the ground floor behind the commercial units, while residential parking is provided in one concealed, underground parking level. The project proposes 49 total parking spaces, which is 12 fewer than required by the City's *Off-Street Parking and Loading Bylaw*. The applicant will be requesting a parking variance following first reading.

This project is exempt from the Community Amenity Contribution Policy because it is located within the Town Centre Area. To proceed further with this application, additional information is required as outlined below.

RECOMMENDATIONS:

1. That Zone Amending Bylaw No. 7365-2017 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, along with the information described in this report.

DISCUSSION:

a) Background Context:

Applicant:	Joseph Park Architecture, Joseph Kyung R. Park
Legal Description:	Lot 18 and Lot 19, Block 5, D.L. 398, NWP155
OCP:	
Existing:	PHMFC (Port Haney Multi-Family, Commercial and Mixed-Use)
Proposed:	No change
Zoning:	
Existing:	RM-3 (High Density Apartment Residential) and C-3 (Town Centre Commercial)
Proposed:	CRM (Commercial/Residential)
Surrounding Uses:	
North:	Use: Office building Zone: C-3 (Town Centre Commercial) Designation: APTL (Low-Rise Apartment)
South:	Use: Apartments Zone: RM-3 (High Density Apartment Residential) Designation: PHMFC (Port Haney Multi-Family, Commercial and Mixed-Use)
East:	Use: Apartments and single-family dwelling Zone: RM-2 (Medium Density Apartment Residential) and C-3 (Town Centre Commercial) Designation: APTL and TCOMM (Town Centre Commercial)
West:	Use: Apartments Zone: RM-3 Designation: PHMFC
Existing Use of Properties:	Vacant
Proposed Use of Properties:	Mixed use commercial and residential
Site Area:	1,203 m ² (0.297 acres)
Access:	117 Avenue and lane
Servicing requirement:	Urban Standard

b) Site Characteristics:

The subject properties, located at 11697 and 11715 224 Street, make up a trapezoidal development site 1,203 m² (0.297 acres) in size (see Appendix A). A gym and fitness centre used to be located on the site, but those buildings were removed and the site is currently vacant. The development site slopes down from east to west, descending approximately five metres across the two lots. It is covered by grass with a few trees located along its periphery. There are no watercourses near the development site.

The development site is surrounded by low rise (two to three storey) apartment buildings and single-family dwellings to its east, south and west. An office building housing medical services is located to the north across 117 Street (see Appendix B).

c) Project Description:

The development proposal is for a six (6) storey mixed use commercial and purpose built rental apartment building with approximately 3,524 m² (37,938 sf) of floor area (see Appendix D). The 45 rental apartments, with a total floor area of 3,292 m² (35,438 sf), are currently divided as follows:

- 1 studio unit;
- 18 one bedroom and den units;
- 2 two bedroom units; and,
- 24 two bedroom and den units.

The applicant is proposing that seven of the residential units (15%) will include adaptable features to accommodate individuals with mobility limitations, while some of the units will be designed to be senior friendly. The applicant is also offering five of units (10%) at a discounted rate via a monthly cap of \$1,000 for 30 years as a means to include some affordability measures.

Two ground floor commercial units fronting 224 Street provide 232 m² (2,500 sf) of floor space. 49 off-street parking spaces for the commercial, visitor, and residential components of the building are located in one at-grade and one underground parking structure. This is 12 parking spaces fewer than required by the City's *Off-Street Parking and Loading Bylaw*. 12 long term and 18 short term bicycle parking spaces for the residential component of the building are also provided in conformance with the *Off-Street Parking and Loading Bylaw*, although no bicycle parking is currently included for the commercial component.

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 development site is located within the Port Haney and Waterfront Precinct of the Town Centre Area Plan (the Precinct). The Port Haney area historically served as Maple Ridge's commercial hub. It is an important transportation link between the Central Business District, the Fraser River waterfront, West Coast Express Station and east Maple Ridge via the Haney Bypass. The Town Centre Area Plan states that the Precinct's historic roots, heritage character, waterfront access, green space, and river and mountain views are a treasured part of the neighbourhood that should be enhanced through any new development.

The subject properties are designated as Port Haney Multi-Family, Commercial and Mixed-Use (PHMFC). An OCP amendment is not required to support the proposed project.

The following policies apply to this proposal:

Town Centre Area Plan

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

This project complies with this policy. It increases the residential density and diversity by introducing up to 45 new purpose built rental apartments as studio, one, two, and two bedroom with den units. No three bedroom units are provided. The applicant has also committed to include seven adaptable units (15%), units for seniors, and up to five discounted units (10%). The project will also be located within walking distance to a range of shops, services and transit in and around the Town Centre.

3-11 Viewscape studies may be required for proposed buildings greater than three (3) storeys in height, where views may be impacted towards Golden Ears peaks to the north, and the Fraser River to the south. Important viewscales have been identified along 224th Street, within Port Haney, [...]. In locations where it is deemed that key viewscales will be impacted, an increase in density, or the proposed form, may not be supported.

3-12 High density development that is four or more storeys in height may be required to include a shadow study in consideration of adjacent sites to address potential impacts on available daylight.

This project's six storey height and massing are anticipated to have impacts on the viewscales highlighted by this policy (see Appendix E). They may also have shadow impacts on surrounding buildings to the north, east and west. The applicant is proposing a range of rental housing amenities in exchange for the extra height and additional units this affords. The applicant will be asked to provide a viewscape study and a shadow study prior to second reading. The results of these studies will inform Council's consideration of whether the rental housing amenities are adequate compensation for the increased height and potential viewscape and shadow impacts on future new buildings and the surrounding area.

3-38 Low-rise Multi-Family apartment, Commercial, and Mixed-Use in Port Haney should be a minimum of three (3) storeys and a maximum of four (4) storeys in height, with at least 90% of required parking provided underground.

This project's six storey form does not conform with the Town Centre Area policies governing height in the Port Haney and Waterfront Precinct (the Precinct). The policies restricting height are one of the means by which the Precinct's heritage character, as well as the viewscales to and from the Fraser River and Golden Ears peaks, can be defined, maintained and preserved. Façade materials, façade design, and street interfaces are other means to address heritage character, but these elements are examined after first reading.

The applicant notes that the six storey height is consistent with the CRM zone to which they are applying for rezoning. The CRM zone and its six storey allowance in this area pre-date the adoption of the Town Centre Area Plan policies. However, rezoning applications are subject to the greater policy and community vision as expressed through plans such as the Town Centre Area Plan, and are not directly applicable unless Council, in weighing the possible public benefits, decides to grant the

rezoning. A fuller discussion of the relationship between the Town Centre Area policies and CRM zoning is presented in the zoning section below.

3-39 Commercial and Mixed-Use development is encouraged to establish a connection between the Fraser River waterfront and the Port Haney area and to attract people and activity to the waterfront.

This project will establish a ground floor commercial and residential street presence fronting 224 Street, the principal corridor between the Central Business District (CBD) and the Fraser River waterfront. This will help reinforce the connection between the CBD, Port Haney and the Fraser River waterfront.

3-40 Within a Mixed-Use development, retail, service and entertainment uses shall be encouraged at-grade with office and residential uses encouraged above-grade.

The two commercial units occupy 50% of the street frontage of 224 Street, while two residential units cover the other 50%. The applicant believes that there is insufficient demand for more commercial ground floor frontage and has placed the two residential units in its place. While this configuration does not conform with the full intent of the policy, the impact can be mitigated by requiring the applicant to provide front door entrances, semi-private landscaped spaces, and other façade features for the residential units so that they provide a street presence.

The application meets a number of the OCP's Town Centre Area Plan policies and objectives. The application is also consistent with elements of the City's Housing Action Plan (see discussion below). In an effort to seek further compliance with the Town Centre Area Plan, the applicant was asked to consider reducing the height and massing of the proposed building, or alternatively to step back its top stories in order to reduce the impact to viewscales and its massing effect on the neighbourhood's character. At this juncture, the applicant wishes to maintain the six storey form for financial reasons, and has offered rental housing in perpetuity, adaptable units, and discounted units for 30 years in exchange for the two extra storeys and additional units this affords.

Housing Action Plan:

The City's Housing Action Plan was endorsed by Council in 2014. It seeks to increase access to "safe, affordable, and appropriate housing that meets the diverse and changing needs of the community". To this end, it contains a number of strategies and actions which are relevant to this application, notably:

- *Strategy #1 Support the development of a mix of housing forms, including medium and high density housing near to transition areas, walkable centres, and in the Downtown core;*
- *Strategy #3 Introduce an Adaptable Housing Policy, including preparing a policy to encourage or require developers to provide a percentage of units as adaptable units (e.g. 10% or 15%);*
- *Strategy #4 Create new rental housing opportunities, and securing rentals by way of housing agreements or covenants on title;*
- *Strategy #9 Support the Non-Market Housing Sector, such as through contributing discounted units; and,*
- *Strategy #10 Expand the Density Bonus Practice, in order to support the development of rental housing, non-market housing and seniors housing.*

The current application contributes to meeting these strategy objectives. It proposes purpose built rental units to be provided in perpetuity, offers a diversity and choice of rental apartment unit sizes, seven (15%) adaptable units, some senior friendly units, and up to five (10%) discounted units. However, it should be noted that other applications for purpose built rental apartments around the Town Centre have also offered similar numbers of adaptable and senior housing units without requesting a two storey increase in height nor the additional units this affords.

Pursuant with City practice the rental housing amenities and unit mix will be secured through a housing agreement. This will be negotiated with the applicant should first reading be granted to this application.

Zoning Bylaw:

The current application proposes to rezone the properties located at 11697 and 11715 224 Street from RM-3 (High Density Apartment Residential) and C-3 (Town Centre Commercial) to CRM (Commercial/Residential) to permit a six (6) storey mixed use building.

The CRM zone has historically been used in the Port Haney and Waterfront Precinct. The CRM zone currently allows buildings to reach a six storey, 24 m, maximum height along a row of properties in the Precinct that includes the development site. However, in 2008, Council adopted the Town Centre Area Plan, which contains policies to restrict the height of buildings in the Precinct to four (4) storeys. This was done to promote consistent architectural and urban design setbacks, form, mass and height to enhance the heritage quality and character of the Precinct. As the property is not currently zoned for CRM, the OCP policies take precedence over zoning when an application for rezoning is made.

Variances:

The applicant is requesting the following variances from the current provisions of the CRM zone:

- Reduction of the off-street parking requirements from 62 to 49 spaces;

Other purpose built rental buildings in the Town Centre have supported a relaxation in parking requirements (see discussion in the Off-Street Parking Bylaw section below).

- Lot coverage of 100% instead of 95% for off-street parking.

The off-street parking structure is located below grade and covers 100% of the lot area. This footprint can be supportable in more urbanized areas such as the Town Centre. However, due to the slope of the development site, the underground parking structure's concrete wall will be exposed and visible from the east where an older two storey apartment building is located. With a lot coverage of 100%, there is no room for any landscaping or fencing to mitigate this effect. Combined with the six storey building height and massing, this will have a potentially imposing effect on the property to the east. It is however noted that future redevelopment on the property to the east can reduce this effect. Nonetheless, the applicant will be asked to demonstrate an acceptable interface between the six storey building and current apartment building to the east prior to second reading.

With no open space left on the lot, the applicant will also be required to demonstrate how the project meets the three tier stormwater management approach required by the City's *Watercourse Protection Bylaw No. 6410-2006*, such as through landscaping or a green roof.

- Reduction of the requirement that 90% lot frontage on the ground floor be developed for commercial uses to approximately 50%.

The applicant believes that there is insufficient demand for more commercial ground floor frontage and has placed the two residential units in its place. The applicant will be required to provide justification for this variance, and, if it is found to be supportable, to ensure that the design of the residential units provide a street presence.

- Reduction of the rear setback from 6 m to 4.5 metres.

This variance is supportable as it will create a more continuous building face along 224 Street.

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

Off-Street Parking and Loading Bylaw:

The subject property is located just outside of the Central Business District (*Off-Street Parking and Loading Bylaw 4350 – 1990, Schedule D*), where reduced parking requirements apply. Therefore, the usual requirements of the Off-Street Parking Bylaw, Schedule A, apply to the current application. It requires 54 spaces for apartment use and eight (8) spaces for the commercial use for a total of 62 parking spaces. The project proposes 49 parking spaces, 42 spaces of which are for apartment use and seven (7) spaces are for commercial use. Therefore, the project has 12 fewer residential parking spaces, and one less commercial parking space than required. The resulting parking ratio for the residential component would be approximately 0.93 stalls / dwelling unit.

The applicant will request that Council grant a variance on the number of parking spaces required for this project. The applicant will be asked to provide justification demonstrating why reduced parking requirements could be granted for this project. However, it should be noted that Council granted a reduction in parking requirements for another application in the Town Centre, a purpose built rental building at the corner of 122 Avenue and 223 Street (2016-052-VP), on October 24, 2017. Council may also apply the provision of the Off-Street Parking Bylaw (*Part 3, 3.4 (a)*) that allows payment of cash-in-lieu of parking spaces, which would equal approximately \$108,500 for this project (i.e. twelve residential spaces at \$8000/space and one commercial space at \$12,500/space).

The project currently proposes 18 short term and 12 long term bicycle parking spaces in accordance with the residential component of the Off-Street Parking Bylaw. The applicant will be required to provide one long term and one short term bicycle parking space for the commercial component of this project prior to second reading.

Development Permits:

Pursuant to Section 8.11 of the OCP, a Town Centre Development Permit application for the Port Haney and Waterfront Precinct is required for all multifamily residential, flexible mixed use and commercial development located in this area of the Town Centre. The applicant will be encouraged to show a greater commitment to the heritage theme of the Port Haney Precinct.

Advisory Design Panel:

This proposal must follow the design guidelines of the Town Centre Development Permit for the Port Haney and Waterfront Precinct, 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) Fire Department;
- c) Building Department;
- d) Parks Department;
- e) School District;
- f) Ministry of Transportation and Infrastructure; and
- g) Canada Post.

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

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

f) Development Applications:

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

1. A complete Rezoning Application (Schedule C);
2. A Town Centre Development Permit Application for the Port Haney and Waterfront Precinct (Schedule D);
3. A Development Variance Permit (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 land use designation of the OCP. However, the project's six (6) storey height is not in compliance with the four (4) storey height restriction policies contained within the Town Centre Area Plan of the OCP. The applicant proposes 45 purpose built rental apartments, which include seven adaptable units (15%), units for seniors, and up to five discounted units (10%) via a rent cap for 30 years, in exchange for the additional height.

This development proposal satisfies some of the policy objectives of the Town Centre Area Plan and Housing Action Plan, especially with respect to the rental housing amenities, and placing residential uses in close proximity to transit and the services in the downtown core. In response to concerns that this development proposal could contravene the form, character and viewscape policies of Town Centre Area Plan, the applicant will be required to provide both a viewscape study and a shadow study prior to second reading. The results of these studies, in light of the Town Centre Area Plan policies, will help inform Council's consideration of this application at second reading. The results of these studies will also inform Council as to whether the trade-offs, as proposed by the applicant, are acceptable when making a decision on this application.

In conclusion, it is recommended that Council grant first reading to this application subject to the additional information being requested in this report be assessed prior to second reading.

"Original signed by Chee Chan"

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

"Original signed by Christine Carter"

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

"Original signed by Frank Quinn"

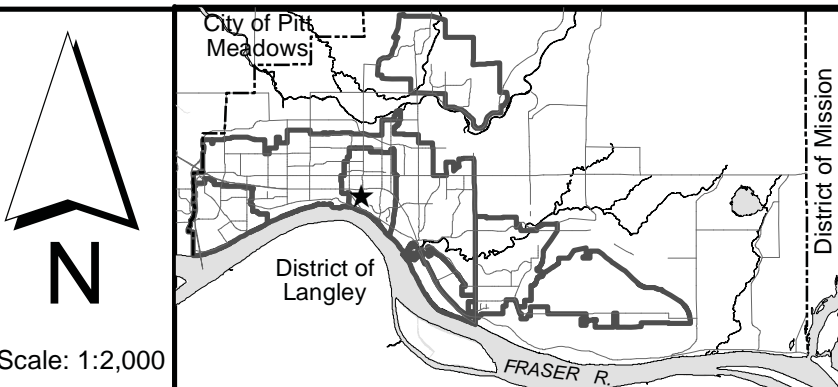
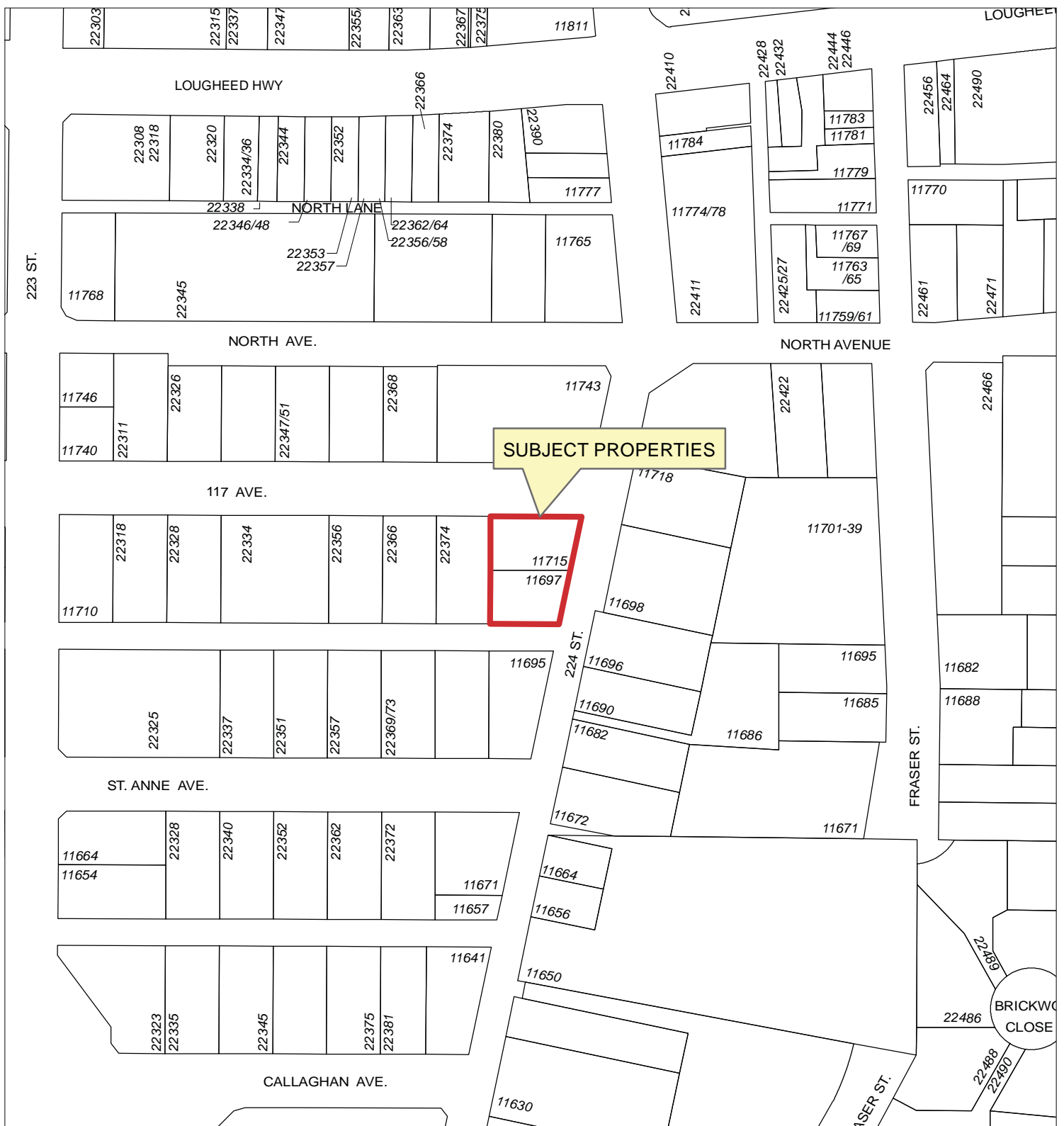
Approved by: Frank Quinn, MBA, P. Eng
GM: Public Works & Development Services

"Original signed by 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. 7365-2017
Appendix D – Proposed Site Plan
Appendix E – Proposed Building Elevations

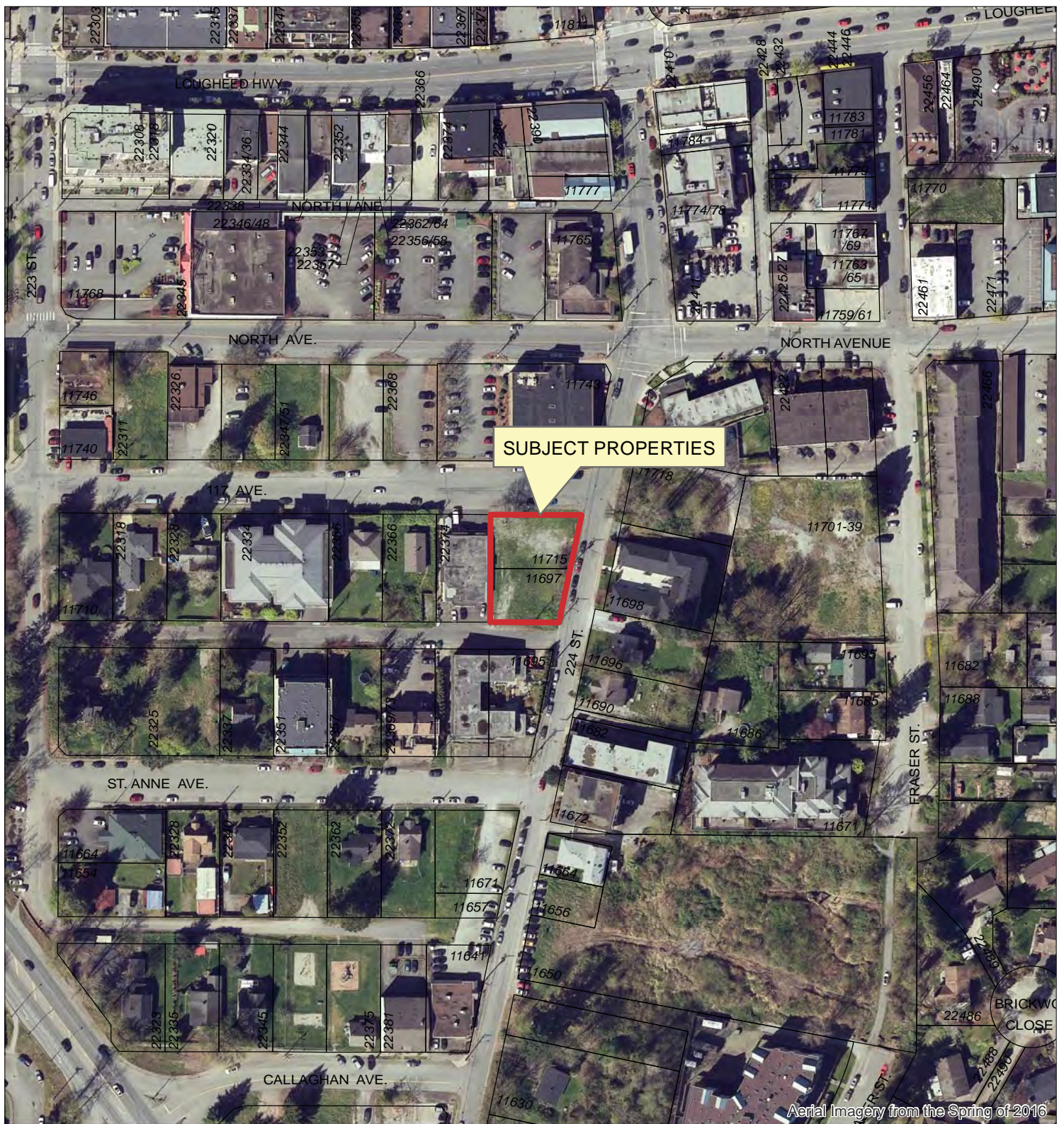


11697 & 11715 224 STREET

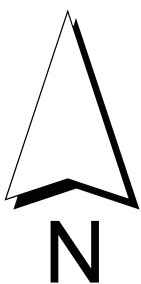


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DATE: Jun 16, 2017

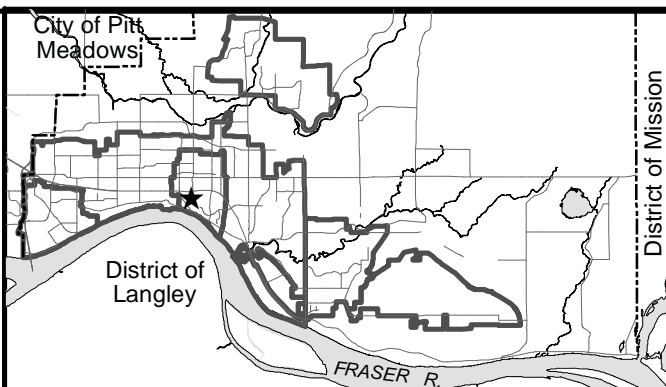
BY: PC



Aerial Imagery from the Spring of 2016



Scale: 1:2,000



11697 & 11715 224 STREET

PLANNING DEPARTMENT



MAPLE RIDGE

British Columbia

mapleridge.ca

FILE: 2017-247-RZ
DATE: Jun 16, 2017

BY: PC

APPENDIX C

CITY OF MAPLE RIDGE

BYLAW NO. 7365-2017

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. 7365-2017."
2. Those parcels or tracts of land and premises known and described as:

Lot 18 Block 5 District Lot 398 Group 1 New Westminster District Plan 155;
Lot 19 Block 5 District Lot 398 Group 1 New Westminster District Plan 155;

and outlined in heavy black line on Map No. 1726 a copy of which is attached hereto and forms part of this Bylaw, are hereby rezoned to CRM (Commercial/Residential).

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

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

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

PUBLIC HEARING held the day of , 20

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

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

ADOPTED, the day of , 20

PRESIDING MEMBER

CORPORATE OFFICER



MAPLE RIDGE ZONE AMENDING

Bylaw No. 7365-2017

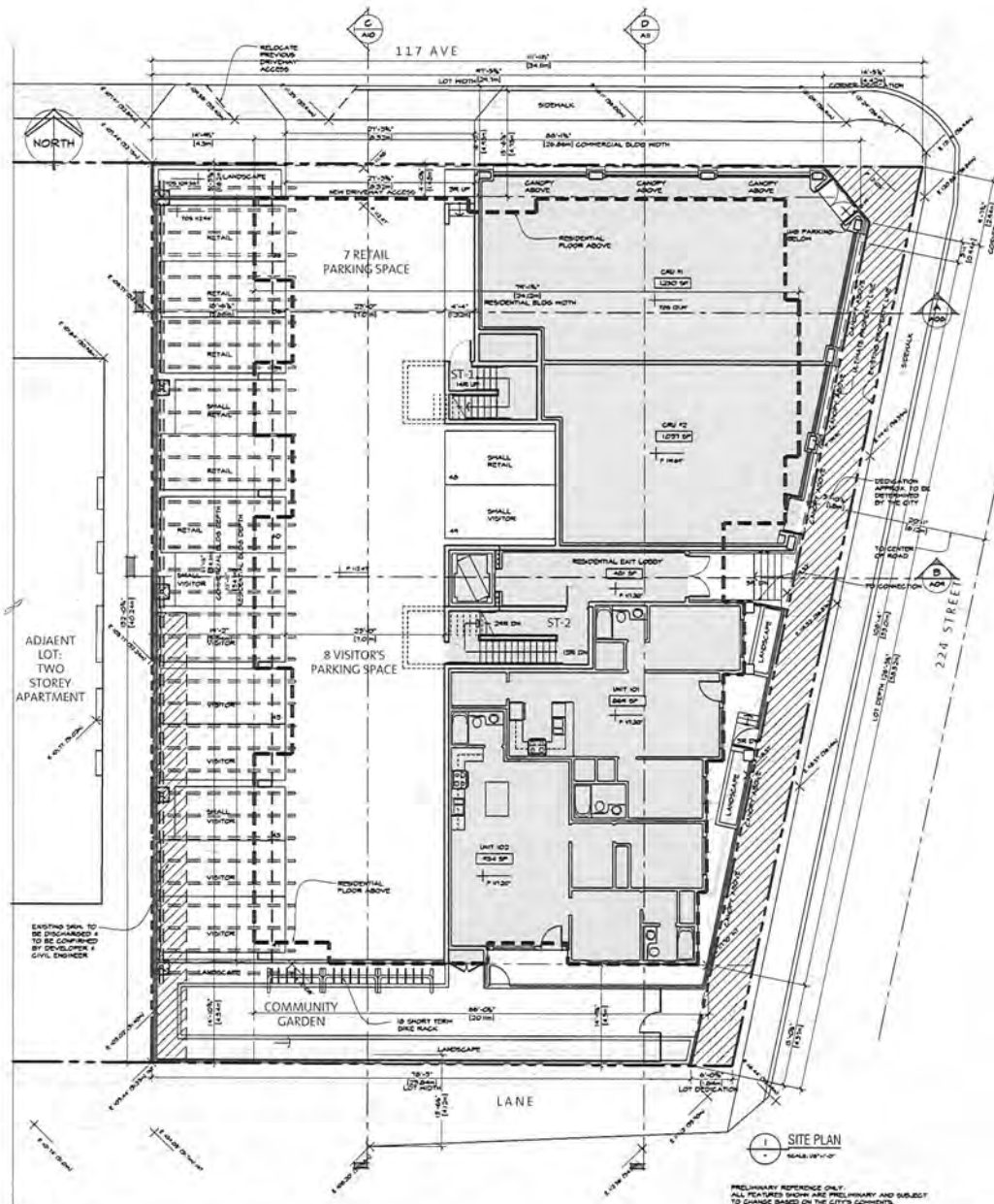
Map No. 1726

From: RM-3 (High Density Apartment Residential)
C-3 (Town Centre Commercial)
To: CRM (Commercial/Residential)



SCALE 1:2,000

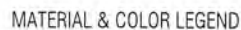
APPENDIX D



PROJECT DATA

CAVIG ADDRESS:	11715, 11697 224 STREET, MAPLE RIDGE, BC		
LEGAL DESCRIPTION:	LOT 14, BLOCK 9, DL 240, NW4 PL 100 100		
GRIDING LOT AREA (SPORE):	12,444 SF (3,207 SQ M APPROX)		
DEDICATION:	805 SF + 182 SQ M APPROX - TO BE DETERMINED BY CITY		
NET LOT AREA (APPROX):	12,000 SF (1,102 SQ M APPROX) - TO BE DETERMINED BY CITY		
<hr/>			
ZONING:	CO-2 & R10		
<hr/>			
FLOOR AREA RATIO	2.30 MAX (21,192 SF)	PROVIDED	2.44 (23,458.5 SF)
LOT COVERAGE	100%	COMMERCIAL: 0.2 (7300 SF)	RESIDENTIAL: 2.24 (23,458.5 SF)
<hr/>			
SETBACKS:			
NORTH FRONT:	0 m - (10 FT)		0.00m (0.00 FT)
SOUTH REAR:	0 m - (10 FT) OR 5.48 M (18 FT)		5.49m (18.00 FT)
EAST (SIDE 224 ST):	0 m - (10 FT)		0 m - (10 FT)
WEST (SIDE 117 AVE):	0 m - (10 FT)		4.90m (16.08 FT)
BUILDING HEIGHTS:	24.0m (78.7 FT) OR 8 STOREYS		6 STOREYS
<hr/>			
RESIDENTIAL PARKING:	RESIDENT: 1 X 43 UNITS X 43 SPACE VISITOR: 0.2 X 43 UNITS X 4 SPACE TOTAL: 34 SPACE	RESIDENT: 23 SPACE + DMV VISITOR: 4 SPACE 31 RES CARS + 1 BUS + 4 SMALL TOTAL: 42 SPACE	
COMMERCIAL PARKING:	3,281 SF (302.41 SQ M) 2,241 SF (208.34 SQ M) + 1 SPACE TOTAL: 1 SPACE	3 MED CARS + 2 SMALL TOTAL: 1 SPACE	
TOTAL PARKING:	N/A	46	
COMMERCIAL LOADING:	N/A	N/A	
BICYCLE STORAGE:			
LOUNGE TERRACE:	43 UNITS X 1 PER 4 UNITS X 0.25	(3)	
SHORT TERM:	43 UNIT X 40 SQ UNITS X 0.25		
STORAGE ROOM:	N/A	N/A	
<hr/>			
AREA ALLOCATION - RESIDENTIAL:			
NO.	UNIT NO.	TYPE	AREA
1	101	2 BED RM + DEN	848 SF
2	102	2 BED RM + DEN	848 SF
3	201	2 BED RM	756 SF
4	202	1 BED RM + DEN	748 SF
5	203	2 BED RM	
6	204	2 BED RM	824 SF
7	205	1 BED RM + DEN	725 SF
8	206	2 BED RM	748 SF
9	207	BACHELOR	428 SF
10	301	1 BED RM + DEN	724 SF
11	302	1 BED RM + DEN	
12	303	2 BED RM	841 SF
13	304	2 BED RM	824 SF
14	305	1 BED RM + DEN	724 SF
15	401	2 BED RM	848 SF
16	501	2 BED RM	848 SF
17	502	2 BED RM	
18	504	1 BED RM + DEN	750 SF
19	403	1 BED RM + DEN	774 SF
20	402	1 BED RM + DEN	748 SF
21	405	2 BED RM	841 SF
22	406	2 BED RM	824 SF
23	407	1 BED RM + DEN	741 SF
24	408	2 BED RM	
25	409	2 BED RM	748 SF
26	410	2 BED RM	804 SF
27	411	2 BED RM	848 SF
28	412	1 BED RM + DEN	750 SF
29	505	2 BED RM	741 SF
30	504	2 BED RM	824 SF
31	503	1 BED RM + DEN	741 SF
32	506	2 BED RM	841 SF
33	507	2 BED RM	804 SF
34	508	2 BED RM	824 SF
35	509	2 BED RM	848 SF
36	510	1 BED RM + DEN	748 SF
37	601	2 BED RM	741 SF
38	602	1 BED RM + DEN	741 SF
39	603	2 BED RM	
40	604	2 BED RM	760 SF
41	605	1 BED RM + DEN	741 SF
42	606	2 BED RM	804 SF
43	607	1 BED RM + DEN	741 SF
44	608	2 BED RM	848 SF
45	609	1 BED RM + DEN	748 SF
<hr/>			
TOTAL UNIT			
18	BACHELOR	428 SF	
18	2 BED RM	12,083 SF	
28	2 BED RM	24,404 SF	
<hr/>			
RESIDENTIAL TOTAL = 35,436.5 SF			
<hr/>			
AREA ALLOCATION - COMMERCIAL:			
NO.	TYPE	AREA	TOTAL AREA
CAU # 1	RETAIL	1,400 SF	
CAU # 2	RETAIL	1,071 SF	
<hr/>			
		COMMERCIAL TOTAL = 2,471 SF	

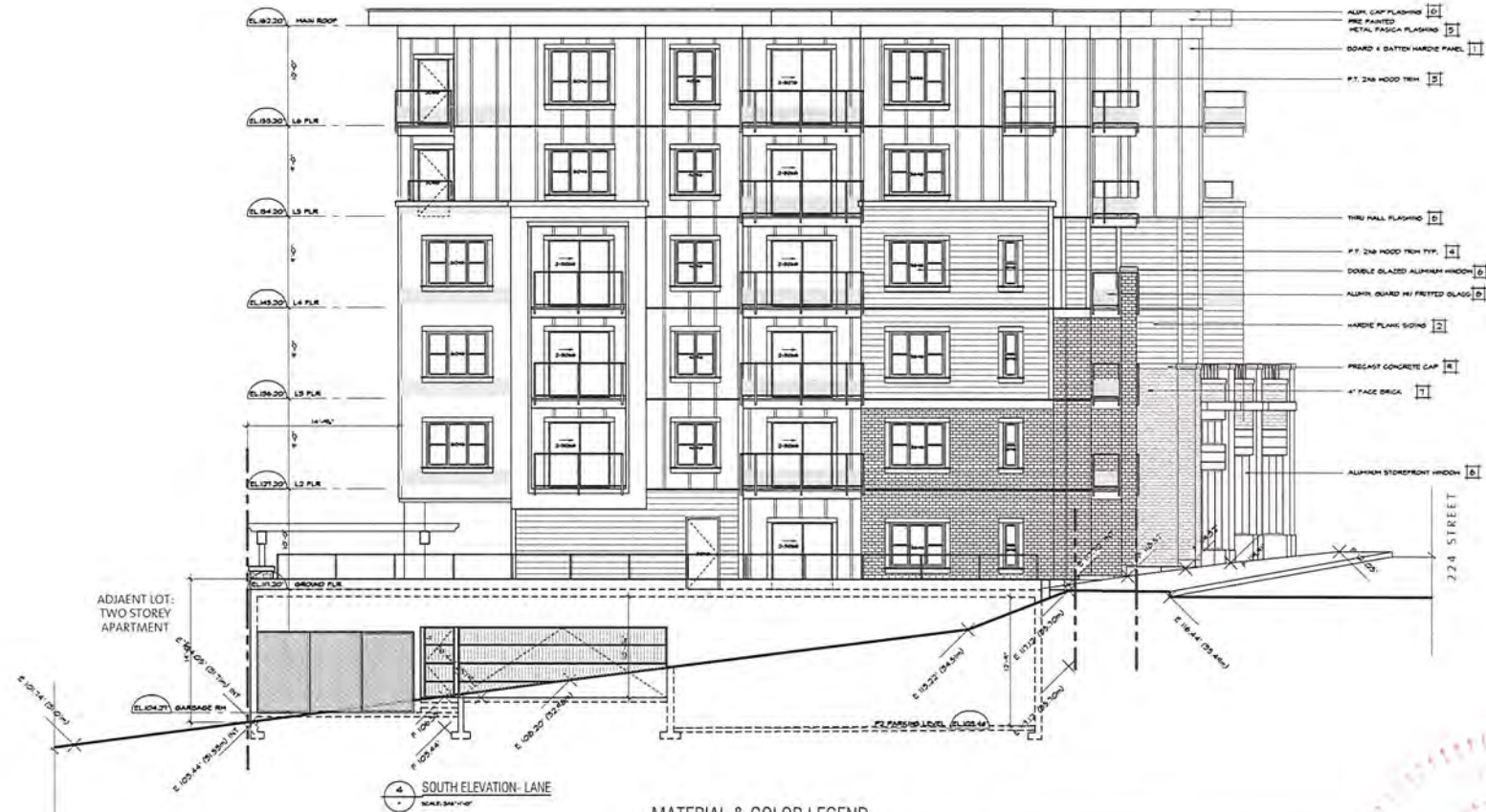
11	SIGN, HARDIE BOARD & BATTEN COLOR: HONEYEY FAUPE	4	TRIM, HARDIE SIGN COLOR: IRON GRAY	7	DRILL VENEER INTERESTATE DRILL TERRA GOTTA: SHOOTY
21	SIGN, HARDIE PLANK 18" HOTH SIGN COLOR: DELAMIA NOOK 230-30 (HIGH HOOFMAN)	5	OTHER TRIM & FASGIA SHOOTY FINISH PAINTED HOOD COLOR: DELAMIA NOOK 234-30 (HIGH HOOFMAN)	8	EXPLODED CONCRETE SHOOTY FINISH PAINTED HOOD TRENCH - MULECH THOMP COLOR: GRAY
31	TRIM, BOARD & BATTEN HARDIE COLOR: HONEYEY FAUPE	6	KNOCKDOWN FRAME FLASHING, RAIL, GUNNY, STEEL VENEERS COLOR: DELAMIA NOOK 234-30 (SLIPS BLACK)	9	CONCRETE BLOCK, RAIL SHOOTY FINISH CLEAR SEAL



1	SIDING, HARDIE BOARD & BATTEN COLOR: HOUTENY TANPE	4	TRIM, HARDIE SIDING COLOR: RICH GRAY	7	BRICK VENEER INTERMATE BRICK TERRA GOTTA- SMOOTH
2	SIDING, HARDIE PLANK (8" HGT) COLOR: BENJAMIN MOORE 204-00 (BAMFORDS' TRIPLE)	5	OTHER TRIM & FASGIA SMOOTH FINISH, PAINTED WOOD COLOR: BENJAMIN MOORE 204-00 (RICH HENRIE)	8	EXPOSED CONCRETE SMOOTH FINISH, PAINTED WOOD TRIM-02, WALZEM SNOW COLOR: GRAY
3	TRIM, BOARD & BATTEN HARDIE COLOR: HOUTENY TANPE	6	HIGHWOOD FRAM, FLASHING, RAIL, CANTY, STEEL MEMBERS COLOR: BENJAMIN MOORE 204-00 (GLOOM BLACK)	9	CONCRETE SLUGA HALL EXPOSED CONCRETE SMOOTH FINISH SLUGA SEAL

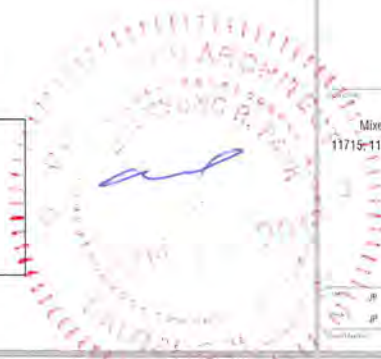
WEST ELEVATION

A07



MATERIAL & COLOR LEGEND

11 SIGN: HARDIE BOARD & BATTEN COLOR: MONTEREY TAPE	4 TRIM: HARDIE SIDING COLOR: IRON GREY	71 BRICK VENEER INTERSTATE BRICK TERRA COTTA - SMOOTH
12 SIGN: HARDIE PLANK 18" HIGH SMOOTH FINISH COLOR: BENJAMIN MOORE 2030-10 (RASPBERRY TRUFFLE)	5 OTHER TRIM & PASCA SMOOTH FINISH PAINTED WOOD COLOR: BENJAMIN MOORE 2134-30 (IRON MOUNTAIN)	72 EXPOSED CONCRETE SMOOTH FINISH PAINTED WOOD TERRAZZO - VALLEY STONE COLOR: GRAY
13 TRIM: BOARD & BATTEN HARDIE COLOR: MONTEREY TAPE	6 WINDOW/DOOR FRAME, FLASHING RAIL, CASPI, STEEL MEMBERS COLOR: BENJAMIN MOORE 2134-30 (IRON MOUNTAIN)	73 CONCRETE BLOCK WALL EXPOSED CONCRETE SMOOTH FINISH CLEAR SEAL



SOUTH ELEVATION

A08

City of Maple Ridge

TO: Her Worship Mayor Nicole Read
and Members of Council
FROM: Chief Administrative Officer
MEETING DATE: December 5, 2017
FILE NO: 2015-021-RZ
MEETING: Council
SUBJECT: First and Second Reading
Official Community Plan Amending Bylaw No. 7406-2017; and
Second Reading
Zone Amending Bylaw No. 7142-2015;
24070 132 Avenue

EXECUTIVE SUMMARY:

An application has been received to rezone the subject property, located at 24070 132 Avenue, from RS-3 (One Family Rural Residential) to R-1 (Residential District), to permit a future subdivision of approximately three single family residential lots. The minimum lot size for the proposed R-1 (Residential District) zone is 371 m². Ground-truthing on the site has established the developable area, and as a result, an amendment to the Official Community Plan (OCP) is required to adjust the *Conservation* boundary to fit the site conditions.

Council granted first reading to Zone Amending Bylaw No. 7142-2015 on April 28, 2015. 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 \$15,300.00.

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. 7406-2017 on the municipal website, 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. 7406-2017 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. 7406-2017 is consistent with the Capital Expenditure Plan and Waste Management Plan;
- 4) That Official Community Plan Amending Bylaw No. 7406-2017 be given first and second readings and be forwarded to Public Hearing;
- 5) That Zone Amending Bylaw No. 7142-2015, as amended in this report, 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 Schedule "A", Chapter 10.3, Part VI, A – Silver Valley, Figure 2 - Land Use Plan, and Figure 4 – Trails/Open Space

- 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) Registration of a Restrictive Covenant for Tree Protection;
- vi) Registration of a Restrictive Covenant for Stormwater Management;
- vii) Registration of a Restrictive Covenant for No-Build purposes on the existing house footprint, should the current house be removed in the future. Any new house built on proposed lot 3 must adhere to current Zoning Bylaw regulations;
- viii) 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
- ix) That a voluntary contribution, in the amount of \$15,300.00 be provided, in keeping with the Council Policy on Community Amenity Contributions.

DISCUSSION:

1) Background Context:

Applicant:	Shida Neshat-Behzadi
Legal Description:	Lot 8 Section 27 Township 12 New Westminster District Plan 2622
OCP:	
Existing:	Conservation and Low Density Urban
Proposed:	Conservation and Low Density Urban
Zoning:	
Existing:	RS-3 (One Family Rural Residential)
Proposed:	R-1 (Residential District)
Surrounding Uses:	
North:	Use: Park
	Zone: RS-1b (One Family Urban (Medium Density) Residential)
	Designation: Conservation and Low Density Urban
South:	Use: Single Family Residential
	Zone: RS-3 (One Family Rural Residential)
	Designation: Conservation
East:	Use: Single Family Residential
	Zone: RS-3 (One Family Rural Residential)
	Designation: Conservation and Eco Cluster
West:	Use: Single Family Residential
	Zone: RS-1b (One Family Urban (Medium Density) Residential)
	Designation: Low Density Urban
Existing Use of Property:	Single Family Residential

Site Area:	2.0 ha (5 acres)
Access:	Shoesmith Loop
Servicing requirement:	Urban Standard

2) Project Description:

The subject property, located at 24070 132 Avenue, is 2.0 ha (5 acres) in size and is bound by the unopened 132 Avenue road allowance to the north, single family residential lots to the west and residential acreage to the south and east (see Appendices A and B). Millionaire Creek is located on the eastern portion of the subject property running north-south. The majority of the property has steep slopes and is heavily vegetated, with the northwest corner providing the only potentially developable area. The subject property is within walking distance of Red Alder Neighbourhood Park, as well as equestrian trails that access the UBC Malcolm Knapp Research Forest and Golden Ears Provincial Park.

The applicant is proposing to rezone the subject property from RS-3 (One Family Rural Residential) to R-1 (Residential District) to permit future subdivision into approximately three single family residential lots, not less than 371 m² (3,994 ft²). The applicant intends to retain the existing house on proposed lot 3 and create two additional lots to the north of the existing house. The remainder of the subject property will be dedicated as park for conservation purposes. Access to the proposed lots will be provided from Shoesmith Loop. The application will require a variance for the rear yard setback in order to retain the existing house; however, in the future, if the existing house is to be removed, the new home location would be required to adhere to the current Zoning Bylaw and not be permitted to keep its original footprint. This will be achieved through a No-Build Restrictive Covenant on proposed lot 3. A rear yard setback of 8 m (26 ft.) will be required for new construction on proposed lot 3.

The original application, which received first reading on April 28, 2015, had proposed to rezone the subject property from RS-3 (One Family Rural Residential) to RS-1b (One Family Urban (Medium Density) Residential); however, in order to retain two significant trees located on the northern property boundary, the developable area and the width requirement for the RS-1b (One Family Urban (Medium Density) Residential) zone would not have been feasible. A revised proposal to the R-1 (Residential District) zone will allow the two significant trees to be retained, while also achieving the original proposed lot yield of three lots. Proposed lot 1, with an area of 726 m² (7,815 ft²) and proposed lot 3, with an area of 1,260 m² (13,563 ft²) will be significantly oversized R-1 (Residential District) zoned lots.

3) Planning Analysis:

Official Community Plan:

The subject property is located within the Silver Valley Area Plan, north of the Horse Hamlet, and is currently designated *Conservation* and *Low Density Urban*. The *Low Density Urban* designation permits densities ranging between 8-15 units per hectare, which equates to a lot yield of 2-4 on the subject property. The proposed development of three single family residential lots falls within the yield described in the Silver Valley Area Plan. An OCP amendment is required to adjust the *Conservation* boundaries to reflect the location of Millionaire Creek and the steep slopes located on the subject property (see Appendix C).

Design features of the Silver Valley Area Plan include concentrating higher density residential development into the Hamlets and the River Village. These areas were planned to be within walking distance of commercial uses. Residential densities outside of these core areas were reduced overall, through clustering or retention of larger lots, to retain significant natural amenities and protect view corridors. The subject property is situated between, but outside of the peripheries of River Village and Horse Hamlet. It is, therefore, located in an area that is generally associated with lower density residential development, as reflected by its current designation.

Zoning Bylaw:

Zone Amending Bylaw No. 7142-2015 has been amended to rezone the subject property from RS-3 (One Family Rural Residential) to R-1 (Residential District) (see Appendix D) to permit future subdivision into approximately three single family residential lots (see Appendix E). The minimum lot size for the current RS-3 (One Family Rural Residential) zone is 0.80 ha (2 acres), and the minimum lot size for the proposed R-1 (Residential District) zone is 371 m² (3,994 ft²). Proposed lots 1 and 3 will be significantly larger in area than the minimum requirements for the R-1 (Residential District) zone.

The original application, which received first reading on April 28, 2015, had proposed to rezone the subject property from RS-3 (One Family Rural Residential) to RS-1b (One Family Urban (Medium Density) Residential); however, in order to retain two significant trees located on the northern property boundary, the developable area and the width requirement for the RS-1b (One Family Urban (Medium Density) Residential) zone would not have been feasible. A revised proposal to the R-1 (Residential District) zone will allow the two significant trees to be retained, while also achieving the original proposed lot yield of three lots. Proposed lot 1, with an area of 726 m² (7,815 ft²) and proposed lot 3, with an area of 1,260 m² (13,563 ft²) will be significantly oversized R-1 (Residential District) zoned lots.

Proposed Variances:

A Development Variance Permit application has been received for this project and involves the following relaxations (see Appendix E):

- *Zoning Bylaw No. 3510 -1985, Part 6, Section 601, C. Regulations For the Size, Shape and Siting (11) Buildings and Structures for One Family Residential Use in the R-1 zone (c)(ii): To reduce the rear lot line for lot 3 from 8.0 m (26 ft.) to 0.28 m (0.9 ft.) for the existing house;*
- *Subdivision and Development Servicing Bylaw No. 4800-1993, Schedule B: To waive the servicing requirements on 132 Avenue, as 132 Avenue is too steep and is not intended to be constructed as a road.*

The requested variances will be the subject of a future Council report.

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.

Pursuant to Section 8.12 of the OCP, a Wildfire Development Permit application has been made under the file reference 2016-374-DP 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 Area, identified on Map 1 in Section 8.12 of the OCP.

Advisory Design Panel:

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

Development Information Meeting:

A Development Information Meeting is not required for this application because it is in compliance with the OCP and is less than 5 dwelling units.

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 is required to be dedicated as a condition of final reading.

4) Environmental Implications:

The subject property consists of steep slopes, a large ravine, Millionaire Creek, and a small developable area located on a plateau in the northwest corner. Vegetation on the subject property is mainly comprised of a mixed forest that is relatively undisturbed throughout the majority of the site, with the exception of the plateau section. The plateau is made up of lawn, garden and ornamental trees and shrubs. Invasive species, such as English Ivy and Himalayan Blackberry have been located in some areas of the subject property and will be removed as part of the enhancement and restoration works. The steep slopes, ravine and watercourse will be dedicated to the City as *Conservation*. A tree protection covenant will be registered to retain the two significant trees located on the proposed north-eastern property boundary of lot 1 (see Appendix E).

5) Interdepartmental Implications:

Engineering Department:

Road dedication is required at the north-west corner of the property on Shoemith Loop. The remainder of the servicing requirements will be a condition of the subdivision application.

6) School District No. 42 Comments:

The School District has noted that the subject property falls within the Yennadon Elementary and Garibaldi Secondary school catchments. Actual numbers for the 2016 school year indicate that Yennadon Elementary is at 105% utilization, with 573 students. For secondary school enrollment capacity, actual numbers for the 2016 school year indicate that Garibaldi Secondary is at 71% utilization, with 748 students.

7) Intergovernmental Issues:

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

CONCLUSION:

It is recommended that first and second reading be given to OCP Amending Bylaw No. 7406-2017, that second reading be given to Zone Amending Bylaw No. 7142-2015, and that application 2015-021-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:

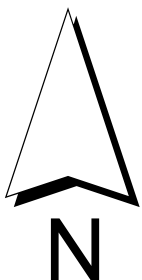
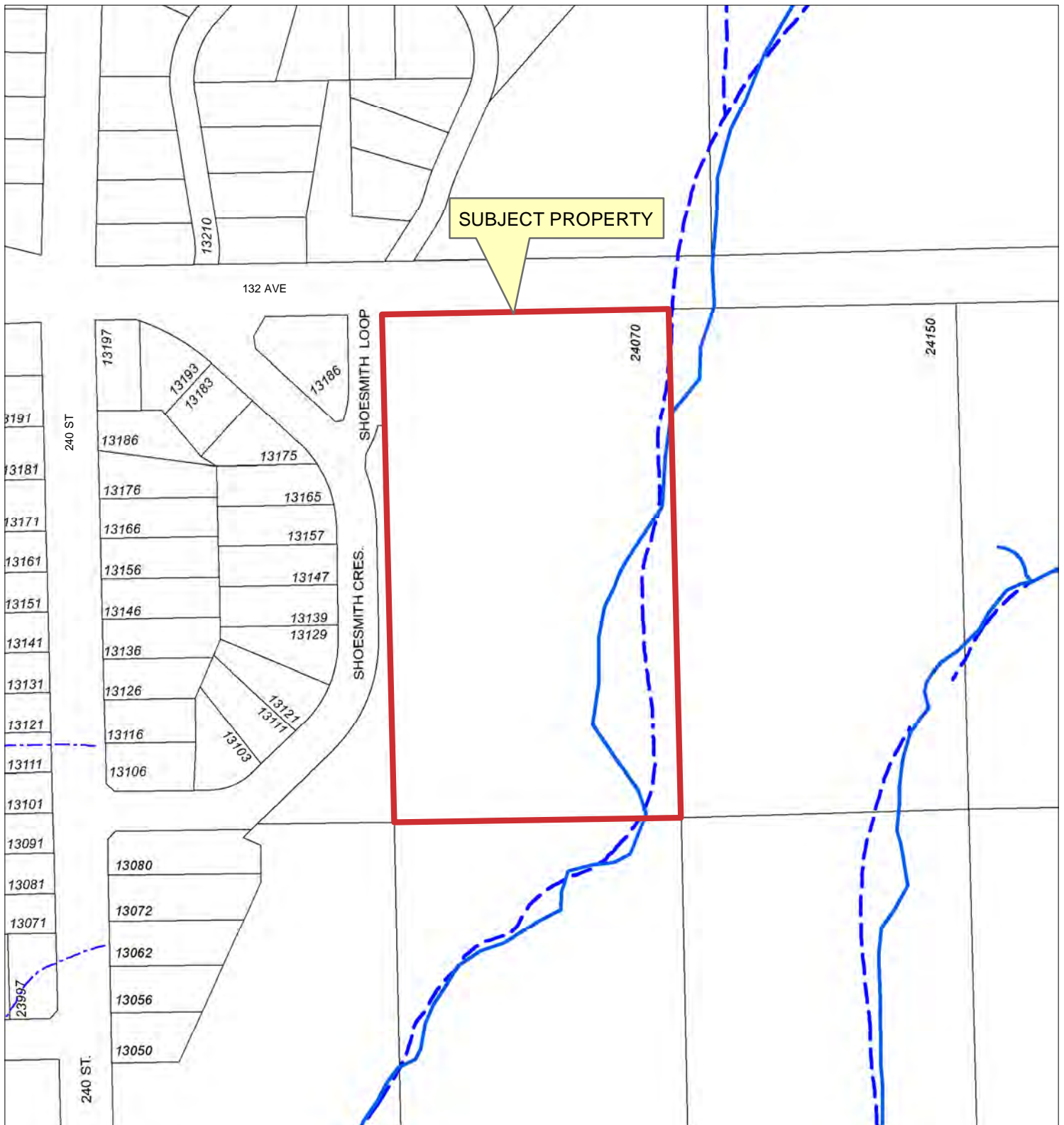
Appendix A – Subject Map

Appendix B – Ortho Map

Appendix C – OCP Amending Bylaw No. 7406-2017

Appendix D – Zone Amending Bylaw No. 7142-2015

Appendix E – Proposed Subdivision Plan



Scale: 1:2,000

Legend



Wetlands

GPS Creek Centrelines

Streams & Rivers (Topographic)

Feature Type

- Indefinite Creek Centreline
- Ditch Centreline
- River Centreline

Rivers & Lakes (Topographic)

Feature Type

- Canal
- Flooded Land
- Lake/Reservoir
- Marsh
- River
- Major Rivers & Lakes

24070 132 AVENUE

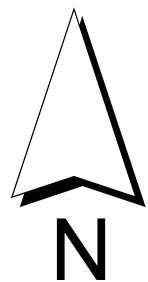
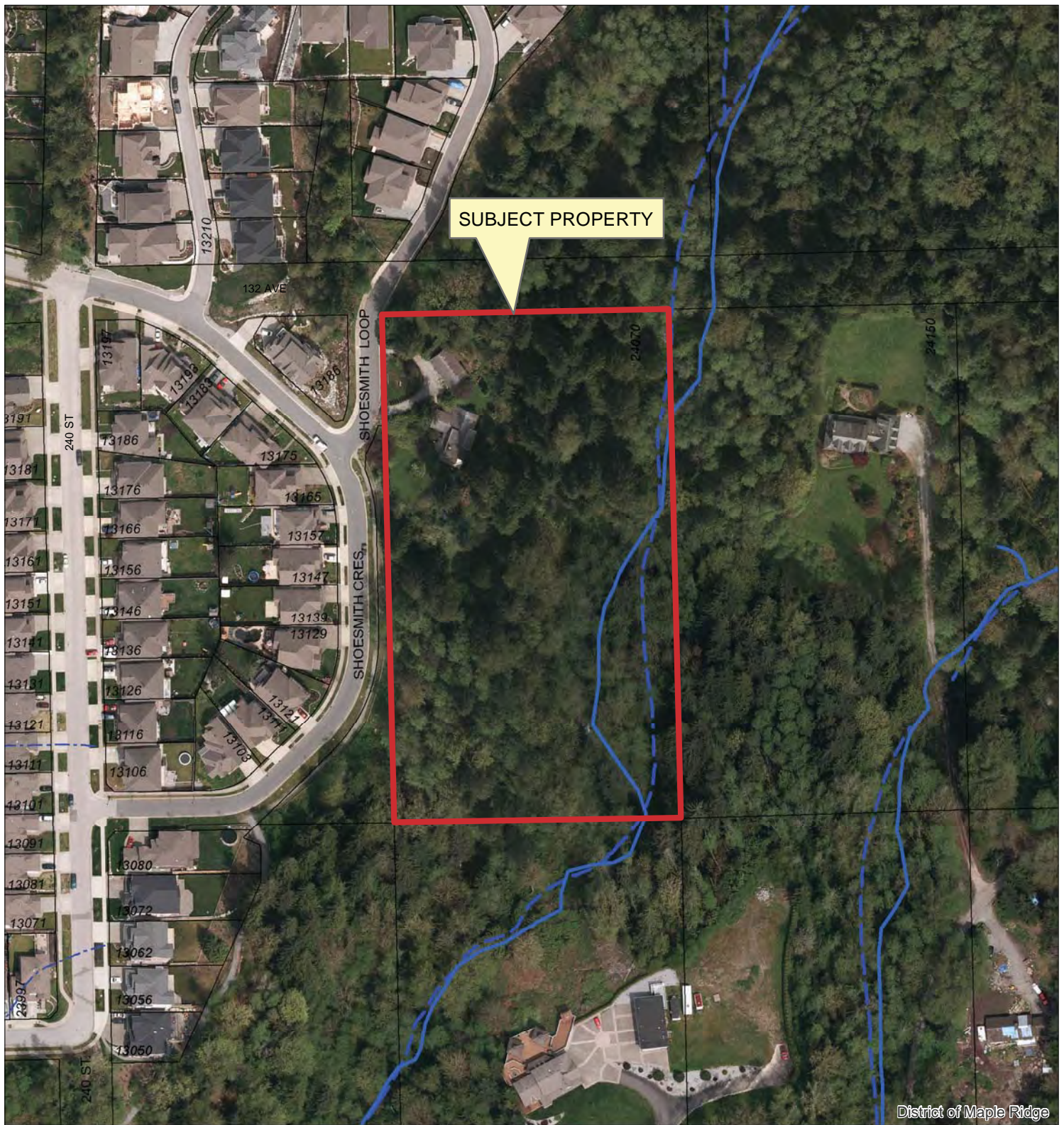


CITY OF MAPLE RIDGE
PLANNING DEPARTMENT

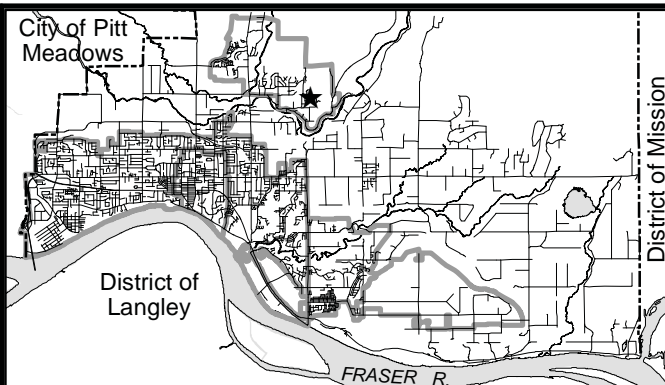
DATE: Feb 12, 2015

FILE: 2015-021-RZ

BY: PC



Scale: 1:2,000



24070 132 AVENUE



CITY OF MAPLE RIDGE
PLANNING DEPARTMENT

DATE: Feb 12, 2015

FILE: 2015-021-RZ

BY: PC

CITY OF MAPLE RIDGE

BYLAW NO. 7406-2017

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" 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. 7406-2017."
2. Schedule "A", Chapter 10.3, Part VI, A – Silver Valley, Figure 2 - Land Use Plan, is hereby amended for the parcel or tract of land and premises known and described as:

Lot 8 Section 27 Township 12 Plan New Westminster District Plan 2622

and outlined in heavy black line on Map No. 965, a copy of which is attached hereto and forms part of this bylaw, is hereby designated as shown.

3. Schedule "A", Chapter 10.3, Part VI, A – Silver Valley, Figure 4 – Trails / Open Space is hereby amended for the parcel or tract of land and premises known and described as:

Lot 8 Section 27 Township 12 Plan New Westminster District Plan 2622

and outlined in heavy black line on Map No. 966, a copy of which is attached hereto and forms part of this bylaw, is hereby designated as shown.

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

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

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

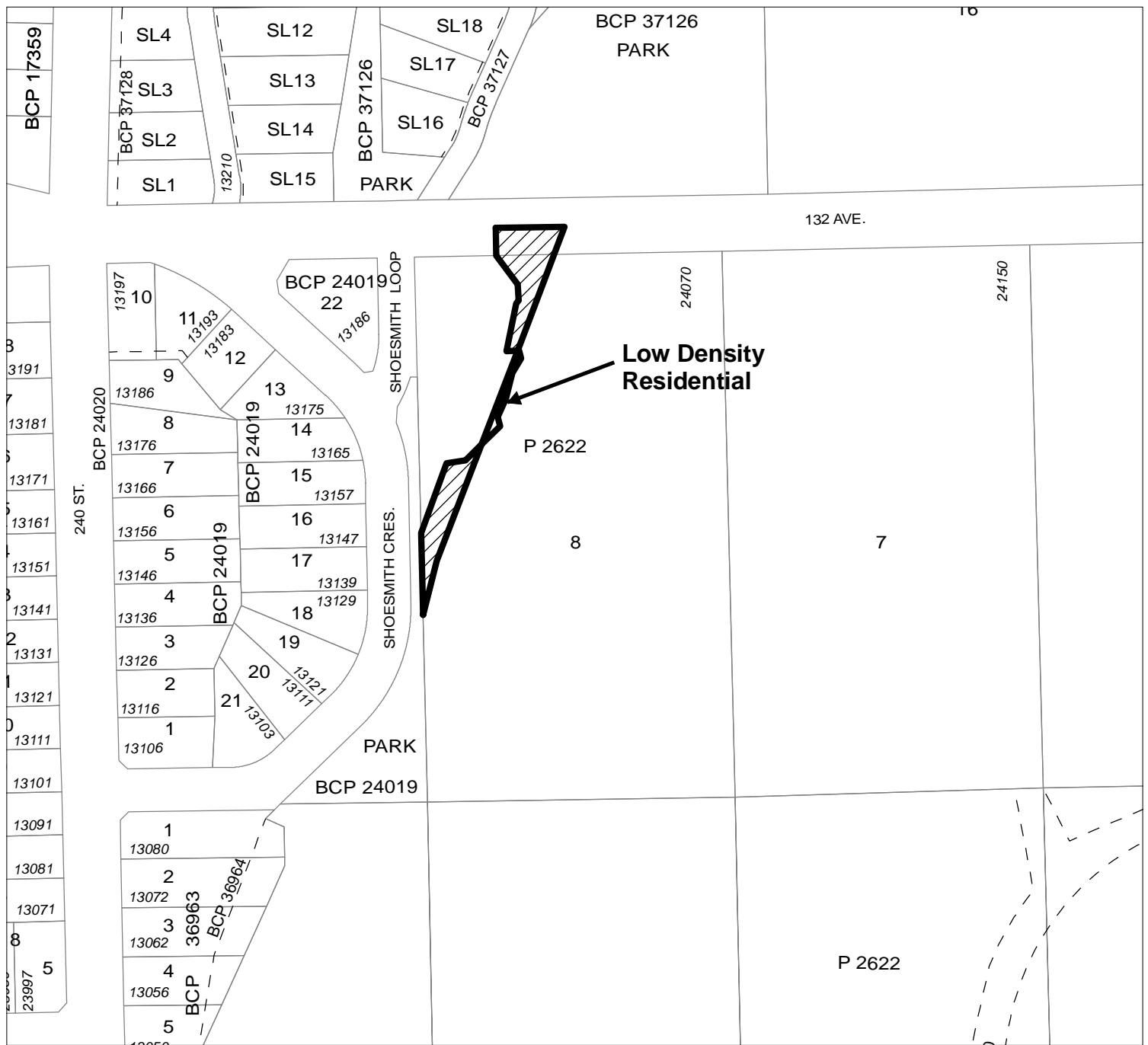
PUBLIC HEARING held the _____ day of _____, 20____

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. 7406-2017

Map No. 965

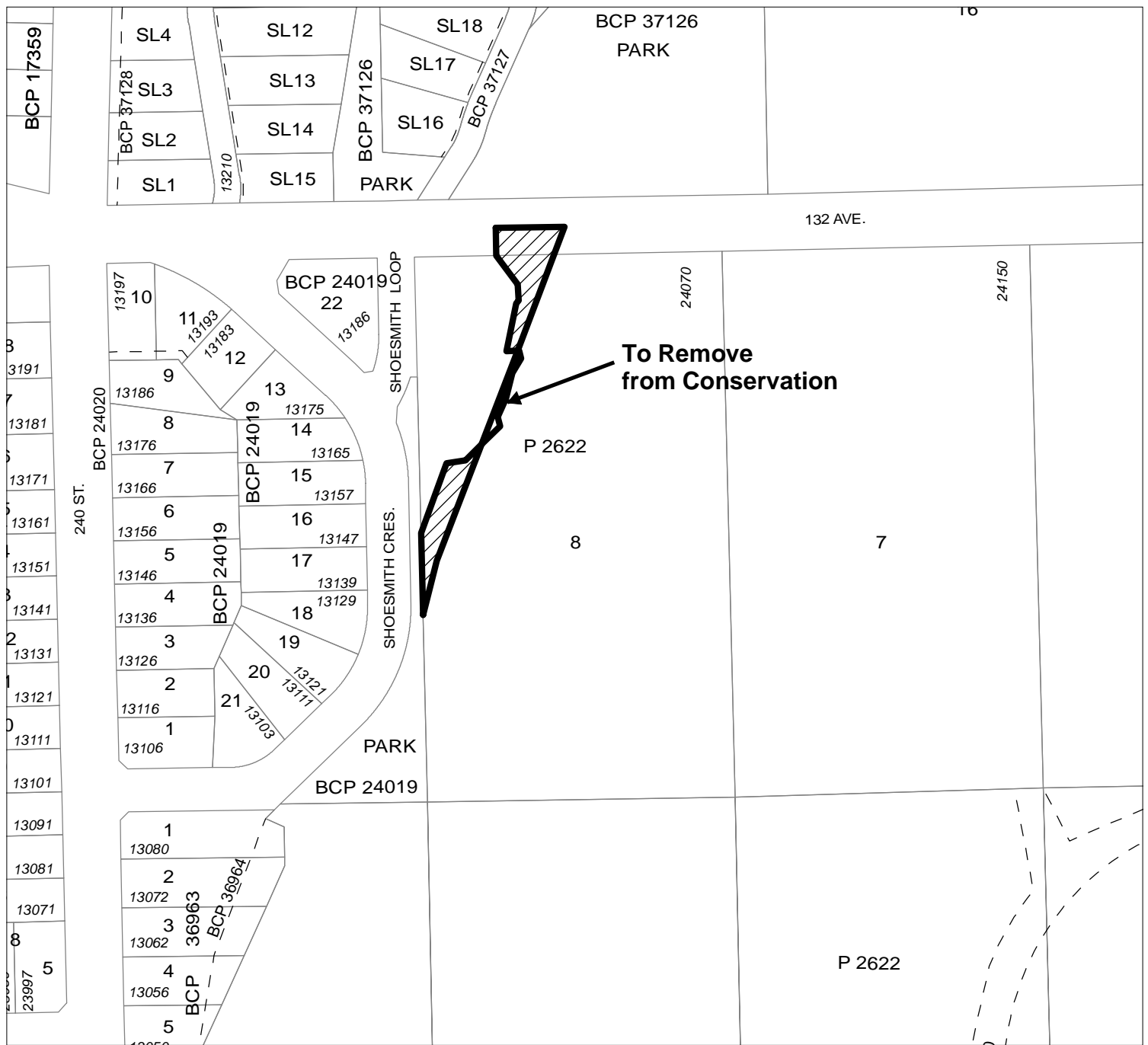
Purpose: To Amend Silver Valley Area Plan Figure 2

From: Low Density Residential and Conservation

To:  Conservation  Low Density Residential



SCALE 1:2,000



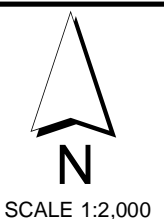
MAPLE RIDGE OFFICIAL COMMUNITY PLAN AMENDING

Bylaw No. 7406-2017

Map No. 966

Purpose: To Amend Silver Valley Area Plan Figure 4 Trails/ Open Space as shown

 To Add to Conservation  To Remove from Conservation



APPENDIX D

CITY OF MAPLE RIDGE

BYLAW NO. 7142-2015

**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. 7142-2015."
2. That parcel or tract of land and premises known and described as:

Lot 8 Section 27 Township 12 Plan New Westminster District Plan 2622

and outlined in heavy black line on Map No. 1637 a copy of which is attached hereto and forms part of this Bylaw, is hereby rezoned to R-1 (Residential District).

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

READ a first time the 28th day of April, 2015.

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

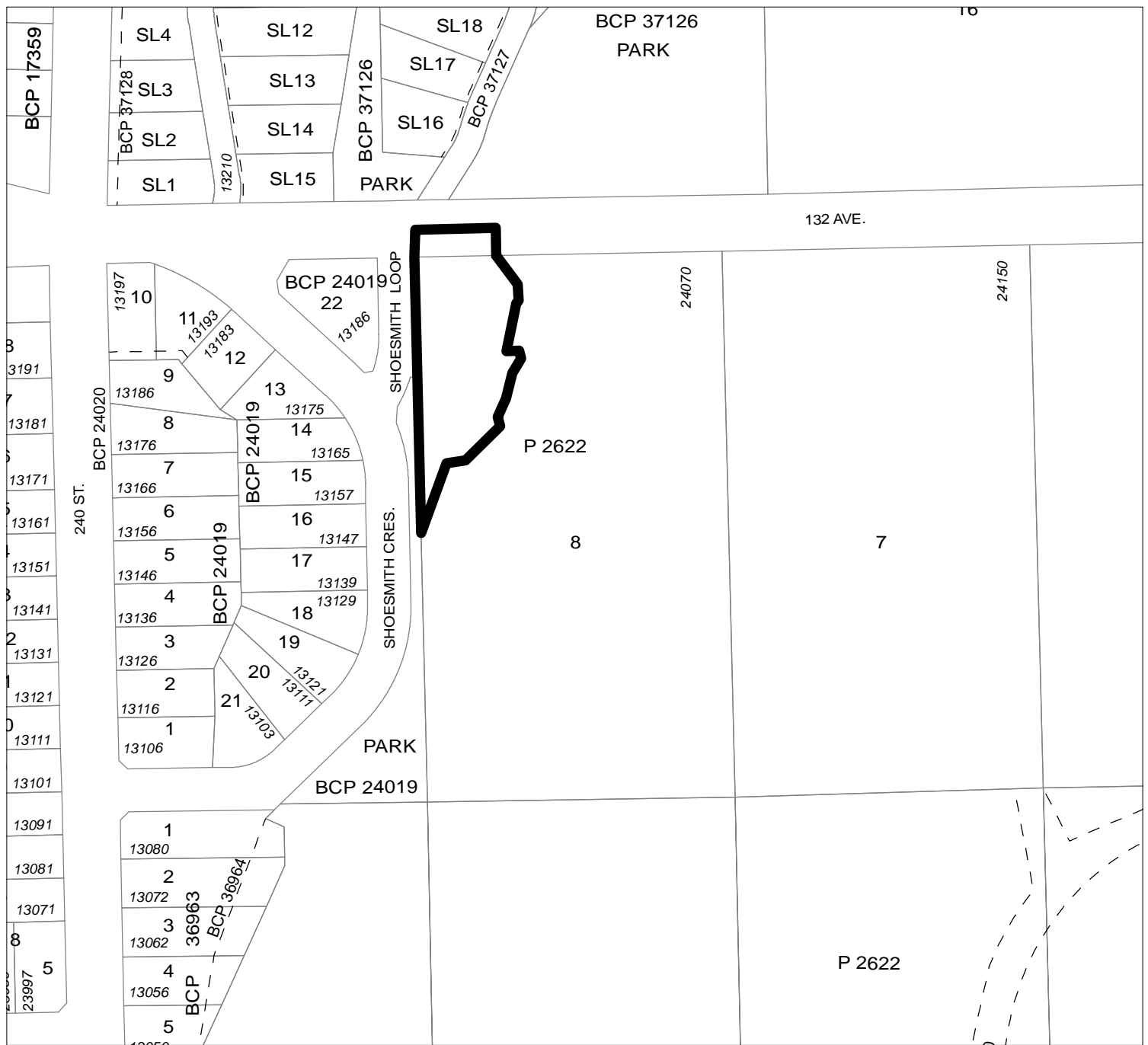
PUBLIC HEARING held the day of , 20

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

ADOPTED the day of , 20

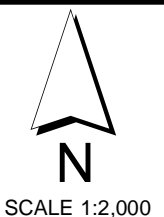
PRESIDING MEMBER

CORPORATE OFFICER

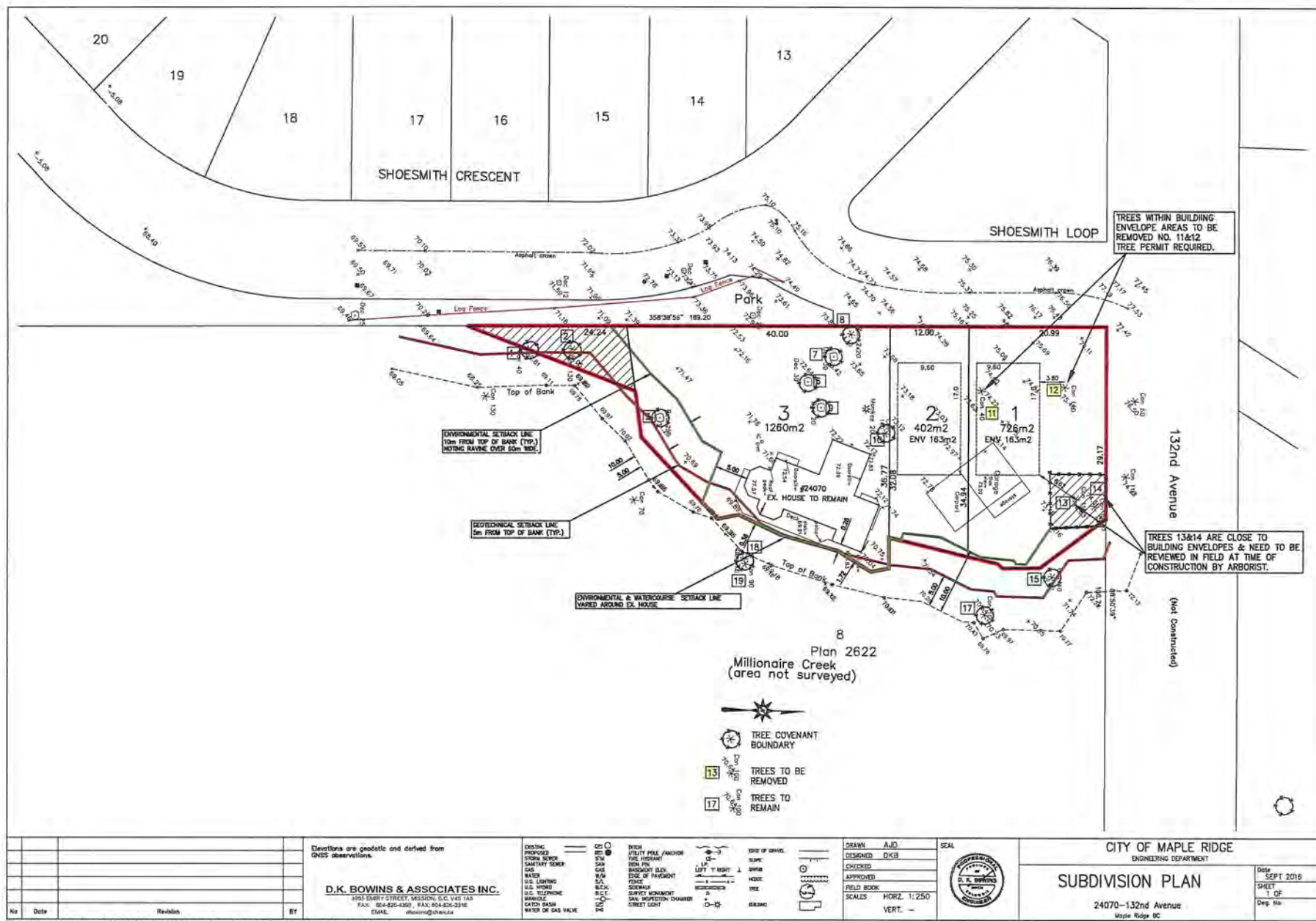


MAPLE RIDGE ZONE AMENDING

Bylaw No. 7142-2015
Map No. 1637
From: RS-3 (One Family Rural Residential)
To: R-1 (Residential District)



APPENDIX E



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. 7207-2016;
10366 240 Street

MEETING DATE: December 5, 2017
FILE NO: 2015-069-RZ
MEETING: Council

EXECUTIVE SUMMARY:

An application has been received to rezone the subject property located at 10366 240 Street (see Appendix A and B) from RS-2 (One Family Suburban Residential) to R-3 (Special Amenity Residential District) to permit a future subdivision of 13 lots. Council granted first reading to Zone Amending Bylaw No. 7207-2016 and considered the early consultation requirements for the Official Community Plan (OCP) amendment on February 9, 2016. The minimum lot size for the R-3 (Special Amenity Residential District) current zone is 213 m².

This application is in compliance with the OCP.

Pursuant to Council policy, this application is subject to the Community Amenity Contribution Program at a rate of \$5,100.00 per single family lot, for an estimated amount of \$66,300.

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

RECOMMENDATIONS:

- 1) That Zone Amending Bylaw No. 7207-2016 be given second reading, and be forwarded to Public Hearing;
- 2) That Council require, as a condition of subdivision approval, the developer to pay to the City an amount that equals 5% of the market value of the land, as determined by an independent appraisal, in lieu of parkland dedication in accordance with Section 510 of the *Local Government Act*; and,
- 3) That the following terms and conditions be met prior to final reading:
 - i. Approval from the Ministry of Transportation and Infrastructure;
 - ii. Submission of a satisfactory traffic study;
 - iii. Road dedication on 240 Street as required;
 - iv. Registration of a Restrictive Covenant for the Geotechnical which addresses the suitability of the subject property for the proposed development;
 - v. Registration of a Restrictive Covenant for selected corner lots preventing the construction of detached garages and carports that obstruct visual clearance at intersections;
 - vi. Registration of a Restrictive Covenant for Stormwater Management;

- vii. Removal of existing building/s;
- viii. 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;
- ix. That a voluntary contribution, in the amount of \$5,100 per lot (\$66,300 in total) is to be provided in keeping with the Council Policy with regard to Community Amenity Contributions.

DISCUSSION:

1) Background Context:

Applicant: Hub Engineering Inc. Mike Kompter

Legal Description: Lot "A" Section 3 Township 12 NWD Plan 13554

OCP:

Existing: Medium Density Residential
Proposed: Single-Family Residential

Zoning:

Existing: RS-2 (One Family Suburban Residential)
Proposed: R-3 (Special Amenity Residential District)

Surrounding Uses:

North:	Use:	Single Family and Vacant
	Zone:	RS-2 (One Family Suburban Residential) Subject to rezoning application (2017-510-RZ) to RM-1(Townhouse Residential)
	Designation:	Medium Density Residential
South:	Use:	Residential
	Zone:	R-3 (Special Amenity Residential District)
	Designation:	Medium Density Residential
East:	Use:	Townhouse
	Zone:	RM-1(Townhouse Residential)
	Designation:	Medium Density Residential
West:	Use:	Townhouse
	Zone:	RM-1(Townhouse Residential)
	Designation:	Urban Residential

Existing Use of Property: Vacant
Proposed Use of Property: 13 lot subdivision
Site Area: 0.648 Ha.
Access: 240A Street and lanes
Servicing: Urban or Rural Standard
Companion Applications: 2015-069-DP (Intensive Residential)

2) Background:

The subject site is 0.649 Ha. (1.6 acres) in size, sparsely treed and slopes gently down toward 240 Street from east to west. The proposed subdivision continues the pattern established by the R-3 (Special Amenity Residential District) subdivision to the south. RS-2 (One Family Suburban Residential) lots abut the subject site to the north subject to a recent rezoning application (2017-510-RZ) for townhouses, there are existing townhouse development across 240 Street to the west and east of the subject site.

3) Project Description:

The proposal to rezone the subject site from RS-2 (One Family Suburban Residential) to R-3 (Special Amenity Residential District) would permit a subdivision of 13 lots with a minimum lot area of 213 square metres. The proposed layout, although not reviewed by the Approving Officer, is a continuation of the established pattern to the south. The density of the project makes it subject to an Intensive Residential Development Permit application being made and being considered for issuance by Council together with final reading.

The project will also require a development variance permit. The variance is to allow the overhead wiring along the frontage of 240 Street to remain and to permit a temporary narrower lane along a 5 metre segment near proposed Lot 10 until the adjacent lands to the north develop.

Pursuant to Council's resolution, this application is subject to the Community Amenity Contribution Program.

4) Planning Analysis:

i) Official Community Plan:

The development site is located within the Albion Area Plan and is currently designated Medium Density Residential. The proposed R-3 (Special Amenity Residential District) is in compliance with the current designation.

ii) Zoning Bylaw:

The current application proposes to rezone the property located at 10366 240 Street from RS-2 (One Family Suburban Residential) to R-3 (Special Amenity Residential District) to permit a 13 lot subdivision. The minimum lot size for the proposed zone is 213 square metres (Appendix D).

iii) Off-Street Parking And Loading Bylaw:

There will be two parking spaces provided in either two car garages or a one car garage with a parking pad on each lot. The garages are detached and access is gained by way of lanes behind each of the lots. Parking is in compliance with the Bylaw.

iv) **Proposed Variances:**

A Development Variance Permit application has been received for this project and involves the following relaxations:

1. Subdivision and Development Services Bylaw No. 4800-1993, Schedule A – Services and Utilities:

The requests are:

- To waive the requirement to convert overhead utilities on 240 Street to underground wiring, in accordance with Council Policy 9.05 – Conversion of Existing Overhead Utility Wiring to Underground Wiring.
- To wave the minimum lane width for a portion of the lane from 7.5 metres to 5.98 metres where there is an impingement along one of the lots to the north.

2. Maple Ridge Zoning Bylaw No. 3510 -1985:

Section 403 (7) of the Zoning Bylaw requires that there be a clear line of vision across the corners of lots at street and lane intersections. This regulation reads:

Visual Clearance at Intersections

In any zoning district no fence, wall or structure other than a permitted building or any hedge, bush, shrub, tree or other growth shall be erected or allowed to grow to a height greater than 1 metre in the area bounded by:

- (i) the intersection of lot lines at a street corner and a line joining points along the said lot lines 7.5 metres from their point of intersection;*
- (ii) the intersection of lot lines at a lane corner and a line joining points along the said lot lines 6 metres from their point of intersection. This requirement shall also apply to the intersection of a lane with any other lane or with a street.*

This regulation requires that the principal dwelling and any projections not intrude into a 7.5 metre triangular area at street corners. Thus a variance is required to allow the corners of the front porch roof to project into the the visual clearance area for the corner lots. Allowing this variance would support the proposed house designs and the porch element is high enough not to interfere with the vision of drivers turning the corners.

Regarding the garage, this regulation means detached garages on corners with lanes need to be carefully designed and sited to avoid intrude into a 6.0 metre triangular area at lane corners. A two (2) car garage cannot be built on the proposed corner lots because the line of vision at the lane intersections would be affected. Therefore, the variance is to allow a one car garage with a pad for the second required parking space.

Each variance is supportable and more details will be provided in a future development variance permit report to Council.

v) Development Permits:

Pursuant to Section 8.8 of the OCP, an Intensive Residential Development Permit application is required to ensure the current proposal provides emphasis on high standards in aesthetics and quality of the built environment, while protecting important qualities of the natural environment.

The proposed single family dwellings will have a varied front façades to have a vibrant streetscape created by the variety of styles, taking into consideration and completing the existing subdivisions to the south and achieving neighbourhood cohesiveness.

The proposed building designs and landscaping are shown in Appendix E and F respectively.

Intensive Residential Development Permit applications are not subject to review by the Advisory Design Panel. Staff reviews these applications based on evaluation of a project by the architect or designer respecting the Key Concept Guidelines and Form and Character Guidelines contained in Section 8.8 of the OCP. Issuance of an Intensive Residential Development Permit is delegated to the Director of Planning under Maple Ridge Development Permit Delegation Bylaw No. 6478-2007 and is coordinated with Final Adoption.

vi) Development Information Meeting:

A Development Information Meeting was held at Albion Elementary School on October 5, 2017. There were three (3) attendees. The applicant reported that the biggest concerns seemed to be traffic and open space as follows:

- The public indicated the area has existing traffic congestion around the intersection of 103 Avenue and 240 Street. Concerns regarding possible vehicle re-routing onto 240A Street from 103 Avenue were noted once 240A Street is pushed through by way of future development to the north;
- The public expressed concern with respect to green space and retention of trees; and
- Furthermore, there were a few comments received regarding adequate parking especially along 240 Street.

The following are provided in response to the issues raised by the public:

- The applicant is required to undertake a traffic study to assess and consider necessary measures;
- The landscaping presentation alleviated some if not all of the public's concerns; and
- 240 Street is being widened.

vii) Parkland Requirement:

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

5) Environmental Implications:

The project will need to comply with the usual 3-tiered stormwater management requirements for the City.

6) Traffic Impact:

As the subject property is located within 800 metres of the Lougheed Highway, a referral has been sent to the Ministry of Transportation and Infrastructure.

Ministry approval of the Zone Amending Bylaw will be required as a condition of final reading. At this time, the Ministry has granted preliminary approval of the development application.

A traffic study will be required for this project.

7) Interdepartmental Implications:

i) Engineering Department:

The Engineering Department advises there are adequate services to accommodate the proposal, widening of about 3.0 metres is required along the frontage of 240 Street and the overhead power lines along 240 Street may remain (see Development Variance Section of this report).

ii) License, Permits and Bylaws Department:

The License, Permits and Bylaws Department reviewed the proposed siting of the dwelling units and detached garages. The applicant has addressed these comments by making modifications or by seeking a variance from Council (see Development Variance Section of this report).

8) School District No. 42 Comments:

Pursuant to Section 476 of the *Local Government Act*, consultation with School District No. 42 is required at the time of preparing or amending the OCP. A referral was sent to School District No. 42 on June 7, 2017 and in their reply dated June 23, 2017 advised:

- This rezoning would affect the student population for the catchment areas currently served by Albion Elementary and Samuel Robinson Technical Secondary Schools.
- Albion Elementary has an operating capacity of 438 students. For the 2016-2017 school year the student enrollment at Albion Elementary is 572 student (131% utilization) including 160 students from out of catchment.
- Samuel Robinson Technical Secondary School has an operating capacity of 600 students. For the 2016-2017 school year the student enrollment at Samuel Robinson Technical Secondary School is 785 students (131% utilization) including 346 students from out of catchment.

Planning staff comment: Council granted third reading to a proposal for a new elementary school on November 28, 2017. This school should be ready for construction beginning in 2018 with occupancy by the fall of 2019.

CONCLUSION:

It is recommended that second reading be given to Zone Amending Bylaw No. 7207-2016, and that application 2015-069-RZ be forwarded to Public Hearing.

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

“Original signed by Adrian Kopystynski”

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

“Original signed by Christine Carter”

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

“Original signed by Frank Quinn”

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

“Original signed by Paul Gill”

Concurrence: Paul Gill, CPA, CGA
Chief Administrative Officer

The following appendices are attached hereto:

Appendix A – Subject Map

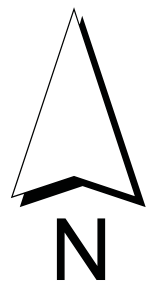
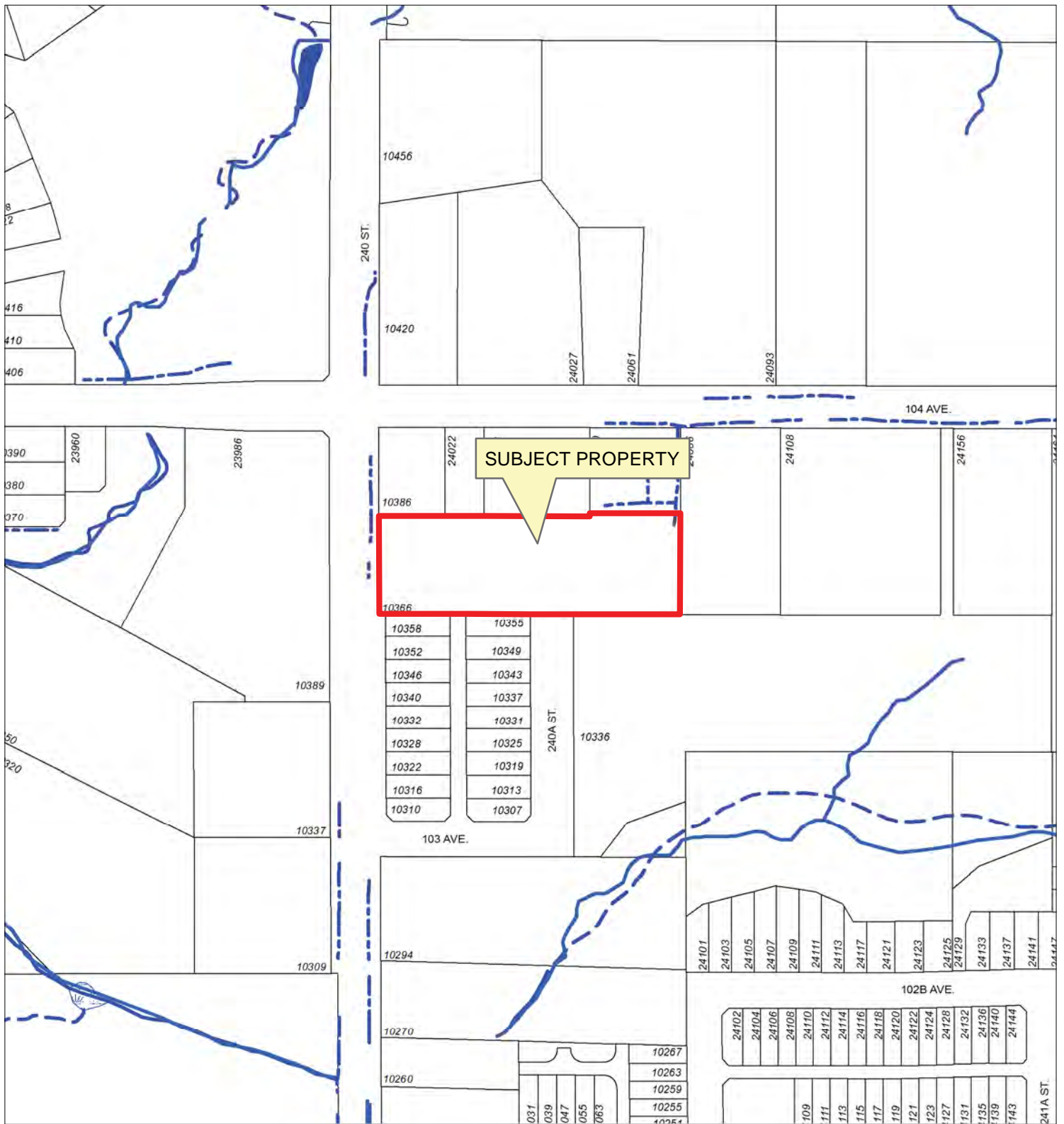
Appendix B – Ortho Map

Appendix C – Zone Amending Bylaw No. 7207-2016

Appendix D – Subdivision Plan

Appendix E – Building Elevation Plans

Appendix F – Landscape Plan



Scale: 1:2,500

Legend

- Stream
- Edge of River
- Indefinite Creek
- River Centreline
- Major Rivers & Lakes

10366 240 Street
2011 Image

PLANNING DEPARTMENT



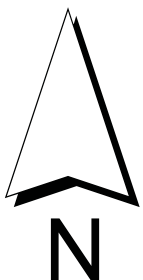
mapleridge.ca

2015-069-RZ
DATE: Jan 8, 2016

BY: JV



Aerial Imagery from the Spring of 2011



Scale: 1:2,500

Legend

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

10366 240 Street
2011 Image

PLANNING DEPARTMENT



MAPLE RIDGE

British Columbia

mapleridge.ca

2015-069-RZ
DATE: Jan 8, 2016

BY: JV

CITY OF MAPLE RIDGE BYLAW NO. 7207-2016

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. 7207-2016."
2. That parcel or tract of land and premises known and described as:

Lot "A" Section 3 Township 12 New Westminster District Plan 13554

and outlined in heavy black line on Map No. 1657 a copy of which is attached hereto and forms part of this Bylaw, is hereby rezoned to R-3 (Special Amenity 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 9th day of February, 2016

READ a second time the day of , 20

PUBLIC HEARING held the day of , 20

READ a third time the day of , 20

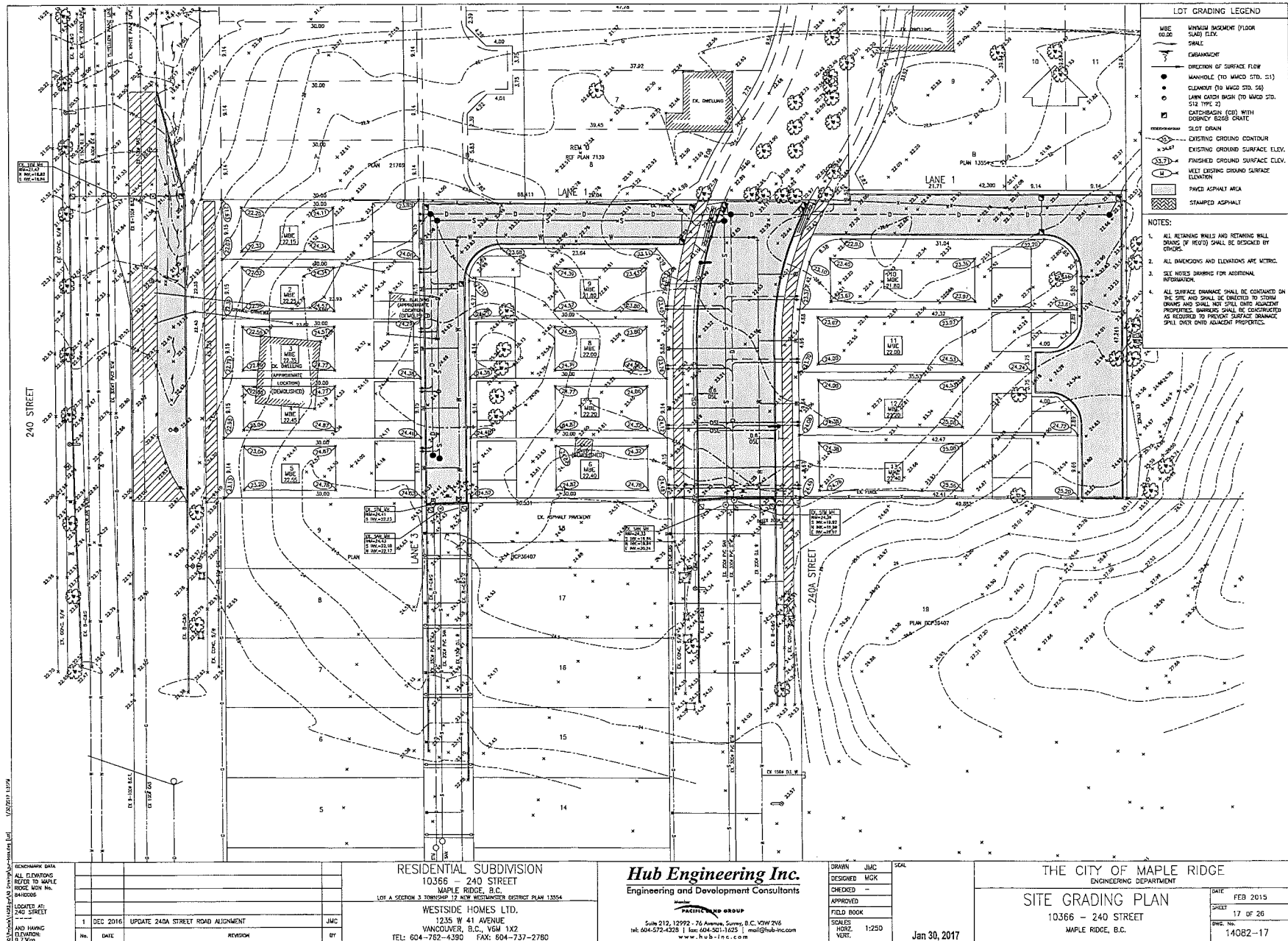
APPROVED by the Ministry of Transportation and Infrastructure this day of , 20

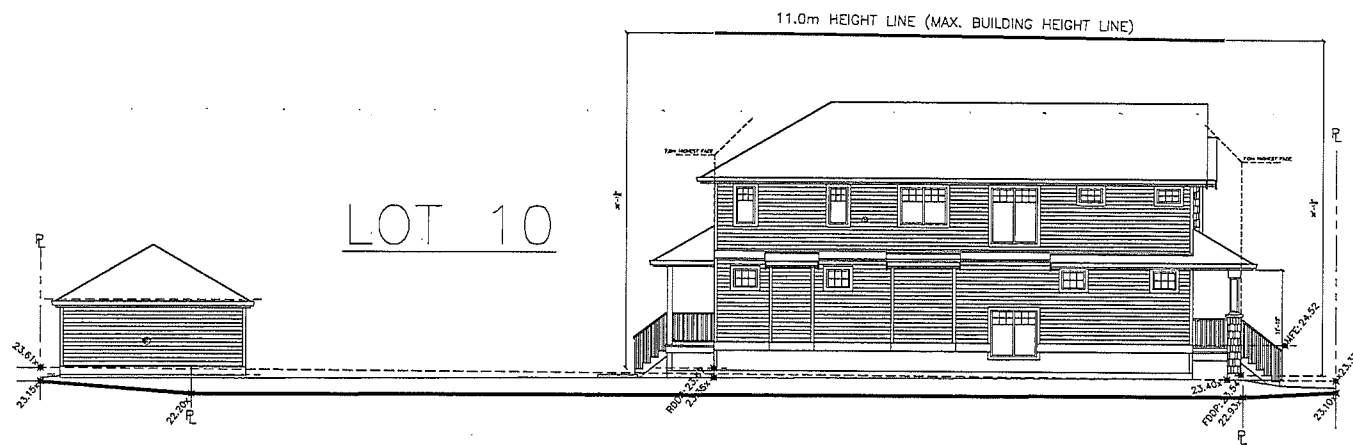
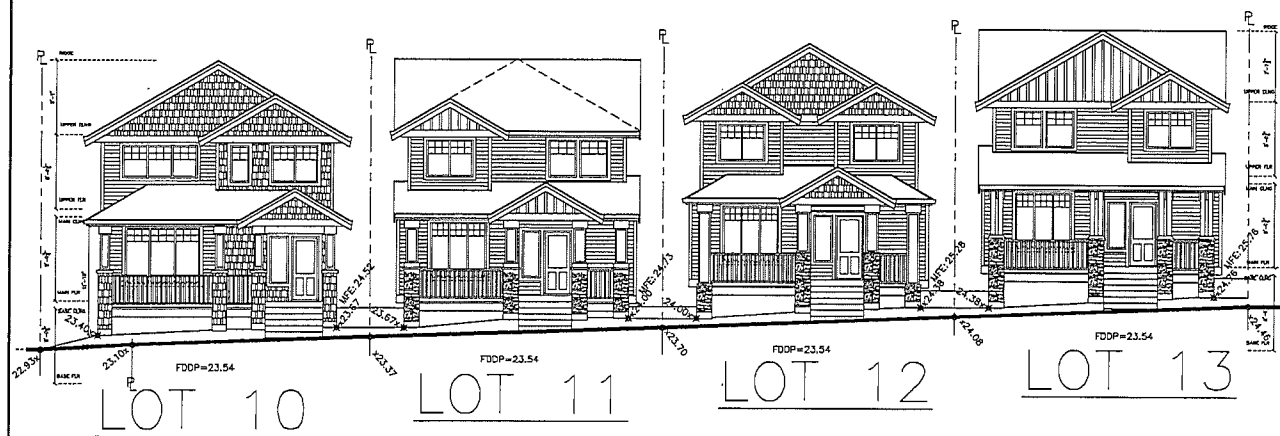
ADOPTED, the day of , 20

PRESIDING MEMBER

CORPORATE OFFICER

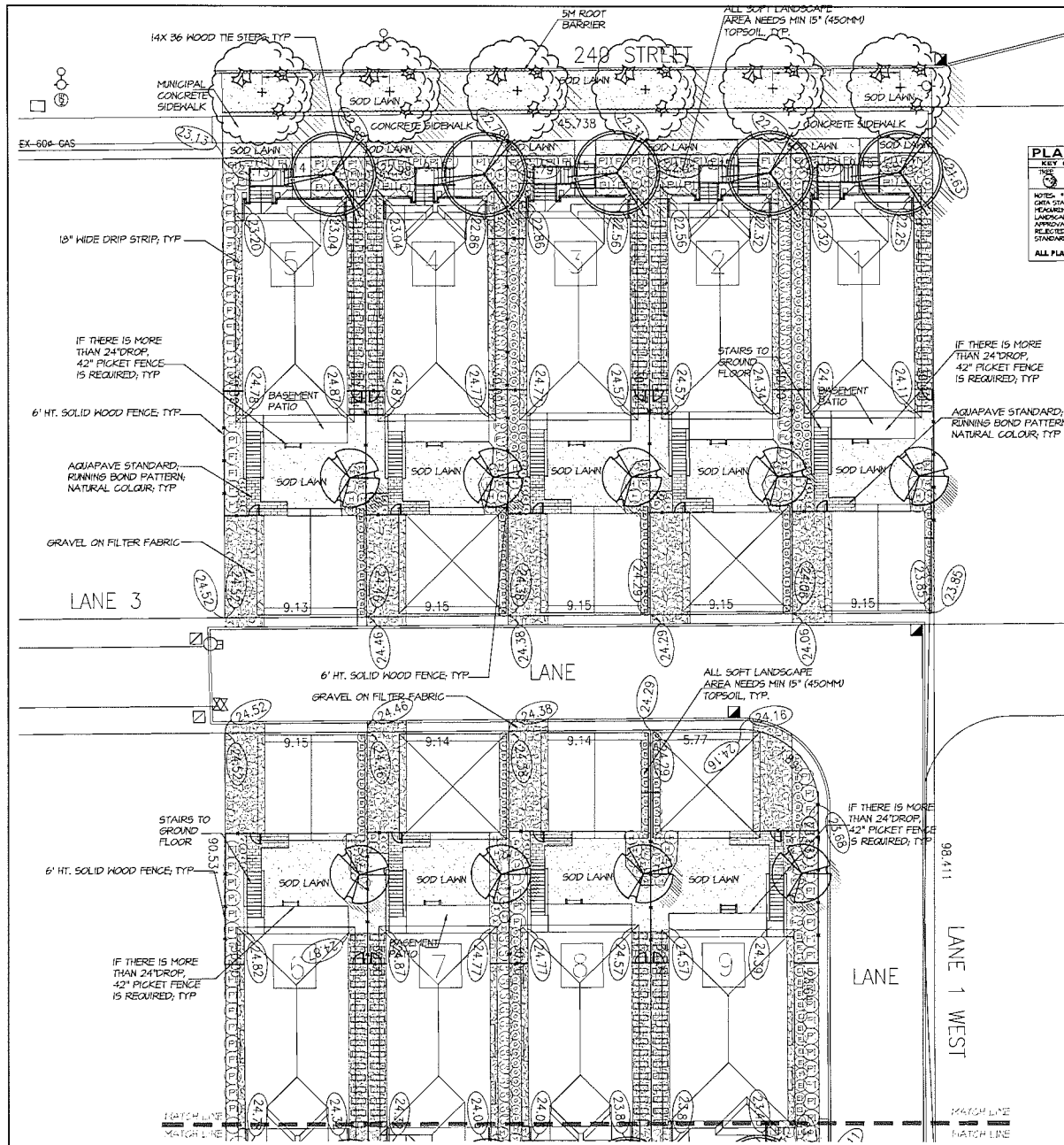
APPENDIX D





DRAWING NO: 3 of 9 R1	REVISIONS	DATE	NO.	DESIGNED BY:	CLIENT:	WESTSIDE HOMES LTD PROJECT title: 10356 240TH STREET MAPLE RIDGE, B.C.		Pinnacle Home Designs CUSTOM HOUSE DESIGNING -- DRAFTING -- CONSULTATIONS -- RENOVATIONS C: 604.617.8856	
	COMPLETED	26 OCT 17	1	DRAWN BY:	DRAWING TITLE:				
	REVISIONS: LOT 8410 INFO ADDED			SCALE: 3/16"=10' V.I.A.O.	PANEL 10 OF 12 FOR 12 SHEETS. USE OF PANEL ONE SHOWN IN SET. UNLESS OTHERWISE SPECIFIED, ALL DIMENSIONS ARE IN METERS. THIS DRAWING IS THE PROPERTY OF PINNACLE HOME DESIGNS AND WILL BE RETURNED TO THE CLIENT UPON COMPLETION OF THE PROJECT.				
	E-FILE NAME		DATE: 17 MARCH 17						

APPENDIX F



PLANT SCHEDULE-OFFSITE STREET TREE			MS JOB NUMBER: 10088
KEY	SYT	BOTANICAL NAME	COMMON NAME
1	ACER	GLABRUM VNR. DOORLAGH	DOUGLAS MAPLE
2	ACER	GLABRUM VNR. DOORLAGH	DOUGLAS MAPLE
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95	ACER	GLABRUM VNR. DOORLAGH	DOUGLAS MAPLE
96	ACER	GLABRUM VNR. DOORLAGH	DOUGLAS MAPLE
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100	ACER	GLABRUM VNR. DOORLAGH	DOUGLAS MAPLE

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PROJECT:
13 LOT SUBDIVISION
10366 - 240 STREET,
MAPLE RIDGE, BC

DRAWING TITLE:
**LANDSCAPE
PLAN-NORTH**

DATE: 11/11/14
SCALE: -
DRAWN: -
DESIGN: -
CHECK: H4

DRAWING NUMBER:
L1

MSLA PROJECT NUMBER: 10088

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13 LOT SUBDIVISION
10366 - 240 STREET,
MAPLE RIDGE, BC

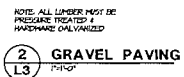
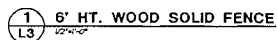
DRAWING TITLE:
**LANDSCAPE
PLAN-SOUTH**

DATE: 11/25/14
SCALE: -
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DESIGN: -
CHECK: MMY
M2LA PROJECT NUMBER: 15 068

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OF 4

PLANT SCHEDULE				M2 JOB NUMBER: 10088	
KEY	QTY	BOTANICAL NAME	COMMON NAME	PLANTED SIZE / REMARKS	
T	13	ACER GRACILE PLANE	PLANE AMUR MAPLE	23H HT.	
	4	GEORGINTELLUM JAPONICUM	KATSURA TREE	3H (H) LHM STD, EMB	
	8	FRAXINUS AMERICANA JAPANESE PURPLE	JAPANESE FRAXINUS	5H CAL LHM STD, EMB	
	1	DIENANTHA FLORESCENS	JAPANESE DIENANTHA	5H CAL LHM STD, EMB	
GRASS	82	DIENANTHA FLORESCENS	BOMBOOD		12 POT
	1	FRAXINUS AMERICANA JAPANESE PURPLE	FRAXINUS AMERICANA		12 POT
	1	FRAXINUS AMERICANA JAPANESE PURPLE	FRAXINUS AMERICANA		12 POT
	1	FRAXINUS AMERICANA JAPANESE PURPLE	FRAXINUS AMERICANA		12 POT
GRASS	13	DIENANTHA FLORESCENS	DIENANTHA FLORESCENS		12 POT
	1	FRAXINUS AMERICANA JAPANESE PURPLE	FRAXINUS AMERICANA		12 POT
	1	FRAXINUS AMERICANA JAPANESE PURPLE	FRAXINUS AMERICANA		12 POT
	1	FRAXINUS AMERICANA JAPANESE PURPLE	FRAXINUS AMERICANA		12 POT
GRASS	13	DIENANTHA FLORESCENS	DIENANTHA FLORESCENS		12 POT
	1	FRAXINUS AMERICANA JAPANESE PURPLE	FRAXINUS AMERICANA		12 POT
	1	FRAXINUS AMERICANA JAPANESE PURPLE	FRAXINUS AMERICANA		12 POT
	1	FRAXINUS AMERICANA JAPANESE PURPLE	FRAXINUS AMERICANA		12 POT
GRASS	13	DIENANTHA FLORESCENS	DIENANTHA FLORESCENS		12 POT
	1	FRAXINUS AMERICANA JAPANESE PURPLE	FRAXINUS AMERICANA		12 POT
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GRASS	13	DIENANTHA FLORESCENS	DIENANTHA FLORESCENS		12 POT
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GRASS	13	DIENANTHA FLORESCENS	DIENANTHA FLORESCENS		12 POT
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GRASS	13	DIENANTHA FLORESCENS	DIENANTHA FLORESCENS		12 POT
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	1	FRAXINUS AMERICANA JAPANESE PURPLE	FRAXINUS AMERICANA		12 POT
GRASS	13	DIENANTHA FLORESCENS	DIENANTHA FLORESCENS		12 POT
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GRASS	13	DIENANTHA FLORESCENS	DIENANTHA FLORESCENS		12 POT
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SEAL:

PROJECT:

13 LOT SUBDIVISION
10366 - 240 STREET,
MAPLE RIDGE, BC

DRAWING TITLE:

LANDSCAPE DETAILS

DATE: 7/FEB/14

SCALE: $\frac{1}{2}$

DRAWN BY

DESIGN: EN

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DRAWING NUMBER:

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City of Maple Ridge

TO: Her Worship Mayor Nicole Read
and Members of Council
FROM: Chief Administrative Officer
SUBJECT: Home Occupation Regulations
Second Reading: Maple Ridge Zone Amending Bylaw No. 7394-2017, as amended

MEETING DATE: December 5, 2017
FILE NO: 2017-242-RZ
ATTN: Council

EXECUTIVE SUMMARY:

Council directed that the City's 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 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.

Taking into account Council's comments at the October 24, 2017 Council Meeting, this report provides a revised set of regulatory changes for the home occupation regulations for Council to consider. While the intent of the new directions remain the same, the proposed home based business program now creates a four-pronged set of regulations: one for multi-unit dwellings, one for one-family and two-family residential zoned lots less than 1,200m² (0.3 ac); another for one-family and two-family residential zoned lots greater than 1,200m² (0.3 ac); and one for larger properties (1+ acres). The separate multi-unit classification allows for home occupations operating within such dwelling units to be regulated differently than those occurring within detached single-family homes. The new classification retains some of the earlier proposed new home occupation directions, but does now propose to reduce the number of allowed client visitations, reverting the limits to those found in the City's existing home occupation regulations.

Along with the above noted revision, minor other clarifications are proposed for Bylaw No. 7394-2017 from when it was presented for first reading. With such changes, the second reading of Bylaw No. 7394-2017 is recommended and that the Bylaw be forwarded to the next public hearing.

RECOMMENDATION:

1. That Maple Ridge Zone Amending Bylaw No. 7394-2017, as amended, be given second reading and be forwarded to the next public hearing.

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. Council also endorsed the proposed consultation program at this meeting.

Throughout September 2017, the community expressed broad levels of support for the Home Based Business Update process and the proposed changes to the home occupation regulations. Several outreach initiatives took place, including a public open house, presentations at local business groups, a networking event hosted by the Home Based Business Task Force, and a community survey (with over 115 received responses). Throughout the process, many residents indicated that it was an appropriate time for this level of change to the home occupation regulations in Maple Ridge, citing the changing nature of business and household needs. Members of local business groups also expressed enthusiasm for the proposed changes to the home occupation regulations and were pleased to see the City emphasizing the importance of local business development. Overall, clear community support for the proposed new regulations was identified.

On October 17, 2017, staff presented the results of the community consultation and Council passed a resolution that the bylaw to amend the home occupation regulations of the Zoning Bylaw be forwarded to the next Council meeting for consideration of first reading.

On October 24, 2017, Bylaw No. 7394-2017 received first reading. In the Council discussion, Council raised questions and sought clarity on the proposed changes to the amendments to the home occupation regulations.

ZONE AMENDING BYLAW CONSIDERATIONS:

Maple Ridge Zone Amending Bylaw No. 7394-2017 is being presented for Council consideration for second reading. If read a second time, it is requested that the bylaw be forwarded to the next available Public Hearing. The full text of the revised Zone Amending Bylaw No. 7394-2017 is available in Appendix A.

At the time of first reading, Council debated the proposed regulations in light of possible implications stemming from the proposed level of customer and employees visitation should a home occupation be operated from a multi-unit dwelling. As well, discussion was also held on the overall impacts of home occupations upon on-street parking.

In response, staff has revisited the proposed regulations as well as existing zoning requirements, and is now proposing a four-pronged approach: with a new Home Occupation category being proposed specifically for multi-unit dwellings. That is, a new Type 1 Home Occupation category permits home occupations in multi-unit dwellings, while Type 2 is for home occupations occurring on one-family and two-family residential zoned lots less than 1,200m² (0.3 ac). Type 3 Home Occupations occur on one-family and two-family residential zoned lots greater than 1,200m² (0.3 ac), and a Type 4 Home Occupation is for operations on larger properties (1+ acres).

Details regarding the new Type 1 classification are provided below, while staff note, that aside from the name change, the regulations proposed for Types 2, 3 and 4 Home Occupations remain unchanged from the October 2017 reports.

a) Home Occupations in a Multi-Family Unit

Given the discussion that took place at the October 24, 2017 Council Meeting, it is now proposed to largely maintain the current regulation regime for home occupations occurring in a multi-family unit, as they relate to the number of employees and visitors permitted; namely:

- to only permit 1 non-resident employee (subject to accommodating employee parking on-site); and
- to only permit visitation of clients for a Tutoring & Lesson use, limited to 2 classes per day and no more than 6 client visits per day.

It is still proposed to expand the permitted size of a home occupation occurring in a multi-family unit from the current 20% (up to 50m²) to 30% (up to 50m²) of the gross floor area. It is also still proposed to expand the types of activities permitted as a home occupation occurring in a multi-family unit, recognizing that many of these activities (e.g. health and personal services) would now be restricted to off-site or mobile-based services only.

b) Number of Visitations per Home Occupation

Following up on a Council question regarding the number of home occupations that may be permitted per dwelling under the proposed Zone Amending Bylaw, and the ensuing number of potentially combined employees and client visits that may occur, Bylaw & Licencing Services staff identify that there is not currently (or proposed) a limit to the number of business licences that may be issued to a particular dwelling unit. This is consistent with the practice for commercial spaces.

Acknowledging that, Planning staff also proposes a further refinement to Zone Amending Bylaw No. 7394-2017 to include wording that the number of client visits permitted, regardless of classification, should be tied to the lot on which the home occupation activities take place. Said differently, as per our Business Licencing and Regulation Bylaw, should someone be granted more than one business licence to operate different home occupations from a property, the number of visitations to that lot would now be fixed (e.g. at 10 for a Type 2 Home Occupation) and not be cumulative.

c) Parking Considerations

Under the proposed new Home Occupation regulations, parking related to non-resident employees under all types of home occupations are envisioned to be dealt with on-site, similar to the existing zoning requirements. However, it was noted during the recent Council dialogue that there may be an interest in seeing all parking generated by a home occupation (i.e. visitors and employees) accommodated on the subject property. As such, staff re-visited the work undertaken early in the review process and specifically, re-examined the approaches undertaken by neighbouring municipalities with regards to home occupation parking.

From the research staff observed that some communities do include off-street parking requirements for home occupations; with many such requirements focused on accommodating the associated employee parking. However, the majority of home occupation regulations for those communities reviewed were found to be silent on the issue of accommodating visitor parking. Table 1 in Appendix B summarizes the various parking requirements associated with home occupations from several surrounding communities.

Based on the background research and the inputs received through the recent community engagement process, staff continues to recommend that additional on-site parking for visiting clients not be required. Staff also notes for Council the inherent challenges associated with accommodating

such parking on-site, especially in light of competing interests on such properties stemming from the accommodation of parking for secondary suites and detached garden suites. In addition, as proposed above, the number of permitted visits has been reduced for home occupations occurring in multi-family and single family units with an accessory dwelling unit resulting in reduced potential impacts. Further, the inclusion of provision 402(10)(j)(viii) regarding parking shortages in the amending bylaw provides additional enforcement oversight. Staff also notes that not all home occupation uses will require visits by clients to be viable.

Should the proposed amendments be adopted, Bylaw & Licencing Services have agreed to monitor and report back on any resulting neighbourhood impacts from increasing the number of visiting clients. That said, should Council remain concerned about parking spill-over resulting from the proposed home occupation regulations, Planning and Bylaw & Licencing Services staff offer as an alternative approach that, rather than a focus on parking, that staff be instructed to re-assess the proposed number of potential visitations permitted under each home occupation type.

d) Summary of Home Occupation Classifications:

In summary, subject to further discussion, the proposed home based business program now creates a four-pronged set of regulations:

- Creates a new **Type 1 Home Occupations** for home occupations occurring in multi-unit dwellings;
- Renamed **Type 2 Home Occupations**, this category covers home occupations occurring on one-family and two-family residential zoned lots less than 1,200m² (0.3 ac);
- Renamed **Type 3 Home Occupations**, this category covers one-family and two-family residential zoned lots greater than 1,200m² (0.3 ac); and
- Maintains a category for larger properties (1+ acres), now called **Type 4 Home Occupations**.

OTHER CONSIDERATIONS: STRATA COUNCILS & LANDLORD NOTIFICATION

Having confirmed with the Residential Tenancy Branch that the *Residential Tenancy Act* does not prohibit home occupation uses, it is therefore at the discretion of strata councils or landlord to make known any limitations on home occupations as conditions to a tenancy. That is, strata councils and landlords (property owners) can opt not to permit home occupations or decide the extent to which a home occupation use can occur so long as home occupations are permitted under the City's zoning. Zone Amending Bylaw No. 7394-2017 is premised on the expectation that each strata council and/or landlord would implement the bylaw relative to their own interests.

Noting the above, in response to Council's interests that local strata councils be effectively informed of the proposed amendments to the Zoning bylaw, and afforded sufficient time to alter their bylaws or tenancy agreements as appropriate, Staff intend to notify local strata associations (including the Condominium Home Owners Association of BC) as part of the Public Hearing notification, should the Zone Amending Bylaw be referred. Further, should the Bylaw receive third reading, staff will again notify local strata councils of the proposed changes in order to provide strata councils an opportunity to make any necessary changes to their own bylaws.

HOME BASED BUSINESS TASK FORCE:

Staff provided an update to the Home Based Business Task Force at the November 28, 2017 meeting, and outlined the suggested changes related to home occupations in multi-unit dwellings. Task Force members acknowledge Council's considerations and re-affirmed their support for the proposed changes to the Home Occupation regulations. They continue to express interest in a broader approach for home based businesses provided neighbourhood needs can be balanced.

INTERGOVERNMENTAL IMPLICATIONS:

a) 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, was referred to the ALC for comment.

The ALC raised no comments with the Zone Amending Bylaw and specifically identified its full support for the City's inclusion of provision 402(4)(i) which ensures that applicants are aware that any home occupation use within the ALR must comply with the *Agriculture Land Commission Act (ALCA)* and Regulation.

The ALC does request that they be consulted when any Type 4 Home Occupation uses are proposed for ALR properties, particularly if new site-specific zoning is proposed, so that they can assist with ensuring that any bylaw changes fully align with the *ALCA* and Regulation.

INTERDEPARTMENTAL IMPLICATIONS:

a) 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. Bylaw & Licencing Services staff are interested in using the home based business regulatory review process as an opportunity to align several bylaws, including the Business Licencing and Regulation Bylaw. It would also be an opportunity to refine and potentially address some of the previously identified issues with the home based business licencing process. Should the proposed changes be adopted, changes to the Business Licencing and Regulation Bylaw would be required and would follow in a separate report. This may include requirements that applicants for a licence to undertake a Type 1 Home Occupation (multi-unit dwellings) provide evidence that the associated strata bylaws permit home occupations, as well as outline possible implementation steps for business licence conditions and for mobile business licences.

b) 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 the expansion of home occupations 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.

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 occupations and to provide greater opportunities for expanding home occupations in the City while balancing the needs of the residential communities in which these operations exist. Taking into account Council's comments at the October 24, 2017 Council Meeting, this report provides a revised set of regulatory changes for the home occupation regulations for Council to consider. With the new changes, it is requested that Zone Amending Bylaw No. 7394-2017, as amended, be read by Council for a second time and then be forwarded to the next available public hearing.

"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"

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

The following appendix is attached hereto:

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

Appendix B – Municipal Comparison of Home Occupation Parking Requirements

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”:
HOMECRAFT 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 dwelling unit, unless otherwise prohibited by this Bylaw; or
 - (ii) A Type 2 Home Occupation where the operation occurs on a lot less than 1,200.0 m²; or
 - (iii) A Type 3 Home Occupation where the operation occurs on a lot equal to or greater than 1,200.0 m²; or
 - (iv) A Type 4 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 in which the home occupation is located, up to maximum of 50.0 m² in total for Type 1 Home Occupations; or
 - (ii) 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 2 Home Occupations; or
 - (iii) 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 3 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) 1 non-resident employee per dwelling unit for Type 1 Home Occupations; or
 - (ii) 2 non-resident employees per dwelling unit for Type 2 Home Occupations; or
 - (iii) 3 non-resident employees per dwelling unit for Type 3 Home Occupations.
- (e) Be permitted on-site client visits, only by appointment scheduled in advance, up to a maximum of:
 - (i) 6 clients per day per dwelling unit for Type 1 Home Occupations, limited to Tutoring & Lesson uses only;
 - (ii) 10 clients per day per lot for Type 2 Home Occupations; or
 - (iii) 16 clients per day per lot for Type 3 Home Occupations.
- (f) Be permitted, subject to Section 402.4 (e), group sessions up to a maximum of:
 - (i) 2 group sessions per day for Type 1 Home Occupations, limited to Tutoring & Lessons use only; and
 - (ii) 6 clients at any one time for Type 2 Home Occupations; and
 - (iii) 8 clients at any one time for Type 3 Home Occupations.
- (g) Be permitted for the following uses:
 - (i) Animal Services, excluding dog day care and for Type 1 and Type 2 Home Occupations, restricted to off-site or mobile-based services only;
 - (ii) Business Services;
 - (iii) Office uses;
 - (iv) Health Services, for Type 1 Home Occupations, restricted to off-site or mobile-based services only;
 - (v) Homecraft;
 - (vi) Personal Services, excluding dry cleaning and for Type 1 Home Occupations, restricted to off-site or mobile-based services only;
 - (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 parking shortages, 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 , 2017.

READ a second time the day of , 2017.

READ a third time the day of , 2017.

ADOPTED the day of , 2017.

PRESIDING MEMBER

CORPORATE OFFICER

APPENDIX B

Table 1: Municipal Comparison of Home Occupation Parking Requirements

Municipality	Permitted Client Daily Visits	Permitted Employee(s)	Client + Employee Parking Requirements
Abbotsford	<p>Level 1: No Visits.</p> <p>Level 2: Shall not generate significant vehicular traffic impacts.</p> <p>Level 3: Same as Level 2.</p>	<p>Level 1: Resident only.</p> <p>Level 2: Resident & 1 non-resident employee.</p> <p>Level 3: Resident & 2 non-resident employees.</p>	<p>Level 1: 0.</p> <p>Level 2: 1 additional parking space for a non-resident employee.</p> <p>Level 3: 2 additional parking spaces for non-resident employees.</p>
Burnaby	Silent	No non-resident employees unless a home occupation child care facility.	Silent
Coquitlam	Silent	No more than 1 non-resident employee.	Silent
Delta	Silent	Resident/Family members no more than 2 persons/resident.	Silent
Langley Township	1 commercial vehicle visit per day & shall not create demand for client parking.	<p>Big Rural: max 3 non-residents.</p> <p>Small Rural: max 2 non-residents.</p> <p>Urban: max 1 non resident.</p> <p>CD: no non-resident.</p>	1 space per non-resident employee.
Langley City	Silent	One resident. One non-resident.	Silent
Mission	10 patrons/students at one time.	<p>Big Rural: max 5 employees; 4 non-resident.</p> <p>Rural: max 4 employees; 3 non-resident.</p> <p>Urban: max 3 employees; 2 non-resident.</p>	<p>1 for each non-resident employee.</p> <p>2 off-street parking spaces for uses involving patrons/students.</p>

Richmond	Max 3 clients on the premises at any one time.	Only by resident.	Silent
Pitt Meadows	Max of 2 clients on premise at any one time.	Not more than 2 employees and 1 must reside in DU.	Silent
Port Coquitlam	Tutoring: 3 at once; 10 per day. Animal: 4 pets per day. Other: 5 business visitors (including deliveries) per day.	A/RS/RD Zones: max 3 employees; 1 non-resident. If tutoring or animal, 1 employee. RTh/RRh/RA/CD/C Zones: no more than 2, both must be residents.	A/RS/RD: 2 off-street parking spaces. Silent for all other zones.
Port Moody	Silent	2 employees.	Silent
Surrey	Silent	Immediate family members only.	Silent
Vancouver	Not permitted.	Not permitted (unless both live at same address).	Silent

City of Maple Ridge

TO: Her Worship Mayor Nicole Read
and Members of Council
FROM: Chief Administrative Officer
MEETING DATE: December 5, 2017
FILE NO: 11-5255-70-112
MEETING: Council
SUBJECT: Award of Contract ITT-EN17-65: 270A Street Reservoir & Pump Station

EXECUTIVE SUMMARY:

The replacement of the 270A Street Pump Station and construction of an additional reservoir to increase water storage capacity at the site is recommended in the City's 2016 Water Distribution Master Plan. The project will provide additional pumping capacity and water storage volumes to serve and meet the ultimate demands of their respective service areas, in accordance with the City's Official Community Plan. The project is in the current Financial Plan and is planned for construction in 2018.

The construction of the new 270A Street Reservoir & Pump Station includes site clearing; foundation preparation and installations; water main tie-in, a new bolted glass-fused-to-steel tank, a new building to house the pump room, electrical and instrumentation room and chemical room for the chlorine generation system; a standby generator and new electrical connection, site drainage, security measures around the new building and upgrades to the existing sites' security including cameras, motion sensors and chain link fencing.

An Invitation to Tender was issued on October 16, 2017, and closed on November 27, 2017. The lowest compliant tender price was submitted by Westpro, A Division of Pomerleau Inc. in the amount of \$4,196,710.92 excluding taxes. The project is largely funded through Development Cost Charges (DCC) and the Water Capital Fund (WCF) and additional funds are required to cover the site construction supervision services and a contingency amount which may or may not be used.

Stantec Consulting Ltd. (Stantec) is the City's engineering consultant for the project. In awarding the construction contract, additional services are required of Stantec Consulting Ltd., including construction reviews, environmental and geotechnical monitoring. This report recommends increasing their contract by \$150,000.00.

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

RECOMMENDATION:

THAT Contract ITT-EN17-65: 270A Street Reservoir & Pump Station Replacement be awarded to Westpro, A Division of Pomerleau Inc. in the amount of \$4,196,710.92 excluding taxes; and

THAT a contract contingency of \$200,000.00 be approved to address potential variations in field conditions; and

THAT the Corporate Officer be authorized to execute the contract; and

THAT the Financial Plan be amended to fund this project from Development Cost Charges and Water Capital Fund as identified in this report, and further

THAT the existing Stantec Consulting Ltd. contract for Engineering Design Services for 270A Street Reservoir and Pump Station be increased by \$150,000.00.

DISCUSSION:

a) Background Context:

The replacement of the 270A Street Pump Station and construction of an additional reservoir to increase water storage capacity at the site is recommended in the City's 2016 Water Distribution Master Plan. The project will provide additional pumping capacity and water storage volumes to serve and meet the ultimate demands of their respective service areas, in accordance with the City's Official Community Plan. The project is in the current Financial Plan and is planned for construction in 2018.

The construction of the new 270A Street Reservoir & Pump Station includes site clearing; foundation preparation and installations; water main tie-in, a new bolted glass-fused-to-steel tank, a new building to house the pump room, electrical and instrumentation room and chemical room for the chlorine generation system; a standby generator and new electrical connection, site drainage, security measures around the new building and upgrades to the existing sites' security including cameras, motion sensors and chain link fencing.

Tender Evaluation

An Invitation to Tender was issued on October 16, 2017 and closed on November 27, 2017. Ten compliant tenders were submitted as noted below:

	<u>Tender Price</u> <u>(excluding taxes)</u>
Westpro, A Division of Pomerleau Inc.	\$4,196,710.92
HRC Construction (2012) Ltd.	\$4,271,351.00
GCL Contracting & Engineering Inc.	\$4,320,000.00
Tri Tech Group Ltd.	\$4,411,123.91
Westport ConstructionGroup Inc.	\$4,725,340.00
Tybo Contracting Ltd.	\$4,558,900.00
MRC Total Build LP	\$4,646,187.55
Stuart Olson Water	\$4,960,764.76
Kingston Construction Ltd.	\$5,281,160.78
Cewe Infrastructure Ltd.	\$5,927,568.90

A detailed review of the tenders was completed and the lowest compliant bid is \$4,196,710.92 from Westpro, A Division of Pomerleau Inc. (Westpro). Westpro has completed a number of projects with a similar scope as the 270A Street Reservoir & Pump Station and is qualified to complete the works. Reference checks with other municipalities and Stantec confirmed that Westpro is suitably capable of completing the project successfully.

Consultant Construction Services

City staff will be providing a full-time site representative responsible for the day-to-day quality assurance of the contractor's work and coordination of all site issues. However, given the complex nature of the project, the expertise of the design consultant, Stantec, is required to support City staff with on-site field reviews and monitoring as well as to satisfy Engineer of Record requirements. This includes geotechnical support for the foundation placement of the pump station as well as sign-offs and reviews of the structural, mechanical, electrical and environmental elements of the project. The increase in the Stantec contract value is \$150,000.00 for these services during construction.

b) Desired Outcome:

The construction of a new reservoir and replacement of the 270A street pump station will provide the system water volumes and pressures needed to meet the demands of the land use within the respective water pressure zones in accordance with the City's Official Community Plan.

c) Strategic Alignment:

The Corporate Strategic Plan provides direction to manage municipal infrastructure under various initiatives such the Water Distribution Master Plan, the DCC Bylaw and Smart Managed Growth.

The need for the 270A Street Reservoir & Pump Station project was originally identified in the 2011 Water Master Plan and reconfirmed in the 2016 Update. The new reservoir and pump station will help meet water demands in their water pressure zones as set out in the Water Distribution Master Plan.

d) Citizen/Customer Implications:

The construction duration is estimated at 10 months, commencing promptly after the contract is awarded and expected to be completed by November 2018. The impact to traffic and residents in the neighbourhood will be minimal as the site is located in a rural residential cul-de-sac. The only work in the roadway will be for a connection to the existing water main and road closures are not expected.

Water service to the area will not be impacted as the existing 270A Reservoir and Pump Station will remain in service during construction of the new reservoir and pump station.

Notifications will be delivered to surrounding residents informing of the project. The general public will be informed of the construction project, progress and with updates through the City's website and social media sources.

e) Interdepartmental Implications:

The Engineering and Operations Departments have provided input during the design stage and the project makes use of City resources (site survey, photo databases, plan of record drawings) where possible in the interests of cost effectiveness and efficiencies.

f) Business Plan/Financial Implications:

The original budget of \$4.60 Million as contained in the approved Financial Plan was based on the construction cost estimate in the 2016 Water Distribution Master Plan.

Now that tenders have closed, the estimated overall project construction cost is \$4,870,848.09 including all third party utility (BC Hydro) relocates, water utility connections, field reviews and monitoring by professional consultants, construction costs and contingencies. The projected costs and funding breakdown is as follows:

Project Costs

Expenditures to Date	\$ 274,137.17
Construction	\$ 4,196,710.92
Additional Consultant Services	\$ 150,000.00
Water Tie-ins by City Forces	\$ 50,000.00
Contract Contingency	\$ 200,000.00
Grand Total	\$ 4,870,848.09

The project expenditures include a \$200,000.00 contract contingency that will only be utilized if required to address unforeseen issues throughout all aspects of construction.

Existing Funding

2016 Water Capital Fund	\$	23,997.00
2017 Water Capital Fund	\$	480,000.00
2016 Development Cost Charges	\$	2,376,003.00
2017 Development Cost Charges	\$	<u>1,720,000.00</u>
Total Existing Funding	\$	4,600,000.00

Note: the project is funded over two years to reflect the actual construction timing and duration.

Additional Funding Required

Water Capital Fund	\$	32,501.78
Development Cost Charges	\$	<u>238,346.31</u>
Total Required Funding	\$	270,848.09

This project is largely funded by Development Cost Charges (approx. 88%) with the balance funded through the Water Capital Fund (12%).

CONCLUSIONS:

The tender price of \$4,196,710.92 excluding taxes by Westpro for the 270A Street Reservoir & Pump Station project is the lowest compliant tendered price. It is recommended that Council approve the award of the contract to Westpro. It is recommended that Council approve an increase to the existing Stantec Consulting Ltd. contract for Engineering Design Services for 270A Street Reservoir & Water Pump Station in the amount of \$150,000.00 for geotechnical and environmental monitoring and construction reviews and services. It is further recommended that the Financial Plan be amended to fund this project from DCC's and Water Capital Fund to the amount of \$270,848.09.

"Original signed by Jeff Boehmer"

Prepared by: **Jeff Boehmer, PEng.**
Manager of Design & Construction

"Original signed by Trevor Thompson"

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

"Original signed by David Pollock"

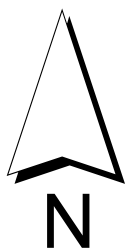
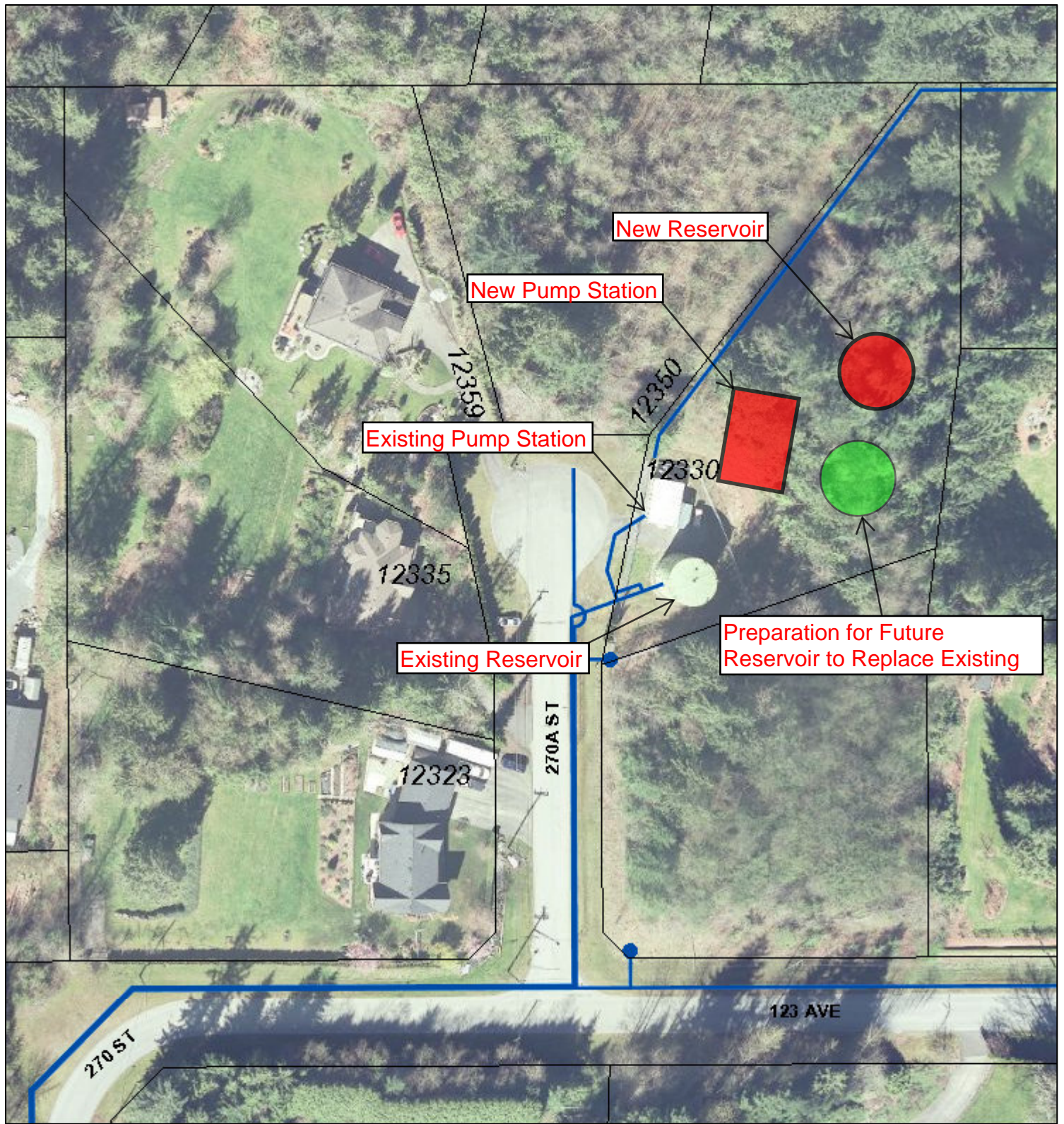
Reviewed by: **David Pollock, PEng.**
Municipal Engineer

"Original signed by Frank Quinn"

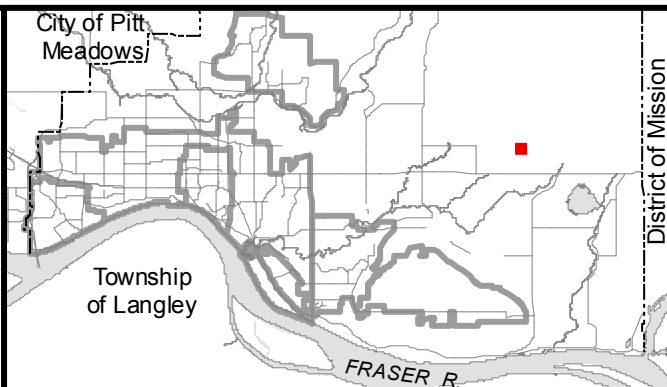
Approved by: **Frank Quinn, MBA, PEng.**
General Manager: Public Works & Development Services

"Original signed by Paul Gill"

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



Scale: 1:1,000



270A Street Reservoir & Pump Station



0 5 10 20 30 40 m

0 15 30 60 90 120 ft

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

Department: Engineering

Date: Nov 27, 2017

TO: Her Worship Mayor Nicole Read and Members of Council **MEETING DATE:** December 5, 2017
FROM: Chief Administrative Officer **MEETING:** Council
SUBJECT: 2018-2022 Financial Plan Bylaw

EXECUTIVE SUMMARY:

At the November 28, 2017 Council meeting, Council directed that the Financial Plan Bylaw be brought forward at the next Council meeting and that it include the incremental requests which were first introduced at the November 14, 2017 Audit & Finance Committee meeting. This report is in line with that request.

Council adopted Financial Plan guidelines earlier this year and provided direction to include revenues to fund the operating costs and debt payments associated with a number of Parks & Recreation capital projects. These items are also included in this Financial Plan; appropriate adjustments will be made following the completion of the public approval process.

The Capital Program for 2018-2022 forms a significant part of the Financial Plan and was also presented at the November 14, 2017 Audit & Finance Committee meeting. A detailed listing of the capital projects is included in the Capital Works Program business plan which can be found on our website and was also attached to the November 14, 2017 staff report.

The Financial Plan Bylaw is a consolidated plan that includes the General Revenue Fund, the Sewer and Water utility funds and the Capital Program. It is in a format that follows the prescribed legislative requirements. In addition to the information that we are required to provide, we produce the 2018-2022 Financial Plan Overview Report which was provided to Council on November 28, 2017. This report provides additional context, recapitulates key information and itemizes changes to the budget since it was adopted by Council last May. The report is designed to aid the public and other interested parties to better understand what goes into the City's decision making processes and the resulting financial resource allocations.

Council has the authority to amend the Financial Plan Bylaw at any time. Typically, the first amendment is in late April once the property tax revenue due to new construction is known and the projects that were previously approved in 2017 and are still underway are included in the 2018 budget.

This Financial Plan meets the guidelines established by Council and staff are recommending approval of the associated bylaw.

RECOMMENDATION(S):

That Maple Ridge 2018-2022 Financial Plan Bylaw No. 7405 - 2017 be given first, second and third readings.

DISCUSSION:

a) Background Context

Earlier this year, Council provided direction for the Financial Plan that is now being presented to Council in the form of a bylaw. The Financial Plan provides for revenues to fund the operating costs and debt payments associated with a number of Park and Recreation capital projects. Appropriate adjustments will be made following the completion of the public approval process.

We have about \$1.6 billion invested in our infrastructure and it is important that we protect this investment. This Financial Plan includes a funding strategy for sustaining this investment.

Council has received details on the changes to the current Financial Plan. In addition, staff are recommending some incremental adjustments which were largely funded through a reallocation of existing resources. Council accepted these incrementals at the November 28, 2017 meeting and these incrementals are included in this bylaw.

The Financial Plan has been prepared in accordance with statutory requirements and Municipal financial policies. There are several requirements in the Community Charter for the Financial Plan Bylaw, including: disclosure of the proportions of revenue proposed to come from various funding sources, the distribution of property taxes among property classes, and the use of permissive tax exemptions. Explicit policies and objectives in each of these areas are also required. The attached bylaw includes this information.

Public consultation is an important and legislated component of financial plan preparation. Regular feedback and interaction with the public is also considered when business plans are developed including Financial Plan Guidelines. A separate approval process is also in progress for the debt required to fund Parks & Leisure investments.

In the event that this bylaw is not adopted, the City is not authorized to make any expenditures other than those identified in the existing 2017-2021 Financial Plan Bylaw. This will require departments to curtail or delay expenditures and only proceed with capital projects that were identified in the previous Financial Plan.

CONCLUSIONS:

The Financial Plan is a multi-year planning, reviewing and reporting tool that represents Council's priorities and commitment to providing quality services to the residents of Maple Ridge. This plan is in line with the direction set by Council and we recommend approval.

"Original Signed by *Trevor Thompson*"

Prepared by: Trevor Thompson
Manager of Financial Planning

"Original Signed by *Catherine Nolan*"

Approved by: Catherine Nolan
Interim Director of Finance

"Original Signed by *Frank Quinn*"

Approved by: Frank Quinn, General Manager,
Public Works & Development Services

"Original Signed by *Kelly Swift*"

Approved by: Kelly Swift, General Manager,
Parks, Recreation & Cultural Services

"Original Signed by *Paul Gill*"

Approved by: Paul Gill
Chief Administrative Officer

CITY OF MAPLE RIDGE

BYLAW NO. 7405-2017

A bylaw to establish the five year financial plan for the years 2018 through 2022

WHEREAS, a public process in open meetings the financial plan overview was presented;

AND WHEREAS, the public had an opportunity to provide feedback on the 2018-2022 Financial Plan Guidelines.

AND WHEREAS, the public will have the opportunity to provide comments or suggestions with respect to the financial plan;

AND WHEREAS, Council deems this to be a process of public consultation under Section 166 of the Community Charter;

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

1. This Bylaw may be cited as “Maple Ridge 2018-2022 Financial Plan Bylaw No. 7405-2017”.
2. Statement 1 attached to and forming part of this bylaw is hereby declared to be the Consolidated Financial Plan of the City of Maple Ridge for the years 2018 through 2022.
3. Statement 2 attached to and forming part of the bylaw is hereby declared to be the Revenue and Property Tax Policy Disclosure for the City of Maple Ridge.
4. Statement 3 attached to and forming part of the bylaw is hereby declared to be the Capital Expenditure Disclosure for the City of Maple Ridge.

READ a first time the day of .

READ a second time the day of .

READ a third time the day of .

PUBLIC CONSULTATION completed on the day of .

ADOPTED the day of .

PRESIDING MEMBER

CORPORATE OFFICER

ATTACHMENT: Statement 1, Statement 2 and Statement 3

Statement 1

Consolidated Financial Plan 2018-2022 (in \$ thousands)

	2018	2019	2020	2021	2022
REVENUES					
Revenues					
Development Fees					
Developer Contributed Assets	20,000	20,000	20,000	20,000	20,000
Developer Cost Charges	4,575	9,868	7,918	5,310	3,323
Developer Specified Projects	-	-	-	-	-
Parkland Acquisition	200	200	200	200	200
Contribution from Others	1,572	1,296	1,399	1,291	1,298
Development Fees Total	26,347	31,364	29,517	26,801	24,821
Property Taxes	82,924	87,434	92,200	97,236	102,558
Parcel Charges	3,110	3,208	3,309	3,413	3,521
Fees & Charges	42,075	43,732	45,350	47,055	48,853
Interest	1,883	1,898	1,913	1,928	1,943
Grants	6,505	3,904	4,324	4,535	3,896
Property Sales	1,583	1,500	2,500	-	-
Total Revenues	164,427	173,040	179,113	180,968	185,592
EXPENDITURES					
Operating Expenditures					
Debt & Interest Payments	2,550	2,805	2,677	3,287	3,115
Amortization	19,780	19,780	19,780	19,780	19,780
Other Expenditures	106,600	111,517	115,528	119,603	123,576
Total Expenditures	128,930	134,102	137,985	142,670	146,471
ANNUAL SURPLUS	35,497	38,938	41,128	38,298	39,121
Add Back: Amortization Expense (Surplus)	19,780	19,780	19,780	19,780	19,780
Less: Capital Expenditures	62,907	52,015	26,154	25,179	19,706
Less: Developer Contributed Capital	20,000	20,000	20,000	20,000	20,000
CHANGE IN FINANCIAL POSITION	(27,630)	(13,297)	14,754	12,899	19,195
OTHER REVENUES					
Add: Borrowing Proceeds	27,500	19,000	-	-	-
OTHER EXPENDITURES					
Less: Principal Payments on Debt	3,724	3,804	3,886	4,990	5,113
TOTAL REVENUES LESS EXPENSES	(3,854)	1,899	10,868	7,909	14,082
INTERNAL TRANSFERS					
Transfer From Reserve Funds					
Capital Works Reserve	150	150	150	150	150
Equipment Replacement Reserve	3,461	2,187	1,395	1,963	2,183
Fire Department Capital Reserve	692	-	-	-	-
Land Reserve	-	-	-	-	-
Local Area Service Reserve	-	-	-	-	-
Sanitary Sewer Reserve	1,651	-	-	-	-
Total Transfer From Reserve Funds	5,954	2,337	1,545	2,113	2,333
Less :Transfer To Reserve Funds					
Capital Works Reserve	2,921	2,820	4,197	1,746	4,236
Equipment Replacement Reserve	2,924	3,061	3,295	3,465	3,712
Fire Department Capital Reserve	863	999	1,141	1,288	1,441
Land Reserve	5	5	5	5	5
Local Area Service Reserve	-	-	-	-	-
Sanitary Sewer Reserve	-	-	-	-	-
Total Transfer To Reserve Funds	6,713	6,885	8,638	6,504	9,394
Transfer From (To) Own Reserves	2,948	830	(1,164)	86	(799)
Transfer From (To) Surplus	1,665	1,819	(2,611)	(3,604)	(6,222)
Transfer From (To) Surplus & Own Reserves	4,613	2,649	(3,775)	(3,518)	(7,021)
TOTAL INTERNAL TRANSFERS	3,854	(1,899)	(10,868)	(7,909)	(14,082)
BALANCED BUDGET	-	-	-	-	-

Statement 2

Revenue and Property Tax Policy Disclosure

REVENUE DISCLOSURE

Revenue Proportions	2018		2019		2020		2021		2022	
	\$ ('000s)	%	\$ ('000s)	%	\$ ('000s)	%	\$ ('000s)	%	\$ ('000s)	%
Revenues										
Property Taxes	82,924	43.2	87,434	45.5	92,200	51.5	97,236	53.7	102,558	55.3
Parcel Charges	3,110	1.6	3,208	1.7	3,309	1.8	3,413	1.9	3,521	1.9
Fees & Charges	42,075	21.9	43,732	22.8	45,350	25.3	47,055	26.0	48,853	26.3
Borrowing Proceeds	27,500	14.3	19,000	9.9	-	-	-	-	-	-
Other Sources	36,318	18.9	38,666	20.1	38,254	21.4	33,264	18.4	30,660	16.5
Total Revenues	191,927	100	192,040	100	179,113	100	180,968	100	185,592	100
Other Sources include:										
Development Fees Total	26,347	13.7	31,364	16.3	29,517	16.5	26,801	14.8	24,821	13.4
Interest	1,883	1.0	1,898	1.0	1,913	1.1	1,928	1.1	1,943	1.0
Grants (Other Govts)	6,505	3.4	3,904	2.0	4,324	2.4	4,535	2.5	3,896	2.1
Property Sales	1,583	0.8	1,500	0.8	2,500	1.4	-	-	-	-
	36,318	18.9	38,666	20.1	38,254	21.4	33,264	18.4	30,660	16.5

OBJECTIVES & POLICIES

Property Tax Revenue

Property tax revenue is the City's primary revenue source, and one which is heavily reliant on the residential class. Diversification of the tax base and generation of non-tax revenue are ongoing objectives, outlined in Financial Sustainability Policy 5.52 section 6.

The Financial Plan includes property tax increases that are as listed below:

	2018	2019	2020	2021	2022
General Purpose	1.90%	2.00%	2.00%	2.00%	2.00%
Infrastructure Replacement	0.70%	0.70%	0.70%	0.70%	0.70%
Parks & Recreation	0.60%	0.60%	0.60%	0.60%	0.60%
Drainage	0.30%	0.30%	0.30%	0.30%	0.30%
Total Property Tax Increase	3.50%	3.60%	3.60%	3.60%	3.60%

Additional information on the tax increases and the cost drivers can be found in the most recent Financial Plan Overview Report. Specific policies discussing the tax increases are included in the Financial Sustainability Plan and related policies which were adopted in 2004.

Property tax revenue includes property taxes as well as grants in lieu of property taxes.

Parcel Charges

Parcel charges are comprised of a recycling charge, a sewer charge and on some properties, a local area service or improvement charge. Parcel charges are a useful tool to charge all or a subset of properties for a fixed or variable amount to support services. Unlike property taxation the variable amount does not need to be related to property assessment value, but can be something that more accurately reflects the cost of the service.

Statement 2 (con't)

Revenue and Property Tax Policy Disclosure

Fees & Charges

Fees should be reviewed annually and updated if needed. Recent fee amendments include recreation fees, development application fees, business license fees and cemetery fees. A major amendment to the Development Costs Charges (DCC), recommended no more frequently than every five years, was completed in 2008. Minor DCC amendments are done more frequently. Some fees are used to offset the costs of providing specific services. The utility fees are reviewed annually with a view towards using rate stabilization practices to smooth out large fluctuations in rates, as set out in the Business Planning Guidelines.

Borrowing Proceeds

Debt is used when it makes sense, and with caution as it commits future cash flows to debt payments, restricting the ability to use these funds to provide other services. The source of the debt payments needs to be considered as does the justification for advancing the project. More information on previously approved borrowing can be found in the most recent Financial Plan Overview report.

Other Sources

This will vary greatly year to year as it includes:

- Development fees which fund capital projects from the DCC Reserve
- Contribution from others in relation to capital
- Grants which are sought from various agencies and may be leveraged with City funds

PROPERTY TAX DISCLOSURE

The 2018 property tax revenue and updated rates will be included in a Financial Plan Amending Bylaw that proceeds the Property Tax Rate Bylaw, as the 2018 property assessed values are not yet finalized. For information purposes the 2017 distribution is included.

Property Tax Revenue Distribution

	Property Class	Taxation Revenue		Assessed Value		Tax Rate	Multiple
		('000s)		('000s)		(\$/1000)	(Rate/Res.Rate)
1	Residential	59,827	78.4%	17,905,528	92.6%	3.3412	1.0
2	Utility	570	0.8%	14,247	0.1%	40.0000	12.0
4	Major Industry	610	0.8%	23,311	0.1%	26.1634	7.8
5	Light Industry	2,852	3.7%	260,886	1.4%	10.9322	3.3
6	Business/Other	12,256	16.1%	1,121,144	5.8%	10.9322	3.3
8	Rec./ Non-Profit	47	0.1%	3,484	0.0%	13.5955	4.1
9	Farm	158	0.2%	4,643	0.0%	34.0412	10.2
	Total	76,320	100%	19,333,243	100%		

Statement 2 (con't)

Revenue and Property Tax Policy Disclosure

PROPERTY TAX DISCLOSURE

Objectives & Policies

Property taxes are the City's largest source of revenue and are contained by efficient business practices. Annual business planning practices are the mechanism for resource allocation decisions.

The City's Financial Sustainability Policy section 6 discusses the necessity of diversifying the tax base. Development of employment-related properties is one method of diversification; therefore a key performance measurement in Strategic Economic Initiatives tracks the increased investment and development of non-residential properties.

A policy in the Financial Sustainability Plan that calls for stable tax increases and the adoption of the annual increase early in the prior year in the Business Planning Guidelines provides citizens with a more stable and predictable set of cost increases. In some cases costs are phased in over multiple years to stay within the set tax increases.

Property Tax Rates

It is policy to adjust property tax rates annually to negate the impact of fluctuations in the market values of properties. Tax rates are reduced to negate the market increases. Property tax increases are then applied at the same relative increase for all classes, unless legislation restricts the rates, as with Class 2, Utility.

The Business Class and Light Industry Class properties have the same tax rate and are treated as a composite class when setting the tax rates, as the types of businesses in each class are similar. In 2016, the increase was reduced from 3.15% to 1.85% to reduce the relative property tax burden for these properties.

A review was done on the Major Industry Class rates and the recommendation from the Audit and Finance Committee and Council was a 5% property tax reduction in both 2009 and 2010 to support additional investments in the subject property and to keep rates competitive. In 2014 and 2015, property taxes charged to major industrial class properties were reduced by \$70,000 in each year.

In reviewing tax rates to ensure competitiveness, absolute rates, tax multiples and overall tax burden are considered. The impact that assessed values have when comparing to other geographical areas must be considered in a comparison of tax rates.

Permissive Tax Exemptions

Council has set policies around the use of permissive tax exemptions. These are Council Policies 5.19 through 5.24. These policies discuss Churches, Community Halls, Heritage Sites, Homes for the Care of Children and the Relief of the Aged, the Poor, the Disabled and the Infirm, Municipal Recreational Services, Private Hospitals and Daycares, Private School and Youth Recreation Groups.

Revitalization Tax Exemption Program

The Employment Land Investment Incentive Program is designed to encourage job creation by supporting private investment in buildings and infrastructure on identified "employment lands".

More information on this tax exemption can be found on our website.

Statement 3

Capital Expenditure Disclosure

The sole purpose of this statement is to meet legislative requirements and highlight the value of the DCC program; no other conclusions should be drawn from the figures as the information could be misconstrued. This disclosure is required under the Local Government Act s. 560 (2); capital costs attributable to projects to be partially funded by Development Cost Charges (DCC) must be included in the financial plan. The DCC program includes projects as far out as 2037 so the capital expenditures must be extended to match. Certain types of projects are not planned past the five year time horizon of the financial plan. Much less scrutiny is given to projects that are planned in years 2023 through 2037. Projects in these years typically exceed likely funding available.

Capital Works Program for 2023 – 2037

(in \$ thousands)

Capital Works Program	341,499
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Source of Funding

Development Fees

Development Cost Charges	154,753
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Parkland Acquisition Reserve	-
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Contribution from Others	3,224
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	157,977
--	---------

Borrowing Proceeds	-
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Grants	38,130
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Transfer from Reserve Funds	19,175
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Revenue Funds	126,216
---------------	---------

	183,521
--	---------

	341,499
--	---------

TO: Her Worship Mayor Nicole Read
and Members of Council
FROM: Chief Administrative Officer
SUBJECT: 2017 Community Grant – Seniors Network

MEETING DATE: 5-December-2017
FILE NO:
MEETING: Council

EXECUTIVE SUMMARY:

At the September 12, 2017 Council meeting, Council approved allocating grants for 2017 totaling \$23,460, leaving \$21,140 available to support other requests received this year.

The Maple Ridge, Pitt Meadows, Katzie Seniors Network has submitted an application for a community grant in the amount of \$20,000 in support of their Dementia-friendly Community Project. The project has an estimated cost of \$27,000. The Seniors Network is also submitting a grant application for \$5,000 to the Province for this project in addition to committing an in-kind contribution of \$2,000. A funding commitment from the City may help to leverage the additional funding.

The project is eligible for support under Council's Community Grant policy.

While the project is unlikely to be completed in 2017, staff is recommending Council consider awarding the grant using the capacity available in the current year budget as a way of maximizing the community benefit of the 2017 funding envelope.

RECOMMENDATION:

That a Community Grant of \$20,000 be awarded to Maple Ridge, Pitt Meadows, Katzie Seniors Network

DISCUSSION:

a) Background Context:

The Community Grants Program helps support organizations providing services to our community. Many of these organizations are struggling to find sustainable funding. The funding provided by the City provides some assistance.

At the September 12, 2017 Council meeting, Council approved allocating grants for 2017 totalling \$23,460. This allocation left \$21,140 available to address other requests received in the year.

Policy No. 5.56 "Community Grants" identifies the following as eligible requests for funding under the program:

- requests to fund one-time items or events, or

- requests for bridge funding while an organization works to secure long-term stable funding, or
- requests that will allow a community group to leverage additional funding from other agencies, or
- organizations denied a permissive tax exemption will be eligible to apply for a community grant or
- requests for services that are not duplicated in the private sector

The City has received an application for a Community Grant from the Maple Ridge, Pitt Meadows, Katzie Seniors Network (Seniors Network). The Seniors Network was established nine years ago with an objective of strengthening the availability and quality of services, programs and resources for seniors in the community.

The Seniors Network is seeking funds in support of a dementia-friendly community project. The project will build on the Age-Friendly Action Plan with a goal of making Maple Ridge a more inclusive, respectful and understanding community for individuals living with dementia. The total cost of the project is estimated to be \$27,000. In addition to the requested contribution of \$20,000 from the City, the Seniors Network is applying for a \$5,000 grant from the Province and is committing in-kind resources valued at \$2,000. A funding commitment from the City may help to leverage the additional funding being sought from the Province.

The project is eligible for one-time support under Council's Community Grant policy.

b) Desired Outcome:

To support the Seniors Network's advancement of the City's Age Friendly Action Plan.

c) Business Plan/Financial Implications:

The amount requested by the Seniors Network can be provided within the remaining 2017 budget envelope for Community Grants.

d) Alternatives:

As the Seniors Network's project is unlikely to be completed in 2017, Council could opt to consider funding for the project as part of the 2018 Community Grants allocation discussion. There is no way to predict the volume of requests that will be received in 2018 and committing funding from the 2017 budget maximizes the community benefit of the program this year.

Council could also opt to provide a grant of a lesser amount. This is not recommended as the scope of the project and related outcomes will need to be reduced.

CONCLUSIONS:

The Community Grants budget for 2017 is \$44,600. On September 12, Council approved an allocation of \$23,460, leaving \$21,140 available to support future requests. The request from the Seniors Network for \$20,000 can be accommodated within the available budget envelope and is within Council's policy guidelines. A commitment from the City for the Dementia-friendly project may help the Seniors Network leverage funding from other levels of government.

"Original signed by Catherine Nolan"

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

"Original signed by Tony Cotroneo"

Prepared by: Tony Cotroneo
Manager of Community Services

"Original signed by Kelly Swift"

Approved by: Kelly Swift
GM, Parks, Recreation & Culture

"Original signed by Paul Gill"

Concurrence: Paul Gill, CPA, CGA
Chief Administrative Officer

City of Maple Ridge

TO: Her Worship Mayor Nicole Read
and Members of Council
FROM: Chief Administrative Officer
SUBJECT: Street Naming: Jim Robson Way

MEETING DATE: December 5, 2017
FILE NO: 01-0530-01
MEETING: Council

EXECUTIVE SUMMARY:

The City of Maple Ridge would like to honour a 'Home Town Hero' and nationally acclaimed broadcaster Jim Robson by renaming the section of 105 Avenue from Lougheed Highway to the traffic circle at Tamarack Lane as Jim Robson Way.

In 2014 Mr. Robson's daughter contacted the City of Maple Ridge requesting that we consider naming a street for her father, who is now in his 70s. Staff members have been looking for an appropriate street to bring forward to honour this request. Since the 2014 request there has not been a 'significant' street that would recognize Mr. Robson in a way that reflects his significant presence and admiration in BC's broadcast community and his ambassadorship for our community.

This street is the road to the City's Arena complex, Albion Sport Fields and Albion Fairgrounds. On Saturday, January 27, 2018 the Ridge Meadows Minor Hockey Association (RMMHA) will be holding a daylong celebration to celebrate the 50th year of their organization. It is also important to note that this also marks the 50th Anniversary of the completion of the 'Centennial Arena,' which was the first ice sheet to serve our community. The construction of that facility resulted in the formation of the RMMHA.

With the endorsement of Council to proceed with the name change, the name dedication ceremony will be part of the RMMHA 50th Anniversary celebration.

RECOMMENDATION(S):

That the renaming of the section of 105 Avenue from Lougheed Highway to the traffic circle at Tamarack Lane as "Jim Robson Way" be approved; and further

That staff advise the post office, emergency services and the owners of all properties affected by this change and take all other necessary steps to formalize the road name changes effective January 27, 2018.

DISCUSSION:

a) Background Context:

Jim Robson is a member of the NHL Hockey Hall of Fame, the BC Sports Hall of Fame and the Canadian Association of Broadcasters Hall of Fame. He is known throughout BC and Canada as the voice of the Vancouver Canucks. Jim moved to Maple Ridge as an 8 year old and attended Maple Ridge Secondary School. He started his broadcasting career at the age of 17 and went on to his 'Hall of Fame' career.

Jim was one of the first inductees to the Maple Ridge Home Town Heroes and at the event honouring this recognition he shared many stories of growing up in the community and young people that he saw emerge from Maple Ridge to make their mark on the national stage. He is a beloved citizen of our province and an excellent ambassador for Maple Ridge. In his role as the play-by-play announcer for the Vancouver Canucks he was always promoting the community by mentioning Maple Ridge as the home of Cam Neely and Brendan Morrison. His enthusiasm to promote the community created a special bond with local residents and instilled a sense of pride in the community and the local hockey association.

The celebration of this name change as part of the 50th Anniversary of the RMMHA is a fitting connection of a local Home Town Hero and a volunteer organization that has helped thousands of area youth follow their passion for Canada's national sport.

b) Desired Outcome:

That the street be dedicated as 'Jim Robson Way' and that the street naming celebration coincide with the RMMHA 50th Anniversary celebration.

c) Strategic Alignment:

In 2017 Council endorsed the Maple Ridge Sport & Physical Activity Strategy. Priority Goal #7 addresses the desire to 'raise awareness and promote the many sports and physical opportunities that are available in the communities of Maple Ridge and Pitt Meadows.'

This street naming, combined with the 50th Anniversary of the RMMHA provides an opportunity to highlight the legacy of minor hockey in the promotion of physical activity and the benefits of volunteerism to support the participation of future generations.

d) Citizen/Customer Implications:

The roadway only has two public addresses, both agricultural properties. The remaining addresses for this section of road are all City owned properties. The balance of 105 Avenue beyond the traffic Circle at Tamarack Lane would remain as 105 Avenue as there are approximately 30 residential addresses on this section. City staff will contact the post office, emergency services and the owners of all properties that have the address that will be affected by these changes and to take all other necessary to formalize the road name changes effective January 27, 2018.

e) Interdepartmental Implications:

The request has been reviewed by the Fire, Engineering and Planning departments and they have indicated that there are no issues for them on a renaming of this section of road other than the required formal notification processes.

f) Business Plan/Financial Implications:

There are no significant financial implications to the renaming. The new signs can be accommodated within the existing budget.

g) Policy Implications:

There are no policy implications

h) Alternatives:

The renaming of this existing roadway which is not intuitively part of the 'grid' allows us to move forward with a high profile location tied to sports and recreation. There are no other significant roadways that would allow for the profile to honour Jim Robson.

CONCLUSIONS:

With Council's approval we will proceed with the notifications and preparations for the naming celebration in conjunction with the RMMHA.

"Original signed by Darrell Denton"

Prepared by: Darrell Denton
Property & Risk Manager

"Original signed by Fred Armstrong"

Prepared by: Fred Armstrong
Manager Corporate Communications

"Original signed by Laurie Darcus"

Approved by: Laurie Darcus,
Manager of Legislative Services

"Original signed by Frank Quinn"

Approved by: Frank Quinn,
General Manager Community Development & Public Works

"Original signed by Kelly Swift" for

Concurrence: **Paul Gill**
Chief Administrative Officer

City of Maple Ridge

TO: Her Worship Mayor Nicole Read
and Members of Council
FROM: Chief Administrative Officer
SUBJECT: Golden Ears Dog Off-leash Area – Licence of Occupation

MEETING DATE: December 5, 2017
FILE NO:
MEETING: Council

EXECUTIVE SUMMARY:

As a result of growing community demand, a number of locations for dog off-leash areas were identified and confirmed as suitable through a public consultation process. Four permanent dog off-leash areas including Albion Fairgrounds, Jerry Sulina, Westview and Upper Maple Ridge parks, were established and provide safe opportunities for dog owners to enjoy outings where their dogs are able to socialize, play and run off-leash.

An opportunity to provide a fifth dog off-leash area within the Hammond neighbourhood was identified through the consultation process. Tolmie Park was initially identified as being a potential off-leash site, however there were concerns raised by residents immediately adjacent to the site. An alternate location, under the Golden Ears Bridge, was suggested by a resident in the area as a more appropriate site for this purpose. The site is owned by Translink as part of the road allowance for the Golden Ears Bridge and Staff inquired about obtaining a long term lease or a license of occupation on the lands for the proposed dog off-leash area. The request was received positively and a License of Occupation agreement has been drafted, reviewed by our legal advisors and attached for Council's consideration.

RECOMMENDATION:

That the Corporate Officer be authorized to sign the Golden Ears Dog Off-leash License of Occupation with TransLink for the purpose of developing a dog off-leash area.

DISCUSSION:

a) Background Context:

In response to growing demand for dog off-leash areas expressed through multiple requests made to staff and members of Council, a number of locations were identified for the creation of trial dog off-leash areas and public input was sought regarding the suitability of each of the proposed sites. Through this process, along with the previously established dog off-leash areas at Albion Fairgrounds and Jerry Sulina Park, two additional areas, at Upper Maple Ridge Park and Westview Park, were approved as permanent off-leash areas and a fifth site was identified for the Hammond neighbourhood area and was proposed for Tolmie Park. An alternate opportunity to Tolmie Park within this neighbourhood, under the Golden Ears Bridge, was suggested and advanced as a more suitable location, although on property that is not owned by the City. A concept plan was created to enable discussions with the property owner, British Columbia Transportation Authority (Translink/BCTA), as attached (Attachment 1).

Staff inquired about obtaining a long term lease or license of occupation on the lands for a dog off-leash area which was received positively. Staff has worked with Translink and their concessionaire to address a number of concerns. Discussions with Translink have been successfully concluded and a License of Occupation agreement was drafted, reviewed by the City's legal advisors, and is attached for Council's consideration (Attachment 2).

Dog owners within the community would appreciate another dog off-leash area within this part of the community and have been anticipating the development for some time now, however without tenure over the land, the City is not able to proceed. The desired outcome would be to move forward with the development of this dog off-leash area, based on the attached concept noting that neighbourhood consultation did not occur regarding this alternative location, as we had not secured tenure on the land. Staff suggests that an information meeting may be more appropriate in this case, as the site is not close to residences.

b) Desired Outcome:

To provide suitable, safe dog off-leash areas across our community where dogs can exercise and socialize and where this activity does not detract from the enjoyment of other park users.

c) Strategic Alignment:

This recommendation is consistent with the Parks, Recreation & Culture Master Plan (2010) strategic objective to "increase the number of dog off-leash areas, and place them strategically to serve as many people as possible."

d) Citizen/Customer Implications:

There will likely be a significant benefit to the community with the provision of a fifth dog off-leash area within a part of the community lacking this opportunity.

e) Business Plan/Financial Implications:

A budget of \$60,000 is identified in the City's current five- year capital for the development of this dog off-leash area.

f) Alternatives:

The alternative would be to decline the offer of a License of Occupation with TransLink, and direct staff to reconsider other nearby lands that may be suitable for this type of amenity. Staff is not recommending this as other sites were considered through the community consultation process, and this site was deemed to be the best option and is superior in many ways to the Tolmie Park option.

CONCLUSIONS:

The Golden Ears bridge location was identified to provide a suitable distribution of dog off-leash areas within the City's parks and open space system. In combination with the City's other four dog off-leash areas, dog owners across our community will be able to enjoy safe outings where their dogs are able to socialize, play and run off-leash. The British Columbia Transportation Authority, the current property owner, has reviewed the concept plan and provided the draft License of Occupation to support the use.

“Original signed by Valoree Richmond”

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

“Original signed by David Boag”

Reviewed by: David Boag, Director Parks & Facilities

“Original signed by Kelly Swift”

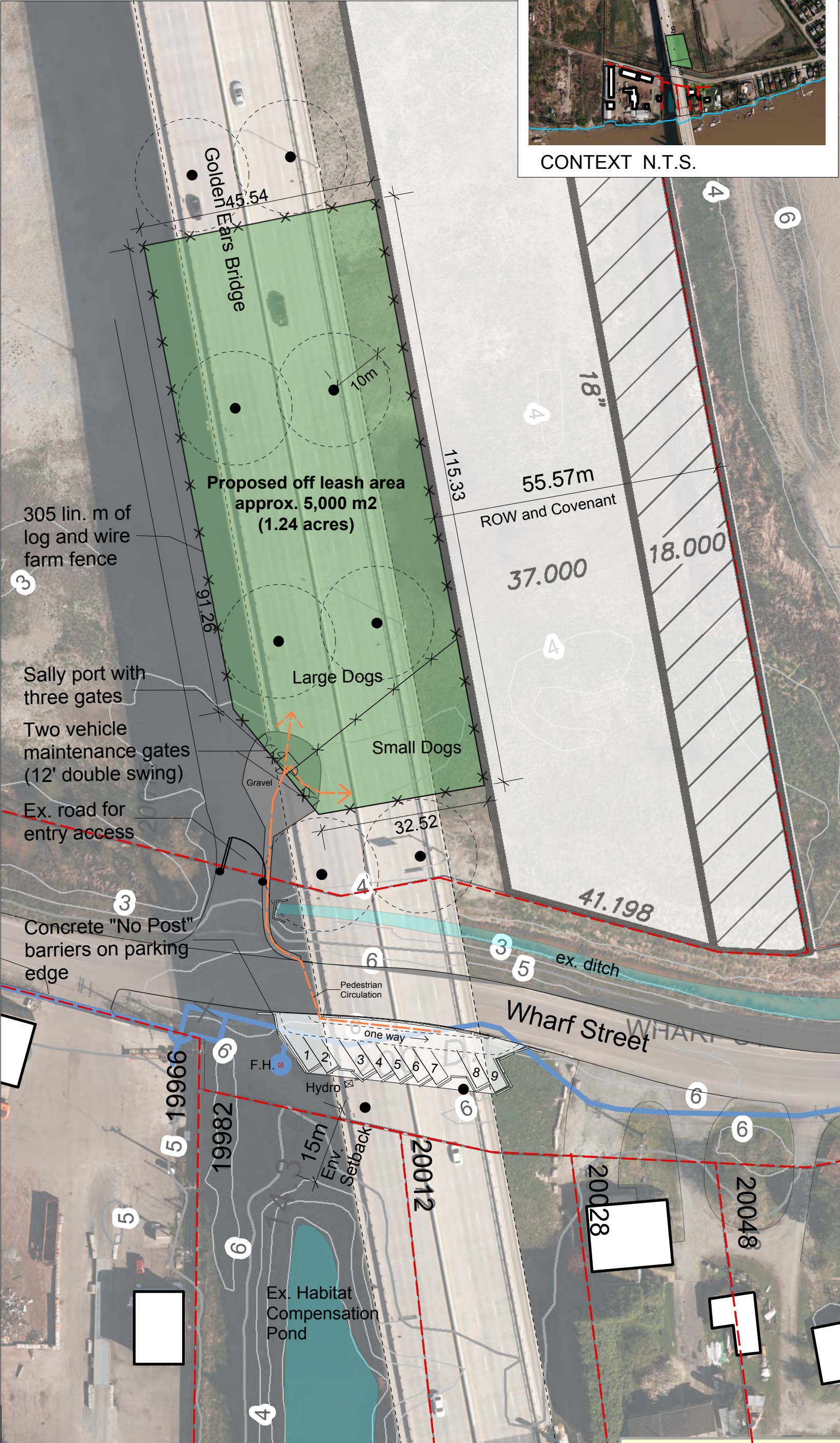
Approved by: Kelly Swift, MBA, BGS
General Manager: Parks, Recreation & Culture

“Original signed by Paul Gill”

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

:vr

Attachment 1: Golden Ears Dog Off-leash Area Concept Plan
Attachment 2: DRAFT License of Occupation



CONTEXT N.T.S.



- Issued:**
- 09/17/2015: For review
 - 01/30/2017: In response to Translink comments
 - 07/21/2017: In response to Translink comments
 - 08/15/2017: In response to comments
 - 08/21/2017: ROW added and layout shifted
 - 10/13/2017: Shading removed

PROJECT:

GEB Off Leash Dog Park

MAPLE RIDGE, BC

TITLE:

CONCEPT PLAN

scale: 1: 750

drawn: CN
checked: VR
date: Dec 23, 2016

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

Contractors shall verify and be responsible for all dimensions on the job and this office shall be informed of any changes made on site.

sheet no: L1.0
revision:

Attachment 2

LICENSE AGREEMENT

THIS AGREEMENT dated for reference the ____ day of _____, 2017,

BETWEEN:

**SOUTH COAST BRITISH COLUMBIA TRANSPORTATION
AUTHORITY**, having an address at 400 - 287 Nelson's Court,
New Westminster, B.C. V3L 0E7

(the "**Licensor**")

AND:

THE CORPORATION OF THE CITY OF MAPLE RIDGE,
having an address at 11995 Haney Place, Maple Ridge, B.C.
V2X 6A9

(the "**Licensee**")

WHEREAS:

A. The Licensee wishes to use portions of those lands owned by the Licensor and legally described as:

PID: 028-855-485, Lot 1 District Lot 280 and 281 Group 1 New Westminster District Plan BCP50883 (the "**Lands**"); and

B. The Licensor wishes to permit the Licensee to use a portion of the Lands, upon and subject to the terms and conditions set out herein;

NOW THEREFORE in consideration of the premises, the mutual covenants and agreements contained herein and the sum of one dollar (\$1.00) and other good and valuable consideration (the receipt and sufficiency of which are hereby acknowledged), the parties hereto agree as follows:

1. Grant of License

The Licensor hereby grants to the Licensee a non-exclusive right and license for the Licensee to use and access those portions of the Lands comprising approximately 5,900 square metres, the area of which is shown outlined shaded and labelled "Proposed off leash area" on the plan attached as Schedule "A" (the "**Licensed Area**"), upon and subject to the terms of this Agreement.

2. Term

The license granted herein shall be for a term of five (5) years commencing on November 1, 2017 (the “**Commencement Date**”) and expiring on the day immediately preceding the fifth (5th) anniversary of the Commencement Date (the “**Term**”), subject to earlier termination as provided herein.

3. Renewal

The Licensee shall have the right to renew this Agreement for up to three (3) consecutive renewal terms of five (5) years each (each such renewal term being herein called a “**Renewal Term**”), subject to earlier termination of this Agreement as provided herein. The first Renewal Term shall commence at the expiration of the Term of this Agreement, the second Renewal Term shall commence at the expiration of the first Renewal Term and the third Renewal Term shall commence at the expiration of the second Renewal Term, but no such Renewal Term shall commence unless immediately prior to the time for commencement thereof this Agreement is in force and effect and the Licensee is not in default hereunder beyond any period of time allowed herein for the curing of such default. Each such Renewal Term shall otherwise be upon and subject to the same terms and conditions as are contained in this Agreement, except that the Licensee’s options to renew as set out in this Section 3 shall be reduced by one. The Licensee may indicate its intention to renew this Agreement for the first, second or third Renewal Term by giving to the Licensors written notice of its intention to renew this Agreement not later than one (1) year before the last day of the then current Term or Renewal Term, as applicable.

4. Permitted Use

- (a) The Licensed Area may be used and occupied by the Licensee solely for the purpose of the operation of an off-leash dog park (the “**Permitted Use**”) and for no other purpose without the prior written consent of the Licensors, which consent may be arbitrarily withheld by the Licensors in its sole discretion.
- (b) In making use of the Licensed Area as outlined in Section 4(a), the Licensee shall, at its sole cost and expense, no later than **60** days from the Commencement Date, erect a log wire farm fence (the “**Fence**”), along the perimeter of the Licensed Area, including, as part of the Fence, a sally port with three gates (the “**Pedestrian Gates**”) and two vehicle maintenance gates (the “**Vehicle Gates**”) through the Fence at the south-westerly corner of the Fence in the locations labeled on Schedule “A” attached hereto. Prior to erecting the Fence, the Licensee shall obtain the Licensors’ prior written approval as to the specific form and position of the Fence. The Licensee shall ensure that the Fence: (i) adequately connects with any existing fencing surrounding the Licensed Area, (ii) is erected within the boundaries of the Lands, and (iii) does not encroach upon any other third party property. Once the Fence is erected, the Licensee shall comply with all instruction from the Licensors with respect to any adjustments to be made to the position of the Fence.

5. Operation of the Off-Leash Dog Park

The Licensee shall ensure that the off leash dog park is operated in a prudent and safe manner. At all times while on the Licensed Area the Licensee shall, and shall cause its directors, officers, employees, agents, contractors, licensees and invitees to, observe, abide by and comply with:

- (a) all reasonable written instruction and direction from the Licensor;
- (b) any policies or procedures of the Licensor that are delivered in writing to the Licensee;
- (c) the Maple Ridge Animal Control and Licensing Bylaw No. 6908-2012, as amended or replaced from time to time;
- (d) all applicable laws, bylaws, orders, directions, ordinances and regulations of any competent Government Authority (as defined in Section 12 (d)) in any way affecting the Licensed Area, or its use and occupation; and
- (e) the provisions of this Agreement.

6. Prohibited Activities

In using and occupying the Licensed Area the Licensee shall not:

- (a) park or store any motor vehicles on the Licensed Area or place any chattels or personal property on any portion of the Lands other than the Licensed Area;
- (b) cause any damage to the Licensed Area or any fixtures or improvements thereon;
- (c) install or display any signs other than park information signs, or advertising, media, lettering, lighting, appurtenances or decorations without the prior written consent of the Licensor, which consent may be arbitrarily withheld by the Licensor in its sole discretion, and in no event shall the Licensee be permitted to allow third party signage or other advertising;
- (d) cause annoyance, nuisance, grievance, damage or any disturbance to the Licensor or to the owners or occupiers of adjoining lands or properties;
- (e) except as expressly permitted in this Agreement, remove, alter, or add any fixture or improvements to the Licensed Area without the prior written consent of the Licensor, which consent may be arbitrarily withheld by the Licensor in its sole discretion; or
- (f) park or store any combustible or explosive material on the Licensed Area including, without limitation, fuel trucks, flammable solvents, fertilizer, pressurized natural gas and fuels outside of parked vehicles.

7. Licensor's Access

- (a) The Licensee hereby acknowledges that the Licensee's rights under this Agreement are at all times subject to the rights and interests of the Licensor as owner of the Lands, and that the Licensor may use the Licensed Area at any time for any purpose relating to (i) the conduct of the Licensor's business; and (ii) the construction, operation, maintenance, repair and replacement of the Licensor's works and facilities on the Lands or on adjacent lands, if applicable; provided that in so doing the Licensor shall not materially interfere with use of the Licensed Area by the Licensee as provided in this Agreement. The Licensee acknowledges and agrees with the Licensor that any interference with the rights of the Licensee under this Agreement by virtue of the exercise or operation of the rights, privileges or interests in accordance with this Section 7(a) will not constitute a breach of the Licensor's obligations hereunder and the Licensee releases and discharges the Licensor and its directors, officers, employees, agents, contractors, licensees and invitees of and from any claim for loss or damage arising directly or indirectly out of any such interference.
- (b) The Licensor and its authorized representatives shall have the right at any time and from time to time to inspect the Licensed Area.

8. Risk

All motor vehicles, equipment and all other property at any time brought, placed or being on or within the Licensed Area by the Licensee or any of its directors, officers, employees, agents, contractors, licensees or invitees, shall be entirely at the risk of the Licensee in respect of loss, damage, destruction or accident from any cause whatsoever.

9. Maintenance and Accumulation of Waste

The Licensee shall at all times during the Term, at its own cost and expense, maintain and keep the Licensed Area in a clean and tidy condition. The Licensee shall not permit any portion of the Licensed Area to become untidy or unsightly, or permit waste or refuse to accumulate therein, as a result of the Licensee's use thereof, except that the Licensee will not be responsible for maintenance and cleaning required as a result of the Licensor's use of the Licensed Area.

10. Security

The Licensee shall be responsible for safety and security within the Licensed Area required as a result of the Licensee's use of the Licensed Area.

11. Acceptance of Licensed Area

The Licensee accepts the Licensed Area in its condition as at the Commencement Date on an "as is, where is" basis and hereby acknowledges that:

- (a) it has inspected the Licensed Area and undertaken such investigations and reviews as the Licensee considers necessary and is satisfied: (i) with the condition of the Licensed Area and (ii) that the Licensed Area is fit for the Permitted Use;
- (b) the Licensor has given no representations or warranties to the Licensee, express or implied, collateral or otherwise, as to the state or condition of the Licensed Area and that the Licensor shall have no obligation to incur any expenses in respect of the Licensed Area or to provide or upgrade any utilities, services, improvements or other work or equipment of any kind whatsoever upon the Licensed Area; and
- (c) no water, sewer, gas, electricity or other utilities are available on the Licensed Area and the Licensee may not install, connect or otherwise have made available any water, sewer, gas, electricity or other utilities to or on the Licensed Area without the prior written consent of the Licensor, which consent may be arbitrarily withheld by the Licensor in its sole discretion.

12. Environmental Definitions

In this Agreement the following terms have the following meanings:

- (a) “**Contaminants**” means pollutants, contaminants, deleterious substances, underground or aboveground tanks, lead, asbestos, asbestos-containing materials, hazardous, corrosive, or toxic substances, hazardous waste, waste, polychlorinated biphenyls (“**PCBs**”), PCB-containing equipment or materials, pesticides, defoliants, fungi (including mould and spores arising from fungi), or any other solid, liquid, gas, vapour, odour, heat, sound, vibration, radiation, or combination of any of them, which is now or hereafter prohibited, controlled, or regulated under Environmental Laws or may necessitate, invite or permit a Government Authority to require remedial or investigatory action under any Environmental Laws;
- (b) “**Environmental Damage**” means any environmental loss, injury or damage done to the Licensed Area or the property of others (including to air, water, groundwater, soil, sediment, animal and plant life) resulting from the use of the Licensed Area by the Licensee, its directors, officers, employees, agents, contractors, licensees and invitees or any others for whom the Licensee is responsible at law, including the release or disturbance of any Contaminants that exceed standards established by Environmental Laws, an adverse effect on the health of any person, loss of enjoyment or normal use of property, or interference with the normal conduct of business;
- (c) “**Environmental Laws**” means any statutes, laws, regulations, orders, bylaws, standards, guidelines, protocols, criteria, permits, codes of practice and other lawful requirements of any Government Authority having jurisdiction over the Lands now or hereafter in force relating in any way to the environment, environmental assessment, Contaminants (including the use, manufacture,

handling, transportation, production, disposal, discharge, storage or emission of Contaminants), occupational health and safety, protection of any form of plant or animal life or transportation of dangerous goods, including the principles of common law and equity;

- (d) “**Government Authority**” means any federal, provincial, state, municipal, regional or local government or government authority, domestic or foreign, and includes any department, commission, bureau, board, administrative agency, regulatory body, minister, director, approving officer, manager, or other person of similar authority of any of the foregoing; and
- (e) “**Release**” means any release, spill, leak, pumping, pouring, emission, emptying, discharge, injection, escape, leaching, migration, disposal or dumping.

13. Environmental Representations and Warranties

The Licensee represents and warrants to the Licensors that except as otherwise disclosed to and approved in writing by the Licensors, the Licensee’s operations on the Licensed Area do not and will not involve the sale, storage, manufacture, handling, disposal, treatment, generation, use, transport, refinement, processing, production, remediation, Release into the environment of, or any other dealing with, any Contaminants.

14. Environmental Covenants

The Licensee covenants and agrees with the Licensors that the Licensee will:

- (a) promptly and strictly comply with all Environmental Laws regarding the use and occupancy of the Licensed Area under this Agreement;
- (b) accept responsibility for any Environmental Damage caused by the use of the Licensed Area by the Licensee or any of its directors, officers, employees, agents, contractors, licensees and invitees, whether authorized or unauthorized;
- (c) not use or authorize to be used during the Term all or any part of the Licensed Area for the sale, storage, manufacture, disposal, handling, treatment, generation, use, transport, refinement, processing, production, remediation, Release into the environment of, or any other dealing with, any Contaminants, without the prior written consent of the Licensors, which consent may be arbitrarily withheld by the Licensors in its sole discretion;
- (d) promptly remove and remediate, upon the written request of the Licensors, any Contaminants from the Licensed Area or other Environmental Damage attributable to the use of the Licensed Area by the Licensee or any of its directors, officers, employees, agents, contractors, licensees and invitees, whether authorized or unauthorized, and in a manner which conforms to Environmental Laws governing such removal; and

- (e) promptly notify the Licensors if the Licensee has knowledge, or has reasonable cause to believe that:
 - (i) any Contaminants have been Released on, or have otherwise come to be located on, under or about any part of the Licensed Area during the Term; or
 - (ii) any charge, order, investigation, or notice of violation or non-compliance has been issued against the Licensee or relating to the operations on the Licensed Area under any Environmental Laws, or of any notice, claim, action or other proceeding by any third party against the Licensee or in respect of the Licensed Area concerning any Contaminant allegedly Released from or related to the Licensed Area during the Term.

15. Insurance

The Licensee shall, at its sole cost and expense, provide and maintain in force during the Term and any extension or renewal thereof:

- (a) all risk direct physical loss or damage insurance upon all of the Licensee's chattels and personal property on the Licensed Area in an amount equal to the full replacement value thereof;
- (b) commercial general liability insurance in an amount of not less than Five Million Dollars (\$5,000,000.00) per occurrence, against loss or damage to property including property of the Licensee and its employees, agents, contractors, guests and invitees and against any injury or death to any person or persons occurring on the Licensed Area, and such policy shall name the Licensors as an additional insured and contain a cross liability and severability of interest clause; and
- (c) any other form of insurance that the Licensors, acting reasonably, requires from time to time in form, in amounts and for insurance risks against which a prudent licensee comparable to the Licensee would insure.

16. Additional Insurance Requirements

- (a) All insurance policies referred to in Section 15 will be effected with insurers and brokers and upon terms and conditions satisfactory to the Licensors, acting reasonably, including without limitation, that all insurance policies will contain an undertaking by the insurer to notify the Licensors thirty (30) days prior to the change to or termination of the insurance policy.
- (b) Concurrently with the execution of this Agreement, and thereafter upon the Licensors' request from time to time, the Licensee shall deliver certificates of insurance to the Licensors, evidencing compliance with the insurance provisions of this Agreement.

- (c) The Licensee agrees to waive any rights of subrogation against the Licensors for property damage and to cause its insurer to include such waiver in any of its first party policies.
- (d) The Licensee shall not do or knowingly permit to be done any act or thing that may render void or voidable or conflict with the requirements of any policy or policies of insurance, including any regulations of fire insurance underwriters applicable to such policy or policies, whereby the Licensed Area is insured or which may cause any increase in premium to be paid in respect of any such policy or policies. If any such policy is cancelled or threatened to be cancelled by reason of any act or omission of the Licensee, the Licensors may immediately terminate this Agreement with written notice to the Licensee.

17. Limitation of Liability

Except for the negligence or willful misconduct of the Licensors, the Licensors shall not be liable or responsible in any way for any loss, damage or injury to any person in or upon the Licensed Area or to any animals, or motor vehicles or other property belonging to the Licensee or any of its directors, officers, employees, agents, contractors, licensees and invitees or to any other person who may be in or upon the Licensed Area, whether direct or indirect.

18. Indemnity and Release

- (a) The Licensee will indemnify and hold harmless the Licensors and its directors, officers, employees, agents, contractors, licensees and invitees from and against any and all claims, demands, actions and causes of action, proceedings, losses, costs (including legal, consulting or other professional fees), fines, orders, expenses, damages (including Environmental Damage), liabilities, injuries (including injuries causing death), property damage and any other matter of whatsoever nature or kind ("**Losses**") at any time suffered or incurred by or made against the Licensors or any of its directors, officers, employees, agents, contractors, licensees and invitees, directly or indirectly, caused by, resulting from or arising in connection with:
 - (i) any breach by the Licensee of any term or condition of this Agreement;
 - (ii) any negligence or willful misconduct of the Licensee or any of its directors, officers, employees, agents, contractors, licensees and invitees on or about the Licensed Area; or
 - (iii) any occurrence on the Licensed Area during the Term, save and except to the extent caused by the negligence or willful misconduct of the Licensors or any of its directors, officers, employees, agents, contractors, licensees and invitees.
- (b) The Licensee hereby releases the Licensors and its directors, officers, employees, agents, contractors, licensees and invitees of and from any and all Losses arising

in connection with any exercise of the rights granted to the Licensee under this Agreement.

- (c) The indemnity and release contained in this Section 18 will survive the expiry or sooner termination of this Agreement.

19. Termination for Default

The Licenser may, with written notice to the Licensee, terminate this Agreement with immediate effect if:

- (a) the License Fee or any part thereof is not paid when due and such default in payment continues for 5 days after written notice thereof to the Licensee by the Licenser;
- (b) the Licensee fails to observe, abide by and comply with the provisions of this Agreement (other than payment of the License Fee), and the Licensee's default or failure continues for 10 days after the Licenser gives written notice of the default or failure to the Licensee (or if such breach, non-performance or non-observance cannot be cured within 10 days, such longer period of time as is necessary to cure such breach, non-performance or non-observance so long as the Licensee shall promptly commence and diligently pursue the curing thereof);
- (c) a receiver or receiver-manager is appointed to administer or carry on the Licensee's business or this Agreement is taken in execution or attachment by any person or the Licensee commits an act of bankruptcy, becomes insolvent or is petitioned into bankruptcy or voluntarily enters into an arrangement with its creditors; or
- (d) an order is made, a resolution passed or a petition filed for the Licensee's liquidation or winding up.

20. Termination for Convenience

The Licenser may terminate this Agreement at any time with not less than 60 days' prior written notice to the Licensee. If this Agreement is terminated by the Licenser for convenience pursuant to this Section 20, the License Fee plus goods and services tax shall be apportioned and paid by the Licensee up to the date of termination and any payment by the Licensee on account of the License Fee or goods and services tax for any period of time after the effective date of termination shall be refunded to the Licensee.

21. Liability

The Licensee shall have no recourse against the Licenser for any damages associated with the termination of this Agreement pursuant to the terms of this Agreement.

22. Licensee's Obligations on Expiry or Termination

Upon expiry or sooner termination of this Agreement pursuant to the terms of this Agreement, the Licensee shall at its sole cost and expense:

- (a) peaceably vacate the Licensed Area and cease all use of and access to the Licensed Area as permitted by this Agreement;
- (b) remove all of its materials, property and equipment from the Licensed Area;
- (c) leave the Licensed Area in a clean and tidy condition, free from any refuse; and
- (d) if required by TransLink, restore the Licensed Area to substantially the same condition as the Licensed Area was in at the Commencement Date, including, without limitation, removing the Fence erected by the Licensee pursuant to Section 4(b).

In addition, the Licensee shall be solely responsible for any and all damage occasioned to the Licensed Area caused by the Licensee or its directors, officers, employees, agents, contractors, subcontractors, licensees, invitees, or any party for whom the Licensee is responsible at law during the Term and the Licensee shall repair any and all such damage forthwith at its own expense and restore those areas of the Licensed Area that have been so damaged to their previous condition, utilizing materials at least equivalent in quality and design to that existing prior to such damage, as applicable, all to the reasonable satisfaction of the Licensor. If the Licensee fails to repair such damage as required herein, the Licensor shall be entitled to attend to such repair on the Licensee's behalf, at the sole cost and expense of the Licensee.

23. Compliance with Laws

The Licensee shall, at its sole cost and expense, comply with and observe all federal and provincial laws (including Environmental Laws), all bylaws, and all ordinances, regulations and orders of all municipal authorities having jurisdiction including, without limitation, any and all zoning laws, bylaws, ordinances, regulations, or orders.

24. Force Majeure

Neither party will be liable for, nor will either party be considered in breach of this Agreement due to any failure to perform its obligations under this Agreement as a result of a cause beyond its control, including any act of God or a public enemy, act of any military, civil or regulatory authority, change in any law or regulation, fire, flood, earthquake, storm or other like event, disruption of outage of communications, power or other utility, labour problem, unavailability of supplies, or any other cause, whether similar or dissimilar to any of the foregoing, which could not have been prevented with reasonable care.

25. Notices

All notices, documents or communications required or permitted to be given under this Agreement must be in writing and will be deemed to have been given if delivered by hand, courier or facsimile to the party to whom it is to be given as follows:

if to the Licensor: South Coast British Columbia Transportation Authority
400-287 Nelson's Court,
New Westminster, B.C. V3L 0E7
Attention: Manager, Real Estate
Facsimile Number: (778) 375-6630

if to the Licensee: The Corporation of the City of Maple Ridge
11995 Haney Place
Maple Ridge, B.C. V2X 6A9
Attention: Director of Parks & Facilities
Facsimile Number: (604) 467-7393

provided, however, that a party may, by notice in writing to the other, specify another address or facsimile number for service of notices under this Agreement and, where another address or facsimile number is specified under this section, notice must be delivered to that address or facsimile number in accordance with this section. Any such notice shall be deemed to have been received if delivered by hand or courier as aforesaid, when delivered, and if sent by facsimile as aforesaid, on the next business day following the date of confirmed transmission.

26. Approvals

The Licensee shall be solely responsible for obtaining any and all permits, licenses and approvals that may be required with respect to the Licensee's use of the Licensed Area.

27. Entire Agreement

Except as otherwise agreed in writing by the parties, this Agreement constitutes the entire agreement between the parties with respect to the subject matter of this Agreement, and supersedes all previous expectations, understandings, communications, representations and agreements with respect to the subject matter of this Agreement, whether verbal or written.

28. Amendments

This Agreement may not be modified or amended in whole or in part, unless such an amendment is in writing and executed by both parties.

29. Assignment

The Licensee may not sublicense the Licensed Area in whole or in part, or assign or transfer this Agreement or any of its rights hereunder, by operation of law or otherwise, without the prior written consent of the Licensor, which consent may be arbitrarily withheld by the

Licensor in its sole discretion. The Licensee acknowledges and agrees that the Licensor may assign its interest in this Agreement with written notice to the Licensee.

30. Binding Effect

This Agreement will enure to the benefit of and be binding upon the permitted successors and permitted assigns of the parties, as applicable.

31. Relationship

Nothing in this Agreement will be deemed or construed to create any relationship between the parties except that of licensor and licensee. This Agreement creates contractual rights only between the parties and does not create any equitable or legal interest in land or any legal demise.

32. Obligations and Liabilities Joint and Several

If either party is comprised of more than one person or legal entity, the obligations and liabilities of such party under this Agreement shall be the joint and several obligations and liabilities of each person or legal entity comprising such party.

33. Further Assurances

Each of the parties shall, upon the request of the other party, do, execute, acknowledge or deliver or cause to be done, executed, acknowledged or delivered all such further acts, deeds, documents, and assurances as may be reasonably necessary or desirable to carry out the purpose and intent of, and to complete the transactions contemplated by, this Agreement.

34. Holding Over

If, after the termination of this Agreement, the Licensor permits the Licensee to use and access the Licensed Area and whether or not the Licensor accepts money from the Licensee in respect of such use and access, a license from year to year will not be created and the Licensee will be a monthly licensee only, and subject to all of the provisions of this Agreement, except as to duration, in the absence of a written agreement to the contrary, and either party shall be permitted to terminate such monthly license with 30 days' prior written notice to the other party.

35. Time

Time is of the essence in this Agreement.

36. Pro Rata

All payments due hereunder shall accrue from day to day, and if for any reason it shall become necessary to calculate any payment for irregular periods of less than one calendar month an appropriate pro-rata adjustment shall be made on a daily basis.

37. Schedules

The schedules attached to this Agreement are incorporated into and form part of this Agreement as fully as if they were included in the main body of this Agreement.

38. Privacy

The Licensee acknowledges that this Agreement and all information provided by the Licensee to the Licenser is subject to the *Freedom of Information and Protection of Privacy Act* of British Columbia and agrees that the Licenser may, in accordance with such Act, disclose this Agreement and other information and records provided by the Licensee to the Licenser, to any party without the consent of the Licensee.

39. Waiver

No party is to be deemed to have waived the exercise of any right that it holds under this Agreement unless such waiver is made in writing, and any such written waiver will apply only to the matter so waived and not to any additional, continuing or subsequent matter of the same or different kind.

40. Interpretation

For the purposes of this Agreement, except as otherwise expressly provided:

- (a) “**person**” includes a corporation, firm or association and wherever the singular or masculine form is used in this Agreement it will be construed as the plural or feminine or neuter form, as the case may be, and vice versa where the context or parties so require;
- (b) the headings in this Agreement are for convenience only and do not form a part of this Agreement and are not intended to interpret, define or limit the scope, extent or intent of this Agreement or any provision hereof;
- (c) this Agreement will be governed by and interpreted in accordance with the laws of the Province of British Columbia and the laws of Canada applicable therein and each party expressly submits to the exclusive jurisdiction of the courts of British Columbia and all courts competent to hear appeals therefrom;
- (d) where there is a reference in this Agreement to an enactment of the Province of British Columbia or of Canada, that reference will include a reference to any prior or subsequent enactment of the Province of British Columbia or Canada, as the case may be, of like effect and, unless the context otherwise requires, all statutes referred to in this Agreement are enactments of the Province of British Columbia;
- (e) the words “**herein**”, “**hereof**”, “**hereunder**”, “**hereto**” and other words of similar import refer to this Agreement as a whole and not to any particular Article, Section, subsection or other subdivision or Schedule;

- (f) all references to currency refer to lawful money of Canada and all amounts to be calculated or paid pursuant to this Agreement are to be calculated and paid in lawful money of Canada;
- (g) any reference to a corporate entity includes and is also a reference to any corporate entity that is a successor to such entity;
- (h) any action to be taken pursuant to this Agreement on a day that is not a business day shall be taken on the next succeeding business day, and for the purposes of this Agreement any reference to “business day” means any day that is not a Saturday, Sunday or statutory holiday in British Columbia; and
- (i) if any section of this Agreement or any part of a section is found to be illegal or unenforceable, that part or section as the case may be, will be considered separate and severable and the remaining parts or sections as the case may be, will not be affected and will be enforceable to the fullest extent permitted by law.

41. Counterparts and Electronic Transmission

This Agreement may be executed in counterparts each of which will be deemed to be an original and both of which together will constitute one and the same agreement. A counterpart signed by a party and transmitted by facsimile or electronically in PDF format will have the same effect as a counterpart originally signed by such party.

IN WITNESS WHEREOF the parties hereto have executed this Agreement on the day and year first above written.

**SOUTH COAST BRITISH COLUMBIA
TRANSPORTATION AUTHORITY**, by its
authorized signatory(ies):

**THE CORPORATION OF THE CITY OF
MAPLE RIDGE**, by its authorized
signatory(ies):

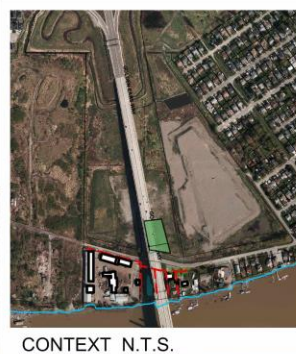
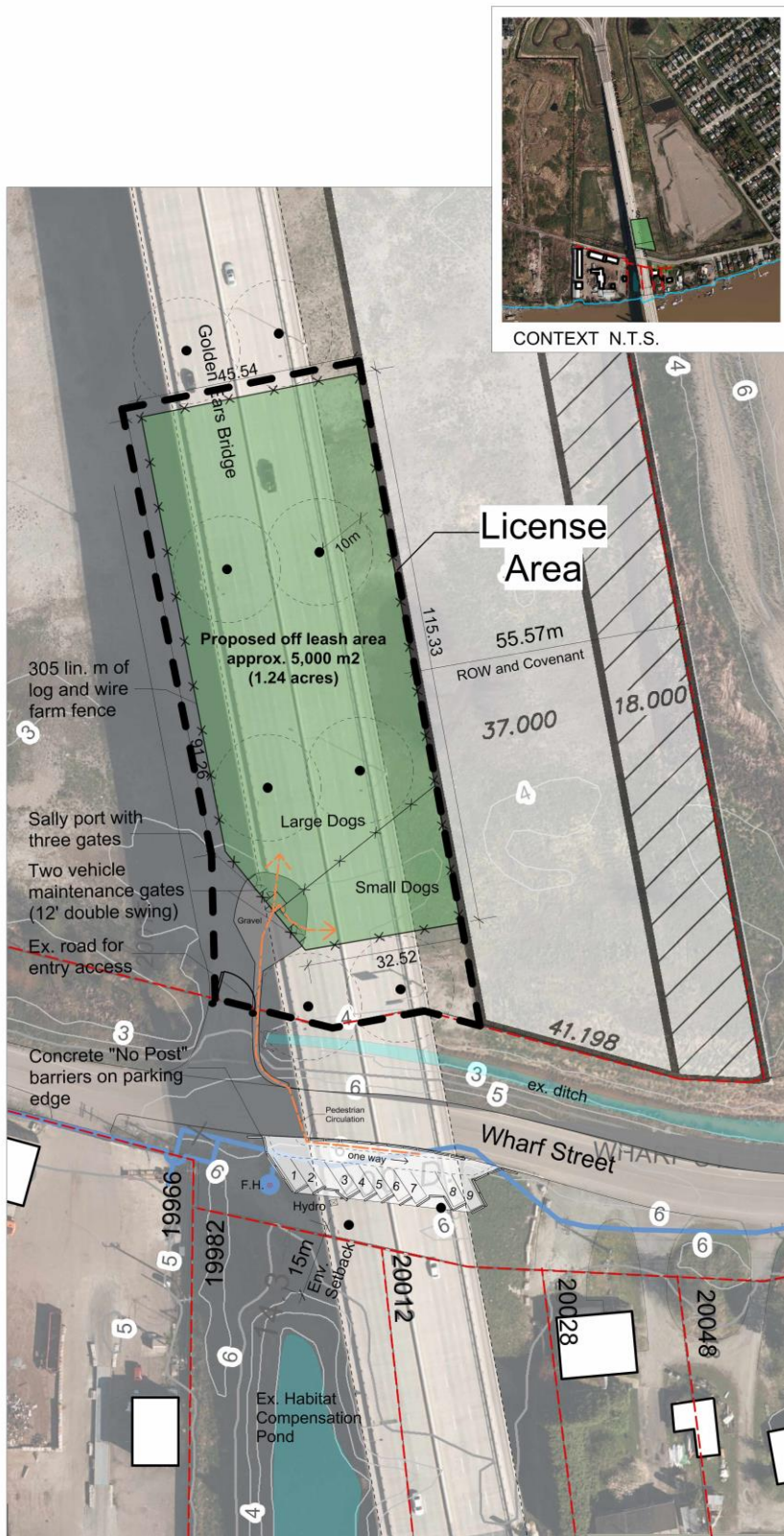
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SCHEDULE "A" Plan of Licensed Area



Issued:
09/17/2015: For review
01/30/2017: In response to Translink comments
07/21/2017: In response to Translink comments
08/15/2017: In response to comments
08/21/2017: ROW added and layout shifted
10/13/2017: Shading removed

PROJECT:
GEB Off Leash Dog Park
MAPLE RIDGE, BC

TITLE:
CONCEPT PLAN AND LICENSE AREAS

scale: 1: 750

drawn: CN
checked: VR
date: Dec 23, 2016

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

Contractors shall verify and be responsible for all dimensions on the job and this office shall be informed of any changes made on site.

sheet no: **L1.0** | revision:

TO: Her Worship Mayor Nicole Read
and Members of Council
FROM: Chief Administrative Officer
SUBJECT: Youth Wellness Centre Concept and Funding Estimate

MEETING DATE: December 5, 2017
FILE NO:
MEETING: Council

EXECUTIVE SUMMARY:

At the July 11, 2017 Council meeting, Council directed staff to investigate the possibility and cost of constructing a Youth Wellness Centre adjacent to the Greg Moore Youth Centre.

Staff secured the services of HCMA Architects to develop a Youth Wellness Centre concept drawing and a class "D" cost estimate.

HCMA Architects consulted with the partners in this project, Maple Ridge and Pitt Meadows Community Services (CS), The Youth Wellness Centre Steering Committee and the Foundry and has confirmed; the building site adjacent to the Greg Moore Youth Centre and Maple Ridge Leisure Centre is suitable and can accommodate a 9,000 ft² Youth Wellness Centre (with some shared space) at an estimated cost of \$4.2M to \$4.6M.

At this time a capital funding model has not been identified, however, the local Foundry Centre (The Youth Wellness Centre) will receive \$500,000 annually in provincial funding for operations as well as approximately \$400,000 through government and philanthropic funds for initial establishment costs.

RECOMMENDATION:

That staff be directed to work with Maple Ridge and Pitt Meadows Community Services and the Foundry to explore a funding model for the Youth Wellness Centre Concept referenced in the report dated December 5, 2017.

DISCUSSION:

a) Background Context:

In 2016, surveys were conducted with youth, emerging adults, parents and other adults through the Strong Kids Team and the Maple Ridge Youth Strategy Project. Information gathered from these surveys indicated that substance use and mental health concerns among youth ranked highest by both the adult and youth respondents. Consequently, recommendations in the Youth Strategy identified the creation of a Youth Wellness Centre as a priority.

As noted in a May 16, 2016 report to Council, the Ridge Meadows Child and Youth Mental Health Substance Use Collaborative (the Collaborative), supported by the Division of Family Practice and CS, has been working towards the development of such a centre. On May 16, 2016 Council approved the allocation of \$10,000 in seed money to the Collaborative to complete the funding needs necessary to begin the pilot phase of the Youth Wellness Centre. Currently, a Youth Wellness Centre pilot is operating out of the Greg Moore Youth Centre for a total of 20 hours/week under a two year lease with the City of Maple Ridge.

Recently, the Collaborative, under the umbrella of CS, secured ongoing funding of \$500,000 to operate as a Foundry site as well as approximately \$400,000 through government and philanthropic funds for initial establishment costs.

At the July 11, 2017 Council meeting, staff was directed to investigate the possibility and cost of constructing a Youth Wellness Centre adjacent to the Greg Moore Youth Centre. Staff secured the services of HCMA Architects to determine the feasibility of an addition to the Greg Moore Youth Centre and to develop a building concept and costing estimates.

HCMA Architects and their costing consultants have confirmed the building site adjacent to the Greg Moore Youth Centre and Maple Ridge Leisure Centre can accommodate a 9,000 ft² (which includes shared space) Youth Wellness Centre at an estimated cost of \$4.2M to \$4.6M based on a Class “D” costing estimate (page 12 of the report) which includes:

- contingency funding;
- pricing based on Q4 2017 lower mainland dollars with a two-year escalation; and
- a presumed standard project delivery system.

HCMA provided two options that support the feedback received from stakeholder groups (City staff, CS staff, the Youth Wellness Centre staff/Board Members, Maple Ridge Youth Council and Foundry staff). Based on this consultation and site constraints, staff and HCMA Architects have selected Option #1A as the preferred option (see drawings attached).

b) Desired Outcome:

The desired outcome is that Council is fully informed to consider a purpose built youth wellness facility adjacent to the Greg Moore Youth Centre and that youth and families get access to life-changing health care, mental health and addictions services as part of a one stop youth services continuum.

c) Strategic Alignment:

This project aligns with recommendations in the Maple Ridge Youth Strategy and with the City's support to date towards the development of a Youth Wellness Centre.

d) Citizen/Customer Implications:

Children, youth and their families would have increased and timely access to services in the areas of mental health and substance use. A full service permanent Youth Wellness Centre will provide local support and treatment options for residents of Maple Ridge. It will also provide opportunities to build resiliency in children, youth and their families.

e) Interdepartmental Implications:

Various departments work with the Parks, Recreation & Culture department on new facility projects including Planning, Engineering, Building, Clerks, Communications and Finance.

f) Business Plan/Financial Implications:

If this project moves forward, a funding source and the City's contribution will need to be confirmed. The total capital costs are \$4.2M to \$4.6M.

g) Alternatives:

That the City gives direction to Community Services to find an alternate location.

CONCLUSIONS:

There is a demonstrated need for enhanced mental health and addiction services for children and youth in the community. The achievement of the Maple Ridge Youth Wellness Centre (Foundry) pilot project has been a significant community success to date. The continued community collaboration will assist in evolving the Youth Wellness Centre into a sustainable full time model.

"Original signed by Don Cramb"

Prepared by: Don Cramb, Sr. Recreation Manager

"Original signed by David Boag for Wendy McCormick"

Reviewed by: Wendy McCormick, Director Recreation & Community Services

"Original signed by Kelly Swift"

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

"Original signed by Frank Quinn for Paul Gill"

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

:dc

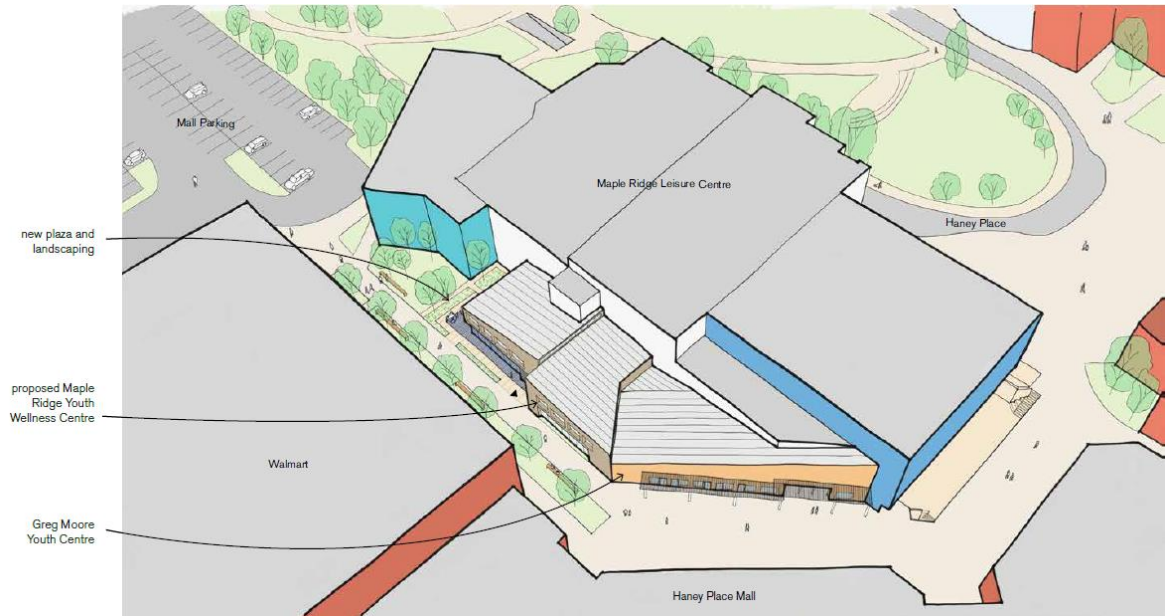
Attachments:

Drawings of Option 1A and Aerial View

Youth Wellness Centre Concept Design Full Report, November 2017

Proposed Concept – Aerial View

(See Page 10 of the Maple Ridge Youth Wellness Centre Concept Design Report)



Concept Layout Ground Level

(See Page 8 of the Maple Ridge Youth Wellness Centre Concept Design Report)



Above: Ground Level Plan

Level 1 Area = 3820 sq. ft. New Build [includes 715 sq. ft. for new exit corridor]
 + 1360 sq. ft. Refurbished Area
5180 sq. ft.

MAPLE RIDGE YOUTH WELLNESS CENTRE

CONCEPT DESIGN REPORT

November 6, 2017



7

VISION STATEMENT

"The new Maple Ridge Youth Wellness Centre will expand upon the Greg Moore Youth Centre to support and empower Maple Ridge's Youth in developing tools they need to live a healthy and balanced life. The expanded program, enhanced landscape, and connection to the existing youth centre will help create a safe environment for young people and their families to seek the assistance they need, create connections, and foster community."

PROJECT BACKGROUND

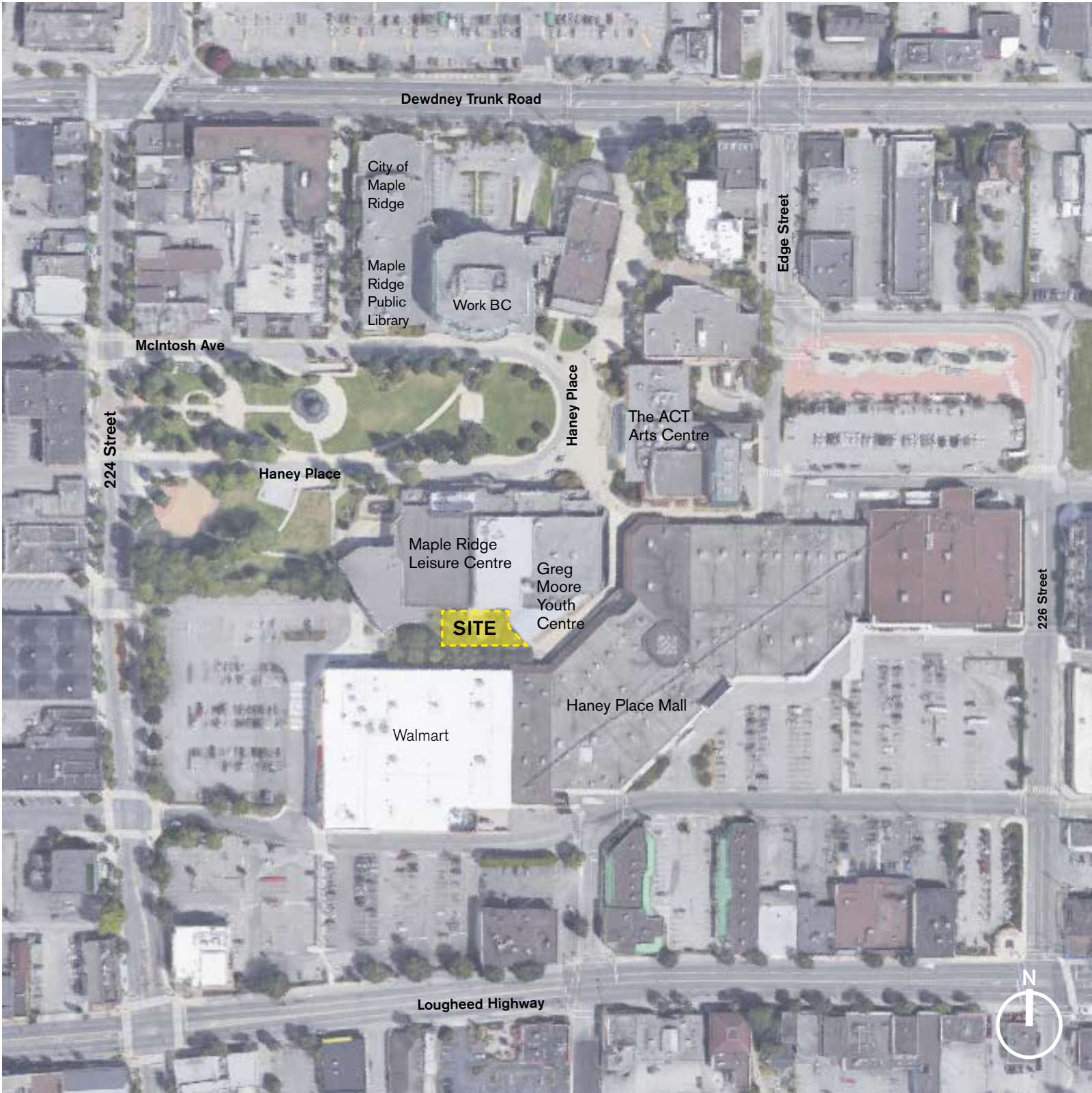
Council have directed city staff and independent consultants to investigate the feasibility of a new Maple Ridge Youth Wellness Centre adjacent to the existing Youth Centre.

This study includes:

- Determining program spaces to support anticipated activities
- Site planning and integration
- Concept design and vision for the site layout
- Preliminary costing estimate

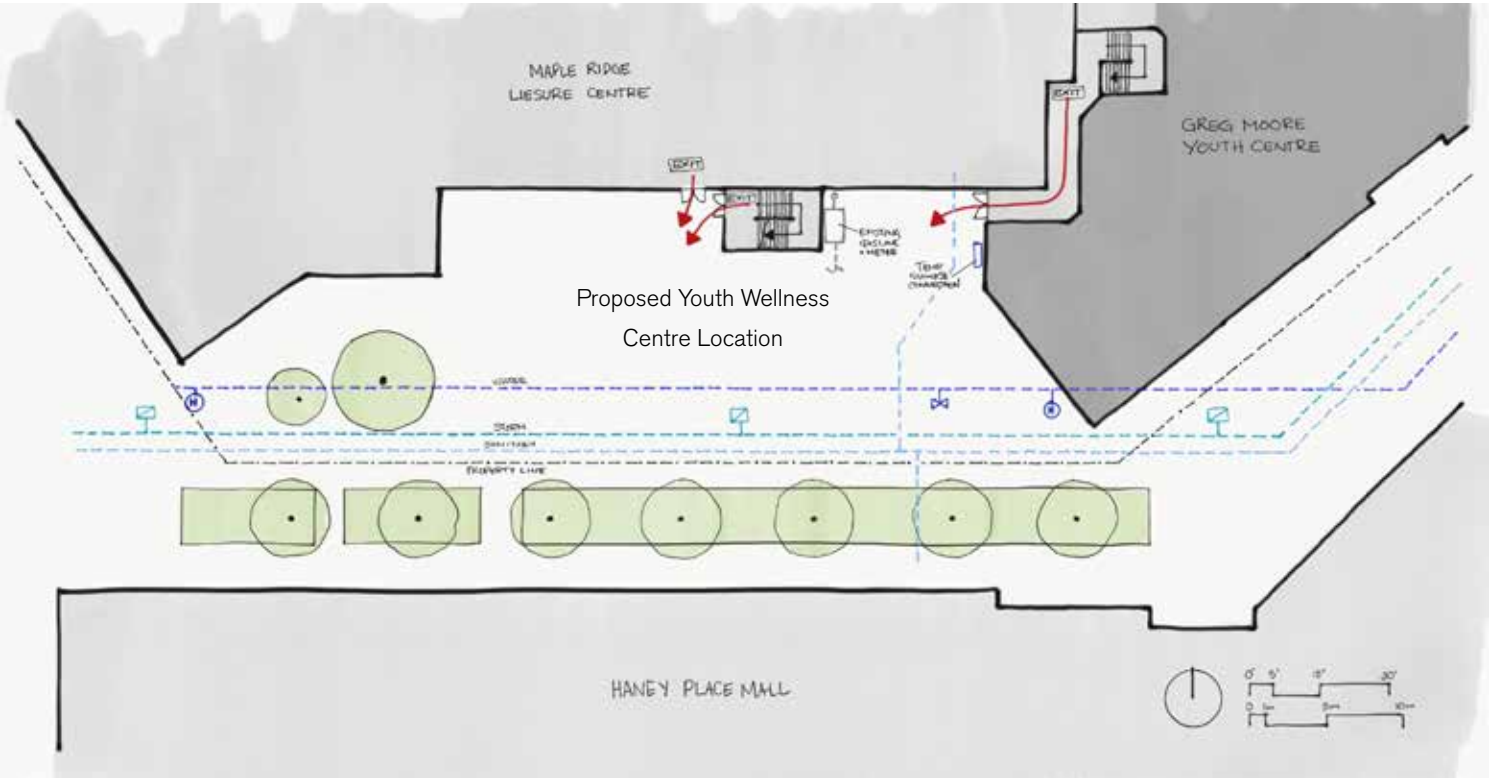
The following key stakeholders were consulted during this study:

- Foundry staff
- Youth Wellness Centre Staff and Board Members
- Youth Wellness Centre Steering Committee
- Youth Wellness Centre Fund Development and Direct Partners Committee
- Greg Moore Youth Centre Staff
- Greg Moore Youth Council
- Parks Recreation and Culture Staff
- Community Services Staff
- The wider community through the recent community facilities consultation process



Above: Context Plan

EXISTING SITE CONSIDERATIONS



Above: Existing Site Constraints



Above: Proposed Site Location

- The proposed facility location is located adjacent to and will take advantage of programmatic sharing with the Greg Moore Youth Centre
- Existing users adjacent to the site include Maple Ridge Leisure Centre, Walmart, Haney Place Mall. Surrounding neighbours include The ACT Arts Centre, Maple Ridge Public Library, WorkBC and the City of Maple Ridge.
- Civil review indicates that water line and or storm/sanitary lines may need to be re-routed in order to accommodate the new facility. A civil survey should be conducted to determine exact location of services.

Further studies required at next stage include:

- A transportation and parking study will be required to determine parking demand and whether existing underground parking will be sufficient.
- Seismic study is needed to determine any requirements.
- A contractor should be consulted to investigate sequencing to ensure continued operation of the existing leisure centre throughout construction.

ADJACENT YOUTH CENTRE



Greg Moore Youth Centre



Outdoor Courtyard adjacent to Youth Centre



Greg Moore Indoor Skate Park

EXISTING NEIGHBOURS



Haney Place Mall



Maple Ridge Leisure Centre



The ACT Arts Centre



Maple Ridge Public Library

SITE LAYOUT OPTIONS

Two main site layout options were developed to take into consideration the major site constraints including underground civil services, existing emergency exits from adjacent buildings, and connection to the existing Greg Moore Youth Centre.

Option 1

Option 1A and 1B re-route existing fire exits from the Maple Ridge Leisure Centre to the west along the building's south wall, to allow the new building to internally connect to the existing Youth Centre. Option 1A is the most optimal layout, while Option 1B is set back from underground civil services to prevent the need for relocation.

Pros

- Strong internal connection to the existing Greg Moore Youth Centre allows for shared and integrated program use as well as sight lines from reception into both youth centres
- Increased outdoor area to the west will allow for outdoor programming
- Need for fire rating emergency exiting on one side of building only

Cons

- Increased length of emergency exit route means more buildable area is required

Option 2

Option 2A and 2B re-route existing fire exits from the existing Maple Ridge Leisure Centre using the shortest route possible. Option 2A is the most optimal layout, while Option 2B is set back from underground civil services to prevent the need for relocation.

Pros

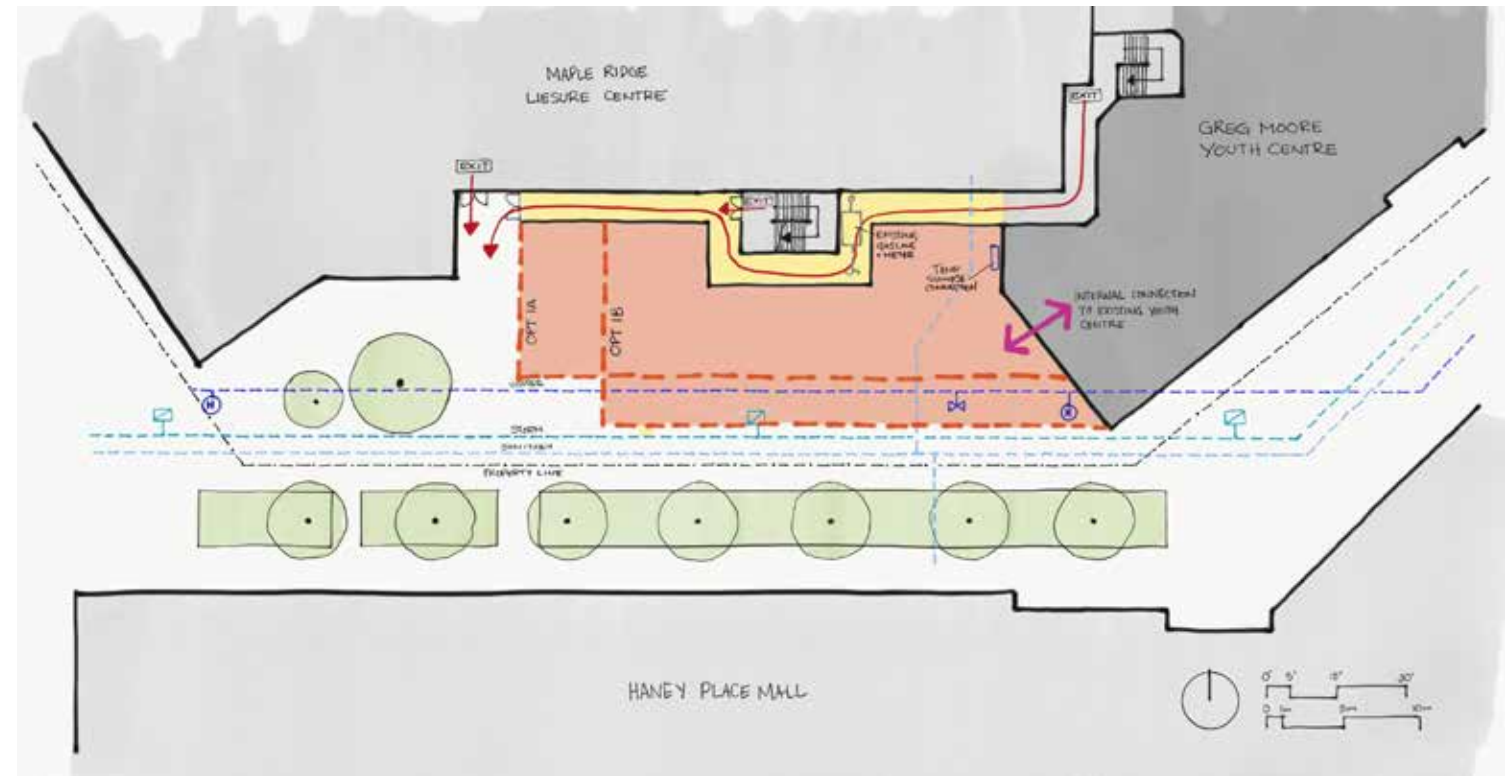
- Decreased length of emergency exit route increases buildable area

Cons

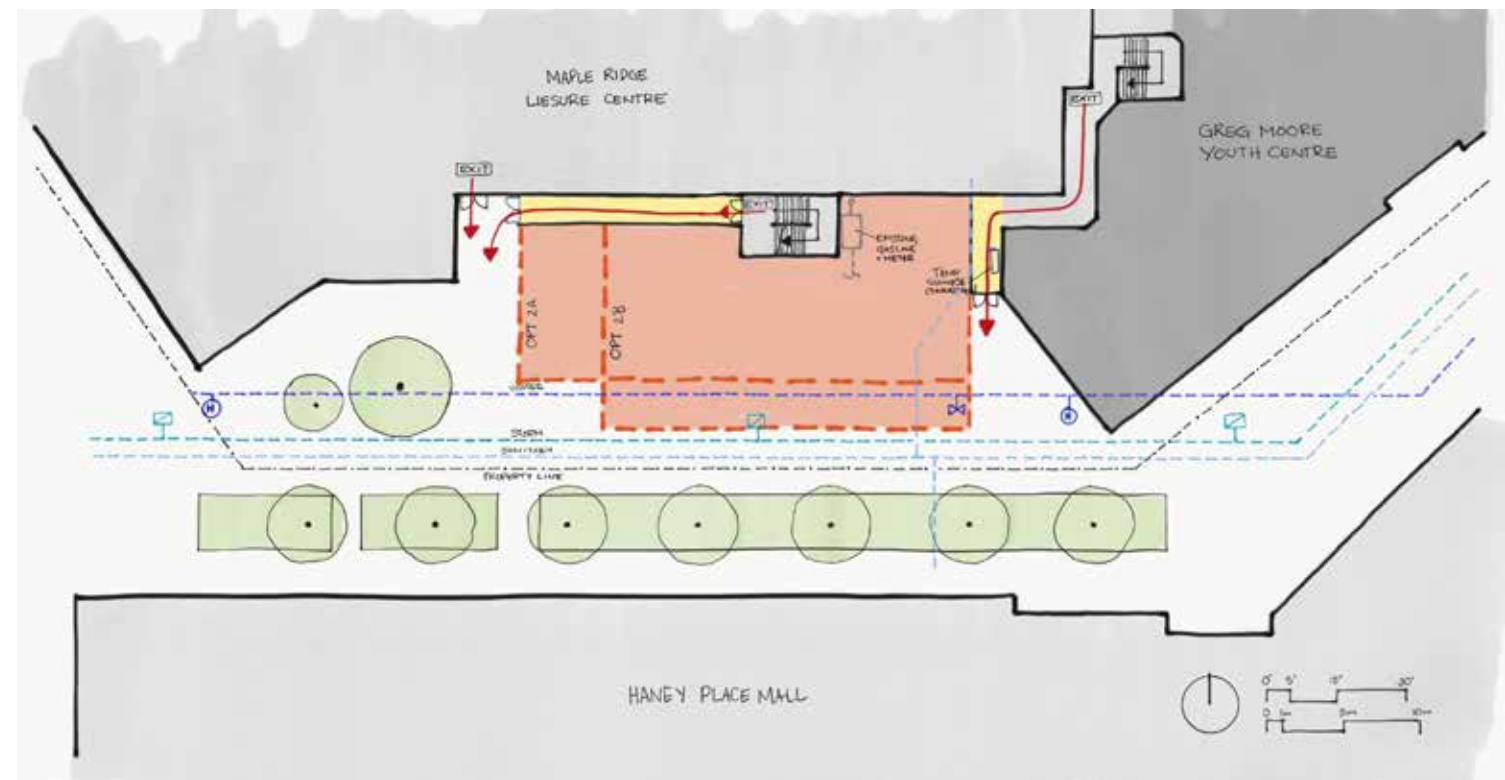
- Internal connection to the existing Greg Moore Youth Centre is not possible
- Decreased internal sight lines from reception into both youth centres
- Courtyard space between youth centres creates both fire rating challenges as well as CPTED safety concerns; this space is not programmable as it serves as emergency egress.

The Preferred Option

Site layout Option 1A was chosen as the favored option. This option reduces the complexity of fire rating emergency exiting; allows for an interior connection to and shared programmatic use with the existing Youth Centre; and offers the most functional programmatic layout.



Above: Site Layout Option 1A and 1B



Above: Site Layout Option 2A and 2B

PROGRAM

The program was developed in consultation with City and Foundry staff. A baseline program list was provided by the Foundry and HCMA worked with city staff to refine program and determine program sharing opportunities between the new Youth Wellness Centre and the Greg Moore Youth Centre. The Youth Centre has a demonstration kitchen and multipurpose room, as well as office spaces that can be repurposed as two meeting rooms to the needs of the Youth Wellness Centre. These spaces will be shared between the centres, but will need renovation.

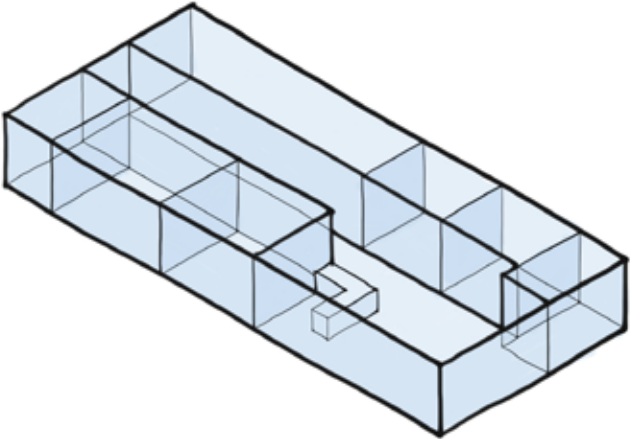
The diagram on this page illustrate the key program components and the full area schedule can be found in the appendix.

Parking

A parking study will be required to determine demand and whether existing underground parking is sufficient to meet the Youth Wellness Centre needs.

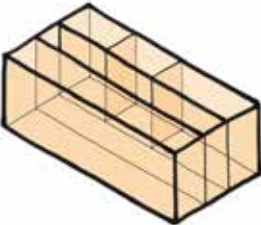
Client Areas 3,070 sq.ft / 285 sq.m

- Reception / General office
- Waiting Area
- Peer Youth & Family Support Office
- Counselling / Talking Rooms
- Meeting / Activity Room (Repurposed)
- Multipurpose Room (Renovated, Shared)
- Demonstration Kitchen (Renovated)



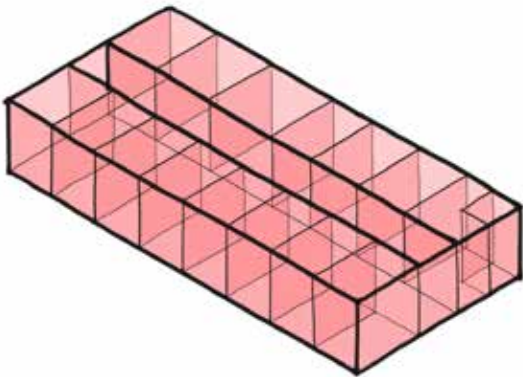
Service Spaces 450 sq.ft / 40 sq.m

- Janitors Closet
- Laundry
- Waste Holding Room
- General Storage



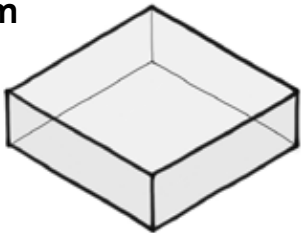
Clinical Support Spaces 1,915 sq.ft / 180 sq.m

- Medical Exam Rooms
- Medical Support



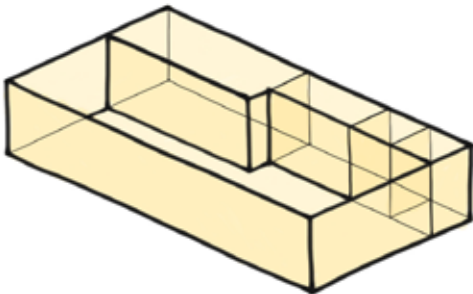
Gross Up 2,075 sq.ft / 190 sq.m

- Circulation
- Walls / Structure
- Washrooms
- Mechanical / Electrical Rooms



Staff Support Spaces 1,475 sq.ft / 135 sq.m

- Open Plan Workstations
- Staff Lounge / Lunchroom
- Staff Washroom & Shower



PRECEDENT EXAMPLES

Reception & Waiting



Chan Gunn Sports Medicine, UBC

Multipurpose Spaces & Kitchen



Royal Bay Secondary School, Victoria

Client Exam, Meeting & Talking Rooms



UBC Faculty of Medicine Clinical Skills

Staff Support Spaces



HCMA Office, Vancouver

Character



Chan Gunn Sports Medicine, UBC



Hamilton Community Centre, Richmond



Ponderosa Commons, UBC



Island Medical Program, Nanimo



HCMA Office, Vancouver



UniverCity Childcare Centre, UBC



Ponderosa Commons, UBC



Errington Learning Centre, Richmond



HCMA Office, Vancouver



HCMA Office, Vancouver

CONCEPT LAYOUT GROUND LEVEL

The Concept Layout is a further development of site layout option 1A. It transforms what is currently vacant and unprogrammed pedestrian lane into an active and friendly frontage with high levels of transparency, programmable outdoor spaces, and new landscaping towards the west and the south. The building entry is oriented toward the west, allowing youth a discreet and separate entrance from the Greg Moore Youth Centre.

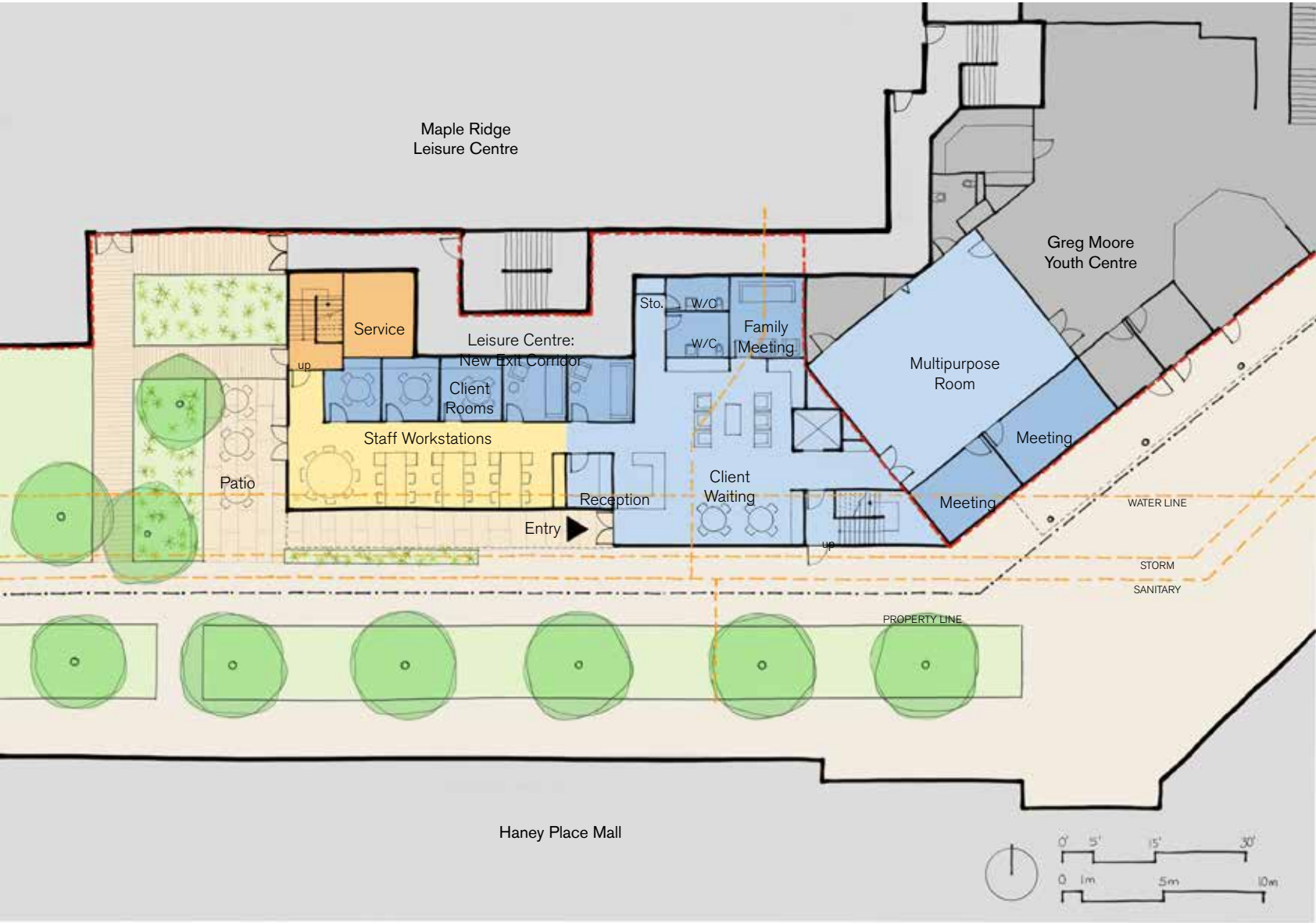
Foundry provided precedent plans for youth wellness centres which were referenced for typical layout planning. The reception, washrooms, client storage, family meeting rooms and vertical circulation are centrally located around the client waiting area. This space will meet a variety of seating and social needs. The waiting area is also internally connected to the Greg More Youth Centre to take advantage of shared program opportunities, such as meeting rooms (repurposed from office/client rooms) and a multipurpose room and kitchen that will be renovated.

Staff workstations are located in an open-plan office behind the reception on the west side of the building. This active frontage will address existing CPETD safety issues in the pedestrian lane, which is currently un-monitored. A patio surrounded by enhanced landscaping is accessed from the staff work area, allowing the programming of the space to extend to the outdoors. Client talking and counseling rooms are located at the back for privacy and share circulation with the staff work area, increasing layout efficiency and functionality.

Enhanced exterior lighting will be required to ensure the entrance to the centre is identifiable and well-lit. Additionally, the lighting along the entire length of the pedestrian corridor between Haney Place Mall and Greg Moore Youth Centre and the Maple Ridge Youth Wellness Centre will need to be upgraded to enhance CPETD safety.

The existing water line running east-west will either need to be re-routed or modified to allow for future maintenance. The same applies to the storm and sanitary supply to the existing leisure centre. The existing gas line and meter will also need to be relocated. A civil engineer will need to be consulted to determine the full extent of the works.

Coordination will also be required with the Leisure Centre; retro-fit vents are planned for the south wall and modifications may be required to accommodate the Youth Wellness Centre.



Above: Ground Level Plan













Level 1 Area = 3820 sq. ft. New Build [includes 715 sq. ft. for new exit corridor]
 + 1360 sq. ft. Refurbished Area
 5180 sq. ft.

CONCEPT LAYOUT LEVEL 2

Client areas that require a higher level of privacy are located at the second level. Clinical exam rooms and support spaces are adjacent to the stair and elevator, easily accessed from the waiting room below, but are oriented towards the rear of the building to provide clients with increased privacy. A second client waiting area doubles as a breakout multipurpose space. Additional staff workstations are located along the south edge of the building similar to level 1. Further client counseling / talking rooms that may require more privacy are located adjacent to the open staff work area. An additional stair located at the west side of the building serves as both emergency egress and a secondary circulation route for staff.



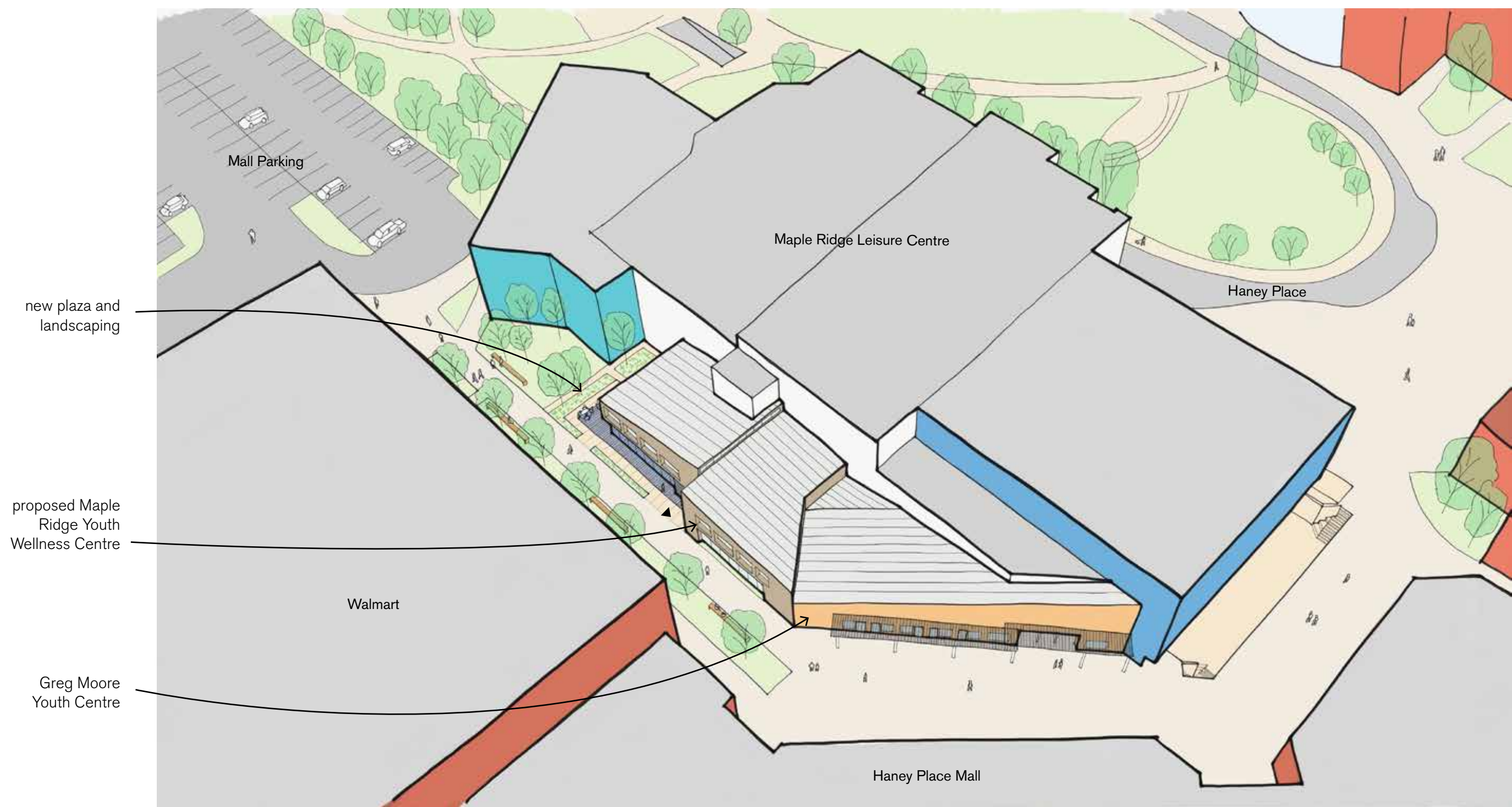
Legend

-  Client Areas
-  Clinical Support Areas
-  Staff Support Areas
-  Service
-  Landscaping
-  Plaza
-  Existing: Greg Moore Youth Centre
-  Existing Buildings
-  Existing Building Extents
-  Civil Services
-  Property Line
-  Entry

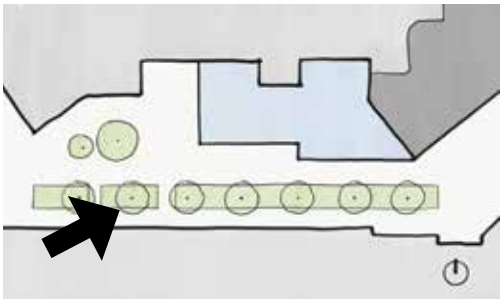
Above: Level 2 Plan

Level 1 Area	5180 sq. ft.
Level 2 Area	<u>+ 3820 sq. ft.</u>
Project Total	9000 sq. ft.

PROPOSED CONCEPT - AERIAL VIEW



CONCEPT RENDER



View Key

COSTING

Client Area	\$ 882,000
Clinical Support Spaces	\$ 646,900
Staff Support Space	\$ 500,200
Service Spaces	\$ 139,100
Gross Up (30%)	\$ 674,100
Total: Built Works	\$2,842,300
Landscaping & Site Works	\$ 118,400
Exterior Lighting Upgrades	\$ 100,000
Total Hard Costs	\$3,060,700

Contingency (21%)	\$ 686,500
Soft Costs (30%)	\$1,124,200

Total Project Budget \$4.2 million

Notes:

- 21% Contingency includes 10% Design Contingency, 6% Escalation Contingency, and 5% Construction Contingency and is calculated as a percentage of Total Hard Costs.
- Gross up includes extra area required for new emergency exit corridor from existing leisure centre.
- Exterior lighting upgrades amount is provided as an allowance only.
- All priced in Q4 2017 Lower Mainland dollars [\$], includes for 2 years escalation and assume a standard project delivery system. These costs are based on unit costs derived from recently completed projects of a similar nature in the Lower Mainland and BC. They are not based on specific site conditions and do not allow for any geotechnical measures or site development. Unless otherwise stated, off-site infrastructure upgrades, utility charges, hazmat abatement are excluded.
- Exclusions: Land costs, legal and accounting fees, loose FF&E, HazMat abatement (if any) are all excluded.
- Cost of renovation to existing 50 sq. m. kitchen is approximately equal to cost of constructing a new 30 sq. m. kitchen.

Appendix



Facility Type	General Description	Building Area (ft²)	Building Area (m2)	Construction Costs (\$/m²)	Building Cost (\$)
Client Area					
Reception / General Office		431	40	\$3,700	\$148,000
Waiting Area	with refreshment station & children's area	592	55	\$3,700	\$203,500
	storage area (prams, pets etc.)	54	5	\$3,300	\$16,500
Peer Youth & Family Support Office		161	15	\$3,500	\$52,500
Meeting/Multipurpose/Activity Room	small	161	15	\$3,700	\$55,500
	medium	215	20	\$3,700	\$74,000
Multipurpose Room (shared)	renovation of existing large room -shared with youth centre	915	85	\$2,200	\$187,000
Demonstration Kitchen	partial renovation/modification tbc	538	50	\$2,900	\$145,000
Subtotal		3,068	285	\$3,095	\$882,000

Clinical Support Spaces					
Medical Exam Rooms	standard	129	12	\$4,100	\$49,200
	large	161	15	\$4,100	\$61,500
	office/exam room	161	15	\$3,800	\$57,000
Counselling/Talking Rooms	8 individual rooms that each accommodate 2- 4 ppl	915	85	\$3,500	\$297,500
Medical Support	Medication	97	9	\$4,300	\$38,700
	Cleaning Supplies	118	11	\$3,400	\$37,400
	Soiled Utility/Holding	129	12	\$3,300	\$39,600
	Medical Records	151	14	\$3,500	\$49,000
	Photocopy/Workroom	54	5	\$3,400	\$17,000
Subtotal		1,916	178	\$3,634	\$646,900

Staff Support Spaces					
Open Plan Workstations	located adjacent to clinical support spaces	915	85	\$3,400	\$289,000
Staff Lounge/Lunchroom	kitchenette, lounge & locker area	431	40	\$3,600	\$144,000
Staff Washrooms & Shower	including accessible	129	12	\$5,600	\$67,200
Subtotal		1,475	137	\$3,651	\$500,200

Service Spaces					
Janitors Closet		65	6	\$3,300	\$19,800
Laundry		54	5	\$3,400	\$17,000
Waste Holding Room		118	11	\$3,300	\$36,300
General Storage		215	20	\$3,300	\$66,000
Subtotal		452	42	\$3,312	\$139,100

BUILT WORKS - SUBTOTAL					
Gross-up	0.3 multiplication factor for walls, circulation, universal washrooms, mechanical, electrical and other back-of-house areas	6,911	642	\$3,377	\$2,168,200
		2,073	192.6	\$3,500	\$674,100

BUILT WORKS - TOTAL		8,984	835	\$3,406	\$2,842,300
Note: includes renovated areas					
Site - Bike racks					\$2,400
Site - Streetscape	allow for 8 spaces	969	90	\$250	\$22,500
Site - Soft & hard landscaping (west)		1,991	185	\$100	\$18,500
Site - Exterior lighting upgrades Allowance	Allow for re-location (or access pipe) around existing water & sanitary lines + relocation of gasoline meter.				\$100,000
Site - Civil works: reroute sanitary (& water line?)	Further civil input required to determine full extent of works.				\$75,000

SITE WORKS - TOTAL		2,960	275		\$218,400
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Total Hard Costs	Built Works Total + Site Works Total				\$3,060,700
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Contingency					\$686,500
Design Contingency	10% of Total Hard Costs			\$306,100	
Escalation Contingency	6% of Total Hard Costs			\$202,000	
Construction Contingency	5% of Total Hard Costs			\$178,400	

Total Soft Costs	30% of Total Hard Costs and Contingency				\$1,124,200
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Total Project Budget	Total Hard Costs + Total Soft Costs				\$4,184,900
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Cost Options					
Additional Teaching Kitchen		300	28	\$4,800	\$134,400

Note regarding Budget Costs:

All priced in Q4 2017 Lower Mainland dollars (\$), includes for 2 years escalation and assume a standard project delivery system. These costs are based on unit costs derived from recently completed projects of a similar nature in the Lower Mainland and BC. They are not based on specific site conditions and do not allow for any geotechnical measures or site development. All off-site infrastructure upgrades, utility charges, hazmat abatement are excluded.

Notes:

Approximate areas only based on 'Foundary Centre Sq Ft Requirement' and email description dated 17 Aug 2017
Assumes no additional parking required/ utilisation of existing MR civic centre parkade