

***COMMITTEE OF THE WHOLE
AGENDA
February 20, 2017
1:00 p.m.
Council Chamber***

Committee of the Whole is the initial venue for review of issues. No voting takes place on bylaws or resolutions. A decision is made to send an item to Council for debate and vote or to send an item back to staff for more information or clarification before proceeding to Council. The meeting is live streamed and recorded by the City of Maple Ridge.

Note: If required, there will be a 15-minute break at 3:00 p.m.

Chair: Acting Mayor

1. STAFF PRESENTATIONS

1:00 p.m.

- 1.1 Development Signs Update**
- C. Crabtree, Chief Information Officer
- A. Bowden, Planning 1

2. PUBLIC WORKS AND DEVELOPMENT SERVICES

Note: Owners and/or Agents of Development Applications may be permitted to speak to their applications with a time limit of 10 minutes.

Note: The following items have been numbered to correspond with the Council Agenda:

1101 2016-175-RZ, 23711 132 Avenue, RS-3 and RS-2 to RS-1b

Staff report dated February 20, 2017 recommending that Maple Ridge Official Community Plan Amending Bylaw No. 7305-2016 to revise conservation boundaries be given first and second readings and be forwarded to Public Hearing and that Maple Ridge Zone Amending Bylaw No. 7258-2016 to rezone from RS-3 (One Family Rural Residential) and RS-2 (One Family Suburban Residential) to RS-1b (One Family Urban [Medium Density] Residential) to permit future subdivision into three single family residential lots and one remainder lot be given second reading and be forwarded to Public Hearing.

1102 2016-202-RZ, 20542 and 20556 Dewdney Trunk Road, RS-1 and P-4a to C-2

Staff report dated February 20, 2017 recommending that Maple Ridge Zone Amending Bylaw No. 7309-2017 to rezone from RS-1 (One Family Urban Residential) and P-4a (Place of Worship Institutional and Educational) to C-2 (Community Commercial) to permit a two storey commercial building including a banquet facility and retail and office buildings be given first reading and that the applicant provide further information as described on Schedule A, C, D, and E of the Development Procedures Bylaw No. 5879-1999, along with the information required for a Subdivision application.

1103 2017-002-RZ, 24487 112 Avenue, RS-3 to RS-1b and RS-1d

Staff report dated February 20, 2017 recommending that Maple Ridge Zone Amending Bylaw No. 7310-2017 to rezone from RS-3 (One Family Rural Residential) to RS-1b (One Family Urban [Medium Density] Residential) and RS-1d (One Family Urban [half acre] Residential) to permit 31 single family lots be given first reading and that the applicant provide further information as described on Schedule A, B, F, G and I of the Development Procedures Bylaw No. 5879-1999, along with the information required for a Subdivision application.

1104 2015-345-RZ, 12106 230 Street, RS-1 and RS-3 to R-1

Staff report dated February 20, 2017 recommending that Maple Ridge Zone Amending Bylaw No. 7205-2016 to rezone from RS-1 (One Family Urban Residential) and RS-3 (One Family Rural Residential) to R-1 (Residential District) to permit a future subdivision of approximately 2 lots be given second reading and be forwarded to Public Hearing.

1105 2016-009-RZ, 23729 Dewdney Trunk Road, RS-3 to RM-1

Staff report dated February 20, 2017 recommending that Maple Ridge Zone Amending Bylaw No. 7220-2016 to rezone from RS-3 (One Family Rural Residential) to RM-1 (Townhouse Residential) for future construction of a 41 unit multi-family development be given second reading and be forwarded to Public Hearing.

1106 2011-137-DVP, 12257 227 Street

Staff report dated February 20, 2017 recommending that the Corporate Officer be authorized to sign and seal 2011-137-DVP to reduce 227 Street arterial road width, reduce 122 Avenue local road width, reduce road allowance for the lane west of 227 Street, reduce constructed lane width, reduce driveway access and reduce height requirement of a landscape screen around an unconcealed Off-Street Parking Use.

1107 2011-137-DP, 12257 227 Street, Intensive Residential Development Permit

Staff report dated February 20, 2017 recommending that the Corporate Officer be authorized to sign and seal 2011-137-DP to allow three R-3 (Special Amenity Residential District) zoned lots.

1108 2013-085-DVP, 23154 136 Avenue

Staff report dated February 20, 2017 recommending that the Corporate Officer be authorized to sign and seal 2013-085-DVP to reduce the road right-of-way for 135A Avenue and 231 Street and to reduce front and rear yard setbacks.

1109 2015-260-DVP, 24211 113 Avenue

Staff report dated February 20, 2017 recommending that the Corporate Officer be authorized to sign and seal 2015-260-DVP to reduce the carriage way width at two locations to ensure neighbouring trees are not impacted by the proposed roadway.

1110 2015-397-DVP, 2015-397-DP, 20803 Lougheed Highway

Staff report dated February 20, 2017 recommending that the Corporate Officer be authorized to sign and seal 2015-397-DVP to vary the setback for two components for a proposed arch feature associated with the A&W Restaurant and that the Corporate Officer be authorized to sign and seal 2015-397-DP to permit construction of an A&W Restaurant with a drive through.

3. *FINANCIAL AND CORPORATE SERVICES (including Fire and Police)*

1131 Disbursements for the month ended January 31, 2017

Staff report dated February 20, 2017 recommending that the disbursements for the month ended January 31, 2017 be received for information.

1132 2016 Council Expenses

Staff report dated February 20, 2017 providing an update on Council expenses to the end of November and December 2016.

1133 Ripe TX – Taxi License Application

Staff report dated February 20, 2017 recommending that a letter be submitted to the Passenger Transportation Board summarizing comments in the staff report and indicating that the City of Maple Ridge does not support the application by Ripe TX for new taxi licenses to operate in the Greater Vancouver Regional District.

1134 Bylaw No. 7311-2017 Committee Appointments - Alternates

Staff report dated February 20, 2017 recommending that Maple Ridge Committee Appointments – Alternates: Amending Bylaw No. 7311-2017 to allow flexibility in the appointment of alternates to Council advisory and steering committees be given first, second and third readings.

4. *PARKS, RECREATION & CULTURE*

1151 Cooperative Housing Federation BC and Community Land Trust BC Partnership

Staff report dated February 20, 2017 recommending that BC Housing and the Community Land Trust be notified that the City of Maple Ridge cannot meet the 2017 project approval deadline and requests reconsideration as part of the 2018 funding intake.

1152 Maple Ridge Leisure Centre Lifecycle Improvement Plan

Staff report dated February 20, 2017 recommending that Shape Architecture be re-engaged to update the Leisure Centre mechanical room design including relocation of pool mechanical systems to allow for additional underground parking and an outdoor plaza should the Civic Centre proceed and that a Request for Proposal for detailed design of priority improvements be issued.

5. *ADMINISTRATION*

1171 Partnering Agreement – Employment Land Investment Incentive Program

Staff report dated February 20, 2017 recommending that the Corporate Officer be authorized to execute Partnering Agreements with 874668 Ltd. under building permit numbers 16-112807, 16-112814 and 16-1116919.

6. *CORRESPONDENCE (moved to consent section on Council agenda)*

1181

7. *OTHER ISSUES*

1191

8. *ADJOURNMENT*

9. ***COMMUNITY FORUM***

COMMUNITY FORUM

The Community Forum provides the public with an opportunity to speak with Council on items that are of concern to them, with the exception of Public Hearing bylaws that have not yet reached conclusion.

Each person will be permitted 2 minutes to speak or ask questions (a second opportunity is permitted if no one else is sitting in the chairs in front of the podium). Questions must be directed to the Chair of the meeting and not to the individual members of Council. The total time for this Forum is limited to 15 minutes.

If a question cannot be answered, the speaker will be advised when and how a response will be given.

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

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

For more information on these opportunities contact:

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

Checked by: _____
Date: _____

City of Maple Ridge

TO: Her Worship Mayor Nicole Read
and Members of Council
FROM: Chief Administrative Officer
SUBJECT: First and Second Reading
Official Community Plan Amending Bylaw No. 7305-2016; and
Second Reading
Zone Amending Bylaw No. 7258-2016
23711 132 Avenue

MEETING DATE: February 20, 2017
FILE NO: 2016-175-RZ
MEETING: C of W

EXECUTIVE SUMMARY:

An application has been received to rezone the southern portion of the subject property, located at 23711 132 Avenue, from RS-3 (One Family Rural Residential) and RS-2 (One Family Suburban Residential) to RS-1b (One Family Urban (Medium Density) Residential) to permit future subdivision into three single family residential lots, and one remainder lot. A separate application, 2016-176-RZ, has been received to rezone the northern remainder portion of the subject property, from RS-3 (One Family Rural Residential) and RS-2 (One Family Suburban Residential) to RM-1 (Townhouse Residential), and will be the subject of a separate report to Council. The applicant is pursuing separate rezoning applications in anticipation that the single family development will proceed faster than the multi-family development. Ground-truthing on site has established the developable areas, and as a result, an Official Community Plan (OCP) amendment is required to revise the *Conservation* boundaries.

Council granted first reading to Zone Amending Bylaw No. 7258-2016 and considered the early consultation requirements for the OCP amendment on July 26, 2016. Pursuant with Council resolution, the application is subject to the Community Amenity Contribution Program.

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. 7305-2016 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. 7305-2016 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. 7305-2016 is consistent with the Capital Expenditure Plan and Waste Management Plan;
- 4) That Official Community Plan Amending Bylaw No. 7305-2016 be given first and second readings and be forwarded to Public Hearing;
- 5) That Zone Amending Bylaw No. 7258-2016 be given second reading, and be forwarded to Public Hearing;

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

- i) Registration of a Rezoning Servicing Agreement as a Restrictive Covenant and receipt of the deposit of a security, as outlined in the Agreement;
- ii) Amendment to Official Community Plan Schedule “A”, Chapter 10.3, Part VI, A – Silver Valley, Figure 2 - Land Use Plan, Figure 3C - River Hamlet, and Figure 4 - Trails and Conservation areas;
- iii) Park dedication as required, including construction of a pedestrian trail 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; and
- v) 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.

DISCUSSION:

1) Background Context:

Applicant:	Brookside Properties Ltd.		
Legal Description:	Lot 23 Section 28 Township 12 New Westminster District Plan 48925		
OCP:			
Existing:	Medium/High Density Residential; Conservation; Low Density Urban		
Proposed:	Low Density Urban and Conservation		
Zoning:			
Existing:	RS-3 (One Family Rural Residential) and RS-2 (One Family Suburban Residential)		
Proposed:	RS-1 (One Family Urban Residential)		
Surrounding Uses:			
North:	Use:	Single Family Residential	
	Zone:	CD-1-93 (Amenity Residential District)	
	Designation:	Medium/High Density Residential	
South:	Use:	Single Family Residential	
	Zone:	RS-2 (One Family Urban Residential)	
	Designation:	Conservation, Low Density Urban, Medium/High Density Residential, Open Space	
East:	Use:	Park	
	Zone:	P-1 (Park and School)	
	Designation:	Neighbourhood Park, Conservation, Medium/High Density Residential	

West:	Use:	Single Family Residential, Multi Family Residential, Park
	Zone:	RS-1 (One Family Urban Residential), RM-1 (Townhouse Residential)
	Designation:	Low Density Urban, Conservation, Medium/High Density Residential
Existing Use of Property:		Single Family Residential
Proposed Use of Property:		Single Family Residential, Multi Family Residential
Site Area:		0.85 ha (2.09 acres)
Access:		132 Avenue
Servicing requirement:		Urban Standard

2) Project Description:

The subject property is located at 23711 132 Avenue (see Appendices A and B). The applicant is proposing three single family residential lots on the southern portion of the subject property, south of Maple Ridge Park Creek. Two of the lots will front 132 Avenue, and a third lot, the existing home, is proposed as a panhandle lot. Council Policy 6.02 indicates that panhandle lots are permitted “where there is no other subdivision possibility in an established area, and where there is no possibility of a road being created to eliminate any need of a panhandle subdivision, and when the lot being created will not affect the established amenity of the area by blocking views from adjoining parcels.” In this instance, it is not possible for a road to be developed to access the existing house, nor will any views be blocked from adjoining parcels. All three lots will have access from 132 Avenue, with the existing house utilizing a panhandle driveway located between the two new lots fronting 132 Avenue (see Appendix E). The area surrounding Maple Ridge Park Creek will be dedicated to the City as Park, and will include a pedestrian trail on the north side of the creek that will connect to an existing trail in the adjacent Cedar Park.

The same applicant is proposing a sixteen unit townhouse development through a separate application, 2016-176-RZ, on the northern half of the subject property, north of Maple Ridge Park Creek (see Appendix F). Application 2016-176-RZ will be accessed from 133 Avenue, which is a separate access from the subject application. There is no access proposed between the townhouse site to the north and the single family lots to the south. The applicant is pursuing separate rezoning applications in anticipation that the single family development will proceed faster than the multi-family application.

3) Planning Analysis:

i) Official Community Plan:

The land use designations for the subject property are outlined in the Silver Valley Area Plan. The southern portion of the site is designated *Low Density Urban*, which supports densities ranging from 8 to 18 units per hectare. The applicant is proposing the RS-1b (One Family Urban (Medium Density) Residential) zone, which is consistent with the *Low Density Urban* land use designation. The balance of the site is designated *Conservation* and *Medium/High Density Residential*. The applicant is proposing a sixteen unit townhouse development on the northern *Medium/High Density Residential* designated portion of the property, under a separate application, 2016-176-RZ. An amendment to the OCP is required for the *Conservation* boundary around Maple Ridge Park Creek (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.

ii) Zoning Bylaw:

The current application proposes to rezone the southern portion of the subject property, from RS-3 (One Family Rural Residential) and RS-2 (One Family Suburban Residential) to RS-1b (One Family Urban (Medium Density) Residential) (see Appendix D), to permit subdivision into three single family residential lots, and one remainder lot (see Appendix E). The minimum lot size for the current RS-3 (One Family Rural Residential) zone is 2.0 ha (5 acres) and RS-2 (One Family Suburban Residential) zone is 0.40 ha (1 acre), and the minimum lot size for the proposed RS-1b (One Family Urban (Medium Density) Residential) zone is 557 m² (5,996 ft²). The proposed RS-1b (One Family Urban (Medium Density) Residential) zoning is in compliance with the policies of the Silver Valley Area Plan of the OCP. Any variations from the requirements of the proposed zone will require a Development Variance Permit application.

A second application, 2016-176-RZ, on the northern portion of the subject property, proposes to rezone from RS-3 (One Family Rural Residential) and RS-2 (One Family Suburban Residential) to RM-1 (Townhouse Residential) to permit the development of sixteen townhouse units. Application 2016-176-RZ will be the subject of a separate and future report to Council.

iii) 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 2016-035-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. More information is provided within section 5) Interdepartmental Implications.

iv) Advisory Design Panel:

A Form and Character Development Permit is not required for a single family development; therefore, this application does not need to be reviewed by the Advisory Design Panel. A multi-family Development Permit will accompany file 2016-176-RZ for the townhouse component to the north.

v) Parkland Requirement:

As there are more than two additional lots proposed to be created, the developer will be required to comply with the park dedication requirements of Section 510 of the *Local Government Act* prior to subdivision approval. For this project, there is sufficient land that is proposed to be dedicated as park on the subject property and this land will be required to be dedicated as a condition of final reading.

4) Environmental Implications:

Maple Ridge Park Creek bisects the property, and is the feature that separates the southern application, proposing three single family residential lots, and the northern application, proposing a sixteen unit multi-family townhouse development (see Appendix F). The property drains west and southwest, with a 13 percent grade. Maple Ridge Park Creek is approximately 3.5 m wide within the property boundaries and will require a 15 m setback from the top of bank. The property is vegetated with a mix of native species, and has ornamental shrubs near the existing home; as well, some invasive species were identified on the subject property. Tree retention opportunities exist in both *Conservation* and developable areas, with a significant stand of trees located in the southwest corner of the property. Large boulders and rocky outcrops were identified throughout the entire property; however, they were more prominent on the northern portion of the site. A large rocky outcrop was identified along the northeast property boundary, which will be retained as part of the northern development application, 2016-176-RZ.

5) Interdepartmental Implications:

Engineering Department:

A rezoning servicing agreement is required for the proposed pedestrian trail. All other deficient services will be provided through a Subdivision Servicing Agreement at the time of subdivision.

Parks & Leisure Services Department:

A pedestrian trail will be provided on the north side of Maple Ridge Park Creek. This trail will connect to an existing trail located within the adjacent City owned Cedar Park, located directly east of the subject property. The applicant will be responsible for the costs associated with the pedestrian trail.

Fire Department:

The subject property is located within the Wildfire Development Permit area; therefore, the applicant has provided a Wildfire Hazard Mitigation Report prepared by Diamond Head Consulting Ltd. This report also includes the adjacent northern application, located at the same address, 23711 132 Avenue, under rezoning application 2016-176-RZ. The report concludes that mitigation measures would be achieved through setbacks and fuel treatments along forested boundaries, appropriate landscaping, and fire resistant building materials.

6) Intergovernmental Issues:

i) Local Government Act:

An amendment to the OCP requires the Local Government to consult with any affected parties and to adopt related bylaws in compliance with the procedures outlined in Section 477 of the *Local Government Act*. The amendment required for this application, to adjust the *Conservation* area

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:

The proposed RS-1b (One Family Urban (Medium Density) Residential) zone complies with the *Low Density Urban* designation within the Silver Valley Area Plan; however, an OCP amendment is required to revise the *Conservation* boundaries. A second application, 2016-176-RZ, on the northern portion of the subject property, proposes to rezone to RM-1 (Townhouse Residential) to permit the development of sixteen townhouse units. Application 2016-176-RZ will be the subject of a future report to Council.

It is recommended that first and second reading be given to OCP Amending Bylaw No. 7305-2016, that second reading be given to Zone Amending Bylaw No. 7258-2016, and that application 2016-175-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”

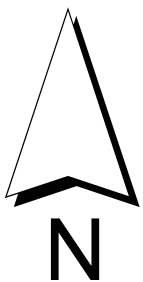
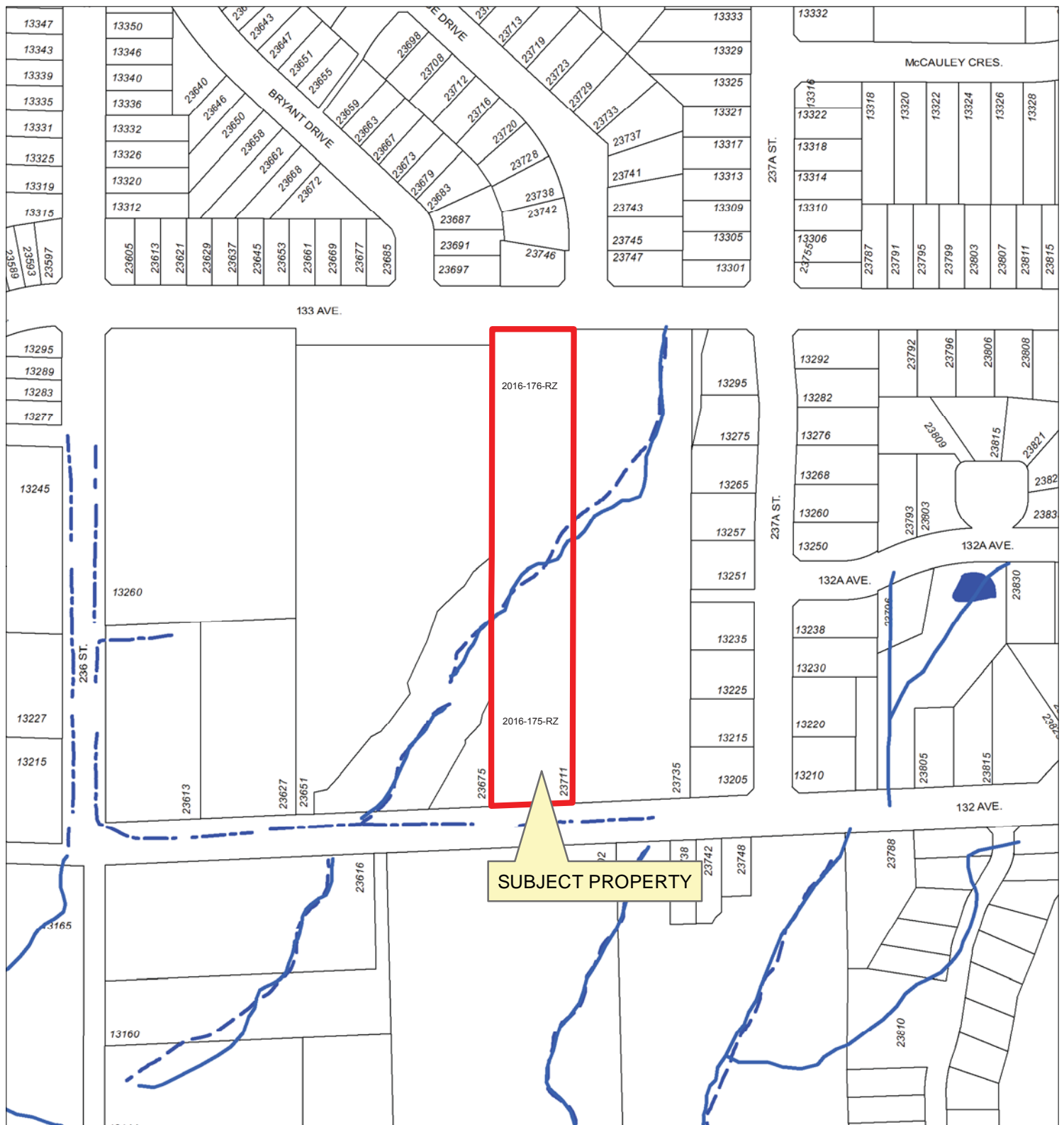
Approved by: Frank Quinn, MBA, P.Eng
GM: Public Works & Development Services

“Original signed by E.C. Swabey”

Concurrence: E.C. Swabey
Chief Administrative Officer







The following appendices are attached hereto:

Appendix A – Subject Map
Appendix B – Ortho Map
Appendix C – OCP Amending Bylaw No. 7305-2016
Appendix D – Zone Amending Bylaw No. 7258-2016
Appendix E – Subdivision Plan
Appendix F – Topographic Survey



Scale: 1:2,500

Legend

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

23711 132 Avenue

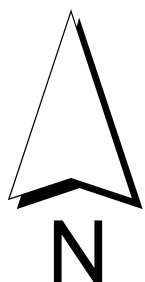


2016-175-RZ
DATE: Jul 19, 2016

BY: JV



Aerial Imagery from the Spring of 2015



Scale: 1:2,500

Legend

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

23711 132 AVENUE

PLANNING DEPARTMENT



MAPLE RIDGE

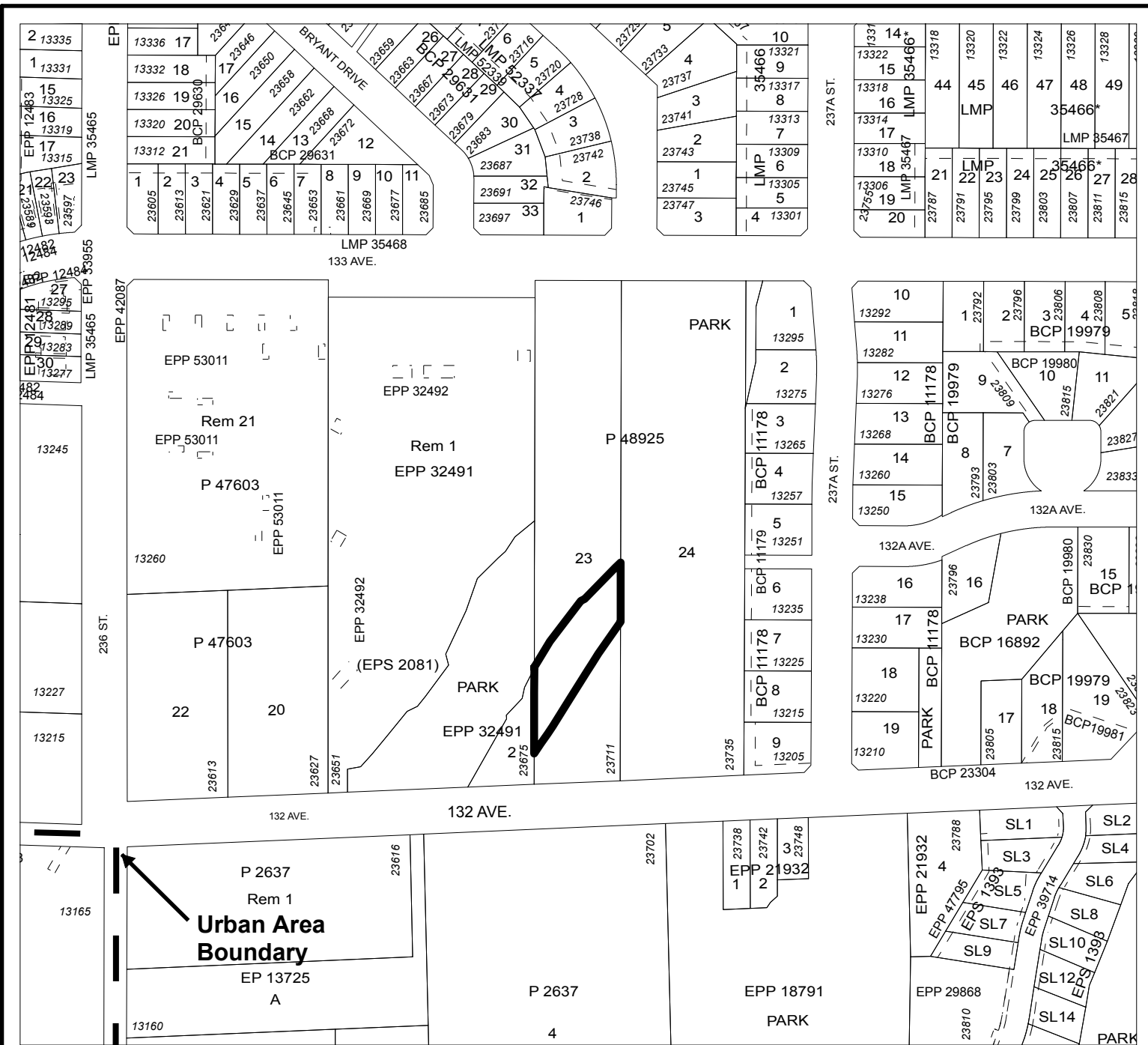
British Columbia

mapleridge.ca

2016-175-RZ
DATE: Jul 20, 2016

BY: JV

CORPORATE OFFICER



MAPLE RIDGE OFFICIAL COMMUNITY PLAN AMENDING

Bylaw No. 7305-2016

Map No. 937

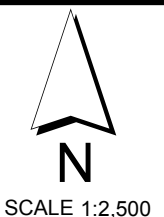
Purpose: To Amend Silver Valley Area Plan Figure 2 and Figure 3C

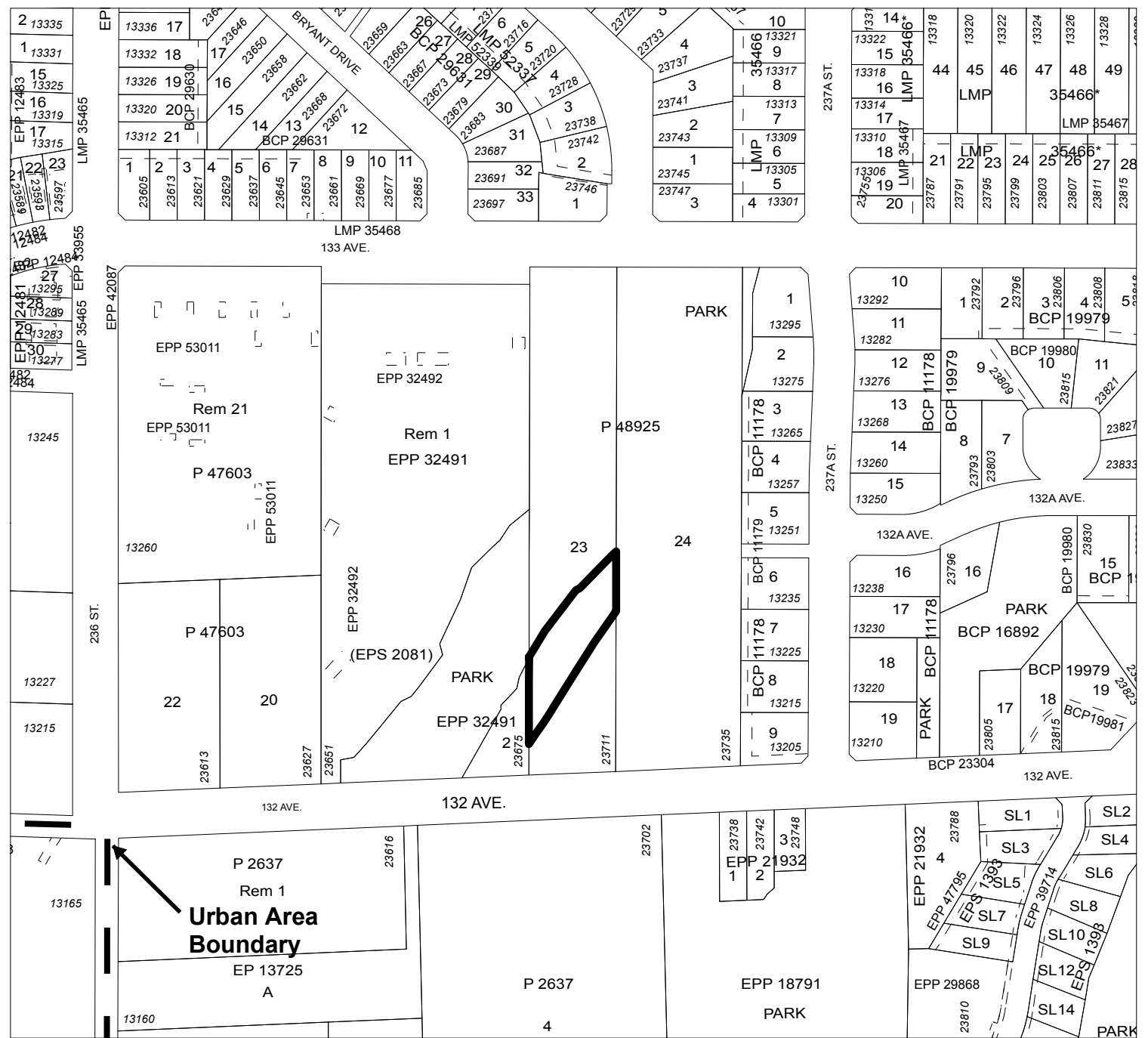
From: Conservation

To: Low Density Urban



-- Urban Area Boundary





MAPLE RIDGE OFFICIAL COMMUNITY PLAN AMENDING

Bylaw No. 7305-2016

Map No. 938

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

 To Remove from Conservation



 Urban Area Boundary



N
SCALE 1:2,500

APPENDIX D

CITY OF MAPLE RIDGE

BYLAW NO. 7258-2016

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. 7258-2016."
2. That parcel or tract of land and premises known and described as:

Lot 23 Section 28 Township 12 New Westminster District Plan 48925

and outlined in heavy black line on Map No. 1682 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 July, 2016.

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

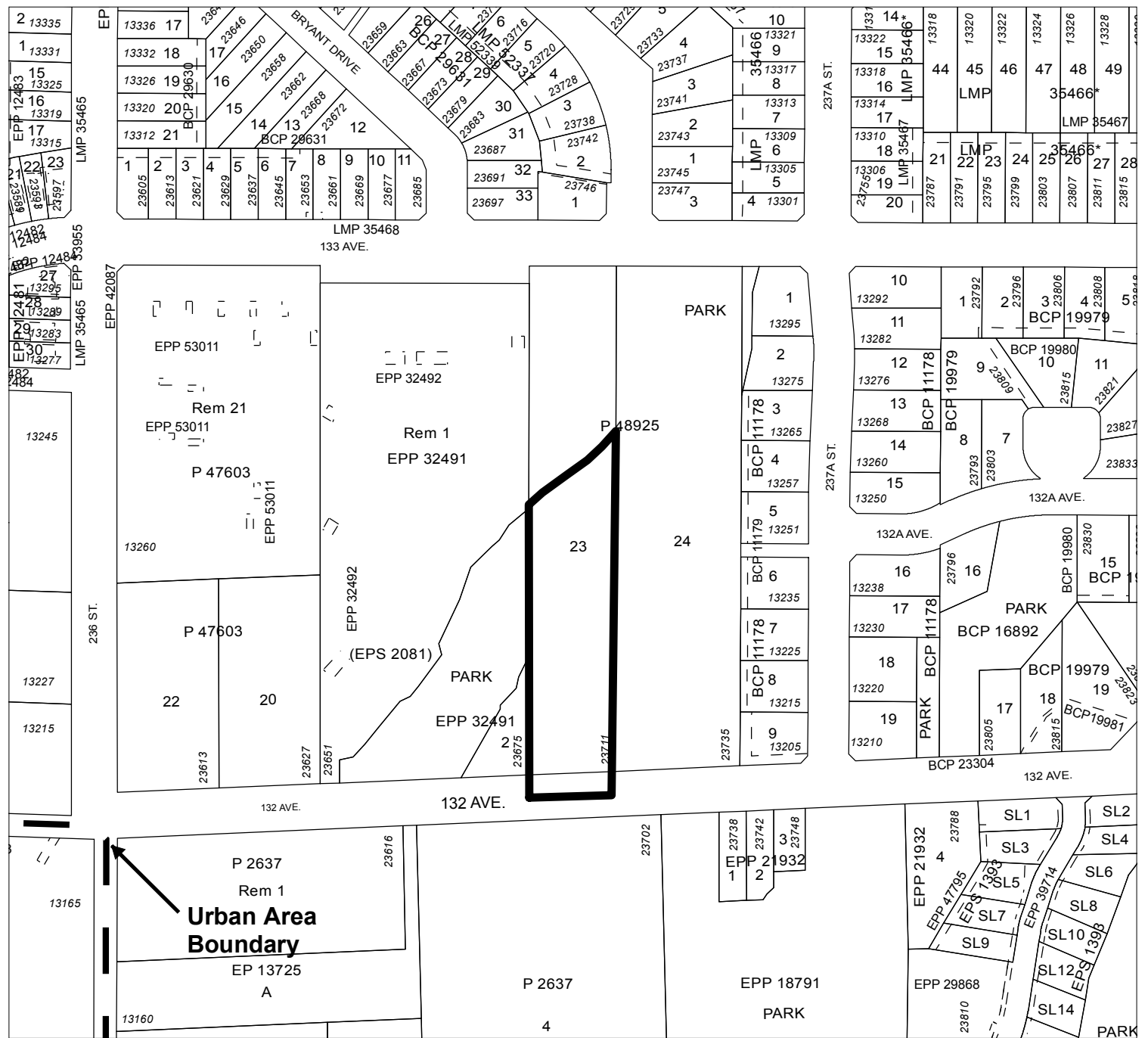
PUBLIC HEARING held the day of , 20

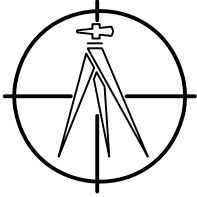
READ a third time the _____ day of _____, 20_____

ADOPTED, the day of , 20

PRESIDING MEMBER

CORPORATE OFFICER





Terra Pacific

Land Surveying Ltd

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

SKETCH PROPOSED 3 LOT SUBDIVISION

23711 132nd Avenue, Maple Ridge, BC

NOTE: RS-1b ZONING



Park

2

Area = 734.0 m²

Rem. 23

Top Of Bank

FUTURE LOT 3

Area = 1718.5 m²

Existing Dwelling

Rock

FUTURE LOT 1

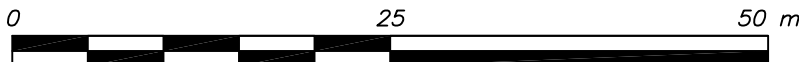
Area=597.8 m²

FUTURE LOT 2

Area=597.7 m²

132nd Avenue

SCALE 1 : 500



PAPER SIZE: 11" X 8.5"

DATE: FEBRUARY 1, 2017

FILE: MR16-424sk_sub A_rev5

Client:

MDO REAL ESTATE

Project:

23711 132nd Avenue
Maple Ridge, BC

Notes:

All Dimensions Are In Meters

Lot Dimensions Are According to Plan 48925

Elevations Are From Monument 84H0060

Elev = 14.705m

Contour intervals are 1 meter and the contour labels are oriented to be read facing up-hill.

Drawing Title:

**Topographic Survey Plan
Over Lot 23 Sec. 28 Tp. 12
NWD Plan 48925**

Legend:

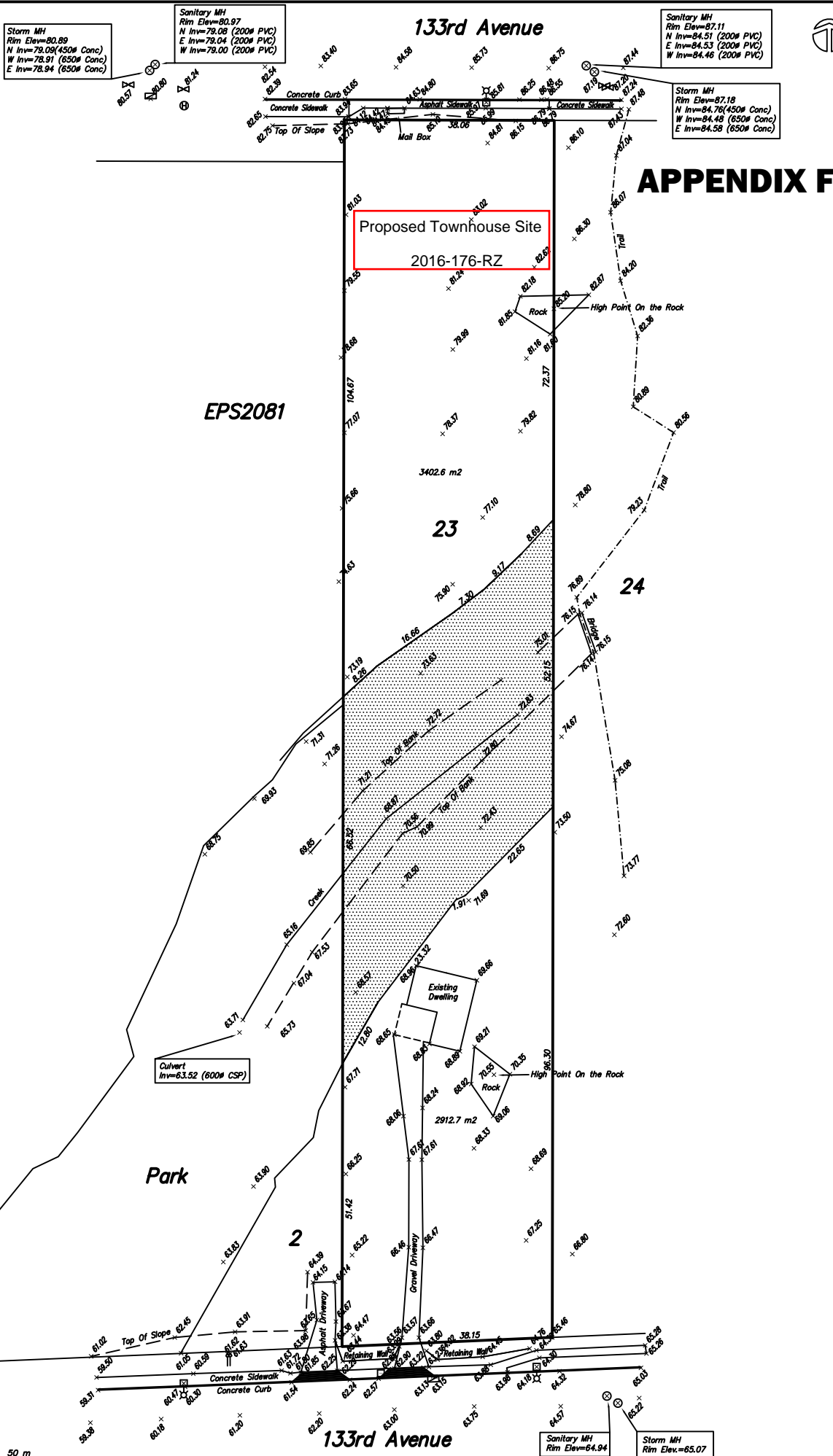
- | | |
|-------|--------------------|
| × | Ground Elevation |
| ⊠ | Catch Basin |
| ⊕ | Fire Hydrant |
| └─┘ | Guy Wire |
| ⬮ | Inspection Chamber |
| ⊗ | Lawn Drain |
| ⊠ | Lamp Standard |
| ○ | Manhole |
| ⬮ | Power Pole |
| ⋈ | Water Valve |
| ~~~~~ | Creek (Swale) |

Date: Feburary 3rd, 2016

File: MR16-424Topo

*Certified Correct
This 3rd Day Of Feburary, 2016*

----- BCL
Mike Bernemann



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. 7309-2017
20542 and 20556 Dewdney Trunk Road

MEETING DATE: February 20, 2017
FILE NO: 2016-202-RZ
MEETING: C of W

EXECUTIVE SUMMARY:

An application has been received to rezone the subject properties from RS-1 (One Family Urban Residential), and P-4a (Place of Worship Institutional and Educational) to C-2 (Community Commercial). The site consists of two lots, one of which is bisected by 119 Avenue (a hooked lot). For the northern portion of the site, the rezoning would facilitate a two storey 4,700m² commercial building which will include a 2,400m² banquet facility and Retail and Office Buildings adjacent to Dewdney Trunk Road. For the southern portion of the site (20556 Dewdney Trunk Road) 4 residential buildings with commercial space at ground level are planned.

The Official Community Plan designates the properties a mixture of Institutional and Commercial (General Commercial Category). The proposed C-2 (Community Commercial) zone is not supported on those portions of the lands that are designated Institutional. In order to support the C-2 (Community Commercial) zone, an OCP amendment is required from Institutional to Commercial designation.

To proceed further with this application additional information is required as outlined below. Pursuant to Council's resolution (Policy 6.31) the residential portion of this application is subject to the Community Amenity Contribution Program.

RECOMMENDATIONS:

1. In respect of Section 475 of the *Local Government Act*, requirement for consultation during the development or amendment of an Official Community Plan, Council must consider whether consultation is required with specifically:
 - i. The Board of the Regional District in which the area covered by the plan is located, in the case of a Municipal Official Community Plan;
 - ii. The Board of any Regional District that is adjacent to the area covered by the plan;
 - iii. The Council of any municipality that is adjacent to the area covered by the plan;
 - iv. First Nations;
 - v. Boards of Education, Greater Boards and Improvements District Boards; and
 - vi. The Provincial and Federal Governments and their agencies.

2. 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;
3. That Zone Amending Bylaw No. 7309-2017 be given first reading; and
4. That the applicant provide further information as described on Schedule A, C, D, and E of the Development Procedures Bylaw No. 5879-1999, along with the information required for a Subdivision application.

DISCUSSION:

a) Background Context:

Applicant: Bissky Architecture and Urban Design (Wayne Bissky)
 Owner: 107144 BC Ltd. and Satvinder Dhaliwal and Sohan Mehat

Legal Description: Lot 1 District Lot 222 Group 1 New Westminster District Plan BCP1643 (PID 025-577-883) and

OCP:
 Existing: COMM (Commercial), INST (Institutional)
 Proposed: Commercial

Zoning:
 Existing: RS-1 (One Family Urban Residential),
 P-4a (Place of Worship Institutional and Educational)
 Proposed: C-2 (Community Commercial) and;
 C-2 (Community Commercial) with a site specific text amendment that the second storey can be greater than 50% in area of the first storey and that the building heights or structures shall not exceed 22m for that portion.
 of Lot 1 District Lot 222 Group 1 NWD Plan BCP 1643 (20556 Dewdney Trunk Road) that is located south of 119th Avenue.

Surrounding Uses:

North:	Use:	Vacant Land
	Zone:	RS-1 (One Family Urban Residential)
	Designation:	Urban Residential
South:	Use:	Nursery
	Zone:	CS-1 (Service Commercial) 2015-167-TC/RZ-007-76/VP-044-93)
	Designation:	Commercial
East:	Use:	Single Family Home
	Zone:	RS-1 (One Family Urban Residential) SD-003-89 and SD-000-72
	Designation:	Commercial

West:	Use:	Maple Ridge Community Church
	Zone:	P4a (Place of Worship and Educational District) and CS-1 (Service Commercial)
	Designation:	Institutional
Existing Use of Property:		20542 Dewdney Trunk Road (Single Family home with a non compliance use of a Taxi Dispatch) 20556 Dewdney Trunk Road (Vacant lot)
Proposed Use of Property:		20542 Dewdney Trunk Road (Commercial Building with a Banquet Hall and mixed use office/retail building) 20556 Dewdney Trunk Road (mixed use commercial/retail)
Site Area:		1.455 HA (3.59 acres)
Access:		Dewdney Trunk Road and 119 Avenue
Servicing requirement:		Urban Standard

b) Site Characteristics:

The application is comprised of two lots, one being 20542 Dewdney Trunk Road which is 0.375 ha (0.93ac) in size. The northern portion of the site is double fronting having road frontage along 2 streets Dewdney Trunk Road and 119 Avenue. There is an older residential structure which contains a taxi dispatch office operating contrary to the zoning. A proposal for a Temporary Use Permit has been received by the City (2016-325-RZ) to permit the property at 22606 Dewdney Trunk Road to allow a temporary taxi dispatch office. Once moved to this site the properties under this application will be in compliance with the City's Bylaws. The land slopes to the southeast; a group of 5 trees are located adjacent to Dewdney Trunk Road and the remainder of the site is grassed with a gravel area for parking. The other property 20556 Dewdney Trunk Road is 1.080 ha (2.66 ac) with 119 Avenue running through it east to west which isolates one portion of the property from the other. The property is vegetated with grasses and blackberries, it contains no structures.

c) Project Description:

The proposal is to rezone that portions of the subject properties that are RS-1 (One Family Urban Residential), and P-4a (Place of Worship, Institutional and Educational) to C-2 (Community Commercial) with a site specific text amendment for that portion of the properties located south of 119 Avenue in order that the second storey can be greater than 50% in area of the first storey and the buiding and structure height can be greater than 7.5m to a maximun of 22m.

The applicant is proposing a two storey 4,700m² commercial building which will include a 2,400m² banquet facility adjacent to Dewdney Trunk Road on the west portion of 20542 Dewdney Trunk Road. On the east portion of 20542 Dewdney Trunk Road, the applicant has proposed mixed use office/retail buildings. On the property south of 119 Avenue it is proposed to have 4 buildings with commercial on the ground floor with residential being located in the 5 storeys above. The applicant has indicated that approximately 280 residential units are proposed. This use will require the site specific amendment and a Development Variance Permit in order to facilitate the 6 storey buildings.

The applicant has advised that they are open to discuss the potential of providing 50 percent of the residential as rental units; providing adaptive housing units; and contributing to public art. A Rental Housing Agreement would be required for the proposed housing.

The application will require a Development Permit for form and character. The detailed design and layout of the project has not been received; therefore, a review to determine compliance with all zoning requirements has not been undertaken. Additional variances may be required once detailed submission is provided and design review is conducted.

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 a full application package has 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 Commercial and Institutional designations. To accommodate the proposed development, an OCP amendment will be required to re-designate portions of the site to Commercial to allow the proposed C-2 (Community Commercial) zone. OCP Policy 6.23 supports the designation change to Commercial within the General Commercial lands policy for lands located on Dewdney Trunk Road, west of the Town Centre and located west of 207th Street in the vicinity of the intersection between Dewdney Trunk Road and Lougheed Highway. The subject land falls within these parameters.

Zoning Bylaw:

The current application proposes to rezone portions of the properties located at 20542 and 20556 Dewdney Trunk Road from RS-1 (One Family Urban Residential), and P-4a (Place of Worship Institutional and Educational) to C-2 (Community Commercial) with a site specific text amendment:

- that the second storey can be greater than 50% in area of the first storey and;
- that the building heights or structures shall not exceed 22m.

for that portion of Lot 1 District Lot 222 Group 1 NWD Plan BCP 1643 (20556 Dewdney Trunk Road) that is located south of 119th Avenue to permit a mix used development.

This application will provide rental housing in an area of the City that is under served. The applicant has offered to provide 50 percent of the proposed residential units to be affordable rental units. These affordable units will be secured with a housing agreement. With this application an area of the City that is under served with rental housing will receive an increase in the number of rent units with 50 percent of them being reserved as affordable units which support the Housing Policy.

The proposed change to the zoning with respect to the commercial component is supported by the Official Community Plans Commercial Strategy which encourages the following:

- To create a large and diverse commercial sector that provides a wide selection of goods and services;
- To expand employment opportunities, diversify the Maple Ridge economy, generate additional investment, and to increase property tax revenues;
- To create a more “complete community” by providing for a range of commercial opportunities throughout the municipality; and

- To respond to emerging market trends and shopping preferences of Maple Ridge citizens, and to permit greater flexibility in the range of permitted commercial uses.

The mixed commercial proposal will create a variety of job opportunities as well as, economic opportunities for existing businesses. The proposed banquet facility will be bringing people into the community that will bring secondary economic opportunities to existing business within the community.

The minimum lot size for the current P-4a (Place of Worship, Institutional and Education District) zone is 0.40 ha, and the minimum lot size for the proposed C-2 (Community Commercial) zone is 2,500.0 m². Any variations from the requirements of the proposed zone will require a Development Variance Permit application. From a preliminary review building height; parking and setback variances may be required. The proposal will need to comply with those requirements when the site is subdivided.

Development Permits:

Pursuant to Section 8.5 of the OCP, a Commercial Development Permit application is required to ensure proposal achieve the design standard of aesthetic, quality built environment and landscaping address the current proposal's compatibility with adjacent development.

Advisory Design Panel:

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

Development Information Meeting:

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

e) Interdepartmental Implications:

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

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

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

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

f) Early and Ongoing Consultation:

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

g) Development Applications:

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

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

In addition to the above that the applicant provide further information as described on Schedule A; C; D; and E of the Development Procedures Bylaw No. 5879-1999, along with the information required for a Subdivision application. Also, any requirements of the Ministry of Transportation and Infrastructure as the subject properties are located within 800m of controlled access Highway. Provide an Urban Design transition from the adjacent uses to support the Form and Character Development Permit. Provide an integrated storm water management plan that is in keeping with the City's requirement. A traffic impact study in consultation with MOTI must also be provided. Consideration in the resulting design to: public art; urban form and place making; pedestrian and cycling linkage and transitions; both physically and visually to neighbouring use must be considered.

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

CONCLUSION:

With the adjustments recommended in this report, the development proposal will comply with the policies of the OCP. Justification has been provided to support the necessary OCP amendment to redesignated those portions of the properties from Institutional to Commercial. The applicant's proposal for half of the proposed apartment to be rental will be a significant contribution toward achieving the OCP policy and intent of the Housing Action Plan for a broad range of housing options in the City. It is, therefore, 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 Wendy Cooper"

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

"Original signed by Chuck Goddard" for

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

"Original signed by Frank Quinn"

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

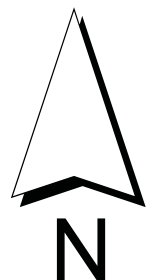
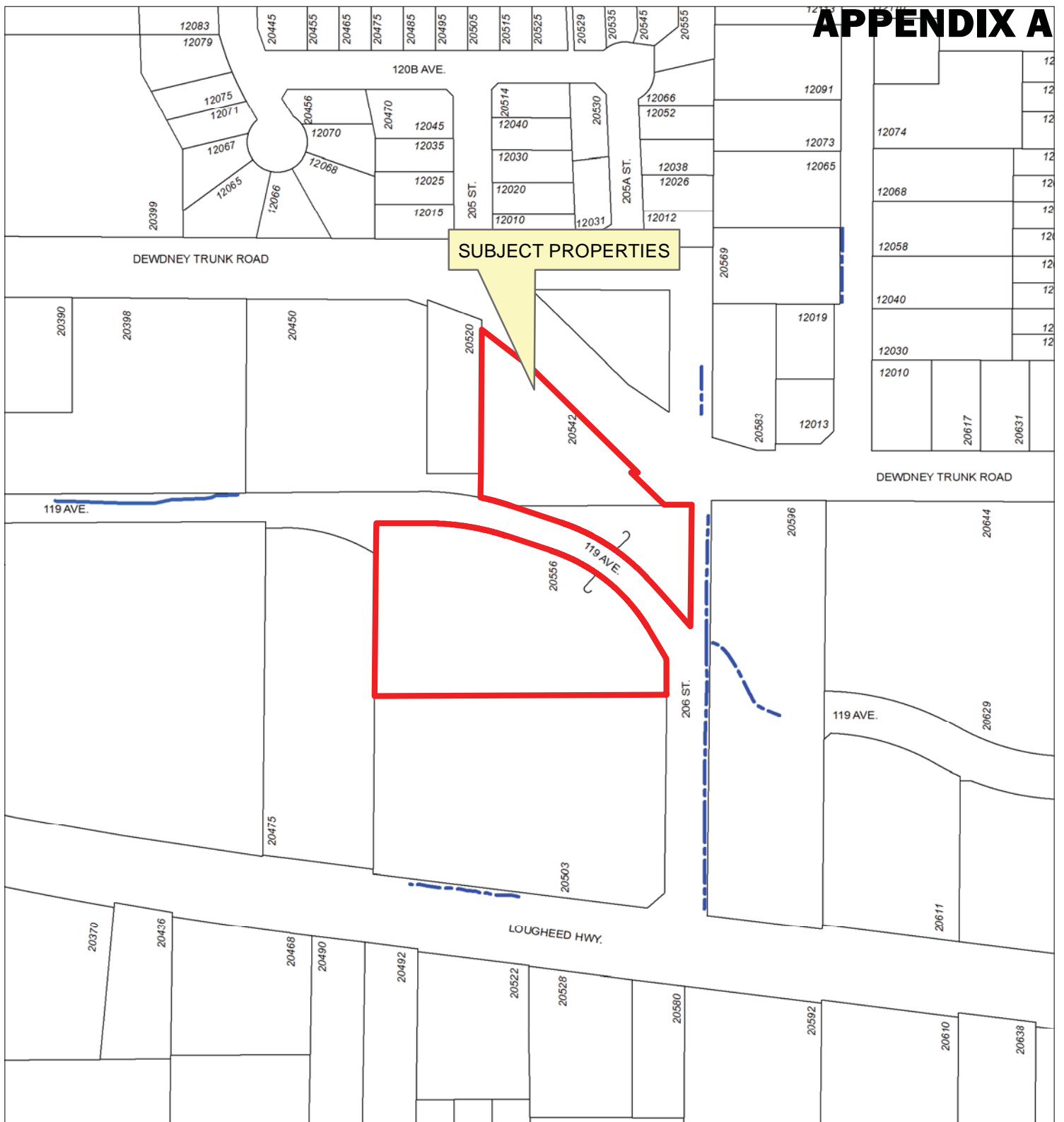
"Original signed by Frank Quinn" for

Concurrence: E.C. Swabey
Chief Administrative Officer

The following appendices are attached hereto:

- Appendix A – Subject Map
- Appendix B – Ortho Map
- Appendix C – Zone Amending Bylaw No. 7309-2017
- Appendix D – Proposed Site Plan

APPENDIX A



Scale: 1:2,500

Legend

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

20542 & 20556 Dewdney Trunk Rd

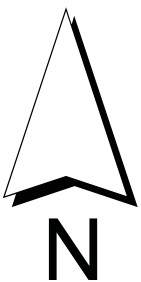
PLANNING DEPARTMENT



mapleridge.ca

2016-202-RZ
DATE: Jun 9, 2016

BY: JV



Scale: 1:2,500

Legend

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

20542 & 20556 Dewdney Trunk Rd

PLANNING DEPARTMENT



2016-202-RZ
DATE: Jun 9, 2016

BY: JV

CITY OF MAPLE RIDGE

BYLAW NO. 7309-2017

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. 7309-2017."
2. Those parcel (s) or tract (s) of land and premises known and described as:

Lot 1 District Lot 222 Group 1 New Westminster District Plan BCP17822
Lot 1 District Lot 222 Group 1 New Westminster District Plan BCP1643

and outlined in heavy black line on Map No. 1702 a copy of which is attached hereto and forms part of this Bylaw, are hereby rezoned to C-2 (Community Commercial).
3. THAT PART 7 COMMERCIAL ZONES, 702 Community Commercial: C-2 , Section 6 SIZE OF BUILDINGS AND STRUCTURES is amended by adding the following:
 - c) a height of 22m; and
 - d) a second storey can be greater than 50% in area of the second storey; for that portion of Lot 1 District Lot 222 Group 1 NWD Plan BCP 1643 (20556 Dewdney Trunk Road) that is located south of 119th Avenue.
4. Maple Ridge Zoning Bylaw No. 3510 - 1985 as amended and Map "A" attached thereto are hereby amended accordingly.

READ a first time the day of , 20

READ a second time the day of , 20

PUBLIC HEARING held the day of , 20

READ a third time the day of , 20

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

ADOPTED, the day of , 20

PRESIDING MEMBER

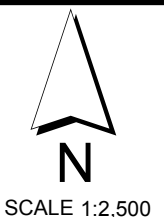
CORPORATE OFFICER



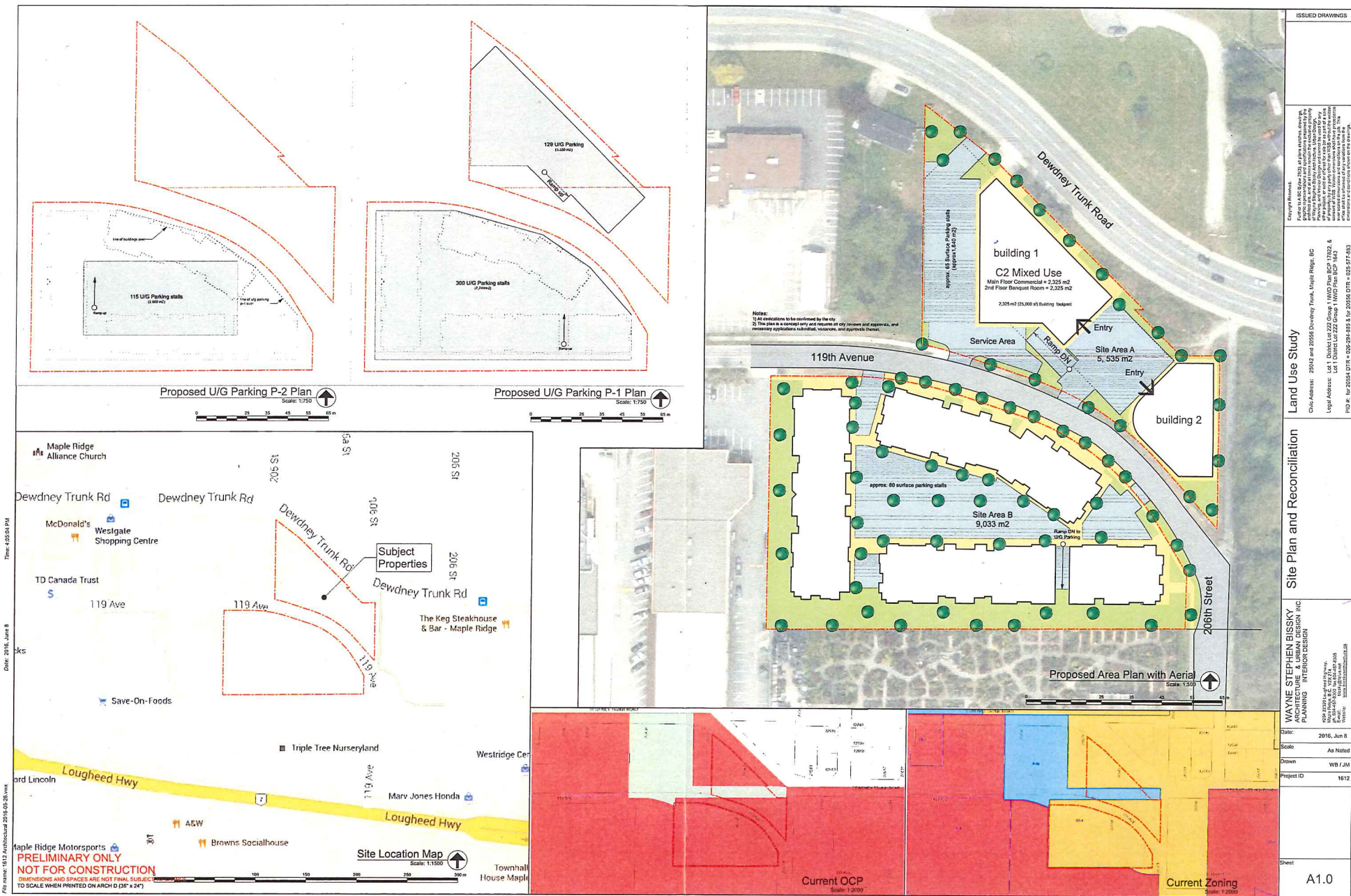
MAPLE RIDGE ZONE AMENDING

Bylaw No. 7309-2017

From: RS-1 (One Family Urban Residential)
P-4a (Place of Worship Institutional and Educational District)
To: C-2 (Community Commercial)



APPENDIX D



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. 7310-2017
24487 112 Avenue

MEETING DATE: February 20, 2017
FILE NO: 2017-002-RZ
MEETING: C of W

EXECUTIVE SUMMARY:

An application has been received to rezone the subject property from RS-3 (One Family Rural Residential) to RS-1b (One Family Urban (medium density) Residential) and RS-1d (One Family Urban (half acre) Residential). A total of 31 single family lots are proposed. The subject property is split designated Low Density at the north of the subject site, and Low / Medium Density Residential at the southwest portion of the site. A watercourse transects between these two residential designations, and this riparian area is protected by a conservation designation separating the north and south portions of the site.

The subject property is within the Albion Area Plan and the Urban Boundary. The applicant will be using density bonusing provisions to allow for reduced parcel sizes in these two land use designations. The Low Density designation aligns with the RS-1d One Family Urban (half acre) Residential Zone. Density bonusing provisions in the Zoning Bylaw for this designation would permit the creation of 557 square metre lots, a parcel size that is consistent with the RS-1b Zone. The portion of the site that is designated Low / Medium Density aligns with a number of zones, with the RS-1b (One Family Urban (Medium Density) Residential) Zone being the highest density permitted. Density bonusing provisions in this designation allow the creation of parcel sizes of 371 square meters, a parcel size that is consistent with the R-1 Residential District Zone. Financial contributions in exchange for this increased density are required under density bonusing provisions. These matters are discussed further in this report.

In addition to the required fees for the Density bonus provisions, this single family subdivision proposal will be subject to the Community Amenity Contribution Program. The rates for single family development have been established at \$5100.00 per single family lot created.

To proceed further with this application additional information is required as outlined below.

RECOMMENDATIONS:

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

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

- vi. The Provincial and Federal Governments and their agencies.

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

That Zone Amending Bylaw No. 7310-2017 be given first reading; and

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

DISCUSSION:

a) Background Context:

Applicant:	Krahn Engineering Ltd. Kevin Bennett
Legal Description:	Lot: C, Section: 15, Township: 12, Plan: NWP23217
OCP:	
Existing:	Low/Medium Density Residential), Conservation, Low/Medium Density Residential
Proposed:	(Low/Medium Density Residential, Conservation, Low/Medium Density Residential
Zoning:	
Existing:	RS-3 (One Family Rural Residential)
Proposed:	RS-1b (One Family Urban (Medium Density) Residential), RS-1d (One Family Urban (half acre) Residential) (density bonus to R-1 and RS-1b parcel sizes)
Surrounding Uses:	
North:	Use: Farm and Rural Residential Zone: RS-3 One Family Rural Residential Designation: Agricultural
South:	Use: Rural Residential and vacant (2 parcels) Zone: RS-3 One Family Rural Residential Designation: Low Medium Density and Conservation
East:	Use: Rural Residential Zone: RS-3 One Family Rural Residential Designation: Low Density Residential
West:	Use: vacant Zone: R-1 Residential District Designation: Low Medium Density Residential
Existing Use of Property:	Vacant
Proposed Use of Property:	Urban Residential (Albion Area Plan)
Site Area:	4.567 HA. (11.3 acres)
Access:	112 Avenue
Servicing requirement:	Urban Standard

b) Site Characteristics:

The subject property is at the north edge of the Albion Area Plan and is bounded to its north by lands within the Agricultural Land Reserve. The site is characterized by steep slopes and a watercourse which divides it into two developable portions.

c) Project Description:

This rezoning application proposes a 31 lot single family subdivision in accordance with the Albion Area Plan. Due to the presence of steep slopes and the watercourse, ground truthing will be required to establish the conservation area which may reduce the proposed developable area. Due to possible adjustments in the conservation boundary, an amendment to the Official Community Plan may be triggered.

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 Albion Area Plan and is currently designated Low Density Residential, Low/Medium Density Residential, and Conservation. For the proposed development an OCP amendment may be required to adjust the existing conservation boundaries.

As the subject property is bounded to its north by lands within the Agricultural Land Reserve, an Agricultural Impact Assessment will be required as part of this application. In addition, the expectation is that an agricultural buffer will be provided at the northern property line. It is recognized that lot yields may be reduced by this requirement. A similar provision was made for the development to the west of the subject property, with a buffer of roughly 15 metres.

Zoning Bylaw:

The current application proposes to rezone the property located at 24487 112 Avenue from RS-3 (One Family Rural Residential) to RS-1d One Family Urban (half acre) Residential, and RS-1b (One Family Urban (Medium Density) Residential). A total of 31 single family lots are proposed. The minimum lot size for the current RS-3 One Family Rural Residential zone is 8000 m², the minimum lot size for the proposed RS-1d Zone is 2000 m² and the minimum lot size for the proposed RS-1b Zone is 557 m². As the subject property is within the Albion Area Plan, this proposal can use density bonusing provisions to reduce lot size and increase lot yield, in exchange for financial contributions towards local amenities. The minimum lot sizes with density bonusing provisions are 557m² for the RS-1d Zone and 371 m² for the RS-1b Zone. Any variations from the requirements of the proposed zones will require a Development Variance Permit application.

The applicant will be utilizing density bonusing provisions in order to attain a greater number of parcels on this site. The funds received will contribute to eligible amenities within the Albion Area Plan boundaries, including the construction and maintenance of Parks; Multi-Use Trails; or Civic Facilities. Density is determined by the area applied to lot size, lot width, and lot depth. As demonstrated in the following Zoning Bylaw excerpt:

A Density Bonus maybe applied in exchange for an Amenity Contribution as follows:

- 1) For the RS-1d zone, the base density is a minimum net lot area of 2,000m², minimum lot width of 30m, and minimum lot depth of 40m. A Density Bonus is an option in the RS-1d zone and shall be applied as follows:*
 - a. An Amenity Contribution of \$3,100 per lot will be required in any subdivision containining one or more lots with an area of less than 2,000m², payable when the Approving Officer approves the subdivision.*
 - b. The maximum density permitted through the Density Bonus option is:*
 - i. minimum net lot area of 557m²;*
 - ii. minimum lot width of 15.0m;*
 - iii. minimum lot depth of 27m.*
 - c. Zoning requirements consistent with the RS-1b One Family Urban (Medium Density Residential zone will apply and supersede the zoning requirements for the RS-1d zone.*
- 2) For the RS-1b zone, the base density is a net lot area of 557m². A Density Bonus is an option in the RS-1b zone and shall be applied as follows:*
 - a. An Amenity Contribution of \$3,100 per lot will be required in any subdivision containing one or more lots with an area of less than 557m², payable when the Approving Officer approves the subdivision.*
 - b. The maximum density permitted through the Density Bonus option is:*
 - i. minimum net lot area of 371m²;*
 - ii. minimum lot width of 12.0m;*
 - iii. minimum lot depth of 24m.*
 - c. Zoning requirements consistent with the R-1 Residential District zone will apply and supersede the zoning requirements for the RS-1b zone.*

Properties that are reduced in size under the Density Bonus Provisions will continue to reflect their original zone (i.e. RS-1d, or RS-1b) in compliance with the land use designations of the Albion Area Plan.

Amenity Contributions:

As all of the proposed parcels created will be using these density bonusing provisions, the potential contribution from this program will be 31 lots at \$3,100.00, or a \$96,100.00 contribution. The Community Amenity Contribution Program will also apply, for 31 lots at \$5,100.00, for an additional \$158,100.00 contribution.

These amounts are a reflection of total anticipated lot yield and will be reduced if the lot yield is reduced.

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 %;
- All floodplain areas and forest lands identified on Natural Features Schedule “C”

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

Development Information Meeting:

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

e) Interdepartmental Implications:

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

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

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

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

f) Early and Ongoing Consultation:

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

g) Development Applications:

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

1. An OCP Application (Schedule A);
2. A complete Rezoning Application (Schedule B or Schedule C);
3. A Watercourse Protection Development Permit Application (Schedule F);
4. A Natural Features Development Permit Application (Schedule G);
5. A Subdivision Application.

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

CONCLUSION:

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

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

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 Diana Hall"

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

"Original signed by Christine Carter"

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

"Original signed by Frank Quinn"

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

"Original signed by E.C. Swabey"

Concurrence: E.C. Swabey
Chief Administrative Officer

The following appendices are attached hereto:

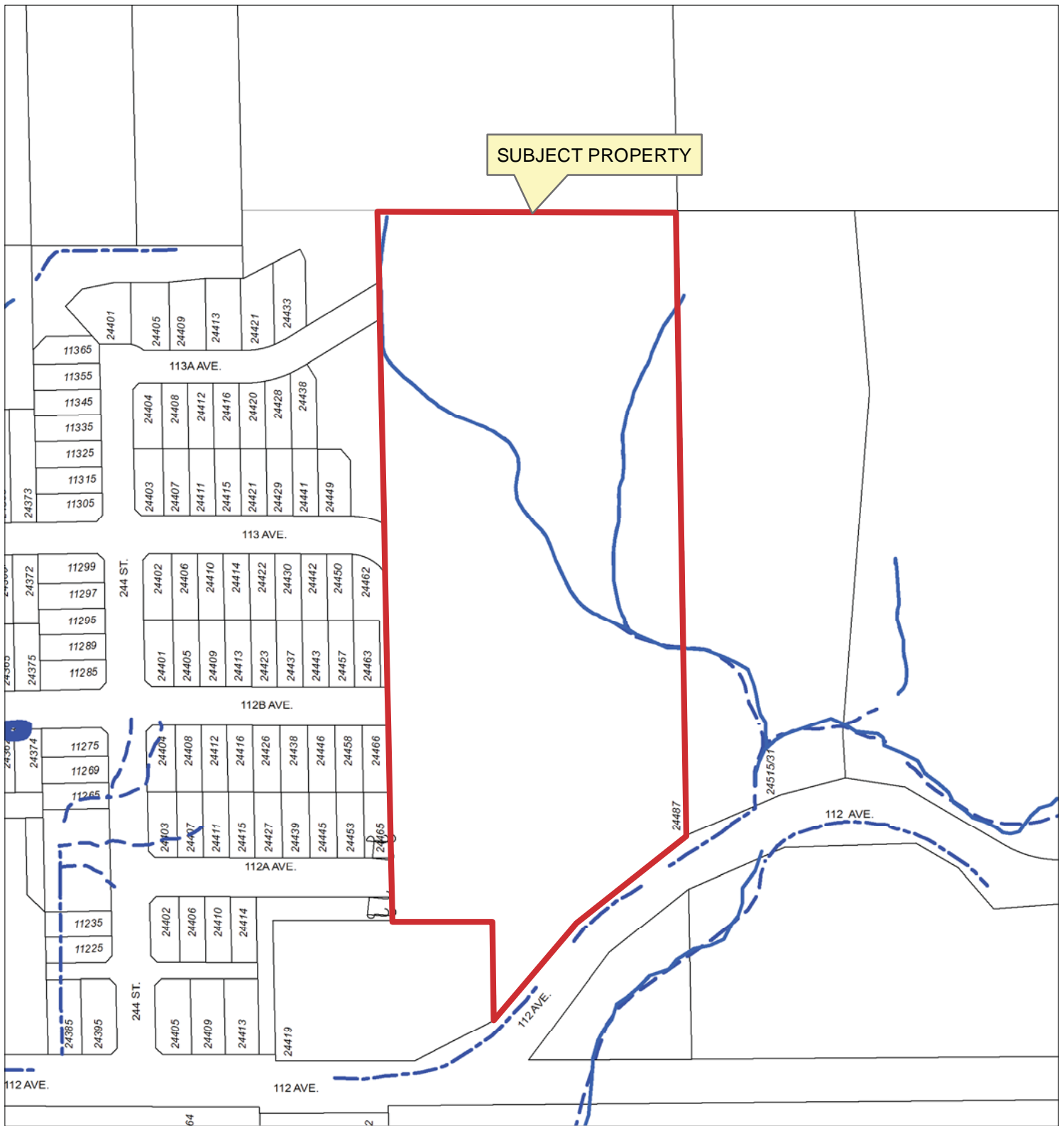
Appendix A – Subject Map

Appendix B – Ortho Map

Appendix C – Zone Amending Bylaw No. 7310-2017

Appendix D – Proposed Site Plan

SUBJECT PROPERTY



Legend

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

24487 112 AVENUE

PLANNING DEPARTMENT



MAPLE RIDGE

British Columbia

mapleridge.ca

Scale: 1:2,500

FILE: 2017-002-RZ

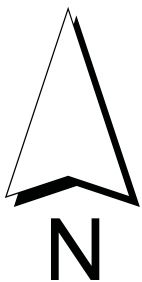
DATE: Jan 3, 2017

BY: PC

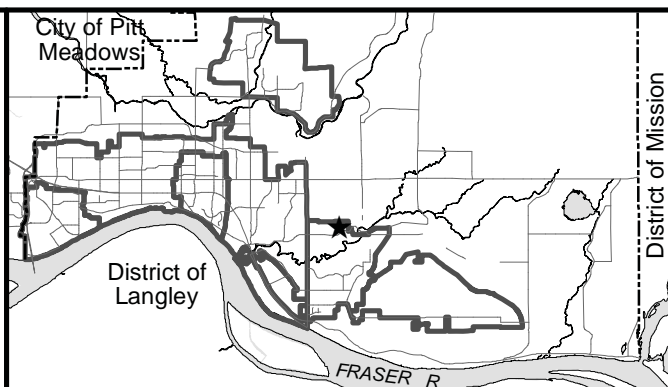
SUBJECT PROPERTY



Aerial Imagery from the Spring of 2015



Scale: 1:2,500



24487 112 AVENUE

PLANNING DEPARTMENT



MAPLE RIDGE

British Columbia

mapleridge.ca

FILE: 2017-002-RZ

DATE: Jan 3, 2017

BY: PC

APPENDIX C

CITY OF MAPLE RIDGE

BYLAW NO. 7310-2017

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. 7310-2017."
2. That parcel or tract of land and premises known and described as:

Lot C Section 15 Township 12 New Westminster District Plan 23217

and outlined in heavy black line on Map No. 1703 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), RS-1d (One Family Urban (half acre) Residential).

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

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

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

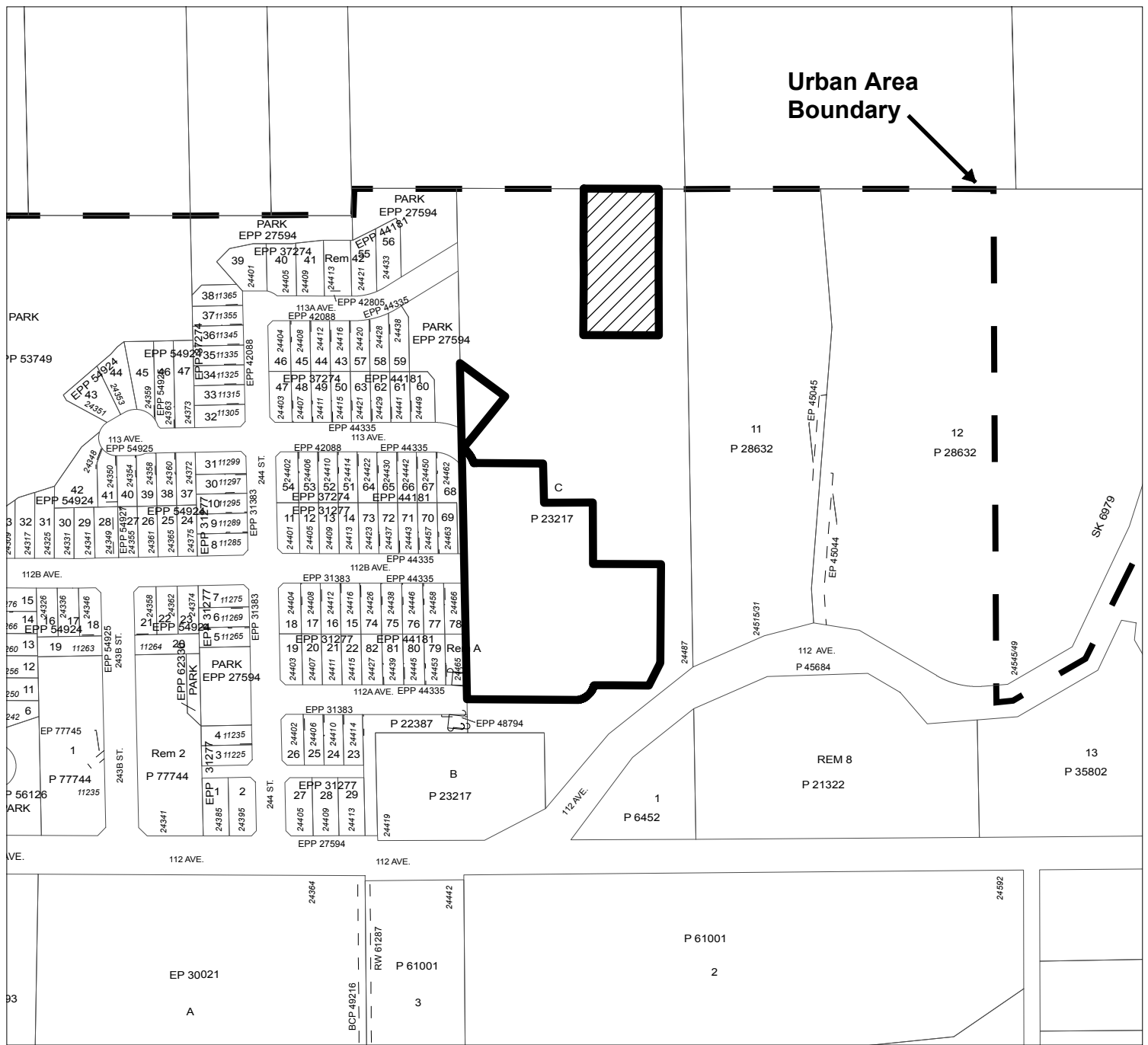
PUBLIC HEARING held the day of , 20

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

ADOPTED, the day of , 20

PRESIDING MEMBER

CORPORATE OFFICER



MAPLE RIDGE ZONE AMENDING

Bylaw No. 7310-2017

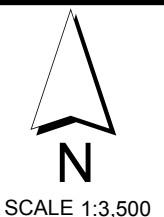
From: RS-3 (One Family Rural Residential)

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

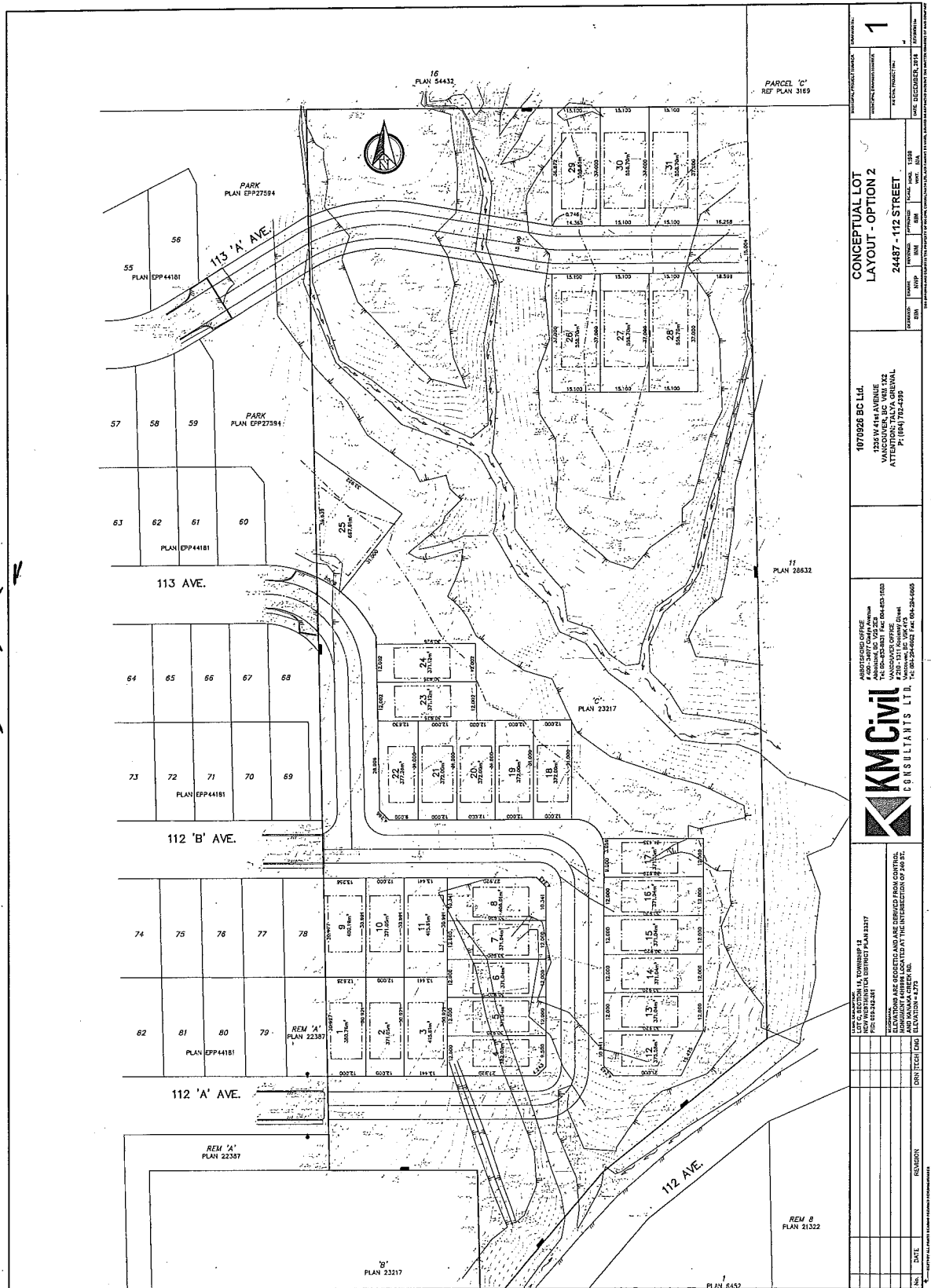
 RS-1d (One Family Urban (Half Acre) Residential)



— — Urban Area Boundary



"DRAFT ONLY"



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. 7205-2016
12106 230 Street

MEETING DATE: February 20, 2017
FILE NO: 2015-345-RZ
MEETING: C of W

EXECUTIVE SUMMARY:

An application has been received to rezone the subject property located at 12106 230 Street, from RS-1 (One Family Urban Residential) and RS-3 (One Family Rural Residential) to R-1 (Residential District), to permit a future subdivision of approximately 2 lots. Council granted first reading to Zone Amending Bylaw No. 7205-2016 on February 9, 2016.

This application is in compliance with the Official Community Plan (OCP). Pursuant to Council resolution, this application is exempt from the Community Amenity Contribution Program, because it is proposing one additional lot.

RECOMMENDATIONS:

- 1) That Zone Amending Bylaw No. 7205-2016 be given second reading, and be forwarded to Public Hearing;
- 2) That the following terms and conditions be met prior to final reading:
 - i) Registration of a Rezoning Servicing Agreement as a Restrictive Covenant and receipt of the deposit of a security, as outlined in the Agreement;
 - ii) Road dedication on 230 Street, as required;
 - iii) Registration of a Restrictive Covenant for Stormwater Management; and
 - iv) In addition to the site profile, a disclosure statement must be submitted by a Professional Engineer advising whether there is any evidence of underground fuel storage tanks on the subject property. If so, a Stage 1 Site Investigation Report is required to ensure that the subject property is not a contaminated site.

DISCUSSION:

1) Background Context:

Applicant: Fred Worthy
Legal Description: Lot 32, Section 20, Township 12, New Westminster District Plan 24720

OCP:

Existing: Urban Residential

Zoning:

Existing: RS-1 (One Family Urban Residential), RS-3 (One Family Rural Residential)

Proposed: R-1 (Residential District)

Surrounding Uses:

North:	Use:	Single Family Residential
	Zone:	RS-3 (One Family Rural Residential)
	Designation:	Urban Residential
South:	Use:	Single Family Residential
	Zone:	RS-1 (One Family Urban Residential)
	Designation:	Urban Residential
East:	Use:	Single Family Residential
	Zone:	RS-1b (One Family Urban (Medium Density) Residential)
	Designation:	Urban Residential
West:	Use:	Single Family Residential
	Zone:	RS-1 (One Family Urban Residential), and RS-3 (One Family Rural Residential)
	Designation:	Urban Residential

Existing Use of Property: Residential
Site Area: 0.12 ha. (0.30 acres)
Access: 230 Street
Servicing requirement: Urban Standard

2) Project Description:

The current application proposes to rezone the subject property, located at 12106 Street, from RS-1 (One Family Urban Residential) and RS-3 (One Family Rural Residential) to R-1 (Residential District) to permit future subdivision into two lots. The proposed lot size of 538m² – 695m² will ensure compatibility with existing lots in the surrounding neighbourhood. The existing residence will remain on the northern portion of the property, with the new lot proposed on the southern portion. Access for the new lot is proposed to be off of 230 Street.

3) Planning Analysis:

i) Official Community Plan:

The OCP designates the subject property as *Urban Residential*, and development of the property is subject to the Major Corridor 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. No OCP amendment will be required to allow the proposed R-1 (Residential District) zoning.

ii) **Zoning Bylaw:**

The current application proposes to rezone the subject property from RS-1 (One Family Urban Residential) and RS-3 (One Family Rural Residential), to R-1 (Residential District) to permit future subdivision into two lots. The minimum lot size for the proposed R-1 (Residential District) zone is 371m² (3993 ft²). The proposed lots will be larger than required, at 695 m² (7480 ft²) and 538 m² (5790 ft²). No variations from the requirements of the proposed zone are anticipated at this point in time of the process.

4) Environmental Implications:

The Arborist Report prepared by Koome Urban Forestry, dated April 29, 2016, identifies a number of trees for removal and a number for retention. The City required two modifications to the recommendations in the report. A Tree Permit application is required, and the permit can be issued after subdivision approval. There will be no requirement for replacement trees on site due to the number of trees being retained. Street trees will be included in the Engineering Servicing Agreement.

CONCLUSION:

The proposed rezoning to R-1 (Residential District) is in conformance with the *Urban Residential* designation and infill policies of the OCP. It is recommended that second reading be given to Zone Amending Bylaw No. 7205-2016, and that application 2015-345-RZ be forwarded to Public Hearing.

"Original signed by Chuck Goddard" for

Prepared by: Therese Melser
Planning Technician

"Original signed by Christine Carter"

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

"Original signed by Frank Quinn"

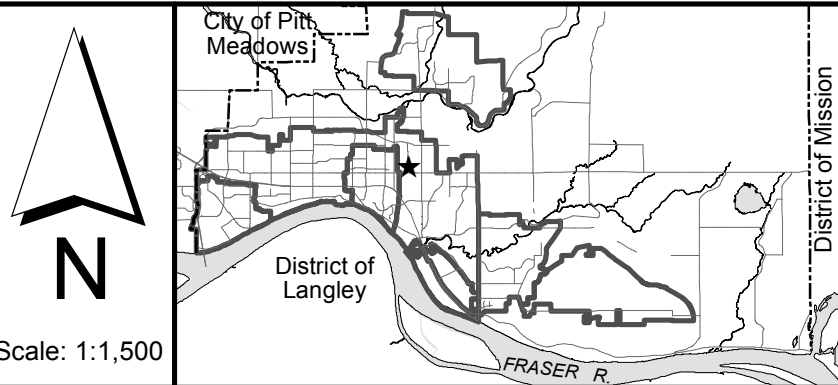
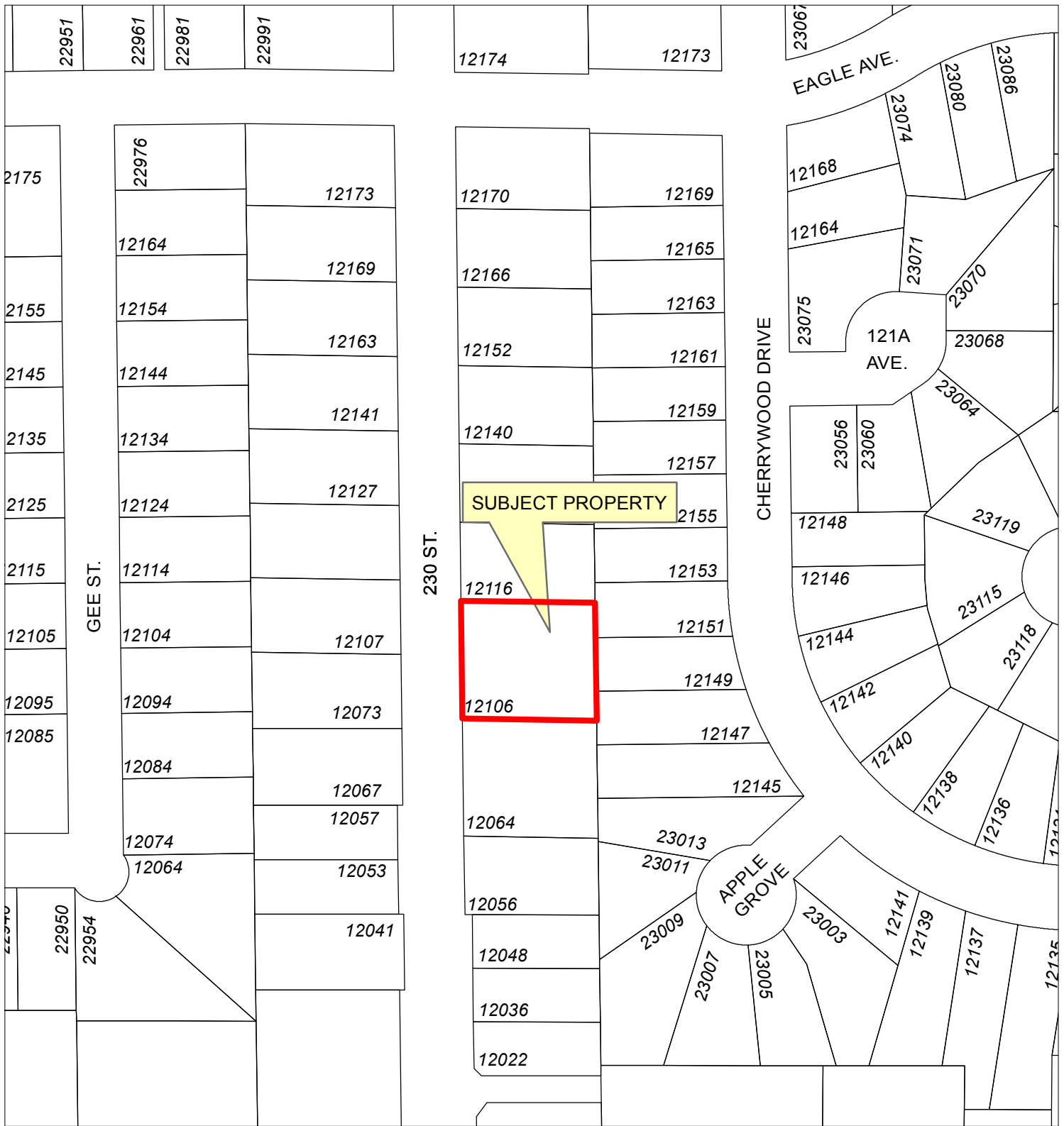
Approved by: Frank Quinn, MBA, P.Eng
GM: Public Works & Development Services

"Original signed by E.C. Swabey"

Concurrence: E.C. Swabey
Chief Administrative Officer

The following appendices are attached hereto:

- Appendix A – Subject Map
- Appendix B – Ortho Map
- Appendix C – Zone Amending Bylaw No. 7205-2016
- Appendix D – Subdivision Plan



12106 230 Street

2011 Image

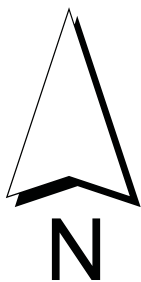
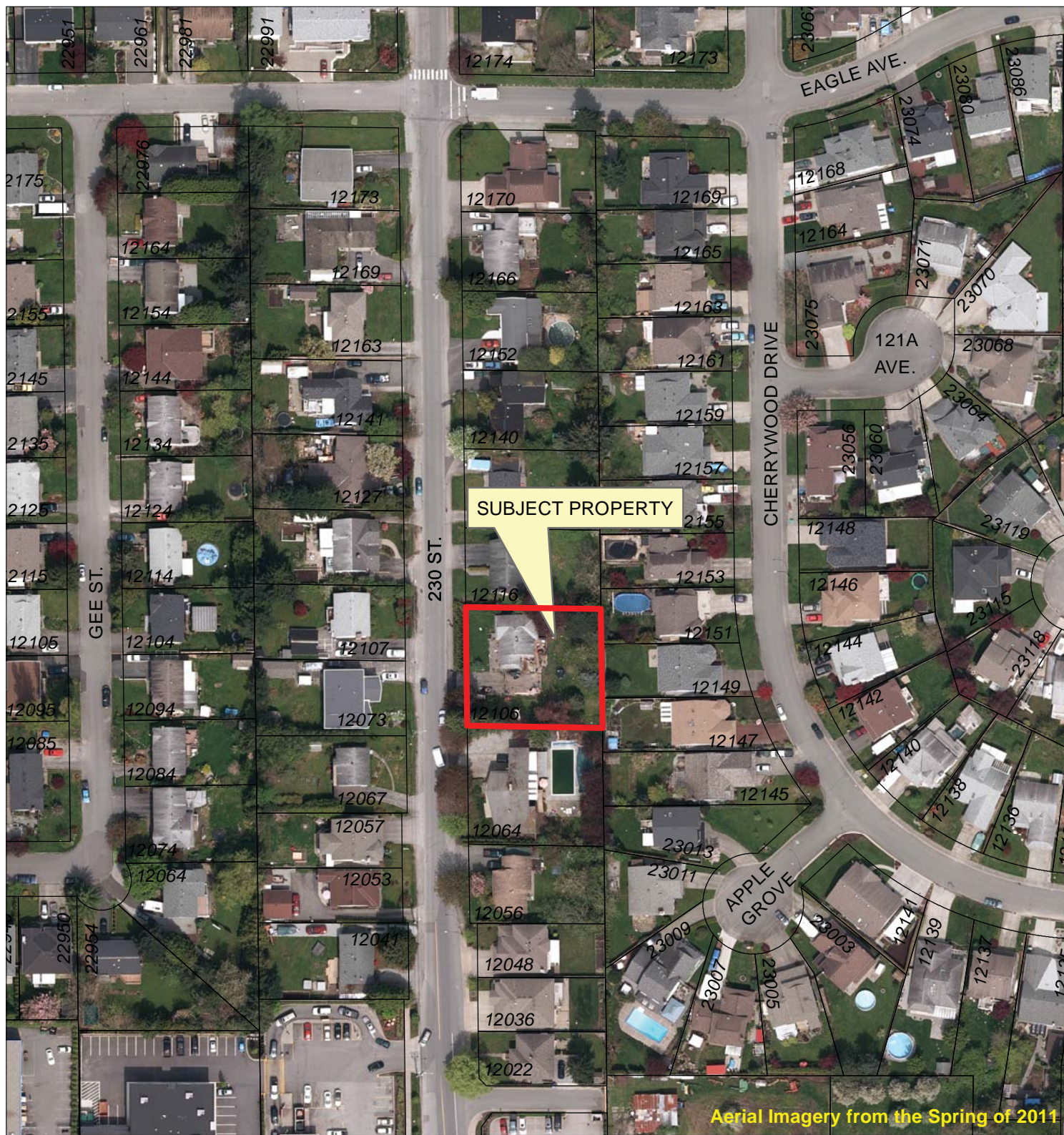
PLANNING DEPARTMENT

British Columbia

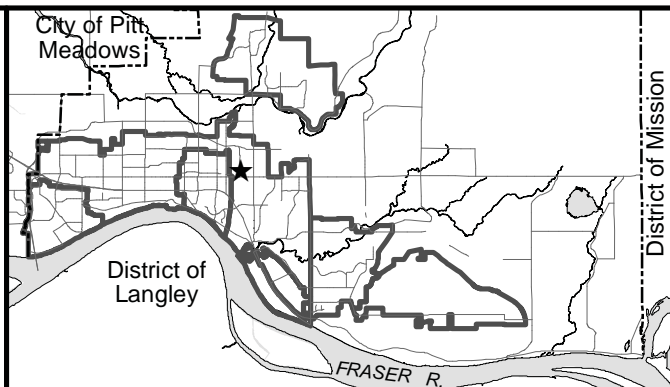
mapleridge.ca

2015-345-RZ
DATE: Nov 16, 2015

BY: JV



Scale: 1:1,500



12106 230 Street
2011 Image

PLANNING DEPARTMENT



MAPLE RIDGE

British Columbia

mapleridge.ca

2015-345-RZ

DATE: Nov 16, 2015

BY: JV

CITY OF MAPLE RIDGE

BYLAW NO. 7205-2016

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. 7205-2016."

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

Lot 32 Section 20 Township 12 New Westminster District Plan 24720

and outlined in heavy black line on Map No. 1656 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 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

ADOPTED the day of , 20

PRESIDING MEMBER

CORPORATE OFFICER

RECEIVED
JUN 30 2016
MAPLE RIDGE
PLANNING DEPARTMENT

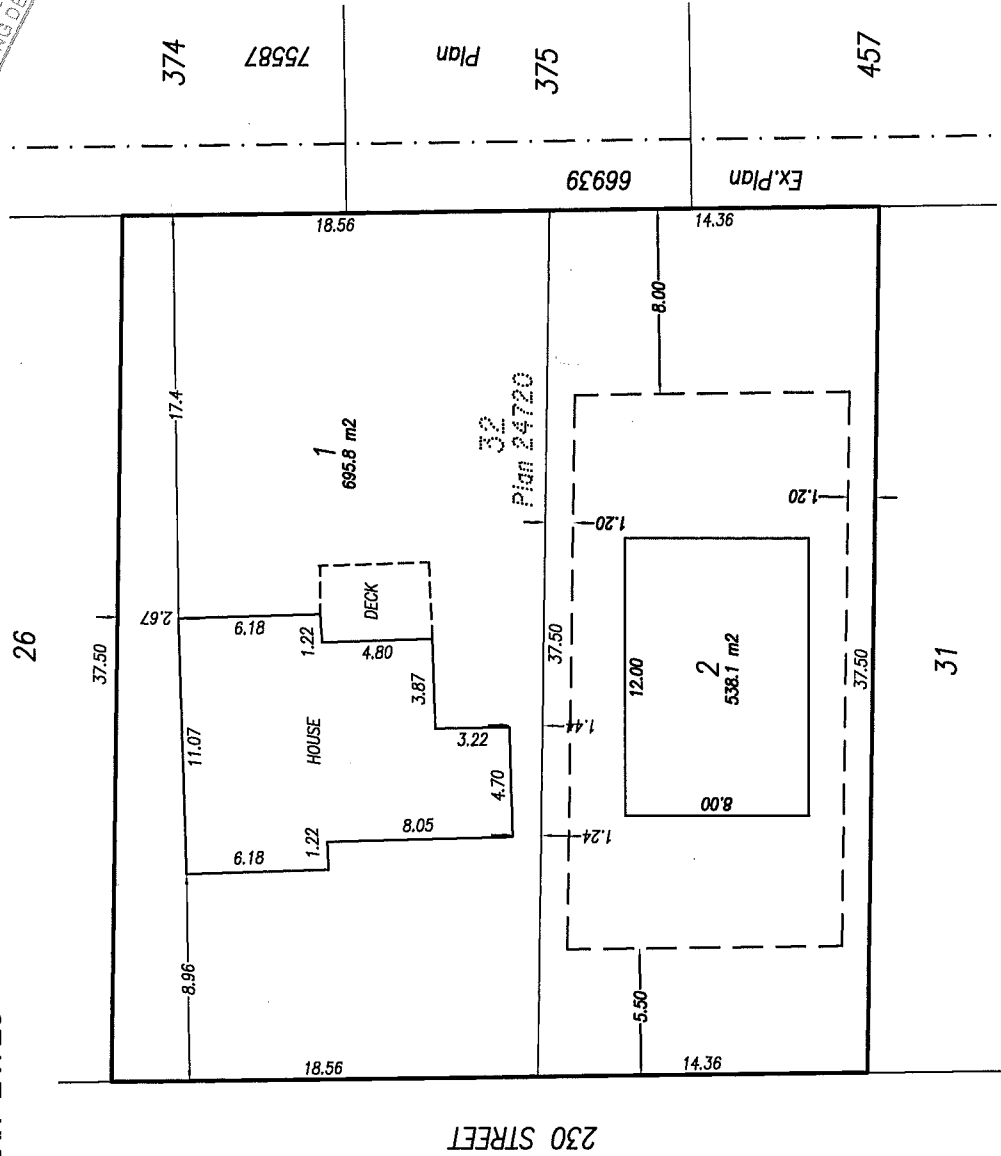
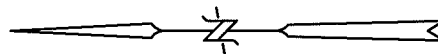
SKETCH SHOWING PROPOSED SUBDIVISION OF
LOT 32 SEC. 20 TP.12 N.W.D. PLAN 24720

R-1 ZONE



12106 230th Street
Maple Ridge

Site Geographic Co-ordinates
N: 49°13'18"
E: 122°35'10"



November 12, 2015

Wade & Associates
B.C. Land Surveyors
Maple Ridge & Mission
File: H3024-01 Phone 463-4753

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. 7220-2016
23729 Dewdney Trunk Road

MEETING DATE: February 20, 2017
FILE NO: 2016-009-RZ
MEETING: C of W

EXECUTIVE SUMMARY:

An application has been received to rezone the 1.0 ha (10,000 m², 2.5 acre) subject property located at 23729 Dewdney Trunk Road from RS-3 (One Family Rural Residential) to RM-1 (Townhouse Residential), for future construction of a 41 unit multi-family development. Council granted first reading to Zone Amending Bylaw No. 7220-2016 on March 8, 2016. The minimum lot size for the current RS-3 zone is 8000m² if served by community water. The proposed RM-1 Zone has a minimum parcel size of 557m².

This application is in compliance with the Official Community Plan.

RECOMMENDATIONS:

- 1) That Zone Amending Bylaw No. 7220-2016 be given second reading, and be forwarded to Public Hearing;
- 2) That the following terms and conditions be met prior to final reading:
 - i) Registration of a Rezoning Servicing Agreement as a Restrictive Covenant and receipt of the deposit of a security, as outlined in the Agreement;
 - ii) Road dedication on Dewdney Trunk Road and for the proposed lane as required;
 - iii) Registration of a Restrictive Covenant for the Geotechnical Report;
 - iv) Registration of a Restrictive Covenant for protecting the Visitor Parking;
 - v) Registration of a Restrictive Covenant for Stormwater Management;
 - vi) If the Director of Waste Management from the Ministry of Environment determines that a site investigation is required based on the submitted Site Profile, a rezoning, development, or development variance permit cannot be approved until a release is obtained for the subject property;
 - vii) 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(ies). If so, a Stage 1 Site Investigation Report is required to ensure that the subject property is not a contaminated site.

DISCUSSION:

1) Background Context:

Applicant:	Focus Architecture Inc.
Owner:	Chang Long Jay and Mee Yuen Jay
Legal Description:	Parcel "2" (J43410E) of Parcel "A" (Explanatory Plan 1734) of the South East Quarter Section 21 Township 12 Except Firstly: Parcel "One" (Explanatory Plan 17000); Secondly: Part Subdivided by Plan LMP36965; New Westminster District
OCP:	
Existing:	Urban Residential
Zoning:	
Existing:	RS-3 (One Family Rural Residential)
Proposed:	RM-1 (Townhouse Residential)
Surrounding Uses:	
North:	Use: Single Family Residential Zone: RS-1b (One Family Urban (Medium Density) Residential) Designation: Urban Residential
South:	Use: Single Family Residential Zone: RS-1b (One Family Urban (Medium Density) Residential), CD-1-93 (Amenity Residential District) Designation: Urban Residential
East:	Use: Single Family Residential Zone: RS-3 (One Family Rural Residential) Designation: Urban Residential
West:	Use: Single Family Residential, Multi-Family Residential Zone: R-3 (Special Amenity Residential District), RM-1 (Townhouse Residential) Designation: Urban Residential
Existing Use of Property:	Single Family Residential
Proposed Use of Property:	Multi-Family Residential
Site Area:	1.0 ha (2.5 acres)
Access:	237 Street
Servicing requirement:	Urban Standard

2) Project Description:

The applicant proposes to rezone the subject property from RS-3 (One Family Rural Residential) to RM-1 (Townhouse Residential) to permit 41 townhouse units, with access from 237th Street. All of the units are proposed to have double car garages and three bedrooms. The proposed unit size ranges from 126 m² to 139 m² (1,355 ft² – 1,492 ft²). Rezoning requirements include dedication at the north property line to create a lane (120A Lane) that will eventually connect from 237th (west edge) to 238 Street (east edge). The completion of this access route will occur incrementally with successive applications for redevelopment of the remaining lots on this portion of Dewdney Trunk Road.

3) Planning Analysis:

Official Community Plan:

The subject property is located within the Urban Area Boundary and is designated *Urban Residential* in the OCP. The subject property fronts Dewdney Trunk Road, which is identified as a Major Corridor in Figure 4, Appendix E of the OCP. There are a range of development options that comply with Major Corridor Residential Infill policies subject to neighbourhood compatibility and context. Major Corridor residential infill options are described in Policy 3-20, as follows:

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

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

Compatibility criteria for residential infill are further detailed in Policy 3-21 which states:

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

- a) the ability of the existing infrastructure to support the new development;*
- b) the compatibility of the site design, setbacks, and lot configuration with the existing pattern of development in the area;*
- c) the compatibility between building massing and the type of dwelling units in the proposed development and the surrounding residential properties;...*

The proposed RM-1 (Townhouse Residential) zone is in compliance with the *Urban Residential* land use designation. Neighbourhood compatibility considerations include similar height and massing to existing single family homes. Construction of 120A Lane along the north property line will ensure an additional setback distance between then existing single family homes and the new proposed townhouses.

Zoning Bylaw:

The current application proposes to rezone the subject property, located at 23729 Dewdney Trunk Road, from RS-3 (One Family Rural Residential) to RM-1 (Townhouse Residential) to permit approximately 41 townhouse units. The minimum lot size for the current RS-3 (One Family Rural Residential) zone is 8,000 m², and the minimum lot size for the proposed RM-1 (Townhouse Residential) zone is 557 m². This application includes requests for variances, which are discussed in greater detail later in this report.

Development Permits:

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

Off-Street Parking And Loading Bylaw:

The Off-Street Parking and Loading Bylaw specifies that the RM-1 Zone provide 2.0 parking stalls per dwelling unit, with an additional 0.2 stalls per unit for visitor parking. As this development proposes 41 dwelling units, the total number of required parking units is 82 regular stalls and 9 visitor stalls for a total requirement of 91 stalls.

There are 82 stalls proposed that will be enclosed in the double garage proposed for each unit. An additional 30 tandem stalls on unit aprons are proposed for units with sufficient driveway length to accommodate them. There are 12 visitor stalls proposed that are distributed throughout the site. These additional stalls amount to a total number of 124 stalls to be provided, whereas 91 stalls are required..

Proposed Variances:

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

1. Exterior Side Yard Setback: The required setback is 7.5 metres, and the proposed setback is 6.0 metres.
2. Interior Side Yard Setback. The required setbacks to the lane are 6.0 metres. The structural supports for decking are setback 4.48 metres from this property line.
3. Rear Yard Setback. The required rear yard setbacks are 7.5 metres. The structural supports for decking are 6.35 from the rear property line.
4. Siting. Required: A continuous 90 degree horizontal arc unencumbered by buildings on the same lot of a radius not less than 15 metres from the centre of all required windows in a living room. The site plan proposes a radius of 12 meters for this purpose.

These requested variances to the RM-1 Zone will be the subject of a future Council report. In addition to the above, the Engineering Department notes that under certain circumstances, the Subdivision and Development Servicing Bylaw requirement for underground Hydro and telephone wires may be varied. If eligible for this exemption, the applicant would be required to provide funds in order that in the future these services could be provided underground.

Development Permits:

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

Advisory Design Panel:

The Advisory Design Panel (ADP) reviewed the form and character of the proposed development and the landscape plans at a meeting held on October 11, 2016. Following a presentation of the project plans by the project team, the Advisory Design Panel made the following resolution:

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

1. *Consider carrying forward the frontage finishes on rear of buildings for further architectural variation.*
Frontage finishes were carried forward on the area of the building for further architectural variation. These changes are reflected in revised elevation drawings and will be detailed in the Development Permit report.

2. *Consider the south façade to be more pedestrian oriented and interactive. Possibly achieved by trellis, landscape and or building elevation treatments.*
Larger windows and trellises will be provided on the Dewdney Trunk Road frontage.
3. *Consider further emphasis on the pedestrian entryways off of Dewdney Trunk Road.*
Trellises were also added at pedestrian entries off Dewdney Trunk Road.
4. *Consider wrapping the Tudor finishes around the sides of the units.*
This feature was included in the original plan.
5. *Consider additional traffic calming with different hard surface finishes accented throughout development.*
This change will be reflected in the landscape drawings.
6. *Consider internal pathway connections along rear of buildings five, six, seven and eight.*
This change would impact the provision of private backyards, which the applicant considers a greater priority for resident enjoyment. In addition, the applicant states this change would affect the required provision of usable open space specified for each dwelling unit.
7. *Provide further landscape enhancements at corner of 237th Street and Dewdney Trunk and at entryway adjacent to open space play area.*
The applicant has agreed to make these changes.

The ADP concerns have been addressed and are reflected in the current plans. A detailed description of how these items were incorporated into the final design will be included in a future development permit report to Council.

Development Information Meeting:

A Development Information Meeting was held at Hammond Hall on September 20, 2016. A total of 17 people attended the meeting. A summary of the main comments and discussions with the attendees was provided by the applicant. The main concern noted was parking in the area and the impacts that additional residences (and vehicles) would bring to the neighbourhood. The applicant has responded by providing more off street parking than required with 30 apron stalls and 3 extra visitor stalls.

4) Environmental Implications:

The application was referred to the Environmental Section of the Planning Department. No concerns were noted. The Arborist's report noted that all of the existing trees would need to be removed. The required process would be a tree cutting permit and provisions for replacement trees on the site.

5) Traffic Impact:

A traffic impact assessment has been submitted in support of this proposal. No significant impacts were noted.

6) Interdepartmental Implications:

Engineering Department:

The Engineering Department confirms that the site may be served by the existing sewer. Required upgrades will include 237th Street to a collector standard. Dedication will be required along Dewdney Trunk Road and for the lane at the north property line.

License, Permits and Bylaws Department:

Building Department comments will be provided for the Development Permit, and will be before Council as part of this development process.

Fire Department:

Fire Department comments include:

- the need for a Construction Fire Safety Plan;
- submission of architectural plans for pre-incident planning;
- specifications for emergency access;
- private fire hydrant requirements for this strata development; and
- security measures for existing structures prior to demolition

6) Citizen/Customer Implications:

Opportunities for public comment have been provided at the Development Information Meeting. An additional opportunity will be provided at the required Public Hearing for this application.

CONCLUSION:

It is recommended that second reading be given to Zone Amending Bylaw No. 7220-2016, and that application 2016-009-RZ be forwarded to Public Hearing.

"Original signed by Diana Hall"

Prepared by: Diana Hall
Planner 2

"Original signed by Chuck Goddard" for

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

"Original signed by Frank Quinn"

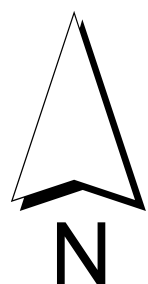
Approved by: Frank Quinn, MBA, P.Eng
GM: Public Works & Development Services

"Original signed by E.C. Swabey"

Concurrence: E.C. Swabey
Chief Administrative Officer

The following appendices are attached hereto:

- Appendix A – Subject Map
- Appendix B – Ortho Map
- Appendix C – Zone Amending Bylaw No. 7220-2016
- Appendix D – Site Plan
- Appendix E – Building Elevation Plans
- Appendix F – Landscape Plan



Scale: 1:2,000

Legend

- Stream
- Ditch Centreline
- Indefinite Creek

23729 DEWDNEY TRUNK ROAD

PLANNING DEPARTMENT

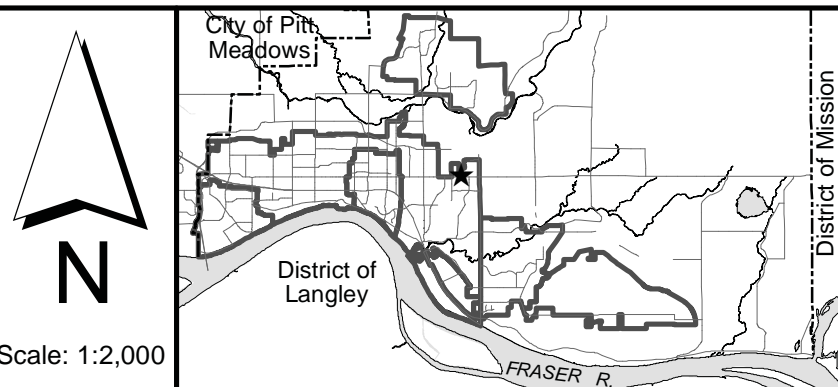
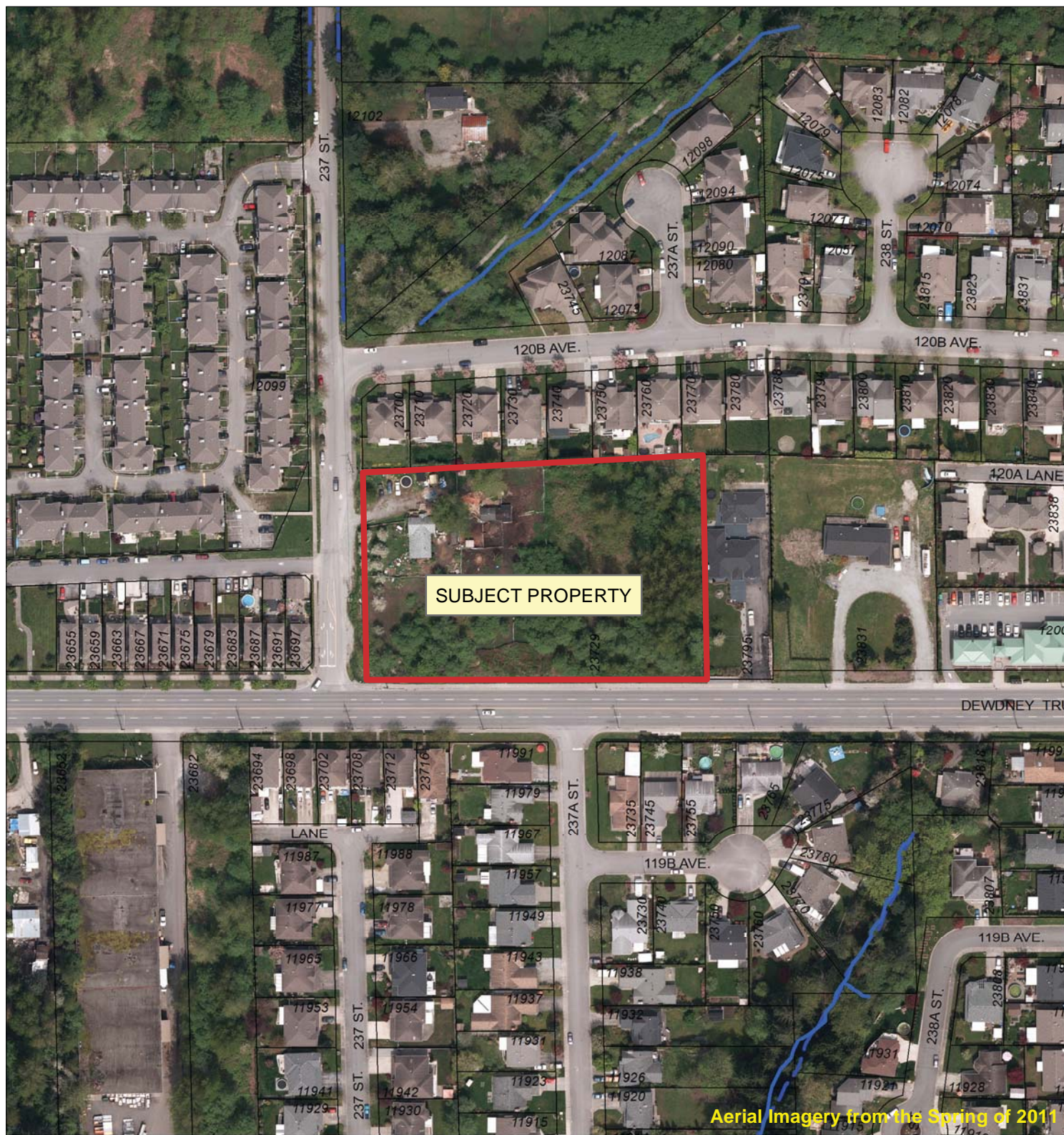


mapleridge.ca

FILE: 2016-009-RZ

DATE: Jan 22, 2016

BY: PC



23729 DEWDNEY TRUNK ROAD

PLANNING DEPARTMENT



British Columbia
mapleridge.ca

FILE: 2016-009-RZ

DATE: Jan 22, 2016

BY: PC

APPENDIX C

CITY OF MAPLE RIDGE

BYLAW NO. 7220-2016

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. 7220-2016."
2. That parcel or tract of land and premises known and described as:

Parcel "2" of Parcel "A" (Explanatory Plan 1734) of the South East Quarter
Section 21 Township 12 EXCEPT: FIRSTLY: Parcel "One" (Explanatory Plan 17000);
SECONDLY: Part subdivided by Plan LMP 36965; New Westminster District

and outlined in heavy black line on Map No. 1662 a copy of which is attached hereto and forms part of this Bylaw, is hereby rezoned to RM-1 (Townhouse 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 8th day of March, 2016.

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

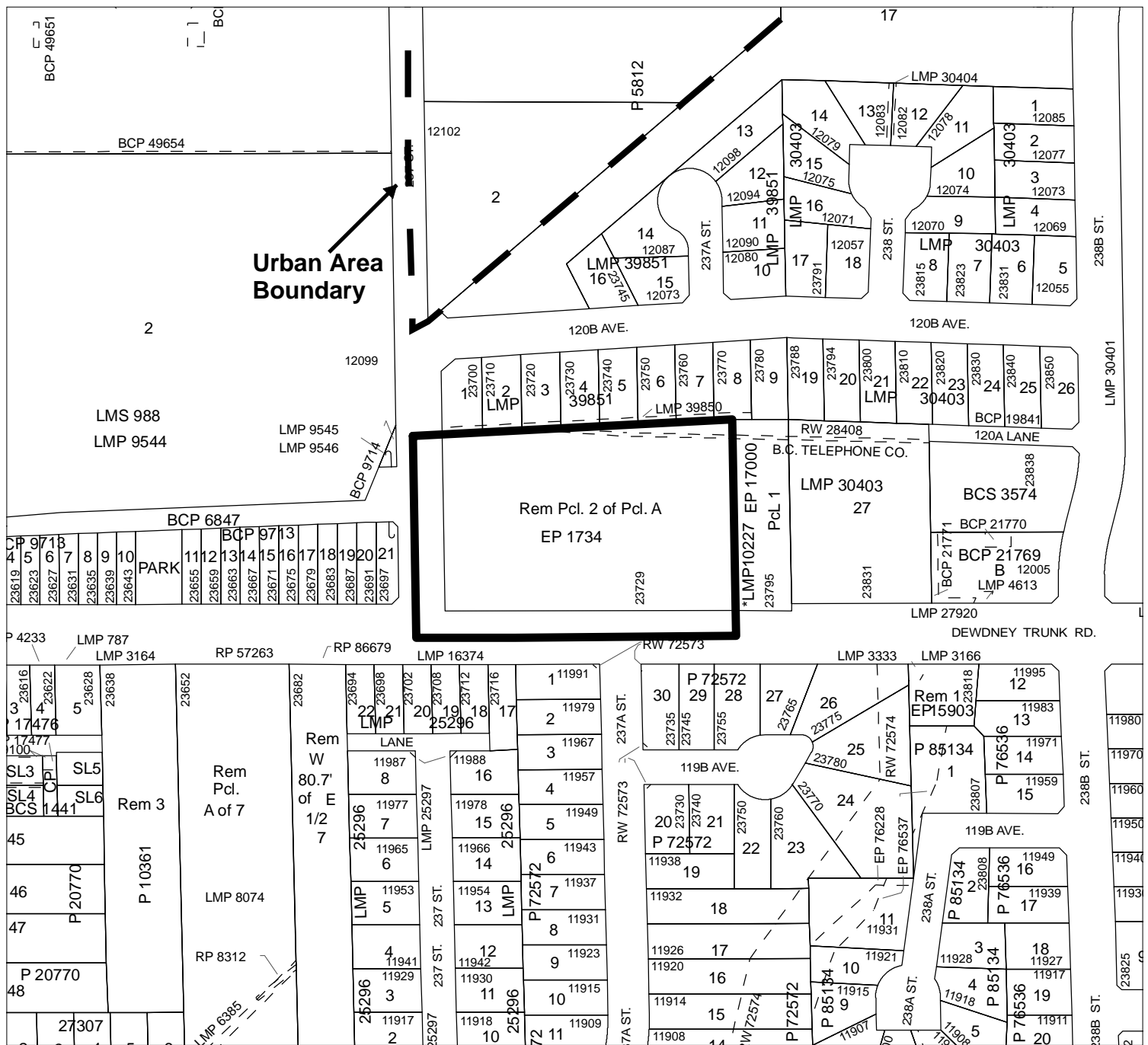
PUBLIC HEARING held the day of , 20

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

ADOPTED, the day of , 20

PRESIDING MEMBER

CORPORATE OFFICER

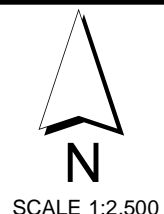


MAPLE RIDGE ZONE AMENDING

Bylaw No. 7220-2016
Map No. 1662
From: RS-3 (One Family Rural Residential)
To: RM-1 (Townhouse Residential)



— — Urban Area Boundary



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CELEBRATING 100 YEARS

21729 DEWENEY TRUNK ROAD
MAPLE RIDGE, BC V4R 1W1

STREETSCAPES

DATE	2018.09.29	FILE NO.	
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CHOL	ab		

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DP-00.04

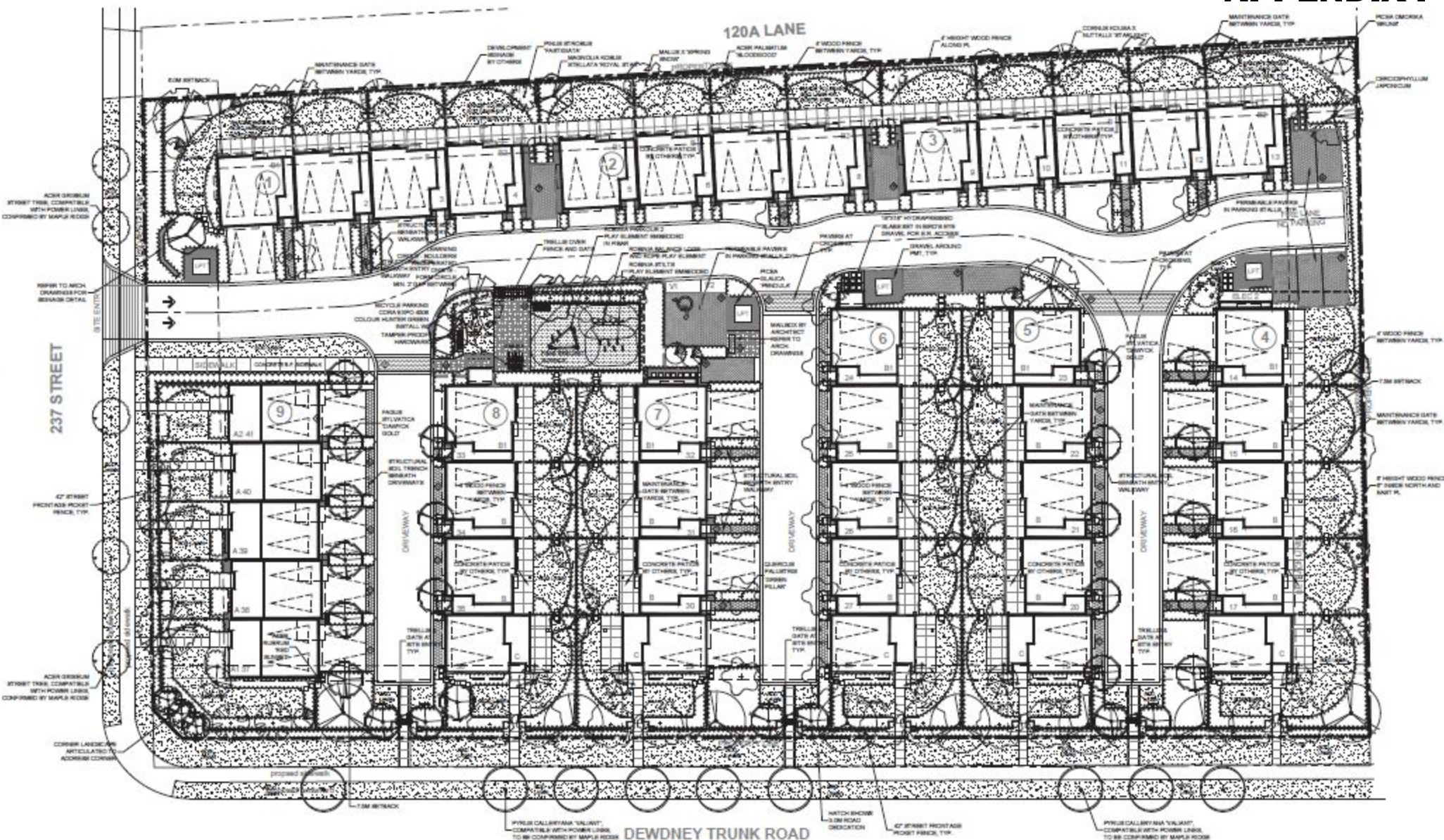




- 15 GLAZED PATIO DOOR - PREPARED
- 16 ELECTRICAL ROOM
- 17 SINGLE END LOUVERED VENT - PAINT
- 18 WOOD CORBEL - PAINT FINISHED
- 19 COPPER/METAL ROOF
- 20 WOOD BRACKET - PAINT FINISHED

DP-03.02

APPENDIX F



PLANT SCHEDULE

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PLANT SCHEDULE	PLANT SCHEDULE	PLANT SCHEDULE	PLANT SCHEDULE
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pmg
LANDSCAPE ARCHITECTS
Suite C150 - 4155 5th Avenue Drive
Burnaby, British Columbia, V5C 2G8
p: 604 294-0011 | f: 604 294-0022

SCALE:

NO. DATE REVISION DESCRIPTION DR.

CLIENT:

PROJECT:

TOWNHOME DEVELOPMENT

23729 DEWDNEY TRUNK ROAD
MAPLE RIDGE, BC

DRAWING TITLE:

LANDSCAPE PLAN

DATE: 10/10/2010 DRAWING NUMBER:

SCALE: 1/8" = 1'-0"

DRAWN: RCE

CHECKED: MCV

10 TOTAL PROPOSED TREES (EXCLUDING STREET TREES)

10/24/2010 P.M.G. PROJECT NUMBER: 16-024

City of Maple Ridge

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

MEETING DATE: February 20, 2017
FILE NO: 2011-137-DVP
MEETING: CoW

SUBJECT: Development Variance Permit
12257 227 Street

EXECUTIVE SUMMARY:

Development Variance Permit application 2011-137-DVP has been received in conjunction with Rezoning, Subdivision and Intensive Residential Development Permit applications to create three R-3 (Special Amenity Residential District) zoned lots. The requested variances are to:

1. Reduce 227 Street arterial road width from 26m (85.3 ft.) down to 20.5m (67.3 ft.);
2. Reduce 122 Avenue local road width from 18m (59.1 ft.) down to 15m (49.2 ft.);
3. Reduce the road allowance for the lane west of 227 Street from 7.5m (24.6 ft.) down to 6m (19.7 ft.);
4. Reduce the constructed lane width from 6m (19.7 ft.) down to 5.9m (19.4 ft.);
5. Reduce the driveway access within 7.5m (24.6 ft.) of point of intersection of an exterior side lot line with a rear lot line, down to 2.6m (8.5 ft.); and
6. Reduce the height requirement of a landscape screen around an un-concealed Off-Street Parking Use from a minimum of 1m (3.3 ft.) to 1m (3.3 ft.) or less.

Council will be considering final reading for rezoning application 2011-137-RZ on February 28, 2017. It is recommended that Development Variance Permit 2011-137-DVP be approved.

RECOMMENDATION:

That the Corporate Officer be authorized to sign and seal 2011-137-DVP respecting the property located at 12257 227 Street.

DISCUSSION:

a) Background Context

Applicant: D. Matharu
Legal Description: Lot 224, Section 20, Township 12, NWD Plan 42134

OCP:
Existing: Single-Family Residential
Proposed: Single-Family Residential
Zoning:
Existing: RS-1 (One Family Urban Residential)
Proposed: R-3 (Special Amenity Residential District)

Surrounding Uses:
North: **Use:** Single Family Dwelling
Zone: RS-1 (One Family Urban Residential)
Designation: Single Family Residential

South:	Use:	Single Family Dwelling
	Zone:	RS-1 (One Family Urban Residential)
	Designation:	Single Family Residential
East:	Use:	Single Family Dwelling
	Zone:	RS-1 (One Family Urban Residential)
	Designation:	Ground-Oriented Multi-Family
West:	Use:	Single Family Dwelling
	Zone:	RS-1 (One Family Urban Residential)
	Designation:	Single Family Residential
Existing Use of Property:		Single Family Dwelling
Proposed Use of Property:		Single Family Dwelling
Site Area:		947 m ² (10,193 ft ²)
Access:		122 Avenue and 227 Street
Servicing requirement:		Full Urban Servicing
Companion Applications:		2011-137-RZ/SD/IRDP

b) Project Description:

The subject property, located at 12257 227 Street, is within the Town Centre area, is relatively flat, and is bounded by single family residential properties to the north, west, east and south (see Appendices A and B). This Development Variance Permit application is accompanied by a Rezoning, Subdivision, and Intensive Residential Development Permit application. The applicant is proposing to rezone to subject property from RS-1 (One Family Urban Residential) to R-3 (Special Amenity Residential District), to permit the subdivision of three R-3 (Special Amenity Residential District) lots, not less than 256 m² (2,755 ft²).

c) Variance Analysis:

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

The requested variances and rationale for support are described below (see Appendix C):

1. *Subdivision and Development Services Bylaw No. 4800-1993, Schedule B – Minimum Widths:* To reduce the road allowance on 227 Street from 26m (85.3 ft.) down to 20.5m (67.3 ft.).
2. *Subdivision and Development Services Bylaw No. 4800-1993, Schedule B – Minimum Widths:* To reduce the road allowance on 122 Avenue from 18m (59.1 ft.) down to 15m (49.2 ft.).

These variances can be supported as the existing roads are already constructed to the required width, therefore no further carriageway expansion is required.

3. *Subdivision and Development Services Bylaw No. 4800-1993, Schedule B – Minimum Widths:* To reduce the lane allowance from 7.5m (24.6 ft.) down to 6m (19.7 ft.).
4. *Subdivision and Development Services Bylaw No. 4800-1993, Schedule C – Standard Drawings and Specifications:* To reduce the constructed lane width from 6m (19.7 ft.) down to 5.9m (19.4 ft.).

These variances can be supported as the required servicing can fit within the provided road allowance and constructed width.

5. *Zoning Bylaw No 3510 -1985*, Part 4, Section 401 (3) (c): Prohibited access or egress driveway within 7.5 m (24.6 ft.) of the point of intersection of an exterior side lot line with a rear lot line: To reduce the distance of the point of intersection down to 2.6m (8.5 ft.).

This variance can be supported as there is not expected to be a high amount of traffic using this lane and 122 Avenue is not expected to be a busy street.

6. *Zoning Bylaw No 3510 -1985*, Part 6, Section 601 C. B. CONDITIONS OF USE 2. b) An Accessory Off-Street Parking Use, when not concealed, shall be bound on an exterior side yard by a landscape screen of not less than one metre in height: to reduce the height requirement to 1m (3.3 ft.) or less.

This variance can be supported as it allows compliance with Section 403 (7) (ii) for Visual Clearance at Intersections for the intersection of a lane with a street, which prohibits any fence, wall or structure other than a permitted building or any hedge, bush, shrub, tree or other growth to be allowed to grow to a height greater than 1m (3.3 ft.) in the area bounded by 6m (19.7 ft.) from their point of intersection. The majority of the car pad is proposed to be screened; however if a car were to park closer to the lane, it would only be permitted to have a screen of up to 1m in height within the 6m visual clearance area.

d) Citizen Implications:

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

CONCLUSION:

The proposed variances are supported because the existing roads are constructed to their required width, servicing can fit within the lane provided, and the lane is not expected to serve a high amount of traffic. It is therefore recommended that this application be favourably considered and the Corporate Officer be authorized to sign and seal Development Variance Permit 2011-137-DVP.

"Original signed by Michelle Baski"

Prepared by: Michelle Baski, ASCT, MA
Planner 1

"Original signed by Christine Carter"

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

"Original signed by Frank Quinn"

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

"Original signed by E.C. Swabey"

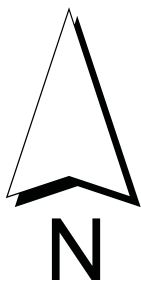
Concurrence: E.C. Swabey
Chief Administrative Officer

The following appendices are attached hereto:

Appendix A – Subject Map

Appendix B – Ortho Map

Appendix C – Proposed Variances



Scale: 1:2,000

Legend

- Canal Edge
- Ditch Centreline
- Edge of River
- Edge of Marsh
- Edge of Flooded Area
- Indefinite Creek
- River Centreline
- Canal
- Marsh
- River
- Major Rivers & Lakes

12257-227 St
2011 Image

PLANNING DEPARTMENT



MAPLE RIDGE

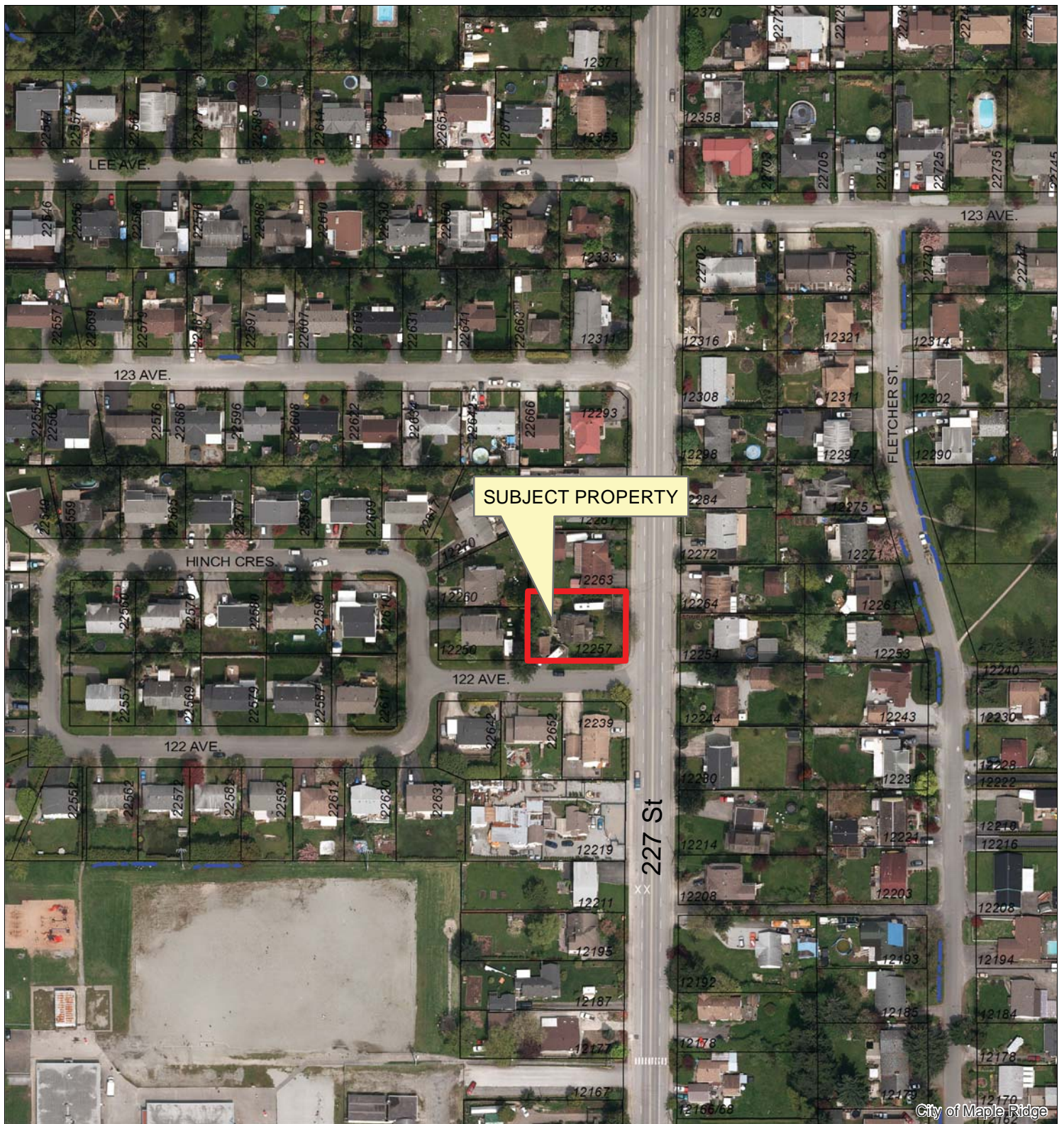
British Columbia

mapleridge.ca

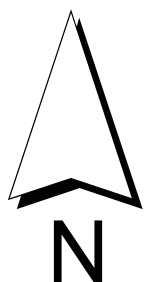
2011-137-RZ

DATE: Sep 16, 2015

BY: JV



City of Maple Ridge



Scale: 1:2,000

Legend

- Canal Edge
- Ditch Centreline
- Edge of River
- Edge of Marsh
- Edge of Flooded Area
- Indefinite Creek
- River Centreline
- Canal
- Marsh
- River
- Major Rivers & Lakes

12257-227 St
2011 Image

PLANNING DEPARTMENT



MAPLE RIDGE

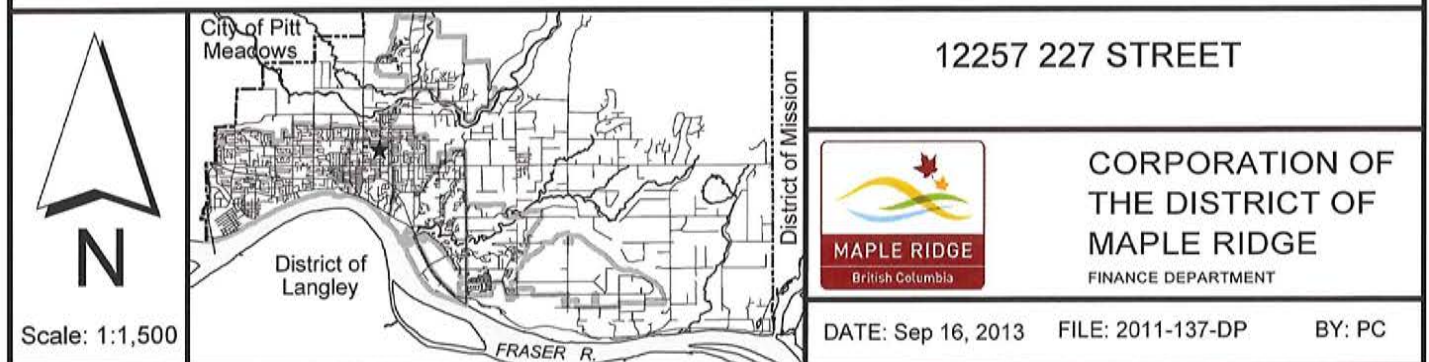
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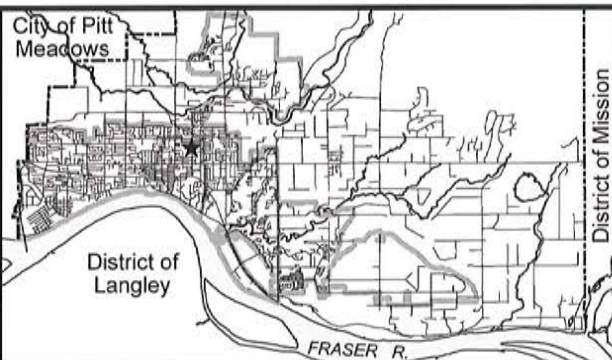
2011-137-RZ
DATE: Sep 16, 2015

BY: JV

APPENDIX C



Scale: 1:1,500



12257 227 STREET



CORPORATION OF
THE DISTRICT OF
MAPLE RIDGE
FINANCE DEPARTMENT

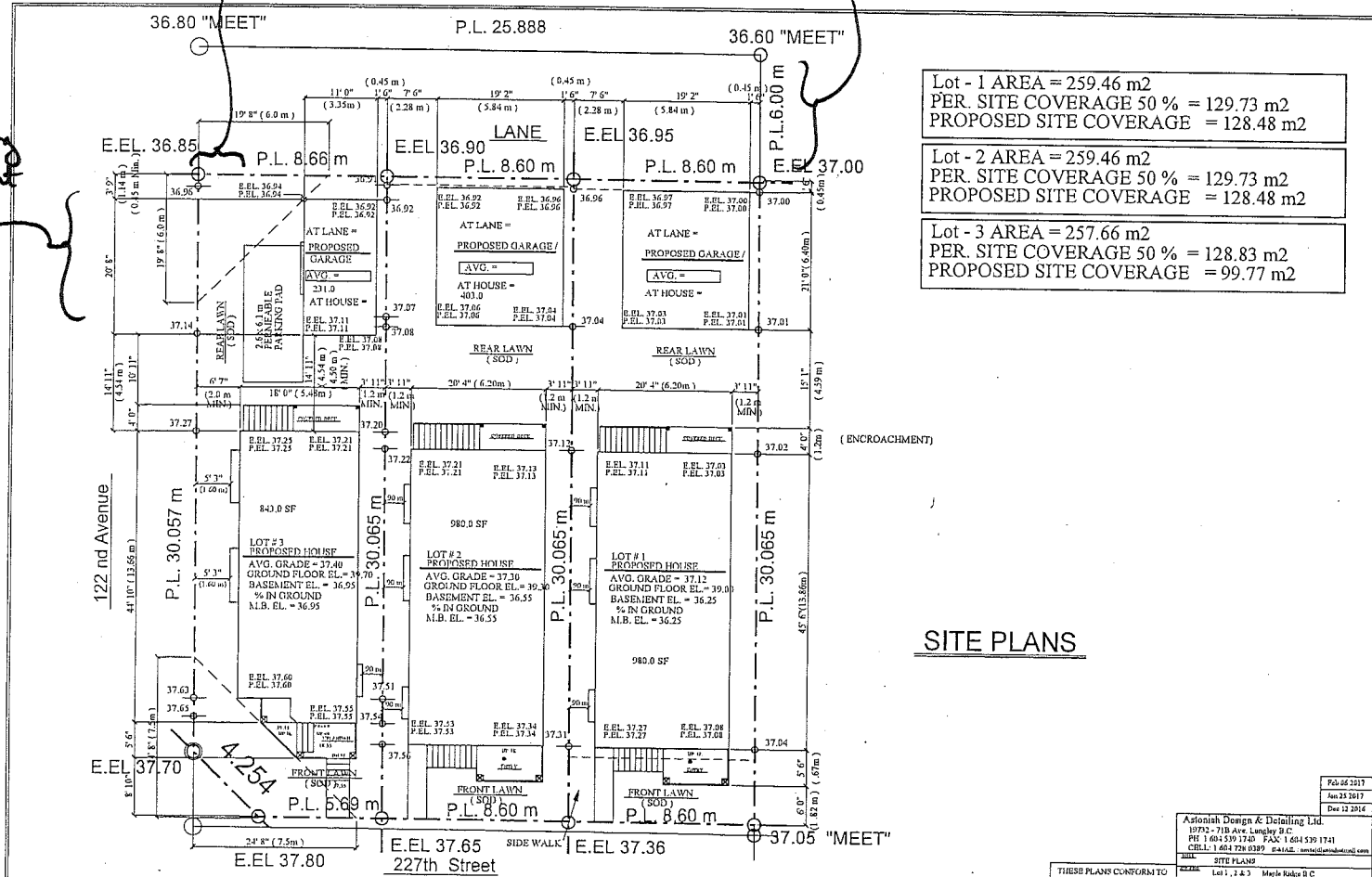
DATE: Sep 16, 2013 FILE: 2011-137-DP BY: PC

Proposed Variances

- driveway access distance
2.6m from intersection

6m road allowance & 5.9m constructed lane width

reduced landscaping
height requirement
to $\leq 1m$



SITE PLANS










Feb 06 2017
Jan 25 2017
Dec 12 2016

Astonish Design & Detailing Ltd.
19732 - 71B Ave. Langley B.C.
PH: 1 604 539 1740 FAX: 1 604 539 1741
CELL: 1 604 728 0389 E-MAIL: astonish@astondesign.com

THESE PLANS CONFORM TO
B C B C 2012 EDITION

0	Lot 1, 2 & 3	Maple Ridge II C
---	--------------	------------------

PLANT LIST

SYMBOL	QUANTITY	BOTANICAL NAME	COMMON NAME	SIZE	SPACING
	6	Cercidiphyllum japonica	Katsura Tree	5cm cal., min. 2.0m standard, B&B	
	3	Picea omorika	Serbian Spruce	min. 2.0m H, B&B	
SHRUBS					
	9	Azalea 'Yino White'	Yino White Azalea	#2 Cont.	
	15	Leucothoe fontanesiana 'Rainbow'	Rainbow Leucothoe	#2 Cont.	
	24	Prunus l. 'Otto Luyken'	Otto Luyken Laurel	#2 Cont.	
	17	Thuja occidentalis 'Smaragd'	Smaragd Cedar	1.2m Ht.	0.75m O.C.
GROUNDCOVERS AND PERENNIALS					
	62	Erica carnea 'Springwood White'	Springwood White Heather	#1 Cont.	0.60m O.C.
	14	Helictotrichon sempervirens	Blue Oat Grass	#1 Cont.	0.60m O.C.
	37	Hemerocallis 'Stella D'Oro'	Stella D'Oro Daylily	#1 Cont.	0.60m O.C.

OFF-SITE STREET TREE NOTES

-Final locations, species and installation of Street Trees to be to the satisfaction of the City of Maple Ridge.

Contact the Landscape Planning Technician at 604-467-7499 for a review of staked street tree locations prior to planting.

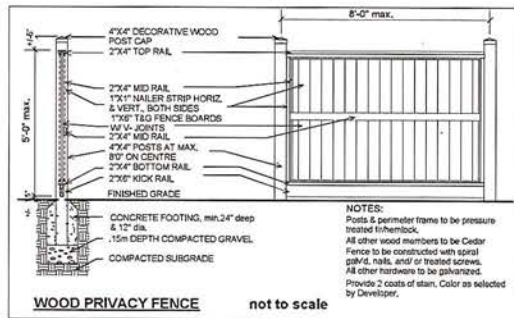
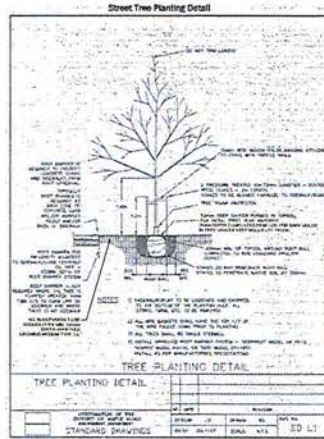
Refer to street tree planting detail on this sheet.

MINIMUM STREET TREE PLANTING CLEARANCES

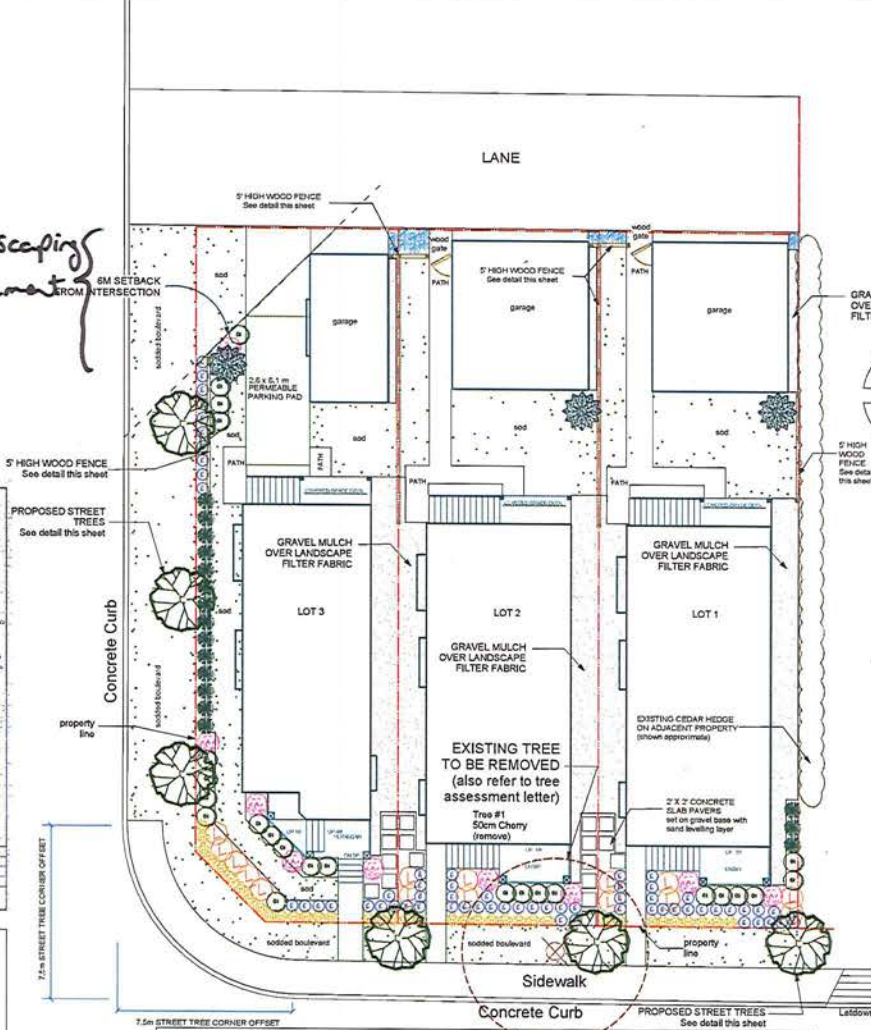
Trees should be planted a minimum distance of:

- 6.0 metres from lamp standards
- 3.0 metres from utility poles
- 3.0 metres from sidewalk crossings, catch basins, hydrants
- 2.0 metres from valve box, manholes, manholes
- 1.5 metres from sewer services
- 7.5 metres from street corners
- 2.0 metres from building for columnar trees
- 3.0 - 5.0 metres from building for spreading trees

Trees may be placed above a utility provided the utility has a minimum 0.9m cover.



reduced landscaping
height requirements
to ≤ 1m



NOTES:

ALL WORK & MATERIALS TO CONFORM TO THE LATEST EDITION OF THE BC LANDSCAPE STANDARD AND IN ACCORDANCE WITH THE CITY OF MAPLE RIDGE STANDARDS, UNLESS OTHERWISE NOTED.
IN THE EVENT OF A DISCREPANCY BETWEEN THE B.C. LANDSCAPE STANDARD AND CITY OF MAPLE RIDGE STANDARDS, CITY OF MAPLE RIDGE STANDARDS SHALL TAKE PRECEDENCE.
PROVIDE FERTILITY & PARTICLE SIZE ANALYSIS TEST FOR GROWING MEDIUM PRIOR TO STARTING WORK.
GROWING MEDIUM TO BE WEED FREE AND COMPOSTED, CONFORMING TO BCNTA STANDARD FOR 'LEVEL 2 SOILS'.
PROVIDE TOPSOIL DEPTHS AS FOLLOWS:
TREES-Min. 2' IN ALL DIRECTIONS FROM ROOT BALLS. Min. 1 m3 PER TREE.
SEE MAPLE RIDGE STREET TREE PLANTING DETAIL FOR BOULEVARD STREET TREE INSTALLATION.
SHRUB & GROUNDCOVER BEDS:18" DEPTH CONTINUOUS.
LAWN AREAS-Min. 4" DEPTH CONTINUOUS.
PROVIDE 5CM DEPTH (2") COMPOSTED BARK MULCH IN ALL PLANTING BEDS.
ONE YEAR PLANT WARRANTY SITE REVIEW WILL BE CONDUCTED
ALL PLANT MATERIAL TO COME FROM A CERTIFIED DISEASE-FREE NURSERY. PROVIDE CERTIFICATION UPON REQUEST.

NOTES:

LANDSCAPE PLANS FORM AN INTEGRAL PART OF THE DEVELOPMENT AND BUILDING PERMITS AND MUST BE ADHERED TO FOR RELEASE OF THE LANDSCAPING LETTER OF CREDIT.

RORY DAFOE LANDSCAPE ARCHITECT ASSUMES NO RESPONSIBILITY WHATSOEVER FOR ACCURACY OF BASE INFORMATION SUPPLIED BY OTHERS. BASE INFORMATION SUPPLIED BY RUSBOURNE DESIGN.

THE SOLE TERMS OF THE LANDSCAPE ARCHITECT'S SCOPE OF WORK AND PROFESSIONAL RESPONSIBILITIES ARE DEFINED ON THE LANDSCAPE SCHEDULES SUBMITTED FOR THIS PROJECT.

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GRAVEL MULCH OVER LANDSCAPE FILTER FABRIC



4-Dec. 6/16 Site plan & architecture update

3-Nov. 24/16 Revised existing trees & corner out planting at lane

2-Feb. 15/16 City comments/ site plan changes

1-Dec. 21/15 Added parking stall-lot 3

REVISIONS

LANDSCAPE ARCHITECT

RORY DAFOE
LANDSCAPE ARCHITECTURE
11278 Esham Street
Maple Ridge
British Columbia
Canada
V2X 1Y3
Office & Mobile: (604) 460 9506
rory.dafoe@shaw.ca

PROJECT PROPOSED 3 LOT SUBDIVISION

12257 227TH STREET

MAPLE RIDGE, BC

SHEET TITLE

LANDSCAPE PLAN & STREET TREE PLAN

DATE February 17, 2015

DRAWN R.D.

CHECKED R.D.

SCALE: 1/8" = 1'

SHEET NUMBER

L-1
Rev. #4 - Dec. 6/16

City of Maple Ridge

TO: Her Worship Mayor Nicole Read
and Members of Council
FROM: Chief Administrative Officer
SUBJECT: **Intensive Residential Development Permit
12257 227 Street**

MEETING DATE: February 20, 2017
FILE NO: 2011-137-DP
MEETING: CoW

EXECUTIVE SUMMARY:

An Intensive Residential Development Permit application has been received for the subject property, located at 12257 227 Street, for three R-3 (Special Amenity Residential District) zoned lots. The site is located within the Town Centre Area Plan and has a land use designation of *Single Family Residential*. The Intensive Residential Development Permit provides a greater emphasis on high standards in aesthetics and quality of the built environment, with the intent to provide an environment that is safe, attractive, people-friendly and environmentally responsive.

Council will be considering final reading for rezoning application 2011-137-RZ on February 28, 2017.

It is recommended that Intensive Residential Development Permit 2011-137-DP be approved.

RECOMMENDATION:

That the Corporate Officer be authorized to sign and seal 2011-137-DP respecting the property located at 12257 227 Street.

DISCUSSION:

a) Background Context:

Applicant: D. Matharu
Legal Description: Lot 224, Section 20, Township 12, NWD Plan 42134

OCP:

Existing: Single-Family Residential
Proposed: Single-Family Residential

Zoning:

Existing: RS-1 (One Family Urban Residential)
Proposed: R-3 (Special Amenity Residential District)

Surrounding Uses:

North:	Use:	Single Family Dwelling
	Zone:	RS-1 (One Family Urban Residential)
	Designation:	Single Family Residential
South:	Use:	Single Family Dwelling
	Zone:	RS-1 (One Family Urban Residential)
	Designation:	Single Family Residential

East:	Use:	Single Family Dwelling
	Zone:	RS-1 (One Family Urban Residential)
	Designation:	Ground-Oriented Multi-Family
West:	Use:	Single Family Dwelling
	Zone:	RS-1 (One Family Urban Residential)
	Designation:	Single Family Residential
Existing Use of Property:		Single Family Dwelling
Proposed Use of Property:		Single Family Dwelling
Site Area:		947 m ² (10,193 ft ²)
Access:		122 Avenue and 227 Street
Servicing requirement:		Full Urban Servicing
Companion Applications:		2011-137-RZ/SD/DVP

b) Project Description:

The subject property, located at 12257 227 Street, is within the Town Centre Area Plan, is relatively flat, and is bounded by single family residential properties to the north, west, east and south (see Appendices A and B). This Intensive Residential Development Permit application is accompanied by a Rezoning, Subdivision, and Development Variance Permit application. The applicant is proposing to rezone to subject property from RS-1 (One Family Urban Residential) to R-3 (Special Amenity Residential District), to permit the subdivision of three R-3 (Special Amenity Residential District) zoned lots, not less than 256 m² (2,755 ft²) (see Appendix C).

c) Planning Analysis:

An Intensive Residential Development Permit is required for all new Intensive Residential developments with R-3 (Special Amenity Residential District) zoning. Section 8.8 Intensive Residential Development Permit Area Guidelines of the Official Community Plan (OCP) aims to provide a greater emphasis on high standards in aesthetics, with the intent to provide an environment that is safe, attractive, people-friendly and environmentally responsive. The key guidelines for the development permit area are as follows:

1. *Neighbourhood cohesiveness and connectivity should be maintained through the design of varied yet compatible buildings, in materials used and in architectural styles, in landscapes and in recreational areas, and by facilitating a range of transportation choices.*

The proposed subdivision layout will enhance connectivity through the construction of a lane to the rear of the three new lots. The three single-family homes have been designed to have three unique front elevations while maintaining a compatible building design in terms of materials used and architectural styles. Differing front elevations in number of gables and size, number and location of windows provide the varied look (see Appendix D).

2. *A vibrant street presence is to be maintained through a variety of housing styles, by maintaining street parking and by directing garage structures and off-street parking to the rear of a property accessible by a lane.*

The three lots are designed with off-street parking to the rear of the properties, accessible by a lane. Two of the houses have two-car garages with the third house having a single-car garage and parking pad.

d) Requested Variances

A Development Variance Permit accompanies this Intensive Residential Development Permit for the following variances:

1. Reduce 227 Street arterial road width from 26m (85.3 ft.) down to 20.5m (67.3 ft.);
2. Reduce 122 Avenue local road width from 18m (59.1 ft.) down to 15m (49.2 ft.);
3. Reduce the road allowance for the lane west of 227 Street from 7.5m (24.6 ft.) down to 6m (19.7 ft.);
4. Reduce the constructed lane width from 6m (19.7 ft.) down to 5.9m (19.4 ft.);
5. Reduce the driveway access within 7.5m (24.6 ft.) of point of intersection of an exterior side lot line with a rear lot line, down to 2.6m (8.5 ft.); and
6. Reduce the height requirement of a landscape screen around an un-concealed Off-Street Parking Use from a minimum of 1m (3.3 ft.) to 1m (3.3 ft.) or less.

The requested variances are the subject of a separate report to Council under application 2011-137-DVP.

CONCLUSION:

This proposal conforms to the Official Community Plan for the Town Centre Area, the Intensive Residential Development Permit Guidelines, and the neighbourhood's existing lot and road pattern. It is therefore recommended that the Corporate Officer be authorized to sign and seal Intensive Residential Development Permit 2011-137-DP respecting the property located at 12257 227 Street.

"Original signed by Michelle Baski"

Prepared by: Michelle Baski, ASCT, MA
Planner 1

"Original signed by Christine Carter"

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

"Original signed by Frank Quinn"

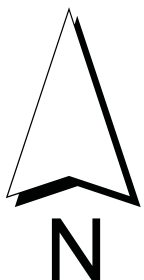
Approved by: Frank Quinn, MBA, P.Eng.
GM: Public Works & Development Services

"Original signed by E.C. Swabey"

Concurrence: E.C. Swabey
Chief Administrative Officer

The following appendices are attached hereto:

- Appendix A – Subject Map
- Appendix B – Ortho Map
- Appendix C – Proposed Subdivision Plan
- Appendix D – Proposed Elevations and Landscaping Plan



Scale: 1:2,000

Legend

- Canal Edge
- Ditch Centreline
- Edge of River
- Edge of Marsh
- Edge of Flooded Area
- Indefinite Creek
- River Centreline
- Canal
- Marsh
- River
- Major Rivers & Lakes

12257-227 St
2011 Image

PLANNING DEPARTMENT



MAPLE RIDGE

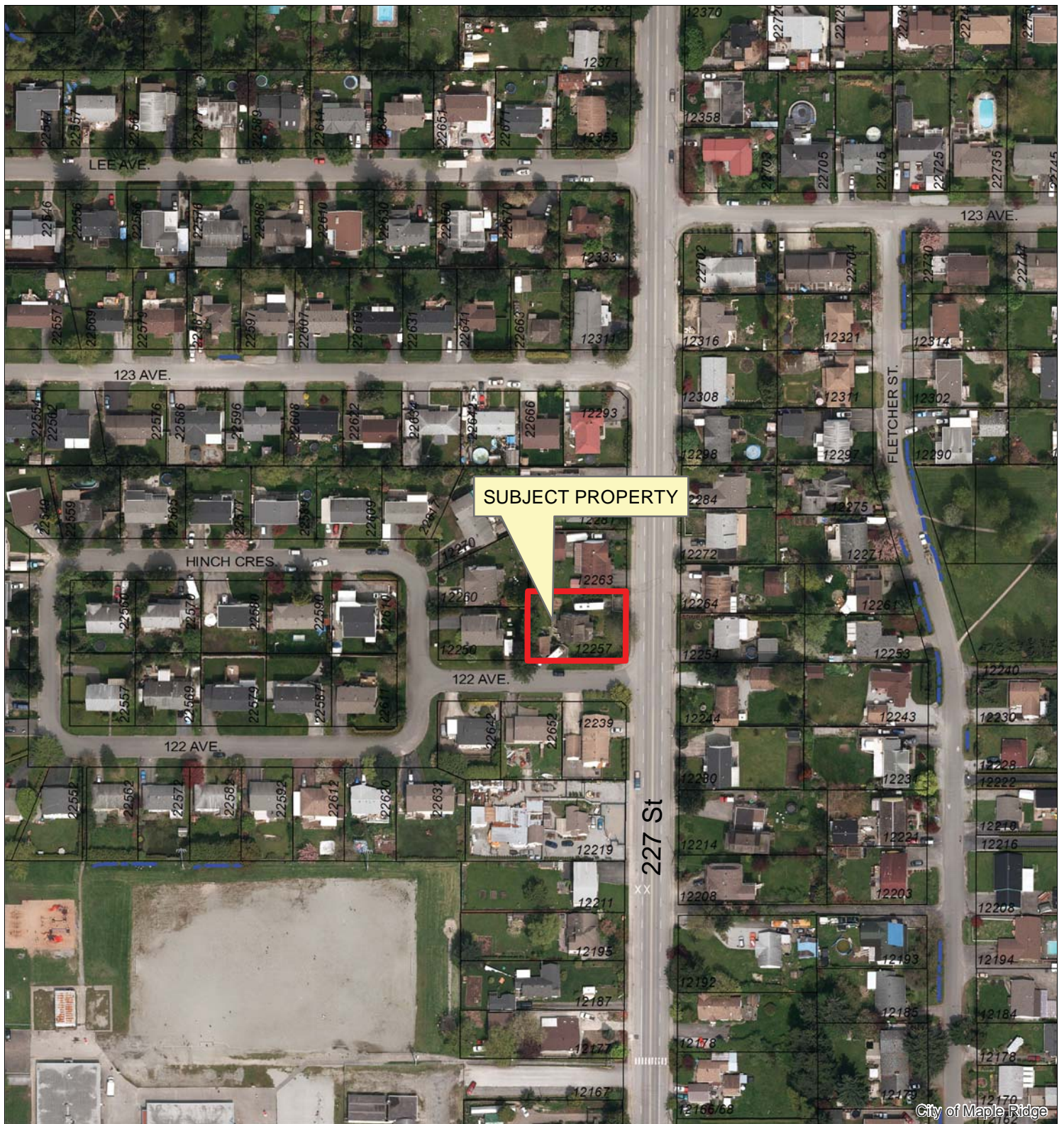
British Columbia

mapleridge.ca

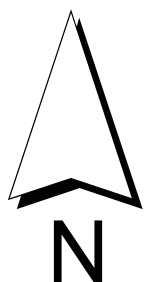
2011-137-RZ

DATE: Sep 16, 2015

BY: JV



City of Maple Ridge



Scale: 1:2,000

Legend

- Canal Edge
- Ditch Centreline
- Edge of River
- Edge of Marsh
- Edge of Flooded Area
- Indefinite Creek
- River Centreline
- Canal
- Marsh
- River
- Major Rivers & Lakes

12257-227 St
2011 Image

PLANNING DEPARTMENT



MAPLE RIDGE

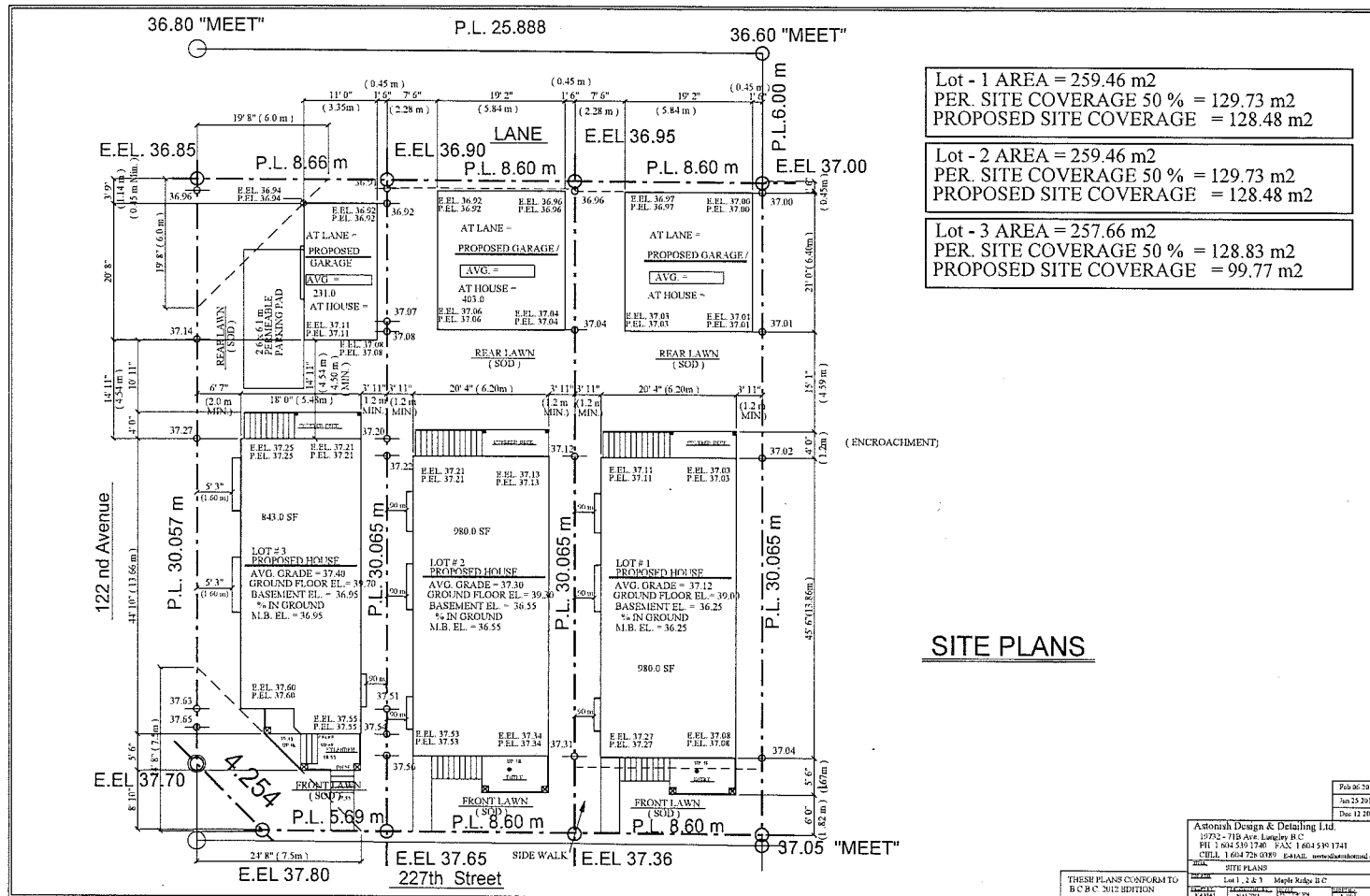
British Columbia

mapleridge.ca

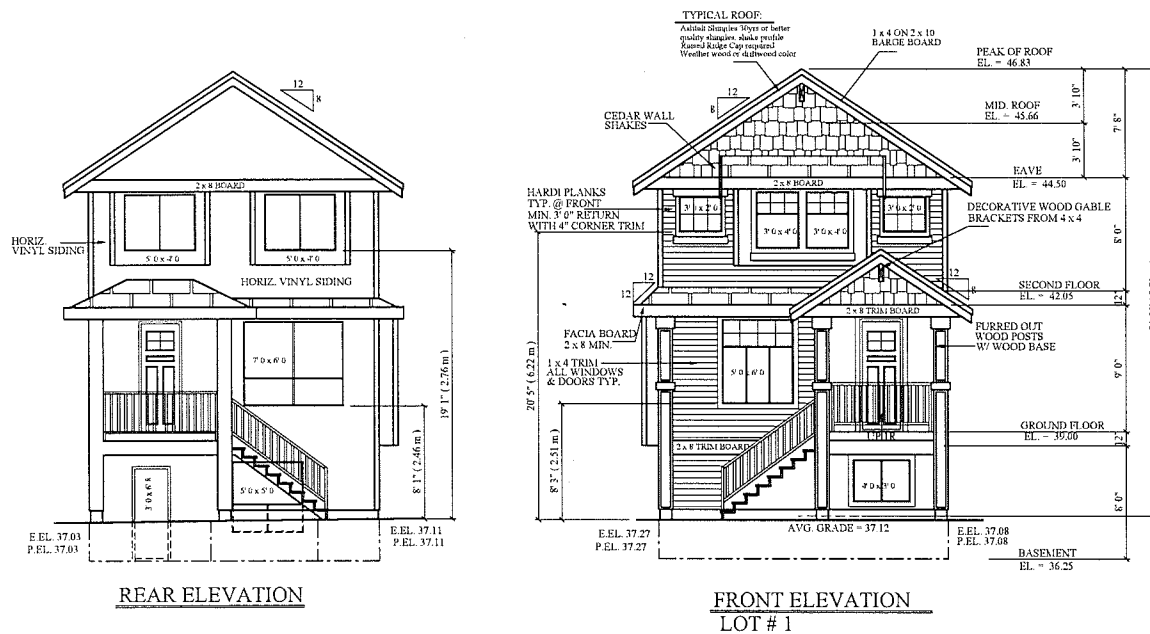
2011-137-RZ
DATE: Sep 16, 2015

BY: JV

APPENDIX C



APPENDIX D



Feb 06 2017

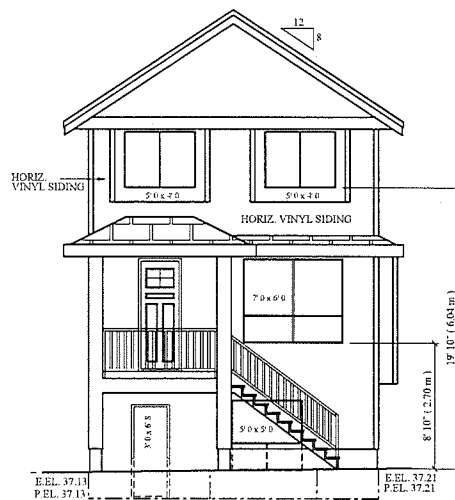
Jan 25 2017

Nov 21 2016

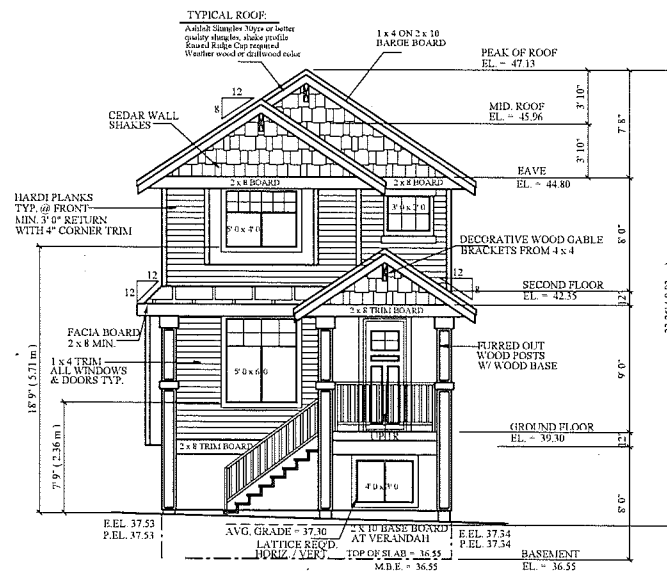
Lot 1 - Elevations, MAPLE RIDGE B.C.

Astonish Design & Detailing Ltd.
19732 - 71B Ave. Langley B.C.
CELL: 1 604 728 0389
email: navtejdh@hotmail.com

SHEET NO.	REV.
A-007	



REAR ELEVATION



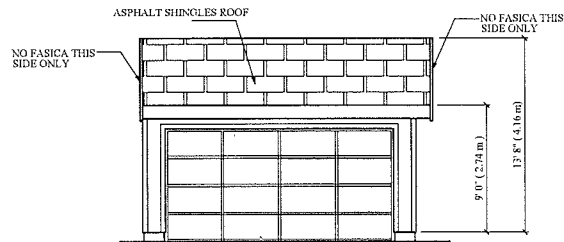
FRONT ELEVATION
LOT # 2

Feb 06 2017
Jan 25 2017
Nov 21 2016

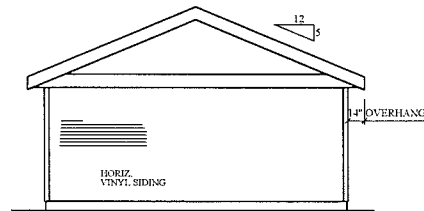
Lot 2 - Elevations, MAPLE RIDGE B.C.

Astonish Design & Detailing Ltd.
19732 - 71B Ave. Langley B.C.
CELL: 1 604 728 0389
email: navtejdhot@hotmail.com

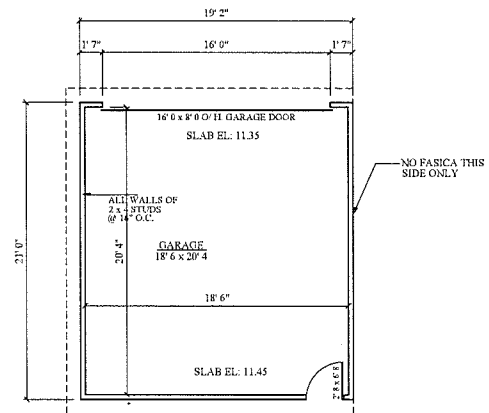
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A-005



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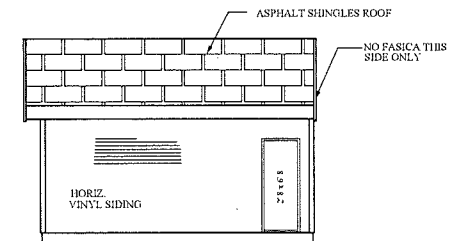


LEFT SIDE ELEVATION

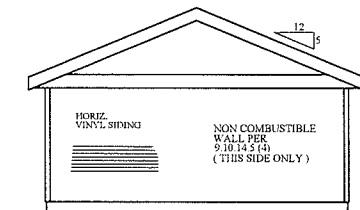


GARAGE PLAN AREA = 402.0 S.F.
(9'0 HIGH CEILING)

NOTE:
COLOURS, FINISHES &
MATERIALS TO MATCH HOUSE



FRONT ELEVATION



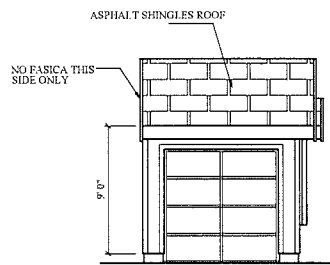
RIGHT SIDE ELEVATION

Feb 06 2017
Jan 25 2017
Dec 01 2016

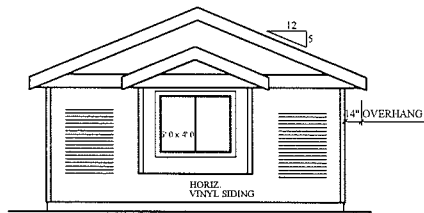
GARAGE PLAN LOT 1 & 2, MAPLE RIDGE B.C.

Astonish Design & Detailing Ltd.
19732 - 71B Ave. Langley B.C.
CELL: 1 604 728 0389
email: navtejshot@hotmail.com

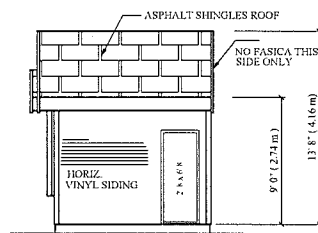
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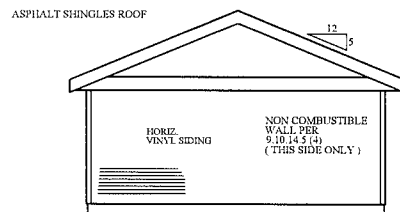
REAR ELEVATION



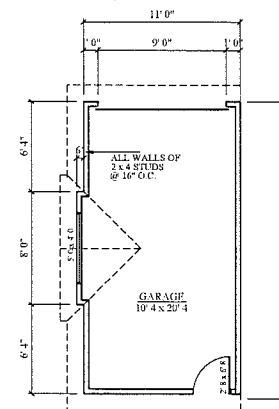
LEFT SIDE ELEVATION



FRONT ELEVATION



RIGHT SIDE ELEVATION



GARAGE PLAN

(9' 0" HIGH CEILING)

AREA = 399.0 S.F.

NOTE:
COLOURS, FINISHES &
MATERIALS TO MATCH HOUSE

Feb 06 2017

Jan 25 2017

Dec 01 2016

GARAGE PLAN LOT 3, MAPLE RIDGE B.C.

Astonish Design & Detailing Ltd.

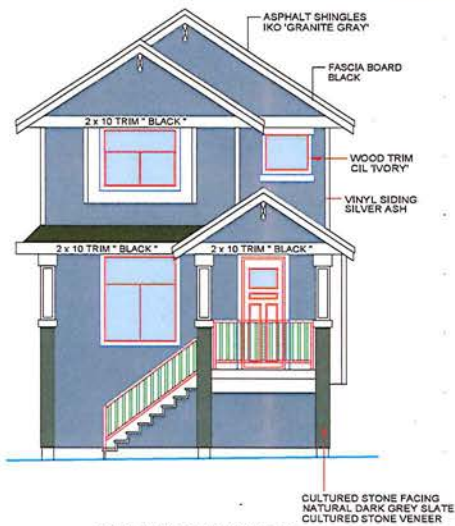
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CELL: 1 604 728 0389

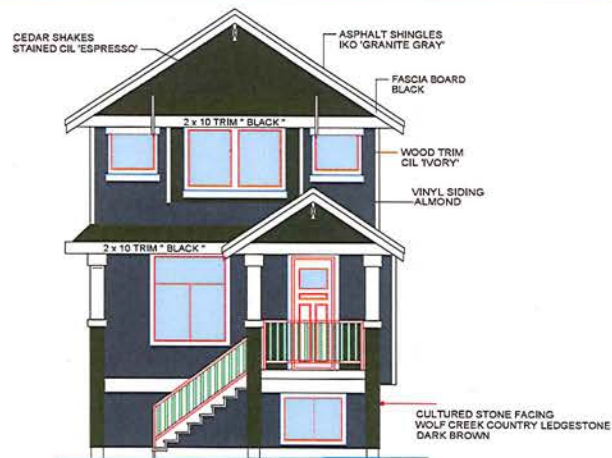
email: navtejdhhot@hotmail.com

SHEET NO. A-009





FRONT ELEVATION
LOT # 1



FRONT ELEVATION
LOT # 2



FRONT ELEVATION
LOT # 3










LOT 1 THRU 3 - COLOUR SCHEME MAPLE RIDGE B.C.

Nov 21 2016

Astonish Design & Detailing Ltd.
19732 - 71B Ave. Langley B.C.
CELL: 1 604 728 0389
email: navtejdhot@hotmail.com

SHEET NO. A-010

PLANT LIST

SYMBOL	QUANTITY	BOTANICAL NAME	COMMON NAME	SIZE	SPACING
	6	<i>Cercidiphyllum japonica</i>	Katsura Tree	6cm cal., min. 2.0m standard, B&B	
	3	<i>Picea omorika</i>	Serbian Spruce	min. 2.0m ht, B&B	
SHRUBS					
	9	<i>Azalea 'Hino White'</i>	Hino White Azalea	#2 Cont.	
	15	<i>Leucothoe fontanesiana 'Rainbow'</i>	Rainbow Leucothoe	#2 Cont.	
	24	<i>Prunus L 'Otto Luyken'</i>	Otto Luyken Laurel	#2 Cont.	
	17	<i>Thuja occidentalis 'Smaragd'</i>	Smaragd Cedar	1.2m ht.	0.75m O.C.
GROUNDCOVERS AND PERENNIALS					
	62	<i>Erica carnea 'Springwood White'</i>	Springwood White Heather	#1 Cont.	0.60m O.C.
	14	<i>Helictotrichon sempervirens</i>	Blue Oat Grass	#1 Cont.	0.60m O.C.
	37	<i>Hemerocallis 'Stella D'Oro'</i>	Stella D'Oro Daylily	#1 Cont.	0.60m O.C.

OFF-SITE STREET TREE NOTES

-Final locations, species and installation of Street Trees to be to the satisfaction of the City of Maple Ridge.

Contact the Landscape Planning Technician at 604-467-7499 for a review of staked street tree locations prior to planting.

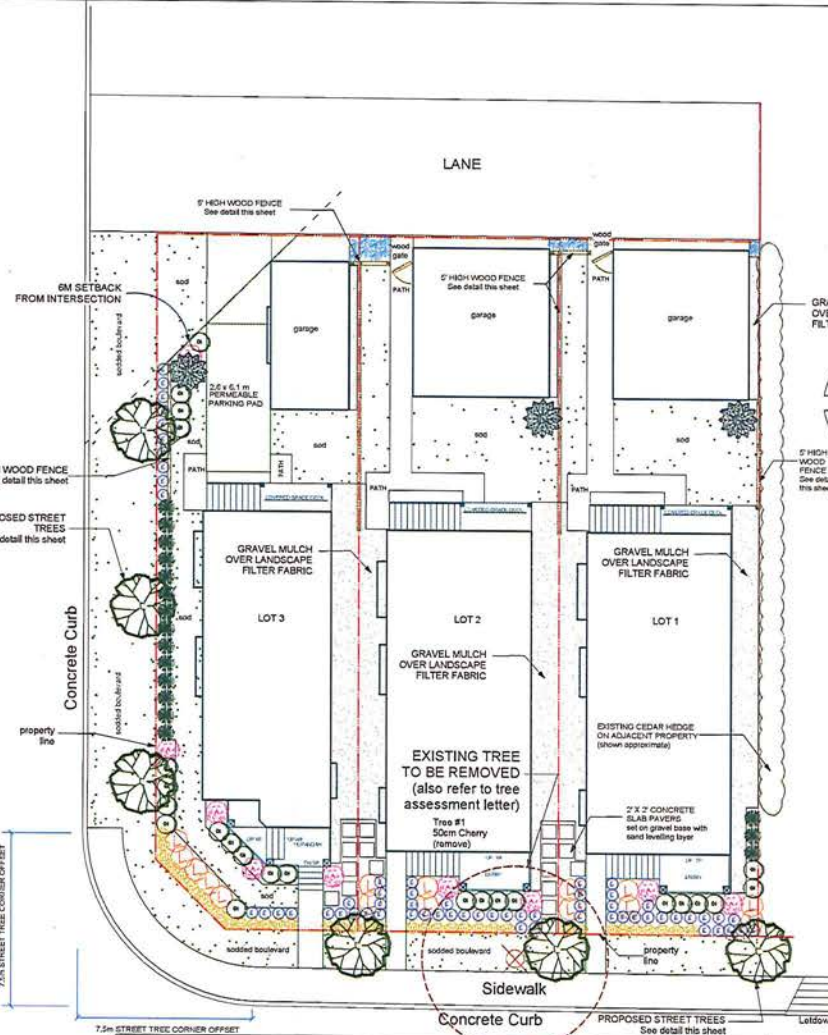
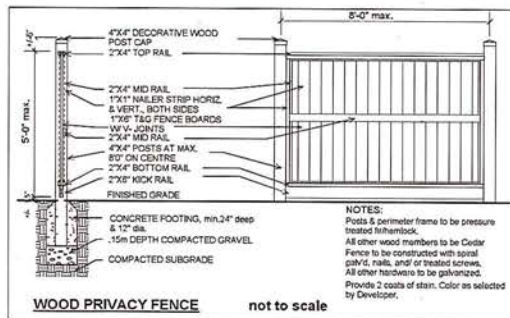
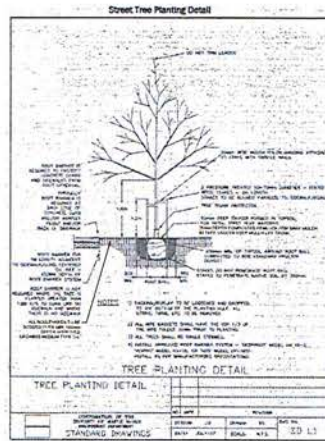
Refer to street tree planting detail on this sheet.

MINIMUM STREET TREE PLANTING CLEARANCES

Trees should be planted a minimum distance of:

- 6.0 metres from lamp standards
- 3.0 metres from utility poles
- 2.0 metres from sidewalk crossings, catch basins, hydrants
- 1.2 metres from valve box, services, manholes
- 1.5 metres from sewer services
- 7.5 metres from street corners
- 2.0 metres from building for columnar trees
- 3.0 - 5.0 metres from building for spreading trees

Trees may be placed above a utility provided the utility has a minimum 0.9m cover.



NOTES:

LANDSCAPE PLANS FORM AN INTEGRAL PART OF THE DEVELOPMENT AND BUILDING PERMITS AND MUST BE ADHERED TO FOR RELEASE OF THE LANDSCAPING LETTER OF CREDIT.

RORY DAFOR LANDSCAPE ARCHITECT ASSUMES NO RESPONSIBILITY WHATSOEVER FOR ACCURACY OF BASE INFORMATION SUPPLIED BY OTHERS. BASE INFORMATION SUPPLIED BY BUILDING DESIGN.

THE SOLE TERMS OF THE LANDSCAPE ARCHITECT'S SCHEME OF WORK AND PROFESSIONAL RESPONSIBILITIES ARE DEFINED ON THE LANDSCAPE SCHEDULES SUBMITTED FOR THIS PROJECT.

ALL DESIGNS & DRAWINGS (PAPER & DIGITAL COPIES) ARE COPYRIGHT & REMAIN THE PROPERTY OF RORY DAFOR LANDSCAPE ARCHITECT AND ARE NOT TO BE REPRODUCED, REVISED OR COPIED WITHOUT PRIOR CONSENT.

- 4-Dec. 6/16 Site plan & architecture update
- 3-Nov. 24/16 Revised existing trees & corner cut planting at lane
- 2-Feb. 15/16 City comments/ site plan changes
- 1-Dec. 21/15 Added parking stall- lot 3
- REVISIONS**

LANDSCAPE ARCHITECT:
RORY DAFOR
11278 Etham Street
Maple Ridge
British Columbia
Canada
V2X 1P3
Office & Mobile: (604) 460-0506

PROJECT
PROPOSED 3 LOT SUBDIVISION.
12257 227TH STREET
MAPLE RIDGE, BC
SHEET TITLE
LANDSCAPE PLAN
& STREET TREE PLAN

DATE February 17, 2015
DRAWN R.D.
CHECKED R.D.
SCALE: 1/8" = 1'0"

SHEET NUMBER
L-1
Rev. #4 - Dec. 6/16

NOTES:

ALL WORK & MATERIALS TO CONFORM TO THE LATEST EDITION OF THE BC LANDSCAPE STANDARD AND IN ACCORDANCE WITH THE CITY OF MAPLE RIDGE STANDARDS, UNLESS OTHERWISE NOTED.

IN THE EVENT OF A DISCREPANCY BETWEEN THE B.C. LANDSCAPE STANDARD AND CITY OF MAPLE RIDGE STANDARDS, CITY OF MAPLE STANDARDS SHALL TAKE PRECEDENCE.

PROVIDE FERTILITY & PARTICLE SIZE ANALYSIS TEST FOR GROWING MEDIUM PRIOR TO STARTING WORK. GROWING MEDIUM TO BE WEED FREE AND COMPOSTED, CONFORMING TO BONTA STANDARD FOR 'LEVEL 2 SOILS'.

PROVIDE TOPSOIL DEPTHS AS FOLLOWS:

TREES-Min. 2' IN ALL DIRECTIONS FROM ROOT BALLS. Min. 1 m³ PER TREE.

SEE MAPLE RIDGE STREET TREE PLANTING DETAIL FOR BOULEVARD STREET TREE INSTALLATION.

SHRUB & GROUNDCOVER BEDS:16" DEPTH CONTINUOUS.

LAWN AREAS-Min. 4" DEPTH CONTINUOUS.

PROVIDE 5CM DEPTH (2") COMPOSTED BARK MULCH IN ALL PLANTING BEDS.

ONE YEAR PLANT WARRANTY SITE REVIEW WILL BE CONDUCTED

ALL PLANT MATERIAL TO COME FROM A CERTIFIED DISEASE-FREE NURSERY. PROVIDE CERTIFICATION UPON REQUEST.

City of Maple Ridge

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

MEETING DATE: February 20, 2017
FILE NO: 2013-085-DVP
MEETING: CoW

**SUBJECT: Development Variance Permit
23154 136 Avenue**

EXECUTIVE SUMMARY:

Development Variance Permit application 2013-085-DVP has been received in conjunction with a rezoning and subdivision application to create 31 single family lots no less than 315 m² in area. The requested variances are to:

- reduce the road right-of-way from 13 m (42.7 ft) to 12 m (39.4 ft) for 135 A Avenue and 231 Street;
- reduce the front yard setback for lot 27 from 5.5 m (18 ft) to 0.7 m (2.3 ft); and
- reduce the rear setback for lots 9-14 and 23 from 8 m (26.2 ft) to 6 m (19.7 ft).

Council will be considering final reading for rezoning application 2013-085-RZ on February 28, 2017. It is recommended that Development Variance Permit 2013-085-DVP be approved.

RECOMMENDATION:

That the Corporate Officer be authorized to sign and seal 2013-085-DVP respecting property located at 23154 136 Avenue.

DISCUSSION:

a) Background Context

Applicant: Aplin & Martin Consultants

Legal Description: Lot 2, Section 29, Township 12, NWD Plan LMP9042

OCP:

Existing: Eco-Clusters, Conservation

Proposed: Eco-Clusters, Conservation

Zoning:

Existing: RS-3 (One Family Rural Residential)

Proposed: R-2 (Urban Residential District)

Surrounding Uses:

North: Use: Single Family Residential

Zone: RS-3 (One Family Rural Residential)

Designation: Eco-Clusters, Conservation, Low/Medium Density

South: Use: Agricultural, South Alouette River Campus

Zone: RS-3 (One Family Rural Residential), P-1 (Park and School)

Designation: Agricultural, Conservation

East:	Use:	Single Family Residential
	Zone	RS-3 (One Family Rural Residential)
	Designation:	Eco-Clusters, Conservation, Open Space
	Use:	Single Family Residential, Park
	Zone:	R-1 (Residential District), R-3 (Special Amenity Residential District), RS-3 (One Family Rural Residential), R-2 (Urban Residential District)
West:	Designation:	Eco-Clusters, Conservation
Existing Use of Property:		Single Family Residential, Agricultural
Proposed Use of Property:		Single Family Residential, Park
Site Area:		3.51 hectares (8.66 acres)
Access:		Current access from 132 Avenue
		Proposed access from Nelson Peak Drive and 134 Loop
Servicing:		Urban Standard
Companion Applications:		2013-085-SD, 2013-085-DP, 2015-122-DP

b) Project Description:

The subject property located at 23154 136 Avenue is 3.51 hectares (8.66 acres) in area. The applicant is proposing to rezone a portion of the property from RS-3 (One Family Rural Residential) to R-2 (Urban Residential District) to permit a subdivision of 27 single family lots. In the first phase of the development the existing house will remain on Lot 27 but is intended to be further subdivided into 5 lots when the house is removed. The remainder of the property will be dedicated as Park for protection of the watercourses, riparian habitat and environmentally sensitive areas.

A multi-purpose/horse trail will continue across this property as an extension of the trail constructed across the new developments to the west (Nelson Peak, Hampstead, and the adjacent property). The trail will head north up through the panhandle to the south shoulder of 136 Street.

c) Variance Analysis:

The Zoning Bylaw establishes general minimum and maximum regulations for single family development. A Development Variance Permit allows Council some flexibility in the approval process. The requested variances and rationale for support are described below (see Appendix C):

1. *Subdivision and Development Services Bylaw No. 4800-1993, Schedule A – Services and Utilities:* To reduce the road right-of-way from 13 m (42.7 ft) to 12 m (39.4 ft) for 135A Avenue and 231 Street.

The proposed servicing design has been reviewed by the Engineering Department. This variance is supportable as the portions of road with a reduced road right-of-way are adjacent to park land, and the parkland will accommodate the boulevard and street tree on one side of the road (see Appendix C). Additionally, all required servicing is provided in the reduced right-of-way. Parking will be provided along the residential side of the street.

2. *Maple Ridge Zoning Bylaw No. 3510 -1985, Part 6 RESIDENTIAL ZONES, Section 601B, D. 2.* To reduce the front yard setback for lot 27 from 5.5 m (18 ft) to 0.7 m (2.3 ft).

The existing home and accessory structures will be maintained on proposed lot 27. In the future, a subsequent subdivision may occur to create an additional five single family lots. This variance is required to maintain the existing detached garage structure, and is an interim variance until the

ultimate subdivision layout is achieved (see Appendix D). The future five lots will be required to be sited in accordance with the R-2 (Urban Residential District) zone.

3. *Maple Ridge Zoning Bylaw No. 3510 -1985, Part 6 RESIDENTIAL ZONES, Section 601B, D. 2.*
To reduce the rear yard setback from 8 m (26.2 ft) to 6 m (19.7 ft) for lots 9-14 and 23.

The lots for which a rear yard setback is being requested back on to a park space, which will reduce the interface issue with adjacent properties. The proposed variance will still ensure an adequate and useable back yard space (see Appendix E).

d) Citizen Implications:

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

CONCLUSION:

The proposed variances are supported due to the adjacent parkland, which reduces the impact on adjacent properties and maintains the same level of functionality for on-street parking, servicing, and back yards. Additionally, the front yard setback for proposed lot 27 will permit the existing garage to remain until future subdivision occurs. It is therefore recommended that this application be favourably considered and the Corporate Officer be authorized to sign and seal Development Variance Permit 2013-085-DVP.

“Original signed by Amelia Bowden”

**Prepared by: Amelia Bowden, M.Urb
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 E.C. Swabey”

**Concurrence: E.C. Swabey
Chief Administrative Officer**

The following appendices are attached hereto:

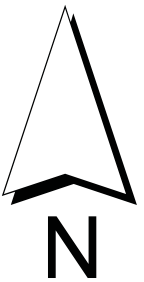
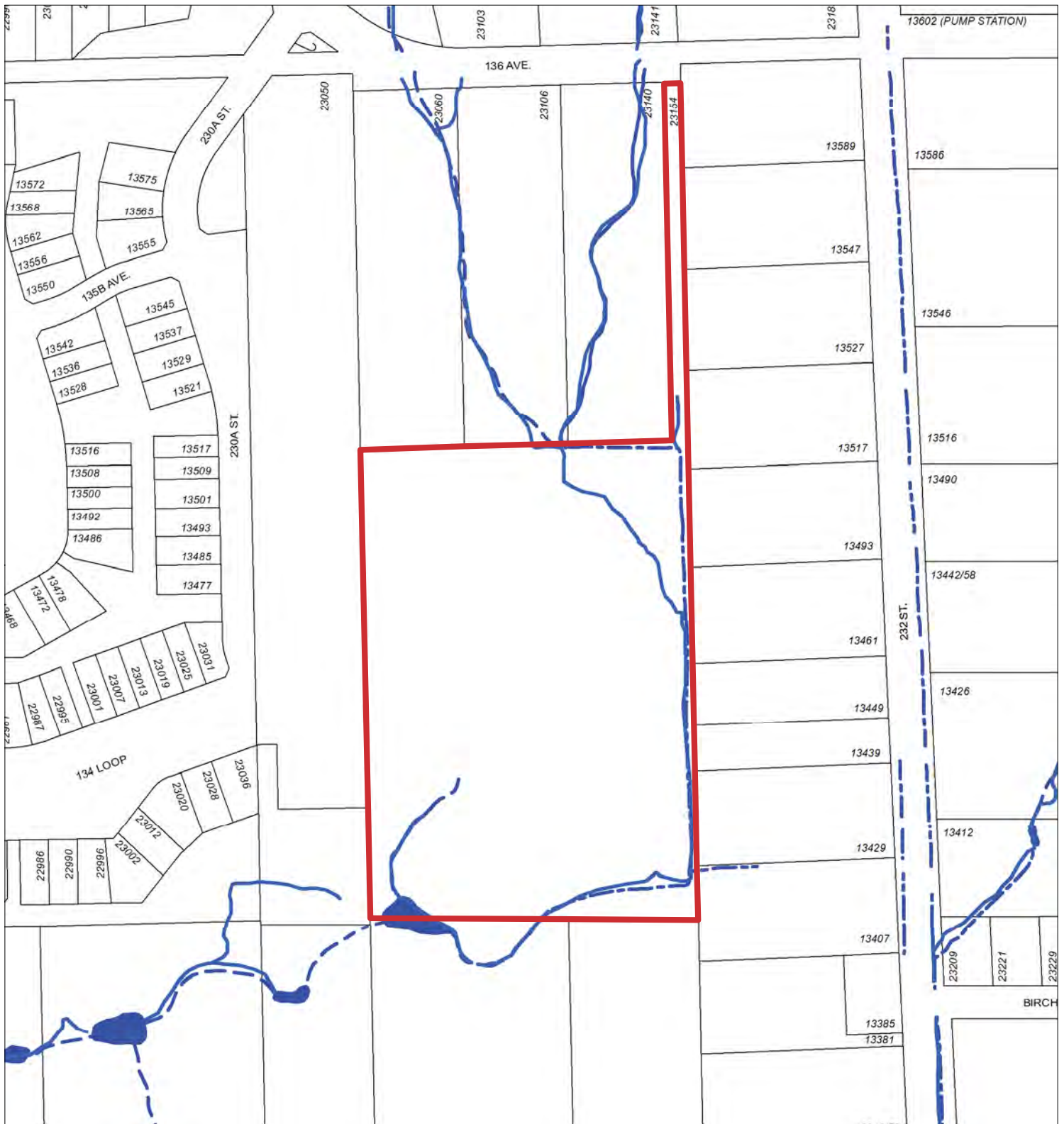
Appendix A – Subject Map

Appendix B – Ortho Map

Appendix C – Plan showing road variance






Appendix D – Plan showing front yard variance

Appendix E – Plan showing rear yard variance



Scale: 1:2,500

Legend

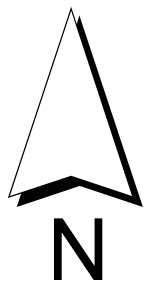
-  Stream
-  Ditch Centreline
-  Indefinite Creek
-  River Centreline
-  Lake or Reservoir

23154 136 AVENUE

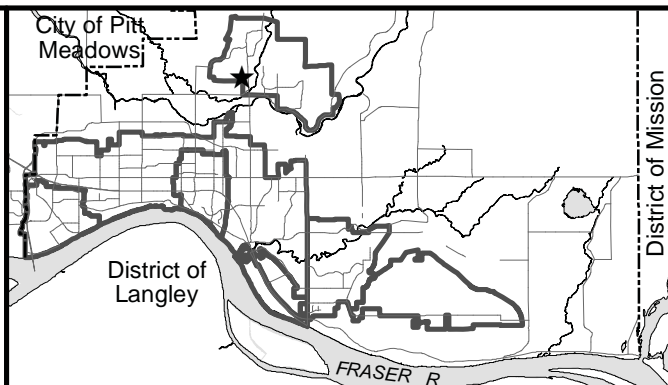


FILE: 2013-085-RZ
DATE: Mar 2, 2016

BY: PC



Scale: 1:3,000



23154 136 AVENUE

PLANNING DEPARTMENT



mapleridge.ca

FILE: 2013-085-VP

DATE: Feb 14, 2017

BY: PC

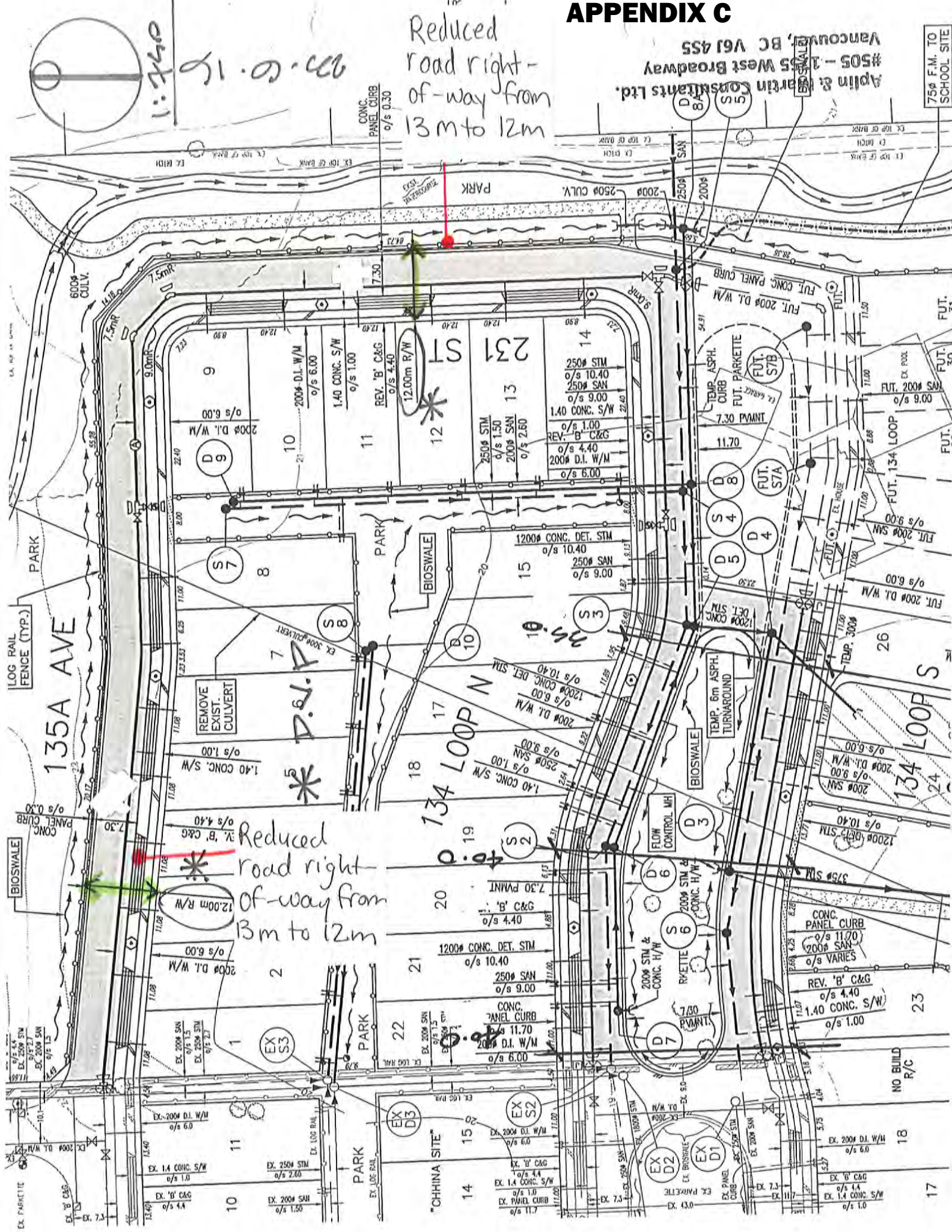
APPENDIX C

Applin & Martin Consultants Ltd.
#505 - 1755 West Broadway
Vancouver, BC V6J 4S5

750 F.M. TO
SCHOOL SITE

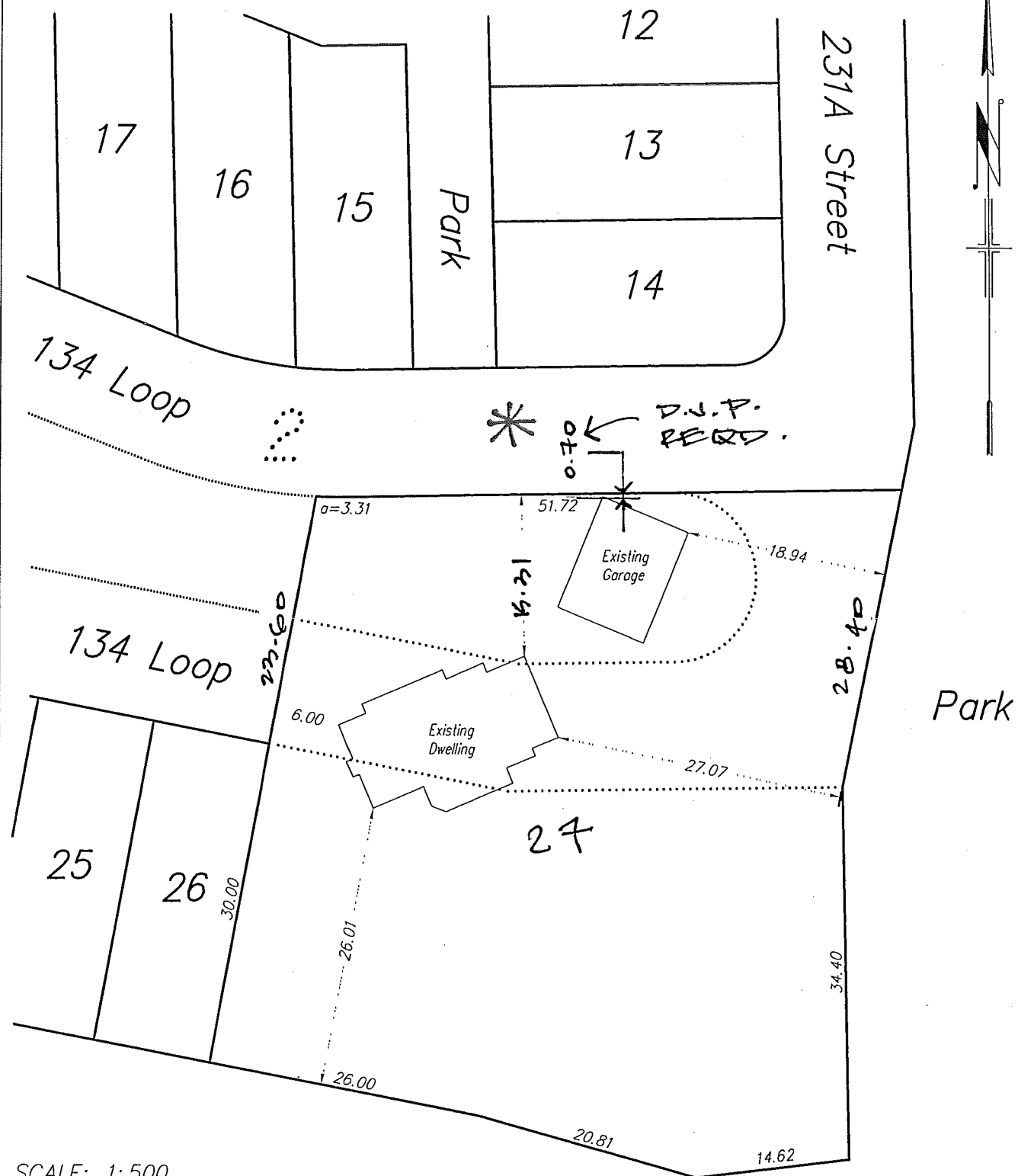
Reduced
road right-
of-way from
13 m to 12 m

1:740 51.0.00



SKETCH SHOWING EXISTING STRUCTURES

PROPOSED ROBINSON SUBDIVISION



SCALE: 1:500

PAPER SIZE: 11" x 8.5"

FILE: MR12-728ROBINSON SUB_REV2_HOUSE

Terra Pacific Land Surveying Ltd

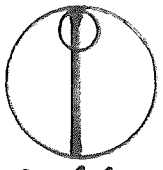
22371 St. Anne Avenue, Maple Ridge, BC

Tel: 604-463-2509

APPENDIX E

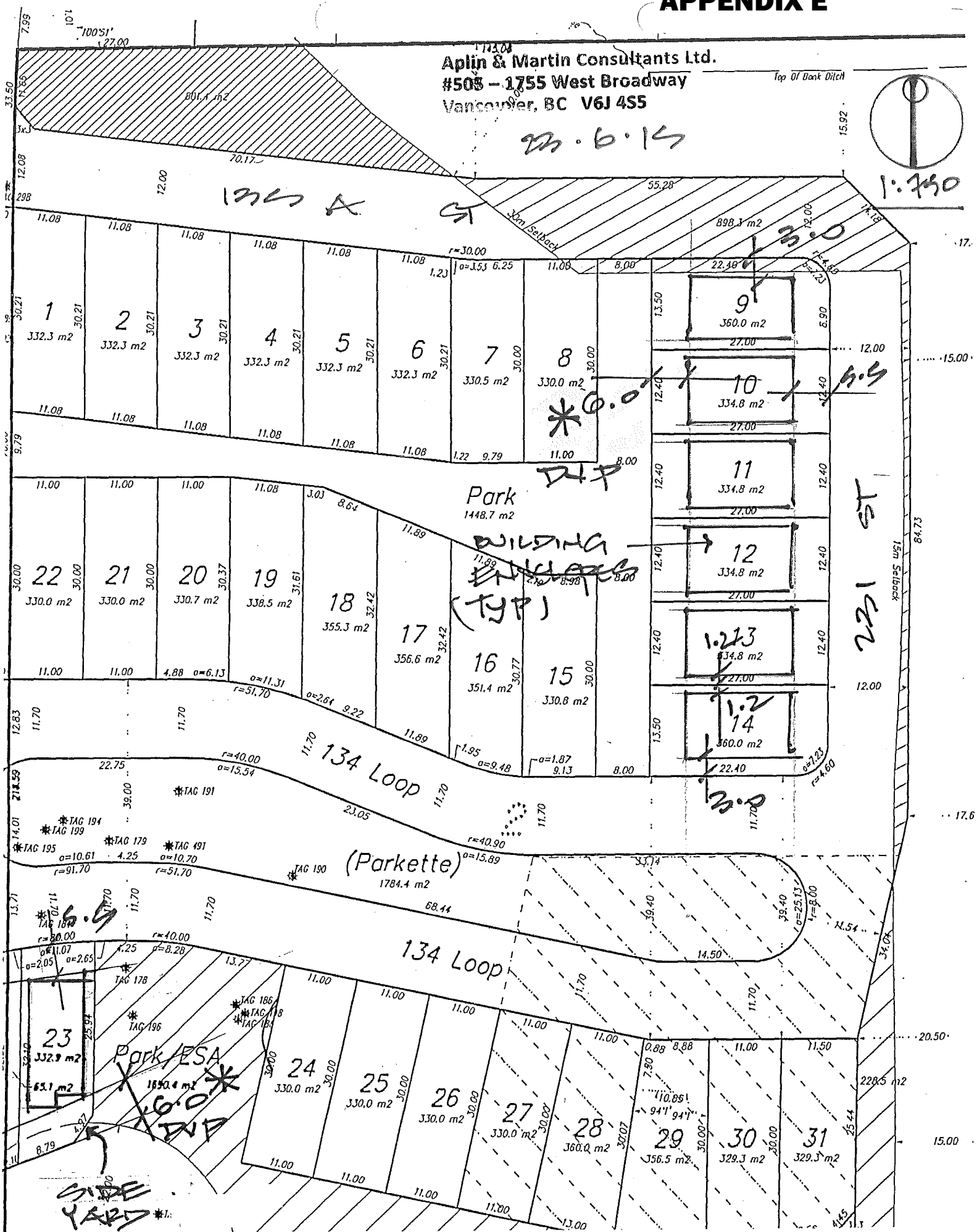
Aplin & Martin Consultants Ltd.
#508 - 1755 West Broadway
Vancouver, BC V6J 4S5

Top of Bank Ditch



23.6.15

1:750



City of Maple Ridge

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

MEETING DATE: February 20, 2017
FILE NO: 2015-260-DVP
MEETING: CoW

SUBJECT: Development Variance Permit
24211 113 Avenue

EXECUTIVE SUMMARY:

Development Variance Permit application 2015-260-SD has been received in conjunction with a subdivision application to permit the creation of seven single family lots. The requested variance is to reduce the carriage way width from 8.6 m (28 ft) to 6 m (19.7 ft) at two locations to ensure that neighbouring trees are not impacted by the proposed road. It is recommended that Development Variance Permit 2015-260-DVP be approved.

RECOMMENDATION:

That the Corporate Officer be authorized to sign and seal 2015-260-DVP respecting property located at 24211 113 Avenue.

DISCUSSION:

Applicant: WSP Group
Legal Description: Lot: 13, Section: 15, Township: 12, Plan: 50696

OCP:
Existing: Low Density Residential, Conservation
Zoning:
Existing: RS-1d (One Family Urban (Half Acre) Residential)

Surrounding Uses:

North:	Use:	Single Family Residential
	Zone:	RS-3 (One Family Rural Residential)
	Designation:	Agricultural
South:	Use:	Single Family Residential
	Zone:	RS-3 (One Family Rural Residential)
	Designation:	Low Density Residential, Conservation
East:	Use:	Single Family Residential, Conservation
	Zone:	RS-3 (One Family Rural Residential)
	Designation:	Low Density Residential, Conservation
West:	Use:	Single Family Residential
	Zone:	RS-3 (One Family Rural Residential), RS-1 (One Family Urban Residential)
	Designation:	Low Density Residential, Conservation

Existing Use of Property: Single Family Residential
Proposed Use of Property: Single Family Residential
Site Area: 0.53 ha (1.3 acres)
Access: 113 Avenue

Servicing requirement: Urban Standard
Concurrent Applications: RZ/078/10, 2015-260-SD, DP/078/10

a) Project Description:

The subject property is located in the Albion Area Plan and is surrounded by single family residences to the north, east, and west; and is bordered by 113 Avenue to the south. The applicant proposes to subdivide the property into seven single family lots that will be accessed via a new local road. Environmentally sensitive land has been dedicated as park through the rezoning process.

The proposed subdivision design is comprised of a local cul-de-sac road along the eastern property line. Two thirds of the road right-of-way will be dedicated and constructed with the subject application, including the western boulevard and the full driving surface. The eastern boulevard would be expected to be dedicated and constructed through subsequent development of the property to the east.

The Engineering Department has reviewed the proposed servicing design, and has indicated that the proposed cul-de-sac road is ideally located to service future lots on both the west and east side, while protecting the riparian areas of two branches of Seigel Creek. Servicing connections for the proposed lots on the west side, as well as anticipated future lots on the east side will be installed by the current developer. This arrangement is preferred over a two road design, which may prove to be unfeasible due to the existing topography and watercourses located on both the subject property and the neighbouring property to the east.

Due to the difference in elevation between the two properties, a retaining wall along the east property line is required as part of the road design. Four existing trees have been identified on the neighbouring property to the east that have root zones that extend over the property line onto the subject property. The applicant's arborist identified that the retaining wall would have a negative impact on the neighbouring trees' root zones, and that the trees needed to be removed to proceed with road construction.

After approaching the adjacent property owner to discuss removal of the trees, the applicant has indicated to the Planning Department that they have been unable to obtain approval to remove the neighbouring trees. The applicant has therefore revised the road design to narrow the carriage way width where the root zones are located to ensure that no damage occurs to the trees.

b) Variance Analysis:

The Subdivision and Development Services Bylaw establishes general minimum and maximum regulations for single family development. A Development Variance Permit allows Council some flexibility in the approval process. The requested variance and rationale for support are described below:

1. *Subdivision and Development Services Bylaw No. 4800-1993, Schedule A – Services and Utilities:* To reduce the road carriage way for the proposed local road from 8.6 m (28 ft) to 6 m (19.7 ft) at two specific locations.

The Engineering Department has considered the road design revision and has noted that the reduced carriage way width will impact the availability of some, but not all on-street parking on the east side of the proposed road. The required services can still be accommodated within the proposed road right-of-way.

Should the neighbouring parcel to the east develop in the future, tree removal would be required and the full road carriage way and right-of-way width would be provided through development. The Engineering Department is in support of the proposed variance as it is an interim reduction in servicing standard, and impacts the availability of on-street parking only rather than the safety of the travel lanes. Lastly, the proposed road location is efficiently located from a design perspective to service lots on both rather than only one side.

The developer's arborist and the City Arborist have reviewed the revised road design and conclude that the increased distance between the retaining wall and tree root protection zones will be sufficient to ensure tree survival.

c) Citizen Implications:

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

CONCLUSION:

The proposed variance is supported to ensure neighbouring trees are protected through the development of the subject property. The proposed road is located in the most appropriate location to facilitate future development to the east. All necessary servicing requirements will be provided in the proposed road allowance, and it is anticipated that the full carriageway width will be achieved through future development. It is therefore recommended that this application be favourably considered and the Corporate Officer be authorized to sign and seal Development Variance Permit 2015-260-DVP.

"Original signed by Amelia Bowden"

Prepared by: Amelia Bowden, M.Urb
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 E.C. Swabey"

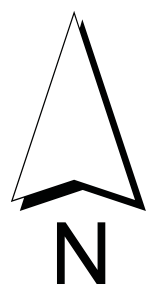
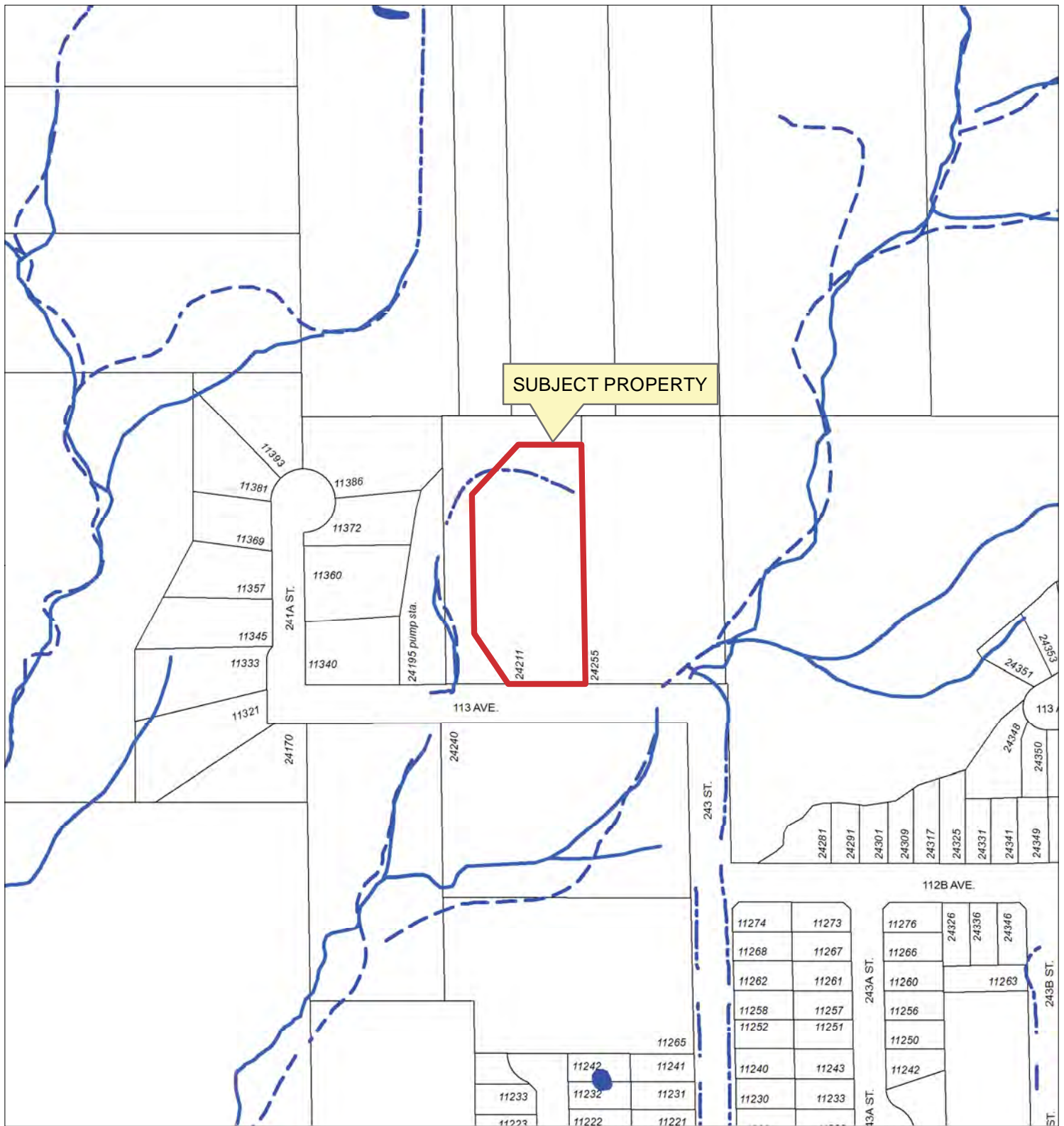
Concurrence: E.C. Swabey
Chief Administrative Officer

The following appendices are attached hereto:

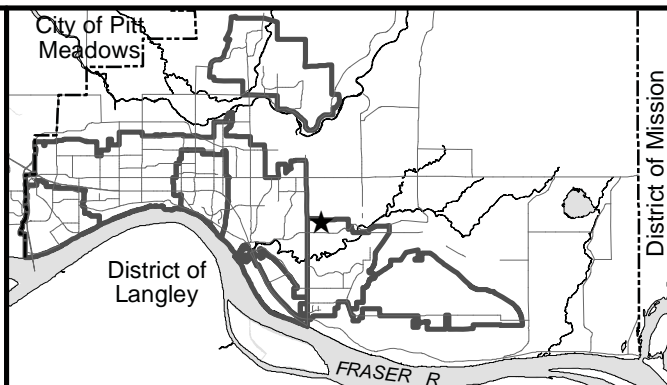
Appendix A – Subject Map

Appendix B – Ortho Map

Appendix C – Proposed Carriageway Variance



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24211 113 AVENUE

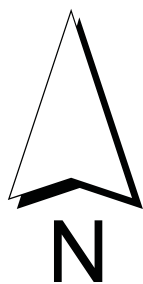
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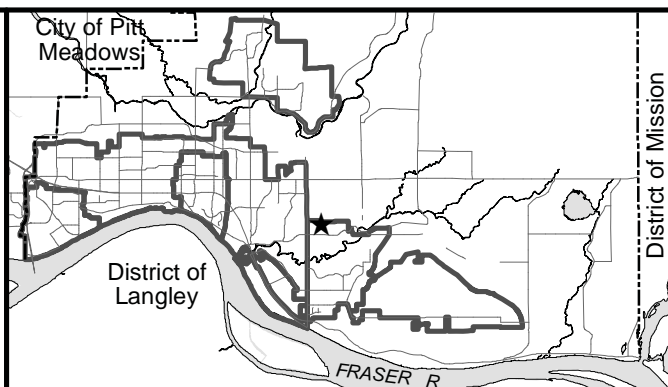
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DATE: Feb 14, 2017

BY: PC



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24211 113 AVENUE

PLANNING DEPARTMENT



MAPLE RIDGE

British Columbia

mapleridge.ca

FILE: 2015-260-VP

DATE: Feb 14, 2017

BY: PC



City of Maple Ridge

TO:	Her Worship Mayor Nicole Read and Members of Council	MEETING DATE:	February 20, 2017
		FILE NO:	2015-397-DVP 2015-397-DP
FROM:	Chief Administrative Officer	MEETING:	C of W
SUBJECT:	Development Variance Permit and Development Permit 20803 Lougheed Highway		

EXECUTIVE SUMMARY:

A new Development Permit is proposed for an A&W Restaurant, which will be located in the eastern portion of the subject site (Appendix A & B). Council issued Development Permit 2013-018-DP on July 23, 2013 for a two phase commercial development. Phase 1, consisting of an 895 m² Kal Tire automotive service building, is constructed on the west side of the subject property. Phase 2, on the east side of the property, is proposed to be changed by Development Permit Application 2015-097-DP, from a 599 m² retail building to an approximately 200 m² A&W Restaurant with drive through. The existing Service Commercial CS-1 Zone of the subject site accommodates restaurants.

The applicant is also seeking to apply Section 3.7 of the Off Street Parking and Loading Bylaw. This provision allows for shared parking at a reduced level if a parking study proves that two uses have their peak period of use occurring at different times of the day. Up to a quarter of the parking provided may be shared between two uses. This is not a variance, but a provision of general application. This circumstance rarely presents itself; therefore, it is not commonly employed at the development permit or building permit stages. The parking study concluded that peak parking times for the two uses on the site will occur at different times of the day. Acceptance by the Ministry of Transportation and Infrastructure is pending.

A Development Variance Permit has also been requested, to vary the setback to the front lot line (Lougheed Highway) for two components for a proposed arch feature associated with the A&W Restaurant. The base of the arch is to be varied from 9.0 metres to 6.56 metres and projection over the drive-through lane from 9.0 metres to 3.84 metres.

RECOMMENDATION:

That the Corporate Officer be authorized to sign and seal 2015-397-DVP respecting property located at 20803 Lougheed Highway; and

That the Corporate Officer be authorized to sign and seal 2015-397-DP respecting property located at 20803 Lougheed Highway

DISCUSSION:

a) Background Context:

Applicant:	Urban Design Group Architects Ltd. Paul Chiu
Owner:	N&T Properties Ltd.

Legal Description:	Lot "B" (P570E) District Lot 250 Group 1 NWD Plan 10414		
OCP:			
Existing:		Commercial	
Proposed:		Commercial	
Zoning:			
Existing:		CS-1 (Service Commercial)	
Proposed:		CS-1 (Service Commercial)	
Surrounding Uses			
North:	Use:	Park/McKenney Creek	
	Zone:	LUC (Land Use Contract) & P-1 (Park and School) Zone	
	Designation	Conservation	
South:	Use:	Retail Stores & Canada Post (former Canadian Tire)	
	Zone:	CD-3-88 & CS-1 (Service Commercial)	
	Designation:	Commercial	
East:	Use:	Restaurant	
	Zone:	CS-1 (Service Commercial)	
	Designation:	Commercial	
West:	Use:	Auto-related retail stores	
	Zone:	CS-1 (Service Commercial)	
	Designation:	Commercial	
Existing Use of Property (west side):	Auto Service-related (Kal Tire)		
Proposed Use of Property (east side):	Drive-through Restaurant (A&W Restaurant)		
Access:	Lougheed Highway (alternative access on 119 Avenue)		
Servicing:	Urban		

b) Project Description:

This application is to permit the construction of a second building having an area of about 200 sq. m. for an A&W Restaurant with a drive-through on the eastern part of the property at 20803 Lougheed Highway. The 895 sq. m. Kal Tire automotive service building was built a few years ago on the western part of the lot. The proposed A&W restaurant and the existing Kal Tire building have customer parking located in between the two buildings, with two shared access driveways. One of the shared driveways is off Lougheed Highway and the other is off 119 Avenue.

The design of the two buildings will have some common building materials (cultured brick-like stone) and fully integrated landscaping incorporated into the project. The A&W Restaurant will otherwise be the prototypical A&W building in terms of the architecture, corporate colours and branding. In addition, the A&W Restaurant and Kal-Tire share a similar orange corporate colour further tying together the building designs. The A&W Restaurant has 60 indoor and 6 outdoor seats for a total of 66 seats.

A parking lot with 56 parking spaces (including 8 service bays in the Kal Tire building as allowed in the Bylaw) will have access by one driveway from Lougheed Highway in the south and another one from 119 Avenue in the north.

The parking requirement for the two uses individually is calculated as follows:

Vehicle repair (1/20 sq. m.):	47 spaces (including 8 bays)
<u>Restaurant (1/4 seats, indoor and outdoor seats):</u>	<u>17 spaces</u>
Total:	64 spaces

The Off Street Parking and Loading Bylaw allows for shared parking where the maximum demand among uses on a property occurring at different periods of the day, provided this is supported by a parking study. Specifically, the applicant wishes to apply Section 3.7 Multiple Use Developments regulation from the Off Street Parking and Loading Bylaw to this project, which states:

Shared parking facilities of two or more Commercial, Educational, Assembly, Civic and Institutional establishments may be permitted when the maximum demand for such parking facilities by the individual establishments occurs at different periods of the day, and is supported by a parking study. The parking spaces so provided shall not be less than 75% of the total required by the individual uses.

If this provision is utilized, no parking variance would be required.

The Traffic and Parking Study supplied by the applicant has concluded at the bottom page 4 that:

It is anticipated the peak parking times for the two uses on the site will occur at different times of the day, allowing for shared use of the parking on the site.

The operation of the Kal Tire Store is from 7:30 AM to 5:30 PM Monday thru Saturday. As noted in the trip generation rates, the peak time for the Kal Tire store occurs between 4 PM and 5 PM, when clients are picking up their vehicles from service work performed during the day.

The A & W restaurant is anticipated to be in operation from 5:00 AM until 11 PM, with drive thru open 24 hours. The addition of the drive thru has an impact on the daily trip generation, and results in a reduction in the number of in store visits. As noted in the trip generation rates, the peak time for the restaurant occurs during the AM Peak Hour, between 8 AM and 9 AM, when a majority of the clients are using the drive thru for breakfast pick up.

The offsetting times for peak trip generation for the two uses on the site will correlate into offsetting times for peak parking demand. We therefore anticipate the minor reduction in the overall site parking will be mitigated by the offset in the peak time of day vehicle arrival and departure.

This Traffic and Parking Study satisfies the requirement that peak parking will occur at different times and share parking may be employed.

That said the Ministry of Transportation and Infrastructure (MOTI) has jurisdiction to consider parking and circulation in granting access approval for properties along this portion of the Lougheed Highway. The conclusion concerning shared parking in the Traffic and Parking Study has not yet been accepted by MOTI.

Council has these options:

- Council may issue this permit before MOTI responds. If MOTI does not permit shared parking to be applied, then the full number of parking spaces would be provided. This would be secured at the Building Permit Application stage. The accommodation of the increased parking would be done with the submission of revised plans through a development permit minor amendment process at the staff level. In such an instance, the parking layout and landscaping would change, without negatively impacting form and character of the project.
- Council may defer a decision until the Traffic and Parking Study is accepted by MOTI. If accepted, Council may consider issuing the permit with the shared parking. If not, the applicant could submit a revised plan with the full complement of parking and Council may consider issuing the permit with the revised plan.

Respecting the shared parking calculation in the Traffic and Parking Report, staff notes that eight (8) of the parking spaces are contained within the Kal-Tire building and are only used for vehicles being serviced. These 8 spaces are not to be included in the calculation because they do not contribute to a shared arrangement. Therefore, there are two ways of considering the reduction due to sharing:

- The reduction from 64 (including the 8 bay spaces) to 48 parking spaces is a 25% reduction which is in compliance with the 75% rule in Section 3.7 Multiple Use Developments regulation; or
- The reduction based on surface parking is from 56 (excluding the bays because they cannot be shared) to 48, which is a 9% reduction.

Therefore, the 48 surface parking spaces being proposed comply with the 75% rule contained in the Section 3.7 Multiple Use Developments regulation. This reduction does not require a development variance to implement because it is permitted outright by the Off Street Parking and Loading Bylaw.

The access and queuing lane have been reviewed and are acceptable to the MOTI. Once verified that the revised Traffic and Parking Study is accepted by MOTI, the shared parking being proposed would comply with the provisions of the Off Street Parking and Loading Bylaw.

c) Planning Analysis:

Form and Character Analysis:

The property is suitably designated and zoned. The Official Community Plan designation is Commercial and the site is zoned to CS-1 (Service Commercial).

The project is subject to the Key Guideline Concepts and the form and character guidelines contained in section 8.5 Commercial Development Permit Guidelines.

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

1. Avoid conflicts with adjacent uses through sound attenuation, appropriate lighting, landscaping, traffic calming and the transition of building massing to fit with adjacent development.

Architect's Comments:

- Activity-oriented functions have been directed inwards to the site.

- Lighting, landscaping, building massing and traffic-calming all respect the two adjacent developments.
2. Encourage a pedestrian scale through providing outdoor amenities, minimizing the visual impact of parking areas, creating landmarks and visual interest along street fronts.

Architect's Comments:

- Pedestrian and cycling access has been provided.
 - Screening has been provided to parking areas.
 - Street tree plantings have been provided in accordance with city bylaw.
3. Promote sustainable development with multimodal transportation circulation, and low impact building design.

Architect's Comments:

- Multimodal transportation circulation has been provided.
 - Sustainable construction materials and techniques will be utilized on this project.
4. Respect the need for private areas in mixed use development and adjacent residential areas.

Architect's Comments:

- Not applicable.
5. The form and treatment of new buildings should reflect the desired character and pattern of development in the area by incorporating appropriate architectural styles, features, materials, proportions and building articulation.

Architect's Comments:

- Proportional A&W building with corporate identity.

Staff Comments:

- The proposed articulation, massing and surface finishes, including cultured brickwork below the windows, reflects the desired character and pattern established by the existing Kal-Tire development and is successfully integrated with the corporate branding, colours and image of the A&W Corporation.

Variance Analysis

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

The requested variances and rationale for support are described below:

1. *Maple Ridge Zoning Bylaw No 3510 -1985, Part 7, Section 708 Service Commercial (CS-1) Sub-section 7 Sitting, clause a)* is varied to reduce the front lot line setback from a minimum of 9 metres to a minimum of 6.56 metres for the base of the arch feature and 3.84 metres for arch feature projection.

The rationale for the variance is that the arch element is part of the commercial branding and will incorporate the sign for this business and does not detract from the landscaping to be planted between the drive-through aisle and the front lot line (Lougheed Highway).

d) Advisory Design Panel:

The application was reviewed and supported by the Advisory design Panel on December 13, 2016, subject to addressing concerns as noted below:

1. Provide additional signage details on potential pylon sign or arch.

Architect's Response: Architect will enclose in the re-submission package.

2. Provide separation of patio area from cars / drive thru (fencing, handrail, planters, bollards).

Architect's Response: Pre-fabricated prototypical A & W low planter boxes are shown around the patio perimeter as per the revised site plan.

3. Consider adjusting location of garbage enclosure to the west for tree retention.

Architect's Response: The trees cannot be saved due to close proximity to the construction area, including the paved parking lot according to the arborist's report. Furthermore, the current location is better aligned with the orientation of the garbage truck, and with larger maneuvering area to accommodate the turning radius of the garbage trucks.

4. Consider the addition of landscape treatment on south side of the drive thru for a continuous planting along property line.

Architect's Response: Additional low landscaping is provided along the property line in order to eliminate headlight glares onto westbound traffic along Loughheed Highway, as per the revised landscape drawing.

5. Consider additional landscape treatment for central parking area to break up hard surface and better reflect the neighbouring Kal Tire.

Architect's Response: Additional landscape island is provided to replace the previous paver areas between parking stalls, similar to Kal Tire site, as per the revised landscape drawing.

6. Consider locating the bike racks out of pedestrian circulation route to main doors.

Architect's Response: The bike rack has been reduced from 6 to 4 stalls, and relocated slightly closer to the building with slightly increased width of sidewalk to better accommodate pedestrian traffic when the bikes are parked in place, as per the revised site plan.

7. Consider substitution of the low brown cement board border with stone treatment façade, similar to adjacent Kal Tire.

Architect's Response: All parties and A & W Corporation have agreed to introduce the common stonework along the base of the A & W building and the sign base.

8. Consider additional separation between boomerang slope roof and glazing on west elevation

Architect's Response: Spandrel panels are now proposed to replace clear glazing to allow the similar relationship between the bottom of the boomerang and the top of the storefront system as per the revised exterior elevation.

9. Consider adjusting drive aisle width between building and central parking area to one way traffic to increase pedestrian area around building.

Architect's Response: The traffic flow and pattern have been endorsed by A & W Corporate as well as by our traffic consultant, and therefore any revisions are not recommended.

10. Consider reversing hard surface treatment to provide pavers in driving aisles.

Architect's Response: While the paving stones do work better with the storm water management measure below parked vehicles, paving stones are extended along the north and south sides of the central parking island to act as border treatments to connect to the sidewalk directly in front of the building in order to delineate the significance of the highly used drive aisle area between the island of parking and the building, as per the revised site plan.

Staff Comment: The 4 narrow bands of brick to be imbedded in the asphalt across this driving aisle is acceptable alternative to achieving this ADP recommendation.

11. Provide further definition of edge condition along east property line to highlight fencing and grade transition to prevent pedestrians from crossing over drive thru lane.

Architect's Response: Existing chain link fence will be extended towards Loughheed Highway with wood posts and green vinyl coated chain link fence in order to be less visible within the landscape buffer as a physical barrier to prevent crossover by pedestrians as per the revised site plan and revised landscape drawing.

12. Consider traffic calming speed humps along main drive aisle access. Can be a unifying hard surface treatment between both developments.

Architect's Response: Asphalt speed bumps are provided to discourage bypass vehicular traffic, and they will be painted bright reflective yellow in order to be highly visible to effect the deterrence as per the revised site plan.

Staff Comment: Some narrow bands of brick are imbedded in the asphalt and repeated across the driving aisle from the west side of the A&W building and the parking area to satisfy both comments 10 and 12.

e) Citizen/Customer Implications:

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

f) Financial Implications:

In accordance with Council's Landscape Security Policy, a refundable security equivalent to 100% of the estimated landscape cost will be provided to ensure satisfactory provision of landscaping in accordance with the terms and conditions of the Development Permit. Based on an estimated landscape cost of \$87,682.48 the security will be \$87,682.48.

CONCLUSION:

The proposal to replace the currently approved Phase II project with an A&W Restaurant and drive through has integrated to a sufficient level the appropriate architectural styles, character and pattern of development in the area, including the existing Kal-Tire building on the same property. Therefore, the proposal complied with the applicable requirements contained in OCP Section 8.5 Commercial Development Permit Guidelines.

A variance is necessary to accommodate the placement of a partial arch element over the drive through aisle along Lougheed Highway, to display the business logo and to control vehicle height using the drive through.

The number of parking spaces for both the Kal-Tire and the A&W Restaurant are proposed to be reduced through the shared parking provision contained within the Off Street Parking and Loading Bylaw. MOTI approval is necessary. In the event Ministry of Transportation and Infrastructure (MOTI) does not accept this shared arrangement, the parking layout can be adjusted through the building permit application and a corresponding development permit minor amendment process on the staff level, to achieve a full complement of parking (6 more parking spaces) under the Bylaw with no further variances to the Zoning Bylaw.

Alternatively, Council may prefer further information from MOTI prior to the issuance of the development permit.

Subject to the MOTI jurisdiction to approve parking along this stretch of Lougheed Highway, it is recommended that the Corporate Officer be authorized to sign and seal 2015-397-VP and 2015-397-DP respecting property located at 20803 Lougheed Highway.

“Original signed by Adrian Kopystynski”

Prepared by: Adrian Kopystynski MCIP, RPP, MCAHP
Planner

“Original signed by Chuck Goddard” for

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 E.C. Swabey”

Concurrence: E.C. Swabey
Chief Administrative Officer

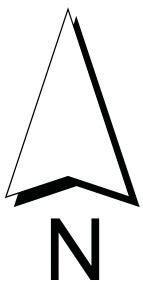
The following appendices are attached hereto:

Appendix A – Subject Site

Appendix B – Air Photo

Appendix C – Architectural and Landscaping Plans

Appendix D – Arch Element Variance



Scale: 1:2,000

Legend

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

20803 Lougheed Hwy

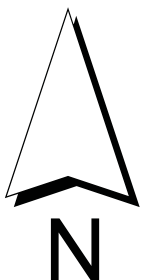
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2015-397-VP
DATE: Nov 18, 2016

BY: JV



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Legend

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

20803 Lougheed Hwy

PLANNING DEPARTMENT



2015-397-VP
DATE: Nov 18, 2016

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 108. ☐ **1.0000** 1.0000
 109. ☐ **1.0000** 1.0000
 110. ☐ **1.0000** 1.0000
 111. ☐ **1.0000** 1.0000
 112. ☐ **1.0000** 1.0000
 113. ☐ **1.0000** 1.0000
 114. ☐ **1.0000** 1.0000
 115. ☐ **1.0000** 1.0000
 116. ☐ **1.0000** 1.0000
 117. ☐ **1.0000** 1.0000
 118. ☐ **1.0000** 1.0000
 119. ☐ **1.0000** 1.0000
 120. ☐ **1.0000** 1.0000
 121. ☐ **1.0000** 1.0000
 122. ☐ **1.0000** 1.0000
 123. ☐ **1.0000** 1.0000
 124. ☐ **1.00**

COMPANY
DIFFERENTIAL
ADJUSTMENT Div.

ISSUES
 1. COMPANY'S NAME AND
 2. PROJECT NUMBER AND
 3. PROJECT LOCATION

OBJECTIVES
 1. STATE THE PURPOSE OF THE STUDY
 2. STATE THE SCOPE OF THE STUDY
 3. STATE THE LIMITS OF THE STUDY
 4. STATE THE SIGNIFICANCE OF THE STUDY

SCOPE
 1. STATE THE SCOPE OF THE STUDY
 2. STATE THE LIMITS OF THE STUDY
 3. STATE THE SIGNIFICANCE OF THE STUDY

LITERATURE REVIEW
 1. STATE THE PURPOSE OF THE STUDY
 2. STATE THE SCOPE OF THE STUDY
 3. STATE THE LIMITS OF THE STUDY
 4. STATE THE SIGNIFICANCE OF THE STUDY

CONCLUSION
 1. STATE THE PURPOSE OF THE STUDY
 2. STATE THE SCOPE OF THE STUDY
 3. STATE THE LIMITS OF THE STUDY
 4. STATE THE SIGNIFICANCE OF THE STUDY

[illegible]

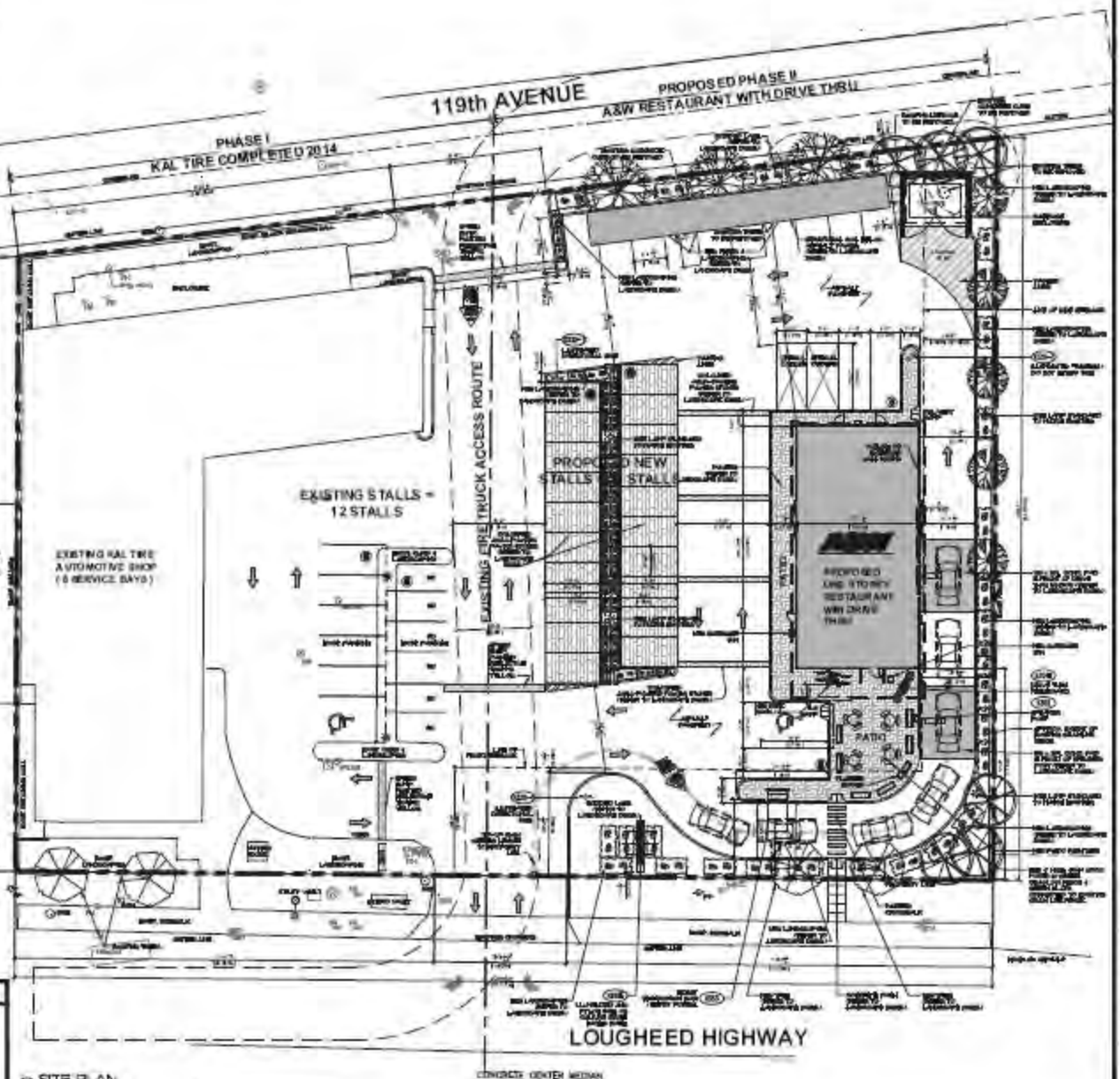
WATER AREA	0.1
LAND AREA	0.1

STUDENT NAME: _____ **STUDENT ID:** _____

$\text{H}_2\text{O} + \text{H}_2\text{O} \rightleftharpoons \text{H}_3\text{O}^+ + \text{OH}^-$ $K_w = 1.0 \times 10^{-14}$ $\text{H}_2\text{O} + \text{H}_2\text{O} \rightleftharpoons \text{H}_3\text{O}^+ + \text{OH}^-$ $K_w = 1.0 \times 10^{-14}$ $\text{H}_2\text{O} + \text{H}_2\text{O} \rightleftharpoons \text{H}_3\text{O}^+ + \text{OH}^-$ $K_w = 1.0 \times 10^{-14}$	$\text{H}_2\text{O} + \text{H}_2\text{O} \rightleftharpoons \text{H}_3\text{O}^+ + \text{OH}^-$ $K_w = 1.0 \times 10^{-14}$ $\text{H}_2\text{O} + \text{H}_2\text{O} \rightleftharpoons \text{H}_3\text{O}^+ + \text{OH}^-$ $K_w = 1.0 \times 10^{-14}$ $\text{H}_2\text{O} + \text{H}_2\text{O} \rightleftharpoons \text{H}_3\text{O}^+ + \text{OH}^-$ $K_w = 1.0 \times 10^{-14}$
--	--

NAME	D. STRAIN
STATION	4. STATION
DATE	8. 1955
TIME	10. 1955

WILLIAM GRIFFIN	ONE DAY, TWO DAYS
SMALL CAR STILL AVAILABLE	TWO DAYS, TWO DAYS
SMALL CAR STILL AVAILABLE TO STATION	ONE DAY, TWO DAYS
ACROSS THE STREET FROM STATION	ONE DAY, TWO DAYS
WILLIAM GRIFFIN	ONE DAY
WILLIAM GRIFFIN	ONE DAY, TWO DAYS, TWO DAYS

[illegible][illegible]

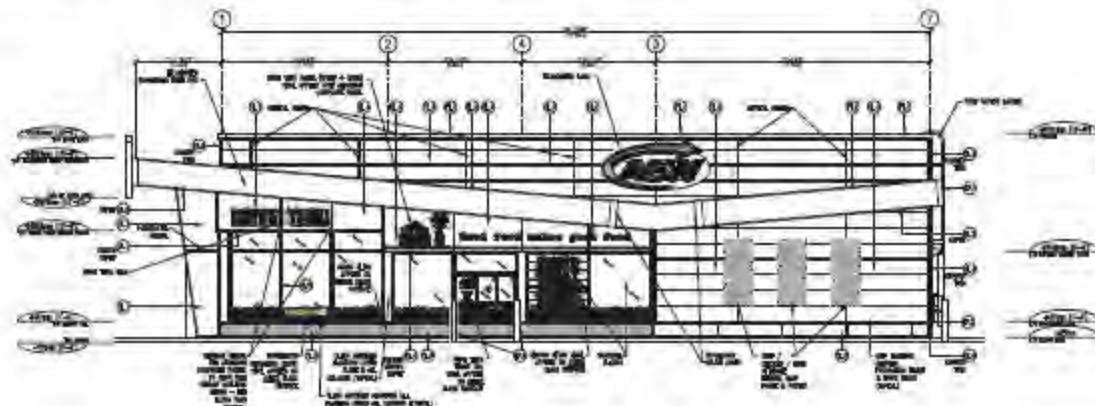
A&W RESTAURANT with DRIVE THRU
20303 Loughness Highway, Maple Ridge, B.C.
For N & T PROPERTIES LTD.

[illegible]

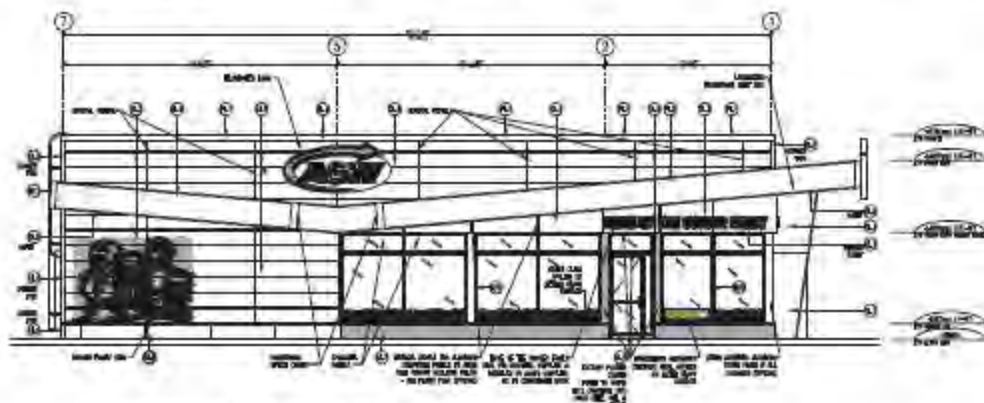
DATE	2017-02-07
BY	ADP
CHECKED	ADP
APP'D	ADP



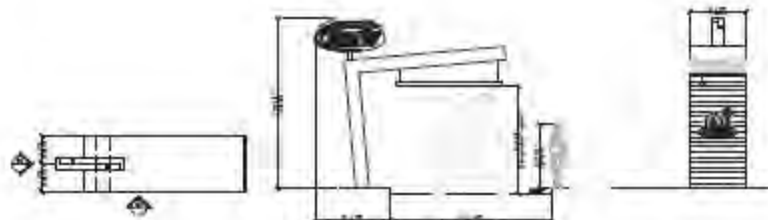
1 BOOMERANG SLOPE & TOP CAP
SCALE: 3/8" = 1'-0"



1 EAST ELEVATION: DRIVE THRU SIDE
SCALE: 3/8" = 1'-0"



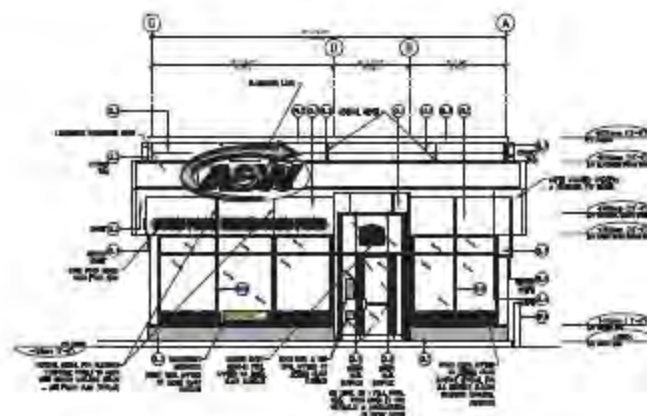
1 WEST ELEVATION: VESTIBULE SIDE
SCALE: 3/8" = 1'-0"



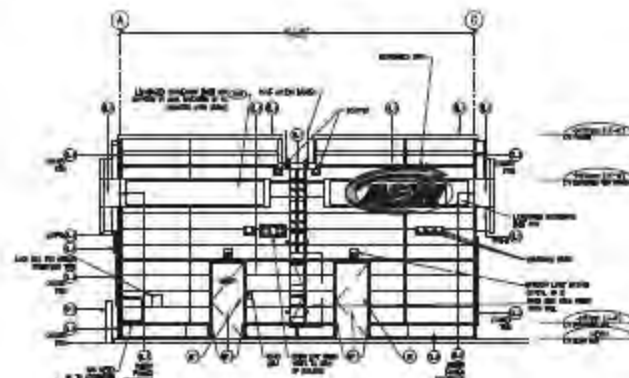
HEIGHT RESTRICTION
ENTRY PORTAL
SCALE: 3/8" = 1'-0"

HEIGHT RESTRICTION
ENTRY PORTAL
SCALE: 3/8" = 1'-0"

HEIGHT RESTRICTION
ENTRY PORTAL
SCALE: 3/8" = 1'-0"



1 SOUTH ELEVATION: FRONT
SCALE: 3/8" = 1'-0"



1 NORTH ELEVATION: REAR
SCALE: 3/8" = 1'-0"

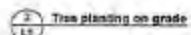
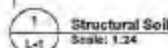
ITEM	DESCRIPTION	NOTES	STATUS
1	BOOMERANG SLOPE & TOP CAP	SEE DETAIL 1	COMPLETE
2	EAST ELEVATION: DRIVE THRU SIDE	SEE DETAIL 1	COMPLETE
3	WEST ELEVATION: VESTIBULE SIDE	SEE DETAIL 1	COMPLETE
4	HEIGHT RESTRICTION ENTRY PORTAL	SEE DETAIL 1	COMPLETE
5	SOUTH ELEVATION: FRONT	SEE DETAIL 1	COMPLETE
6	NORTH ELEVATION: REAR	SEE DETAIL 1	COMPLETE

A&W RESTAURANT with DRIVE THRU
20803 Lougheed Highway, Maple Ridge, B.C.
For N & T PROPERTIES LTD.

architects ltd
ARCHITECTS
20803 LOUGHEED HIGHWAY
MAPLE RIDGE, B.C. V2X 6Y6
TEL: 604-461-1111
WWW.A&W-ARCHITECTS.COM



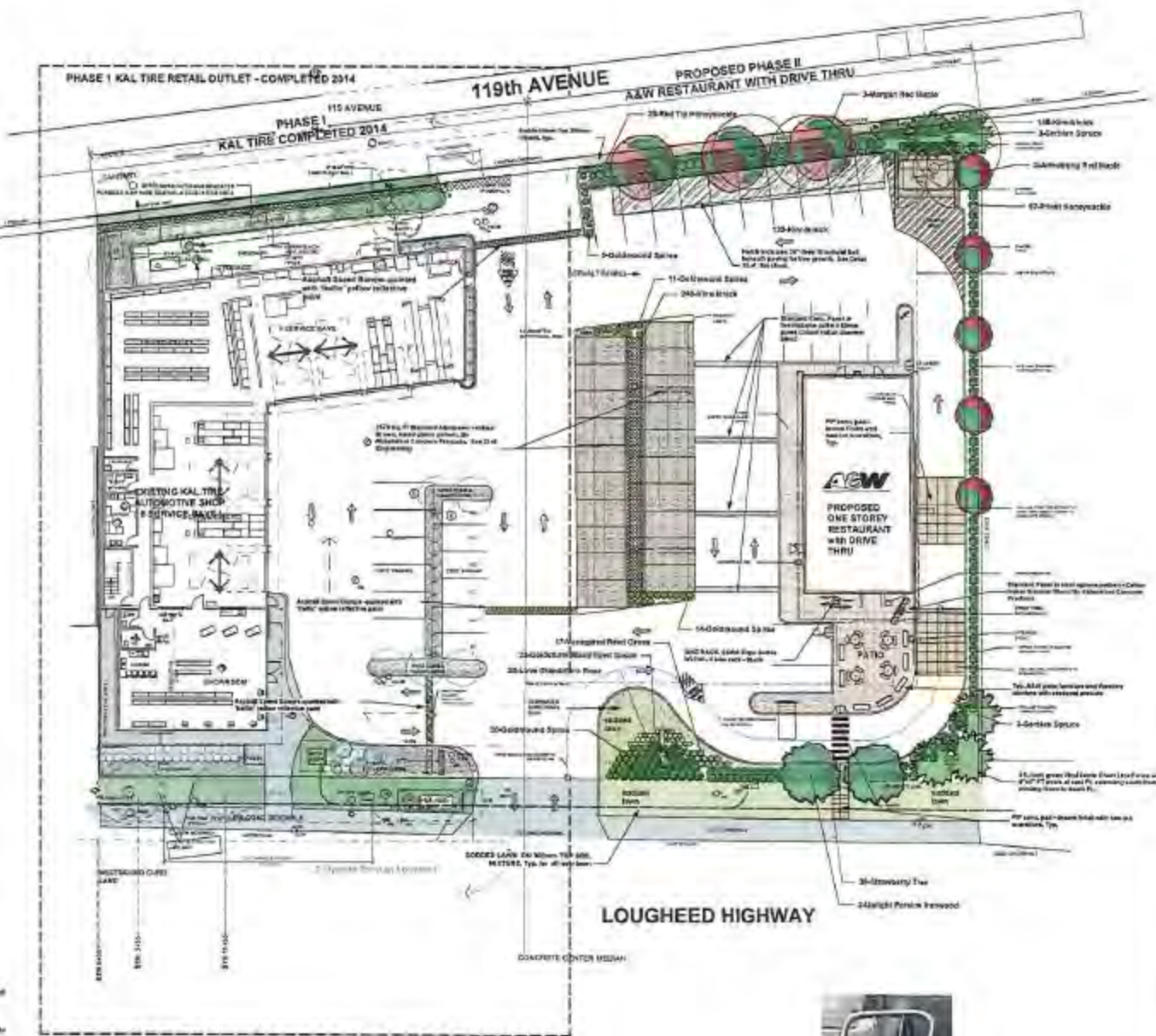
NEW A & W RESTAURANT WITH DRIVE THRU 20803 LOUGHEED HIGHWAY, MAPLE RIDGE, B.C. for N & T PROPERTIES LTD.



PLANT	UNIT - A&W Restaurant and off site kitchen - E of north entry				
ITEM	Unit Name	Room Name	Quantity	Estimated Price	Notes
1	Area 1 (Kitchen)	Kitchen	1	10,000	10,000
2	Area 2 (Kitchen)	Kitchen	1	10,000	10,000
3	Area 3 (Kitchen)	Kitchen	1	10,000	10,000
4	Area 4 (Kitchen)	Kitchen	1	10,000	10,000
5	Area 5 (Kitchen)	Kitchen	1	10,000	10,000
6	Area 6 (Kitchen)	Kitchen	1	10,000	10,000
7	Area 7 (Kitchen)	Kitchen	1	10,000	10,000
8	Area 8 (Kitchen)	Kitchen	1	10,000	10,000
9	Area 9 (Kitchen)	Kitchen	1	10,000	10,000
10	Area 10 (Kitchen)	Kitchen	1	10,000	10,000
11	Area 11 (Kitchen)	Kitchen	1	10,000	10,000
12	Area 12 (Kitchen)	Kitchen	1	10,000	10,000
13	Area 13 (Kitchen)	Kitchen	1	10,000	10,000
14	Area 14 (Kitchen)	Kitchen	1	10,000	10,000
15	Area 15 (Kitchen)	Kitchen	1	10,000	10,000
16	Area 16 (Kitchen)	Kitchen	1	10,000	10,000
17	Area 17 (Kitchen)	Kitchen	1	10,000	10,000
18	Area 18 (Kitchen)	Kitchen	1	10,000	10,000
19	Area 19 (Kitchen)	Kitchen	1	10,000	10,000
20	Area 20 (Kitchen)	Kitchen	1	10,000	10,000
21	Area 21 (Kitchen)	Kitchen	1	10,000	10,000
22	Area 22 (Kitchen)	Kitchen	1	10,000	10,000
23	Area 23 (Kitchen)	Kitchen	1	10,000	10,000
24	Area 24 (Kitchen)	Kitchen	1	10,000	10,000
25	Area 25 (Kitchen)	Kitchen	1	10,000	10,000
26	Area 26 (Kitchen)	Kitchen	1	10,000	10,000
27	Area 27 (Kitchen)	Kitchen	1	10,000	10,000
28	Area 28 (Kitchen)	Kitchen	1	10,000	10,000
29	Area 29 (Kitchen)	Kitchen	1	10,000	10,000
30	Area 30 (Kitchen)	Kitchen	1	10,000	10,000
31	Area 31 (Kitchen)	Kitchen	1	10,000	10,000
32	Area 32 (Kitchen)	Kitchen	1	10,000	10,000
33	Area 33 (Kitchen)	Kitchen	1	10,000	10,000
34	Area 34 (Kitchen)	Kitchen	1	10,000	10,000
35	Area 35 (Kitchen)	Kitchen	1	10,000	10,000
36	Area 36 (Kitchen)	Kitchen	1	10,000	10,000
37	Area 37 (Kitchen)	Kitchen	1	10,000	10,000
38	Area 38 (Kitchen)	Kitchen	1	10,000	10,000
39	Area 39 (Kitchen)	Kitchen	1	10,000	10,000
40	Area 40 (Kitchen)	Kitchen	1	10,000	10,000
41	Area 41 (Kitchen)	Kitchen	1	10,000	10,000
42	Area 42 (Kitchen)	Kitchen	1	10,000	10,000
43	Area 43 (Kitchen)	Kitchen	1	10,000	10,000
44	Area 44 (Kitchen)	Kitchen	1	10,000	10,000
45	Area 45 (Kitchen)	Kitchen	1	10,000	10,000
46	Area 46 (Kitchen)	Kitchen	1	10,000	10,000
47	Area 47 (Kitchen)	Kitchen	1	10,000	10,000
48	Area 48 (Kitchen)	Kitchen	1	10,000	10,000
49	Area 49 (Kitchen)	Kitchen	1	10,000	10,000
50	Area 50 (Kitchen)	Kitchen	1	10,000	10,000
51	Area 51 (Kitchen)	Kitchen	1	10,000	10,000
52	Area 52 (Kitchen)	Kitchen	1	10,000	10,000
53	Area 53 (Kitchen)	Kitchen	1	10,000	10,000
54	Area 54 (Kitchen)	Kitchen	1	10,000	10,000
55	Area 55 (Kitchen)	Kitchen	1	10,000	10,000
56	Area 56 (Kitchen)	Kitchen	1	10,000	10,000
57	Area 57 (Kitchen)	Kitchen	1	10,000	10,000
58	Area 58 (Kitchen)	Kitchen	1	10,000	10,000
59	Area 59 (Kitchen)	Kitchen	1	10,000	10,000
60	Area 60 (Kitchen)	Kitchen	1	10,000	10,000
61	Area 61 (Kitchen)	Kitchen	1	10,000	10,000
62	Area 62 (Kitchen)	Kitchen	1	10,000	10,000
63	Area 63 (Kitchen)	Kitchen	1	10,000	10,000
64	Area 64 (Kitchen)	Kitchen	1	10,000	10,000
65	Area 65 (Kitchen)	Kitchen	1	10,000	10,000
66	Area 66 (Kitchen)	Kitchen	1	10,000	10,000
67	Area 67 (Kitchen)	Kitchen	1	10,000	10,000
68	Area 68 (Kitchen)	Kitchen	1	10,000	10,000
69	Area 69 (Kitchen)	Kitchen	1	10,000	10,000
70	Area 70 (Kitchen)	Kitchen	1	10,000	10,000
71	Area 71 (Kitchen)	Kitchen	1	10,000	10,000
72	Area 72 (Kitchen)	Kitchen	1	10,000	10,000
73	Area 73 (Kitchen)	Kitchen	1	10,000	10,000
74	Area 74 (Kitchen)	Kitchen	1	10,000	10,000
75	Area 75 (Kitchen)	Kitchen	1	10,000	10,000
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77	Area 77 (Kitchen)	Kitchen	1	10,000	10,000
78	Area 78 (Kitchen)	Kitchen	1	10,000	10,000
79	Area 79 (Kitchen)	Kitchen	1	10,000	10,000
80	Area 80 (Kitchen)	Kitchen	1	10,000	10,000
81	Area 81 (Kitchen)	Kitchen	1	10,000	10,000
82	Area 82 (Kitchen)	Kitchen	1	10,000	10,000
83	Area 83 (Kitchen)	Kitchen	1	10,000	10,000
84	Area 84 (Kitchen)	Kitchen	1	10,000	10,000
85	Area 85 (Kitchen)	Kitchen	1	10,000	10,000
86	Area 86 (Kitchen)	Kitchen	1	10,000	10,000
87	Area 87 (Kitchen)	Kitchen	1	10,000	10,000
88	Area 88 (Kitchen)	Kitchen	1	10,000	10,000
89	Area 89 (Kitchen)	Kitchen	1	10,000	10,000
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92	Area 92 (Kitchen)	Kitchen	1	10,000	10,000
93	Area 93 (Kitchen)	Kitchen	1	10,000	10,000
94	Area 94 (Kitchen)	Kitchen	1	10,000	10,000
95	Area 95 (Kitchen)	Kitchen	1	10,000	10,000
96	Area 96 (Kitchen)	Kitchen	1	10,000	10,000
97	Area 97 (Kitchen)	Kitchen	1	10,000	10,000
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101	Area 101 (Kitchen)	Kitchen	1	10,000	10,000
102	Area 102 (Kitchen)	Kitchen	1	10,000	10,000
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105	Area 105 (Kitchen)	Kitchen	1	10,000	10,000
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108	Area 108 (Kitchen)	Kitchen	1	10,000	10,000
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116	Area 116 (Kitchen)	Kitchen	1	10,000	10,000
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118	Area 118 (Kitchen)	Kitchen	1	10,000	10,000
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120	Area 120 (Kitchen)	Kitchen	1	10,000	10,000
121	Area 121 (Kitchen)	Kitchen	1	10,000	10,000
122	Area 122 (Kitchen)	Kitchen	1	10,000	10,000
123	Area 123 (Kitchen)	Kitchen	1	10,000	10,000
124	Area 124 (Kitchen)	Kitchen	1	10,000	10,000
125	Area 125 (Kitchen)	Kitchen	1	10,000	10,000
126	Area 126 (Kitchen)	Kitchen	1	10,000	10,000
127	Area 127 (Kitchen)	Kitchen	1	10,000	10,000
128	Area 128 (Kitchen)	Kitchen	1	10,000	10,000
129	Area 129 (Kitchen)	Kitchen	1	10,000	10,000
130	Area 130 (Kitchen)	Kitchen	1	10,000	10,000
131	Area 131 (Kitchen)	Kitchen	1	10,000	10,000
132	Area 132 (Kitchen)	Kitchen	1	10,000	10,000
133	Area 133 (Kitchen)	Kitchen	1	10,000	10,000
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187	Area 187 (Kitchen)	Kitchen	1	10,000	10,000
188	Area 188 (Kitchen)	Kitchen	1	10,000	10,000
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190	Area 190 (Kitchen)	Kitchen	1	10,000	10,000
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201	Area 201 (Kitchen)	Kitchen	1	10,000	10,000
202	Area 202 (Kitchen)	Kitchen	1	10,000	10,000
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205	Area 205 (Kitchen)	Kitchen	1	10,000	10,000
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208	Area 208 (Kitchen)	Kitchen	1	10,000	10,000
209	Area 209 (Kitchen)	Kitchen	1	10,000	10,000
210	Area 210 (Kitchen)	Kitchen	1	10,000	10,000
211	Area 211 (Kitchen)	Kitchen	1	10,000	10,000
212	Area 212 (Kitchen)	Kitchen	1	10,000	10,000
213	Area 213 (Kitchen)	Kitchen	1	10,000	10,000
214	Area 214 (Kitchen)	Kitchen	1	10,000	10,000
215	Area 215 (Kitchen)	Kitchen	1	10,000	10,000
216	Area 216 (Kitchen)	Kitchen	1	1	

LANDSCAPE NOTES

- [illegible]



CORA Bicycle Rack W2704
Black powder coated

[illegible]

Signature: _____

 Jonathan Lowry
 Langdon Research

4740 • J. Neurosci., July 26, 2006 • 26(30):7432–7440
 Van Veen et al. • LTP of LTP in the Adult Rat Hippocampus
 DOI:10.1523/JNEUROSCI.1450-06.2006
 Copyright © 2006 Society for Neuroscience 0270-6474/06/267432-09\$15.00/0

**A&W Restaurant
with Drive-Thru**

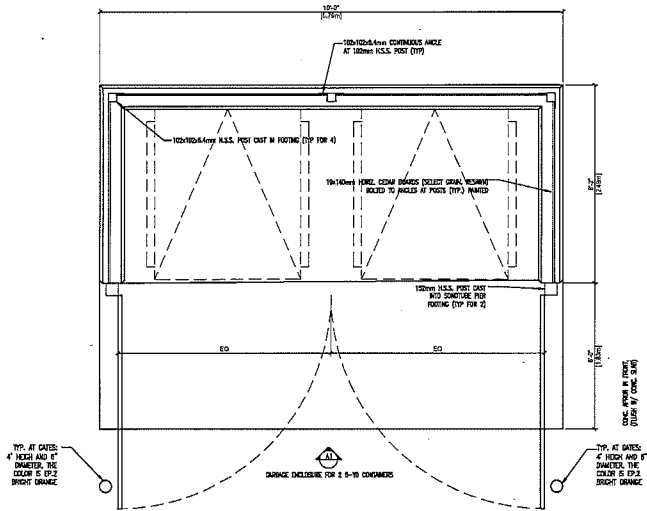
**20803 Longbeach Hwy
Mundo Ridge**

Sheet Title

Landscape Plan

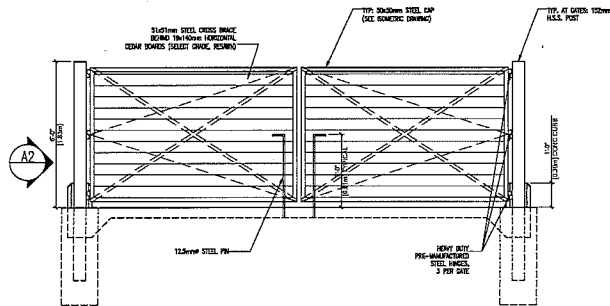
Date: Feb, 2012 Page: 2 of 2 2013-04	L-1
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L-1

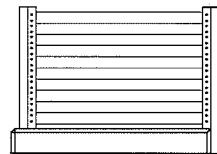


PLAN: GARBAGE ENCLOSURE
SCALE: 1/4" = 1'-0"

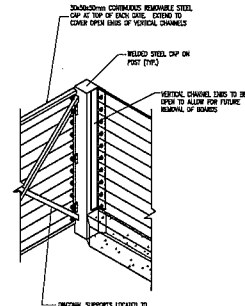
- NOTES:
1. ALL STEEL FRAMES/COMPONENTS TO BE SHOP PRIMED & PAINTED - COLOR TO BE F12
 2. ALL WELD CONNECTIONS TO HAVE 2 COATS SLD W/SH ACCORDANCE WITH FRESH REQUIREMENTS - COLOR TO BE F12
 3. GARBAGE ENCLOSURE DOORS TO BE PAINTED F12



FRONT ELEVATION: GARBAGE ENCLOSURE
SCALE: 1/4" = 1'-0"



SIDE ELEVATION: GARBAGE ENCLOSURE
SCALE: 1/4" = 1'-0"



ISOMETRIC VIEW: GARBAGE ENCLOSURE
SCALE: 1/4" = 1'-0"

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If changes, corrections, and other information are shown on this drawing, they are not to be used on the project site and must not be used otherwise without written permission.

DATE: 2016-11-15
DRAWN BY: [Name]
CHECKED BY: [Name]
APPROVED BY: [Name]

A&W RESTAURANT with DRIVE THRU
20803 Loughhead Highway, Maple Ridge, B.C.
For N & T PROPERTIES LTD.

urban design group
architects ltd.

600-140 WEST HENDRIX
VANCOUVER, B.C. V6E 4E2
TELEPHONE 604-687-2304
FACSIMILE 604-687-4601

PROJECT NUMBER: 4188

SITE PLAN DETAILS

DATE: 2016-11-15
DRAWN BY: [Name]
CHECKED BY: [Name]
APPROVED BY: [Name]

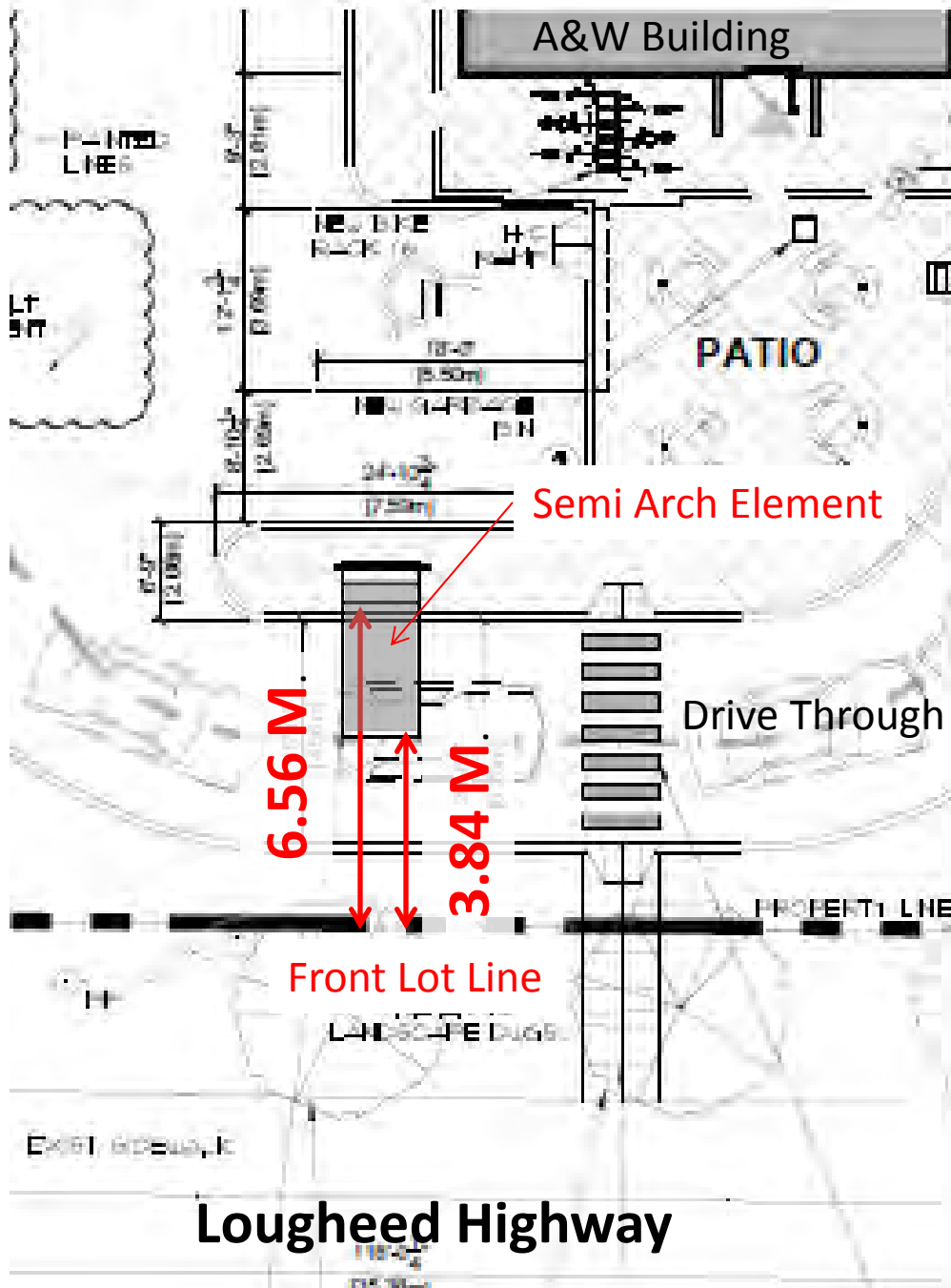


Front View



Perspective View

APPENDIX D





City of Maple Ridge

TO: Her Worship Mayor Nicole Read and Members of Council **MEETING DATE:** February 20, 2017
FROM: Chief Administrative Officer **MEETING:** Committee of the Whole
SUBJECT: Disbursements for the month ended January 31, 2017

EXECUTIVE SUMMARY:

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

RECOMMENDATION:

That the disbursements as listed below for the month ended January 31, 2017 be received for information only.

GENERAL	\$ 7,628,848
PAYROLL	\$ 1,686,488
PURCHASE CARD	\$ <u>85,125</u>
	\$ <u>9,400,461</u>

DISCUSSION:

a) Background Context:

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

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

b) Community Communications:

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

c) Business Plan / Financial Implications:

Highlights of larger items included in Financial Plan or Council Resolution

• Downtown Maple Ridge BIA – funding, security & FIP grants	\$	192,788
• Emergency Communications – dispatch levy 1 st quarter	\$	262,710
• G.V. Sewerage & Drainage – DCC collections Jul-Dec'16	\$	374,588
• G.V. Water District – water consumption Oct 5 to Nov 1/16	\$	456,413
• Guillevin International Inc. – firefighter turnout gear	\$	177,484
• Province of BC – 2016 school tax requisition	\$	489,798
• Receiver General for Canada – three payroll remittances	\$	1,096,544
• Ridge Meadows Recycling Society – monthly contract for recycling	\$	203,708
• Vimar Equipment – street sweeper truck	\$	317,209

d) Policy Implications:

Corporate governance practice includes reporting the disbursements to Council monthly.

CONCLUSIONS:

The disbursements for the month ended January 31, 2017 have been reviewed and are in order.

Original signed by G'Ann Rygg

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

Original signed by Trevor Thompson

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

Original signed by Paul Gill

Approved by: **Paul Gill, BBA, CPA, CGA**
GM – Corporate & Financial Services

Original signed by E.C. Swabey

Concurrence: **E.C. Swabey**
Chief Administrative Officer

CITY OF MAPLE RIDGE
MONTHLY DISBURSEMENTS - JANUARY 2017

<u>VENDOR NAME</u>	<u>DESCRIPTION OF PAYMENT</u>	<u>AMOUNT</u>
ABC Pipe Cleaning Services	Sanitary & drainage CCTV program	34,830
Aptean Inc	Ross software annual maintenance fees	91,100
Auto-Quip	Supply of wireless mobile hoists	62,748
Bartle & Gibson Co Ltd	Plumbing, heating & electrical supplies:	
	Caretaker houses	135
	Cemetery	91
	City Hall	20,014
	Hammond Community Centre	67
	Leisure Centre	106
	Library	20
	Neighbourhood park maintenance	231
	Pump station repairs	283
	Traffic signals	73
	Water remote security	245
	Works yard building maintenance	670
	Works yard inventory	1,793
		<hr/>
BC Hydro	Electricity	23,728
BDO Canada LLP	2016 financial statement audit	128,300
Boileau Electric & Pole Ltd	Maintenance: Banners	23,261
	Albion Sports Park	228
	City Hall	239
	Christmas decorations	3,148
	Pitt Meadows Family Rec Centre - Oct	12,972
	Pole replacements	168
	Street lights	6,873
	Traffic cameras	3,552
	Traffic signals	678
		1,913
		<hr/>
CUPE Local 622	Dues - pay periods 16/26, 17/01 & 17/02	29,771
Chairlines	Office chairs	36,861
Chevron Canada Ltd	Gasoline & diesel fuel	19,264
CIPE Homes Inc	Latecomer agreement	75,900
City Of Pitt Meadows	Pitt Meadows facilities electricity - Oct	26,454
	Facility bookings - Nov	6,662
	2016 contributions from sport field users	5,392
	Pitt Meadows Seniors Centre landscaping - Mar-Apr	62,115
	Pitt Meadows Family Rec Centre Telus charges - Oct	462
		132
		<hr/>
Cobing Building Solutions	Electrical/Mechanical Maintenance:	74,763
	City Hall	5,233
	Firehalls	2,616
	Hammond Community Centre	497
	Library	725
	Leisure Centre	4,863
	Operations	40,197
	Randy Herman Building	852
	RCMP	2,798
	The Act	3,110
		<hr/>
D Litchfield & Co Ltd	Merkley Park debris removal & site clearing	60,891
Downtown Maple Ridge Business	BIA funding & security	98,621
	Façade improvement project - 50% 2016 grants	181,800
		10,988
		<hr/>
Emergency Communications	Dispatch levy - 1st quarter	192,788
Eurovia British Columbia	203 St road & drainage improvements (Lougheed Hwy to Golden Ears Way)	262,710
FDM Software Ltd	Annual support & maintenance	137,891
FortisBC - Natural Gas	Natural gas	15,613
Fred Surridge Ltd	Waterworks supplies	26,921
Golden Ears Plaza Ltd	Security refund	35,532
Gotraffic Management Inc	Traffic control	45,350
		19,038

<u>VENDOR NAME</u>	<u>DESCRIPTION OF PAYMENT</u>		<u>AMOUNT</u>
Gr Vanc Sewerage & Drainage	DCC collection Jul-Dec'16	374,588	
	Transfer station waste disposal	185	
	Waste discharge industrial treatment fee - Cottonwood	3,826	378,599
Greater Vanc Water District	Water consumption Oct 5 to Nov 1/16		456,413
Guillevin International Inc	Firefighter equipment	1,739	
	Firefighter protective wear	306	
	Firefighter turnout gear	177,484	
	Operations electrical supplies	1,418	
	Sewer pump station electrical upgrade	27,945	
	Works yard inventory	497	209,389
Hallmark Facility Services Inc	Janitorial services & supplies:		
	City Hall	3,427	
	Firehalls	4,551	
	Library	4,284	
	Operations	4,070	
	Randy Herman Building	4,766	
	RCMP	4,070	
	South Bonson Community Centre - Oct events	1,654	26,822
ISCMV - Invasive Species Counc	Invasive species management & control		27,870
Kerr Wood Leidal Associates	Integrated stormwater management planning & stream monitoring	29,162	
	Water system assessment & review - drinking water plan refinements	8,634	37,796
Kode Contracting Ltd.	Road salt		21,444
Lafarge Canada Inc	Roadworks material		70,941
Loewen Paving	Thomas Haney tennis court parking lot		29,768
Manulife Financial	Employer/employee remittance		144,214
Maple Ridge & PM Arts Council	Arts Centre contract payment	54,167	
	Program revenue	22,374	
	Theatre rental	4,896	81,437
Maple Ridge Carpet One	Operation Center office flooring		17,865
Maple Ridge Chrysler 1972 Ltd	Ram 3500 truck with canopy		37,793
Maple Ridge Museum & Archives	Quarterly fee for service payment		36,257
MC Freight Systems	Security refund		16,500
McElhanney Consulting Services	232 St sidewalk (132 Ave - Silver Valley Rd)		25,386
MCF Holdings	Security refund		56,250
MDZ Holdings	Security refund		20,638
Medical Services Plan	Employee medical & health premiums		40,350
Morrison Hershfield Limited	Operation Center storage buildings		19,889
Municipal Insurance Assoc	Property insurance		20,689
Municipal Pension Plan BC	Employer/employee remittance		456,914
Novax Industries Corp	Third party ICBC recovery		15,794
Nustadia Recreation Inc	Subsidized ice purchased by P&LS on behalf of user groups - Nov & Dec		122,391
NWallace & Company Ltd.	Operations storage building & shed construction		61,574
Open Storage Solutions Inc	Data storage device replacement		53,853
Opus International Consultants	McNutt Road reservoir expansion	10,781	
	Silver Valley reservoir	9,324	20,105
Organized Crime Agency Of BC	DNA analysis services Jan 1/16 - March 31/17		55,671
Paul Bunyan Tree Services	Tree maintenance & damaged tree removal		17,454
Province Of BC - 21312	2016 school tax requisition		489,798
Receiver General For Canada	Employer/Employee remittance PP16/26, PP17/01 & PP17/02		1,096,544
RG Arenas (Maple Ridge) Ltd	Ice rental Nov & Dec	107,220	
	Curling rink operating expenses Oct, Nov & Dec	18,802	
	Late night youth skate	160	
	Additional weekend skate	8,820	135,002
Ricoh Canada Inc	Quarterly copy usage	15,872	
	Scanned images	2,412	18,284
Ridge Meadows Seniors Society	Quarterly operating grant		58,644
Ridge Meadows Recycling Society	Monthly contract for recycling	203,708	
	Weekly recycling	292	
	Litter pickup contract	924	
	Recycling station pickup	308	
	Roadside waste disposal	125	205,358
Rogers	Cellular devices		16,870

<u>VENDOR NAME</u>	<u>DESCRIPTION OF PAYMENT</u>	<u>AMOUNT</u>
Sandpiper Contracting Ltd	224 Street watermain replacement (122 Ave to 124 Ave)	44,220
Sanscorp Products Ltd	Road sand	48,439
Stantec Consulting Ltd	263 St water pump station replacement	15,574
	Security refund	500
Status Electrical Corporation	Cameras for radio tower & 256 St water pump station	15,154
The Get Go Inc. (GGI)	Traffic control	65,318
Valley Traffic Systems Inc	Rapid flashing beacons for seven existing uncontrolled crosswalks	59,670
	Road warning signs	1,034
Vimar Equipment Ltd	Street sweeper truck	317,209
Warrington PCI Management	Advance for Tower common costs less expenses	45,626
Workers Compensation Board BC	Employer/Employee remittance 4th quarter 2016	78,389
Xylem Canada Company	Sewer pump station electrical upgrade	20,675
	Pump station maintenance	1,232
		6,835,939
Disbursements In Excess \$15,000		792,909
Disbursements Under \$15,000		7,628,848
Total Payee Disbursements		1,686,488
Payroll	PP17/01 & PP17/02	85,125
Purchase Cards - Payment		9,400,461
Total Disbursements January 2017		9,400,461

TO: Her Worship Mayor Nicole Read
and Members of Council
FROM: Chief Administrative Officer
SUBJECT: 2016 Council Expenses

MEETING DATE: February 20, 2017
FILE NO:
MEETING: C.O.W.

EXECUTIVE SUMMARY

In keeping with Council's commitment to transparency in local government, the attached Schedule lists Council expenses to the end of November 2016 and the end of December 2016. The expenses included on the schedule are those required to be reported in the annual Statement of Financial Information and are available on our website.

RECOMMENDATION:

Receive for information

Discussion

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

"original signed by Paula Melvin"

Prepared by: Paula Melvin
Executive Assistant, Corporate Administration

"original signed by Paul Gill"

Approved by: Paul Gill, CPA, CGA
GM, Corporate and Financial Services

"original signed by Ted Swabey"

Concurrence: E.C. Swabey
Chief Administrative Officer

2016 Council Expenses

Month of Event	Reason for expense	Conferences & Seminars	Community Events	Mileage / Parking	Cell Phones / iPads	Totals
Bell, Corisa						
January	iPad charges				39.59	
	Ridge Meadows South Asian Cultural Society Gala		95.00			
	Mileage			470.38		
February	iPad charges				18.19	
March	iPad charges				18.19	
April	iPad charges				18.19	
May	iPad charges				18.19	
	LMLGA Conference	986.41				
June	Maple Ridge Community Foundation Dinner		45.00			
	iPad charges				18.19	
July	iPad charges				103.79	
August	iPad charges				38.77	
September	UBCM Conference	2,309.15				
	iPad charges				18.19	
October	Child & Youth Mental Health Collaborative Conference	308.11				
	iPad charges				18.19	
November	iPad charges				22.47	
December	iPad charges				4.28	
		3,603.67	140.00	470.38	336.23	4,550.28
Duncan, Kiersten						
January	Cell phone charges				43.62	
	iPad charges				18.19	
	Ridge Meadows South Asian Cultural Society Gala		95.00			
February	Cell phone charges				54.32	
	iPad charges				18.19	
March	Cell phone charges				42.80	
	iPad charges				39.59	
	Attendance at meetings - parking			14.29		
April	Cell phone charges				43.70	
	iPad charges				39.59	
	Attendance at meetings - parking			14.29		
May	Cell phone charges				42.80	
	iPad charges				39.59	
	LMLGA Conference	1,033.10				
June	Cell phone charges				42.95	
	Making Cities Liveable Conference	2,202.87				
	iPad charges				119.84	
July	Cell phone charges				144.60	
	iPad charges				18.19	
August	Cell phone charges				42.80	
	iPad charges				5.35	
September	Cell phone charges				42.80	
	iPad charges				39.59	
	UBCM Conference	1,547.98				
October	Cell phone charges				44.37	
	Child & Youth Mental Health Collaborative Conference	25.00				
	iPad charges				18.19	
	Attendance at meetings - travel			14.25		
November	Cell phone charges				56.05	
	iPad charges				43.87	
December	Cell phone charges				42.87	
		4,808.95	95.00	42.83	1,043.86	5,990.64

Month of Event	Reason for expense	Conferences & Seminars	Community Events	Mileage / Parking	Cell Phones / iPads	Totals
Masse, Bob						
January						
February						
March						
April						
May	MR Community Foundation Citizen of the Year		125.00			
June	Making Cities Liveable Conference	767.67				
July						
August						
September	UBCM Conference	1,451.95				
October	Ridge Meadows Hospital Foundation Gala		175.00			
November						
December						
		2,219.62	300.00	-	-	2,519.62
Read, Nicole						
January	Cell phone charges				42.96	
	iPad charges				21.40	
	Ridge Meadows South Asian Cultural Society Gala		95.00			
February	Cell phone charges				43.28	
	iPad charges				21.40	
	Ridge Meadows Chamber Business Excellence Awards		95.00			
March	Cell phone charges				43.92	
	iPad charges				42.80	
April	Cell phone charges				51.79	
	iPad charges				21.40	
May	MR Community Foundation Citizen of the Year		125.00			
	Cell phone charges				42.80	
	iPad charges				21.40	
	LMLGA Conference	1,059.53				
June	Cell phone charges				44.22	
	iPad charges				21.40	
July	Cell phone charges				42.80	
	iPad charges				21.40	
August	Cell phone charges				43.70	
	iPad charges				10.70	
September	UBCM Conference	2,511.35				
	Cell phone charges				54.04	
	iPad charges				21.40	
October	Cell phone charges				64.60	
	iPad charges				42.80	
	Meetings with Ministers in Ottawa	1,658.98				
	RCMP Luncheon		30.00			
November	Cell phone charges				46.17	
	iPad charges				29.96	
December	Cell phone charges				45.42	
	iPad charges				8.56	
		5,229.86	345.00	-	850.32	6,425.18

Month of Event	Reason for expense	Conferences & Seminars	Community Events	Mileage / Parking	Cell Phones / iPads	Totals
Robson, Gordy						
January	iPad charges				5.35	
	Ridge Meadows South Asian Cultural Society Gala		95.00			
February	Ridge Meadows Chamber Business Excellence Awards		95.00			
	iPad charges				18.19	
March	iPad charges				5.35	
April	iPad charges				5.35	
May	iPad charges				5.35	
	Maple Ridge Pitt Meadows Chamber Luncheon		45.00			
	LMLGA Conference	1,031.47				
June	iPad charges				18.19	
July	iPad charges				18.19	
August	iPad charges				18.19	
September	iPad charges				5.35	
	UBCM Conference	1,874.56				
October	Ridge Meadows Hospital Foundation Gala		175.00			
	iPad charges				5.35	
November	iPad charges				9.63	
December	Ridge Meadows Chamber Luncheon		35.00			
		2,906.03	445.00	-	114.49	3,465.52
Shymkiw, Tyler						
January	Cell phone charges				42.80	
	iPad charges				18.19	
	Ridge Meadows South Asian Cultural Society Gala		95.00			
February	Cell phone charges				42.80	
	iPad charges				18.19	
	Ridge Meadows Chamber Business Excellence Awards		95.00			
March	Cell phone charges				42.80	
	iPad charges				18.19	
	Vancouver Airport Authority Luncheon		65.00			
April	iPad charges				18.19	
May	iPad charges				18.19	
	LMLGA Conference	1,059.53				
	MR Community Foundation Citizen of the Year		125.00			
	Attendance at meetings - parking			21.67		
June	iPad charges				18.19	
July	iPad charges				18.19	
August	iPad charges				93.90	
September	iPad charges				39.59	
	UBCM Conference	1,948.64				
October	iPad charges				125.47	
November	iPad charges				43.87	
December						
		3,008.17	380.00	21.67	558.56	3,968.40

Month of Event	Reason for expense	Conferences & Seminars	Community Events	Mileage / Parking	Cell Phones / iPads	Totals
Speirs, Craig						
January	Cell phone charges				42.95	
	iPad charges				18.19	
	Ridge Meadows South Asian Cultural Society Gala		95.00			
February	Cell phone charges				42.80	
	iPad charges				18.19	
March	Cell phone charges				43.47	
	iPad charges				49.09	
	FCM Directors Meeting	1,481.55				
April	Cell phone charges				47.00	
	iPad charges				39.59	
May	Cell phone charges				42.80	
	iPad charges				39.59	
	LMLGA Conference	1,040.48				
	MR Community Foundation Citizen of the Year		125.00			
June	Cell phone charges				43.32	
	FCM Conference	3,003.06				
	Maple Ridge Community Foundation Dinner		45.00			
	iPad charges				61.10	
July	Cell phone charges				44.37	
	iPad charges				71.29	
August	Cell phone charges				44.82	
	iPad charges				42.08	
September	Cell phone charges				44.15	
	iPad charges				39.59	
	UBCM Conference	1,699.63				
October	Cell phone charges				46.51	
	Ridge Meadows Hospital Foundation Gala		175.00			
	iPad charges				77.41	
November	Cell phone charges				42.80	
	iPad charges				119.41	
December	Cell phone charges				42.80	
	iPad charges (refund)				(4.92)	
		7,224.72	440.00	-	1,098.40	8,763.12
Totals		29,001.02	2,145.00	534.88	4,001.86	35,682.76

City of Maple Ridge

TO: Her Worship Mayor Nicole Read
and Members of Council
FROM: Chief Administrative Officer
SUBJECT: Ripe TX – Taxi License Application

MEETING DATE: February 20, 2017
FILE NO: 01-05330-01
MEETING: C.O.W.

EXECUTIVE SUMMARY:

On January 30, 2017 a notice was received from Ripe TX (Ripe Holdings Inc.) advising the City that they are applying to the Passenger Transportation Board (PTB) for 150 new taxi licenses to operate (pick up and drop off) anywhere in the Greater Vancouver Regional District (Appendix A). Their service model is to digitally dispatch taxis and advise that there would be no top lights, flagging or taxi stands. The PTB requires that applicants notify municipalities of their application and a municipal council may submit information or comments to the PTB regarding the application. It is recommended that municipalities submit comments within 30 days of receiving the package.

Staff have outlined in this report their comments, questions, concerns.

RECOMMENDATION(S):

That staff be directed to submit a letter to the Passenger Transportation Board summarizing the comments in this report and any other Council comments provided, in relation to the application by Ripe TX for 150 new taxi licenses to operate in the Greater Vancouver Regional District.

DISCUSSION:

The Passenger Transportation Board regulates the issuance of taxi licenses. They provide an opportunity for municipalities to comment on new applications and will take these comments into consideration in decision making.

Upon receiving the Ripe TX application, Bylaws and the RCMP were contacted for input.

The following are staff comments, concerns;

Ripe TX have applied for 150 licences and they are planning to operate in the west from West Vancouver to Maple Ridge in the east. There is nothing in the application that states how many vehicles will be available in Maple Ridge, and they do mention that they will park these vehicles throughout the Greater Vancouver Regional District where they anticipate demand. In the section of the application which is addressed to us, they have not filled out how many vehicles they want to operate specifically in our municipality.

Ripe TX has a main office in Victoria. This is not a dispatch office but rather a customer service centre and administration office. All requests for taxi service would be made through a web site or

app. As they will not be having a dispatch office, but only working through an app, it may be difficult to determine response times.

Staff have concerns with who exactly will own each of the 150 vehicles and be responsible for the ongoing upkeep and maintenance, although there is mention of lease rates for drivers on page 6 of 7 of the document titled "Ripe Holdings Inc. Accessible Service Plan – Company Information". Maple Ridge Taxi Bylaw No. 6409-2006 states that an inspector can give notice to the owner that a vehicle for hire is not in a fit or proper condition for use and such vehicle may not be used until the condition is remedied. Currently regular inspections are conducted of all vehicles for hire used in Maple Ridge to determine their condition. This could prove problematic with the vehicles being located all over the Greater Vancouver Regional District. The bylaw also states that there must be an illuminated sign bearing the word "cab" or "taxi" on each vehicle. This company's proposal would be in violation of that section of the bylaw if no such illuminated sign existed.

In addition, each driver must have a chauffeurs permit to operate in Maple Ridge so the question is, will all 150 drivers actually operate in Maple Ridge at any given time or just some of the drivers. In the application driver training is addressed.

It would have been prudent for the company to provide a more thorough report on how they plan on doing business in such a large geographic area. It would be preferable for Ripe TX to provide more information about how they operate. Specifically, staff would appreciate knowing:

- Are drivers on regular schedules with on-duty/off-duty times and how is this tracked?
- How does Ripe TX track driver activity in the leased vehicles (on and off duty)?
- Are they tracking driver routes from the time they are dispatched to when the meter is concluded?
- Are they tracking driver routes when the drivers are not on a dispatched call but still mobile and on duty?
- How does Ripe TX monitor fares – what is recorded, what is collected, how does this match or not match the meter, how do they determine if fares are being collected unmetered and unreported?

All of these questions are at this time not addressed in the application.

Alternatives:

Council may opt to not provide a response in relation to the Ripe TX application for taxi licenses.

CONCLUSIONS:

Staff from Bylaws and the RCMP have provided comments and concerns above. Staff does not support this application without further information and assurances being provided as noted herein. Should Council have further comments or concerns, it would be advisable to have these concerns included in any response to the application.

"Original signed by Laurie Darcus"

Prepared by: Laurie Darcus
Manager of Legislative Services

"Original signed by Paul Gill"

Approved by: Paul Gill
General Manager: Corporate & Financial Services

"Original signed by Frank Quinn"

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

"Original signed by E.C. Swabey"

Concurrence: **E.C. Swabey**
Chief Administrative Officer

Attachments:

Appendix A – RipeTX Taxi Application



Ripe TX

#215 – 1080 Mainland Street
Vancouver, BC V6B 2T4
Work: 604.971.6200
www.riperides.ca

City of Maple Ridge
11995 Haney Place
Maple Ridge, BC V2X 6A9
January 25, 2017
Attention: City Clerk

Our company, Ripe Holdings Inc. (license no. 72137), is applying to the Passenger Transportation Board (PTB) for 150 new taxi licenses that will be able to pickup and drop-off from anywhere in the Greater Vancouver Regional District. These taxis will all be digitally dispatched, meaning no top lights, flagging, or use of taxi stands.

Included with this letter are our completed forms that were submitted to the PTB.

Regards,

Ripe Holdings Inc.
215 – 1080 Mainland Street
Vancouver, BC V6B 2T4





Ripe Holdings Inc.
215 – 1080 Mainland Street
Vancouver, BC V6B 2T4
Canada

RIPE HOLDINGS INC. ACCESSIBLE SERVICE PLAN

COMPANY INFORMATION

Ripe Holdings Inc. dba Ripe Rides is looking to introduce a new form of taxi passenger transportation in British Columbia, Ripe TX. Our service will be fully dispatched digitally through our smartphone application for iOS and Android. This means no top lights, flagging, or cash-for-hire transactions. Our intention is to be the first taxi company to service the entire Greater Vancouver Regional District and eliminate existing jurisdictional boundaries to address common passenger complaints/concerns about going to and from the suburbs to downtown Vancouver.

1. VEHICLES

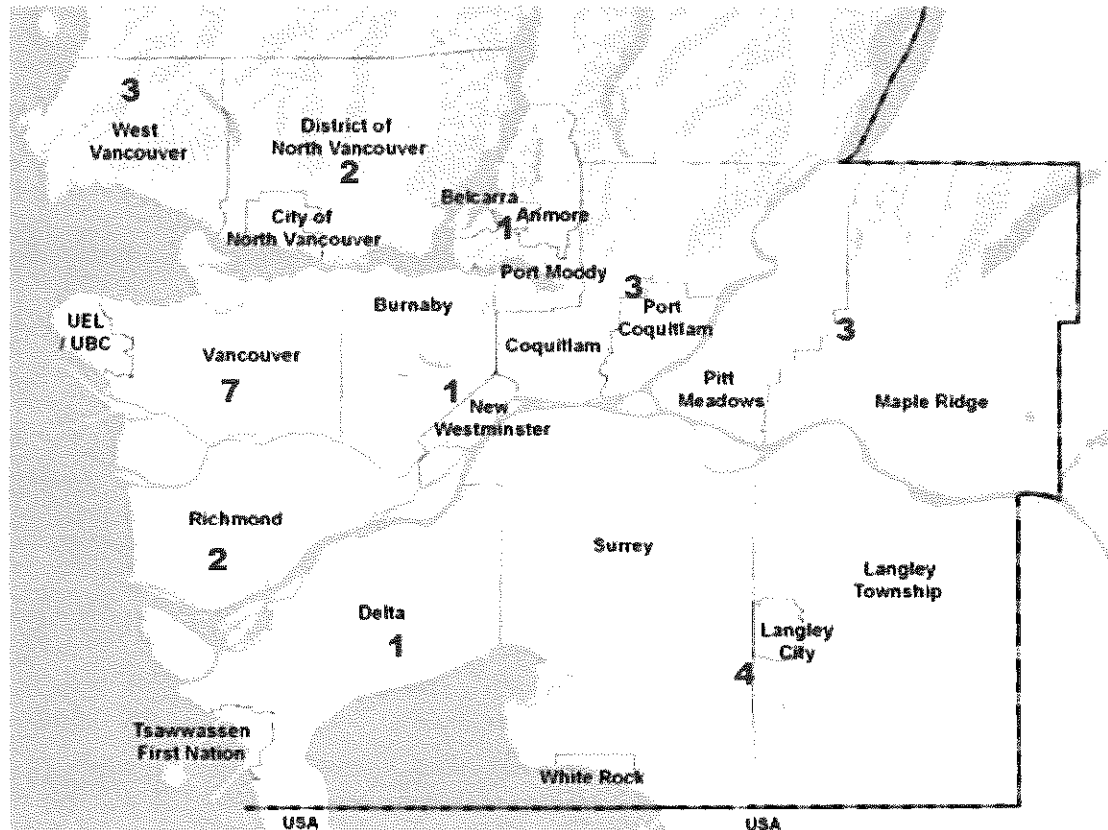
Our application is for 150 licenses. Of the 150 licenses, 27 will be accessible taxis accounting for 18% of the total fleet. All of our accessible taxis will have flip seats. We will be purchasing on lease hybrid energy efficient vehicles for our fleet. The wheelchair accessible vehicles (WATs) will be newer (2015 or above) minivans, most likely Toyota Siennas or Honda Odysseys.

2. VEHICLE USAGE

We intend our wheelchair accessible vehicles to be used in equal proportion to our regular vehicles.

The distribution plan at the beginning of our operations will be to have the vehicles spread strategically across the region with the distribution proportionate to the density of the area. Below is a map that demonstrates the approximate number of WATs per area. Within each of these cities and municipalities we will place the cars strategically based off of population data – for example, in Surrey/White Rock we will have more of the WATs near typical retirement communities to anticipate their need for accessible vehicles.





Our app and technology will allow us to dynamically capture real-time information to be able to serve the region better, meaning on an ongoing basis we will be optimizing our fleet distribution to ensure each municipality's needs are met based on demand.

When a customer opens the Ripe TX app, they have a few options for requesting a vehicle. If a customer simply puts in their pickup and drop-off locations, their request will go to the closest available vehicle, which could be a regular four-seater or a wheelchair accessible vehicle. A customer could also select a specific driver based on their aggregated ratings or based off personal preferences, again which could result in either a four-seater or WAT vehicle. These requests will be placed in the order they are received on a 'first-come, first served' basis.

A customer could also further filter their requests, which will cause the 'matching' algorithm to prioritize. The most relevant distinction for our accessible service plan will be requests for vehicles that can accommodate more than 6 passengers and those who specifically need a WAT. If a customer selects they need a vehicle that can transport 6 or more passengers, then only WATs will display on the map. They will then be placed in the queue for one of these vehicles. Similarly, if a customer specifies they need a WAT, then only those vehicles will appear on the map. Once the request is inputted, it will automatically go above all other ride requests to the closest available WAT.

3. HOURS OF SERVICE

We plan to have all of our wheelchair accessible taxis to be available as close to 24/7 as possible. These will be the same hours of service as our regular vehicles.



Within the first 6 months of obtaining our licenses, we will have at least 75 total vehicles on the road operating, with 14 of those being wheelchair accessible. On a daily basis this number may be bigger depending on special events and customer demand.

4. TRAINING

Drivers, Driver Support, Day and Night Driver Managers, and Logistics Managers will all receive training for serving passengers with disabilities and wheelchair accessible taxis specifically. This is to ensure at multiple levels of the organization we can meet the needs of customers who need accessible taxis.

All drivers will be required to complete the TaxiHost Pro program offered by the Justice Institute of BC, as stipulated by the PTB. As a part of the TaxiHost program, drivers go through the WorldHost and Serving Customers with Disabilities course. This course goes through (in a classroom-setting), amongst other things, serving customers with disabilities. It also reviews appropriate language for discussing the eight major disabilities (mobility, vision, hearing, etc)¹.

In addition to the TaxiHost program, drivers will be required to go through hands on training for operating the actual equipment used in WATs. This includes how to tie down a wheelchair, using the loading ramp, and more. We are currently in the progress of setting up such a program with various organizations in the Lower Mainland who service those with disabilities. We hope to set up a program similar to the 'Ask-Listen-Act' program run by the Vancouver Taxi Associationⁱⁱ. The General Manager and the Day and Night Managers will also be required to go through TaxiHost Pro as well as the hands on training to ensure they can train other staff members.

Other staff members will also be required to go through training for serving those with accessibility needs. For the majority of staff, training will be conducted by the General Manager. For Logistics Managers, the General Manager will do live demonstrations with the vehicle as well as provide the owners' manuals so that these staff members can communicate to drivers and customers when needed. For the drivers (including Driver Managers and Driver Support staff), the General Manager will follow the same procedures, but will also add in a couple of test scenarios to ensure the drivers are comfortable operating the additional features of a wheelchair accessible vehicle.

Any drivers that are driving a wheelchair accessible taxi are required to go through live scenarios with the General Manager before they go on shift.

PRIORITY DISPATCH PLAN

1. DISPATCH SYSTEM

Our wheelchair accessible taxis will be dispatched using the same system as our regular vehicles. The primary method is through our app, where customers can input their pickup and drop-off locations to request a vehicle. A customer can also select a specific driver by tapping on them first. Additionally, a customer can first filter the vehicle options by selecting 'Accessible' or a 6+ vehicle, and then inputting



their location information. There is also a 'Pooling' feature whereby customers input their pickup and drop-off locations as well as approximate trip start time, and the app automatically matches them with other customers travelling along a similar route and time window.

For the visually impaired, our app can work in conjunction with other reading applications or software to direct the customer what to press.

In addition to our smartphone app, customers can order a taxi by logging on to our website. The process is very similar to the app where a customer can filter available cars to specifically select an accessible taxi.

Thirdly, we will have customer service representatives / office workers at the Ripe office who can assist with teaching customers how to book using the app. These customer service employees are not acting as dispatchers; they are simply acting as educators and assisting with operating the app similar to how Ripe Rides' office staff currently operates.

During everyday operations, our WATs will be available on the general map for anyone to book. If a customer inputs their pickup and drop-off locations without any vehicle preferences and a WAT is the closest one available, then that vehicle will be dispatched automatically through the app. If a customer inputs they would like an accessible vehicle, then this supersedes any other requests and puts that customer at the top of the ride queue.

Customers also have the option to request a vehicle that accommodates more than 6 passengers, including for pooling services. If a customer requests an accessible vehicle, which are also the same as 6+ vehicles, then this accessible request will override the 'regular' 6+ request in the app.

If there are multiple requests for WATs, they will be digitally dispatched on a first-come, first served basis above the regular taxi requests. We will also implement a few checks and balances on the technology side to ensure there are WATs available as much as possible. Primarily this will be done by ensuring at least 30% of our WATs are available for accessibility needs at all times. This means that if there are only 9 active WATs available, a customer would only be able to book them if they specifically request an accessible vehicle. Therefore, if there are only 9 WATs available at a given time, a customer would not be able to book one of them as a regular taxi even if it is the closest available vehicle to their pickup location. Instead in that scenario the customer's request would be sent to the next closest 4-seater vehicle. The moment the number of WATs available goes back to 10 or more, they would be repopulated to the main TX map and be able to be booked by anyone (with priority still to accessible requests).

A customer's GPS location or inputted pickup location is used to determine where to dispatch wheelchair accessible taxis. If a customer inputs their current location or a specific location in the app, this information is automatically relayed to the driver's app. The same occurs if a customer requests a vehicle via our website. Regardless of if a customer is requesting a regular vehicle or a WAT, the app will always calculate the closest available vehicle to their pickup location. Then once a trip request is actually sent through, the app tracks the driver in real-time as they make their way towards the customer. This adds another level of assurance and transparency for customers that is not currently available in the taxi



marketplace. With this feature, customers know 100% once they've ordered a Ripe TX vehicle, it is coming for them specifically.

If a customer requests a larger vehicle, whether for a large group of customers or just due to preference, then this is noted in the app by the options 6-6+. This is recorded differently in our system than an accessible vehicle even though for practicality purposes they are the same vehicle type.

If there are requests for a wheelchair accessible taxi and none are available, the customer will automatically receive a popup in their app informing them. The customer could then try ordering a vehicle at a later time. Our system automatically records requests that aren't met due to lack of available cars, and management as well as dispatch can rearrange driver schedules to meet this demand in the future.

2. DISPATCHERS

Our policies and procedures for wheelchair accessible taxis are the same as for our regular vehicles; our company does not discriminate on any basis.

Our system is automatically built to prioritize any accessible vehicle requests made through the app or website. The technology is built so that any time someone inputs they would like an accessible vehicle, their request automatically goes to the top of the queue for the closest available driver. Our Logistics Managers are trained as well to analyze and create reports based on trip data, which includes accessible vehicle requests. This way they can plan and anticipate what times of day may need more accessible vehicles on shift, which areas might need more accessible vehicles than others, and etcetera.

Our customer service / office staff are trained to prioritize accessible vehicle requests as well. Similar to app and website requests, as soon as customer service staff receives a call for an accessible vehicle, they prioritize this over other customer requests and assist the customer with ordering the vehicle through the Ripe TX app.

Ultimately what makes our application distinct from current providers in the region is that all dispatch is done through the app. The technology will be built to ensure accessible vehicle requests are prioritized, minimizing human error and/or discrimination.

If Logistics managers or other staff are found to be disregarding our policies on service to all customers, it will be cause for termination.

3. DRIVERS

Our policies and procedures for wheelchair accessible taxis are very similar to our regular vehicles; drivers are not to discriminate on any basis.

Drivers of accessible vehicles are required to go through live scenarios with the General Manager before they go on shift, as mentioned above. Once on shift, an accessible taxi driver will automatically appear on our system as such. If all customer requests have no filtering, these vehicles will be placed regularly



on the queue, which is by time/distance in relation to the customer's pickup location. If a customer filters the vehicles for wheelchair accessible, then these drivers will automatically be first to receive this request.

Drivers who operate WATs will be offered a lower lease rate and higher commission rate on trip revenues than drivers who operate regular vehicles. This will be offered not only to incentivize drivers, but also to combat the higher vehicle operational costs associated with WATs.

If drivers are found to be disregarding our policies on service to all customers, it will be cause for termination.

4. VEHICLE LOCATIONS & CONTRACTS

All of our vehicles are spread across the GVRD strategically with the distribution proportionate to the density of the area in the beginning of our operations. Once real-time trip data is available, we can serve the region better, meaning we will be optimizing our fleet distribution on an ongoing basis to meet demand. Our wheelchair accessible vehicles will be similarly distributed; first based off of population density and then based off of real-time trip requests.

In many of the areas where our wheelchair accessible taxis are located, they will be parked near the end of transportation lines. Examples include at YVR airport, near the end of the Expo Line in Surrey, Lougheed Station, and Waterfront Station. Customers still have to order these vehicles through the app; they wouldn't be able to just hop in from a taxi stand or from the street. We would have our vehicles parked in these areas to anticipate demand, as it is more likely customers who need accessible vehicles would also be taking transit services.

COMMUNITY INFORMATION

1. LOCAL OPTIONS FOR WHEELCHAIR ACCESSIBLE SERVICES

As we will be serving the entire GVRD, there are many wheelchair accessible services available including TransLink, handyDART, and more.

2. COMMUNITY OUTREACH

We will do our best to meet with each municipality in the GVRD to communicate the introduction of our service which includes wheelchair accessible vehicles. We are in regular contact already with many local committees and government counselors.

Additionally, we are in the process of reaching out to various care facilities to educate and inform about our proposed service. This will help to reach those who will be using WATs on a regular basis and to go over the app functionality. We also intend to start setting up some pre-arranged trips with these groups once we are in service, especially for frequently occurring events. For example, if a care facility does a



biweekly outing to grocery shop, we could arrange these trips in advance and distribute our fleet accordingly.

ⁱ <https://catalogue.jibc.ca/Lists/Courses/CustomDispForm.aspx?ID=872&InitialTabId=Ribbon.Read>

ⁱⁱ <http://vancouver.ca/news-calendar/new-taxi-driver-training-program-for-customers-with-disabilities-and-seniors-launches-in-vancouver.aspx>



PDV Forms Package

Use this package to apply to the Passenger Transportation Board for special authorization to operate passenger directed vehicles (PDVs) in British Columbia.

Contents:

- PDV Vehicle Proposal PT Board Form 1
- PDV Proposed Terms & Conditions of Licence PT Board Form 2
- Flip Seat Request Form (Taxis) PT Board Form 3
- Municipal Notice (Taxis) PT Board Form 4
- Disclosure of Unlawful Activity & Bankruptcy PT Board Form 5
- Public Explanation of PDV application PT Board Form 6
- Declarations PT Board Form 17



TRANSPORTATION BOARD

202- 940 BLANSHARD STREET • PO BOX 9850 STN PROV GOVT • VICTORIA BC V8W 9T5

PDV Vehicle Proposal PT Board Form 1

About this Form: Submit this form when you are applying:

- ✓ for a new PT licence to operate Passenger Directed Vehicles (PDVs)
- ✓ to add vehicles to your PDV fleet
- ✓ to change vehicle type or seating capacity in your terms and conditions of licence

You should not buy, lease or rent vehicles before the Passenger Transportation Board makes a decision on your application.

Part A: Proposed Vehicles

What types of vehicles are you applying for?	How many vehicles are you applying for?
Category 1: Taxis	
Sedan or Minivan Taxi (seating capacity between 2 and 7 passengers plus driver)	123
Wheelchair Accessible Taxi (seating capacity between 2 and 7 passengers plus driver)	27
Category 2: Limousines and Perimeter Seating Bus (PSBs)	
Sedan Limousine (seating capacity between 3 and 5 passengers plus driver)	
Antique Sedan Limousine (seating capacity between 3 and 5 passengers plus driver) <i>These vehicles are at least 30 years old</i>	
Mid-Size Limousine (seating capacity 6 or 7 passengers plus driver)	
Limousine Van (seating capacity between 6 and 11 passengers plus driver)	
Stretch Limousine (seating capacity between 8 and 11 passengers plus driver)	
Stretch SUV (seating capacity between 8 and 11 passengers plus driver)	
PSB: "Super stretch SUV" (seating capacity between 12-20 passengers plus driver)	
PSB: Limo Bus (seating capacity 21 or more passengers plus driver)	
Category 3: Other Passenger Directed Vehicles ("PDV")	
Motorcycle (seating capacity of up to 2 passengers plus driver)	
Small Shuttle / PDV (seating capacity between 2 and 5 passengers plus driver)	
Large Shuttle / PDV (seating capacity between 6 and 11 passengers plus driver)	

Part B: PDV Fleet Information

Total vehicles proposed in this application:	150
Current maximum fleet size previously approved by the Board (if applicable):	
Total maximum fleet size you propose for your PT licence (if approved):	150

Part C: Vehicle Details

- (a) Have any vehicles been stretched, modified or rebuilt (salvaged)? ☒ No ☐ Yes (if yes, explain)
- (b) Will any vehicles operate only on specific days and times (e.g. peak period taxis)? ☒ No ☐ Yes (if yes, provide details of days any times)

PDV Proposed Terms and Conditions of Licence PT Board Form 2

About this Form:

Submit this form when you are applying:

- ✓ for a new PDV special authorization
- ✓ to amend your service area

Related Information

- Reference Sheet 10: Sample Terms & Conditions for Special Authorization Licences
- Operational Policy III.4: Originating Areas: Passenger Directed Vehicles

Part A: Taxis	
Service Area	
Service # Originating Area: <small>(This is where you want to pick up passengers.)</small>	<p>Transportation of passengers may only originate from:</p> <p>Greater Vancouver Regional District</p> <hr/> <p><i>Originating areas may be stated in terms of: municipalities, regional districts or highway corridors. The Board will <u>not</u> accept an originating area of "anywhere in British Columbia". If you want to serve an airport, ferry terminal or other transportation hub, you need to check to see if it is in the municipality you are applying for. If not, you must include it as an originating area.</i></p>
Destination Area: <small>(This is where you want to drop off passengers)</small>	<p>Transportation of passengers may terminate at:</p> <p>Greater Vancouver Regional District</p> <hr/> <p><i>Destination areas may be stated in terms of: municipalities, regional districts or highway corridors. The Board will <u>not</u> accept a destination area of "anywhere in British Columbia". If you want to serve an airport, ferry terminal or other transportation hub, you need to check to see if it is in the municipality you are applying for. If not, you may need to include it as a destination area.</i></p>
<p><i>If you have more than one service area, please complete another sheet.</i></p>	
Hours of Operation: <div style="margin-top: 10px;"> <input checked="" type="checkbox"/> All taxis will be available 24 hours, 7 days a week. If not, </div> <div style="margin-top: 10px;"> <input type="checkbox"/> _____ (#) taxis will be available 24 hours, 7 days a week </div> <div style="margin-top: 10px;"> <input type="checkbox"/> _____ (#) taxis will be available at the days and following times </div> <div style="margin-top: 10px;"> <input type="checkbox"/> _____ </div>	

Part A: Taxi (continued)**Return or Reverse Trips**

Please check the appropriate box if you are asking for any of the following terms and conditions. Your application package should explain why you require these authorizations.

<input checked="checked" type="checkbox"/>	Return Trips - allows you to pick up passengers in a destination area in very limited circumstances	Standard Wording The same passengers may only be returned from where their trip terminates in the destination area to any point in the originating area if the return trip is arranged by the time the originating trip terminates.
<input checked="checked" type="checkbox"/>	Reverse Trips (limited) - allows you to pick up passengers in a destination area in very limited circumstances	Standard Wording Transportation of passengers may only originate in the destination area if the transportation terminates in the originating area and the cost of the trip is billed to an active account held by the licence holder that was established before the trip was arranged.
<input type="checkbox"/>	Reverse Trips (unlimited) - allows you to pick up passengers in a destination area. ! Note: This is not a common term and condition of licence, especially for vehicles operating in urban areas.	Standard Wording Transportation of passengers may only originate in the destination area if the transportation terminates in the originating area.

Taxi Authorizations

Please check the appropriate box if you are asking for any of the following authorizations. These are common terms and conditions on taxi licences.

<input checked="checked" type="checkbox"/>	(i) Taxi meters
<input type="checkbox"/>	(ii) Top lights
<input type="checkbox"/>	(iii) Pick up passengers who hail or flag the vehicle
<input checked="checked" type="checkbox"/>	(iv) Flip Seats (Complete <u>Board Form 3.</u>)

Other Terms and Conditions

Please check the appropriate box if you are asking for any of the following authorizations

<input type="checkbox"/>	To take passengers out of BC
<input type="checkbox"/>	To provide transportation services under a contract to a company (Attach a copy of the contract or agreement to enter a contract)
<input checked="checked" type="checkbox"/>	Other terms and conditions (Please describe any other term and condition that you would like.)

Use of smartphone app as dispatch, fare tracker, and meter.

Part B: Limousines and Other Passenger Directed Vehicles

Service Area

Service # _____

Originating Area: Transportation of passengers may only originate from:

(This is where you want to pick up passengers.)

Note

Originating areas may be stated in terms of: municipalities, regional districts or highway corridors. The Board will not accept an originating area of "anywhere in British Columbia". If you want to serve an airport, ferry terminal or other transportation hub, you need to check to see if it is in the municipality you are applying for. If not, you must include it as an originating area.

Destination Area: Transportation of passengers may terminate at:

(This is where you want to drop off passengers)

Note

Destination areas may be stated in terms of: municipalities, regional districts or highway corridors. The Board will accept a destination area of "anywhere in British Columbia". If you want to serve an airport, ferry terminal or other transportation hub, you need to check to see if it is in the municipality you are applying for. If not, you may need to include it as a destination area.

If you have more than one service area, please complete another sheet

Return or Reverse Trips

Please check the appropriate box if you are asking for any of the following terms and conditions. Your application package should explain why you require these authorizations.

<input type="checkbox"/>	Return Trips - allows you to pick up passengers in a destination area in very limited circumstances	Standard Wording The same passengers may only be returned from where their trip terminates in the destination area to any point in the originating area if the return trip is arranged by the time the originating trip terminates.
<input type="checkbox"/>	Reverse Trips (limited) - allows you to pick up passengers in a destination area in very limited circumstances	Standard Wording Transportation of passengers may only originate in the destination area if the transportation terminates in the originating area and the cost of the trip is billed to an active account held by the licence holder that was established before the trip was arranged.
<input type="checkbox"/>	Reverse Trips (unlimited) - allows you to pick up passengers in a destination area. Note: This is not a common term and condition of licence, especially in urban areas.	Standard Wording Transportation of passengers may only originate in the destination area if the transportation terminates in the originating area.

Part B: Limousines and Other Passenger Directed Vehicles (continued)**Other Terms and Conditions**

Please check the appropriate box if you are asking for any of the following authorizations

<input type="checkbox"/>	To take passengers out of BC
<input type="checkbox"/>	To provide transportation services under a contract to a company (Attach a copy of the contract or agreement to enter a contract)
<input type="checkbox"/>	Other terms and conditions (Please describe any other term and condition that you would like.)

Flip Seat Request PT Board Form 3

About this form: Use this form only if you are asking permission to use flip seats in taxis.

Note: If the Board approves the use of flip seats, the Passenger Transportation Branch may require you to submit proof that the seats meet vehicle safety standards. See Division 10.07(5) of the Motor Vehicle Act Regulations.

Applicant

Legal Name: Ripe Holdings Inc.

Number of Flip Seats

How many **accessible taxis** will have a flip seat? 27

How many **taxi vans** will have a flip seat? _____

Taxi Fleet Information

What is the main area that you operate in? GVRD

How many **accessible taxis** do you operate on a regular basis? 27

How many conventional taxis do you operate on a regular basis? 123

Flip Seat Proposal

Submit a **Flip Seat Proposal** that includes the following:

- ☒ **Statement** that explains why you need to use flip seats.
- ☒ **Evidence of public need** for flip seats.
- ☐ **Number of trips** for persons who need an accessible taxi, if you are an existing licensee. Give a daily or weekly average. Submit data for at least six months.
- ☒ **List of transportation service agreements** that your company has. Also, state whether taxis used under those contracts will have flip seats. For example, contracts may relate to the following: airports or airlines, cruise ship terminals, ferry terminals, travel agencies, postal workers, crew transportation, school boards, and hotels.
- ☒ **A Priority Dispatch Plan.** (See Reference Sheet 7: Preparing an Accessible Service Plan.)

Exemption From Some Application Requirements

If your application is **only** to amend your licence to ask for express authorization for flip seats, you do not have to include the following in your application package:

1. Business plan and financial statements
2. PDV Vehicle Proposal
3. PDV Service Proposal

Other application requirements as listed in Application Guide 2 apply.

Municipal Notice | Taxi Applications PT Board Form 4

About this Form:

The form has 2 pages. It must be completed by:

- ✓ Licensees applying to operate taxis in a new municipality (see **Part 1**)
- ✓ Licensees applying to add more taxis to their fleet (see **Part 1**)
- ✓ New applicants applying to start a taxi service (see **Part 2**)

Applicants must:

- (a) send completed forms to each municipality where they are licensed or seek a licence to pick up passengers, and
- (b) include copies of completed forms in their application package.

Note: The Passenger Transportation Board sends applicants a copy of any negative comments it receives from a municipality. Applicants have an opportunity to comment.

NOTICE

To: Chief Administrative Officer

Maple Ridge

Name of Municipality

November 18 2016

Date

Please be advised that the Licensee or New Applicant listed on page 2 of this Notice is applying to the Passenger Transportation Board to provide taxi service in your municipality.

A municipality may send comments about this application or taxi services in general to the Passenger Transportation Board by:

Fax: (250) 953-3788

E-mail: ptboard@gov.bc.ca

Mail: PO Box 9850 STN PROV GOVT
Victoria British Columbia V8W 9T5

We recommend that municipalities comment **within 30 days** of receipt of this notice. This should ensure that comments are received on time.

After an applicant sends its municipal notices and submits its application, the Board publishes the application in the Board's "Weekly Bulletin." Bulletins are published on Wednesdays. They may be viewed online at: <http://www.th.gov.bc.ca/ptb/bulletins.htm>. The Board will consider any comments received up until 10 days after publication in the "Weekly Bulletin".

To confirm whether the comment period is still open, municipal representatives can call the Board office at 250-953-3777 or email ptboard@gov.bc.ca.

Part 1: To be completed by PT Licensees

Licensee

Legal Name: _____

Trade Name: _____

PT Licence Number: _____

Operating Area (check one)

☐ I operate in this municipality _____

☐ I am applying to operate in this municipality _____

My total originating area is: _____

Fleet Size (Taxis only)

What is the maximum number of taxis you can operate in this municipality now? _____

How many accessible taxis do you operate in this municipality now? _____

How many taxis do you want to operate in this municipality? _____

How many taxis will be wheelchair accessible taxis? _____

Part 2: To be completed by new applicants

Applicant

Legal Name: Ripe Holdings Inc.

Trade Name: Ripe TX

Fleet Size Requested

Number of Conventional Taxis: 123

Number of Wheelchair Accessible Taxis: 27

Operating Area

The originating area I'm applying for is:
(please list all municipalities and areas)

Greater Vancouver Regional District

Municipal Notice/Taxi Applications PT Board Form 4

For the following communities were also included in the application. They are an exact duplicate of the Maple Ridge Referral so have not been included due to the duplication of information.

- Vancouver
- Burnaby
- Coquitlam
- Delta
- City of Langley
- Langley Township
- New Westminster
- City of North Vancouver
- District of North Vancouver
- Pitt Meadows
- Port Coquitlam
- Port Moody
- Richmond
- Surrey
- Tsawwassen
- West Vancouver
- White Rock
- Abbotsford
- Electoral District A

Disclosure of Unlawful Activity & Bankruptcy PT Board Form 5**About This Form**

This form must be completed by one or more people, depending on your organization. See question 1 for details. The information you give will be used by the Board as part of its deliberations in assessing if you are a fit and proper person as required by the *Passenger Transportation Act*. The Board may need more information depending on your answers to these questions. In assessing if you are a fit and proper person, the Board may consider, among other matters:

- *What were the circumstances of any charges, convictions or findings of guilt and any sentence imposed?*
- *How much time has passed between the charge, conviction or finding of guilt and this application?*
- *Does the behavior for which the charges were laid or convictions or finding of guilt, indicate a pattern of poor conduct and character, lack of financial integrity or a threat to the public?*
- *What, if any, corrective or remedial activities have you undertaken in relation to any charges or convictions?*

You must provide truthful answers. If you do not, and it becomes known to the Board, the Board may refuse the application or, if a licence is approved, attach conditions, suspend or cancel the licence.

Name of person completing form: Otis PerrickYear of Birth: 1979

1. What type of licensee do you represent? Please check:

- ☐ Sole Proprietorship
- ☐ Partnership (each partner must complete this form)
- ☒ Incorporated Private Company (each director and officer must complete this form)
- ☐ Public Company (the President, Secretary and CEO must complete this form)
- ☐ Society (each director of the society must complete this form)

2. Have you, or any business entity with which you are or have been associated as a director, officer or principal shareholder

- a) been charged with or convicted of an offence under the Criminal Code of Canada? Yes ☐ No ☒
- b) been charged with or convicted of an offence under the Controlled Drugs and Substances Act or the Income Tax Act? Yes ☐ No ☒

If you answered yes to any of the above questions, please provide the following details for **each conviction or finding of guilt** (attach a separate sheet if needed).

- i. Description of conviction or finding of guilt _____
- ii. Date of conviction or finding of guilt _____
- iii. Description of sentence _____
- iv. Name and location of court _____
- v. Court file number (if known) _____

3. Have you, or any business entity with which you are or have been associated as a director, officer or principal shareholder ever,

a) filed for bankruptcy protection or receivership; been petitioned into bankruptcy or receivership; or made a proposal under any bankruptcy, insolvency or similar law, or had any similar action taken against you, in any jurisdiction?

Yes ☐

No ☒

b) been denied or refused bankruptcy protection or reorganization under any bankruptcy or insolvency law in any jurisdiction?

Yes ☐

No ☒

If you answered "Yes" to 3(a), you must give the following information for each proceeding (attach a separate sheet if needed)

- i. Name and address of entity (if applicable) _____
- ii. Name and address of filing party _____
- iii. Date petition filed _____
- iv. Name and address of Court _____
- v. Name and address of trustee _____
- vi. Disposition or outcome _____

Note: Please enclose a copy of any discharge.

If you answered "Yes" to 3(b) above, you must include the following for each proceeding (attach a separate sheet if needed)

- i. Name and address of entity (if applicable) _____
- ii. Name and address of filing party _____
- iii. Date petition filed _____
- iv. Name and address of Court _____
- v. Name and address of Trustee _____
- vi. Disposition or outcome _____

Name and Signature

Name of person completing this form: Otis Perrick

Position with the applicant: Director

Name of Applicant Company or Partnership or sole proprietor: Ripe Holdings Inc.

! (Please insert electronic signature or print, sign and scan)

Signature: _____

Date: _____

November 18 2016

Disclosure of Unlawful Activity & Bankruptcy PT Board Form 5**About This Form**

This form must be completed by one or more people, depending on your organization. See question 1 for details. The information you give will be used by the Board as part of its deliberations in assessing if you are a fit and proper person as required by the *Passenger Transportation Act*. The Board may need more information depending on your answers to these questions. In assessing if you are a fit and proper person, the Board may consider, among other matters:

- What were the circumstances of any charges, convictions or findings of guilt and any sentence imposed?
- How much time has passed between the charge, conviction or finding of guilt and this application?
- Does the behavior for which the charges were laid or convictions or finding of guilt, indicate a pattern of poor conduct and character, lack of financial integrity or a threat to the public?
- What, if any, corrective or remedial activities have you undertaken in relation to any charges or convictions?

You must provide truthful answers. If you do not, and it becomes known to the Board, the Board may refuse the application or, if a licence is approved, attach conditions, suspend or cancel the licence.

Name of person completing form: Gagan (Ricky) GorayaYear of Birth: 1979

1. What type of licensee do you represent? Please check:

- ☐ Sole Proprietorship
- ☐ Partnership (each partner must complete this form)
- ☒ Incorporated Private Company (each director and officer must complete this form)
- ☐ Public Company (the President, Secretary and CEO must complete this form)
- ☐ Society (each director of the society must complete this form)

2. Have you, or any business entity with which you are or have been associated as a director, officer or principal shareholder

- a) been charged with or convicted of an offence under the Criminal Code of Canada? Yes ☒ No ☐
- b) been charged with or convicted of an offence under the Controlled Drugs and Substances Act or the Income Tax Act? Yes ☐ No ☒

If you answered yes to any of the above questions, please provide the following details for **each conviction or finding of guilt** (attach a separate sheet if needed).

- i. Description of conviction or finding of guilt Stay of proceedings
- ii. Date of conviction or finding of guilt N/A
- iii. Description of sentence Charges were dropped
- iv. Name and location of court Vancouver Provincial Criminal Court
- v. Court file number (if known) 9783-1

3. Have you, or any business entity with which you are or have been associated as a director, officer or principal shareholder ever,

a) filed for bankruptcy protection or receivership; been petitioned into bankruptcy or receivership; or made a proposal under any bankruptcy, insolvency or similar law, or had any similar action taken against you, in any jurisdiction?

Yes ☐

No ☒

b) been denied or refused bankruptcy protection or reorganization under any bankruptcy or insolvency law in any jurisdiction?

Yes ☐

No ☒

If you answered "Yes" to 3(a), you must give the following information for each proceeding (attach a separate sheet if needed)

- i. Name and address of entity (if applicable) _____
- ii. Name and address of filing party _____
- iii. Date petition filed _____
- iv. Name and address of Court _____
- v. Name and address of trustee _____
- vi. Disposition or outcome _____

Note: Please enclose a copy of any discharge.

If you answered "Yes" to 3(b) above, you must include the following for each proceeding (attach a separate sheet if needed)

- i. Name and address of entity (if applicable) _____
- ii. Name and address of filing party _____
- iii. Date petition filed _____
- iv. Name and address of Court _____
- v. Name and address of Trustee _____
- vi. Disposition or outcome _____

Name and Signature

Name of person completing this form: Gagan (Ricky) Goraya

Position with the applicant: Director

Name of Applicant Company or Partnership or sole proprietor: Ripe Holdings Inc.

! (Please insert electronic signature or print, sign and scan)

Signature: _____

Date: _____

G. Goraya
November 18, 2016

Declarations PT Board Form 17

About this Form:

- This form is required for all licence applications.
- This form must be signed by the **individual** (sole proprietor), **all partners** in the partnership, or the **president or sole director** of the corporation.
- By signing this form, you are making the declarations set out in A & below.

Legal Name of Applicant (complete one of the following)

<input type="radio"/> Full Name of Individual:	<input type="radio"/> Full Name of Each Partner:	<input checked="" type="radio"/> Full Name of Corporation
Ripe Holdings Inc.		

Passenger Transportation Licence No., if applicable _____

A. Declaration: Liquor Control and Licensing Act

I DECLARE THAT:

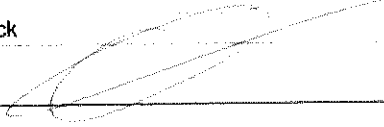
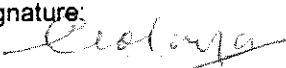
- 1 I understand that offences under the *Liquor Control and Licensing Act* include:
 - consuming alcohol in a public place, including motor vehicles;
 - operating a motor vehicle while there is liquor in the vehicle; and
 - permitting a minor to consume liquor in a place under your control.
- 2 I understand that my passenger transportation licence may be suspended or cancelled if I commit an offence under the *Liquor Control and Licensing Act* related to the operation of a commercial passenger vehicle.
- 3 I will educate my drivers and operators about their responsibilities on how to deal with the consumption of alcoholic beverages by passengers on my commercial passenger vehicles.

B. Declaration: Application Information

I DECLARE THAT:

- 1 The statements and information contained in, attached to and submitted with this licence application package are true and correct.
- 2 I understand that statements and information contained in, attached to and submitted with this licence application package may be verified.
- 3 I understand that false or misleading representations could result in refusal of my application or cancellation of my licence, if my application is approved

C. Signatures (Please insert electronic signature or print, sign and scan)

Full Name: Otis Perrick	Title: Director
Signature: 	Date: November 18, 2016
Full Name: Gagan (Ricky) Goraya	Title: Director
Signature: 	Date: November 18, 2016

Public Explanation of Passenger Directed Vehicle (PDV) Application

PT Board Form 6

About this Form:

- This form is required when you making an application for a new or amended licence or to add vehicles to your fleet..
- This form is not required for a rate change application.
- Information on this form will be published as part of your "application summary".

Please answer each question in one or two sentences.

1. Why are you making this application? (Tell us if there is anything unique about your application. For example, is it a specialty service? Is there a target market? Etc.)

- Ripe TX is a fully digitally-dispatched taxi service, meaning no top lights, flagging, or use of taxi stands. This is unique in the GVRD that will fill the public need not only for more and improved taxi services, but also for passenger transportation that meets their needs in a digital world.
- Our application is for pickup and drop-off across the Greater Vancouver Regional District (GVRD), which will address common customer concerns and complaints about going to and from the suburbs to downtown Vancouver.

2. How will your application affect transportation services in your community?

Increases availability and reduced wait times across the multiple municipalities in the GVRD.

This form has been prepared by the applicant for public information.**Name of Applicant:** Ripe TX

Metered Taxi Rates PT Board Form 10**About this Form:** This form may be used if you are applying for a:

- ✓ new licence to operate a taxi
- ✓ change to your approved taxi meter rates

! Note: Rates are not effective unless approved by the Passenger Transportation Board**Applicant**Legal Name: Ripe Holdings INC.**Metered Taxi Rates**Initial Flag Rate: \$ 3.20Distance Rate: \$ 1.84 per kilometerMetered Waiting Time Rate: \$ 32.86 per hourGoods & Services Tax (GST) is **included** in the rates set out above.**Meter Increments**

Indicate the price increment of taxi fares that are displayed on the meter.

☒ \$0.10 ☐ \$0.15 ☐ \$0.20 ☐ \$0.25 ☐ Other: _____**Other Metered Rates (if applicable)**

If the meter calculates any rates other than what is noted above, list the rates and reason in this section:



TRANSPORTATION BOARD

202- 940 BLANSHARD STREET • PO BOX 9850 STN PROV GOVT • VICTORIA BC V8W 9T5

PDV Rules PT Board Form 14

About this Form: Use this form if you are applying for a:

- ✓ new Special Authorization licence for a passenger directed vehicle ("PDV")
- ✓ change to your approved rules

Note: Rules are not effective unless approved by the Passenger Transportation Board

The Board has established standard rules for:

- All taxis in British Columbia Standard Rules for Taxicabs
- All Limousines being operated in the Victoria, Vancouver and surrounding areas Minimum-Maximum Rates and Standard Rules for Limousines in BC
- If you operate a taxi or limousine and want a rule that is different from the Standard Rule, please tell us why.

Operator

Legal Name: Ripe Holdings Inc.

Transportation Service

Describe the type of transportation service you provide or want to provide
(e.g. taxi, limousine, shuttle service, transportation for ESL students, etc.)

Digital dispatched taxi

Applicable Rates

Indicate the types of rates that your rules apply to:

- | | |
|--|---|
| <input checked="" type="checkbox"/> Metered Taxi Rates | <input type="checkbox"/> Individual Rates |
| <input type="checkbox"/> Hourly Rates | <input type="checkbox"/> Contract Rates |
| <input type="checkbox"/> Point-to-Point Rates | <input type="checkbox"/> Other: _____ |

Rules

No. Rules:

1. Fares will be calculated via the Ripe smartphone application
2. Unless otherwise indicated, the Board's standard rules will apply
3. _____
4. _____
5. _____
6. _____

Discounts and Commissions

No.	Discounts or Commissions	Rate
1.	_____	_____ %
2.	_____	_____ %
3.	_____	_____ %

City of Maple Ridge

TO: Her Worship Mayor Nicole Read
FROM: and Members of Council
Chief Administrative Officer
SUBJECT: Bylaw 7311-2017 Committee Appointments - Alternates

MEETING DATE: February 20, 2017
FILE NO: 01-0530-01
MEETING: C.O.W.

EXECUTIVE SUMMARY:

Council advisory and steering committees are very important to municipal decision making. When contemplating the membership for each committee, Council considers the types of skill sets that would be suitable for specific committees and identifies types of individuals with those skill sets as preferred appointees (e.g. a visual artist for the Public Art Steering Committee). On several occasions the City has failed to attract the specific qualified individuals to fill the roles specified in the committee bylaw, and for this reason it is recommended that Council adopt the attached bylaw that would allow some flexibility when this occurs.

RECOMMENDATION(S):

That Bylaw 7311-2017 be given first, second and third readings.

DISCUSSION:

a) Background Context:

There are numerous Council advisory and steering committees which rely on the participation of volunteers from the community. For most committees membership is defined as individuals possessing specific skills, or members at large. Volunteers are recruited through advertisements, over social media, through recommendations or through recruitment efforts. Applications are reviewed and recommendations are brought forward for Council final approval.

Over the past few months there have been several instances where staff have been unable to fill member positions with specifically identified skills defined in the applicable committee bylaw. However, there are other applicants that do not fit under those specific category requirements but would be beneficial to have on the committee and would add value being on the committee. Unfortunately the bylaws do not currently allow alternates to be appointed.

Staff recommend amending these bylaws by adding the following language:

Under the heading: "The Committee will be comprised of the following [voting] members:"

Add to the end of the listing of member types:

"Council may choose to appoint members in a different configuration than that listed above if a candidate meeting the specific membership description cannot be found to fill a vacancy and an application is received from an alternate candidate who would be an asset to the Committee."

It should be noted that attempts will always be made to meet the criteria specified by attracting the specially qualified or skilled members, and this additional clause would be only be used in exceptional circumstances.

b) Desired Outcome(s):

The goal is to provide some flexibility in member appointments to Council advisory or steering committees to ensure full membership on the committee can be achieved whenever possible.

c) Strategic Alignment:

This change to the bylaws allows for greater public participation.

d) Citizen/Customer Implications:

There may be additional opportunities for citizens to engage through membership on committees.

e) Alternatives:

Council may choose to not amend the applicable bylaws and leave as is. This may result in vacancies on committees and the loss of interested individuals who are interested in participating on committees but do not fit specific qualifications or hold specifically identified skills.

CONCLUSIONS:

Staff recommends adoption of Bylaw 7311-2017 which would allow Council to make alternative appointments to committees and allow for flexibility in attracting and retaining committee members.

"Original signed by Laurie Darcus"

Prepared by: Laurie Darcus
Manager of Legislative Services and Emergency Program

"Original signed by Paul Gill"

Approved by: Paul Gill
General Manager – Corporate & Financial Services

"Original signed by E.C. Swabey"

Concurrence: **E.C. Swabey**
Chief Administrative Officer

Appendices:

- A. Bylaw 7311-2017 Committee Appointments – Alternates
- B. Bylaw 5845-1999 Municipal Advisory Committee on Accessibility Issues
- C. Bylaw 5908-2000 Community Heritage Commission
- D. Bylaw 6471-2007 Agricultural Advisory Committee
- E. Bylaw 6659-2009 Public Art Steering Committee
- F. Bylaw 7201-2016 Active Transportation Advisory Committee
- G. Bylaw 7202-2016 Environmental Advisory Committee
- H. Bylaw 7203-2016 Social Policy Advisory Committee

APPENDIX A

CITY OF MAPLE RIDGE

BYLAW NO. 7311-2017

A Bylaw to amend Maple Ridge Bylaw Nos. 5845-1999, 5908-2000, 6471-2007, 6659-2009, 7201-2016, 7202-2016, 7203-2016

WHEREAS, it is deemed expedient to amend Maple Ridge Council Procedure Bylaw Nos. 5845-1999, 5908-2000, 6471-2007, 6659-2009, 7201-2016, 7202-2016, 7203-2016 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 Committee Appointments – Alternates: Amending Bylaw No. 7311-2017."
2. That the following Maple Ridge Bylaws be amended as follows:

“Council may choose to appoint members in a different configuration than that listed here if an applicant meeting the specific membership description cannot be found to fill a vacancy and an application is received from an alternate applicant without the specific membership description but who would be an asset to the Committee.”

in the sections noted below:

Bylaw Title	Bylaw #	Bylaw Section to be added
Municipal Advisory Committee on Accessibility Issues	5845-1999	Add to Section 6
Community Heritage Commission	5908-2000	Add to end of Section 3.3
Agricultural Advisory Committee	6471-2007	Add Section 3.3 i)
Public Art Steering Committee	6659-2009	Add to end of Section 4
Active Transportation Advisory Committee	7201-2016	Add to end of Section 3
Environmental Advisory Committee	7202-2016	Add to end of Section 3
Social Policy Advisory Committee	7203-2016	Add to end of Section 3

READ a first time the __ day of February, 2017.

READ a second time the __ day of February, 2017.

READ a third time the __ day of February, 2017.

ADOPTED, the __ day of March, 2017.

PRESIDING MEMBER

CORPORATE OFFICER

THE FOLLOWING DOCUMENT HAS BEEN REPRODUCED **FOR CONVENIENCE ONLY** AND IS A CONSOLIDATION OF THE FOLLOWING:

1. Maple Ridge-Pitt Meadows (Ridge Meadows) Municipal Advisory Committee on Accessibility Issues By-law No. 5845-1999
2. Maple Ridge-Pitt Meadows (Ridge Meadows) Municipal Advisory Committee on Accessibility Issues Amending By-law No. 5983-2001
3. Maple Ridge – Pitt Meadows Municipal Advisory Committee on Accessibility Issues Amending Bylaw No. 6165 – 2003

INDIVIDUAL COPIES OF ANY OF THE ABOVE BY-LAWS CAN BE OBTAINED BY CONTACTING THE CLERK'S DEPARTMENT.

CORPORATION OF THE DISTRICT OF MAPLE RIDGE

BY-LAW NO. 5845 – 1999

A By-law to repeal Maple Ridge Municipal Advisory Committee on Accessibility Issues By-law No. 5420 – 1996 in its entirety and adopt Maple Ridge-Pitt Meadows (Ridge-Meadows) Municipal Advisory Committee on Accessibility Issues By-law No. 5845 – 1999.

WHEREAS it is deemed expedient to have the Municipal Advisory Committee on Accessibility Issues, established by By-law No. 5420 – 1996 repealed in its entirety in order to formally establish a joint committee with the District of Pitt Meadows.

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

1. This By-law shall be cited for all purposes as “Maple Ridge – Pitt Meadows (Ridge Meadows) Municipal Advisory Committee on Accessibility Issues By-law No. 5845 – 1999”.
2. Maple Ridge Municipal Advisory Committee on Accessibility Issues By-law No. 5420 – 1996 be repealed in its entirety.

Definitions

3. For the purpose of this by-law, unless the context otherwise requires:

“Committee” means the Maple Ridge – Pitt Meadows Municipal Advisory Committee on Accessibility Issues.

“Councils” means the Council of the Corporation of the District of Maple Ridge and the Corporation of the District of Pitt Meadows;

“Disability” means a physical or sensory disability, learning difficulty or mental health problem, which is regarded as a significant challenge in daily life or at work.

“Districts” means the Corporation of the District of Maple Ridge and the Corporation of the District of Pitt Meadows.

“Maple Ridge” means the geographical area known as the Corporation of the District of Maple Ridge.

“Pitt Meadows” means the geographical area known as the Corporation of the District of Pitt Meadows.

“Mayors” means the elected Mayors of the Districts.

“Member” means a current member of the Ridge Meadows Municipal Advisory Committee on Accessibility Issues, whether appointed by Council or elected as a Member-at-Large.

Mandate

4. Council hereby establishes a committee to be known as the “Ridge Meadows Municipal Advisory Committee on Accessibility Issues”, hereafter called the “Committee”.

6165 - 2003

5. The purpose of the Committee is to advise, inform and educate the Councils, municipal departments, community agencies and general public on accessibility and disability issues.

Composition and Appointment

6165 - 2003

6. The Committee is comprised of fifteen (15) members.
7. Eight of the thirteen members are representatives of the following governments, agencies and organizations which will appoint a person to the Committee who has a particular interest in disability issues:
 - i) One Councillor from the District of Maple Ridge;
 - ii) One Councillor from the District of Pitt Meadows;
 - iii) School Board of School District No. 42;

5983-2001

- iv) Ministry of Child and Family Development;
- v) Ministry of Human Resources represented by a community service provider;
- vi) Ridge Meadows Association for Community Living;

6165 - 2003

- vii) Fraser Health Authority

6165 - 2003

8. The remaining eight (8) members are called “Members-at-large” .

6165 - 2003

9. Six (6) of the eight (8) members-at-large must be:
 - i) a resident of Maple Ridge; or
 - ii) employed in Maple Ridge; or
 - iii) be eligible to be on the Municipal Voters List for the District.

The seventh (7) and eighth (8) members-at-large must be:

- i) a resident of Pitt Meadows; or

- ii) employed in Pitt Meadows; or
 - iii) be eligible to be on the Municipal Voters List for the District.
- 10. Applicants for the position of member-at-large will be interviewed by their respective Councils and a ballot will be prepared. The applicants with the most votes from Council become members of the committee.
- 11. No member-at-large of the Committee as appointed by Council will serve concurrently on another District of Maple Ridge Advisory Committee.
- 12. Other people who may attend meetings, to provide opinions, advice or information or other services but who are:
 - i) the Mayors.
 - ii) the Chief Administrative Officers or his/her designate; and
 - iii) District staff.
- 13. No member of the Committee will receive any remuneration for services, however, a member shall be reimbursed for any reasonable out of pocket expenses incurred on behalf of and previously approved by the Committee.

Term of Appointment

- 14. The term of appointment for each member appointed by the governments, agencies and organizations listed in Section 7 above, is one year commencing on January 1st in the year they are appointed and termination one year later on December 31st.

6165 - 2003

5983-2001

- 15. The term of appointment for each member-at-large is two years commencing on January 1st in the year they are appointed and terminating two years later on December 31st.

The appointments of the members-at-large to the Committee shall be as follows:

- i) Six (6) members-at-large from the District of Maple Ridge shall be appointed for a two (2) year term;
- ii) Two (2) members-at-large from the District of Pitt Meadows shall be appointed for a two (2) year term.

6165 - 2003

- 16. Members-at-large may be appointed to not more than three consecutive terms totalling six (6) years of service. A person appointed to a vacancy with more than one-half of the original term left will be considered to be serving a full term for the purpose of this section. In the event where there are circumstances and it is not possible to appoint a member at large, and where leaving this post unfilled would cause a lack of support to the Committee, the previous committee member can be re-appointed for a one year term.

Vacancy

17. Notwithstanding other sections of this by-law, a vacancy created by death or resignation will be reported as soon as possible to the Mayor, who may appoint a replacement for the unexpired term of the former member.

Chairperson

18. The members will annually elect a Chairperson and a Vice-Chairperson from amongst themselves by a simple majority vote. The Vice-Chairperson will act in the capacity of the Chairperson at any meeting where the Chairperson is absent

Absenteeism

19. A member who is absent, except for reason of illness or with the leave of the chairperson of the Committee or his/her designate, from three consecutive, or five in any twelve consecutive, regular meetings is deemed to have resigned, effective at the end of the third or fifth such meeting, as the case may be.

Quorum and Voting

6165 - 2003

20. Quorum is five (5) members of the Committee.
21. Only members may vote on issues and resolutions and any members not voting, but present, is deemed to have voted in the affirmative.

Meeting Schedule and Procedures

22. The Committee will meet monthly between September through to June, although special meetings over and above the monthly meetings may be called by the chairperson as long as each member is given not less than forty-eight (48) hours notice of such meeting, which can only be waived by unanimous vote of all the members of the Committee.
23. Meetings are open to the public.
24. Council may include in its annual budget such sums as are necessary to defray the expenses of the Committee. The Committee must provide a detailed budget proposal to Council on or before August 1st of the year preceding the budget year.
25. The minutes of the proceedings of all meetings of the Committee will be maintained in a minute book and forthwith following each meeting of the Committee, a copy, when signed by the Chairperson or member presiding shall be forwarded to the Municipal Clerk of both Districts.
26. The Committee will be provided with secretarial and staff support to carry out its functions.

READ a first time this 25th day of January, 2000.

READ a second time this 25th day of January, 2000.

READ a third time this 25th day of January, 2000

RECONSIDERED and finally adopted the 15th day of February, 2000.

MAYOR

CLERK

THE FOLLOWING DOCUMENT HAS BEEN REPRODUCED **FOR CONVENIENCE ONLY** and is a consolidation of the following:

1. Maple Ridge Community Heritage Commission By-law No. 5908-2000
2. Maple Ridge Community Heritage Commission Amending By-law No. 5928-2000
3. Maple Ridge Community Heritage Commission Amending By-law No. 6356-2005
4. Maple Ridge Community Heritage Commission Amending Bylaw No. 7199-2016

Individual copies of any of the above by-laws can be obtained by contacting the Clerk's Department.

CORPORATION OF THE DISTRICT OF MAPLE RIDGE

BYLAW NO. 5908 - 2000

A Bylaw to establish a Community Heritage Commission

WHEREAS:

- A. The Council is authorized to establish by bylaw a community heritage commission pursuant to Part 27 of the Local Government Act; and
- B. The Council considers that it is in the public interest to establish a community heritage commission to advise the Council in respect of heritage conservation and to undertake and support activities that promote and assist in the conservation of the heritage of the District.

NOW THEREFORE IN OPEN MEETING ASSEMBLED, THE COUNCIL ENACTS AS FOLLOWS:

1. TITLE

This bylaw may be cited for all purposes as "Maple Ridge Community Heritage Commission Bylaw No. 5908-2000".

2. INTERPRETATION

"Commission" means the Community Heritage Commission established under Section 3.

3. ESTABLISHMENT, COMPOSITION AND APPOINTMENT OF COMMISSION

- 3.1 There is hereby established a Community Heritage Commission known as the Maple Ridge Community Heritage Commission.

6356-2005

- 3.2 The Commission shall be composed of not less than 7 persons.

5928-2000
6356-2005
7199-2016

- 3.3 The Commission shall be comprised of the following voting members:
- One Council liaison, one alternate Council liaison
 - Two members nominated by the Maple Ridge Historical Society
 - Four members from the community at large appointed by Council
 - As many other members from persons selected by Council, nominated by citizens or organizations as Council may choose to appoint with priority given to one youth member
- 3.4 At the first meeting of the year, voting members will appoint a Chairperson and Vice-Chairperson. The Vice-Chairperson will act in the absence of the Chairperson.
- 3.5 Community-at-Large Members of the Commission shall be appointed pursuant to Section 3.3 for a two year term, in the month of September to commence their term of office on January 1st of the following year.
- 3.6 Subject to Section 3.7, all members shall hold office until the later of December 31st or until their successors are appointed. Members shall be eligible for re-appointment to a maximum of three (3) successive terms.
- 3.7 When the membership of the commission falls below five (5) any vacancy occurring in the membership of the Commission shall be filled forthwith by the Council for the unexpired term of vacancy. Any member appointed in mid-term shall be eligible upon conclusion of the term for reappointment to a maximum of three (3) successive terms.
- 3.8 The Council may terminate the appointment of any member of the Commission, and Council will provide notice and the reason for such termination in writing.
- 3.9 The Chairperson shall advise Council immediately in writing of any member who has been absent from meetings of the Commission for three (3) consecutive meetings without prior leave of absence having been granted by the Commission. Leaves of Absence greater than three (3) consecutive meetings may, by a majority vote of the Commission, be granted when the request for the Leave of Absence is received in writing, prior to the said Leave taking place.
- 3.10 No member of the Commission shall receive any remuneration for services, however, a member shall be reimbursed for any reasonable out of pocket expenses incurred on behalf of and previously approved by the Commission.
- 7199-2016
- 3.11 The Commission shall hold quarterly meetings, with additional meetings called at the discretion of the Chair; and hold subcommittee meetings between regular committee meetings.

4. TERMS OF REFERENCE

- 4.1 The Commission is appointed for the purpose of advising the Council on heritage conservation matters and undertaking and providing support for such activities as benefit and provide for the advancement of heritage conservation in the District.

5. DUTIES OF COMMISSION

5.1 The Commission will:

- a) advise Council on any matter referred to it by the Council;
- b) undertake and provide support for such heritage activities as directed by Council;
- c) present an annual report to Council, setting out its activities and accomplishments for the previous year, and include any financial statements which Council requires;
- d) meet not less than once per quarter, each calendar year, unless otherwise directed by Council.

5.2 The Commission may:

- a) develop and implement educational and public awareness programs related to heritage conservation in the District;
- b) support and raise funds for projects of local heritage significance;
- c) make recommendations on heritage policy and advise Council on policy issues relating to heritage property and neighbourhoods;
- d) provide information and advice to an individual or community group regarding heritage conservation and policy, upon receipt of a request from the individual or community group;
- e) establish and administer a grants in aid and financial assistance application process for organizations, institutions, or other groups requiring financial assistance to engage in activities:
 - (i) to conserve or relating to the conservation of heritage property or heritage resources;
 - (ii) to gain knowledge about the community's history and heritage;
 - (iii) to increase public awareness, understanding and appreciation of the community's history and heritage; and
 - (iv) necessary or desirable with respect to conservation of heritage property or heritage resources.

and to evaluate such applications received annually on or before October 31st of each year and recommend to Council grants and financial assistance that the Commission considers ought to be given.

6. OPERATIONS OF COMMISSION

- 6.1 The Commission may adopt such rules for its procedures consistent with the provisions of the Municipal Act or this Bylaw as it may deem expedient and may alter, amend or vary the same as it may be required provided that copies of such rules and procedure and variations and amendments of the rules shall forthwith be forwarded to the Municipal Clerk.
- 6.2 The Commission shall hold regular meetings, at such time and place within the District as it may decide, and four (4) members in office shall constitute a quorum.
- 6.3 The Chairperson, or any two (2) members may summon a special meeting of the Commission by giving at least four (4) days notice in writing to each member stating the purpose for which the meeting is called.

7199-2016

- 6.4 Time-duration subcommittees may be established by the Chair or Council focused on a specific purpose and be inclusive of individuals and representatives that bring an informed voice (local and external experts) to the subject matter being explored. The subcommittees will be designed to support specific bodies of work of the Commission and will report to the Commission on a regular basis.
- 6.5 All members of the Commission, including the presiding member, may vote on questions before it, and in all cases where the votes of the members present are equal for and against the question, the question shall be negatived. Any member then present who abstains from voting shall be deemed to have voted in the affirmative.
- 6.6 The Chairperson shall preserve order and decide all points of order which may arise, subject to an appeal to the other members present. All such appeals shall be decided without debate.
- 6.7 All questions before the Commission shall be decided by a majority of the members present at the meeting.
- 6.8 No act or other proceedings of the Commission shall be valid, unless it is authorized by resolution at a meeting of the Commission.
- 6.9 The minutes of the proceedings of all meetings of the Commission shall be maintained in a Minute Book and when signed by the Chairperson or member presiding shall be forwarded forthwith to the Municipal Clerk.
- 6.10 All meetings of the Commission shall be open to the public except that a part of a meeting may be closed to the public where in accordance with the Municipal Act the subject matter considered falls within those classes of matters that may be considered in-camera. Before a meeting or part of a meeting is to be closed the Commission must state, by resolution, the fact that the meeting is to be closed, and the basis for such closure.

- 6.11 The Council may by resolution authorize the Commission to consider any specific matter in-camera and hereby authorizes the Commission to consider all of the following general matters in-camera:
- a) acquisition or disposition of real or personal property or any interest in them;
 - b) personnel matters; or
 - c) legal advice, opinions and litigation matters
- 6.12 A member of the Planning Department shall serve the Commission as technical advisor.
- 6.13 The Council shall provide the Commission with a secretary to perform such secretarial duties as are required in the conduct of the meetings of the Commission.
- 6.14 The Council may include in its annual budget such sums as are necessary to defray the expenses of the Commission. The Commission shall provide a detailed budget proposal to Council on or before October 1st of the year preceding the budget.
- 6.15 The Commission may hire staff and consultants based on its approved budget to assist in implementing the duties specified in Part 5.0.

7. CONFLICT OF INTEREST

- 7.1 If a Commission member attending a meeting of the Commission considers that he or she is not entitled to participate in the discussion of a matter or to vote on a question in respect of a matter because the member has a direct or indirect pecuniary interest in the matter or for any other reason, the member must declare this and state the general nature of why the member considers this to be the case.
- 7.2 After making the declaration, the Commission member:
- a) must not take part in the discussion of the matter and is not entitled to vote on any question in respect of the matter;
 - b) must immediately leave the meeting or that part of the meeting during which the matter is under consideration; and
 - c) must not attempt in any way, whether before, during or after the meeting, to influence the voting on any question in respect of the matter.
- 7.3 When the member's declaration is made:
- a) the person recording the minutes of the meeting must record the member's declaration, the reasons given for it, and times of the member's departure from the meeting room, and if applicable, the member's return; and
 - b) the person presiding at the meeting must ensure that the member is not present at the meeting at the time of any vote on the matter.

8. CONDUCT OF MEMBERS

Members should be careful when speaking in public or to the media and should always regard themselves as being regarded by the public as members of the Commission.

9. INTERPRETATION

Wherever the singular or the masculine are used in the Bylaw, the same shall be construed as meaning the plural or the feminine or the body politic or corporate where the context or the parties hereto so require.

10. TRANSITION

10.1 Despite Section 3.5 the members of the Heritage Advisory Committee appointed pursuant to Bylaw No. 4217-1989, with terms in force at the time of the adoption of the Community Heritage Commission Bylaw No. 5908-2000, may continue to serve out the balance of their terms as Commissioners on the Community Heritage Commission. The term shall be considered a term for the purpose of any limitation on the maximum number of successive terms permitted by this Bylaw.

10.2 By-law No. 4217-1989, A Bylaw to Establish a Heritage Advisory Committee, and all amendments thereto are hereby repealed in their entirety.

READ A FIRST TIME this 22nd day of August, 2000.

READ A SECOND TIME this 22nd day of August, 2000.

READ A THIRD TIME this 22nd day of August, 2000.

RECONSIDERED AND FINALLY ADOPTED this 12th day of September, 2000.

Mayor

Clerk

THE FOLLOWING DOCUMENT HAS BEEN REPRODUCED FOR CONVENIENCE ONLY and is a consolidation of the following:

1. Maple Ridge Agricultural Advisory Committee Amending Bylaw No. 6667-2009
2. Maple Ridge Agricultural Advisory Committee Amending Bylaw No. 6797-2011

Individual copies of any of the above bylaws can be obtained by contacting the Clerk's Department.

CORPORATION OF THE DISTRICT OF MAPLE RIDGE

BYLAW NO. 6471-2007

A Bylaw to establish an Agricultural Advisory Committee

WHEREAS Council is authorized to establish by bylaw an Agricultural Advisory Committee pursuant to Part 27 of the Local Government Act;

AND WHEREAS Council considers that it is in the public interest to establish an Agricultural Advisory Committee to advise the Council in respect of agricultural matters and to undertake and support activities in the District that promote farming and assist in the protection of agricultural lands.

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

1.0 TITLE

This bylaw may be cited for all purposes as "Maple Ridge Agricultural Advisory Committee Bylaw No.6471-2007"

2.0 INTERPRETATION

"Committee" means the Agricultural Advisory Committee established under Section 3.

3.0 ESTABLISHMENT, COMPOSITION, AND APPOINTMENT OF COMMITTEE

3.1 There is hereby established an Agricultural Advisory Committee known as the Maple Ridge Agricultural Advisory Committee.

3.2 The Committee shall be composed of not less than 13 and not more than 16 members including non-voting members;

**6667-2009
6797-2011**

3.3 Membership on the Committee shall consist of:

Voting Members:

- a) Two members from Council;

- b) One member nominated by the Haney Farmer's Market;
- c) One member nominated by the Agricultural Fair Board;
- d) Five members actively involved in the agricultural sector appointed by Council;
- e) A maximum of 4 members-at-large appointed by Council with priority given to those who reside in Maple Ridge and are knowledgeable about agriculture;
- f) One member nominated from the Maple Ridge Economic Advisory Commission.

Non-Voting Members:

- g) One member from the Agricultural Land Commission who shall serve as a liaison and attend when available to do so;
- h) One member from the Ministry of Agriculture, Food, and Fisheries who shall serve as a liaison and attend when available to do so;

- 3.4 At the first meeting of the year, voting members will appoint a Chairperson and Vice Chairperson. The Vice-Chairperson will act in the absence of the Chairperson.

6667-2009

- 3.5 After initial appointments, Council appointed Members of the Committee shall be appointed pursuant to Section 3.3 for a two year term, in the month of September to commence their term of office on January 1st of the following year.
- 3.6 Subject to Section 3.7, all members shall hold office until the later of December 31st or until their successors are appointed. Members shall be eligible for re-appointment to a maximum of three (3) successive terms.
- 3.7 When the membership of the Committee falls below seven (7) any vacancy occurring in the membership of the Committee shall be filled forthwith by the Council for the unexpired term of vacancy. Any member appointed in mid-term shall be eligible upon conclusion of the term for reappointment to a maximum of three (3) successive terms.
- 3.8 The Council may terminate the appointment of any member of the Committee, and Council will provide notice and the reason for such termination in writing.
- 3.9 The Chairperson shall advise Council immediately in writing of any member who has been absent from meetings of the Committee for three (3) consecutive meetings without prior leave of absence having been granted by the Committee. Leaves of Absence greater than three (3) consecutive meetings may, by a majority vote of the Committee, be granted when the request for the Leave of Absence is received in writing, prior to the said Leave taking place.
- 3.10 No member of the Committee shall receive any remuneration for services, however, a member shall be reimbursed for any reasonable out of pocket expenses incurred on behalf of and previously approved by the Committee.

4.0 TERMS OF REFERENCE

- 4.1 The Committee is appointed for the purpose of advising the Council on agricultural matters and undertaking and providing support for such activities as benefit and provide for the advancement of agricultural activities in the District.

5.0 DUTIES OF COMMITTEE

5.1 The Committee will:

- i) advise Council on any matter referred to it by the Council;
- ii) undertake and provide support for such agricultural activities as approved by Council;
- iii) present an annual report to Council, setting out its activities and accomplishments for the previous year, and include any financial statements which Council requires;
- iv) meet not less than once per quarter, each calendar year, unless otherwise directed by Council.

5.2 The Committee may:

- a) develop and implement educational and public awareness programs related to agriculture in the District;
- b) support projects that promote local agriculture;
- c) make recommendations on agricultural policies and advise Council on policy issues relating to agricultural land and appropriate land uses in agricultural areas.

6.0 OPERATIONS OF COMMITTEE

6667-2009

- 6.1 The Committee may adopt such rules for its procedures consistent with the provisions of the Community Charter, Council Procedures Bylaw No. 6472-2007 or this Bylaw as it may deem expedient and may alter, amend or vary the same as it may be required provided that copies of such rules and procedure and variations and amendments of the rules shall forthwith be forwarded to the Manager of Legislative Services.
- 6.2 The Committee shall hold regular meetings, at such time and place within the District as it may decide, and the presence of 50% +1 of the voting members in office shall constitute a quorum.
- 6.3 The Chairperson, or any two (2) members may summon a special meeting of the Committee by giving at least four (4) days notice in writing to each member stating the purpose for which the meeting is called.
- 6.4 The Chairperson may appoint sub-committees from within the Committee as he or she may deem necessary.
- 6.5 All members of the Committee, including the presiding member, may vote on questions before it, and in all cases where the votes of the members present are equal for and against the question, the question shall be negatived. Any member then present who abstains from voting shall be deemed to have voted in the affirmative.
- 6.6 The Chairperson shall preserve order and decide all points of order which may arise, subject to an appeal to the other members present. All such appeals shall be decided without debate.

- 6.7 All questions before the Committee shall be decided by a majority of the members present at the meeting.
- 6.8 No act or other proceedings of the Committee shall be valid, unless it is authorized by resolution at a meeting of the Committee.

6667-2009

- 6.9 All meetings of the Committee shall be open to the public except that a part of a meeting may be closed to the public where in accordance with the Community Charter the subject matter considered falls within those classes of matters that may be considered closed. Before a meeting or part of a meeting is to be closed the Committee must state, by resolution, the fact that the meeting is to be closed and the basis for such closure.
- 6.10 Staff of the District of Maple Ridge shall be assigned to provide the Committee with technical advice, and required secretarial and minute services.
- 6.11 The Council may include in its annual budget such sums as are necessary to defray the expenses of the Committee. The Committee shall provide a detailed budget proposal to Council on or before October 1st of the year preceding the budget.
- 6.12 Subject to District of Maple Ridge Purchasing Policy 5.45, the Committee may hire consultants based on its approved budget to assist in implementing the duties specified in Part 5.0 and subject to the District Purchasing Policy.

7. CONFLICT OF INTEREST

- 7.1 If a Committee member attending a meeting of the Committee considers that he or she is not entitled to participate in the discussion of a matter or to vote on a question in respect of a matter because the member has a direct or indirect pecuniary interest in the matter or for any other reason, the member must declare this and state the general nature of why the member considers this to be the case.
- 7.2 After making the declaration, the Committee member:
 - a) must not take part in the discussion of the matter and is not entitled to vote on any question in respect of the matter;
 - b) must immediately leave the meeting or that part of the meeting during which the matter is under consideration; and
 - c) must not attempt in any way, whether before, during or after the meeting, to influence the voting on any question in respect of the matter.

6667-2009

- 7.3 When the member's declaration is made, the person recording the minutes of the meeting must record the member's declaration, the reasons given for it, and times of the member's departure from the meeting room, and if applicable, the member's return.

8. MEDIA CONTACT

The Chairperson or other person appointed by the Committee shall be the spokesperson for the media and other public information sources.

9. INTERPRETATION

Wherever the singular or the masculine are used in the Bylaw, the same shall be construed as meaning the plural or the feminine or the body politic or corporate where the context or the parties hereto so require.

READ a first time the 27th day of February, 2007

READ a second time the 27th day of February, 2007

READ a third time the 27th day of February, 2007

RECONSIDERED AND FINALLY ADOPTED the 13th day of March, 2007

MAYOR

CORPORATE OFFICER

THE FOLLOWING DOCUMENT HAS BEEN REPRODUCED FOR CONVENIENCE ONLY and is a consolidation of the following:

1. Maple Ridge Public Art Steering Committee Bylaw No. 6659-2009
2. Maple Ridge Public Art Steering Committee Amending Bylaw No. 7200-2016

Individual copies of any of the above bylaws can be obtained by contacting the Clerk's Department.

CORPORATION OF THE DISTRICT OF MAPLE RIDGE

BYLAW NO 6659- 2009

A Bylaw to delegate authority to a Public Art Steering Committee

WHEREAS the Council may, by bylaw, establish and delegate authority to a Public Art Steering Committee

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

Citation

1. This Bylaw shall be cited for all purposes as "Maple Ridge Public Art Steering Committee Bylaw No.6659 -2009."

Interpretation

2. For the purposes of this Bylaw, unless the context otherwise requires,

"Maple Ridge" means the Corporation of the District of Maple Ridge;

"Committee" means the Maple Ridge Public Art Steering Committee

Public Art Steering Committee

3. Council hereby delegates authority to the Maple Ridge Public Art Steering Committee to carry out the duties defined in Section 10 below.
4. The Committee shall be comprised of the following voting members:
 - a) two artists
 - b) an Arts Council staff member with the appropriate technical expertise to be appointed by the Arts Council Board
 - c) one Landscape Architect, Architect or Municipal Planner familiar with public art programs
 - d) one developer of residential or commercial properties who is active in the Municipality
 - e) one Council liaison, one alternate Council liaison
 - f) one community member

5. The members of the Committee shall be appointed by resolution of Council and shall serve for terms of two years noting that Council may choose to remove a member from the Committee for consecutive non attendance at three meetings (unless previously approved by the Committee) or for any other reason Council believes warrants such removal.
6. In order to stagger the terms of appointment to the Committee one of the artists, the community member and one of either the developer or technical professional (Landscape Architect, Architect or Municipal Planner) will be appointed to serve a one year term beginning in May, 2009 and terminating in April 2010.
7. Committee members other than the community member may or may not be residents of Maple Ridge.
8. No member of the Committee shall serve for more than four consecutive terms.
9. The members of the Committee shall serve without remuneration.

Procedures

7200-2016

10. The Committee shall:
 - (a) appoint one of their number to act as Chair of the Committee and another member to act as Vice-Chair of the Committee on an annual basis; and
 - (b) hold quarterly meetings, with additional meetings called at the discretion of the Chair;
 - (c) hold sub-committee meetings between regular committee meetings;
 - (d) operate in accordance with the standard operating procedures applicable to all Maple Ridge Committees and Commissions with regard to records keeping, holding closed meetings, conflict of interest, financial management and such other practices, policies and procedures which may be established by Council from time to time.

Duties and Powers

11. The Committee shall:
 - (a) recommend criteria for the commission of public art installations to Maple Ridge Council
 - (b) have authority for entering into agreements and contractual obligations within the limitations of approved budgets for the commission of public art installations which meet the criteria noted above;
 - (c) have authority to spend money within an annual budget approved by the Maple Ridge Council.
 - (d) submit an annual report to Maple Ridge Council by the end of May each year describing the activities of the previous year.

Other Committees

7200-2016

12. Time-duration subcommittees may be established by the Chair or Council focused on a specific purpose and be inclusive of individuals and representatives that bring an informed voice (local and external experts) to the subject matter being explored. The subcommittees will be designed to support specific bodies of work of the Committee and will report to the Committee on a regular basis.

READ a first time on the 14th day of April, 2009.

READ a second time on the 14th day of April, 2009.

READ a third time on the 14th day of April, 2009.

RECONSIDERED AND ADOPTED on the 28th day of April, 2009.

PRESIDING MEMEBER

CORPORATE OFFICER

THE CITY OF MAPLE RIDGE

BYLAW NO. 7201-2016

A Bylaw to establish an Active Transportation Advisory Committee

WHEREAS Council is authorized to establish an Active Transportation Advisory Committee pursuant to the Community Charter;

AND WHEREAS Council considers that it is in the public interest to establish an Active Transportation Advisory Committee to advise Council on strategic priorities, planning, policies and mobility issues relating to transportation in Maple Ridge, using the Transportation Plan as a guide;

AND WHEREAS the Committee shall work towards creating, promoting, and improving an efficient, affordable, and safe transportation network that supports a variety of transportation choices;

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

CITATION

1. This Bylaw shall be cited for all purposes as “Maple Ridge Active Transportation Advisory Committee Bylaw No. 7201-2016.

DEFINITIONS

2. For the purposes of this Bylaw, unless the context otherwise requires,

“Maple Ridge” means the City of Maple Ridge;

“Committee” means Active Transportation Advisory Committee established under Section 3;

COMMITTEE COMPOSITION

3. The Committee shall be comprised of the following voting members:
 - One Council liaison, one alternate Council liaison
 - One member nominated by the Municipal Advisory Committee on Accessibility Issues
 - One member nominated by School District No. 42
 - One member at large with a cycling interest appointed by Council
 - One member representing the business community appointed by Council
 - One member representing the seniors’ community appointed by Council
 - One member nominated by the Ridge Meadows RCMP
 - Three members from the community at large appointed by Council
 - One member at large (aged 25 years or under) representing the youth community appointed by Council

4. The members at large shall be appointed by resolution of Council and shall serve for a term of two years commencing on January 1st and terminating two years later on December 31st. In order to stagger the terms of appointment to the Committee, two of the members-at-large will be appointed for a term of one year commencing on January 1st and terminating on December 31st of the same year. Subsequent appointments shall be for a term of two years.
5. Council may choose to remove a member from the Committee for consecutive non-attendance at three meetings (unless previously approved by the Committee) or for any other reason Council believes warrants such removal.
6. The Chairperson shall advise Council immediately in writing of any member who has been absent from meetings of the Committee for three consecutive meetings without prior leave of absence having been granted by the Committee. Leaves of Absence greater than three consecutive meetings may, by a majority vote of the Committee, be granted when the request for the leave of Absence is received in writing, prior to the said leave taking place.
7. The members of the Committee shall serve without remuneration.

PROCEDURES

8. The Committee shall:
 - a) appoint one of their number to act as Chair of the Committee and another member to act as Vice-Chair of the Committee on an annual basis; and
 - b) hold quarterly meetings, with additional meetings called at the discretion of the Chair;
 - c) hold subcommittee meetings between regular committee meetings;
 - d) operate in accordance with the standard operating procedures applicable to all Maple Ridge Committees and Commissions with regard to records keeping, holding closed meetings, conflict of interest, financial management and such other practices, policies and procedures which may be established by Council from time to time.
9. The presence of a majority of voting members shall constitute a quorum.

DUTIES

10. The Committee will:
 - a) Support the promotion of public education and awareness on the benefits, necessities and safety aspects of active transportation facilities.
 - b) Advise on matters related to active transportation as it relates to: active workplace travel, active commuting, active recreation, and active destination-oriented trips.
 - c) Support the promotion of improved pedestrian and multi-modal path networks for all ages and ranges of mobility throughout their daily activities within the community and with connectivity to neighbouring communities.
 - d) Encourage regulations and policy changes that support and strengthen multi-modal active transportation and transit.
 - e) Review and consider active transportation policy in a regional context as it affects Maple Ridge, and provide options on how to advance, promote, and improve the movement of people and goods within the region.
 - f) Review and make recommendations to Council with regards to active transportation initiatives proposed by other levels of government and/or agencies.

SUBCOMMITTEES

11. Time-duration subcommittees may be established by the Chair or Council focused on a specific purpose and be inclusive of individuals and representatives that bring an informed voice (local and external experts) to the subject matter being explored. The subcommittees will be designed to support specific bodies of work of the Committee and will report to the Committee on a regular basis.

MEDIA CONTACT

12. The Chairperson or other person appointed by the Committee shall be the spokesperson for the media and other public information sources.

READ a first time the 12th day of January, 2016.

READ a second time the 12th day of January, 2016.

READ a third time the 12th day of January, 2016.

ADOPTED the 26th day of January, 2016.

PRESIDING MEMBER

CORPORATE OFFICER

THE CITY OF MAPLE RIDGE

BYLAW NO.7202-2016

A Bylaw to establish an Environmental Advisory Committee

WHEREAS Council is authorized to establish an Environmental Advisory Committee pursuant to the Community Charter;

AND WHEREAS Council considers that it is in the public interest to establish an Environmental Advisory Committee to help provide local perspective and advice to Council with respect to achieving the City's goals, environmental objectives, and accompanying strategic recommendations and directions taken from the current Maple Ridge Official Community Plan and Environmental Management Strategy report, 2014.

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

CITATION

1. This Bylaw shall be cited for all purposes as “Maple Ridge Environmental Advisory Committee Bylaw No. 7202-2016”.

DEFINITIONS

2. For the purposes of this Bylaw, unless the context otherwise requires,
“Maple Ridge” means the City of Maple Ridge;
“Committee” means Environmental Advisory Committee established under Section 3;

COMMITTEE COMPOSITION

3. The Committee shall be comprised of the following members:

Voting Members

- One Council liaison, one alternate Council liaison
- Two environmental professionals appointed by Council
- One member nominated by the Alouette River Management Society
- One member nominated by the Kanaka Education and Environmental Partnership Society
- One member nominated by the Community Education on Environment and Development Centre
- One member nominated by the Thornhill Aquifer Protection Study group
- One member nominated by the Ridge Meadows Recycling Society

- Three members from the community at large including at least one youth representative (aged 25 or under) appointed by Council

Non-Voting Members

- Member(s) of Parliament representing Maple Ridge
 - Member(s) of the Legislative Assembly of British Columbia representing Maple Ridge
 - One member nominated by Metro Vancouver
 - One member nominated by the Katzie First Nation
 - One member nominated by the Kwantlen First Nation
 - One member nominated by the BC Conservation Officer Service
4. The members at large shall be appointed by resolution of Council and shall serve for a term of two years commencing on January 1st and terminating two years later on December 31st. In order to stagger the terms of appointment to the Committee, one of the first members-at-large will be appointed for a term of one year commencing on January 1st and terminating on December 31st of the same year. Subsequent appointments shall be for a term of two years.
 5. Council may choose to remove a member from the Committee for consecutive non-attendance at three meetings (unless previously approved by the Committee) or for any other reason Council believes warrants such removal.
 6. The Chairperson shall advise Council immediately in writing of any member who has been absent from meetings of the Committee for three consecutive meetings without prior leave of absence having been granted by the Committee. Leaves of Absence greater than three consecutive meetings may, by a majority vote of the Committee, be granted when the request for the leave of Absence is received in writing, prior to the said leave taking place.
 7. The members of the Committee shall serve without remuneration.

PROCEDURES

8. The Committee shall:
 - a) appoint one of their number to act as Chair of the Committee and another member to act as Vice-Chair of the Committee on an annual basis; and
 - b) hold quarterly meetings, with additional meetings called at the discretion of the Chair;
 - c) hold sub-committee meetings between regular committee meetings;
 - d) operate in accordance with the standard operating procedures applicable to all Maple Ridge Committees and Commissions with regard to records keeping, holding closed meetings, conflict of interest, financial management and such other practices, policies and procedures which may be established by Council from time to time.
9. The presence of a majority of voting members shall constitute a quorum.

DUTIES

10. The Committee will:
- a) Provide advice to Council on a wide range of existing and emerging environmental issues, trends, and opportunities including strategic planning initiatives, bylaws, and policy development;
 - b) Provide a local perspective on the environment while giving due consideration to the balance between social, economic, and environmental aspects; and
 - c) Identify and advise on ways to build local environmental awareness, to enhance environmental programs, and to continue to promote strong environmental stewardship within the City.

SUBCOMMITTEES

11. Time-duration subcommittees may be established by the Chair or Council focused on a specific purpose and be inclusive of individuals and representatives that bring an informed voice (local and external experts) to the subject matter being explored. The subcommittees will be designed to support specific bodies of work of the Committee and will report to the Committee on a regular basis.

MEDIA CONTACT

12. The Chairperson or other person appointed by the Committee shall be the spokesperson for the media and other public information sources.

READ a first time the 12th day of January, 2016.

READ a second time the 12th day of January, 2016.

READ a third time the 12th day of January, 2016.

ADOPTED the 26th day of January, 2016.

PRESIDING MEMBER

CORPORATE OFFICER

THE CITY OF MAPLE RIDGE

BYLAW NO. 7203-2016

A Bylaw to establish a Social Policy Advisory Committee

WHEREAS Council considers that it is in the public interest to have a Social Policy Advisory Committee to advise Council on the enhancement of the social well-being of present and future citizens of Maple Ridge;

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

CITATION

1. This Bylaw shall be cited for all purposes as “Maple Ridge Social Policy Advisory Committee Bylaw No. 7203-2016”.

DEFINITIONS

2. For the purposes of this Bylaw, unless the context otherwise requires,

“Maple Ridge” means the City of Maple Ridge;

“Committee” means Social Policy Advisory Committee established under Section 3;

COMMITTEE COMPOSITION

3. The Committee shall be comprised of the following voting members:
 - One Council liaison and one alternate Council liaison
 - One member nominated by the School District #42 School Board
 - One member nominated by Fraser Health
 - Two members nominated by the Maple Ridge Pitt Meadows Katzie Community Network (representing network agencies and special populations)
 - One member nominated by the Maple Ridge Pitt Meadows Katzie Seniors Network
 - One member from the business community appointed by Council
 - One member nominated by the Ridge Meadows RCMP
 - Three members from the community at large appointed by Council
 - One member at large (aged 19 - 25 years) representing the youth population appointed by Council
4. The members at large shall be appointed by resolution of Council and shall serve for a term of two years commencing on January 1st and terminating two years later on December 31st. In order to stagger the terms of appointment to the Committee, one of the first members-at-

large will be appointed for a term of one year commencing on January 1st and terminating on December 31st of the same year. Subsequent appointments shall be for a term of two years.

5. Council may choose to remove a member from the Committee for consecutive non-attendance at three meetings (unless previously approved by the Committee) or for any other reason Council believes warrants such removal.
6. The Chairperson shall advise Council immediately in writing of any member who has been absent from meetings of the Committee for three consecutive meetings without prior leave of absence having been granted by the Committee. Leaves of Absence greater than three consecutive meetings may, by a majority vote of the Committee, be granted when the request for the leave of Absence is received in writing, prior to the said leave taking place.
7. The members of the Committee shall serve without remuneration.

PROCEDURES

8. The Committee shall:
 - a) appoint one of their number to act as Chair of the Committee and another member to act as Vice-Chair of the Committee on an annual basis; and
 - b) hold bi-monthly meetings, with no meetings in July or August, with additional meetings called at the discretion of the Chair;
 - c) hold subcommittee meetings between regular committee meetings;
 - d) operate in accordance with the standard operating procedures applicable to all Maple Ridge Committees and Commissions with regard to records keeping, holding closed meetings, conflict of interest, financial management and such other practices, policies and procedures which may be established by Council from time to time.
9. The presence of a majority of voting members shall constitute a quorum.

DUTIES

10. The Committee will:
 - a) Advise Council on the planning and development of municipal strategies and policies related to the social need, social well-being, and social development of a healthy and socially sustainable community;
 - b) Monitor and identify opportunities to recommend for Council to advocate for policy change and service enhancement to meet the social needs of the community based on research, community engagement, and monitoring of social indicators of a healthy community;
 - c) Provide leadership that encourages partnerships and networks by promoting a collaborative framework that encourages community response to current and emerging social needs;
 - d) Be fully aware of the regional context of social issues and advise Council accordingly.

SUBCOMMITTEES

11. Time-duration subcommittees may be established by the Chair or Council focused on a specific purpose and be inclusive of individuals and representatives that bring an informed voice (local and external experts) to the subject matter being explored. The subcommittees will be designed to support specific bodies of work of the Committee and will report to the Committee on a regular basis.

SOCIAL POLICY ENGAGEMENT WORKSHOPS

12. Social Policy Engagement Workshops, designed to encourage broad input and participation, will be held for the purpose of gathering input or feedback on priority topics related to the approved work of the Committee, or regarding emerging issues, for recommendation to the Committee as follows:
 - twice per year a workshop will be held that has decision makers from Provincial Ministries in attendance to discuss social service delivery, opportunities for integration of services at the local level, and potential for addressing emerging issues; and
 - twice per year a networking workshop with Community Network partners will be hosted on specific topics aligned with the Committee priorities.

MEDIA CONTACT

13. The Chairperson or other person appointed by the Committee shall be the spokesperson for the media and other public information sources.

REPEAL

14. Social Planning Advisory Committee Bylaw No. 5972-2001, as amended, is repealed.

READ a first time the 12th day of January, 2016.

READ a second time the 12th day of January, 2016.

READ a third time the 12th day of January, 2016.

ADOPTED the 26th day of January, 2016.

PRESIDING MEMBER

CORPORATE OFFICER

TO: Her Worship Mayor Nicole Read
and Members of Council
FROM: Chief Administrative Officer
SUBJECT: Cooperative Housing Federation BC and Community Land Trust BC Partnership

MEETING DATE: February 20, 2016
FILE NO:
MEETING: COW

EXECUTIVE SUMMARY:

At the June 14, 2016 Council meeting, Tiffany Duzita, the Director of Development with the Community Land Trust, gave a PowerPoint presentation introducing the Cooperative Housing Federation of BC ("CHF BC") and outlining its mandate. She provided information on the Community Land Trust and its mission statement and spoke to a partnership with the City of Maple Ridge.

On June 14, 2016, Council directed staff to enter into a Memorandum of Understanding (MOU) with the Community Land Trust Foundation (CLT) to answer the call for an Expression of Interest (EOI) issued by BC Housing to explore the potential for the creation of affordable seniors housing in the proposed Civic and Culture Facility.

The City received confirmation in October 2016 that the affordable housing proposal was selected by BC Housing to proceed under the Investment in Housing Innovation program. To meet the funding deadline BC Housing requires preliminary Project Approval by March 2017 in order for the Community Land Trust to secure \$2M towards the project. To date, the Civic Centre project has not received approval by the City; however, recent discussions with BC Housing suggest the City's request can be moved from the "A" funding list to the "B" list to be reconsidered by BC Housing in 2018 once the City has completed the community facilities consultation process.

RECOMMENDATION:

That staff be directed to notify BC Housing and the Community Land Trust that the City of Maple Ridge cannot meet the 2017 project approval deadline and wishes to be reconsidered as part of the 2018 funding intake.

DISCUSSION:

a) Background Context:

BC Housing has issued a call for Expressions of Interest (EOI) to partner with municipalities, non-profit housing providers, community groups and the private sector to facilitate the creation of affordable rental housing for low-to-moderate income households. The Cooperative Housing Foundation of BC (CHFBC) and its non-profit subsidiary the Community Land Trust Foundation of BC (CLT) are interested in partnering with municipalities to create affordable housing in communities across the province.

The City entered into a non-binding MOU with the CLT to answer the EOI and explore the potential for the creation of affordable seniors housing in the proposed town centre civic development. Entering into the MOU with the CLT did not contractually oblige the City to move forward, even if the feasibility study demonstrated that objectives were met for both parties. The results of the

study (attachments 1 and 2) identified affordable seniors housing above the two floors of proposed civic development just west of the Leisure Centre:

- 35 – 575ft² , 1 bedroom rental units for seniors
- Located above the 2 civic floors (proposed), floors 3, 4, 5 and 6
- Utilize \$2M in grant funding from the Province (reapply for 2018)
- Rents to be no more than 30% of gross household income
- City land lease with the Community Land Trust 60 to 99 years

The City of Maple Ridge's Housing Action Plan clearly identifies a need for more affordable rental options citing the availability of rental housing and the condition of existing rental stock as a priority. Additionally, in the consultation report, both seniors and lone parent families were identified as a population in need of affordable housing. This project in its current location would be appropriate for seniors housing and the additional benefits of being close to services and transit would be significant.

The study (attachments 1 and 2) is a full feasibility analysis including preliminary concept drawings. Please note, the CLT was responsible for all costs associated with the study.

b) Desired Outcome:

That the City of Maple Ridge supports the creation of affordable rental housing for seniors.

c) Strategic Alignment:

The creation of affordable rental housing is in alignment with the Housing Action Plan.

d) Citizen/Customer Implications:

Increasing access to affordable rental housing options especially for specialized populations would benefit citizens and the community as a whole.

e) Interdepartmental Implications:

Community Services, Finance, Planning and Corporate Services would need to work together to implement the recommendations from the feasibility study.

f) Business Plan/Financial Implications:

There are no financial implications at this time, however if the proposed Civic Centre development proceeds with the affordable seniors housing option:

The estimated project cost is \$7.107M for the residential component; the net operating income can support a mortgage of \$5,038,000 requiring an equity contribution of \$2,069,000. The \$2M grant from the province to the CLT covers the equity requirement. The difference of \$69,000 is marginal and can be absorbed through the project costs or debt financing.

g) Policy Implications:

The OCP contains supportive policies under section 3.2 Affordable, Rental and Special Needs Housing. Specifically, the following policies speak to the support of affordable rental housing:

3 - 28 Maple Ridge will encourage partnerships with government and non-government agencies to support the creation of affordable, rental and special needs housing in the community.

3 - 32 Maple Ridge supports the provision of affordable, rental and special needs housing throughout the City. Where appropriate, the provision of affordable, rental, and special needs housing will be a component of area plans.

CONCLUSION:

The need for affordable rental housing is significant in most large urban areas across the nation. The City of Maple Ridge's Housing Action Plan identifies a need for affordable rental housing with senior and lone parent family populations in greatest need. The CHFBC and CLT are providing innovative options to address the need for affordable rental housing and to support those in greatest need of this type of housing.

The CLT in partnership with the City of Maple Ridge applied for funding from BC Housing was given preliminary endorsement for a \$2M grant to achieve affordable rental housing units for seniors in the town centre development. In terms of timing, the City is unable to confirm that the Civic Centre project will be proceeding by the March 2017 deadline as the City is currently gathering feedback from the community on this project. Given this timing, BC Housing has indicated interest in moving the City to the "B" list to be reconsidered for this funding at a future date.

"Original signed by Don Cramb"

Prepared by: Don Cramb, Sr. Recreation Manager

"Original signed by Trevor Thompson"

Reviewed by: Trevor Thompson, Manager, Financial Planning

"Original signed by Kelly Swift"

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

"Original signed by Frank Quinn for Ted Swabey"

Concurrence: **E.C. Swabey**
Chief Administrative Officer

:dc



community
LAND TRUST

Info@cltrust.ca
Main: 604.879.5111
Web: cltrust.ca

Community Land Trust Foundation of BC
220 – 1651 Commercial Drive,
Vancouver, BC, V5L 3Y3

The estimated project cost for the proposed development is \$17,502,000. \$10,395m for the civic component and \$7.107m for the residential component. Given a targeted income range of \$30,000 to \$36,000 for Maple Ridge and the objective of creating affordable seniors housing, the project revenue generated (Net Operating Income) can support a mortgage of \$5,038,000 requiring an equity contribution of \$2,069,000. The \$2m grant from the Province to the CLT covers the equity requirement. The difference of \$69,000 is marginal and can be absorbed through project costs or the debt financing.

In order to secure the \$2m from the Province, there are a number items that need to be completed by March 2017. CLT proposes the following next steps:

1. Review financials with Staff to ensure objectives on housing type and housing incomes are being achieved.
2. Review details of the civic component of the development and City comfort level on costs.
3. Council Presentation on findings and a motion to proceed on:
 - a. Term sheet for the land lease.
 - b. Term sheet on the development and construction management requirements of the CLT.
 - c. Development Permit Application in partnership between the CLT and MR.
4. Execution of the term sheets.
5. Source design build partner to further define costs.

We look forward to meeting with you to review the Feasibility Analysis and next steps.

Regards,

COMMUNITY LAND TRUST FOUNDATION OF BC

Tiffany Duzita
Director



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Vancouver, BC, V5L 3Y3

December 13, 2016

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

RE: Feasibility Analysis 11912 224th Street

The Community Land Trust Foundation of BC (CLT) has completed the feasibility analysis for a senior's affordable housing opportunity above 2 floors of civic space on municipal land located at 11912 224th Street.

Utilizing demand and median household incomes for Maple Ridge seniors, a development proposal was explored via a partnership model between the municipality and the CLT. City owned land and a \$2m grant from the Province to the CLT is used as equity into the project. In return, the CLT will develop, build, and operate utilizing a housing co-op model the residential component over a long term lease. Land Leases to the CLT are modeled at a minimum of 60 years with a preference for 99 years.

The development yields 35 homes that are all 1 bedroom units. The proposed building includes a common indoor amenity area with a laundry room along with an outdoor amenity on the roof of the civic component of the development.

The attached Feasibility Analysis and supplementary documents provide details on the development proposal along with architectural schematics for the building concepts.

Summary of the Findings

Unit Type	# of Units	Avg Unit Size (SF)	Total Area (SF)	Gross Revenue	Avg. \$/SF
1 Bedroom	35	575	20,140	\$347,400	\$1.44
RESIDENTIAL SUMMARY					
# units			35	Amenity and common laundry space not included in Total Area	
Gross Revenue			\$347,400		
Avg. \$/SF			\$1.44		
Avg. Unit Size (SF)			575		
Avg. Monthly Rent			\$827		
Avg. Household Income			\$33,080		



MAPLE RIDGE FEASIBILITY ANALYSIS SUMMARY

MR = City of Maple Ridge

CLT = Community Land Trust Foundation of BC

This Feasibility Analysis is based on the November 14, 2016 drawing package prepared by HCMA, the communication between MR and the CLT regarding development assumptions for the civic and residential components, and the affordability matrix to target seniors.

The Feasibility Analysis is broken down into the following key areas:

1. Objectives
2. Development Assumptions
 - a. Revenue (Affordability Strategy)
 - b. Costs
 - c. Debt Servicing
3. Equity Partnership

A summary of the salient details, terms, and any assumptions for each key area has been provided. The list of Schedules below is provided as the detailed back-up of our feasibility analysis.

Schedule A – Project Summary and Data Entry

Schedule B – Pro forma and Cash Flow

1. OBJECTIVES

- A. Develop and construct 2 levels for civic space based on the April 28, 2016 Maple Ridge Civic Facilities Concept Study.
- B. Develop, construct and operate 4 levels of residential targeted for a seniors co-op (resident group) above the civic space.
- C. Utilize the \$2m grant money from the Province to create affordable units and minimize equity requirements and project risk.
- D. Affordable rents to be no more than 30% of gross household income for the targeted resident group.
- E. MR Land Lease executed with the CLT at a minimum of 60yrs (99yrs is preferred).

2. DEVELOPMENT ASSUMPTIONS

A. PROPOSED INCOME TARGETS

2015 CMHC data for Maple Ridge was utilized to determine rental rates to not exceed 30% average household incomes targeted for each site.

2015 CMHC Income Data	
Median Household Income	\$71,078
Median Renter Household Income	\$37,906
2015 CMHC Affordable Rental Rate Data	
Type (# of People/Household)	Average Rent
1	\$732
2	\$1,265
3	\$1,475
4+	\$2,215

SITE	HOUSING TYPE	AVG. MONTHLY RENT	GROSS HOUSEHOLD INCOME
11912 – 224 th Street	Seniors	\$827	\$30,000-\$36,000

Maple Ridge has a current renter population of 5,440 households

68% of the renter population (4,810 households) in Maple Ridge have an annual household income less than \$40,000 per year.

595 renter households with 1 or 2 people per unit.

655 households with a resident age between 45-65 years and 755 households with a resident age of 65+ years.

2455 of renters (45%) spend more than 30% of their gross household income on rent.

Demand for 1,445 units that rent for \$500-\$1,000 per month.

Proposed average monthly rent of \$827 targets 430 (30%) out of the 1,445 units in demand for residents aged 45+ years that have a gross household income of \$30,000-\$39,999 per year.

- 315 renter demand between 45-65 years of age.
- 115 renter demand 65+ years of age.

The 35 units target the above demand age and income group. Any cost savings on the project to lower the overall capital costs, can be levered to reduce the average monthly rent or create units that rent for \$500 or less per month, which is the biggest area of core need for Maple Ridge.

B. REVENUE

Unit Type	# of Units	Avg Unit Size (SF)	Total Area (SF)	Gross Revenue	Avg. \$/SF
1 Bedroom	35	575	20,140	\$347,400	\$1.44
RESIDENTIAL SUMMARY					
# units			35	Amenity and common laundry space not included in Total Area	
Gross Revenue			\$347,400		
Avg. \$/SF			\$1.44		
Avg. Unit Size (SF)			575		
Avg. Monthly Rent			\$827		
Avg. Household Income			\$33,080		

- 2% annual inflation on revenue.
- Year 1 operating year is 2020

Refer to Schedules A and B for details.

C. COSTS

Development Cost Matrix	Civic Concrete	Residential Wood
Construction Duration (Mos)	24	24
Efficiency	100%	85%
Construction & CM Fee	\$230	\$195
Design & Consultants	\$16.00	\$14.00
% of Construction	7.0%	7.2%
Finance Fees, Legal, Insurance, Taxes	\$4	\$5
% of Construction	2.2%	2.6%
Development Management Fee	\$8.0	\$10
% of Soft & Hard	3.9%	4.1%
Development Charges ⁽¹⁾	\$8	\$8
Financing ⁽³⁾ 1.0%	\$3	\$2
GST ⁽²⁾	\$8	\$8
TOTAL	\$280	\$241

- 2% annual inflation on costs
- Construction Start 2018
- Total Project Costs = \$17,502,000 (rounded to the nearest 1,000)
- Project assumes all costs for acquisition, zoning, DP, BP, construction, lease-up and turnover to the units to the operators but does not include municipal fees.
- Waiver of municipal fees is assumed to help the affordability of the proposed developments.

Refer to Schedules A for details.

D. DEBT SERVICING

- The Land Trust as a registered non-profit will unitize BC Housing's Community Partnerships Initiatives program for funding.
- The CLT has also been approved for a \$2m grant from the province to put towards the housing component of the development.
- Currently targeting current rates.
 - a. 100% Construction Financing @ 1.0%
 - b. DCR of 1.2 for Take Out Financing @ 2.5% for 35 years
- Sensitivity analysis has been conducted in the Operational Cash flow (Schedule H) for rising interest rates over time to ensure the project can absorb market changes at varying levels.

Total Project Costs = \$17,502,000

Less: Civic Costs = \$10,395,000

Net Project Costs = \$7,107,000

Debt Servicing @ 1.2 DCR = \$5,038,000

Additional Equity Req't = \$2,069,000

Less Provincial Grant = \$2,000,000

Net Equity Requirement = \$69,000 (marginal amount and can be absorbed by the project costs or mortgage)

CASHFLOW SUMMARY

	YEAR 1	YEAR 2	YEAR 11	YEAR 35	YEAR 36
INTEREST RATE	2.50%	2.50%	3.0%	4.0%	
PRINCIPAL LOAN AMOUNT	5,038,000	4,947,000	4,015,000	237,000	-
TARGET RENT INCREASE		2.00%	2.00%	2.00%	2.00%
EXPENSE INCREASE (Inflation)		2.00%	2.00%	2.00%	2.00%
NOI	261,000	266,000	318,000	512,000	522,000
<i>Less: DEBT SERVICE</i>	216,000	216,000	228,000	242,000	-
DCR	1.2	1.23	1.39	2.12	
<i>Less: ASSET MGT/RESERVE</i>	42,000	43,000	51,000	83,000	85,000
LEVERED CASH FLOW	1,000	6,000	38,000	187,000	438,000
REPLACEMENT RESERVE	31,000	32,000	38,000	61,000	63,000
Cumulative REPLACEMENT RESERVE	-	63,000	381,000	1,567,000	1,629,000
/Unit/Month	74	76	90	145	150

Refer to Schedules A and B for details.

3. EQUITY PARTNERSHIP and LEVERED CASH FLOW (SURPLUS)

- \$2m in grant money from the provincial Investment in Housing Initiative (IHI).
- No additional equity requirement for the residential component.
- Levered Cash Flow is reinvested back into the project.
 - a. Increase the operating reserve budget.
 - b. Top up the replacement reserve.
 - c. Increasing affordability within the development.
 - d. Creating and acquiring new affordable housing units within Maple Ridge.
 - e. Payment of items in the capital replacement and maintenance plan.

4. CIVIC COMPONENT

- Project Costs = \$10.395m
- Debt @ 1.2 DCR = \$8.663m
- Debt Servicing @ 2.5%, 35 yrs = \$460k/year
- Equity Requirement = \$1.732m

PLANNING SUMMARY (Legal Address: LT 1; DL 398; NWD; PL LMP46997)

	PERMITTED / REQUIRED	PROPOSED
Zoning	C3 - Town Centre Commercial	C3 - Town Centre Commercial
Permitted Uses*	Apartment, Assembly, Civic, Off street Parking, Restaurants, Retail Sales	Apartment, Assembly, Civic, Off street Parking, Restaurants, Retail Sales
Lot Area (min)**	186 m2	3117.14 m2
Lot Dimensions (min)**		
width	6m	43.16 m
depth	27m	70.66 m
Lot Coverage (max)	90%	2141.46 / 3117.14 *100% = 68.7%
Building Heights (min)	3 Storeys	6 Storeys
Building Heights (max)	none	6 Storeys (25.8 m)
Size of Buildings or Structures		
for residential part only: 1.0 x 'Lot Area' additional increases are available to ratio of 2.3*	3117.14 m2	1979.15 m2
Siting***		
rear lot line setback (min)	6m*	6m
Residential above Lvl2		
front lot line setback (min)	7.5m	7.5m
rear lot line setback (min)	7.5m	7.5m
side lot line setback above Lvl 3 (min)	4.5m	4.5m
Commercial Placement (refer to Schedule G of Bylaw)	Ground Floor Commercial Required*	Cafe & Public Pedestrian use

* only applicable or main items are noted here; refer to Bylaw for more information
** proposed area/ dimensions are approximate as no survey is available at this time
*** 224th Street is considered the front of this property

Parking Summary			
Non-residential	Area*	Required	Proposed
Atrium (0.01 per 1m2)	273.53	2.74	
Cafe (0.03 per 1m2)	98.54	2.96	
Assembly Hall (0.05 per 1m2)	611.25	30.56	
Museum (0.01 per 1m2)	1655	16.65	
Education (0.01 per 1m2)	361.74	3.98	
Total:		56.88 round to 57	57
Residential	Units	Required	Proposed
0.35 per unit	35	12.25 round to 13	11 (@0.3 per unit, 10.5 spots)
TOTAL		70	68
Loading		Required	Proposed
minimum 1 space		1	1
TOTAL		71	69

* area used for parking calculations does not include below grade areas or stairs/elevators

CURRENTLY AT LEVEL P1,
82 SPOTS ARE POSSIBLE.
SEE DRAWING 1.0

OVERALL BUILDING SUMMARY

Component Areas		
Name	Area	Area (SF)
Assembly		
Assembly Hall	627.37 m²	6752.95 SF
	627.37 m²	6752.95 SF
Commercial		
Cafe	99.10 m²	1066.69 SF
	99.10 m²	1066.69 SF
Common		
Lobby Lvl 1	225.31 m²	2425.22 SF
Lobby Lvl 2	105.26 m²	1133.04 SF
	330.57 m²	3558.26 SF
Educational		
Educational	381.28 m²	4104.02 SF
	381.28 m²	4104.02 SF
Museum		
Museum Lvl 1	299.85 m²	3227.56 SF
Museum Lvl 2	1515.56 m²	16313.34 SF
	1815.41 m²	19540.90 SF
Seniors Residence		
Res Lvl 1	56.47 m²	607.87 SF
Res Lvl 2	23.02 m²	247.79 SF
Res Lvl 3	658.28 m²	7085.65 SF
Res Lvl 4	615.54 m²	6625.57 SF
Res Lvl 5	615.54 m²	6625.57 SF
Res Lvl 6	615.54 m²	6625.57 SF
	2584.38 m²	27818.01 SF
Grand total	5838.10 m²	62840.83 SF

Long Term Bicycle Parking Summary

	Unit/Area	Required	Proposed
Seniors Living (0.1 per 1unit)	35	3.5	
Commercial (1 per 750m2)	98.54	0.13	
Institutional (15% of car spots)	57	8.55	
Total:		12.18 round to 13	15

RESIDENTIAL SUMMARY

RESIDENTIAL AREAS		
Name	Area	Area(SF)
Level P1		
25% BIKE PARKING	9.37 m²	100.81 SF
50% GARBAGE	14.24 m²	153.29 SF
SCOOTER STORAGE	39.95 m²	429.99 SF
25% MECH	24.89 m²	267.90 SF
RES CORE	22.40 m²	241.11 SF
Level P1	110.84 m²	1193.11 SF
Level 1		
RESIDENTIAL LOBBY	34.95 m²	376.23 SF
RESIDENTIAL CORE (SOUTH)	21.52 m²	231.65 SF
RESIDENTIAL STAIR (NORTH)	15.73 m²	169.36 SF
Level 1	72.21 m²	777.23 SF
Level 2		
RESIDENTIAL STAIR (NORTH)	18.31 m²	197.12 SF
RESIDENTAIL CORE 2 (SOUTH)	22.40 m²	241.11 SF
Level 2	40.71 m²	438.23 SF
Level 3		
RES UNITS LVL 3	343.33 m²	3695.60 SF
RES CIRCULATION LVL 3	97.76 m²	1052.28 SF
RES AMENITY LVL 3	108.21 m²	1164.75 SF
Level 3	549.30 m²	5912.63 SF
Level 4		
RES UNITS LVL 4	509.28 m²	5481.82 SF
RES CIRCULATION LVL 4	106.26 m²	1143.75 SF
Level 4	615.54 m²	6625.57 SF
Level 5		
RES UNITS LVL 5	509.28 m²	5481.82 SF
RES CIRCULATION LVL 5	106.26 m²	1143.75 SF
Level 5	615.54 m²	6625.57 SF
Level 6		
RES UNITS LVL 6	509.28 m²	5481.82 SF
RES CIRCULATION LVL 6	106.26 m²	1143.75 SF
Level 6	615.54 m²	6625.57 SF
	2619.67 m²	28197.90 SF

Scooter Parking Summary

Scooter parking is not required in bylaws		
	Units	Proposed
1 scooter space to 4 units	35	8.75 round to 9

HCMA Architecture + Design
400 - 675 West Hastings Street
Vancouver BC V6B 1N2 Canada
T 604.732.6620
W hcma.ca

Maple Ridge Seniors
Residence

11912 224 ST, Maple Ridge, BC

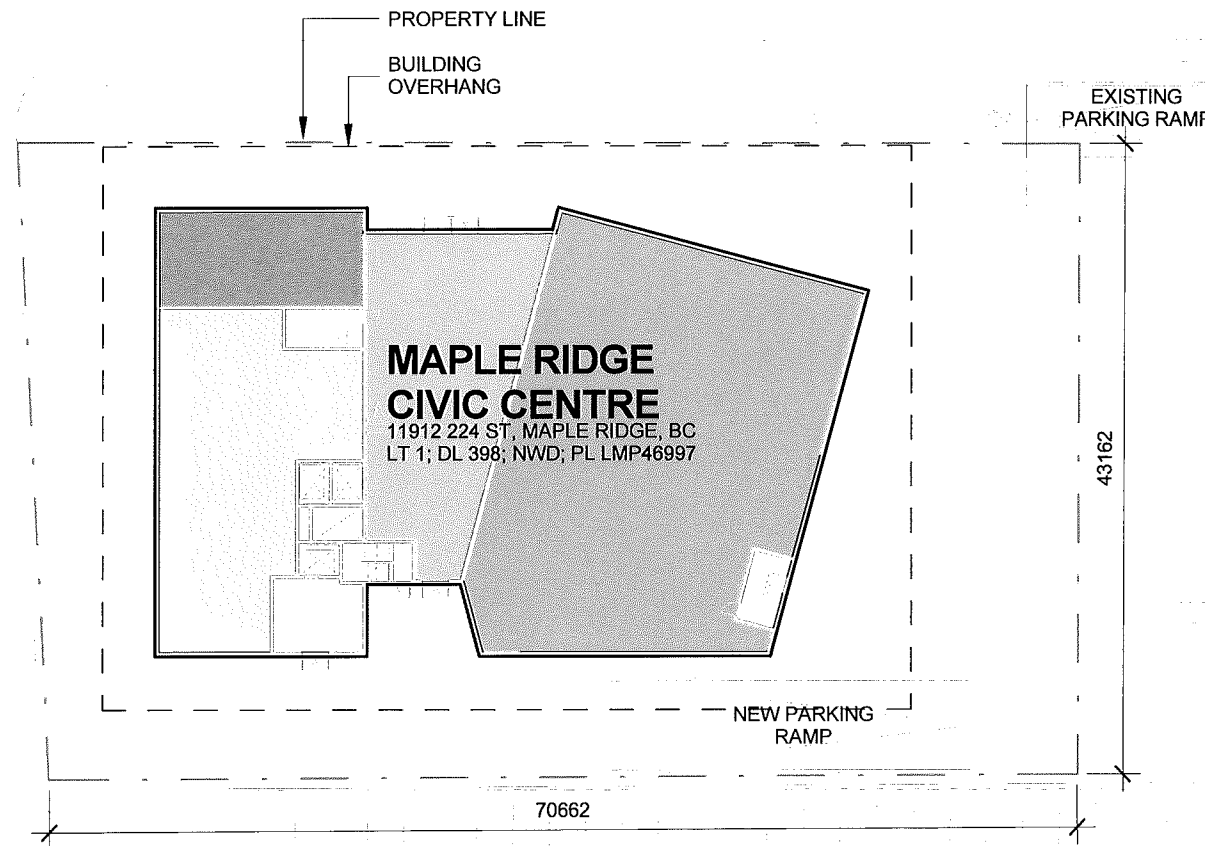
STATISTICS

DATE: 14/11/2016

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SCALE:

HCMA



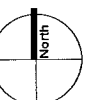
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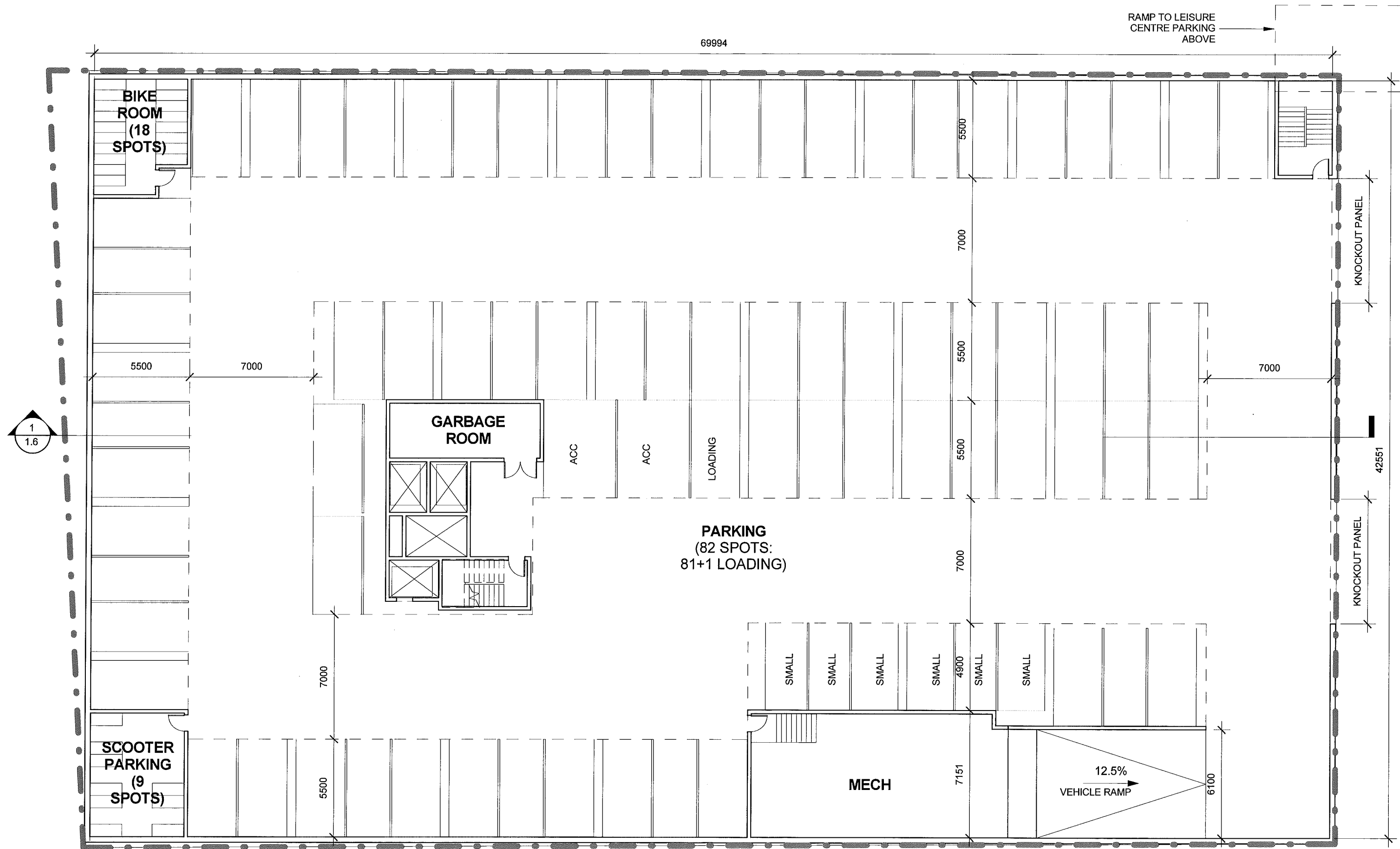
**Maple Ridge Seniors
Residence**

11912 224 ST, Maple Ridge, BC

SITE PLAN

DATE: 14/11/2016
0.2
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HCMA

NOTE THAT PROPERTY LINE IS APPROXIMATE
(SURVEY NOT AVAILABLE)

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Maple Ridge Seniors
Residence

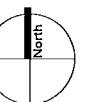
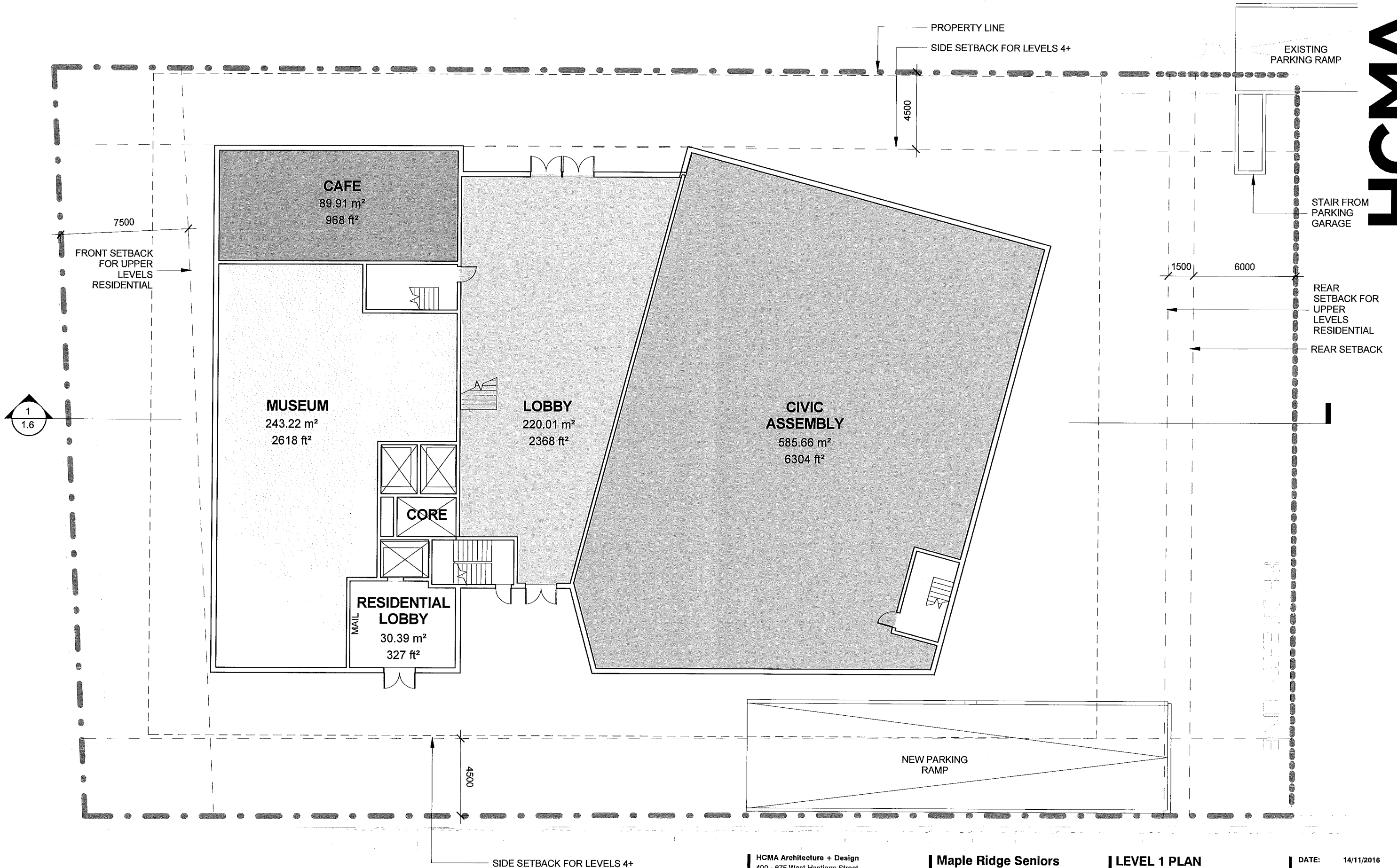
11912 224 ST, Maple Ridge, BC

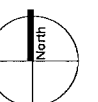
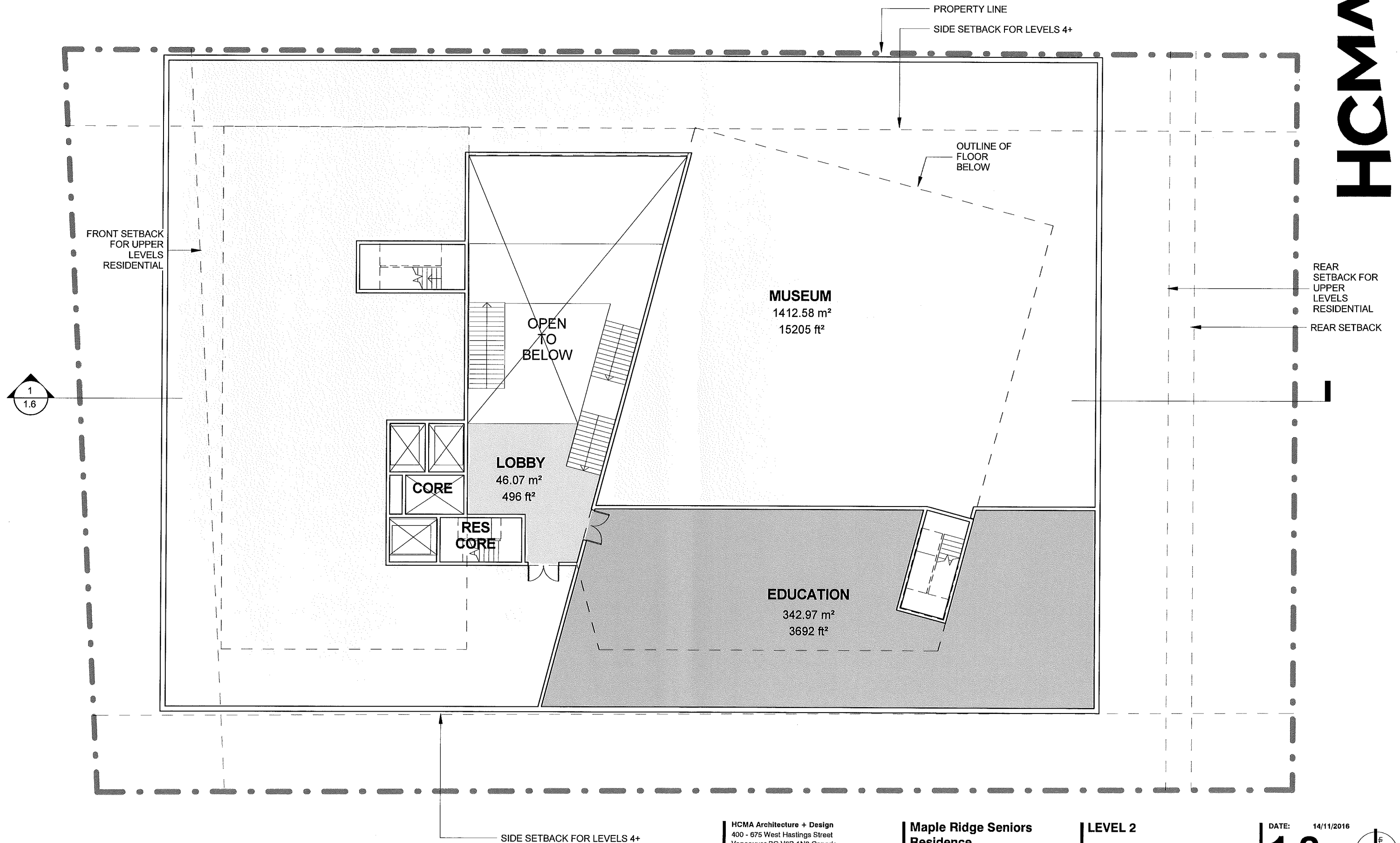
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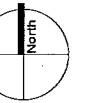
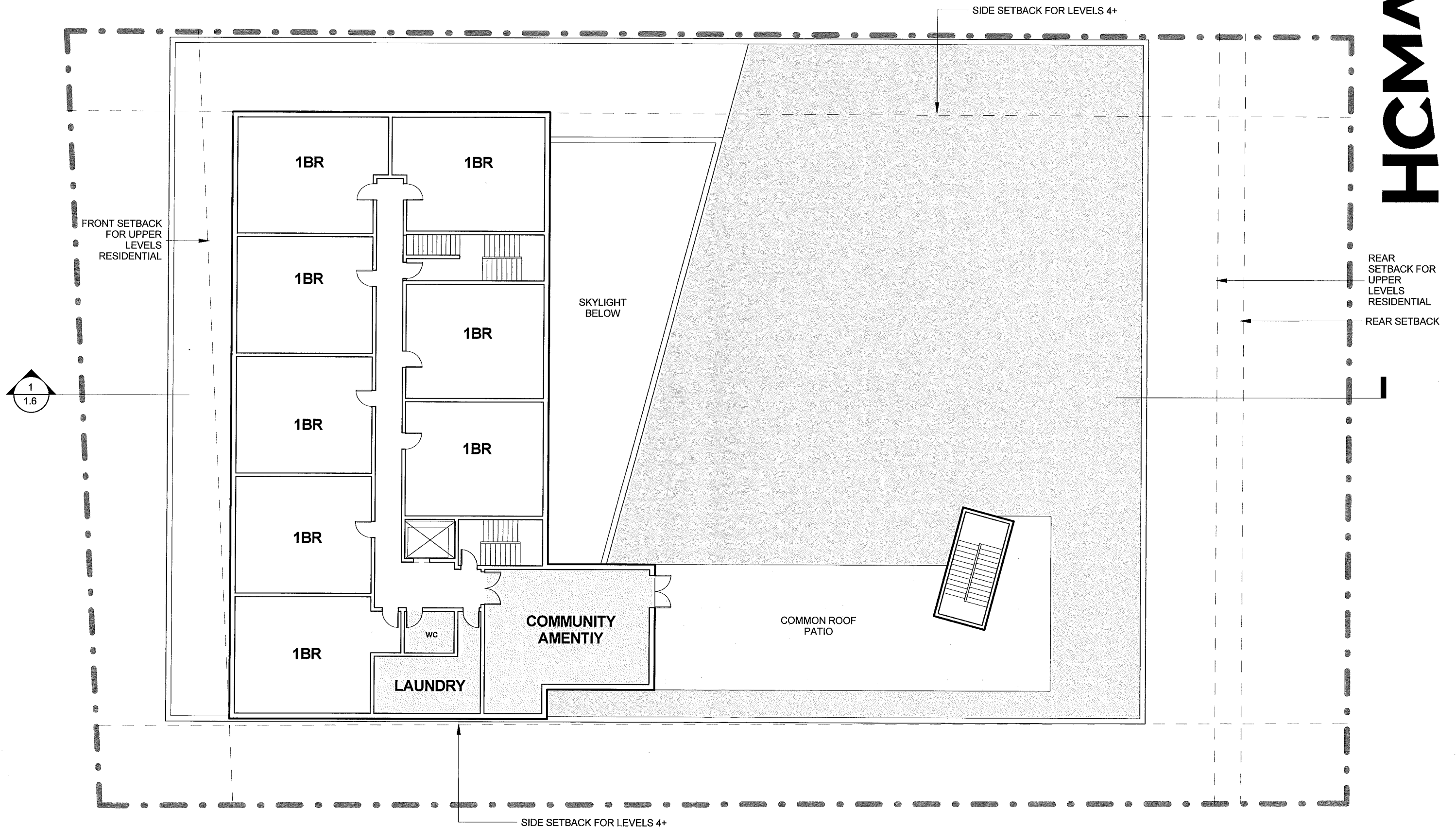
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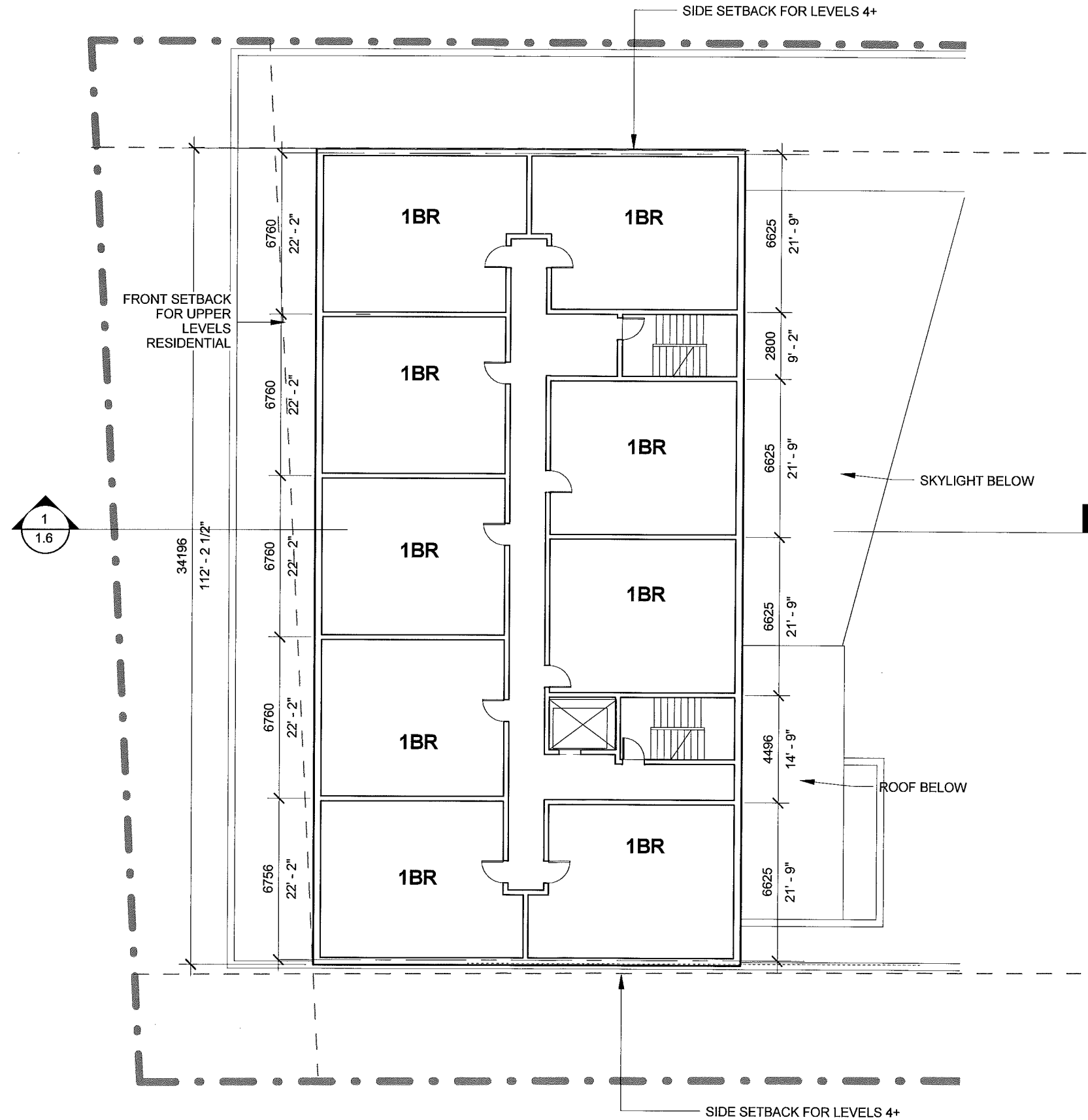
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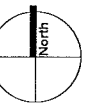
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**Maple Ridge Seniors
 Residence**

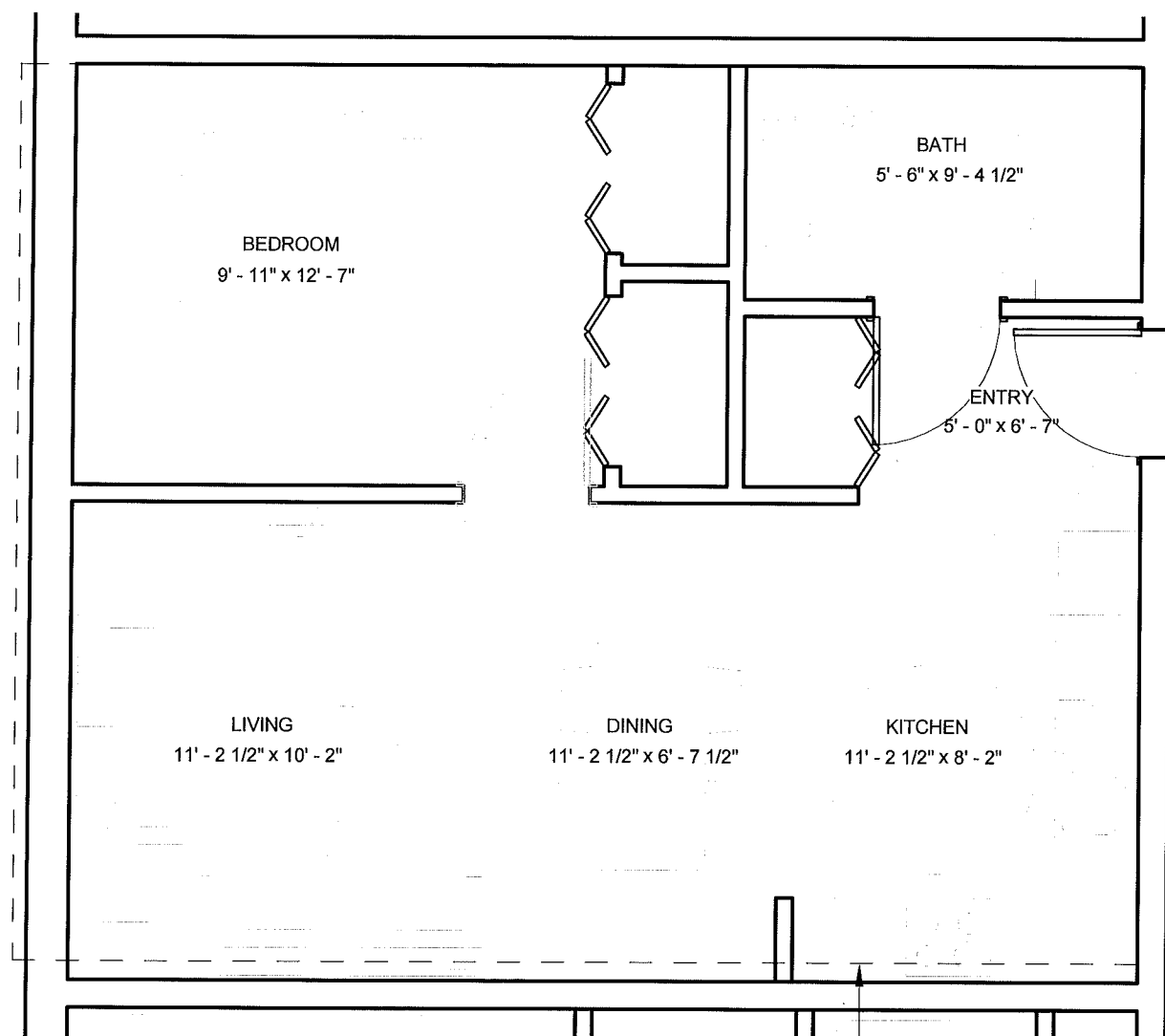
11912 224 ST, Maple Ridge, BC

**TYPICAL FLOOR PLANS
 LEVELS 4-6**

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1.4
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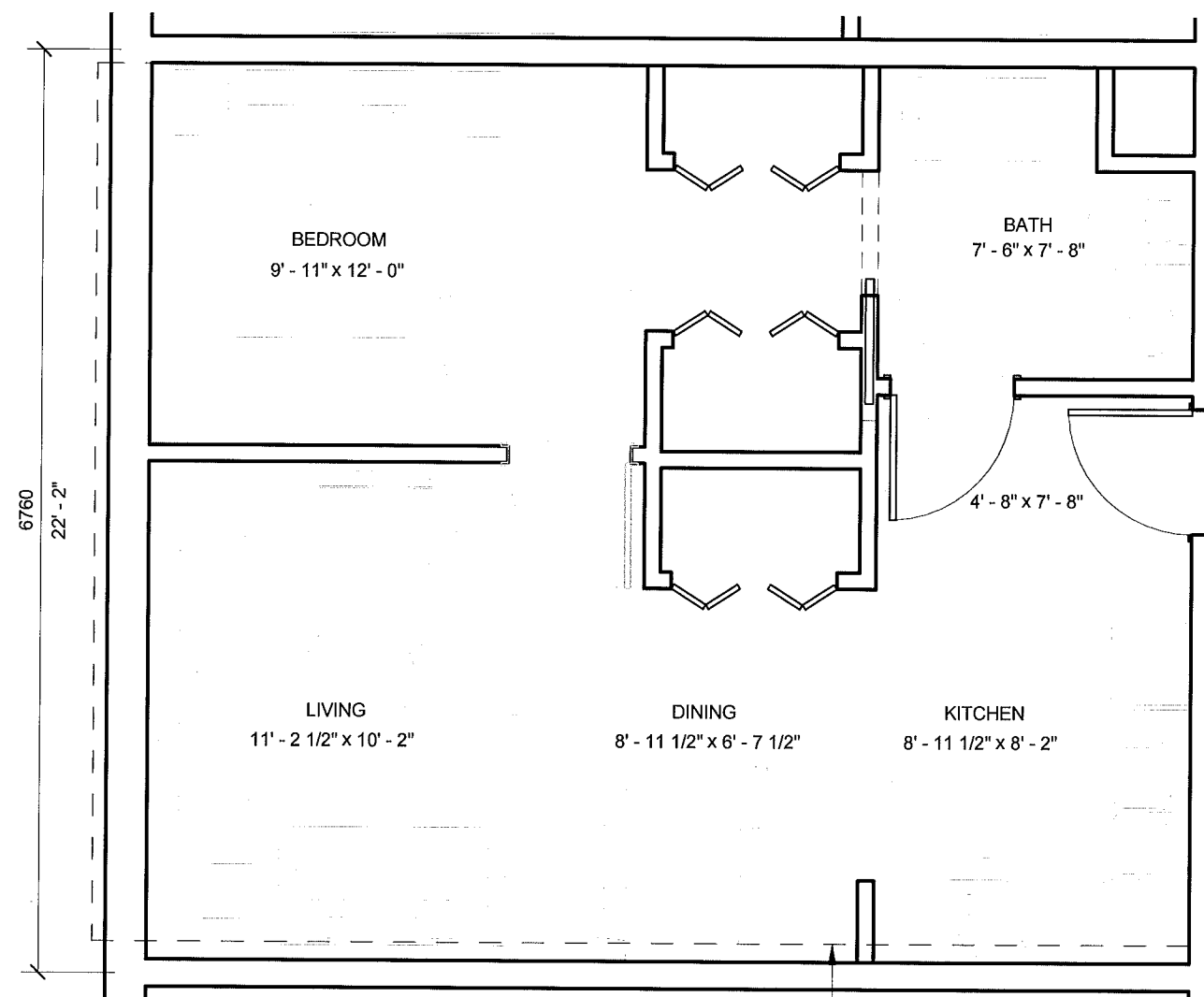


HCMA



1 TYPICAL UNIT - OPTION 1
1 : 50

DASHED LINE
INDICATES
PERIMETER OF
EAST SIDE UNITS

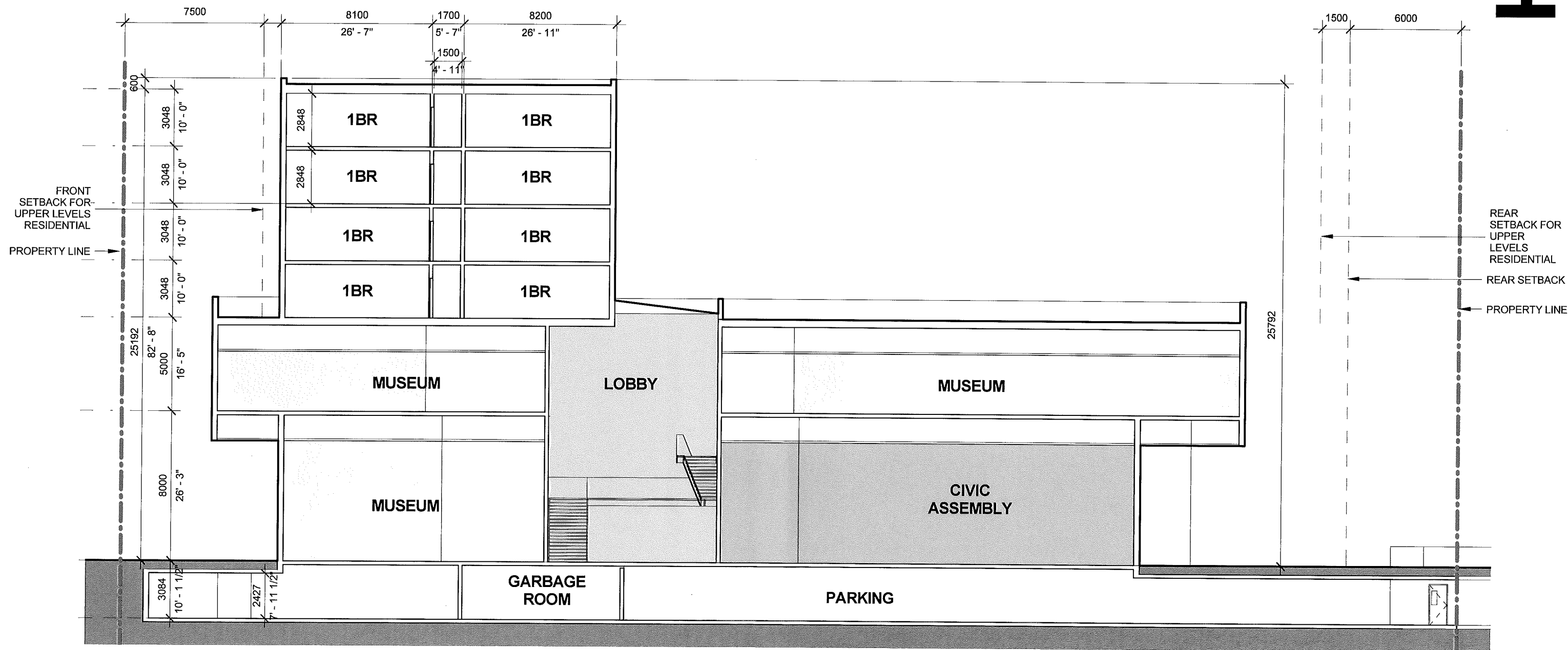


2 TYPICAL UNIT - OPTION 2
1 : 50

DASHED LINE
INDICATES
PERIMETER OF
EAST SIDE UNITS

NOTES:

- UNITS ALONG THE EAST SIDE HAVE A SIMILAR LAYOUT WHERE:
 - BEDROOM EXTENDS FURTHER OUT
 - LIVING EXTENDS FURTHER OUT
 - LIVING, DINING, AND KITCHEN ARE NARROWER
- WINDOWS ARE NOT SHOWN AT THIS STAGE



City of Maple Ridge

TO: Her Worship Mayor Nicole Read
and Members of Council
FROM: Chief Administrative Officer
SUBJECT: Maple Ridge Leisure Centre Lifecycle Improvement Plan

MEETING DATE: February 20, 2017
FILE NO:
MEETING: COW

EXECUTIVE SUMMARY:

The Maple Ridge Leisure Centre (MRLC) upgrade was deferred in 2015 in order to determine the potential for development and completion of a second aquatic facility to meet the need of a rapidly growing City and to mitigate the impact of an extended closure of the MRLC facility by providing an alternative location for users. Since that time, it has become apparent that a decision to proceed with the MRLC upgrade has become more urgent and should be addressed prior to the conclusion of the Parks Recreation & Culture facility community consultation, decision making, and potential construction process.

At the Committee of the Whole on December 10, 2016, Council directed staff to provide a report outlining the process of updating the MRLC retrofit plan including the proposed timeline, customer implications and a potential funding source. This report provides Council with information on how the aquatic retrofit and improvements to the MRLC can be achieved.

RECOMMENDATION:

That staff be directed to re-engage Shape Architecture to update the Maple Ridge Leisure Centre mechanical room design to include the relocation of the pool mechanical systems to allow for future additional underground parking and an outdoor plaza should the Civic Centre proceed in the future; And,

That staff be directed to issue a request for proposal for detailed design of the priority improvements described in the report dated February 20, 2017 and recommended in the Leisure Centre Facility Space Planning Audit.

a) Background

The Maple Ridge Leisure Centre has been well used over the past 37 years and is now showing signs of aging infrastructure. Although the facility saw an upgrade with the addition of a 25 metre teach pool and small wade pool in 2001 it is important to note that there were no upgrades to the original pool structures and/or their operating systems. Over the past six years staff has kept Council informed as to the ongoing challenges of managing aging infrastructure of this nature.

In October 2011, the City hired AME Group, Consulting Professional Engineers to establish the feasibility of repairing and/or replacing chlorine gas and mechanical systems. On receipt of this report in December 2011, the existing systems were re-built including a series of alarms and procedures to ensure staff and patron safety as an immediate priority. AME's longer-term

recommendation was to convert from gas to liquid chlorine with ultraviolet supplementation which would require a major construction intervention.

In 2014 it was determined that both the leisure pool and hot tub had significant leakage and that the source of the problems were beneath the pool and deck surface. Structural engineers were hired and reported that although there were no signs of immediate danger, the structural systems were compromised and would need to be repaired.

In November 2016, Council received a report on the Civic and Cultural Facility and Detailed Design Process and a discussion on MRLC pool upgrades. At that time, Council directed staff to advance detailed design of the Civic and Cultural Facility to 25% of final design. This requires updated designs for the MRLC mechanical and chemical storage rooms to accommodate the underground parking and plaza components of the Civic and Cultural Facility if that project proceeds.

In December 2016 staff provided an update on the MRLC and recommended preparation of a follow-up report outlining the process of updating the Leisure Centre retrofit plan including, proposed timeline, customer implications and potential funding source, which Council endorsed.

Staff support proceeding with a retrofit of the MRLC as soon as possible. A new aquatics facility is likely 4-5 years away from completion and the reliability of the aquatics area is a major concern for staff. Failure of the filtration systems would result in immediate displacement of customers resulting in significant impacts to all users. By planning for the retrofit in advance of an unplanned closure, staff can liaise with neighboring municipalities such as Langley, Abbotsford and Surrey to utilize pool space for the swim clubs and for other existing aquatics users and prepare a plan to mitigate staff impacts.

Upon Council's approval, staff will re-engage Shape Architecture to update the mechanical room and liquid chlorine storage components of the previously prepared drawings to take into consideration a possible future civic centre beside the MRLC. The estimated cost to complete this updated design is \$50,000.

Leisure Centre Facility Space Planning Audit

Council was provided with an update on the Leisure Centre Facility Space Planning Audit¹ findings in December 2016, which is timely information given current planning for the MRLC.

A planned retrofit and closure affords the opportunity to complete additional improvements recommended in this report that would have a significant positive impact on the customer experience. The benefits to users include; improved accessibility for all ages and abilities, improved control points, improved functionality, improved usability of existing program spaces, and larger gathering spaces for social interaction.

Completing this work has the potential to produce economies of scale and reduce customer impacts when done in tandem with the aquatics retrofit. The design and costs for these improvements needs to be determined through a request for proposal process, as the scope of work exceeds the contract scope previously completed by Shape Architecture.

The priority projects that staff recommend proceeding with from the Leisure Centre Facility Space Planning Audit completed in 2016 include;

¹ <http://mapleridge.ca/DocumentCenter/View/12725>

1. Redesign of the aquatics male, female and family changerooms by considering open and accessible space to achieve the same standard of accessibility as will be achieved through the aquatics pool design.
2. Provision of community and social gathering spaces by renovating the lobby, creating a community living room, reconfiguring the reception desk, changing access control paths, and unrestricted access to public washrooms.

Timeline to Complete MRLC Retrofit

Staff recommends that the pool retrofit be completed through a full closure of the aquatics area for approximately 13 months. The alternative would be a phased in approach. This second option would increase the construction length to 16 months, and would allow for intermittent daily use of the competition pool during the closure. However, this is not recommended due the invasive nature of the work which will impact the quality of the user experience, the length of the overall project, and significantly increase project costs.

The construction is recommended to begin immediately to align the MRLC closure with the operation of outdoor pool season and allow swim clubs and other users to utilize the Hammond Outdoor Pool from May – September. This would be in addition to pool space secured in surrounding municipalities.

The proposed timeline for completion of this work if approved by Council is:

February 2017	Re-engage Shape Architecture to update the detailed design drawings
April 2017	Initialize the tendering of the project for construction
June 2017	Council award of contract for construction
August 2017	MRLC renovation begins
September 2018	Renovation completed

Funding

The existing approved budget of \$5.5 million consists of \$3,792,000 from the Capital Works Reserve (loan) and \$1,708,000 through facility and infrastructure reserves. There has been about \$290,000 spent to date on detailed design.

To assist with costs, an additional \$800,000 is available through lifecycle reserves in 2017. The balance of any increased funding requirements can be internally financed similar to the original funding model of the project. The internal financing is through the Capital Works Reserve with repayment by facility lifecycle reserves. An increase in the loan would extend the existing payback period of just under 5 years.

The construction costs for the retrofit as of November 2015 for a full pool closure was \$4.8 million. The cost increased to \$5.4 million if the project time was extended to accommodate partial opening of one pool during construction. Today's costs cannot be determined without a reassessment of current market value.

An estimate for construction costs for the priority improvements from the Leisure Centre Facility Space Planning Audit is an additional \$1.37 million.

b) Desired Outcome:

To continue to provide high calibre recreation facilities for the benefit and enjoyment of the community now and into the future.

c) Strategic Alignment:

In support of a safe and liveable community, and a robust and vibrant City Centre, the programs and services offered at the Leisure Centre encourage active and healthy living among citizens through the provision of a variety of exceptional recreational, educational and social activities.

d) Customer Implications:

The MRLC is well used by 60% of residents according to the 2014 Parks and Leisure Survey. The central location of this facility, nearby a major transit hub, makes it highly accessible to the community. Improvements will ensure reliability of use by future generations. The construction to complete the renovations will necessitate aquatic service impacts on users regardless of a full closure or a phased in approach.

Delaying the MRLC upgrades until the time when a second aquatics facility is completed would significantly increase the risk of an unplanned closure of some or all of the pools should major system components fail.

e) Business Plan/Financial Implications:

The overall combined project costs for the safety enhancements and accessibility recommendations to the Leisure Centre Aquatics will likely continue to increase from the original \$4.8 million dollars as reported in November 2015, the approved \$5.5 million in capital reserves (loan) allocated to this project with an additional \$800,000 available through lifecycle reserves in 2017.

In addition, the priority improvements from the Leisure Centre Facility Space Planning report are estimated to cost \$1.37 million.

These additional funding requirements can be internally financed similar to the original funding model of the project. The internal financing is through the Capital Works Reserve with repayment by facility lifecycle reserves. An increase in the loan would extend the existing payback period which is just under 5 years.

CONCLUSIONS:

Staff recommend proceeding with the MRLC retrofit. It makes good economic sense to maintain this significant community asset in good condition for current and future generations. Staff recognize that the retrofit project will significantly impact aquatic facility users for the estimated 13 months period that it will take to complete this work but recommend this as approach to minimize overall impacts and cost. Given this closure period, it makes sense to proceed with the additional priority improvements described in this report and recommended in the Leisure Centre Facility Space Planning report in order to achieve the same level of enhanced accessibility and service in these areas as will be achieved through the aquatic improvements.

“Original signed by Christa Balatti”

Prepared by: Christa Balatti, Recreation Manager, Health and Wellness

“Original signed by Trevor Thompson”

Approved by: Trevor Thompson, Manager of Financial Planning

“Original signed by Wendy McCormick”

Approved by: Wendy McCormick, Director of Recreation and Community Services

“Original signed by Kelly Swift”

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

“Original signed by Frank Quinn for Ted Swabey”

Concurrence: **E.C. Swabey**
Chief Administrative Officer

:wmc

TO: Her Worship Mayor Nicole Read
and Members of Council
MEETING DATE: February 20, 2017
FILE NO:
FROM: Chief Administrative Officer
MEETING: Committee of the Whole
SUBJECT: Partnering Agreement
- Employment Land Investment Incentive Program

EXECUTIVE SUMMARY:

In the fall of 2014, Municipal Council approved the framework for the Employment Land Investment Incentive Program. The Employment Land Investment Incentive Program is intended to accelerate private investment and to attract new businesses and high value jobs to Maple Ridge. Council approved the use of partnering agreements as one of the tools to support the incentive program.

Three projects are now at the stage where partnering agreements are required in order for the City to provide incentive payments. In accordance with Council direction, agreements are presented for consideration at a public meeting, and although legally subject to Council approval, the project meets pre-established eligibility requirements.

RECOMMENDATION:

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

- 1. 874668 BC Ltd. under building permit number 16-112807 in the amount of \$8,979.67; and**
- 2. 874668 BC Ltd. under building permit number 16-112814 in the amount of \$5,784.22; and**
- 3. 874668 BC Ltd. under building permit number 16-116919 in the amount of \$7,639.02**

BACKGROUND:

The four year Employment Land Investment Incentive Program was approved in 2014 and launched in 2015 to help implement the Commercial and Industrial Strategy.

Three development projects meet the program eligibility requirements and have had their building permits issued. This is the trigger for the incentive program to begin, and the partnering agreement incentives are now due. In order to proceed, the City requires the owners to enter into partnering agreements to ensure the obligations of both parties are clearly understood. The projects are described as follows:

- One-storey industrial building located at 12865 Katonien Street, Maple Ridge, BC, owned by 574668 BC Ltd., receiving \$8,979.67 under the Employment Land Investment Incentive Program, and representing \$1.2 million in construction value under permit number 16-112807;
- One-storey industrial building located at 12895 Katonien Street, Maple Ridge, BC, owned by 574668 BC Ltd., receiving \$5,784.22 under the Employment Land Investment Incentive Program, and representing \$700,000 in construction value under permit number 16-112814; and
- One-storey industrial building located at 12920 261A Street, Maple Ridge, BC, owned by 574668 BC Ltd., receiving \$7,639.02 under the Employment Land Investment Incentive Program, and representing \$900,000 in construction value under permit number 16-116919.

Public notice was issued in accordance with Sections 24, 21 and 94 of the Community Charter.

BUSINESS AND FINANCIAL PLAN IMPLICATIONS:

Council previously set aside approximately \$3 million to fund the incentive programs. After covering off partnering agreements and tax exemptions to date, there is about \$1.3 million remaining. The partnering agreements referred to in this report will require that the reserve will be drawn down by \$22,402.91.

Through the incentive program, these projects have also benefitted from building permit discounts of \$22,978.83.

The incentive program also provides incentives in the form of property tax exemptions. Amounts will be driven by future BC Assessment valuations and are therefore difficult to predict. An estimate of the incentives, based on construction value and using 2016 property tax rates, would result in approximately \$98,000 spread over five years. Revitalization Tax Exemption Agreements will be necessary to initiate this portion of the incentive program once the projects are nearing completion.

CITIZEN IMPLICATIONS:

The City's approach to the incentive programs is one of full transparency. There have been numerous Council reports, presentations and newspaper notices over four years of incentive program implementation. The Employment Land Investment Incentive Program is intended to attract new commercial and industrial businesses and high value jobs to Maple Ridge. Incentive program goals and objectives have consistently ranked as highly desirable in citizen surveys.

CONCLUSION:

This report requests Council authorization to execute partnering agreements that will allow the City to provide financial incentives for the building permits noted in this report. The projects meet pre-established eligibility criteria adopted by Council. The incentives total \$22,402.91, and support the \$2.8 million in construction value represented by the projects. Partnering agreement incentives are one component of a comprehensive incentive program that supports the Commercial and Industrial Strategy.

“Original signed by Daniel Olivieri”

Prepared by: **Daniel Olivieri**
Research Technician

“Original signed by Laura Benson”

Approved by: **Laura Benson, CPA, CMA**
Manager of Sustainability & Corporate Planning

“Original signed by Paul Gill”

Approved by: **Paul Gill, B.B.A, C.G.A, F.R.M**
GM: Corporate & Financial Services

“Original signed by E.C. Swabey”

Concurrence: **E.C. Swabey**
Chief Administrative Officer

The following appendices are attached hereto:

Appendix A – Partnering Agreement – 574668 BC Ltd.

Appendix B – Partnering Agreement – 574668 BC Ltd.

Appendix C – Partnering Agreement – 574668 BC Ltd.

:do

PARTNERING AGREEMENT

THIS AGREEMENT dated for reference _____,

BETWEEN:

CITY OF MAPLE RIDGE, a municipal corporation under the laws of
British Columbia and having its offices at 11995 Haney Place,
Maple Ridge, British Columbia V2X 6A9

("City")

AND:

874668 BC LTD
18870 80th Avenue
Surrey, BC V4N 4J1

("Owner")

WHEREAS:

- A. The *Community Charter, Part 3, Division 1, Section 21* authorizes the City to enter into an agreement for the provision of a service on behalf of the municipality;
- B. The achievement of the City's vision, reasons, objectives and principles for the Employment Land areas requires private sector development;
- C. The Owner agrees to construct a Project that supports Employment Land Investment Incentive Program reasons, objectives and principles, as identified on Schedule A: Employment Land Investment Incentive Program Reasons, Objectives and Principles;
- D. The City agrees to provide a financial incentive, as identified in Section 4.

NOW THEREFORE in consideration of \$1.00 paid by the City to the Owner, the receipt and sufficiency of which the Owner acknowledges the parties agree as follows:

1. In this Incentive Agreement,
 - a. **"Employment Land"** means that area identified in Schedule B of this agreement
 - b. **"Project"** means:

New construction over \$250,000
12865 Katonien Street, One-storey industrial
Building Permit #16-112807
2. The Owner agrees to:
 - a. Undertake the following service on behalf of the City: Either wholly or in part, achieve reasons, objectives and principles outlined on Schedule A: Employment Land Investment Incentive Program Reasons, Objectives and Principles, through construction and completion of a Project as described in Section 1;
 - b. Comply with all other Municipal bylaws, regulations, agreements and permits in relation to the Project;
 - c. Obtain final occupancy permit(s) for the Project within two (2) years from the date the Building Permit was issued.

- d. All work identified under the building permit is to be completed no later than 120 days after the issuance of the first Provisional Occupancy Permit and an unconditional Occupancy Permit is issued.
 - e. Construct a project of an industrial use as permitted in the Maple Ridge Zoning Bylaw, except for the ineligible uses outlined on Schedule C: Ineligible Uses.
3. If the Owner or the Project causes any breach or non-compliance of any obligation set forth in this Agreement or any Municipal bylaw, regulation, agreement or permit, the Owner must forfeit the amounts received or set to be received under Section 4, or a lesser amount agreed to by the City. If already paid to the Owner by the City, the forfeited amount must be received by the City within thirty (30) days of the date the City issues notification of the breach/non-compliance.
4. After the City has complied with legislated requirements to provide public notification and obtain Council approval, the City will pay to the Owner:
 - a. **8,979.67** representing an amount equivalent to a portion of Municipal Development Cost Charges assessed on the Project, as described in the Employment Land Investment Incentive Program; and,
 - b. an additional **\$25,000** upon receipt of proof of certification of Silver or better under the LEED® Canada rating system from the Owner, as described in the Employment Land Investment Incentive Program.
5. This Agreement expires on the date all units in the Project have been issued final occupancy permits.

As evidence of their agreement to be bound by the terms of this Partnering Agreement, the parties have executed this Agreement as follows:

Date: _____, 2017

CITY OF MAPLE RIDGE

by its authorized signatory:

Laurie Darcus

Corporate Officer

OWNER NAME

by its authorized signatories:

signature

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print name
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Schedule A: Employment Land Investment Incentive Program Reasons, Objectives and Principles

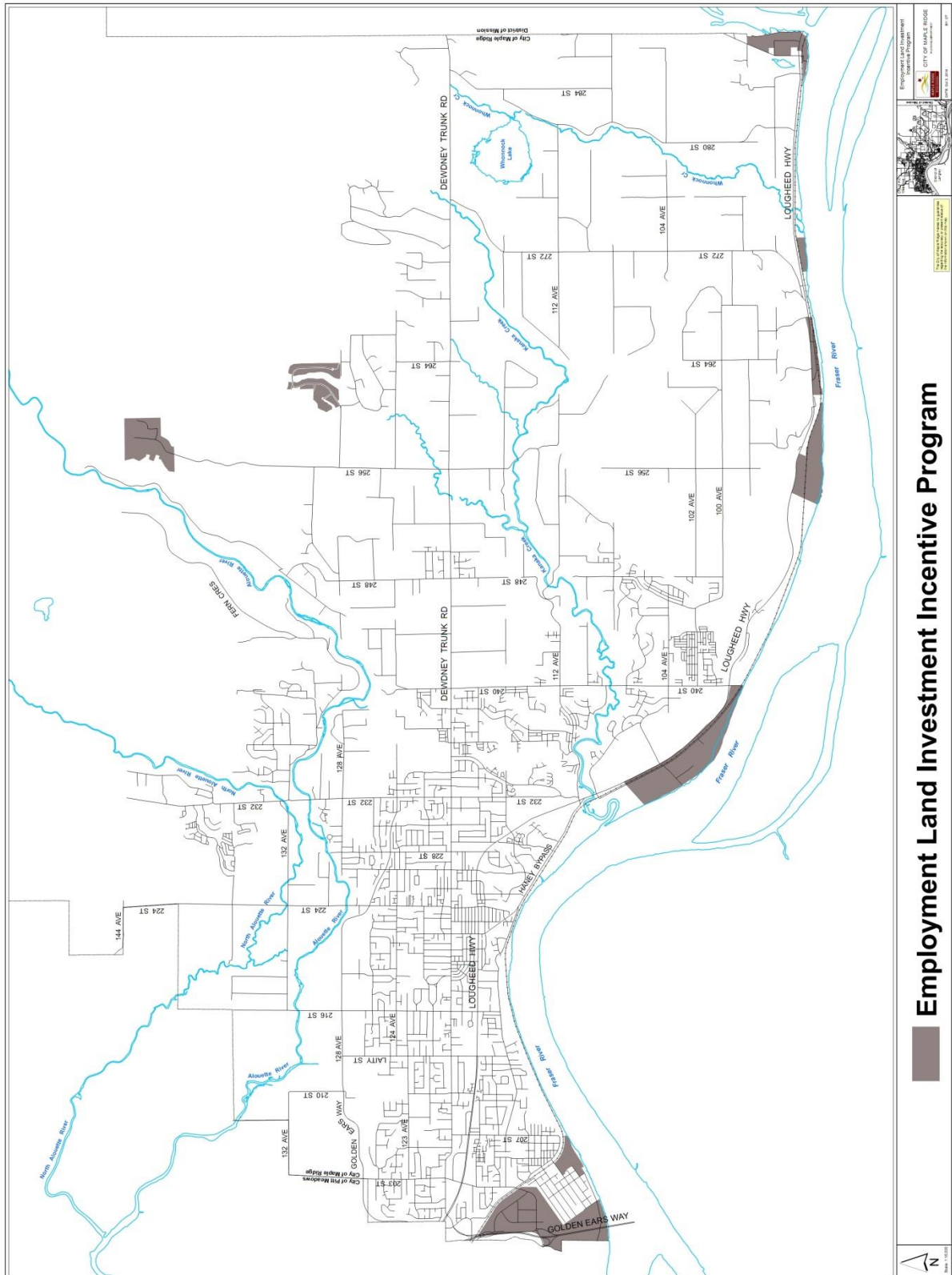
A Revitalization Tax Exemption is established under this Bylaw to:

- a. Improve the ratio of jobs to housing;
- b. Expand employment opportunities for citizens;
- c. Attract investment to create a strong local economy;
- d. Diversify the tax base;
- e. Improve the industrial to residential property tax ratio;
- f. Encourage the use of environmentally sustainable building construction methods and materials; and,
- g. Encourage energy efficiency and alternative technologies.

Generally accepted principles that have been incorporated into the Employment Land Investment Incentive Program:

- i. Bricks and mortar (property value) contributes to the City's revenue stream;
- ii. Industrial land should be retained for industrial uses;
- iii. Focus on attracting high value jobs and high job densities;
- iv. Focus on businesses not driven by population growth - "retail follows rooftops";
- v. Time limited programs provide momentum;
- vi. Incentives shouldn't draw businesses away from the Town Centre;
- vii. The Town Centre commercial sector needs continued support; and,
- viii. A multi-pronged approach is needed; incentives alone are not the answer.

Schedule B: Employment Land Investment Incentive Program Areas



Schedule C: Ineligible Uses

These uses would typically have either lower job densities or lower value jobs, and therefore would not meet the objectives of the program:

- Dance schools, fitness centres and gymnastics schools
- Auction marts
- Mini-warehouses
- Parking of unoccupied commercial and recreational vehicles
- Indoor commercial recreational uses
- Restaurants
- Childcare centres
- Retail warehouse operations ("big box")
- Operations relating to medical marihuana

PARTNERING AGREEMENT

THIS AGREEMENT dated for reference _____,

BETWEEN:

CITY OF MAPLE RIDGE, a municipal corporation under the laws of
British Columbia and having its offices at 11995 Haney Place,
Maple Ridge, British Columbia V2X 6A9

("City")

AND:

874668 BC LTD
18870 80th Avenue
Surrey, BC V4N 4J1

("Owner")

WHEREAS:

- E. The *Community Charter, Part 3, Division 1, Section 21* authorizes the City to enter into an agreement for the provision of a service on behalf of the municipality;
- F. The achievement of the City's vision, reasons, objectives and principles for the Employment Land areas requires private sector development;
- G. The Owner agrees to construct a Project that supports Employment Land Investment Incentive Program reasons, objectives and principles, as identified on Schedule A: Employment Land Investment Incentive Program Reasons, Objectives and Principles;
- H. The City agrees to provide a financial incentive, as identified in Section 4.

NOW THEREFORE in consideration of \$1.00 paid by the City to the Owner, the receipt and sufficiency of which the Owner acknowledges the parties agree as follows:

- 6. In this Incentive Agreement,
 - a. **"Employment Land"** means that area identified in Schedule B of this agreement
 - b. **"Project"** means:

New construction over \$250,000
12895 Katonien Street, One- storey industrial
Building Permit #16-112814

- 7. The Owner agrees to:
 - f. Undertake the following service on behalf of the City: Either wholly or in part, achieve reasons, objectives and principles outlined on Schedule A: Employment Land Investment Incentive Program Reasons, Objectives and Principles, through construction and completion of a Project as described in Section 1;
 - g. Comply with all other Municipal bylaws, regulations, agreements and permits in relation to the Project;
 - h. Obtain final occupancy permit(s) for the Project within two (2) years from the date the Building Permit was issued.

- i. All work identified under the building permit is to be completed no later than 120 days after the issuance of the first Provisional Occupancy Permit and an unconditional Occupancy Permit is issued.
 - j. Construct a project of an industrial use as permitted in the Maple Ridge Zoning Bylaw, except for the ineligible uses outlined on Schedule C: Ineligible Uses.
8. If the Owner or the Project causes any breach or non-compliance of any obligation set forth in this Agreement or any Municipal bylaw, regulation, agreement or permit, the Owner must forfeit the amounts received or set to be received under Section 4, or a lesser amount agreed to by the City. If already paid to the Owner by the City, the forfeited amount must be received by the City within thirty (30) days of the date the City issues notification of the breach/non-compliance.
9. After the City has complied with legislated requirements to provide public notification and obtain Council approval, the City will pay to the Owner:
 - a. **5,784.22** representing an amount equivalent to a portion of Municipal Development Cost Charges assessed on the Project, as described in the Employment Land Investment Incentive Program; and,
 - b. an additional **\$25,000** upon receipt of proof of certification of Silver or better under the LEED® Canada rating system from the Owner, as described in the Employment Land Investment Incentive Program.
10. This Agreement expires on the date all units in the Project have been issued final occupancy permits.

As evidence of their agreement to be bound by the terms of this Partnering Agreement, the parties have executed this Agreement as follows:

Date: _____, 2017

CITY OF MAPLE RIDGE
by its authorized signatory:

Laurie Darcus
Corporate Officer

OWNER NAME
by its authorized signatories:

signature

print name

Schedule A: Employment Land Investment Incentive Program Reasons, Objectives and Principles

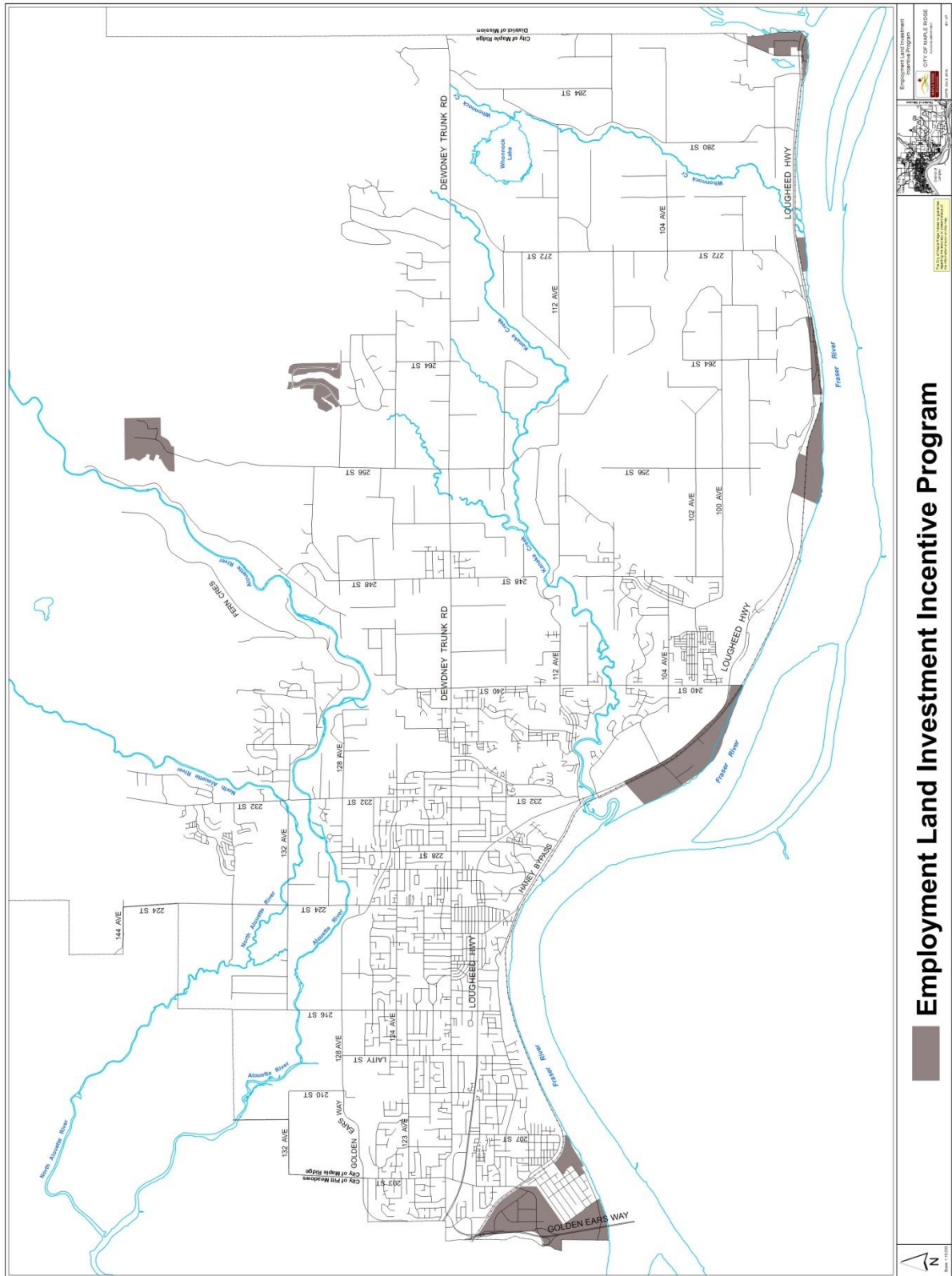
A Revitalization Tax Exemption is established under this Bylaw to:

- h. Improve the ratio of jobs to housing;
- i. Expand employment opportunities for citizens;
- j. Attract investment to create a strong local economy;
- k. Diversify the tax base;
- l. Improve the industrial to residential property tax ratio;
- m. Encourage the use of environmentally sustainable building construction methods and materials; and,
- n. Encourage energy efficiency and alternative technologies.

Generally accepted principles that have been incorporated into the Employment Land Investment Incentive Program:

- ix. Bricks and mortar (property value) contributes to the City's revenue stream;
- x. Industrial land should be retained for industrial uses;
- xi. Focus on attracting high value jobs and high job densities;
- xii. Focus on businesses not driven by population growth - "retail follows rooftops";
- xiii. Time limited programs provide momentum;
- xiv. Incentives shouldn't draw businesses away from the Town Centre;
- xv. The Town Centre commercial sector needs continued support; and,
- xvi. A multi-pronged approach is needed; incentives alone are not the answer.

Schedule B: Employment Land Investment Incentive Program Areas



Schedule C: Ineligible Uses

These uses would typically have either lower job densities or lower value jobs, and therefore would not meet the objectives of the program:

- Dance schools, fitness centres and gymnastics schools
- Auction marts
- Mini-warehouses
- Parking of unoccupied commercial and recreational vehicles
- Indoor commercial recreational uses
- Restaurants
- Childcare centres
- Retail warehouse operations ("big box")
- Operations relating to medical marihuana

PARTNERING AGREEMENT

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BETWEEN:

CITY OF MAPLE RIDGE, a municipal corporation under the laws of
British Columbia and having its offices at 11995 Haney Place,
Maple Ridge, British Columbia V2X 6A9

("City")

AND:

874668 BC LTD
18870 80th Avenue
Surrey, BC V4N 4J1

("Owner")

WHEREAS:

- I. The *Community Charter, Part 3, Division 1, Section 21* authorizes the City to enter into an agreement for the provision of a service on behalf of the municipality;
- J. The achievement of the City's vision, reasons, objectives and principles for the Employment Land areas requires private sector development;
- K. The Owner agrees to construct a Project that supports Employment Land Investment Incentive Program reasons, objectives and principles, as identified on Schedule A: Employment Land Investment Incentive Program Reasons, Objectives and Principles;
- L. The City agrees to provide a financial incentive, as identified in Section 4.

NOW THEREFORE in consideration of \$1.00 paid by the City to the Owner, the receipt and sufficiency of which the Owner acknowledges the parties agree as follows:

11. In this Incentive Agreement,

- a. **"Employment Land"** means that area identified in Schedule B of this agreement
- b. **"Project"** means:

New construction over \$250,000
12920 261A Street, One-storey industrial
Building Permit #16-116919

12. The Owner agrees to:

- k. Undertake the following service on behalf of the City: Either wholly or in part, achieve reasons, objectives and principles outlined on Schedule A: Employment Land Investment Incentive Program Reasons, Objectives and Principles, through construction and completion of a Project as described in Section 1;
- l. Comply with all other Municipal bylaws, regulations, agreements and permits in relation to the Project;
- m. Obtain final occupancy permit(s) for the Project within two (2) years from the date the Building Permit was issued.

- n. All work identified under the building permit is to be completed no later than 120 days after the issuance of the first Provisional Occupancy Permit and an unconditional Occupancy Permit is issued.
 - o. Construct a project of an industrial use as permitted in the Maple Ridge Zoning Bylaw, except for the ineligible uses outlined on Schedule C: Ineligible Uses.
13. If the Owner or the Project causes any breach or non-compliance of any obligation set forth in this Agreement or any Municipal bylaw, regulation, agreement or permit, the Owner must forfeit the amounts received or set to be received under Section 4, or a lesser amount agreed to by the City. If already paid to the Owner by the City, the forfeited amount must be received by the City within thirty (30) days of the date the City issues notification of the breach/non-compliance.
14. After the City has complied with legislated requirements to provide public notification and obtain Council approval, the City will pay to the Owner:
 - a. 7,639.02 representing an amount equivalent to a portion of Municipal Development Cost Charges assessed on the Project, as described in the Employment Land Investment Incentive Program; and,
 - b. an additional **\$25,000** upon receipt of proof of certification of Silver or better under the LEED® Canada rating system from the Owner, as described in the Employment Land Investment Incentive Program.
15. This Agreement expires on the date all units in the Project have been issued final occupancy permits.

As evidence of their agreement to be bound by the terms of this Partnering Agreement, the parties have executed this Agreement as follows:

Date: _____, 2017

CITY OF MAPLE RIDGE
by its authorized signatory:

Laurie Darcus
Corporate Officer

OWNER NAME
by its authorized signatories:

signature

print name

Schedule A: Employment Land Investment Incentive Program Reasons, Objectives and Principles

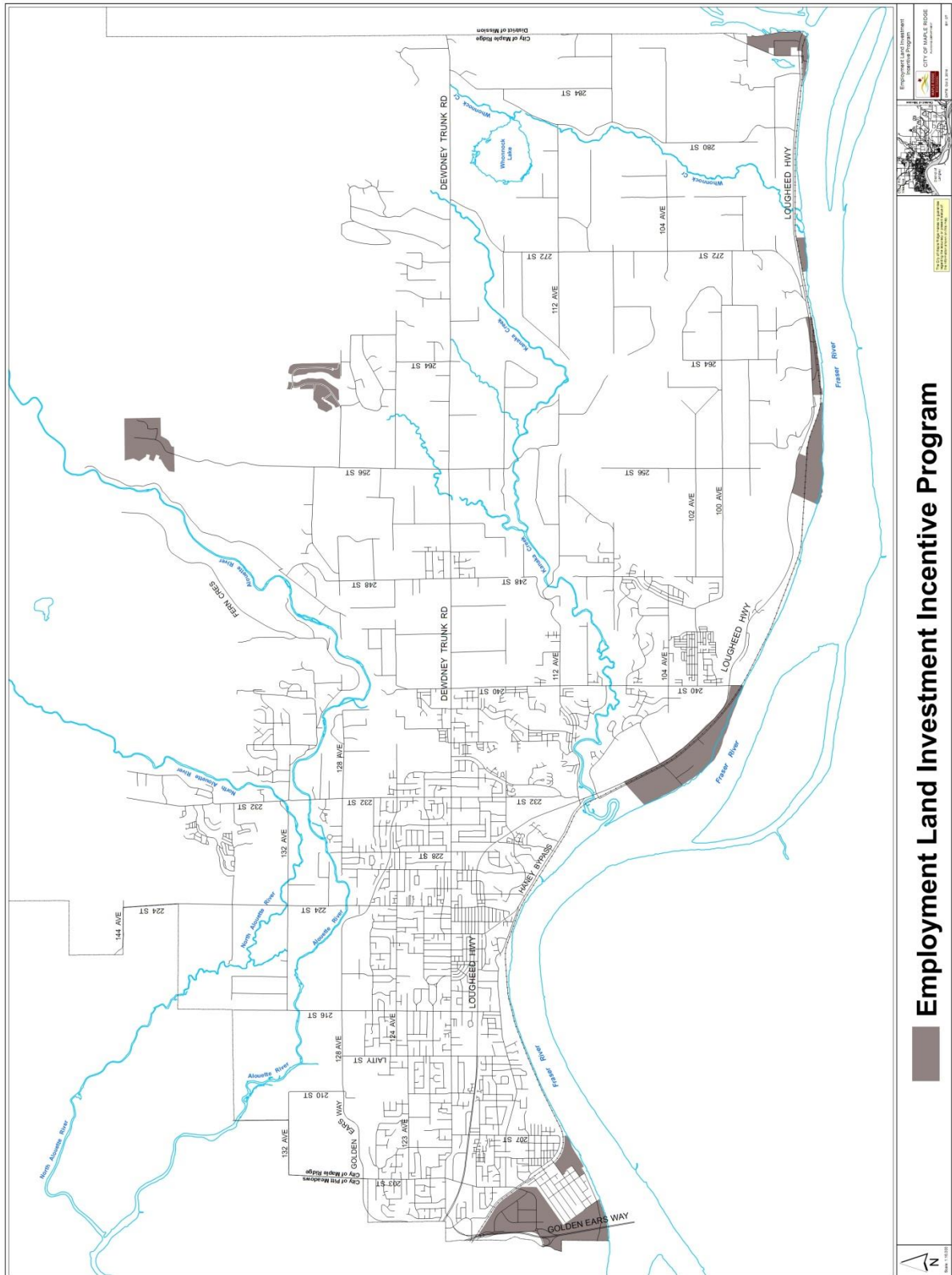
A Revitalization Tax Exemption is established under this Bylaw to:

- o. Improve the ratio of jobs to housing;
- p. Expand employment opportunities for citizens;
- q. Attract investment to create a strong local economy;
- r. Diversify the tax base;
- s. Improve the industrial to residential property tax ratio;
- t. Encourage the use of environmentally sustainable building construction methods and materials; and,
- u. Encourage energy efficiency and alternative technologies.

Generally accepted principles that have been incorporated into the Employment Land Investment Incentive Program:

- xvii. Bricks and mortar (property value) contributes to the City's revenue stream;
- xviii. Industrial land should be retained for industrial uses;
- xix. Focus on attracting high value jobs and high job densities;
- xx. Focus on businesses not driven by population growth - "retail follows rooftops";
- xxi. Time limited programs provide momentum;
- xxii. Incentives shouldn't draw businesses away from the Town Centre;
- xxiii. The Town Centre commercial sector needs continued support; and,
- xxiv. A multi-pronged approach is needed; incentives alone are not the answer.

Schedule B: Employment Land Investment Incentive Program Areas



Schedule C: Ineligible Uses

These uses would typically have either lower job densities or lower value jobs, and therefore would not meet the objectives of the program:

- Dance schools, fitness centres and gymnastics schools
- Auction marts
- Mini-warehouses
- Parking of unoccupied commercial and recreational vehicles
- Indoor commercial recreational uses
- Restaurants
- Childcare centres
- Retail warehouse operations ("big box")
- Operations relating to medical marihuana