

City of Maple Ridge

COUNCIL MEETING AGENDA

November 13, 2018

7:00 p.m.

Council Chamber

MEETING DECORUM

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

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

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

100 **CALL TO ORDER**

200 **AMENDMENTS TO THE AGENDA**

300 **APPROVAL OF THE AGENDA**

400 **ADOPTION OF MINUTES**

- October 16, 2018 Council Meeting

500 **PRESENTATIONS AT THE REQUEST OF COUNCIL**

600 **DELEGATIONS**

601 **Ridge Meadows Special Olympics**

- Diane Stevenson
- Marc Fischer, Co-Local Coordinator

650 ***QUESTIONS FROM THE PUBLIC***

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

700 ***ITEMS ON CONSENT***

701 ***Minutes***

701.1 Minutes of the Development Agreements Committee Meetings of October 16, October 19, October 24, October 31 and November 2, 2018

701.2 Minutes of Meetings of Committees and Commissions of Council

- Agricultural Advisory Committee – September 27, 2018
- Community Heritage Commission – September 13, 2018

702 ***Reports***

702.1 **October 20, 2018 Local Government Election Results**

Staff report dated November 13, 2018 providing results of the October 20, 2018 Local Government Election.

702.2 **October 20, 2018 Garbage and Green Waste Curbside Collection Plebiscite Results**

Staff report dated November 13, 2018 providing results of the October 20, 2018 Garbage and Green Waste Curbside Collection Plebiscite.

702.3 **Disbursements for the month ended September 30, 2018**

Staff report dated November 13, 2018 providing information on the disbursements for the month ended September 30, 2018.

702.4 **Disbursements for the month ended October 31, 2018**

Staff report dated November 13, 2018 providing information on the disbursements for the month ended October 31, 2018.

702.5 **2018 Council Expenses**

Staff report dated November 13, 2018 providing an update for Council expenses recorded to date.

703 **Correspondence**

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

800 **UNFINISHED BUSINESS**

900 **CORRESPONDENCE**

1000 **BYLAWS**

Bylaws for Final Reading

1001 **2014-106-RZ, 23882 Dewdney Trunk Road
Maple Ridge Zone Amending Bylaw No. 7125-2014**
Staff report dated November 13, 2018 recommending adoption

To rezone from RS-1b (One Family Urban [Medium Density] Residential) to R-2 (Urban Residential District) to permit subdivision into 11 single family lots not less than 315 m² in area.
Adoption

1002 **Maple Ridge Freedom of Information and Protection of Privacy Bylaw No. 7415-2017**
To designate the Freedom of Information and Protection Privacy Head for the City of Maple Ridge
Adoption

1100 **REPORTS AND RECOMMENDATIONS**

Public Works and Development Services

1101 **2017-390-RZ, 23084 and 23100 Lougheed Highway, RS-3 to RM-4**

Staff report dated November 13, 2018 recommending that Maple Ridge Official Community Plan Amending Bylaw No. 7499-2018 to revise the boundary between Conservation and Urban Residential to fit site conditions be given first and second reading and be forwarded to Public Hearing and that Maple Ridge Zone Amending Bylaw No. 7442-2018 to rezone from RS-3 (One Family Rural Residential) to RM-4 (Multiple Family Residential District) to permit future construction of approximately 32 townhouse units in six buildings be given second reading and be forwarded to Public Hearing.

1102 2017-580-RZ, 22866 128 Avenue, RS-2 to R-1

Staff report dated November 13, 2018 recommending that Maple Ridge Zone Amending Bylaw No. 7421-2018 to rezone from RS-2 (One Family Suburban Residential) to R-1 (Residential District) to permit a future Bare Land Strata subdivision of approximately seven lots be given second reading and be forwarded to Public Hearing.

1103 2018-332-RZ, 11641 227 Street, RS-1 to RM-2

Staff report dated November 13, 2018 recommending that Maple Ridge Official Community Plan Amending Bylaw No. 7509-2018 to designate land use as a Temporary Commercial Use Permit Area to allow a Sales Centre for a future apartment use be given second reading and be forwarded to Public Hearing.

1104 2014-106-DVP, 23882 Dewdney Trunk Road

Staff report dated November 13, 2018 recommending that the Corporate Officer be authorized to sign and seal 2014-106-DVP to waive the requirement to convert overhead utilities on Dewdney Trunk Road to underground wiring.

1105 2017-284-DVP, 11300 Block of 232 Street

Staff report dated November 13, 2018 recommending that the Corporate Officer be authorized to sign and seal 2017-284-DVP to reduce rear lot line setbacks for various lots and to reduce the lot width requirement for one corner lot.

1106 2018-421-DVP, 10607 277 Street

Staff report dated November 13, 2018 recommending that the Corporate Officer be authorized to sign and seal 2018-421-DVP to reduce the required asphalt width for the rural local road and to increase the area of the farm home plate.

Corporate Services

1131 Signing Authority for City Bank Accounts

Staff report dated November 13, 2018 recommending signing restrictions for the Parks and Recreation Imprest Account along with all remaining accounts (Payroll & General).

Parks, Recreation & Culture

1151

Administration (including Fire and Police)

1171 **2019 Acting Mayor Appointments and Government Agencies, Committees & Commissions and Community Groups and Organization Appointments**

Staff report dated November 13, 2018 recommending that the Acting Mayor schedule and appointments for the balance of November 2018 to November 2019 and the appointments to Government Agencies, Advisory and/or Legislated Committees, Special Committees, Community Groups and Organizations and Standing Committees for the balance of November 2018 to December 2019 be approved.

1172 **November 2018 to December 2019 Council Meeting Schedule**

Staff report dated November 13, 2018 recommending that the Council Meeting schedule for 2019 and the balance of 2018 be adopted.

Other Committee Issues

1191

1200 ***STAFF REPORTS***

1300 ***OTHER MATTERS DEEMED EXPEDIENT***

1301 **City of Maple Ridge Council Code of Conduct**

Mayor's report dated November 13, 2018 recommending that the City of Maple Ridge Council Code of Conduct dated November 2018 be endorsed and be reviewed annually.

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

1500 ***ADJOURNMENT***

QUESTIONS FROM THE PUBLIC

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

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

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

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

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

For more information on these opportunities contact:

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

Mayor and Council at mayorandcouncil@mapleridge.ca.

Checked by: _____

Date: _____

400 Adoption and Receipt of Minutes

City of Maple Ridge

COUNCIL MEETING MINUTES

October 16, 2018

The Minutes of the City Council Meeting held on October 16, 2018 at 7:00 p.m. in the Council Chamber of the City Hall, 11995 Haney Place, Maple Ridge, British Columbia for the purpose of transacting regular City business.

PRESENT

Elected Officials

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

Appointed Staff

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

Other staff as required

D. Pollock, Municipal Engineer
R. MacNair, Senior Advisor, Bylaw and Licencing Services
C. Goddard, Manager of Development and Environmental Services

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

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

100 ***CALL TO ORDER***

200 ***AMENDMENTS TO THE AGENDA***

300 ***APPROVAL OF THE AGENDA***

R/2018-555

It was moved and seconded

That the agenda for the October 16, 2018 Council Meeting be approved as circulated.

CARRIED

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

401 Minutes of Special and Regular Council Meetings

R/2018-556

It was moved and seconded

That the minutes of the Special Council Meetings of September 25, 2018, October 2, 2018 and October 9, 2018 and the Regular Council Meetings of September 25, 2018 and October 2, 2018 be adopted as circulated.

CARRIED

402 Minutes of Public Hearing

R/2018-557

It was moved and seconded

That the minutes of the Public Hearing of October 9, 2018 be amended to revise Item 5) by replacing the text “Maple Ridge Official Community Plan Amending Bylaw No. 7380-2017” with the text “Maple Ridge Zone Amending Bylaw No. 7380-2017”; and that the minutes of the October 9, 2018 Public Hearing be adopted as amended.

CARRIED

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

600 ***DELEGATIONS*** – Nil

650 ***QUESTIONS FROM THE PUBLIC*** – Nil

700 ***ITEMS ON CONSENT***

701 ***Minutes***

701.1 Minutes of the Development Agreements Committee Meetings of October 2 and October 4, 2018

701.2 Minutes of Meetings of Committees and Commissions of Council

- Agricultural Advisory Committee – June 28, 2018
- Social Policy Advisory Committee – June 6, 2018

702 **Reports**

702.1 **2018 Council Expenses**

Staff report dated October 16, 2018 providing an update for Council expenses recorded to date.

703 **Correspondence**

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

From the September 18, 2018 Closed Council Meeting

- Item 04.01 Pitt Meadows Airport – Release of Legal Opinion to the City of Pitt Meadows – resolution only

From the October 2, 2018 Closed Council Meeting

- Item 04.01 Environmental Advisory Committee Membership – 2018 Member Appointment

From the October 9, 2018 Closed Council Meeting

- Item 04.02 Appointment of Financial Officer

R/2018-558

It was moved and seconded

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

CARRIED

800 ***UNFINISHED BUSINESS*** – Nil

900 ***CORRESPONDENCE*** – Nil

1000 **BYLAWS**

Note: Items 1001 to 1007 are from the October 9, 2018 Public Hearing

Bylaws for Third Reading

1001 **2017-319-RZ, 13589 232 Street**

1001.1 **Maple Ridge Official Community Plan Amending Bylaw No. 7391-2017**
To amend Official Community Plan Schedule "A", Chapter 10.3, Part VI, A – Silver Valley, Figure 2 – Land Use Plan and Figure 3A – Blaney Hamlet, from Eco Cluster to Low/Medium Density Residential and Conservation; and to amend Official Community Plan Schedule "A", Chapter 10.3, Part VI, A – Silver Valley Figure 4 – Trails/Open Space, to add Conservation area
Third reading

R/2018-559

It was moved and seconded

That Official Community Plan Amending Bylaw No. 7391-2017 be given third reading.

CARRIED

Note: Councillor Speirs left the meeting at 7:04 p.m.

1001.2 **Maple Ridge Zone Amending Bylaw No. 7387-2017**
To rezone from RS-3 (One Family Rural Residential) to R-1 (Residential District); the current application is to permit a future subdivision of approximately five lots
Third reading

R/2018-560

It was moved and seconded

That Zone Amending Bylaw No. 7387-2017 be given third reading.

CARRIED

Note: Councillor Speirs returned to the meeting at 7:05 p.m.

1002 **2017-434-RZ, 24364 112 Avenue**

1002.1 **Maple Ridge Official Community Plan Amending Bylaw No. 7488-2018**
To amend Schedule "B" from Conservation to Low/Medium Density Residential and Low/Medium Density Residential to Conservation and to amend Schedule "C" to remove from Conservation and to add to Conservation

R/2018-561

It was moved and seconded

That Official Community Plan Amending Bylaw No. 7488-2018 be given third reading.

CARRIED

1002.2 **Maple Ridge Zone Amending Bylaw No. 7399-2017**

To rezone from RS-3 (One Family Rural Residential) to RS-1b (One Family Urban (Medium Density) Residential) utilizing the Density Bonus provision; the current application is to permit a future subdivision of approximately 15 (371m²) lots

Third reading

R/2018-562

It was moved and seconded

That Zone Amending Bylaw No. 7399-2017 be given third reading.

CARRIED

1003 **2016-176-RZ, 23710 133 Avenue**

Maple Ridge Zone Amending Bylaw No. 7259-2016

To rezone from RS-3 (One Family Rural Residential) to RM-1 (Townhouse Residential); the current application is to permit a future development of 16 townhouse units

Third reading

R/2018-563

It was moved and seconded

That Zone Amending Bylaw No. 7259-2016 be given third reading.

CARRIED

1004 **2017-271-RZ, 11970 Glenhurst Street**

Maple Ridge Zone Amending Bylaw No. 7361-2017

To rezone from RS-3 (One Family Rural Residential) to RT-1 (Two Family Urban Residential); the current application is to permit future construction of a duplex

Third reading

R/2018-564

It was moved and seconded

That Zone Amending Bylaw No. 7361-2017 be given third reading.

CARRIED

- 1005 **2017-320-RZ, 12327 203 Street**
 Maple Ridge Zone Amending Bylaw No. 7380-2017
 To rezone from RS-1 (One Family Urban Residential) to R-1 (Residential District); the current application is to permit a future subdivision of 2 lots
 Third reading

R/2018-565

It was moved and seconded

That Zone Amending Bylaw No. 7380-2017 be given third reading.

CARRIED

Bylaws for Third Reading and Adoption

- 1006 **2018-218-RZ, Auto Wrecking Services**
 Maple Ridge Zone Amending Bylaw No. 7455-2018
 Zoning Bylaw Text Amendment to prohibit auto wrecking services from the M-2 (General Industrial) zone
 Third reading and adoption

R/2018-566

It was moved and seconded

That Zone Amending Bylaw No. 7455-2018 be given third reading and be adopted.

CARRIED

- 1007 **2018-320-RZ, Cannabis Retail Sales**
 Maple Ridge Zone Amending Bylaw No. 7487-2018
 Zoning Bylaw text amendment to permit cannabis retail in the CS-1 Highway Commercial, C-2 Community Commercial, and C-3 Town Centre Commercial Zones subject to prescribed separation requirements from schools and other cannabis retail outlets
 Third reading and adoption

R/2018-567

It was moved and seconded

That Zone Amending Bylaw No. 7487-2018 be given third reading and be adopted.

CARRIED

Councillor Shymkiw - OPPOSED

Bylaws for Adoption

1008 **2012-023-RZ, 11240 238 Street**
Staff report dated October 16, 2018 recommending adoption

1008.1 **Maple Ridge Official Community Plan Amending Bylaw No. 7482-2018**
To amend Schedule "B" from Park and Conservation to Institutional and
Conservation and to amend Schedule "C" to Add to Conservation
Adoption

R/2018-568

It was moved and seconded

That Official Community Plan Amending Bylaw No. 7482-2018 be adopted.

CARRIED

1008.2 **Maple Ridge Zone Amending Bylaw No. 7313-2017**
To rezone from RS-3 (One Family Rural Residential) to P-6 (Civic
Institutional) to permit the future construction of Fire Hall No. 4
Adoption

R/2018-569

It was moved and seconded

That Zone Amending Bylaw No. 7313-2017 be adopted.

CARRIED

1009 **2018-122-RZ, 12419 Garibaldi Street**
Staff report dated October 16, 2018 recommending adoption

Maple Ridge Zone Amending Bylaw No. 7451-2018
To rezone from RS-3 (One Family Rural Residential) to RS-2 (One Family
Suburban Residential) to permit a future subdivision into 2 lots not less
than 0.40 ha
Adoption

R/2018-570

It was moved and seconded

That Zone Amending Bylaw No. 7451-2018 be adopted.

CARRIED

Mayor Read, Councillor Duncan, Councillor Speirs - OPPOSED

1010 **2015-309-RZ, 21773, 21787 and 21795 Lougheed Highway**
Staff report dated October 16, 2018 recommending adoption

1010.1 **21795 Lougheed Highway**
Maple Ridge Official Community Plan Amending Bylaw No. 7281-2016
To designate from Urban Residential to Commercial
Adoption

R/2018-571

It was moved and seconded

That Official Community Plan Amending Bylaw No. 7281-2016 be adopted.

CARRIED

1010.2 **21795, 21787 and 21773 Lougheed Highway**
Maple Ridge Zone Amending Bylaw No. 7180-2015
To rezone from RS-1 (One Family Urban Residential) to C-2 (Community Commercial) to permit the construction of a Pediatric and Family Care Clinic
Adoption

R/2018-572

It was moved and seconded

That Zone Amending Bylaw No. 7180-2015 be adopted.

CARRIED

1011 **Maple Ridge Tax Exemption Bylaw No. 7458-2018**
To exempt certain types of properties from municipal property taxation
Adoption

R/2018-573

It was moved and seconded

That Tax Exemption Bylaw No. 7458-2018 be adopted.

CARRIED

1012 **Maple Ridge Business Licencing and Regulation Amending Bylaw No. 7494-2018**
To ensure that definitions within the Business Licencing and Regulation Bylaw special to the retail sale of non-medical cannabis match changes in the Zoning Bylaw
Adoption

R/2018-574

It was moved and seconded

That Business Licencing and Regulation Amending Bylaw No. 7494-2018 be adopted.

CARRIED

1100 ***REPORTS AND RECOMMENDATIONS***

Public Works and Development Services

1101 **2018-332-RZ, 11641 227 Street, Temporary Commercial Use Permit**

Staff report dated October 16, 2018 recommending that Maple Ridge Official Community Plan Amending Bylaw No. 7509-2018 to designate 11641 227 Street as a Temporary Commercial Use Permit Area to allow a Sales Centre for a future apartment use be given first reading and that the applicant provide further information as described on Schedule H of the Development Procedures Bylaw No. 5879-1999.

R/2018-575

It was moved and seconded

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

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

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

That Official Community Plan Amending Bylaw No. 7509-2018 be given first reading;

That the applicant provide further information as described on Schedules H of the Development Procedures Bylaw No. 5879–1999.

CARRIED

1102 2017-233-RZ, Subdivision and Development Servicing Amending Bylaw

Staff report dated October 16, 2018 recommending that Subdivision and Development Servicing Amending Bylaw No. 7510-2018 to specify engineering works and services for a new RT-2 (Ground-Oriented Residential Infill) zone to implement the triplex, fourplex and courtyard housing forms be given first, second and third readings.

R/2018-576

It was moved and seconded

That Subdivision and Development Servicing Amending Bylaw No. 7510-2018 be given first, second and third readings.

CARRIED

1103 2016-191-DVP, 11939 240 Street

Staff report dated October 16, 2018 recommending that the Corporate Officer be authorized to sign and seal 2016-191-DVP to vary rear lot setback requirements in the C-2 (Community Commercial) zone and to vary the Maple Ridge Sign Bylaw to permit a larger secondary sign.

R/2018-577

It was moved and seconded

That the Corporate Officer be authorized to sign and seal 2016-191-DVP respecting property located at 11939 240 Street.

CARRIED

1104 2016-191-DP, 11939 240 Street

Staff report dated October 16, 2018 recommending that the Corporate Officer be authorized to sign and seal 2016-191-DP to permit construction of a multi-tenant commercial development.

R/2018-578

It was moved and seconded

That the Corporate Officer be authorized to sign and seal 2016-191-DP respecting property located at 11939 240 Street.

CARRIED

1105 Excess Capacity/Extended Services Agreement LC 161/18, 23791 112 Avenue

Staff report dated October 16, 2018 recommending that the Corporate Officer be authorized to sign and seal Excess Capacity Latecomer Agreement LC 161/18.

R/2018-579

It was moved and seconded

That with respect to the subdivision of lands involved in subdivision 2012-004- SD located at 23791 112 Avenue, be it resolved:

- 1. That the cost to provide the excess or extended services is, in whole or in part, excessive to the municipality and that the cost to provide these services shall be paid by the owners of the land being subdivided, and**
- 2. That Latecomer Charges be imposed for such excess or extended services on the parcels and in the amounts as set out in the staff report dated October 16, 2018; and further**
- 3. That the Corporate Officer be authorized to sign and seal Excess Capacity Latecomer Agreement LC 161/18 with the subdivider of the said lands.**

CARRIED

1106 Community Emergency Protection Fund Application

Staff report dated October 16, 2018 recommending that the application for Community Emergency Preparedness Funding (CEPF) 2018 Structural Flood Mitigation Program project be supported and that overall grant management for the project be provided by the City.

R/2018-580

It was moved and seconded

That the application for Community Emergency Preparedness Funding (CEPF) 2018 Structural Flood Mitigation Program project be supported; and further

That the City provide overall grant management for the project.

CARRIED

1107 **Award of Contract RFP-OP18-65: Fabric Shelter Construction**

Staff report dated October 16, 2018 recommending that Contract RFP-OP18-65 for the supply, delivery and construction of a fabric structure at the City of Maple Ridge Operations Centre be awarded to Universal Cover Corporation, that a contingency be established for the project, that Accumulated Surplus be utilized for costs exceeding the Financial Plan allocation and that the Corporate Officer be authorized to execute the contract.

R/2018-581

It was moved and seconded

That Contract RFP-OP18-65 for the supply, delivery and construction of a fabric structure at the City of Maple Ridge Operations Centre be awarded to Universal Cover Corporation, in the amount of \$186,370 plus taxes;

That a contingency of \$37,274 be established for this project;

That Accumulated Surplus be utilized for project costs exceeding the Financial Plan allocation of \$175,000; and further

That the Corporate Officer be authorized to execute the contract.

CARRIED

Corporate Services

1131 **Community to Community (C2C) Forum Grant Program**

Staff report dated October 16, 2018 recommending that staff be authorized to submit the Community to Community (C2C) Forum Grant application.

R/2018-582

It was moved and seconded

That staff be authorized to submit the Community to Community (C2C) Forum grant application.

CARRIED

1132 Maple Ridge Freedom of Information and Protection of Privacy Bylaw

Staff report dated October 16, 2018 recommending that Maple Ridge Freedom of Information and Protection of Privacy Bylaw No. 7415-2017 to designate the Freedom and Information and Protection Privacy Head for the City of Maple Ridge be given first, second and third readings.

R/2018-583

It was moved and seconded

That Freedom of Information and Protection of Privacy Bylaw No. 7415-2017 be given first, second and third reading.

CARRIED

Parks, Recreation & Culture – Nil

Administration (including Fire and Police)

1171 Award of Contract ITT-FD18-64: Fire Hall 4 and Training Centre Construction

Staff report dated October 16, 2018 recommending that Contract ITT-FD18-64: Fire Hall 4 and Training Centre Construction be awarded to Yellowridge Construction Ltd., that a contingency be established for the project; that the next Financial Plan Bylaw amendment include additional funding for construction and that the Corporate Officer be authorized to execute the contract.

R/2018-584

It was moved and seconded

- 1. That Contract ITT-FD18-64: Fire Hall 4 and Training Centre Construction be awarded to Yellowridge Construction Ltd. for a contract price of \$14,998,000.00 (excluding GST), and;**
- 2. That a contingency of 7.5% in the amount of \$1,124,850.00 (excluding GST) be established for this project, and;**
- 3. That the next Financial Plan Bylaw amendment include an additional \$2,550,000.00 for Fire Hall 4 and Training Centre construction funded \$1,250,000.00 from Accumulated Surplus and \$1,300,000.00 from the Fire Department Capital Acquisition Reserve, and further;**
- 4. That the Corporate Officer be authorized to execute the contract.**

CARRIED

Other Committee Issues – Nil

1200 **STAFF REPORTS** – Nil

1300 **OTHER MATTERS DEEMED EXPEDIENT** – Nil

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

1500 **ADJOURNMENT** – 7:39 p.m.

N. Read, Mayor

Certified Correct

L. Benson, Corporate Officer

700 *ITEMS ON CONSENT*

700

701.1 Development Agreements Committee

701.1

**CITY OF MAPLE RIDGE
DEVELOPMENT AGREEMENTS COMMITTEE**

October 16, 2018
Mayor's Office

CIRCULATED TO:

Nicole Read, Mayor
Chair

Paul Gill, Chief Administrative Officer
Member

Catherine Schmidt, Recording Secretary

1. 18-119330 BG

LEGAL: Lot 121 District Lot 277 Group 1 New Westminster District Plan
33160

LOCATION: 11687 210 Street

OWNER: Michelle Siteman

REQUIRED AGREEMENTS: Fraser River Escarpment Covenant

THAT THE MAYOR AND CORPORATE OFFICER BE AUTHORIZED TO SIGN AND SEAL THE PRECEDING DOCUMENT AS IT RELATES TO 18-119330 BG.

CARRIED

2. 2015-309-RZ

LEGAL: Parcel "A" District Lot 247 Group 1 New Westminster District Plan
EPP73031

LOCATION: 21773/21787/21795 Lougheed Highway

OWNER: 1065823 B.C. Ltd.

REQUIRED AGREEMENTS: Rezoning Servicing Agreement
Statutory Right of Way

THAT THE MAYOR AND CORPORATE OFFICER BE AUTHORIZED TO SIGN AND SEAL THE PRECEDING DOCUMENT AS IT RELATES TO 2015-309-RZ.

CARRIED

3. 2016-191-RZ

LEGAL: South Half Lot 1 Section 16 Township 12 New Westminster District
Plan 1676

LOCATION: 11939 240 Street

OWNER: Platform Properties (Maple Ridge) Ltd.

REQUIRED AGREEMENTS: Rezoning Servicing Agreement

THAT THE MAYOR AND CORPORATE OFFICER BE AUTHORIZED TO SIGN AND SEAL THE PRECEDING DOCUMENT AS IT RELATES TO 2016-191-RZ.

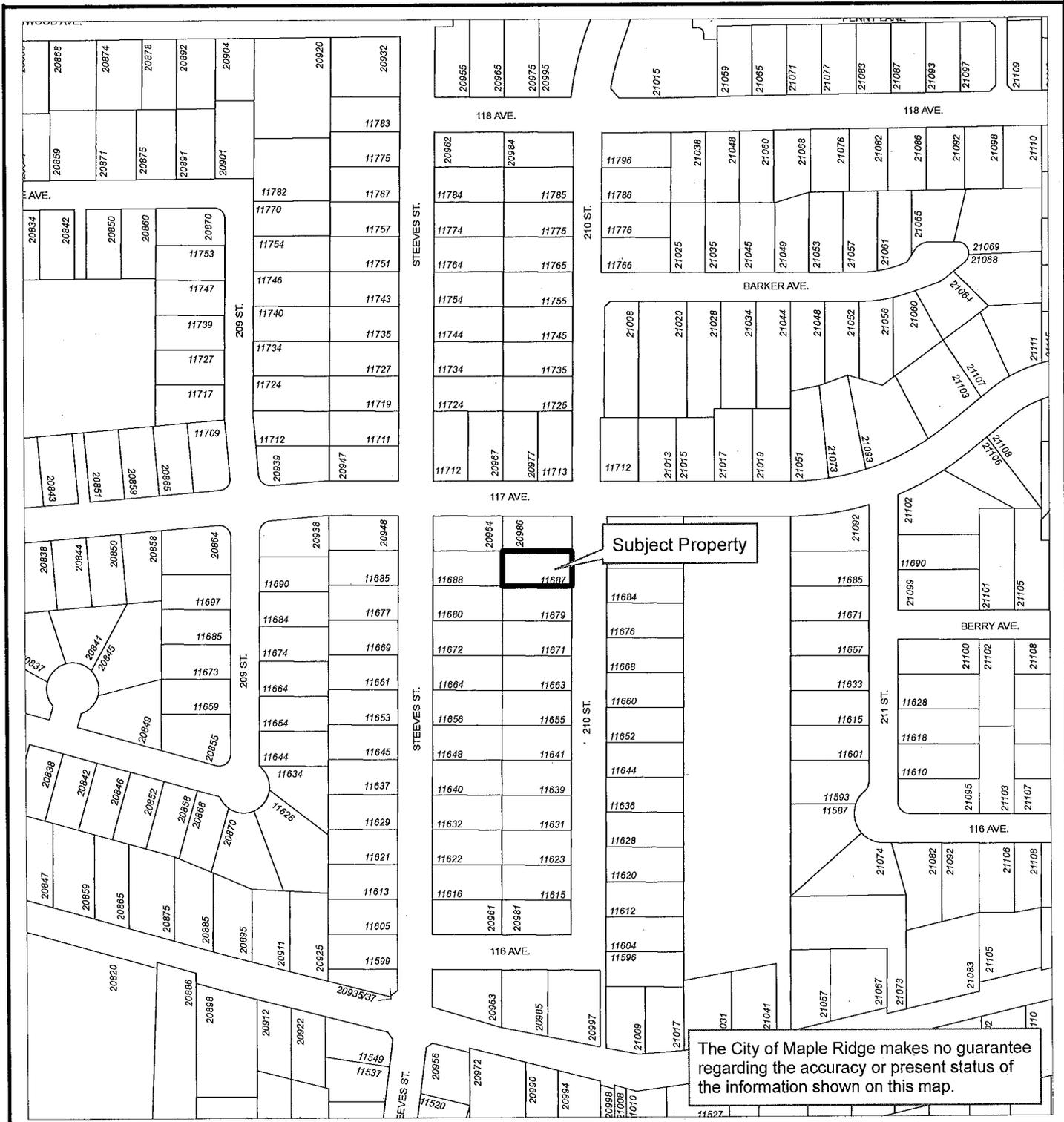
CARRIED



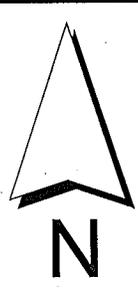
Nicole Read, Mayor
Chair



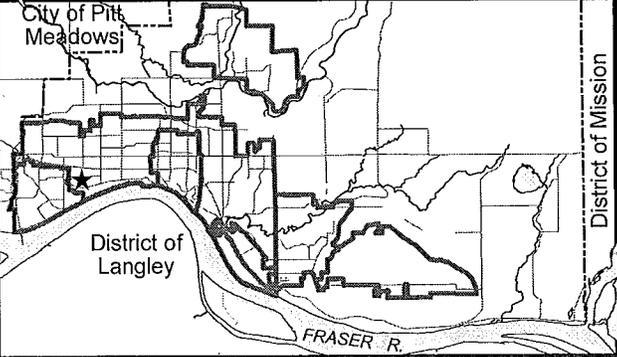
for Paul Gill, Chief Administrative Officer
Member



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



Scale: 1:2,750



11687 210 St.
Fraser River Escarpment
Section 219 Geotechnical Covenant

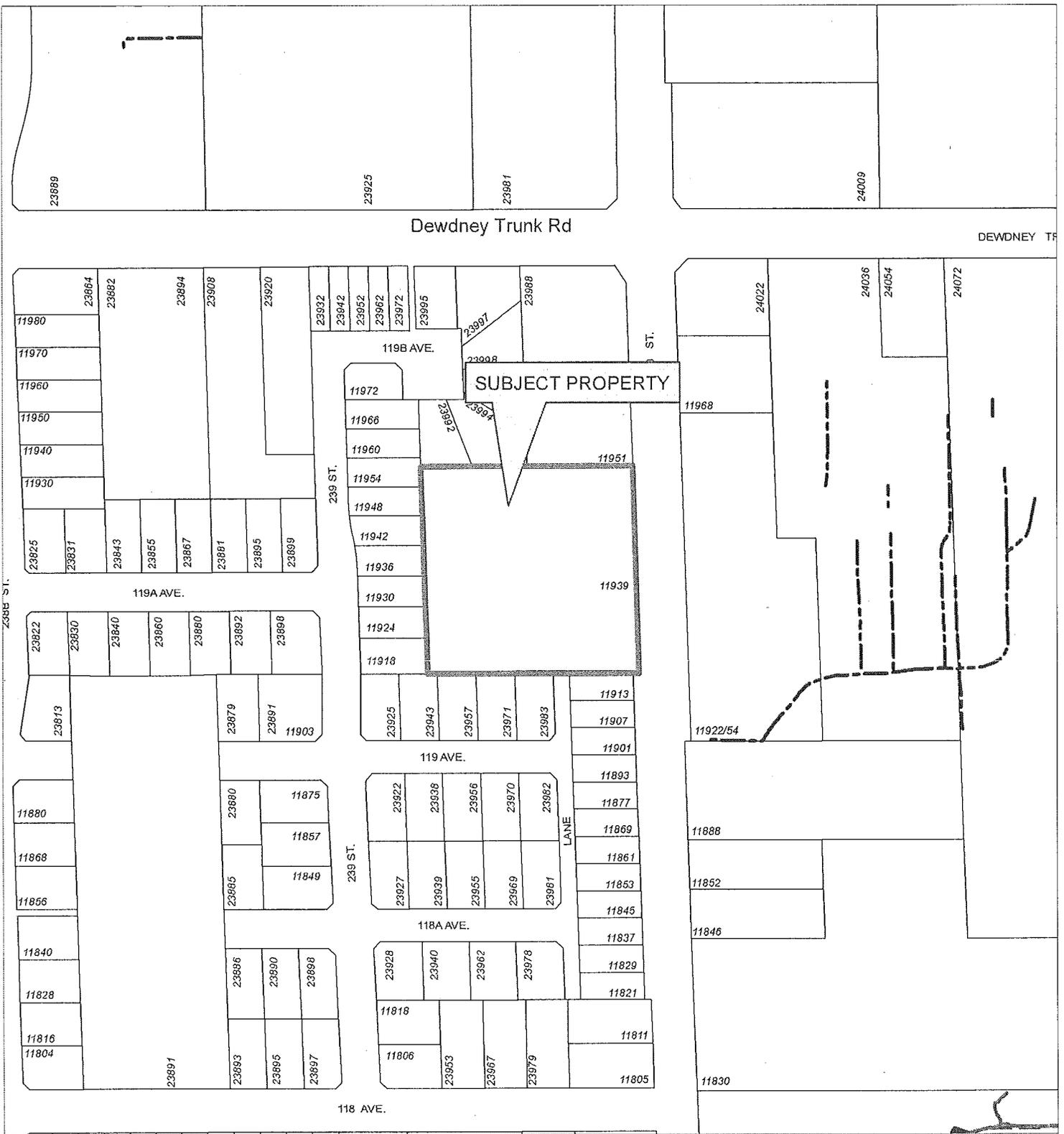
LICENCES, PERMITS & BYLAWS DEPT.



mapleridge.ca

FILE: Untitled
DATE: Oct 10, 2018

BY: ML



Scale: 1:2,500

Legend

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

11939 240 St

PLANNING DEPARTMENT



mapleridge.ca

2016-191-RZ
DATE: Jun 3, 2016

BY: JV

**CITY OF MAPLE RIDGE
DEVELOPMENT AGREEMENTS COMMITTEE**

October 19, 2018
Mayor's Office

CIRCULATED TO:

Nicole Read, Mayor
Chair

Frank Quinn, General Manager
Public Works & Development Services
Member

Catherine Schmidt, Recording Secretary

1. 18-121590 BG

LEGAL: Parcel "A" (J72510E) Lot 6 Section 21 Township 12 New Westminster District Plan 1023

LOCATION: 23444 124 Avenue

OWNER: Jonathan and Natasha Craig

REQUIRED AGREEMENTS: Secondary Suite Covenant

THAT THE MAYOR AND CORPORATE OFFICER BE AUTHORIZED TO SIGN AND SEAL THE PRECEDING DOCUMENT AS IT RELATES TO 18-121590 BG.

CARRIED

2. 18-117914 BG

LEGAL: Lot 1 District Lot 276 Group 1 New Westminster District Plan LMP22302

LOCATION: 20607 125 Avenue

OWNER: Satpal and Luella Gill

REQUIRED AGREEMENTS: Temporary Residential Use Covenant

THAT THE MAYOR AND CORPORATE OFFICER BE AUTHORIZED TO SIGN AND SEAL THE PRECEDING DOCUMENT AS IT RELATES TO 18-117914 BG.

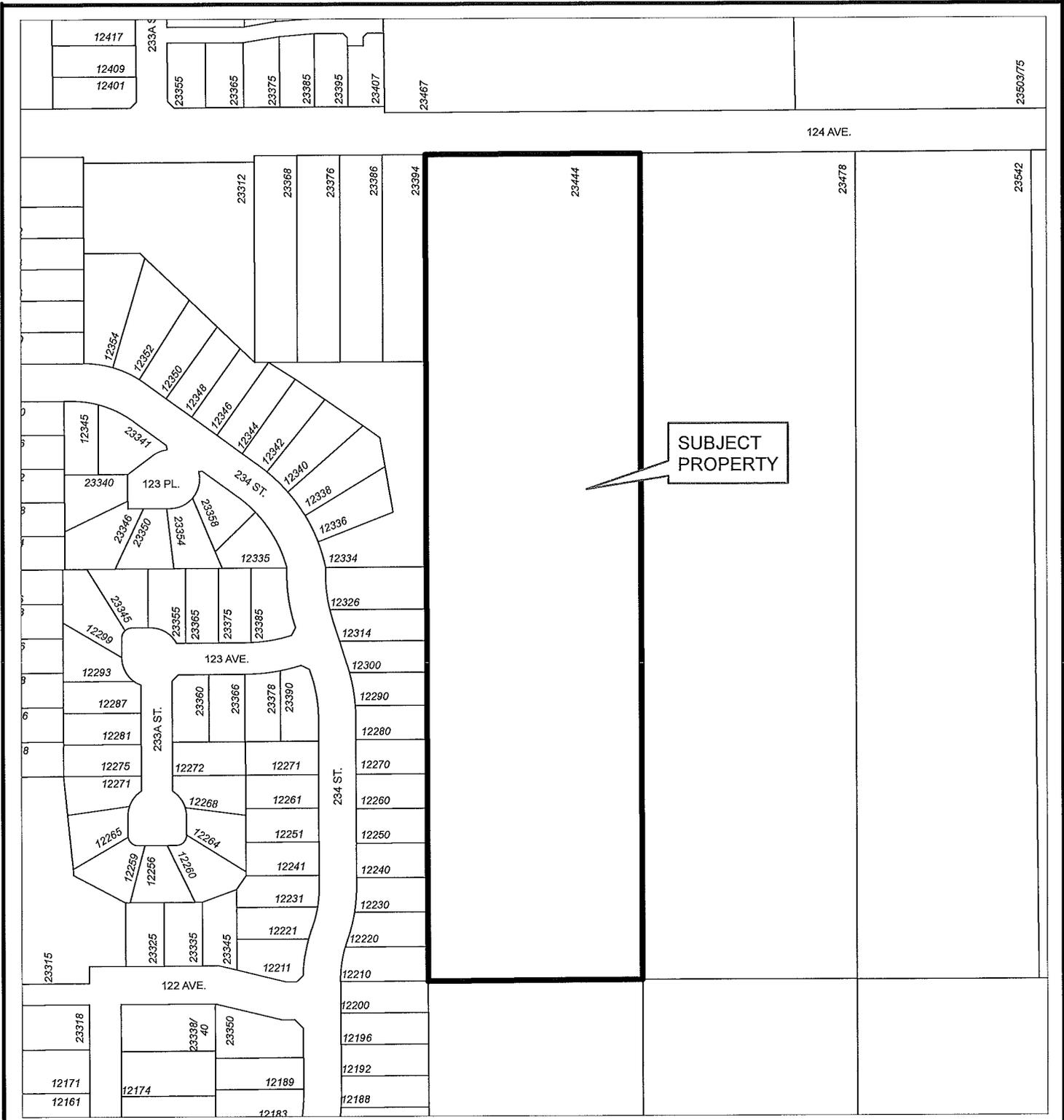
CARRIED



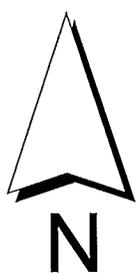
Nicole Read, Mayor



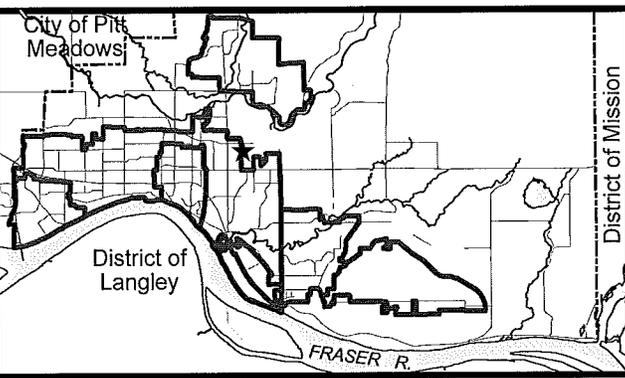
Frank Quinn, General Manager
Public Works & Development Services



SUBJECT PROPERTY



Scale: 1:2,500



23444 124 AVE

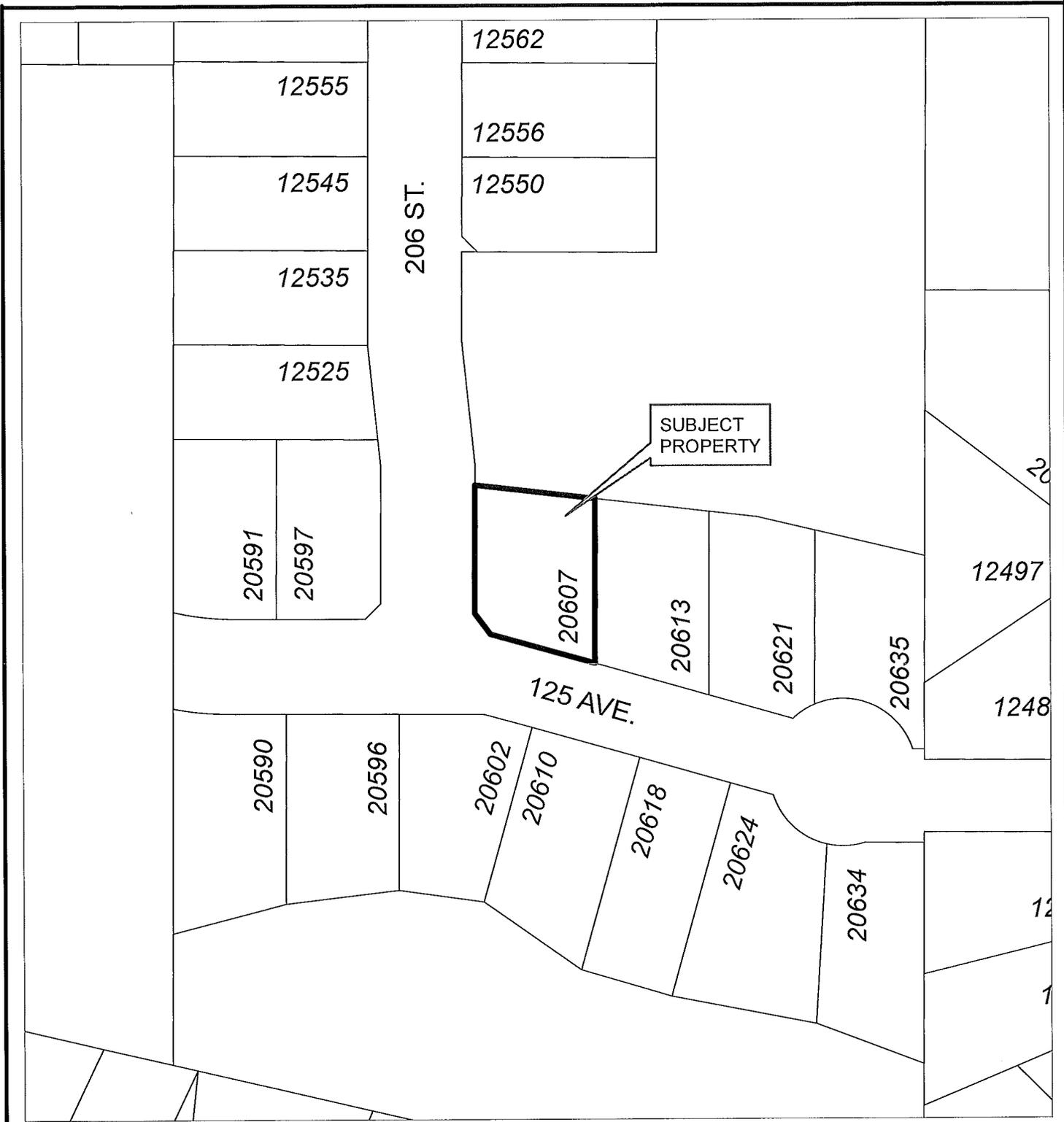
ENGINEERING DEPARTMENT

MAPLE RIDGE
British Columbia

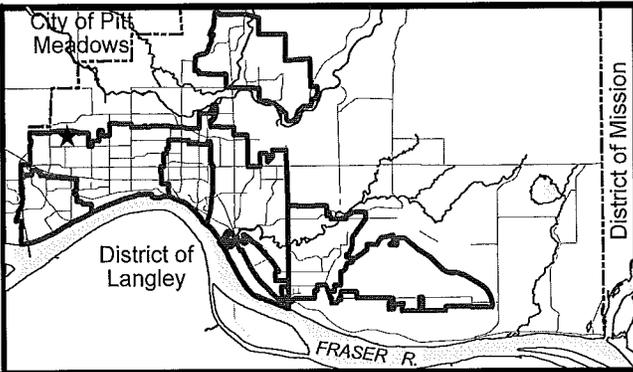
mapleridge.ca

FILE: Untitled
DATE: Oct 16, 2018

BY: C3



Scale: 1:1,000



20607 125 AVE

ENGINEERING DEPARTMENT

mapleridge.ca

FILE: Untitled
DATE: Oct 19, 2018
BY: C3

**CITY OF MAPLE RIDGE
DEVELOPMENT AGREEMENTS COMMITTEE**

October 24, 2018
Mayor's Office

CIRCULATED TO:

Nicole Read, Mayor
Chair

Paul Gill, Chief Administrative Officer
Member

Catherine Schmidt, Recording Secretary

1. 17-122645 BG

LEGAL: Lot 6 Section 28 Township 12 New Westminster District Plan
EPP56758

LOCATION: 12872 235A Street

OWNER: H & T Quality Homes Ltd.

REQUIRED AGREEMENTS: Secondary Suite Covenant

THAT THE MAYOR AND CORPORATE OFFICER BE AUTHORIZED TO SIGN AND SEAL THE PRECEDING DOCUMENT AS IT RELATES TO 17-122645 BG.

CARRIED

2. 17-115274 BG

LEGAL: Lot 5 Section 28 Township 12 New Westminster District Plan
EPP56758

LOCATION: 12875 235A Street

OWNER: 1041635 B.C. Ltd.

REQUIRED AGREEMENTS: Secondary Suite Covenant

THAT THE MAYOR AND CORPORATE OFFICER BE AUTHORIZED TO SIGN AND SEAL THE PRECEDING DOCUMENT AS IT RELATES TO 17-115274 BG.

CARRIED

3. 18-117019 BG

LEGAL: Lot 4 Section 28 Township 12 New Westminster District Plan
BCP44420

LOCATION: 23395 Cross Road

OWNER: Subjeet Basra and Bhupinder Dulay

REQUIRED AGREEMENTS: Secondary Suite Covenant

THAT THE MAYOR AND CORPORATE OFFICER BE AUTHORIZED TO SIGN AND SEAL THE PRECEDING DOCUMENT AS IT RELATES TO 18-117019 BG.

CARRIED

4. 2016-109-RZ

LEGAL: Lot 224 District Lot 249 New Westminster District Plan 44587

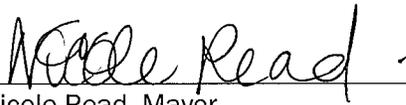
LOCATION: 21137 River Road

OWNER: Nasser Shekarchi

REQUIRED AGREEMENTS: Geotechnical Covenant
Rezoning Servicing Agreement
Building Scheme Covenant
Stormwater Management Covenant

THAT THE MAYOR AND CORPORATE OFFICER BE AUTHORIZED TO SIGN AND SEAL THE PRECEDING DOCUMENT AS IT RELATES TO 2016-109-RZ.

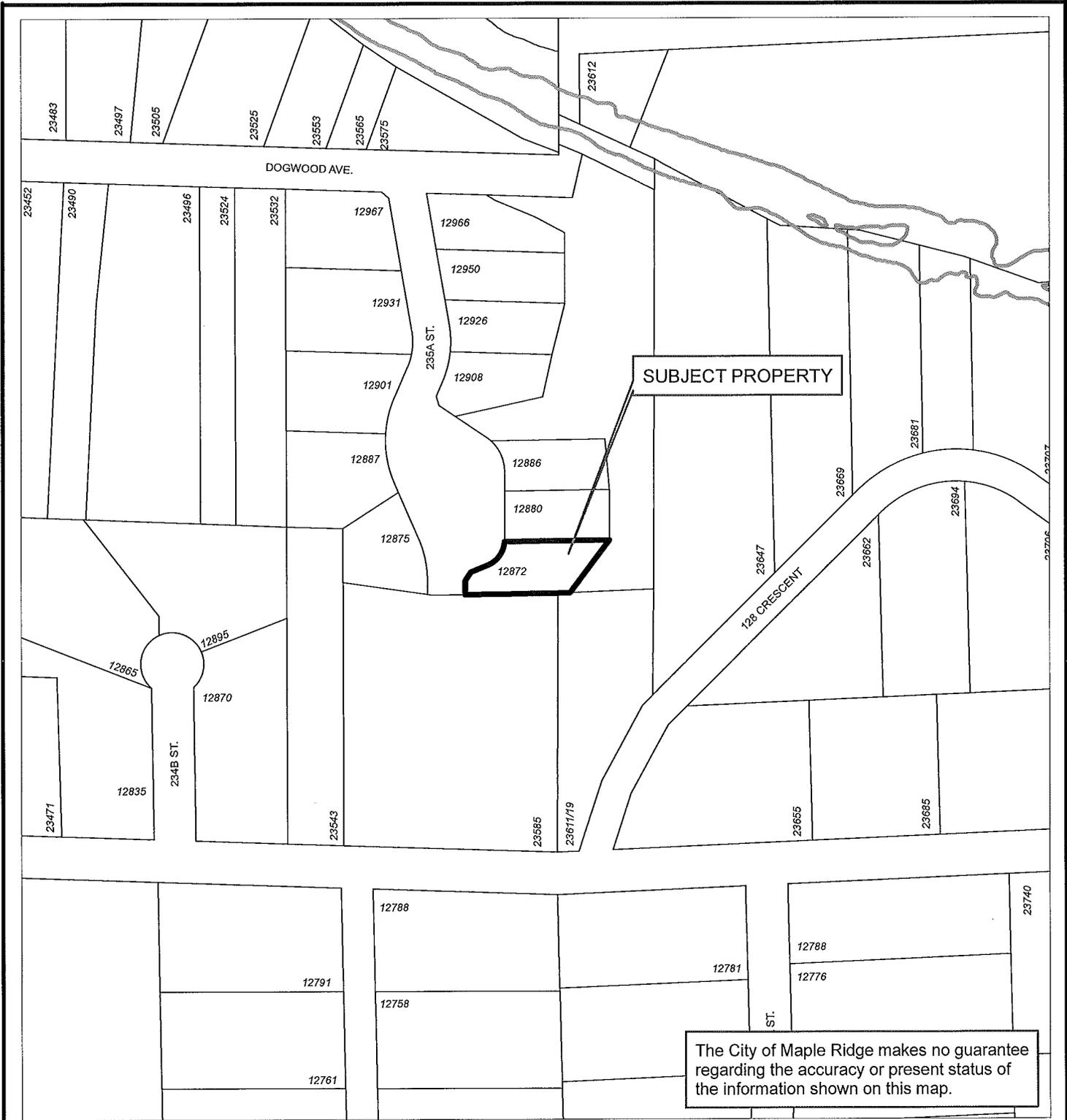
CARRIED



Nicole Read, Mayor
Chair

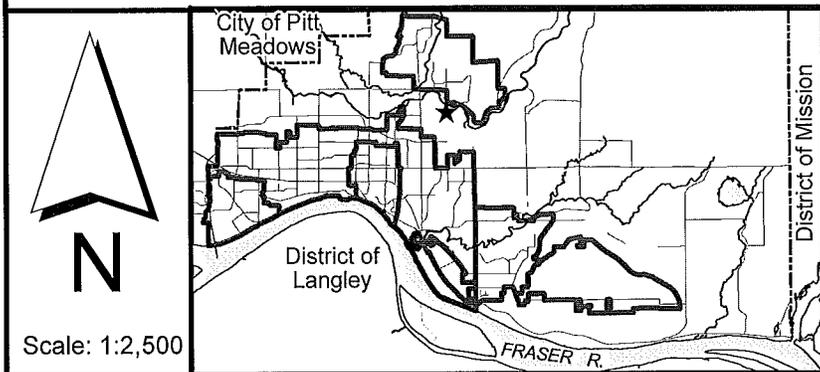


Paul Gill, Chief Administrative Officer
Member



SUBJECT PROPERTY

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



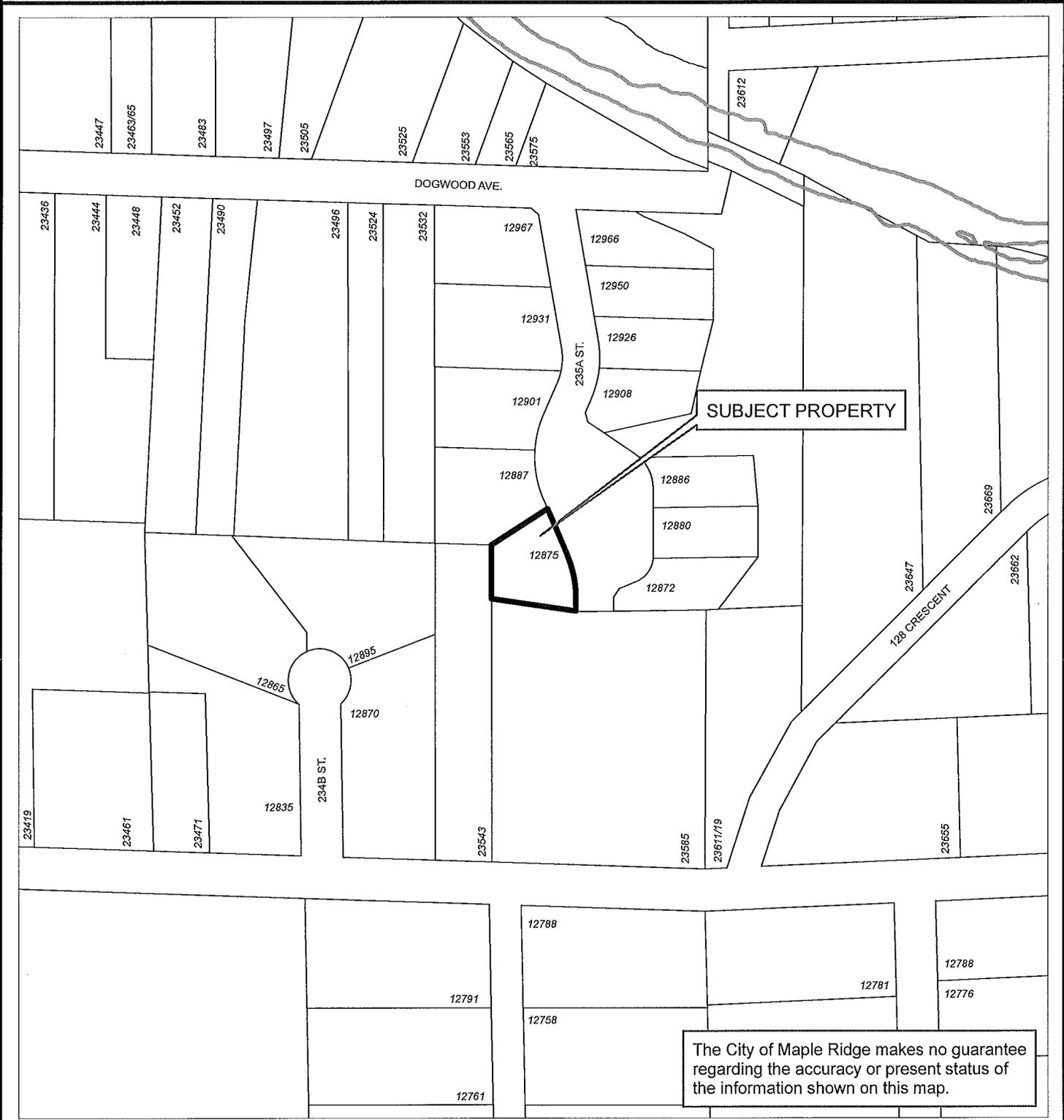
Scale: 1:2,500

12872 235A St

ENGINEERING DEPARTMENT

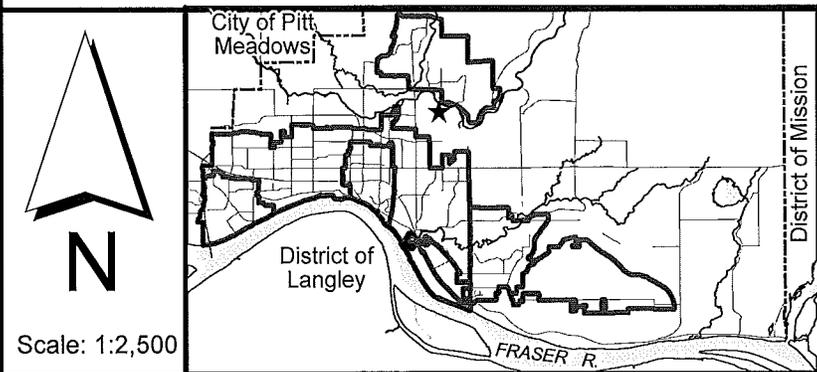
mapleridge.ca

FILE: Subject_Map10.4.1.mxd
 DATE: Oct 23, 2018
 BY: NV



SUBJECT PROPERTY

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



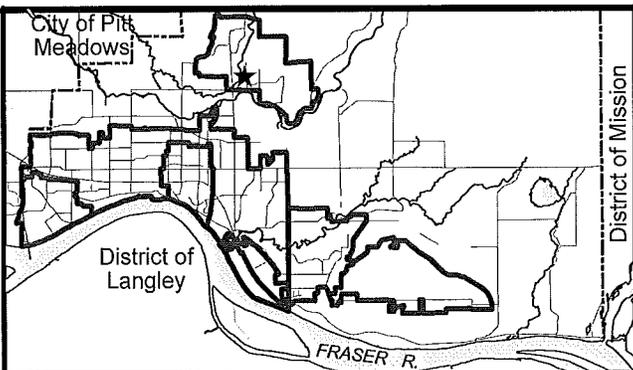
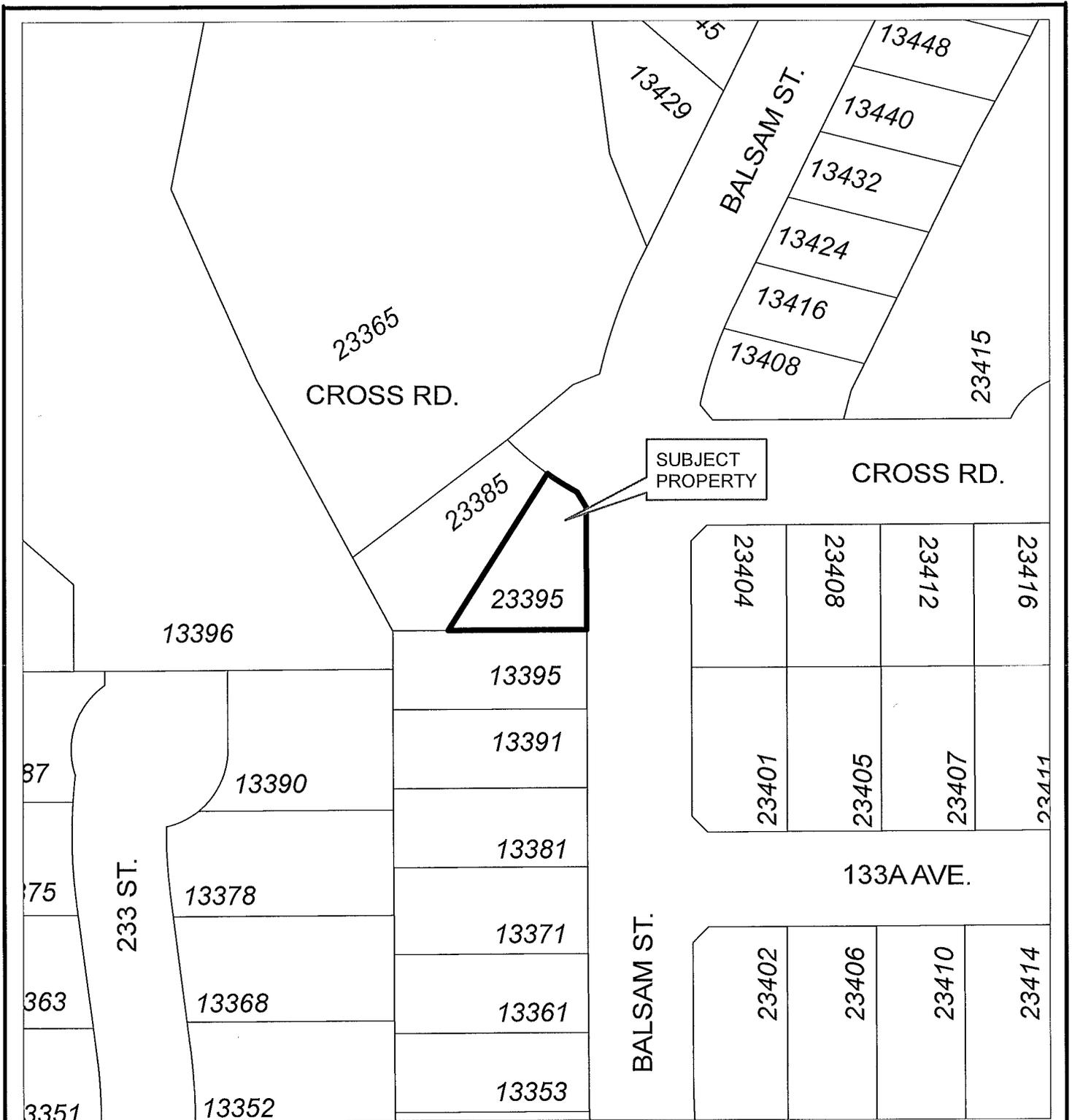
Scale: 1:2,500

12875 235A St

ENGINEERING DEPARTMENT

mapleridge.ca

FILE: Subject_Map10.4.1.mxd
 DATE: Oct 23, 2018
 BY: NV



23395 CROSS RD

ENGINEERING DEPARTMENT



mapleridge.ca

Scale: 1:1,000

FILE: Untitled
DATE: Sep 26, 2018

BY: C3

**CITY OF MAPLE RIDGE
DEVELOPMENT AGREEMENTS COMMITTEE**

October 31, 2018
Mayor's Office

CIRCULATED TO:

Corisa Bell, Acting Mayor
Chair

Paul Gill, Chief Administrative Officer
Member

Catherine Schmidt, Recording Secretary

1. 16-131936 BG

LEGAL: Lot 8 Except: Part Subdivided by Plan 32287; Section 23 Township
12 New Westminster District Plan 4023

LOCATION: 12260 250 Street

OWNER: Kenneth and Susan Toderas

REQUIRED AGREEMENTS: Sewage Pump Covenant

THAT THE MAYOR AND CORPORATE OFFICER BE AUTHORIZED TO SIGN AND SEAL THE PRECEDING DOCUMENT AS IT RELATES TO 16-131936 BG.

CARRIED

2. 16-109095 BG

LEGAL: Lot "M" District Lot 399 Group 1 New Westminster District Plan
18496

LOCATION: 12170 223 Street

OWNER: Anil Sharma

REQUIRED AGREEMENTS: Secondary Suite Covenant

THAT THE MAYOR AND CORPORATE OFFICER BE AUTHORIZED TO SIGN AND SEAL THE PRECEDING DOCUMENT AS IT RELATES TO 16-109095 BG.

CARRIED

3. 2018-127-DP

LEGAL: Parcel "A" (J72510E) Lot 6 Section 21 Township 12 New Westminster
District Plan 1023

LOCATION: 23444 124 Avenue

OWNER: Jonathan and Natasha Craig

REQUIRED AGREEMENTS: Habitat Protection Covenant
Enhancement & Replanting Agreement

THAT THE MAYOR AND CORPORATE OFFICER BE AUTHORIZED TO SIGN AND SEAL THE PRECEDING DOCUMENT AS IT RELATES TO 2018-127-DP.

CARRIED

4. 18-113326 BG

LEGAL: Lot 1 Section 28 Township 12 New Westminster District Plan
EPP60509

LOCATION: 13002 237A Street

OWNER: Kyle LaMarre

REQUIRED AGREEMENTS: Temporary Residential Use Covenant

THAT THE MAYOR AND CORPORATE OFFICER BE AUTHORIZED TO SIGN AND SEAL THE PRECEDING DOCUMENT AS IT RELATES TO 18-113326 BG.

CARRIED



Corisa Bell, Acting Mayor
Chair



Paul Gill, Chief Administrative Officer
Member

SUBJECT PROPERTY

250 ST.

12265

12260

12245

12226

12224

12218

12225

12210

24989

24999

12198

12190

12197

12198

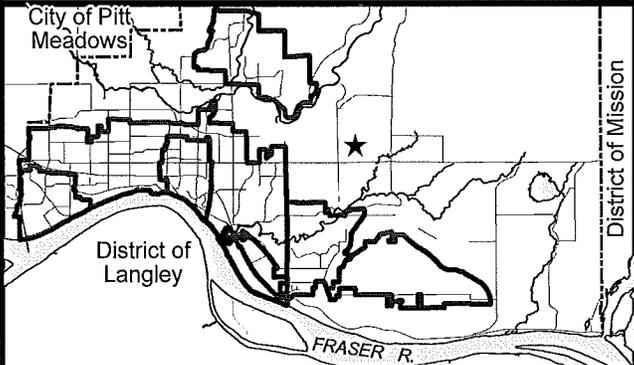
12196

12192

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



Scale: 1:1,500



12260 - 250 STREET SEWAGE PUMP COVENANT

LICENCES, PERMITS & BYLAWS DEPT.



MAPLE RIDGE

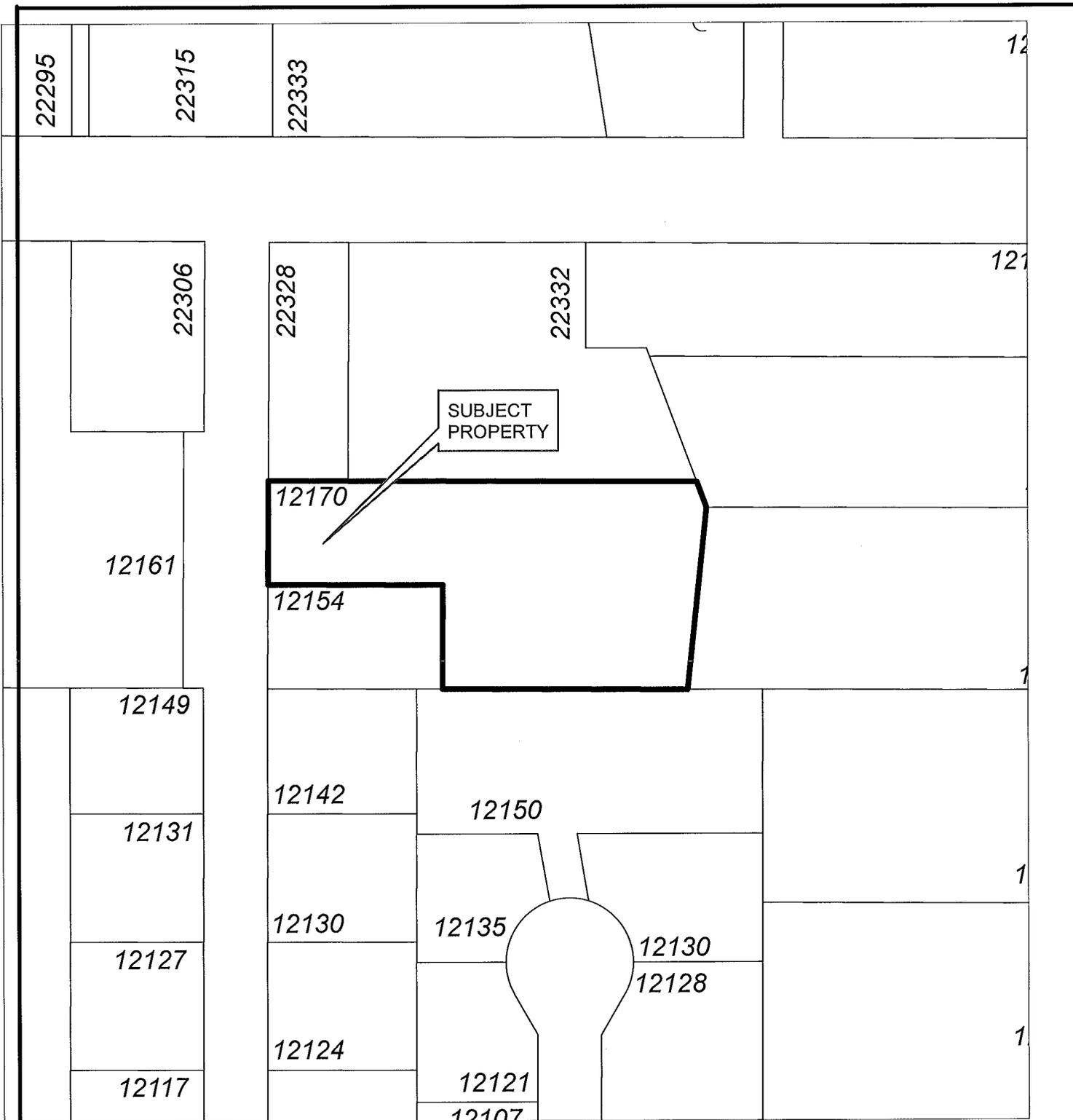
British Columbia

mapleridge.ca

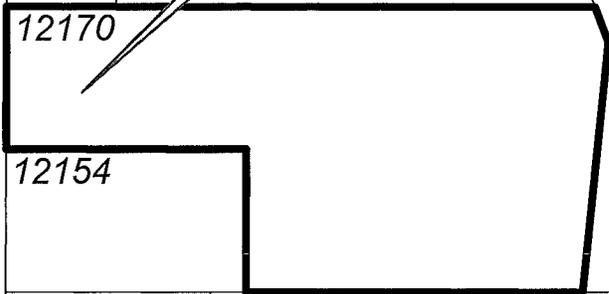
FILE: Subject_Map10.4.1

DATE: Oct 24, 2018

BY: JP



SUBJECT
PROPERTY



12170 223 ST

ENGINEERING DEPARTMENT



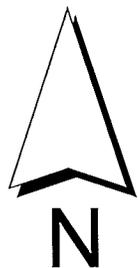
MAPLE RIDGE

British Columbia

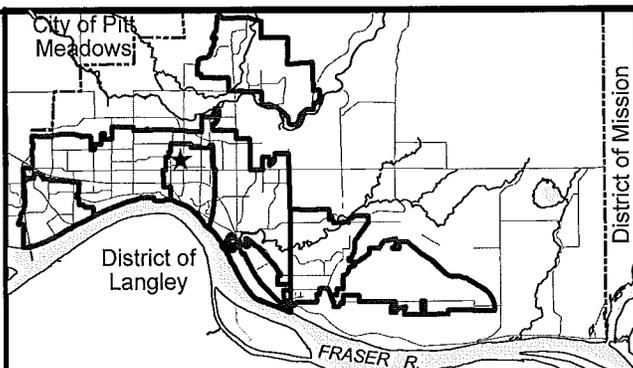
mapleridge.ca

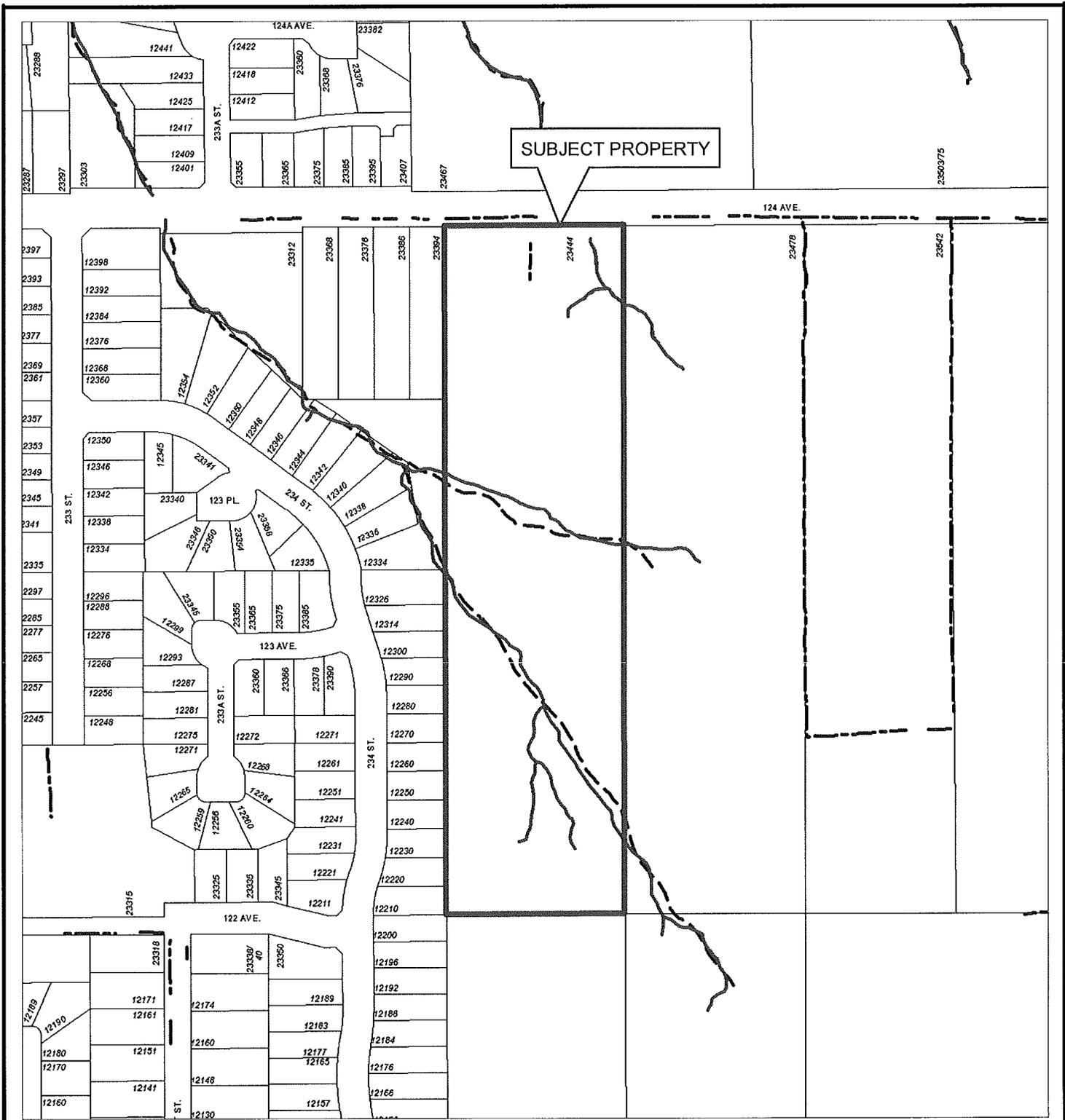
FILE: Untitled
DATE: Oct 25, 2018

BY: LM



Scale: 1:1,000





SUBJECT PROPERTY

23444 124 AVE

PLANNING DEPARTMENT



mapleridge.ca

Legend

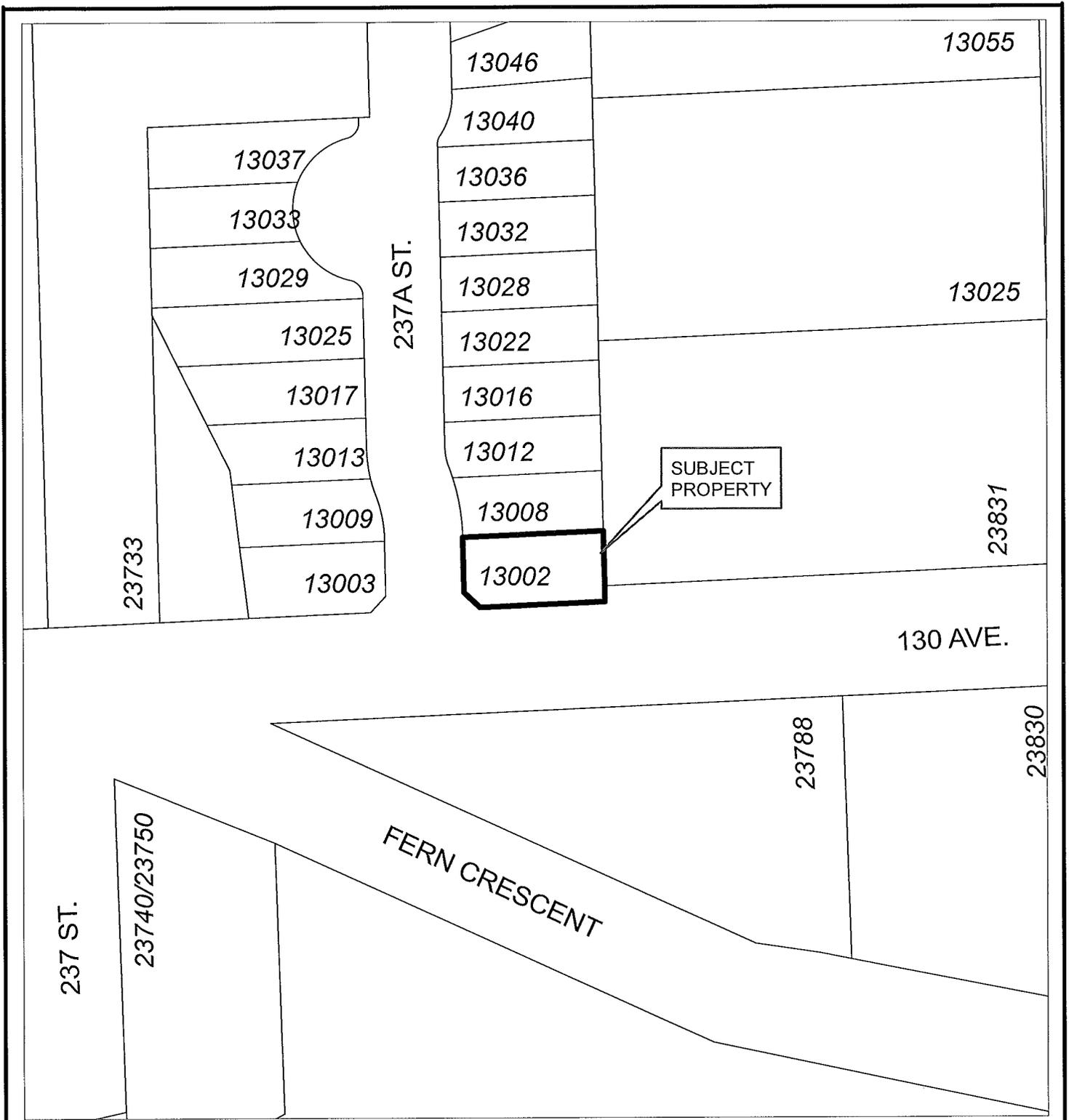
-  Stream
-  Ditch Centreline
-  Indefinite Creek



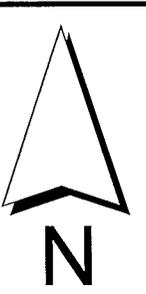
Scale: 1:3,000

FILE: 2018-127-DP
DATE: Oct 26, 2018

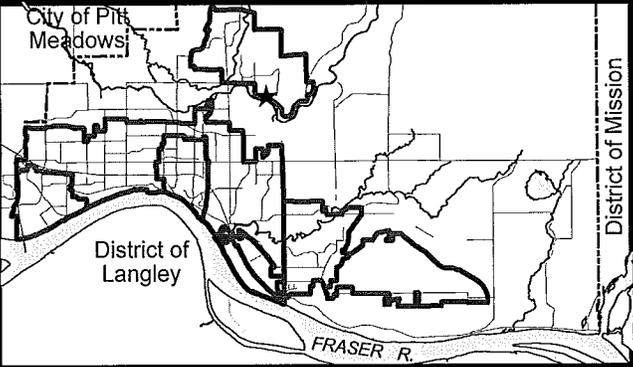
BY: RA



SUBJECT
PROPERTY



Scale: 1:1,000



13002 237A ST

ENGINEERING DEPARTMENT

mapleridge.ca

FILE: Untitled
DATE: Oct 29, 2018

BY: C3

**CITY OF MAPLE RIDGE
DEVELOPMENT AGREEMENTS COMMITTEE**

November 2, 2018
Mayor's Office

CIRCULATED TO:

Corisa Bell, Acting Mayor
Chair

Paul Gill, Chief Administrative Officer
Member

Catherine Schmidt, Recording Secretary

1. 2015-297-RZ

LEGAL: Lot E District Lots 402 and 403 Group 1 New Westminster District Plan EPP79514;
Lot 1 - 3, District Lots 402 and 403 Group 1 New Westminster District Plan EPP71200

LOCATION: 23075, 23070, 23025, 23095, 23089, 23060, 23054 Lougheed Highway; and 11383, 11305, 11438, 11428 232 Street

OWNER: Polygon Provenance Homes Ltd.

REQUIRED AGREEMENTS: No Access Covenant - Haney Bypass
Geotechnical Covenant

THAT THE MAYOR AND CORPORATE OFFICER BE AUTHORIZED TO SIGN AND SEAL THE PRECEDING DOCUMENT AS IT RELATES TO 2015-297-RZ.

CARRIED

2. 2018-115815 BG

LEGAL: Lot 29 Section 28 Township 12 New Westminster District Plan LMP45724

LOCATION: 23692 Boulder Place

OWNER: Robert and Lindsay Terepocki

REQUIRED AGREEMENTS: Temporary Residential Use Covenant
Release of Covenant (BP90234)

THAT THE MAYOR AND CORPORATE OFFICER BE AUTHORIZED TO SIGN AND SEAL THE PRECEDING DOCUMENT AS IT RELATES TO 2018-115815 BG.

CARRIED

3. 17-117838 BG

LEGAL: Lot 3 Section 15 Township 12 New Westminster District Plan
EPP31277

LOCATION: 11225 244 Street

OWNER: Charity and Drexiel Solamo

REQUIRED AGREEMENTS: Secondary Suite Covenant

THAT THE MAYOR AND CORPORATE OFFICER BE AUTHORIZED TO SIGN AND SEAL THE PRECEDING DOCUMENT AS IT RELATES TO 17-117838 BG.

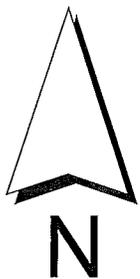
CARRIED



Corisa Bell, Acting Mayor
Chair



Paul Gill, Chief Administrative Officer
Member



Scale: 1:5,000

Legend

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

BC TRANSPORTATION PROPERTIES

PLANNING DEPARTMENT

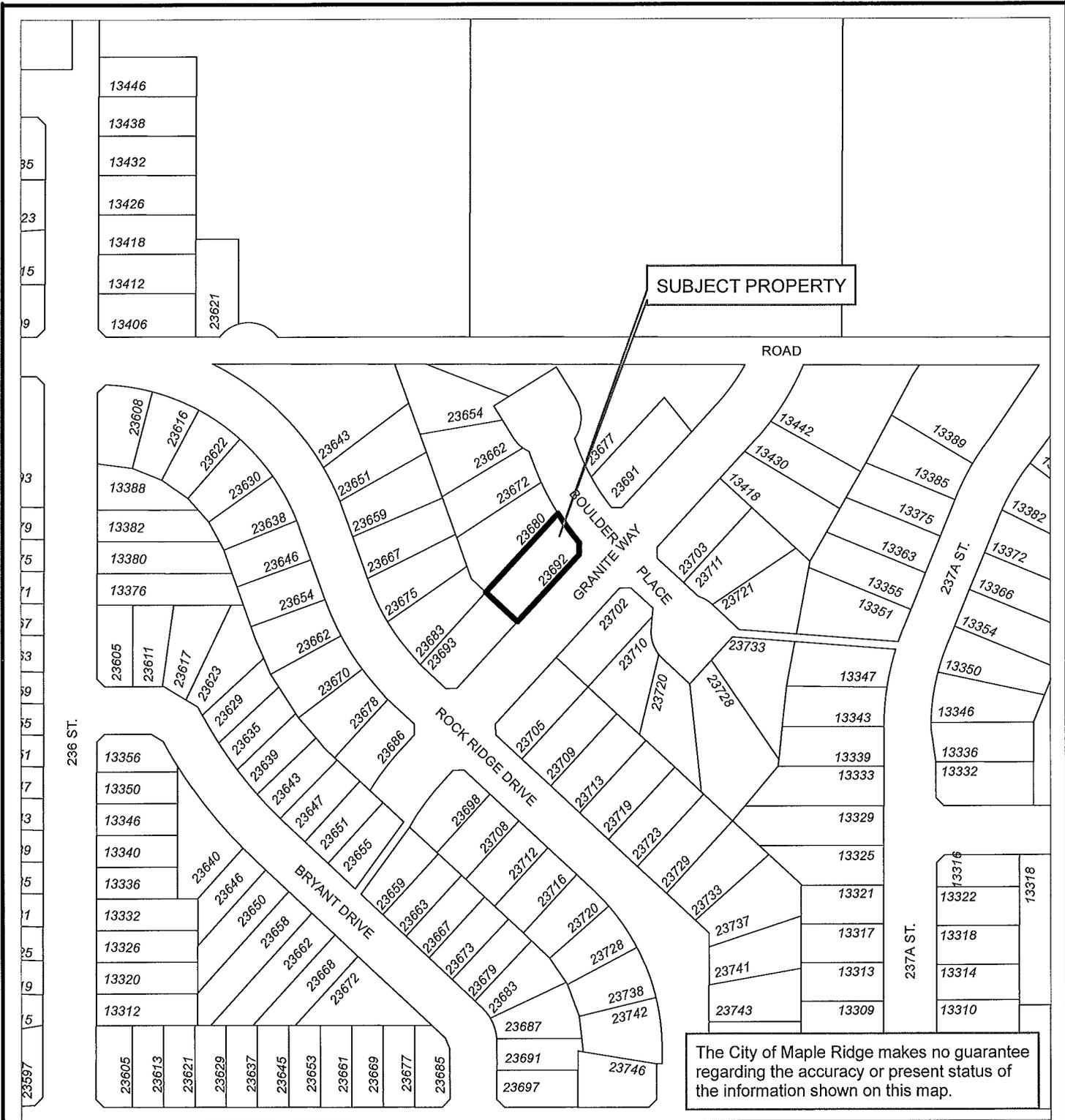


mapleridge.ca

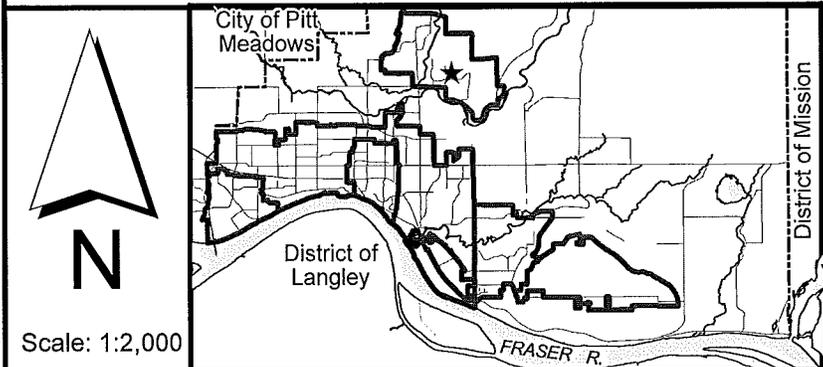
FILE: 2015-297-RZ

DATE: Oct 8, 2015

BY: PC



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



Scale: 1:2,000

23692 Boulder Place

ENGINEERING DEPARTMENT

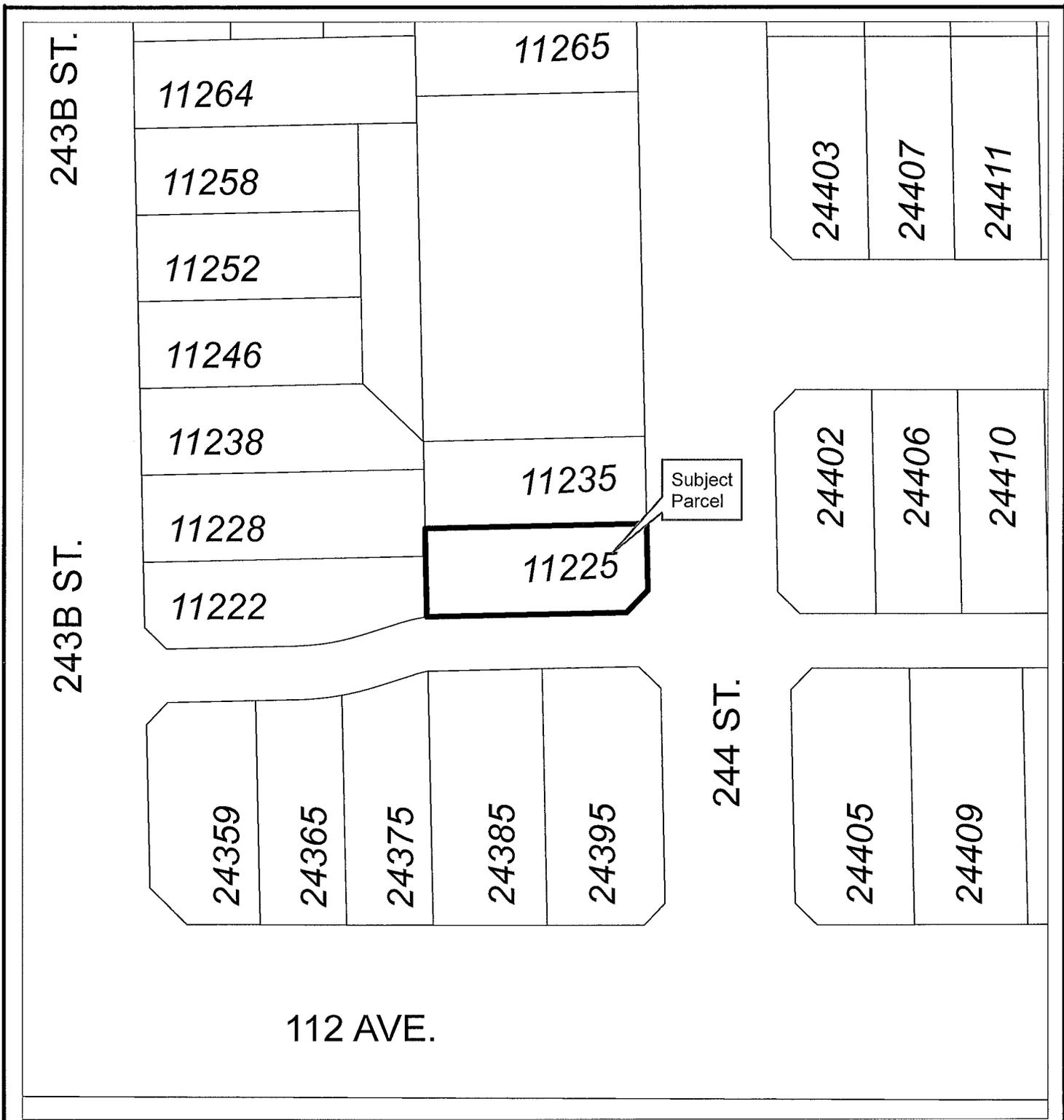


MAPLE RIDGE
British Columbia

mapleridge.ca

FILE: Subject_Map10.4.1.mxd
DATE: Oct 31, 2018

BY: NV



City of Pitt Meadows

District of Langley

District of Mission

FRASER R.

Scale: 1:725

11225 244 St

ENGINEERING DEPARTMENT

MAPLE RIDGE
British Columbia

mapleridge.ca

FILE: Untitled
DATE: Oct 31, 2018

BY: CR

701.2 Minutes of Meetings of Committees and Commissions of Council

City of Maple Ridge
AGRICULTURAL ADVISORY COMMITTEE
REGULAR MEETING

The Minutes of the Regular Meeting of the Agricultural Advisory Committee, held in the Blaney Room,
at Maple Ridge Municipal Hall on September 27, 2018, 2018 at 7:13 pm.

COMMITTEE MEMBERS PRESENT

Margaret Daskis, Chair	Member at Large
Al Kozak	Agricultural Sector
Bill Hardy	Member at Large
Candace Gordon	Haney Farmers Market Society
Ian Brooks	Member at Large
Ryan Murphy	Agricultural Sector
Stephanie James, Vice-Chair	Agricultural Sector

STAFF MEMBERS PRESENT

Amanda Grochowich	Staff Liaison / Planning Department
Amanda Allen	Committee Clerk

ABSENT

Councillor Craig Speirs	City of Maple Ridge
Caitlin Dorward	Acting Regional Planner, Agricultural Land Commission
Chris Zabek	Regional Agrologist, Ministry of Agriculture & Lands
David Kaplan	Member at Large
Josef Hans Lara	Economic Development Committee Representative
Lorraine Bates	Agricultural Fair Board

1. **CALL TO ORDER**

2. **APPROVAL OF THE AGENDA**

R/2018-030

It was moved and seconded

That the September 27, 2018 Agricultural Advisory Committee agenda be approved as circulated.

CARRIED

3. **ADOPTION OF THE MINUTES**

R/2018-031

It was moved and seconded

That the minutes of the Maple Ridge Agricultural Advisory Committee meeting dated June 28, 2018 be adopted.

CARRIED

4. **DELEGATIONS**

- 4.1. Reducing Particulate Matter Emissions due to Open Burning on Agricultural Lands
- Darrell Wakelin, Environmental Control Officer, Metro Vancouver

Darrell Wakelin gave a presentation on reducing particulate matter emissions from open burning on agricultural land that included the health effects of fine particulate matter and how to reduce emissions through the use of best burning practices.

Mr. Wakelin answered questions from the committee about exemptions, traditional burning windows and the Metro Vancouver permit fee. The Metro Vancouver Air Quality Management Bylaw which requires commercial farms to apply for an open burning approval is available on the Metro Vancouver website.

- 4.2. A Comparison – Farmers Market, CSA, Food Hub
- Al Kozak

Al Kozak gave a presentation from the perspective of a farmer on the logistics and implications of participating in a Farmers Market, CSA program and Food Hub as a way to bring product to market. Mr. Kozak answered questions from the committee.

5. **NEW AND UNFINISHED BUSINESS**

5.1. **Young Agrarian Land Matching**

The Staff liaison reviewed the request submitted by the Young Agrarians. There was discussion on the implications to the committee budget as well as additional funding models and methods to incentivize the land matching program.

5.2. **2019 Business Planning**

The Staff liaison reviewed the draft business plan and committee budget. There was discussion on new deliverables for 2019.

R/2018-032

It was moved and seconded

That the Agricultural Advisory Committee approve the Business Plan 2019-2023 as amended.

CARRIED

5.3. **Planning Department Response to Terms of Reference Memo**

The letter dated August 31, 2018 from the Director of Planning was received and reviewed.

5.4. **Workshop and Event Updates**

5.4.1. **Ministry of Agriculture AAC Workshop**

The Staff liaison advised that the notes from the February 21, 2018 AAC Workshop are available online https://www2.gov.bc.ca/assets/gov/farming-natural-resources-and-industry/agriculture-and-seafood/agricultural-land-and-environment/strengthening-farming/planning-for-agriculture/aac/2018_aac_workshop_proceedings_final.pdf

6. **SUBCOMMITTEE REPORTS**

6.1. **Education**

There was conversation on including more public-facing educational opportunities in the new year.

6.2. **Food Distribution**

Awaiting the finalization of the Food Hub report to determine next steps.

6.3. **Food Garden Contest**

Stephanie James provided a summary of the 2018 Food Garden Contest and advised that Ryan Murphy will be introducing the contest winners at the October 2, 2018 Council meeting. Ms. James thanked Renata Trivieri from Grow and Gather Nursery who donated her time to judge the 2018 entries and sponsored prizes for the contestants.

6.4. **Backyard Chicken**

Stephanie James reported on the backyard chicken booth and 4H displays at Country Fest in July as well as the booth at the Haney Farmers Market in August. Ms. James and the Staff liaison spoke to the high volume of backyard chicken surveys submitted. The survey results and feedback will be summarized and included in an upcoming report to Council.

6.5. **Golden Harvest**

The Staff liaison reminded members to attend and promote the event on October 12, 2018.

7. **CORRESPONDENCE**

7.1. Upcoming Events

October 2, 2018 7:00 pm	Food Garden Contest Presentation to Council Maple Ridge City Hall, Council Chambers Organizer: Maple Ridge Agricultural Advisory Committee
October 12, 2018 6:00 pm – 8:00 pm	Golden Harvest The ACT Arts Centre Organizer: Maple Ridge Agricultural Advisory Committee
October 20, 2018 8:00 am – 8:00 pm	Local Government Election Multiple Voting Locations Organizer: City of Maple Ridge

8. **ROUNDTABLE**

Amanda Allen spoke to the 2019 advisory committee recruitment process and term expiries of existing members.

Amanda Grochowich reported that the Ministry of Agriculture is hosting a province-wide crop planning session for farmers and chefs on November 13, 2018. Members can register via email to FoodsBC@gov.bc.ca .

9. **QUESTION PERIOD** - Nil

10. **ADJOURNMENT** – 9:32 pm



M. Daskis, Chair

/aa



The Minutes of the Regular Meeting of the Community Heritage Commission, held in the Blaney Room, Maple Ridge City Hall, 11995 Haney Place, Maple Ridge, British Columbia, on September 13, 2018 at 7:07 pm.

COMMISSION MEMBERS PRESENT

Brenda Smith, Chair	Maple Ridge Historical Society
Lindsay Foreman, Vice Chair	Member at Large
Julie Koehn	Maple Ridge Historical Society
Len Pettit	Member at Large
Russell Irvine	Member at Large

STAFF PRESENT

Amelia Bowden	Staff Liaison, Planner 1
Amanda Allen	Committee Clerk

ABSENT

Councillor Craig Speirs	Council Liaison
Eric Phillips	Member at Large
Steven Ranta	Member at Large

1. **CALL TO ORDER**

2. **APPROVAL OF THE AGENDA**

R/2018-042

It was moved and seconded

That the agenda for the September 13, 2018 Community Heritage Commission meeting be approved as circulated.

CARRIED

3. **ADOPTION OF MINUTES**

R/2018-043

It was moved and seconded

That the minutes of the Maple Ridge Community Heritage Commission meeting dated June 14, 2018 be adopted.

CARRIED

4. **DELEGATIONS - Nil**

4. **FINANCE**

4.1. **Financial Update**

Russell Irvine provided a review of the 2018 financial accounting to date. There was a review and discussion on the line items and anticipated costs for the last quarter of 2018.

4.2. **Maple Ridge Library Microfilm Reader Support Request**

The Chair provided background on microfilm readers in the Lower Mainland and spoke to the software options in a new microfilm reader. The Chair advised on discussions with the Library Manager and on the potential of utilizing the microfilm as a draw for tourism. There was discussion on the budget and how existing Community Heritage Commission funds could be reallocated.

R/2018-044

It was moved and seconded

That the Community Heritage Commission reallocate \$1000.00 from the Field Trip budget item to support the Maple Ridge Public Library request for a new microfilm reader.

CARRIED

4.3. **Business Planning**

The Staff liaison reported on the timeline for Business Planning and that the 2019 Budget is set and any incremental requests would need to come from Planning Department funds. There was discussion on Found Milestones and a communications strategy for 2019 and the Business Plan was modified to reflect identified amendments.

R/2018-045

It was moved and seconded

That the Community Heritage Commission adopt in principle the Community Heritage Commission Business Plan 2019-2023 as amended.

CARRIED

4.4. **BC Museums Association Membership Dues**

The Staff liaison advised that membership with the BC Museums Association is up for renewal. The Chair reminded that Lindsay Foreman will be attending the 2018 BC Museums Association Conference and there was discussion on appointing Ms. Foreman as the Maple Ridge Community Heritage Commission delegate.

R/2018-046

It was moved and seconded

That the Community Heritage Commission authorize the expenditure of \$100.00 to renew membership with the BC Museums Association.

CARRIED

R/2018-047

It was moved and seconded

That the Community Heritage Commission authorize Lindsay Foreman to serve as the Maple Ridge Community Heritage Commission delegate at BC Museums Association Annual General Meeting.

CARRIED

5. **CORRESPONDENCE** - Nil

6. **NEW AND UNFINISHED BUSINESS**

6.1. **Heritage Resources Program**

The Staff liaison reported on two streams of work within the Heritage Resources Program, the Heritage Register update and the incentive review. Statement of Significances will be circulated early October and Mr. Luxton will be invited as a delegation at the October meeting. The Staff liaison outlined the next steps to take throughout the Fall to achieve completion of the Heritage Register update.

The Staff liaison presented a work outline for the Incentives Review project. There was discussion on hiring a consultant to complete the scope of work and how to proceed with the next steps of the project.

R/2018-048

It was moved and seconded

That a maximum of \$10,000.00 be allocated to a Consultant to lead a Heritage Incentive Project involving the following work:

1. **Prepare a Research and Background Report on Incentives Best Practices and Opportunities;**
2. **Host a Stakeholder Workshop for Heritage Inventory private property owners to discuss benefits of joining the Heritage Register. Present Incentives and receive feedback on what property owners need from the City of Maple Ridge;**
3. **Host a Public Open House on Incentives Program;**
4. **Report back to Council with a summary of engagement process and recommended incentive plan.**

CARRIED

Note: Item 7.6 was dealt with following Item 6.1.

6.2. **Environment Committee Report to Parliament**

Russell Irvine provided a history of the Environment Committee report and on the Commission's action to develop an Incentives Review project. The Federal Government is currently preparing the 2019 budget and an electronic petition has been initiated calling upon the Minister of Environment and Climate Change to work with Minister of Finance and create a multi-million dollar fund in the Budget 2019. Mr. Irvine will continue to monitor and report at the November meeting.

6.3. Resignation of Commissioner

The Chair advised that Kevin Bennett has resigned from the Commission. Appreciation and gratitude for Mr. Bennett's work and volunteerism was shared.

7. SUBCOMMITTEE REPORTS

7.1. Communications

7.1.1. Fall Calendar

The Chair reviewed upcoming events.

7.2. Recognitions

The Chair reminded of the October 19, 2018 deadline for Heritage Award nominations. The Staff liaison brought copies of the nomination brochure for members to distribute around the community. The Chair advised that the subcommittee will reconvene in November. The Staff liaison responded to queries on the Merkley Park utility wrap and advised the wrap is not yet complete.

7.2.1. Stanchion Design - Nil

7.3. Education

7.3.1. Local Voices

Lindsay Foreman advised that Local Voices begins October 1, 2018 and provided an update on meetings over the Summer with Library staff. Ms. Foreman noted that the November 5, 2018 Local Voices will tie in with media literacy week.

7.4. Heritage Marker Inventory Information

The Chair reported on the progress with the Heritage Marker Inventory database.

7.5. Digitization

The Chair provided a digitization report dated September 4, 2018. The Chair reported on the August 28, 2018 meeting with the Records Management Coordinator and on the discussions with regards to the Inventory, the Catalogue and digitization priorities. The Chair spoke to potentially developing partnerships with post-secondary institutions however Maple Ridge has no qualified archivist. The Chair reviewed a list of contacts that may provide student support and possible funding options. There was discussion on how to proceed with project. The Chair will circulate the report to subcommittee members.

7.6. Heritage Conservation Master Plan

The Staff liaison advised that RFP has not yet been issued. There was discussion on whether to proceed or delay the Heritage Conservation Master Plan. There was agreement to proceed with issuing the RFP.

8. **LIAISON UPDATES**

8.1. **BC Historical Federation**

The Chair advised of planning initiatives within the organization. A summit of leaders in the heritage world will be held in Maple Ridge at the end of October. The Chair noted help is required to host the event and invited interested members to contact her for further information.

8.2. **Heritage BC**

The Chair noted that members are not receiving Heritage BC newsletters. The Staff liaison will investigate.

8.3. **BC Museums Association**

Lindsay Foreman attended an Industrial Artefacts Conservation Workshop in Richmond on September 7, 2018 and reported on the lectures, tips, and hands on activities. Ms. Foreman advised that the workshop is part of the small museums workshops initiatives and a working group for the program is underway.

8.4. **Maple Ridge Historical Society**

Julie Koehn advised that the Haney House reopening was well attended. Ms. Koehn reported on the 2018 Music on Wharf concert series.

8.5. **Council Liaison - Nil**

8.6. **Staff Liaison**

The Staff liaison reported that Heritage Inventory is posted on City of Maple Ridge website and that payment for the project is completed. Nomination forms for the 2019 Heritage Award are available on the City website. The Grant de Patie plaque will be mounted adjacent to the bus shelter on Dewdney Trunk Road and 248 Street. The Staff liaison provided an update on the Robertson Cemetery progress and will bring a report to the next meeting.

9. **QUESTION PERIOD - Nil**

10. **ROUNDTABLE**

Lindsay Foreman shared opinions on a recent column in the September 11, 2018 online edition of the Maple Ridge Pitt Meadows News titled "Looking Back: Asking the Right Questions".

11. **ADJOURNMENT - 9:29 pm.**


B. Smith, Chair

TO: His Worship Mayor Mike Morden and Members of Council **MEETING DATE:** November 13, 2018
FILE NO: 2074839

FROM: Chief Administrative Officer **MEETING:** Council

SUBJECT: October 20, 2018 Local Government Election Results

EXECUTIVE SUMMARY:

This report provides the results of the Local Government Election held October 20, 2018.

RECOMMENDATION:

This report is submitted for information only.

DISCUSSION:

Section 158 of the Local Government Act requires that the Chief Election Officer report to the Local Government as to the results of an election. Below are the results.

Total Number on Voters List 59,730
 Total Number of Ballots Cast 20,123
 Voter Turn Out 33.69%

Votes for Mayor

MORDEN, Mike	11,287	Elected
DAYKIN, Ernie	4,481	
SPEIRS, Craig	3,258	
BLAMEY, Douglas	574	
SHIELDS, Mike	336	

Votes for Councillor

<u>Candidates for Councillor</u>	<u>Total Votes</u>	<u>Candidates for Councillor</u>	<u>Total Votes</u>
DUECK, Judy	8,597 Elected	JOSE, Lou	3,067
ROBSON, Gordy	7,738 Elected	BOSSLEY, Chris	2,957
MEADUS, Chelsa	7,441 Elected	O'BRIAN, Chris	2,758
YOUSEF, Ahmed	6,871 Elected	TAYLOR, Elizabeth	2,749
SVENDSEN, Ryan	6,415 Elected	DOZIE, Onyeka	2,738
DUNCAN, Kiersten	5,979 Elected	KRONEBUSCH, Rysa	2,421
CARR, Susan	5,887	POZSAR, Andrew	2,313
TAM, Peter	5,732	PENNYKID, Rick	1,515
MITCHELL, Don	4,995	SCHAFFRICK, Glenn	859
ROBBIE, Al	4,304	TUZZI, Michael	824
HAYNER, Mike	3,705	PRIEBE, Kevin	686
JOHAR, Bhupinder	3,702	HEGEDUS, Andrew	633
KENNEDY, Terry	3,247		

Votes for School Trustee

<u>Candidates for School Trustee</u>	<u>Total Votes</u>	
MURRAY, Mike	10,510	Elected
YAMAMOTO, Elaine	9,832	Elected
DUMORE, Kim	7,464	Elected
TRUDEAU, Colette	7,160	Elected
SHAW, Pascale	6,960	Elected
MCCALLUM, Gord	6,249	
BAILEY, Mark	5,563	
RUBENUK, Brenda	4,397	
HORNSEY, Robert	3,325	

Ballots Cast Per Poll

Advance – City Hall Oct 6	453	Special Voting/Mail Ballot	146
Advance – City Hall Oct 10	445	Eric Langton	2,285
Advance – Planet Ice	375	Garibaldi	1,883
Advance – Baptist Church	248	Hammond	1,833
Advance – Alliance Church	295	Laity View	3,095
Advance – City Hall Oct 13	268	Samuel Robertson	2,295
Advance – Alexander Robinson	415	Whonnock	741
Advance – Yennadon	272	Yennadon	2,294
Advance – Hammond Comm Centre	216		
Advance – Fraserview Small Hall	782		
Advance – City Hall Oct 17	838		
Advance – City Hall Oct 18	944		

“Original signed by Laura Benson”

Prepared by: **Laura Benson, CPA, CMA**
Chief Election Officer

“Original signed by Paul Gill”

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

tp:lb

TO: His Worship Mayor Mike Morden and Members of Council **MEETING DATE:** November 13, 2018
FILE NO: 2075309

FROM: Chief Administrative Officer **MEETING:** Council

SUBJECT: October 20, 2018 Garbage and Green Waste Curbside Collection Plebiscite Results

EXECUTIVE SUMMARY:

This report provides the results of the Garbage and Green Waste Curbside Collection Plebiscite held in conjunction with the Local Government Election on October 20, 2018.

RECOMMENDATION:

This report is submitted for information only.

DISCUSSION:

The following are the results of the Garbage and Green Waste Curbside Collection Plebiscite as per the declaration submitted to the Chief Electoral Officer.

	Number of Ballots Cast			Distribution of Opinion		
	Yes	No	Total	Yes	No	Total
House/townhouse residents	7,372	9,298	17,060	44%	56%	100%
Outside service area residents	356	821	1,248	30%	70%	100%
Apartment residents	<u>703</u>	<u>1,021</u>	<u>1,885</u>	<u>41%</u>	<u>59%</u>	<u>100%</u>
Number of ballots cast	8,431	11,140	20,193	43%	57%	100%
Number of electors			59,730			

“Original signed by Laura Benson”
 Prepared by: **Laura Benson, CPA, CMA**
Chief Election Officer

“Original signed by Paul Gill”
 Approved by: **Paul Gill, CPA, CGA**
Chief Administrative Officer

ag:lb

City of Maple Ridge

TO: His Worship Mayor Michael Morden **MEETING DATE:** November 13, 2018
and Members of Council **FILE NO:** 2075473

FROM: Chief Administrative Officer **MEETING:** Council

SUBJECT: Disbursements for the month ended September 30, 2018

EXECUTIVE SUMMARY:

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

RECOMMENDATION:

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

GENERAL	\$	7,976,857
PAYROLL	\$	1,869,530
PURCHASE CARD	\$	<u>74,171</u>
	\$	<u>9,920,558</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) Citizen/Customer Implications:

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

- | | | |
|---|----|---------|
| • Cedar Crest Lands (BC) Ltd - Arthur Peake artificial turf field | \$ | 609,941 |
| • Fraser Valley Regional Library - 3rd quarter member assessment | \$ | 703,351 |
| • Ridgemeanows Recycling Society - Monthly contract for recycling | \$ | 207,783 |
| • Worldwideturf Inc - Supply & install synthetic turf – SRT | \$ | 243,149 |

d) **Policy Implications:**

Corporate governance practice includes reporting the disbursements to Council monthly.

CONCLUSIONS:

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

“Original signed by Trevor Hansvall”

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

“Original signed by Trevor Thompson”

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

“Original signed by Paul Gill”

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

CITY OF MAPLE RIDGE
MONTHLY DISBURSEMENTS - September 2018

VENDOR NAME	DESCRIPTION OF PAYMENT	AMOUNT
0981077 BC Ltd	Security refund	24,819
677560 BC Ltd	Security refund	15,159
Alouette River Management Society	Adopt-a-Block service agreement	6,250
	Eco camps summer 2018	14,202
		<hr/>
Amacon Construction Ltd	Replace cash securities with letters of credit	
Aplin & Martin Consultants Ltd	Design storm development, various sites	559
	Downtown beautification - Lougheed at 226 St	23,015
	Local area service 20300 Block Hampton St	3,719
	River Road traffic calming	1,512
	Watermain replacement (232 St)	9,256
		<hr/>
Associated Engineering (BC) Ltd	225 St forcemain upgrade	38,061
BA Blacktop	2018 paving program	75,941
Badger Daylighting Lp	Hydro-excavation - multiple locations	302,691
BC Hydro	Electricity	27,890
BC SPCA	Contract payment - Sep	138,308
BCRS Road Safe Inc	Traffic control	29,190
C&C Sand & Gravel Ltd	Security refund	24,645
CUPE Local 622	Dues - pay periods 18/17 & 18/18	19,389
Cedar Crest Lands (BC) Ltd	Arthur Peake artificial turf field	32,589
	SRT artificial turf field replacement	609,941
		10,621
Cobing Building Solutions	Maintenance:	
	Firehall #1	1,960
	Hammond Community Centre	194
	Leisure Centre	10,255
	Library	1,574
	Municipal Hall	10,035
	Operations	510
	Randy Herman	8,795
	RCMP	7,059
	The Act	5,140
		<hr/>
Co-Pilot Industries Ltd	Gravel & dump fees	45,522
Fietta, Gianaldo	Compensation for road dedication - 13287 232 St	20,012
Fitness Edge	Contracted service provider - fitness classes & programs	17,810
Fraser Valley Regional Library	3rd quarter member assessment	20,946
	Contributed capital replacement funding	703,351
		10,000
		<hr/>
Fred Surridge Ltd	Waterworks supplies	713,351
Geoadvice Engineering Inc	Sanitary pump station capacity upgrade study	17,295
Guillevin International Inc	Firefighter equipment	15,309
	Firefighter protective wear	7,405
	Operations electrical supplies	8,192
	Works Yard inventory supplies	9,211
		1,630
		<hr/>
Hallmark Facility Services Inc	Janitorial services & supplies:	
	City Hall	4,185
	Fire Halls	4,736
	Library	12,679
	Operations	4,759
	Randy Herman Building	4,959
	RCMP	4,234
		<hr/>
Johnston Davidson	Consulting services - Fire Hall #4	35,551
Lafarge Canada Inc	Roadworks material	84,079
Langley Chrysler	2018 Dodge Grand Caravan - replace unit #238	31,596
Langley Concrete & Tile Ltd	Box culverts & super seal gaskets	22,764
Macleam Homes (Edge) Ltd	Security refund	46,706
Manulife Financial	Employer/employee remittance	94,085
Maple Ridge & PM Arts Council	Arts Centre contract	158,245
	Program revenue - Aug	55,254
		23,270
		<hr/>
Mcelhanney Consulting Services	232 St (132 Ave - Silver Valley Road prelim & design)	44,176
	Cemetery drainage project	6,180
		<hr/>
MDZ Holdings	Security refund	50,356
Medical Services Plan	Employee medical & health premiums	33,500
Microserve	EOC toughbooks	21,525
Minister of Finance Social Service Tax	Monthly PST collected/self-assessed	15,679
		113,076

<u>VENDOR NAME</u>	<u>DESCRIPTION OF PAYMENT</u>	<u>AMOUNT</u>
Municipal Pension Plan BC	Employer/employee remittance	486,781
ND Homes Ltd	Security refund	15,000
Nustadia Recreation Inc	Subsidized ice purchased by P&LS on behalf of user groups - Sep	30,325
Open Storage Solutions Inc	Veeam backup software & support - 1 year	20,830
Parkland Refining (BC) Ltd	Gasoline & diesel fuel	60,076
Platinum Living Inc	Security refund	27,115
RF Binnie & Associates Ltd	Arthur Peake Centre design	6,592
	Synthetic turf replacement - Samuel Robertson Technical School	9,959
Receiver General For Canada	Employer/employee remittance PP18/18 & PP18/19	663,779
RG Arenas (Maple Ridge) Ltd	Additional ice rental	15,015
	Ice rental - Jun & Jul	111,956
Ridgemeanows Recycling Society	Education - Wildsafe BC	1,250
	Community festivals & events grant	3,900
	Litter pickup contract	1,320
	Miscellaneous litter pickup	203
	Monthly contract for recycling	207,783
	Weekly recycling	355
Sanscorp Products Ltd	Roadworks material	23,392
Seal Tec Industries Ltd	Blow and crack sealing	42,651
Stantec Consulting Ltd	Emergency supply & distribution of drinking water study	14,889
	Foreman Drive PRV station and flow meter chamber modifications	6,786
Tundra Plumbing Ltd	Cemetery drainage design	36,645
Warrington PCI Management	Advance for Tower common costs	68,038
Westridge Security Ltd	Community security patrols - Jul & Aug	20,093
	Guard service - Jul & Aug	3,914
Wilco Civil Inc	Blaney Hamley Park construction	77,475
Worldwideturf Inc	Supply & install synthetic turf - Samuel Robertson Technical School	243,149
Disbursements In Excess \$15,000		7,233,889
Disbursements Under \$15,000		742,969
Total Payee Disbursements		7,976,857
Payroll	PP18/18 & PP18/19	1,869,530
Purchase Cards - Payment		74,171
Total Disbursements August 2018		9,920,558

City of Maple Ridge

TO: His Worship Mayor Michael Morden **MEETING DATE:** November 13, 2018
and Members of Council **FILE NO:** 2075641
FROM: Chief Administrative Officer **MEETING:** Council
SUBJECT: Disbursements for the month ended October 31, 2018

EXECUTIVE SUMMARY:

The disbursements summary for the past period is attached for information. All voucher payments are approved by the Mayor or Acting Mayor and the Chief Financial Officer or Corporate Controller. 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 October 31, 2018 be received for information only.

GENERAL	\$ 16,099,632
PAYROLL	\$ 1,885,044
PURCHASE CARD	\$ <u>74,756</u>
	\$ <u>18,059,432</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) **Citizen/Customer Implications:**

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

• BA Blacktop - Downtown enhancement project	\$	536,563
• Cedar Crest Lands (BC) Ltd - Arthur Peake artificial turf field	\$	246,017
• Chandos Construction Ltd - Maple Ridge Leisure Centre upgrades	\$	495,519
• Drake Excavating (2016) Ltd - 263 St water pump station project	\$	516,279
• Greater Vancouver Water District - Water consumption Jun 2 - Jul 31	\$	1,215,759
• Johnston Davidson - Consulting services - Fire Hall #4	\$	387,426
• MRC Total Build Lp - Drainage improvements - 232 St	\$	1,362,121
• Pomerleau Inc - 270A St reservoir	\$	249,877
• RCMP - Receiver General For Canada - RCMP contract Apr 1 - Jun 30	\$	3,875,279
• Ridge Meadows Recycling Society - Monthly contract for recycling	\$	207,783
• Summit Earthworks Inc - Hampton St utility and road construction	\$	307,701
• Worldwideturf Inc - Supply & install synthetic turf - Arthur Peake	\$	406,350

d) **Policy Implications:**

Corporate governance practice includes reporting the disbursements to Council monthly.

CONCLUSIONS:

The disbursements for the month ended October 31, 2018 have been reviewed and are in order.

“Original signed by Trevor Hansvall”

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

“Original signed by Trevor Thompson”

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

“Original signed by Paul Gill”

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

CITY OF MAPLE RIDGE
MONTHLY DISBURSEMENTS - October 2018

<u>VENDOR NAME</u>	<u>DESCRIPTION OF PAYMENT</u>		<u>AMOUNT</u>
Aplin & Martin Consultants Ltd	Design storm development - various sites	7,699	
	Local area service 20300 Block Hampton St	11,619	
	Watermain replacement (232 St)	415	19,734
BA Blacktop	Downtown enhancement project		536,563
Badger Daylighting Lp	Hydro-excavation - multiple locations		18,885
BC Hydro	Electricity		137,773
BC SPCA	Contract payment - Oct		29,190
BCRS Road Safe Inc	Traffic control		55,770
Boileau Electric & Pole Ltd	Maintenance:		
	Albion Sports Park	1,833	
	Banners	2,583	
	Greg Moore Youth Centre	102	
	Municipal Hall	1,379	
	Operations	107	
	Street lights	4,500	
	Street poles	5,730	
	Water station 256 St	205	16,439
	CUPE Local 622	Dues - pay periods 18/18 & 18/19	
Cambie Roofing	Maintenance:		
	Leisure Centre	2,776	
	Operations	11,176	
	RCMP	2,604	
	The Act	504	17,060
Cedar Crest Lands (BC) Ltd	Arthur Peake artificial turf field	246,017	
	SRT artificial turf field replacement	18,899	264,916
Chandos Construction Ltd	Maple Ridge Leisure Centre upgrades		495,519
City Of Pitt Meadows	Contributions from sports field users		54,597
Craven Huston	Albion neighbourhood learning and community centre		127,952
Dams Ford Lincoln Sales Ltd	2019 Ford F250 Super Cab - unit #8 & #15		85,765
Drake Excavating (2016) Ltd	263 St water pump station project		516,279
Emergency Communications	Dispatch levy - 4th quarter		271,804
Finning International Inc	Purchase of vibratory roller/compactor		82,652
Fitness Edge	Contracted service provider - fitness classes & programs		25,147
Fraser City Installations Ltd	Installation of RRFB's and traffic signal - Lougheed Hwy and Burnett St		39,086
Fred Surridge Ltd	Waterworks supplies		25,967
Greater Vancouver Water District	Water consumption Jun 27 - Jul 31/18		1,215,759
Greater Vancouver Regional District	MFA debt payments		1,518,451
Image Painting & Restoration	Painting & restoration services:		
	Merkley Park	3,780	
	Municipal Hall	2,625	
	Operations	3,255	
	Street lights	13,913	
	The Act	2,310	25,883
Johnston Davidson	Consulting services - Fire Hall #4		387,426
Lafarge Canada Inc	Roadworks material		29,796
Manulife Financial	Employer/employee remittance		158,140
Maple Leaf Disposal Ltd	Refuse container and litter collection		20,752
Maple Ridge & PM Arts Council	Arts Centre contract	55,254	
	Program revenue - Aug	22,509	77,763
	232 St (132 Ave - Silver Valley Road prelim & design)	91,328	
Mcelhanney Consulting Services	Abernethy Way extension study (232 St-256 St)	18,513	
	Cemetery drainage project	3,154	112,995
	Employee medical & health premiums		21,188
MRC Total Build Lp	Drainage improvements - 232 St (132 Ave - Silver Valley Road)		1,362,121
Municipal Insurance Association	Insurance deductibles		20,946
Municipal Pension Plan BC	Employer/employee remittance		490,403
ND Homes Ltd	Security refund		22,500
Novax Industries Corp	Traffic cabinet - Lougheed at 225 St		16,173

<u>VENDOR NAME</u>	<u>DESCRIPTION OF PAYMENT</u>	<u>AMOUNT</u>
Now Solutions Inc	Payroll software annual license	84,001
Nustadia Recreation Inc	Subsidized ice purchased by P&LS on behalf of user groups - Oct	26,244
Opus International Consultants	Sanitary sewer system assessment and review	19,786
Organized Crime Agency Of BC	DNA analysis services	32,033
Parkland Refining (BC) Ltd	Gasoline & diesel fuel	99,865
Paul Bunyan Tree Services	Tree maintenance & damaged tree removal	18,388
Pomerleau Inc	270A St reservoir	249,877
Progressive Fence Installation	Supply & install cedar panel fence - 214 St	27,864
Province Of BC - 21312	School tax remittance	37,107
Raybern Erectors Ltd	Operations fence project	12,038
	Various fence repairs	1,292
	Various handrail repairs	6,792
		<u>20,123</u>
RCMP - Receiver General For Cda	RCMP contract Apr 1 - Jun 30/18	3,875,279
Receiver General For Canada	Employer/employee remittance PP18/20 & PP18/21	633,462
RG Arenas (Maple Ridge) Ltd	Additional ice rental	43,687
	Curling rink operating expenses - Aug	6,391
	Ice rental - Aug	59,565
		<u>109,643</u>
Ricoh Canada Inc	Quarterly copy usage	19,294
Ridge Meadows Seniors Society	Quarterly operating grant	52,016
Ridge Meadows Recycling Society	Education - Wildsafe BC	1,250
	Litter pickup contract	1,276
	Miscellaneous litter pickup	155
	Monthly contract for recycling	207,783
	Toilet rebate program	116
	Weekly recycling	249
		<u>210,829</u>
Sanscorp Products Ltd	Roadworks material	15,695
Scottish Line Painting Ltd	Thermoplastic road markings	17,530
Stantec Consulting Ltd	263 St water pump station replacement	9,758
	Emergency supply & distribution of drinking water study	28,040
		<u>37,798</u>
Stewart Mcdannold Stuart	Professional fees	17,515
Summit Earthworks Inc	20300 block of Hampton St utility and road construction	307,701
Superior City Services Ltd	Culvert replacement program - 243 St	123,134
Tybo Constructors Ltd	Albion reservoir expansion	81,596
Warrington PCI Management	Advance for Tower common costs	69,315
Westridge Security Ltd	Community security patrols - Aug & Sep	19,454
	Guard service - Aug & Sep	4,497
		<u>23,951</u>
Whitestar Property Services	Invasive species management	20,413
	Park weeding and light landscape work - May,Jun,Jul,Aug,Sep	20,797
		<u>41,210</u>
Wilco Civil Inc	Blaney Hamley Park construction	62,352
Wolseley Canada Inc	Waterworks supplies	17,809
Workers Compensation Board BC	Employer/Employee remittance - 3rd quarter	134,778
Worldwideturf Inc	Supply & install synthetic turf - Arthur Peake/Golden Ears Elementary	406,350
Disbursements In Excess \$15,000		15,204,821
Disbursements Under \$15,000		894,811
Total Payee Disbursements		<u>16,099,632</u>
Payroll	PP18/20 & PP18/21	1,885,044
Purchase Cards - Payment		74,756
Total Disbursements August 2018		<u><u>18,059,432</u></u>



City of Maple Ridge

TO: His Worship Mayor Michael Morden
and Members of Council
FROM: Chief Administrative Officer
SUBJECT: 2018 Council Expenses

MEETING DATE: November 13, 2018
FILE NO:
MEETING: Council

EXECUTIVE SUMMARY

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

RECOMMENDATION:

Receive for information

Discussion

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

"original signed by David Bell"

Prepared by: David Bell
Accounting Clerk 2

"original signed by Catherine Nolan"

Approved by: Catherine Nolan, CPA, CGA
Corporate Controller

"original signed by Paul Gill"

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

Month of Event	Reason for expense	Conferences & Seminars	Community Events	Mileage / Parking	Cell Phones / iPads	Totals
Bell, Corisa						
January	Portable electronic device charges (e.g. Ipad)				17.12	
	Local Government Leadership Academy (LGLA) Conference	156.60				
February	South Asian Cultural Society Gala		110.00			
	Portable electronic device charges (e.g. Ipad)				17.12	
	Alouette Addictions Fundraiser		60.00			
March	Portable electronic device charges (e.g. Ipad)				17.12	
	MR Chamber of Commerce Business Excellence Awards		125.00			
April	Portable electronic device charges (e.g. Ipad)				17.12	
	CivX 2018: Smart Communities, Smart Region April12	199.00				
May	Portable electronic device charges (e.g. Ipad)				8.56	
June	Portable electronic device charges (e.g. Ipad)				8.56	
	LMLGA General Meeting	445.00				
	Annual Fundraising Dinner and Citizen of the Year Awards Presentation		127.49			
July	Portable electronic device charges (e.g. Ipad)				8.56	
	LMLGA Conference in May	589.99				
August	Portable electronic device charges (e.g. Ipad)				8.56	
September	Portable electronic device charges (e.g. Ipad)				8.56	
	Union of BC Municipalities Convention	3,012.73				
October	Portable electronic device charges (e.g. Ipad)				13.91	
November						
December						
		4,403.32	422.49	-	125.19	4,951.00

Month of Event	Reason for expense	Conferences & Seminars	Community Events	Mileage / Parking	Cell Phones / iPads	Totals
Duncan, Kiersten						
January	Cell phone charges				42.95	
	Portable electronic device charges (e.g. Ipad)				8.56	
	Local Government Leadership Academy (LGLA) Conference	758.44				
February	South Asian Cultural Society Gala		110.00			
	Cell phone charges				47.97	
	Portable electronic device charges (e.g. Ipad)				17.12	
March	Cell phone charges				42.95	
	Portable electronic device charges (e.g. Ipad)				17.12	
April	Cell phone charges				86.52	
	Portable electronic device charges (e.g. Ipad)				4.28	
May	Cell phone charges				42.80	
	Portable electronic device charges (e.g. Ipad)				4.28	
	LMLGA Conference Cancellation Fee	50.00				
June	Cell phone charges				42.80	
	Portable electronic device charges (e.g. Ipad)				4.28	
July	Cell phone charges				45.54	
	Portable electronic device charges (e.g. Ipad)				4.28	
	The Innaugural 'Ladies Only' Backyard Soiree July 21		95.00			
August	Cell phone charges				45.65	
	Portable electronic device charges (e.g. Ipad)				17.12	
September	Cell phone charges				42.80	
	Portable electronic device charges (e.g. Ipad)				4.28	
	Union of BC Municipalities Convention	792.90				
October	Cell phone charges				44.72	
	Portable electronic device charges (e.g. Ipad)				22.47	
November						
December						
		1,601.34	205.00	-	588.49	2,394.83

Month of Event	Reason for expense	Conferences & Seminars	Community Events	Mileage / Parking	Cell Phones / iPads	Totals
Masse, Bob						
January						
February						
March						
April						
May						
June						
July						
August						
September						
October						
November						
December						
		-	-	-	-	-
Read, Nicole						
January	Cell phone charges				42.80	
	Portable electronic device charges (e.g. Ipad)				17.12	
February	Cell phone charges				43.02	
	Portable electronic device charges (e.g. Ipad)				8.56	
March	Cell phone charges				47.52	
	Portable electronic device charges (e.g. Ipad)				17.12	
April	Cell phone charges				45.65	
	Portable electronic device charges (e.g. Ipad)				17.12	
May	Cell phone charges				42.80	
	Portable electronic device charges (e.g. Ipad)				17.12	
June	Cell phone charges				45.50	
	Portable electronic device charges (e.g. Ipad)				17.12	
July	Cell phone charges				43.77	
	Portable electronic device charges (e.g. Ipad)				34.24	
August	Cell phone charges				42.80	
	Portable electronic device charges (e.g. Ipad)				17.12	
September	Cell phone charges				44.45	
	Portable electronic device charges (e.g. Ipad)				8.56	
October	Cell phone charges				48.20	
	Portable electronic device charges (e.g. Ipad)				22.47	
November						
December						
		-	-	-	623.06	623.06

Month of Event	Reason for expense	Conferences & Seminars	Community Events	Mileage / Parking	Cell Phones / iPads	Totals
Robson, Gordy						
January	Portable electronic device charges (e.g. Ipad)				4.28	
February	South Asian Cultural Society Gala		110.00			
	Portable electronic device charges (e.g. Ipad)				4.28	
March	Portable electronic device charges (e.g. Ipad)				4.28	
April	Portable electronic device charges (e.g. Ipad)				4.28	
May	Portable electronic device charges (e.g. Ipad)				16.46	
	LMLGA Conference Cancellation Fee	50.00				
June	Portable electronic device charges (e.g. Ipad)				8.56	
	LMLGA Refund GST Adjustment	7.14				
July	Portable electronic device charges (e.g. Ipad)				4.28	
August	Portable electronic device charges (e.g. Ipad)				4.28	
September	Portable electronic device charges (e.g. Ipad)				4.28	
October	Portable electronic device charges (e.g. Ipad)				9.63	
November						
December						
		57.14	110.00	-	64.61	231.75
Shymkiw, Tyler						
January	Portable electronic device charges (e.g. Ipad)				4.28	
February	South Asian Cultural Society Gala		110.00			
	Portable electronic device charges (e.g. Ipad)				4.28	
March	Portable electronic device charges (e.g. Ipad)				4.28	
April	Portable electronic device charges (e.g. Ipad)				4.28	
May	Portable electronic device charges (e.g. Ipad)				4.28	
June	Portable electronic device charges (e.g. Ipad)				4.28	
July	Portable electronic device charges (e.g. Ipad)				4.28	
August	Portable electronic device charges (e.g. Ipad)				4.28	
September	Portable electronic device charges (e.g. Ipad)				4.28	
October	Portable electronic device charges (e.g. Ipad)				9.63	
November						
December						
		-	110.00	-	48.15	158.15

Month of Event	Reason for expense	Conferences & Seminars	Community Events	Mileage / Parking	Cell Phones / iPads	Totals
Speirs, Craig						
January	Cell phone charges				44.47	
	Portable electronic device charges (e.g. Ipad)				4.28	
February	South Asian Cultural Society Gala		110.00			
	Cell phone charges				43.32	
	Portable electronic device charges (e.g. Ipad)				4.28	
March	Cell phone charges				42.80	
	Portable electronic device charges (e.g. Ipad)				4.28	
	MR Chamber of Commerce Business Excellence Awards		125.00			
April	Cell phone charges				42.80	
	Portable electronic device charges (e.g. Ipad)				4.28	
May	Federation of Canadian Municipalities (FCM) Conference	1,583.90				
	LMLGA 2018 Conference and AGM May 9-11 Cancellation Fee	60.50				
	Cell phone charges				42.80	
	Portable electronic device charges (e.g. Ipad)				4.28	
June	Cell phone charges				47.67	
	Portable electronic device charges (e.g. Ipad)				4.28	
	Annual Fundraising Dinner and Citizen of the Year Awards Presentation		127.49			
July	Cell phone charges				49.17	
	Portable electronic device charges (e.g. Ipad)				4.28	
	CAMA Conference in Halifax	1,447.57				
August	Cell phone charges				42.95	
	Portable electronic device charges (e.g. Ipad)				4.28	
September	Cell phone charges				47.22	
	Portable electronic device charges (e.g. Ipad)				4.28	
	Federation of Canadian Municipalities (FCM) Conference	2,146.46				
October	Cell phone charges				46.56	
	Portable electronic device charges (e.g. Ipad)				9.63	
November						
December						
		5,238.43	362.49	-	497.91	6,098.83
TOTALS		11,300.23	1,209.98	0.00	1,947.41	14,457.62

1000 Bylaws

City of Maple Ridge

TO: His Worship Mayor Michael Morden
and Members of Council
FROM: Chief Administrative Officer
SUBJECT: **Final Reading**
Zone Amending Bylaw No. 7125-2014
23882 Dewdney Trunk Road

MEETING DATE: November 13, 2018
FILE NO: 2014-106-RZ
MEETING: Council

EXECUTIVE SUMMARY:

Zone Amending Bylaw No. 7125-2014 has been considered by Council and at Public Hearing and subsequently was granted third reading. The applicant has requested that final reading be granted. The purpose of the rezoning is to permit subdivision into 11 single family residential lots not less than 315 m² in area.

Council granted first reading for Zone Amending Bylaw No. 7125-2014 on January 27, 2015 and second reading June 27, 2017. This application was presented at Public Hearing on July 18, 2017, and Council granted third reading on July 25, 2017.

RECOMMENDATION:

That Zone Amending Bylaw No. 7125-2014 be adopted.

DISCUSSION:

a) Background Context:

Council considered this rezoning application at a Public Hearing held on July 18, 2017. On July 25, 2017 Council granted third reading to Zone Amending Bylaw No. 7125-2014 with the stipulation that the following conditions be addressed:

- i) Registration of a Restrictive Covenant for Stormwater Management.

A Restrictive Covenant for the Stormwater Management Plan has been registered on title.

- ii) 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.

A disclosure statement, submitted on September 28, 2017, indicates that no underground fuel storage tanks exist on the subject property.

- iii) That a voluntary contribution, in the amount of \$56,100.00 be provided in keeping with the Council Policy with regard to Community Amenity Contributions.

A voluntary contribution, in the amount of \$56,100.00 (\$5,100 per lot x 11 lots) has been provided in keeping with the Council Policy with regard to Community Amenity Contributions.

CONCLUSION:

As the applicant has met Council's conditions, it is recommended that final reading be given to Zone Amending Bylaw No.7125-2014.

"Original signed by Adam Rieu"

Prepared by: Adam Rieu
Planning Technician

"Original signed by Christine Carter"

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

"Original signed by Frank Quinn"

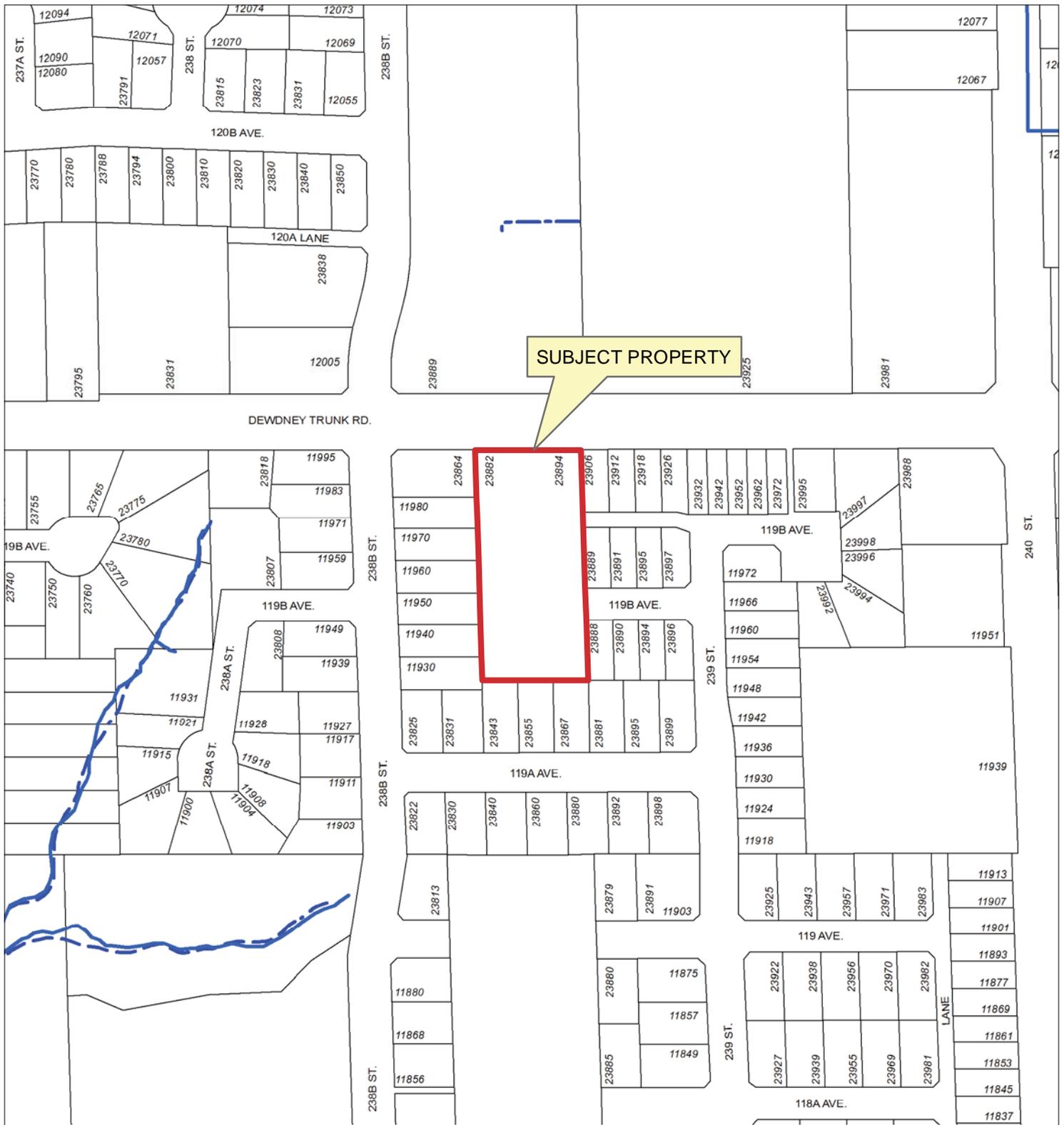
Approved by: Frank Quinn, MBA, P.Eng
GM: Public Works & Development Services

"Original signed by Paul Gill"

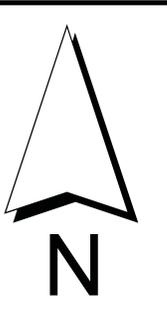
Concurrence: Paul Gill, CPA, CGA
Chief Administrative Officer

The following appendices are attached hereto:

- Appendix A – Subject Map
- Appendix B – Bylaw No. 7125-2014
- Appendix C – Subdivision Plan



SUBJECT PROPERTY



Legend

- Stream
- - - Ditch Centreline
- Indefinite Creek

Scale: 1:2,500

23882 DEWDNEY TRUNK ROAD

PLANNING DEPARTMENT



mapleridge.ca

FILE: 2014-106-RZ
DATE: Oct 5, 2018

BY: LP

CITY OF MAPLE RIDGE

BYLAW NO. 7125-2014

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

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

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

1. This Bylaw may be cited as "Maple Ridge Zone Amending Bylaw No. 7125-2014."

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

Lot A Except: Part subdivided by Plan LMP1144 Section 16 Township 12 New Westminster District Plan LMP806

and outlined in heavy black line on Map No. 1633 a copy of which is attached hereto and forms part of this Bylaw, is hereby rezoned to R-2 (Urban Residential District).

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

READ a first time the 27th day of January, 2015.

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

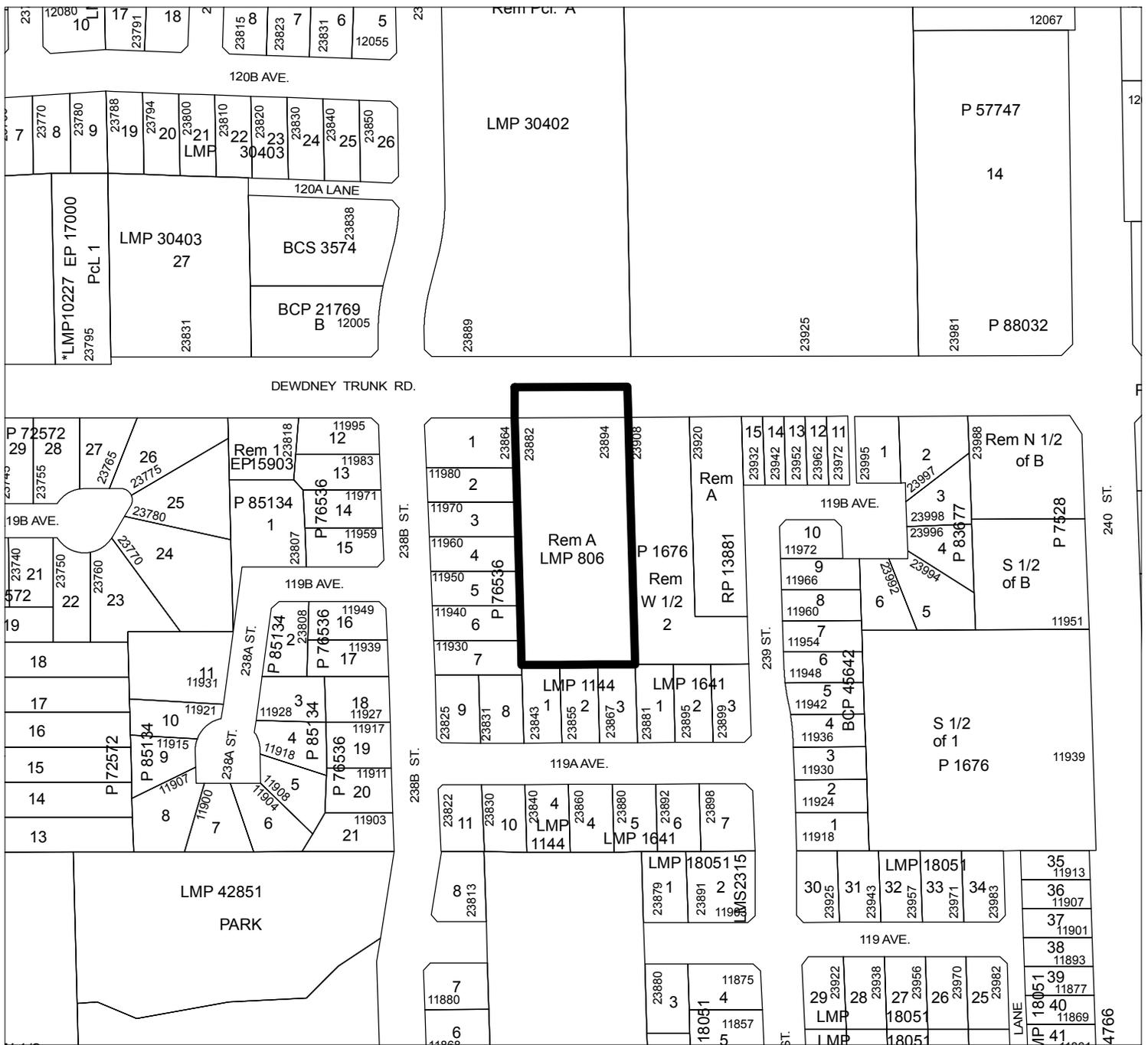
PUBLIC HEARING held the 18th day of July, 2017.

READ a third time the 25th day of July, 2017.

ADOPTED the day of , 20

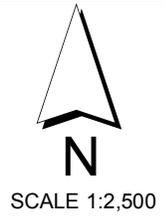
PRESIDING MEMBER

CORPORATE OFFICER



MAPLE RIDGE ZONE AMENDING

Bylaw No. 7125-2014
 Map No. 1633
 From: RS-1b (One Family Urban (Medium Density) Residential)
 To: R-2 (Urban Residential District)



PROPOSED SUBDIVISION OF
 LOT A EXCEPT: PART SUBDIVIDED BY PLAN LMP1144;
 SEC.16 TP.12 NEW WESTMINSTER DISTRICT PLAN LMP806

APPENDIX C

PARCEL IDENTIFIER: 017-408-083
 CIVIC ADDRESS: 23882 DEWDNEY TRUNK ROAD, MAPLE RIDGE

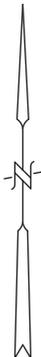
Scale 1 : 500

All distances are in metres and decimals
 thereof unless otherwise indicated.



DEWDNEY TRUNK ROAD

Ref. Plan 84990



LOT DIMENSIONS DERIVED FROM
 FIELD SURVEY

WADE & ASSOCIATES LAND SURVEYING LTD.
 BC LAND SURVEYORS
 MISSION & MAPLE RIDGE
 PHONE: (604) 826-9561 OR 463-4753
 FILE: H2113-07

APPLICANT: FORMOST

CHARGE(S) ON TITLE WITHOUT REFERENCE TO
 SURVEY PLANS THAT MAY AFFECT IMPROVEMENTS:
 COVENANT ???????????

DRAWING DATE:
 OCTOBER 01, 2018

CITY OF MAPLE RIDGE

BYLAW NO. 7415-2017

A Bylaw for the administration of the *Freedom of Information and Protection of Privacy Act*

WHEREAS, Section 77 the *Freedom of Information and Protection of Privacy Act* (the Act), Chapter 165 [RSBC 1996], as amended, requires that a municipality by bylaw:

- (a) must designate a person or group of persons as the head of the municipality for the purposes of the Act; and,
- (b) may set any fees the municipality requires to be paid for providing the services described in Section 75 of the Act.

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

1. Title

This Bylaw may be cited as "Maple Ridge Freedom of Information and Protection of Privacy Bylaw No. 7415-2017."

2. Definitions and Interpretation

2.1. The definitions contained in Part I of the Act shall apply to this Bylaw except where the context requires otherwise.

2.2. In this By-law:

"Act" means the *Freedom of Information and Protection of Privacy Act*, RSBC 1996, Chapter 165, as amended.

"Applicant" means a person who makes a request for access to a record under the Act.

"Commercial Applicant" means a person who makes a request for access to a record to obtain information for use in connection with a trade, business, profession or other venture for profit.

"Coordinator" means the person designated in Section 3(2) of this Bylaw as the Freedom of Information and Privacy Coordinator ("FOI Coordinator").

"Council" means the Council of the City of Maple Ridge.

"Head" means the person designated under Section 3(1) of this Bylaw as the Head.

"City" means the City of Maple Ridge.

"Request" means a request under Section 5 of the Act.

"Records " includes book, documents, maps, drawings, photographs, letters, vouchers, papers and any other thing on which information is recorded or stored by graphic, electronic, mechanical or other means, but does not include a computer program or any other mechanism that produces records.

3. Designated Head and Duty Authorization

- 3.1. The Corporate Officer is designated as the Head for the purposes of Act and is bound to uphold the spirit and intent of the Act.
- 3.2. In the absence of the Corporate Officer, the FOI Coordinator shall act as the Head.
- 3.3. The Records Management Coordinator is designated as the FOI Coordinator.
- 3.4. In the absence of the FOI Coordinator, the Confidential Secretary shall act as the FOI Coordinator.
- 3.5. For the purposes of the Act, the Head and the Coordinator shall act in their respective capacities for all Boards, Commissions and Committees of the City.

4. Powers of the Head and FOI Coordinator

- 4.1. The Head may delegate any of the Head's duties under the Act to the FOI Coordinator.

5. Fees

- 5.1. Pursuant to Section 75 [Fees] of the Act, an applicant making a request shall pay to the City the fees set out in Section 7 [Fees] of the *Freedom of Information and Protection of Privacy Regulation 323/93*, as amended, for the following services:
 - (a) locating, retrieving and producing the record;
 - (b) preparing the record for disclosure;
 - (c) shipping and handling the record; and,
 - (d) providing a copy of a record.

- 6. If any section, subsection, clause or other part of this Bylaw is for any reason held to be invalid by the decision of a court of competent jurisdiction, such decision will not affect the validity of the remaining portions of this Bylaw.

READ a first time the 16th day of October, 2018.

READ a second time the 16th day of October, 2018.

READ a third time 16th day of October, 2018.

ADOPTED the ____ day of _____, 2018.

PRESIDING MEMBER

CORPORATE OFFICER

1100 *Reports and Recommendations*

TO: His Worship Mayor Michael Morden **MEETING DATE:** November 13, 2018
and Members of Council **FILE NO:** 2017-390-RZ

FROM: Chief Administrative Officer **MEETING:** Council

SUBJECT: First and Second Reading
Official Community Plan Amending Bylaw No. 7499-2018;
Second Reading
Zone Amending Bylaw No. 7442-2018;
23084 Lougheed Highway and 23100 Lougheed Highway

EXECUTIVE SUMMARY:

An application has been received to rezone the subject properties located at 23084 and 23100 Lougheed Highway (Appendix A and B) from RS-3 (One Family Rural Residential) to RM-4 (Multiple Family Residential District), to permit future construction of approximately 32 townhouse units in six (6) buildings. Council granted first reading to Zone Amending Bylaw No. 7442-2018 (see Appendix D) and considered the early consultation requirements for the Official Community Plan (OCP) amendment on March 18, 2018.

First reading has the purpose of determining if the use and density of a project is acceptable to Council. For this application, Council did grant first reading and expressed some reservation that the density may be too great (tantamount to a Floor Space Ratio (FSR) bonus of about 0.15), about parking sufficiency due in part to the tandem arrangement (one space behind the other rather than side-by-side) and the lack of any on-street parking and affordable or adaptive housing (e.g. housing designed for people to age in place).

On October 2, 2018, a second reading report (see Attachment), incorporating changes to address the first reading concerns was considered by Council. The changes included:

- Increasing the number of visitor's parking spaces from 7 to 9; improving storage space in garages to avoid household storage from taking up parking spaces in garages; and facilities for bicycle maintenance; and
- Incorporating some features to accommodate aging in place like charging stations for mobility devices in garages, wall substructure ready for installation for grab bars and the likes in washrooms and some kitchen cabinet features.

Council tabled the second reading report (see Attachment) on October 2, 2018, due to continued concerns related to density, parking, proposed aging-in-place measures, park access (Morley Creek conservation lands to the west) and fire access.

This report presents the applicant's further response to these matters and an assessment from staff.

Since the October 2, 2018 meeting, the applicant has confirmed that:

- a voluntary contribution will be made under the Community Amenity Contribution (CAC) Program, as required by Council, at a rate of \$4,100 per townhouse dwelling unit, for an estimated amount of \$131,000; and
- a further voluntary contribution will be provided amounting to \$159,000, in line with the City's Density Bonus Program Allocation to Affordable Housing to gain the desired additional density of about 0.15 FSR (e.g. proceeding with the RM-4 zone rather than with the RM-1 zone).

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. 7499-2018 on the municipal website and requiring that the applicant host a Development Information Meeting (DIM), and Council considers it unnecessary to provide any further consultation opportunities, except by way of holding a Public Hearing on the bylaw;
- 2) That Official Community Plan Amending Bylaw No. 7499-2018 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. 7499-2018 is consistent with the Capital Expenditure Plan and Waste Management Plan;
- 4) That Official Community Plan Amending Bylaw No. 7499-2018 be given first and second readings and be forwarded to Public Hearing;
- 5) That Zone Amending Bylaw No. 7442-2018 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) Approval from the Ministry of Transportation and Infrastructure;
 - iii) Amendment to Official Community Plan Schedule "C";
 - iv) Park dedication as required, including removal of all debris and garbage from park land;
 - v) Consolidation of the subject properties;
 - vi) Registration of a Restrictive Covenant for the Geotechnical Report, which addresses the suitability of the subject properties for the proposed development;
 - vii) Registration of a Restrictive Covenant for the protection of the Environmentally Sensitive areas (wetlands) on the subject properties;
 - viii) Registration of a Restrictive Covenant for protecting the Visitor Parking;

- ix) Registration of a Restrictive Covenant for Stormwater Management, including maintenance instruction for strata residents;
- x) Retaining the services of a Qualified Environmental Professional (QEP) to determine, if feasible, the most appropriate location and appropriate design for a trail interconnect with the Polygon trail system across and to the west of Morley Creek, to be constructed and paid for by the applicant;
- xi) Registration of a statutory right of way through the development site for public access to the trail crossing Morley Creek;
- xii) Removal of existing building/s;
- xiii) In addition to the site profile, a disclosure statement must be submitted by a Professional Engineer advising whether there is any evidence of underground fuel storage tanks on the subject properties. If so, a Stage 1 Site Investigation Report is required to ensure that the subject property is not a contaminated site.
- xiv) That a voluntary contribution, in the amount of \$131,000 (\$4,100/unit) be provided in keeping with the Council Policy with regard to Community Amenity Contributions.
- xv) That a voluntary contribution, in the amount of \$159,000 be provided in keeping with the Council Policy with regard to Density Bonus Program Allocation to Affordable Housing Community Amenity Contributions.

DISCUSSION:

1) Background Context:

Applicant: Concost Management Inc

Legal Description: Parcel "One" (Explanatory Plan 10002) of Parcel "K" District Lot 403 Group 1 NWD Except: Part on Statutory Right of Way Plan 71204; and Lot 1 Except: Part on Statutory Right of Way Plan 71204 District Lot 403 Group 1 NWD Plan 7720

OCP:

Existing: Conservation and Urban Residential
 Proposed: Conservation and Medium Density Multi-Family

Zoning:

Existing: RS-3 (One Family Rural Residential)
 Proposed: RM-4 (Multiple Family Residential)

Surrounding Uses:

South: Use: Residential
 Zone: RM-1 (Townhouse Residential) RS-3 (One Family Rural Residential)
 Designation: Urban Residential and Conservation

North & East:	Use:	Residential and vacant
	Zone:	RM-1 (Townhouse Residential) and RS-3 (One Family Rural Residential) subject to 2015-297-RZ for a single family residential subdivision
West:	Designation:	Urban Residential and Conservation
	Use:	Vacant
	Zone:	RS-3 (One Family Rural Residential) subject to 2015-297-RZ for a Townhouse and a commercial/Rental Apartment building across Morley Creek
	Designation:	Urban Residential and Conservation proposed Urban Residential, Commercial and Conservation
Existing Use of Property:		Vacant
Proposed Use of Property:		Townhouse
Site Area:		1.125 HA. (2.8 acres)
Access:		Lougheed Highway (restricted right in and right out)
Servicing requirement:		Urban Standard

2) Project Description:

Site conditions:

The site (Appendix A) consists of two lots forming a triangle-shaped development site with a total of 0.125 HA (2.8 acres) before road and park dedication. The portion of the site closest to Lougheed Highway is developable, but much of the western portion has significant slopes in the vicinity of Morley Creek. The site is generally flat and sloping gently southwards, except for steep slopes along the west and a ponding area along a short portion of the Lougheed Highway in the north. The site contains trees, many of which are in the environmentally sensitive area proposed to be preserved. A tree management plan will be required for the removal of trees in the developable are of the site.

Proposal:

The proposal is for approximately 32 townhouses in six (6) buildings. Vehicle access will be right turn in and right turn out on Lougheed Highway. A total of 10 of the 32 units will have two (2) side-by-side garage parking spaces and 22 will have two (2) tandem parking spaces (October 2, 2018 report Appendix E, F & G). The resulting ratio of 40% (“side-by-side”) to 60% (tandem) provides slightly more “side by-side” garages than the general rule of 30% to 70%. A total of 9 visitor parking spaces, two (2) more than required are being provided. There is one disabled parking space.

The units facing Lougheed Highway will be designed to front on the highway and front yards with pedestrian access to the sidewalk along Lougheed Highway (Appendix H). A narrow band of bio-swales and bio-filtration ponds, integrated with site landscaping, will run north-south behind the western townhouses. There is also a central mail kiosk, garden area and child play area to be provided.

Councils Concerns:

In considering the staff report with plans from the applicant reflecting the above changes addressing first reading concerns, Council tabled this staff report (see Attachment) at its October 2, 2018 meeting due to continued concerns related to density, parking, proposed aging-in-place measures, park access (Morley Creek conservation lands to the west) and access.

Applicant's Response to Council Concerns on October 2, 2018:

The following matters were raised by Council:

1. Density:

Background: A small portion of the site is developable. Most of the site must be dedicated as a conservation area due to environmental and geotechnical constraints. The concentration of the development on the developable portion results in a higher density than can be accommodated by the typical RM-1 Zone (FSR = 0.60 maximum) thus requiring the applicant to seek the RM-4 zone (FSR = 0.75 maximum) to achieve the desired density.

Applicant response: Recognizing the Council strategy that such increases in density are granted through the bonus density process (Density Bonus Program Allocation to Affordable Housing), the applicant has opted to make the in lieu payment option for the additional density being desired rather than developing affordable units on this site.

The proposed voluntary contributions would be:

- Satisfying the City-wide Community Amenity Contribution (CAC) contribution requirement by a voluntary contribution made under the Council CAC Program, at a rate of \$4,100.00 per townhouse dwelling unit, for an estimated amount of \$131,000; and
- Satisfying the project-specific bonus density requirement by a further voluntary contribution amounting to \$159,000, in line with the City's Density Bonus Program Allocation to Affordable Housing to gain the desired additional density of about 0.15 FSR (e.g. proceeding with the RM-4 zone rather than with the RM-1 zone).

Staff Comment: This satisfies Council CAC and Density Bonus policies. These voluntary payments have been added to the terms and conditions to be satisfied by the applicant before final reading (see condition xiv and xv in recommendation section).

2. Parking:

Background: In accordance with the Off-street Parking and Loading Bylaw, two (2) parking spaces are provided for each townhouse. They are side-by-side for 22 townhouses and tandem (which is one behind another) for 10 townhouses.

The two issues of Council are:

- A Council Workshop report dated May 27, 2013, established practices respecting tandem spaces for townhouses. One is having a space, referred to as an apron, in front of each tandem garage so there is room to leave a car before backing out into the circulation aisles in front of the townhouse unit. Such an apron was not provided; and
- Given there is a lack of any on-street parking (no parking on Lougheed Highway), Council questioned if there is sufficient parking in the garages should residents use their parking spaces for household storage.

Applicant Response: The applicant has reiterated that the measures they proposed in the tabled second reading report respond to Council's concern. These measures included: providing space for storage in each garage; the proportion of tandem spaces follows the industry practice; and having a restrictive covenant prohibiting parking spaces in garages from being used for storage addresses Council concerns. There are

also two (2) more visitor parking spaces, required by the bylaw, to compensate for the lack of any on-street parking.

Staff Comment: The RM-4 zone requires parking to be located underground. This is due in part for adequate space to be available for open space and the siting of a greater number of units in comparison to the RM-1 zone. Less land is used for vehicle circulation and parking can be situated to be below or relatively easily accessible to residents of the units that they serve.

The triangular shape of the lot, potential geotechnical constraints for an underground structure and proximity to the large conservation area is the rationale for a variance to allow parking located in individual garages. This has occurred in other RM-4 proposals in the past, including a project further west on Lougheed Highway; however, granting such a variance is entirely within Council's digression when considered to be necessary and justified. Council is under no obligation to support variances and in cases where Council does not entertain a variance; a developer would need to adhere to bylaw requirements.

As for parking design, tandem spaces do require an apron between the garages and drive aisle, something not provided in this project. It would be difficult to provide such aprons at the density being proposed, particularly in the northern part of the site where it is considerably narrower.

3. *Aging-in-place Measures:*

Background: Initial negotiation with the applicant concerning rental and adaptive housing (e.g. housing that has measures to make dwellings safe and comfortable as the occupant ages), the applicant responded with some measures typically associated with OCP Policy 3 – 33, which states that Maple Ridge will encourage housing that incorporates “age-in-place” concepts and seniors housing designed to accommodate special needs. The applicant has proposed to provide plug-ins to charge mobility devices (e.g. scooters), mid height plug and switches, backing behind drywall in bathrooms to attach grab bars, etc., and some adaptability for kitchen cabinets.

Council expressed the desire for adaptive units to be more fully compliant with the BNC Building Code requirements.

Applicant Response: The applicant advised that the proposed townhouses are three storey structures. Given living space is not on a single level, full adaptive standards, are not possible. The installation of elevators in townhouse units is rarely done in the type of townhouses typically marketed in this and other communities.

Staff response: It appears that the measures for aging-in-place, are limited in the case of walk up townhouse units and the applicant has provided a reasonable level of measures in a number of the townhouses to be built. Furthermore, in addition to providing CACs, the applicant has also offered to make a voluntary contribution in accordance with Council Density Bonus Program Allocation to Affordable Housing Policy in lieu of building some fully-compliant adaptive units. The combination of partially compliant adaptive dwelling units and the additional voluntary contribution is deemed to satisfy Council policy.

4. Adequacy of Access:

Background: A single access to the development is proposed. The steepness of the slopes bordering the site prevents access to the adjoining proposed development (Polygon). The Fire Department provided the following comments respecting access:

- All fire department access routes must be designed and rated for the following specifications
 - Minimum of 35,000 kg with a minimum force of 70 P.S.I
 - Turning radius of vehicle - Inside radius R = 35' 6" - Outside radius R = 53'
- Lane to be posted "FIRE LANE – NO PARKING"
- Be a minimum carriage way of 6 metres in width.
- Overhead roof at main entrance to have an overhead clearance not less than 5 metres and clearance to be posted with visible permanent signage.

Applicant Response: The applicant has advised staff these requirements have been reflected in their development permit plan. Further, that their Traffic Engineer has confirmed that the proposed single access on 23100 Lougheed Highway is viable for emergency vehicles use based on dimension and layout.

Staff comment: The Fire Department has commented one access is satisfactory for this project and not an operational problem. The building permit application process will ensure construction meets all safety and access requirements, as well as, such further details as fire hydrant locations, a site map installed at main entrance denoting the layout of development and unit numbers, construction safety plan, etc.

5. Park Access:

Background: To the west across Morley Creek, is a development being constructed by Polygon. This trail system is being constructed on the west side of the creek. Council discussed having a pedestrian connection from the subject development, across Morley Creek to the Polygon trail system. This would allow residents of the subject property to gain direct access to a one acre City park being developed in the centre of the Polygon Development and the small commercial centre beside this park.

Applicant Response: The applicant is prepared to work with the City to determine if such a link is feasible, determine its location and at their cost to construct it.

Staff Comment: A condition has been added to the third reading conditions (condition x) to determine, if feasible, the most appropriate location and appropriate design for a trail interconnection to the Polygon Trail system. More details will be provided to Council in a future development permit report about the form and character and landscaping for the project.

CONCLUSION:

The earlier second reading report (see Attachment) explains in greater detail:

- how the applicant has addressed the concerns of Council out of first reading;
- compliance with applicable OCP policies and the Zoning Bylaw
- the modification to address Council concerns at first reading
- setback variances and their justification and efforts at conservation of natural features;
- satisfactorily address Advisory Design Panel concerns; and

- the inter-department comments that have been or will be addressed as the application progresses.

This report outlines the applicant’s response to the concerns of Council leading to the tabling of the second reading report. With respect to the 4 issues:

- **Density bonus from RM-1 to RM-4 and aging-in-place measures:** The applicant agreed to make a voluntary payment under the City’s Density Bonus Program Allocation to Affordable Housing in lieu of affordable housing or adaptive units allowing aging-in-place. The City accepted the applicant’s explanation that, for the target market, all measures associated with adaptive units are not feasible for this townhouse development.
- **Parking:** There are two (2) more visitor parking spaces than required by bylaw and the garage design endeavors to provide storage space for bicycles, mobility devises and household goods. Aprons are not provided for tandem spaces in part due to tight development site conditions;
- **Fire Access:** The Fire Department has commented that one access is sufficient to serve this site and is not an operational problem.
- **Trail Access:** The applicant and their Qualified Environmental Professional are prepared to work with the City to determine if a pedestrian crossing across Morley Creek is feasible and to pay for such construction.

Given the forgoing, it is recommended that first and second reading be given to OCP Amending Bylaw No. 7499-2018, that second reading be given to Zone Amending Bylaw No. 7442-2018, and that application 2017-390-RZ be forwarded to Public Hearing.

“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 Paul Gill”

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

The following appendices are attached hereto:
 Attachment: October 2, 2018 Report including:
 Appendix A – Subject Map
 Appendix B – Ortho Map
 Appendix C – OCP Amending Bylaw No. 7499-2018
 Appendix D - Zone Amending Bylaw No. 7442-2018
 Appendix E - Site Plan
 Appendix F - Architectural Plans
 Appendix G - Landscape Plan



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. 7499-2018;
Second Reading
Zone Amending Bylaw No. 7442-2018;
23084 Lougheed Highway and 23100 Lougheed Highway

MEETING DATE: October 2, 2018
FILE NO: 2017-390-RZ
MEETING: Council

EXECUTIVE SUMMARY:

An application has been received to rezone the subject properties located at 23084 and 23100 Lougheed Highway (Appendix A and B) from RS-3 (One Family Rural Residential) to RM-4 (Multiple Family Residential District), to permit future construction of approximately 32 townhouse units in six (6) buildings. Council granted first reading to Zone Amending Bylaw No. 7442-2018 and considered the early consultation requirements for the Official Community Plan (OCP) amendment on March 18, 2018. There were some density and parking issues raised by Council. The applicant's response to these issues is included in this report.

An Official Community Plan (OCP) amendment is required. Ground-truthing on the site has established the developable areas, and as a result, an OCP amendment is required to revise the boundary between the Conservation and Urban Residential to fit the site conditions in accordance with the professional of record respecting environmental and geotechnical setbacks as well as environmental compensation areas.

Pursuant to Council policy, this application is subject to the Community Amenity Contribution (CAC) Program at a rate of \$4,100.00 per townhouse dwelling unit; for an estimated amount of \$131,000.

In addition, Council endorsed the staff report "*Density Bonus Program Allocations to Affordable Housing.*" This Council decision directs staff to amend the density provisions in the Zoning Bylaw, including the RM-1 and RM-4 zones, to require payment of additional CAC's for bonus density when requested by applicants. For this project, there is a bonus density being sought to achieve the applicant's desired townhouse density. As described further in this report, pursuing the RM-4 rather than the more typical RM-1 zone is tantamount to the bonus density amendment staff has been instructed to implement. Council may wish to pursue a bonus density CAC as an additional condition of final reading.

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. 7442-2018 on the municipal website and requiring that the applicant host a Development Information Meeting (DIM), and Council considers it unnecessary to provide any further consultation opportunities, except by way of holding a Public Hearing on the bylaw;

- 2) That Official Community Plan Amending Bylaw No. 7499-2018 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. 7499-2018 is consistent with the Capital Expenditure Plan and Waste Management Plan;
- 4) That Official Community Plan Amending Bylaw No. 7499-2018 be given first and second readings and be forwarded to Public Hearing;
- 5) That Zone Amending Bylaw No. 7442-2018 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) Approval from the Ministry of Transportation and Infrastructure;
 - iii) Amendment to Official Community Plan Schedule "C";
 - iv) Park dedication as required, including removal of all debris and garbage from park land;
 - v) Consolidation of the subject properties;
 - vi) Registration of a Restrictive Covenant for the Geotechnical Report, which addresses the suitability of the subject properties for the proposed development;
 - vii) Registration of a Restrictive Covenant for the protection of the Environmentally Sensitive areas (wetlands) on the subject properties;
 - viii) Registration of a Restrictive Covenant for protecting the Visitor Parking;
 - ix) Registration of a Restrictive Covenant for Stormwater Management, including maintenance instruction for strata residents;
 - x) Removal of existing building/s;
 - xi) In addition to the site profile, a disclosure statement must be submitted by a Professional Engineer advising whether there is any evidence of underground fuel storage tanks on the subject properties. If so, a Stage 1 Site Investigation Report is required to ensure that the subject property is not a contaminated site.
 - xii) That a voluntary contribution, in the amount of \$131,000 (\$4,100 /unit) be provided in keeping with the Council Policy with regard to Community Amenity Contributions.

DISCUSSION:

1) Background Context:

Applicant: Concost Management Inc

Legal Description: Parcel "One" (Explanatory Plan 10002) of Parcel "K" District Lot 403 Group 1 NWD Except: Part on Statutory Right of Way Plan 71204; and Lot 1 Except: Part on Statutory Right of Way Plan 71204 District Lot 403 Group 1 NWD Plan 7720

OCP:
Existing: Conservation and Urban Residential
Proposed: Conservation and Medium Density Multi-Family

Zoning:
Existing: RS-3 (One Family Rural Residential)
Proposed: RM-4 (Multiple Family Residential)

Surrounding Uses:

South:	Use: Residential
	Zone: RM-1 (Townhouse Residential) RS-3 (One Family Rural Residential)
	Designation: Urban Residential and Conservation
North & East:	Use: Residential and vacant
	Zone: RM-1 (Townhouse Residential) and RS-3 (One Family Rural Residential) subject to 2015-297-RZ for a single family residential subdivision
	Designation: Urban Residential and Conservation
West:	Use: Vacant
	Zone: RS-3 (One Family Rural Residential) subject to 2015-297-RZ for a Townhouse and a commercial/Rental Apartment building across Morley Creek
	Designation: Urban Residential and Conservation proposed Urban Residential, Commercial and Conservation

Existing Use of Property: Vacant

Proposed Use of Property: Townhouse

Site Area: 1.125 HA. (2.8 acres)

Access: Loughheed Highway (restricted right in and right out)

Servicing requirement: Urban Standard

2) Project Description:

Site conditions:

The site (Appendix A) consists of two lots forming a triangle-shaped development site with a total of 0.125 HA (2.8 acres) before road and park dedication. The portion of the site closest to Loughheed Highway is developable, but much of the western portion has significant slopes in the vicinity of Morley Creek. The site generally flat and sloping gently southwards, except for steep slopes along the west and a ponding area along a short portion of the Loughheed Highway in the north. The site contains trees many of which are in the environmentally sensitive area proposed to be conserved. A tree management plan will be required.

Proposal:

The proposal is for approximately 32 townhouses in six (6) buildings. Vehicle access will be right turn in and right turn out on Lougheed Highway. A total of 10 of the 32 units will have two (2) side-by-side garage parking spaces and 22 will have two (2) tandem parking spaces (Appendix E, F & G). The resulting ratio of 40% (“side-by-side”) to 60% (tandem) provides slightly more “side by-side” garages than the general rule of 30% to 70%. A total of 9 visitor parking spaces, two (2) more than required are being provided; however, this may need to be modified in the final development permit plans to allocate a space for disabled parking.

The units facing Lougheed Highway will be designed to front on the highway and front yards with pedestrian access to the sidewalk along Lougheed Highway (Appendix H). A narrow band of bio-swailes and bio-filtration ponds, integrated with site landscaping, will run north-south behind the western townhouses. There is also a central mail kiosk, garden area and child play area to be provided.

Applicant’s Response to Council Concerns:

At first reading, Council requested that the applicant address their comments about the following in their detailed submission for second reading:

- tandem parking aprons;
- the sufficiency of on-site parking given there is no on-street parking and habit of individuals using garage spaces for household storage impacting the availability of parking; and
- provision of some rental or other special housing for the density gain obtained by pursuing RM-4 rather than seeking the typical RM-1

Their proposed solutions are described and analyzed by staff in separate sections of this report.

3) Planning Analysis:

i) Official Community Plan:

This project complies with environmental policies in setting an appropriate conservation boundary and achieving a character suitable for a development on a Major Corridor.

For the proposed development an OCP amendment will be required for the Conservation Designation boundary to reflect ground-truthing accepted by the City based on the recommendation of the qualified environmental professional and the geotechnical engineer retained by the applicant. The Urban Residential designation as fine-tuned accommodates the proposed development and the proposed RM-4 (Multiple Family Residential) zoning.

Policy 3-18 in the OCP categorises residential development as having either Neighbourhood Residential Character or Major Corridor Residential Character. This site is located on Lougheed Highway, which is a Major Transportation Corridor. Consequently, the project’s character is subject to the latter of the two categories in accordance with Policies 3-20 and 3-21 respecting Major Corridor Residential Infill. The main applicable aspects of these policies including:

- *Major Corridor Residential infill must be designed to be compatible with the surrounding neighbourhood*

The subject site abuts an older townhouse development to the south and across Lougheed Highway. Also across Lougheed Highway and to the northeast is a single family residential subdivision by Polygon / Morningstar (2015-0269-RZ) at the subdivision review stage. Across a ravine and creek system to the west is the southern portion of the Polygon site, where additional townhouses and a small commercial mixed use building are to be developed in phases.

Among the criteria respecting compatibility are the following:

- *A maximum height of two and one-half storeys with an emphasis on ground oriented units* – Though still in the conceptual stage, the units will be ground oriented and be either 2 ½ or 3 storeys in height.
- *Compatibility between building massing and the type of dwelling units in the proposed development and the surrounding residential properties* - The proposed use of the subject site, though somewhat isolated by the ravine and Lougheed Highway, is contextually compatible with the surrounding existing or proposed uses.
- *Street orientation* – The units on Lougheed Highway will be required to have a front yard and pedestrian access from each townhouse to the sidewalk along Lougheed Highway. This would be similar to the design of the closest RM-4 zoned development along the Lougheed Highway but addressed off Telosky Avenue (22865 Telosky Avenue) located a short distance to the north and across from Telosky Stadium. Compliance with the criteria will be secured through Development Permit approval later in the application review process.
- *Retention and preservation of significant trees, other natural vegetation, and environmental features* – This criteria is being achieved through: trees being retained in the ravine being dedicated for conservation, the way the townhouse buildings closest to the ravine are proposed to be arranged and the bio-filtration area proposed to be located as a buffer between the townhouse buildings and conservation area.

The proposal complies with these criteria. The final development permit plans will be forwarded in a separate report to Council in concert with final reading for issuance.

OCP Policy 3 - 33 states that Maple Ridge will encourage housing that incorporates “age-in-place” concepts and seniors housing designed to accommodate special needs. The applicant has proposed to provide plug-ins to charge mobility devises (e.g. scooters), mid height plug and switches, backing behind drywall in bathrooms to attach grab bars, etc, and some adaptability for kitchen cabinets. These are all supportive of “age-in place” objectives. The applicant prefers not to have units that are designed and built in accordance with Section 3.2.5 BC Building Code Adaptive Dwelling Unit regulations. These regulations include measures like: wider hall corridors, wider doors to one bedroom and wider doors to one washroom with more space to allow a resident to more easily navigate using a walker or wheelchair.

The final plans need to identify which units will have “age-in-place” incorporated either in the manner proposed by the applicant and/or some units to the above mentioned Building Code regulations.

OCP Policy 5-8 states that Maple Ridge will continue to require the protection of watercourses by requiring landowners developing their lands, rezoning properties within or adjacent to lands or watercourses identified on the Natural Features Schedule C or designated as Conservation on Schedule B have such areas dedicated as park land and be designated as Conservation. The applicant is dedicating about 5,666 square meters (1.4 acres) or about 51% of the site as park.

The ESA boundaries for this project have been accepted by the City and reflected in the site plan of this project. Dedication will be a requirement of third reading, through the submission of a subdivision plan. This subdivision plan will consolidate the two subject parcels as into a single development parcel and dedicate the identified Conservation designated portion of the site as parkland.

ii) **Zoning Bylaw:**

Background:

The application is for the properties located at 23084 and 23100 Lougheed Highway to be rezoned from RS-3 (One Family Rural Residential) to RM-4 (Multiple Family Residential) to permit approximately 32 townhouses.

Density:

The subject site is constrained by the steep slopes and a watercourse along the western part of the subject site. Compliance with the typical RM-1 zone would not work because after the land is dedicated, the FSR would be exceeded (0.60 is the maximum and 0.73 is proposed). Based on conceptual plans, Council accepted the applicant's request and granted first reading March 18, 2018, to proceeding with the RM-4 (Multiple Family Residential), which allows a density 0.75 FSR.

To achieve a more focused and compact development envisioned by the applicant, the higher density was deemed justified and proceeding under the RM-4 Zone simplifies the process. This approach would be consistent with the existing zoning of a property further north facing Lougheed Highway and addressed off Telosky Avenue (22865 Telosky Avenue); however, a variance will be required and is acceptable in this instance (see variance section for elaboration) as the RM-4 requires all underground parking for development at such densities.

In July 2018, Council received the staff report and resolved that:

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

Under this framework, a developer seeking more floor space (increased FSR) above the maximum 0.60 FSR permitted by the RM-1 zone, has two ways of securing this extra floor space, described as follows:

- The entire extra floor area is made available as affordable housing; **or**
- If a contribution is made equal to \$215.28 per square metre of this extra floor area for affordable housing to the City, freeing the extra space to form part of the overall development.

The subject application, to rezone to RM-4 rather than to RM-1, is effectively seeking to achieve the extra floor area that the “*Density Bonus Program Allocations to Affordable Housing*” endorsed by Council is allowing through the second bullet point.

If applied to this application, the estimated floor area the applicant wishes to gain is an extra 740 sq. m. (0.13 FSR). The cash contribution for this density being gained would be (740 sq. m. times \$215.28 equaling) \$159,310.

With respect to use and density, the initial decision made by Council at first reading was based on conceptual plans and preliminary information. With a full submission, the details about developing the subject site at the higher 0.75 FSR (e.g. additional 0.15 FSR over the usual RM-1 Zone) is more apparent. Council has the ability in considering second reading, to apply the measures from the above noted report as one of the terms and conditions to be completed by the applicant before final reading.

With respect to the OCP and policies governing bonus (or extra) density, the following apply:

OCP 2-9 Community Amenity Contributions and density bonuses may also be considered at Council’s discretion for all Official Community Plan and Zoning Bylaw amending applications that are seeking a higher density than is envisioned in Schedule “A” and/or Schedule “B”, to help provide a variety of amenities and facilities throughout the municipality.

OCP 3-30 Maple Ridge will consider density bonus as a means of encouraging the provision of affordable, rental and special needs housing, and amenities.

Therefore, the project can be deemed to constitute an increase in density of 0.15 FSR over the typical townhouse zoning.

In accordance with these policies and the direction Council gave staff by endorsing the report “*Density Bonus Program Allocations to Affordable Housing*”, Council may have may the desire to set as a term and condition for final adoption, that that the extra density sought by the applicant be treated as a bonus density situation. If this is the case, the applicant would need to pick either:

- to voluntarily incorporate affordable, rental or seniors housing; **or**
- to make a cash in-lieu contribution; **or**
- a combination of the two.

This would be in addition to the across-the-board Community Amenity Contribution (CAC) requirement to which this application is subject (see CAC section for elaboration).

Applicant’s Proposed Solution Respecting Density:

The provision of affordable units is not the solution being proposed by the developer. Instead, the items in the table on the following page outlines the applicant’s proposed solutions to address this Council concern:

<i>Developers suggestion</i>	<i>Staff Comment</i>
1. Added indoor mobility device charging outlets and space;	Affordable housing or a payment in lieu is not being proposed.
2. Added plywood backing in all bathrooms and potential grab-bar locations;	If the intention is to achieve the “age-on-place” policies of the OCP, units will need to incorporate the full adaptive dwelling unit standards of the BC Building Code.
3. Planned for mid-height outlets and light switches; and	
4. Included “last-in” kitchen sink cabinets.	Council could require a Housing Agreement to secure these requirements to be implemented through the building permit approval process.

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

Parking is being provided on site within enclosed parking garages associate with each townhouse unit. The requirements are:

- 2.0 residential parking space per unit (2.0 times 32) for a total of 64 spaces;
- 0.2 visitor parking spaces per unit (0.2 time 32 = 6.4 rounded as required by the Bylaw) for a total of 7; and
- For sites with a parking requirement of between 26 and 75, one of the above requires parking space is to be a disabled parking space.

The development will meet these requirements, except a surface disabled parking space will need to be provided. The general rule of a 30%/70% ratio of “side-by-side” to tandem parking is achieved with a 40%/60% split; however, there are no aprons in this project, as typically provided with tandem parking in most other projects.

Applicant’s Proposed Solution Respecting Parking:

With respect to the parking matters raised by Council (e.g. the impact of garages potentially being used for household storage with no on-street parking on Lougheed Highway and lack of aprons being provided with tandem spaces), the table below outlines the applicant’s proposed solutions to address this Council concern.

<i>Developers suggestion</i>	<i>Staff Comment</i>
1. Increased the Visitors Parking from seven (7) to nine (9);	Visitor parking is not usually an alternative to resident parking; often strata bylaws ban residents from parking in visitor parking spaces.
2. A section 219 Covenant on all Titles restricting the use of car areas in garages for storage	The enforceability of such a covenant and the appropriateness of the City being a party to such a covenant are both questionable.
3. Added 144 cubic feet of pre-built, flexible indoor storage;	
4. Added indoor, wall-mounted bicycle storage; and	Staff has no objection to these, provided these will be included in each of the units being constructed.
5. Added a community bicycle repair centre.	Staff has no comment.

Further staff comments: The apron matter was not addressed, in part, due to the constrained nature of the developable lands, environmental factors and the higher FSR being sought. No aprons are shown for any of the units with tandem parking garages.

The RM-4 Zone restricts the lot coverage of land for accessory off street parking use, including visitor and disabled parking, to occupy not more than 2% of the surface of the lot area. The number of visitor parking spaces may need to be reduced to comply with this provision. This lot coverage calculation does not generally include circulation aisles, driveways or aprons in front of garages.

The final parking design and numbers, including a verification of compliance with lot coverage, will be done before the development permit report, as described in subsequent sections of this report, is forwarded to Council,

iv) **Proposed Variances:**

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

- *Maple Ridge Zoning Bylaw No. 3510 -1985, 603 RM-4 Multiple Family Residential District, Section 6. Siting a) is to be varies from 7.5 meters from all lot lines to 4.5 metres to all lot lines except 5.31 metres for the lot lines to the park / creek areas.*

This variance is necessary, in part, to allow a stronger pedestrian relationship for the street facing units, to safeguard tree or root systems and to accommodate the parkland dedication. Therefore, this variance is deemed justified.

- *Maple Ridge Zoning Bylaw No. 3510 -1985, 603 RM-4 Multiple Family Residential District, Section 7. Size of Buildings and Structures a) is to be varied for selected units (the taller "B" townhouses) from 11.0 metres to 11.62 metres.*

The main reason for requesting this variance is to allow the main floor to have a 10 foot ceiling height. As this is a marketing and liveability feature, the variance is justified.

- *Maple Ridge Zoning Bylaw No. 3510 -1985, 603 RM-4 Multiple Family Residential District, Section 8. Other Regulations a), c)and d) to:*
 - *Vary the requirement that parking be located within an underground structure;*
 - *Vary the requirement that surface parking, including a driveway for accessing such parking, not be within an arc of 3 metres in radius measured from the nearest surface of a window to a habitable room; and*
 - *Vary the requirement for a continuous 90 degree horizontal arc being unencumbered by buildings on the same lot.*

These variances are necessary to permit the proposed siting of buildings to achieve the environmental and geotechnical constraints; and the lot geometry with the site becoming progressively narrower towards the north, thus bringing some units closer together. For these reasons, the variance can be justified.

It might not be possible to vary the surface parking lot coverage requirement because it is included as a density requirement in the RM-4 zone.

The requested variances with a detailed analysis will be the subject of a future variance permit report to Council in concert with final reading.

v) **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.

Pursuant to Section 8.9 and Section 8.10 of the OCP, a combined Watercourse Protection Natural Features Development Permit application is required for:

- All developments and building permits within 50 metres of the top of bank of all watercourses and wetlands;
- 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; and
- All floodplain areas and forest lands identified on Schedule “C”;

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

vi) **Advisory Design Panel:**

The Advisory Design Panel (ADP) reviewed the form and character of the proposed development and the landscaping plans at a meeting held on July 18, 2018 (see Appendix E and F).

Following presentations by the project Architect and Landscape Architect, the ADP made the following resolution that:

The following concerns regarding File No. 2017-390-DP be addressed and digital versions of revised drawings & memo be submitted to Planning staff; and further that Planning staff forward this on to the Advisory Design Panel for information.

Landscape Comments:

1. Consider adding more trees North of the community garden along the path;
2. Consider adding more buffering with plants from the community garden to the adjacent residence on the West side;
3. Consider making the central circle garden in the community garden a space for gardening complete with a seating wall;
4. Consider changing the shape of the circular paving in the central community garden adjacent to the fence so as to meet the fence more squarely. Also consider including a trellis to support vertical plant growth;
5. Provide detail for garden shed;
6. Coordinate the planting along the Western portion of the site with the native species required within the environmental area;
7. Provide an entrance feature at the main driveway;

8. Reflect City of Maple Ridge requirements on the site and landscaping plans for the turn restricted driveway entrance;
9. Provide pedestrian connectivity from the public sidewalk to the gathering area;
10. Provide waste and recycling receptacle in the gathering area;
11. Consider extending or reshaping the crossing area of special paving so it covers the desire line from the mailboxes to the other end of the path on the East side of the building to improve safety. Also review the desire line from the community garden into the development where the path ends at the main driveway entrance;
12. Redefine the special paving to be spaced and used to slow down vehicular traffic entering the development; consider radial landscape geometry that is currently in place.

Architectural Comments:

1. Consider softening end units through articulation and materials and/or the addition of windows, particularly in units visible from Lougheed Hwy;
2. Re-evaluate locations of glazing on end units the near roof peak;
3. Coordinate material transitions on facades;
4. Provide three dimensional renderings.

The revised plans were circulated and accepted by the ADP in addressing their concerns 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 in concert with final adoption.

vii) Development Information Meeting:

A Development Information Meeting was held at Kanaka Elementary School on Wednesday June 27, 2018 from 6 to 8 pm. Two (2) people (one representing 62 strata unit owners in the complex to the south) attended the meeting. A summary of the main comments and discussions with the attendees was provided by the applicant and include the following main points:

- Like the amenity and usable open spaces which are designed in accordance with an ecosystem;
- Not all were in the favour of unit floor plans but they liked the designs overall;
- Limit the number of powder room doors that opened directly into the kitchen;
- Concerns about traffic speeds and access on Lougheed highway;
- Difficulty of people taking turns towards townhomes from the Maple Ridge highway; and
- Some increase in density is appropriate for the area.

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

- Bio-filtration was integrated into the landscaping plan as part of the stormwater management on the site;
- Some adjustments made to the floor plans and balcony placement;
- Adjusted in plans;
- Access restricted to right-turn-in and out to Lougheed Highway;
- This was likely a reference to Haney Bypass access for the existing development to the south. The subject site has access only to Lougheed Highway in the City's jurisdiction; and

- The proposed density complies with the RM-4 zone, which is higher than the typical density townhouse zone (RM-1).

4) Environmental Implications:

The Environmental Planner has accepted the Environmental Assessment Report from the applicant's Qualified Environmental Professional. This report has established the required setbacks from the creek and top of banks from both the geotechnical and environmental perspectives. The exact boundary of the Conservation area to be dedicated as parkland and the area to be subject to a stormwater restrictive covenant has been established. This covenant is for bio-filtration ponds between the townhouses and the Conservation area associated with the stormwater management strategy for this development.

The development and location of the proposed buildings and structures are in accordance with the environmental and geotechnical setback recommended and accepted by the City.

5) Traffic Impact:

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

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

6) Interdepartmental Implications:

i) Engineering Department:

A rezoning servicing agreement will be required for this project. It will include: insuring the City standard for an urban arterial road with a bike route are achieved, any road widening, upgrade to curbs, sidewalks, street trees and lighting to meet these standards and servicing upgrades as normally secured through the rezoning process. Access will be restricted to right turn in and out only. Discharge of on-site storm waters into Morley Creek will need to incorporate adequate detention for 100 year storm events and may require Provincial notification or approvals. These matters will be addressed in the normal fashion as the application proceeds.

ii) Parks & Leisure Services Department:

Due to the steep slopes, trail connection within the Conservation area will not be required.

iii) License, Permits and Bylaws Department:

A few Building Code-related have been resolved or will be addressed at the building permit stage, including: egress requirements from dwelling units; compliance for any units that may be identified as adaptive dwelling units; and showing building height calculations on elevation drawings.

iv) **Fire Department:**

Final DP site plans and floor plans to include locations of fire related infrastructure such as, fire hydrant(s), sprinkler room, electrical kiosks, etc. include lane measurements and overhead obstruction clearances for review and acceptance. These matters will be addressed in the normal fashion as the application proceeds.

7) **School District No. 42 Comments:**

Pursuant to Section 476 of the *Local Government Act*, consultation with School District No. 42 is required at the time of preparing or amending the OCP. A referral was sent to School District No. 42 on August 13, 2018, with a reply dated September 24, 2018, indicated the following:

Golden Ears Elementary has an operating capacity of 491 students. For the 2017-18 school year the student enrolment at this school was 523 students (94% utilization) including 178 students from out of attachment. Thomas Haney Secondary School has an operation capacity of 1,200 students. For the 2017-18 school year the student enrolment at this school was 1,623 students (97% utilization) including 724 students from out of attachment.

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

The amendment has been reviewed with the Financial Plan/Capital Plan and the Waste Management Plan of the Greater Vancouver Regional District and determined to have no impact.

CONCLUSION:

This development proposal has responded sensitively, albeit has a higher density than is typical of townhouse projects, to significant site constraints, including: the triangular shape of the lot and environmentally sensitive lands impacting about half the site. A series of bio-filtration ponds have been integrated into the site landscaping achieving City stormwater management requirements.

In considering first reading, Council expressed concern with the additional density being sought without some reciprocation in provision of affordable housing or a voluntary in lieu contribution and with some aspects of the tandem parking being proposed. The applicant's proposed solutions are included in the main body of this report and assessed by staff with respect to applicable OCP policies, Council's evolving thinking about housing choice and affordability, common development practices and the types of solutions attained through other similar development proposals.

It is recommended that first and second reading be given to OCP Amending Bylaw No. 7499-2018, that second reading be given to Zone Amending Bylaw No. 7442-2018, and that application 2017-390-RZ be forwarded to Public Hearing.

“Original signed by Adrian Kopystynski”

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

“Original signed by Christine Carter”

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

“Original signed by Frank Quinn”

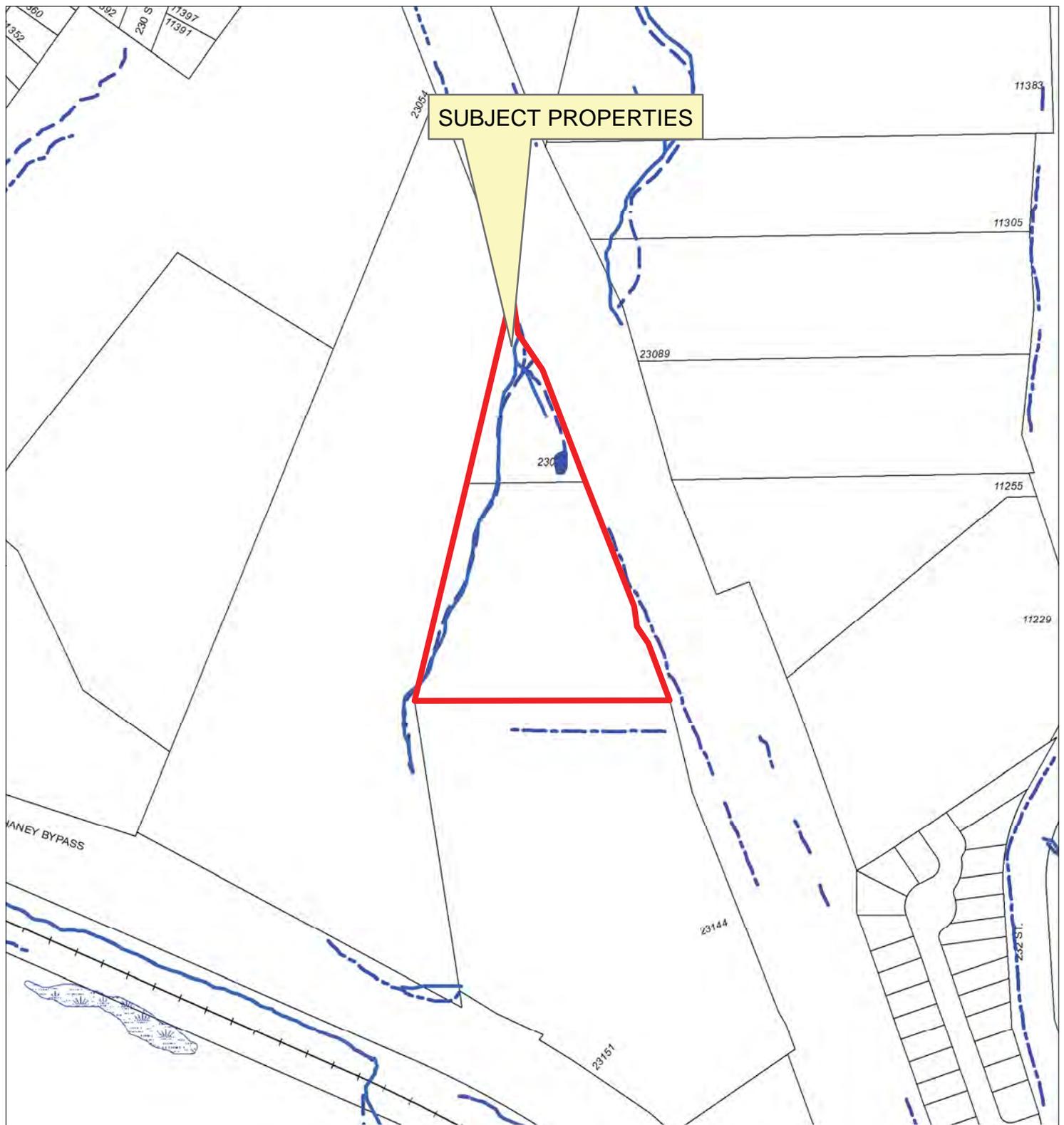
Approved by: Frank Quinn, MBA, P.Eng
GM Public Works & Development Services

“Original signed by Paul Gill”

Concurrence: Paul Gill, CPA, CGA
Chief Administrative Officer

The following appendices are attached hereto:

- Appendix A – Subject Map
- Appendix B – Ortho Map
- Appendix C – OCP Amending Bylaw No. 7499-2018
- Appendix D – Zone Amending Bylaw No. 7442-2018
- Appendix E – Site Plan
- Appendix F – Architectural Plans
- Appendix G – Landscape Plan
- Appendix H – Streetscape Elevation



Scale: 1:2,500

Legend

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

23084/23100 Lougheed Highway

PLANNING DEPARTMENT



2017-390-RZ
DATE: Sep 8, 2017

BY: JV



Scale: 1:2,500

Legend

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

23084/23100 Lougheed Highway

PLANNING DEPARTMENT



mapleridge.ca

2017-390-RZ
DATE: Sep 8, 2017

BY: JV

CITY OF MAPLE RIDGE BYLAW NO. 7499-2018

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

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

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

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

1. This Bylaw may be cited for all purposes as "Maple Ridge Official Community Plan Amending Bylaw No. 7499-2018

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

Parcel "One" (Explanatory Plan 10002) of Parcel "K" District Lot 403 Group 1 New Westminster District Except: Part on Statutory Right of Way Plan 71204; and

Lot 1 Except: Part on Statutory Right of Way Plan 71204 District Lot 403 Group 1 New Westminster District Plan 7720.

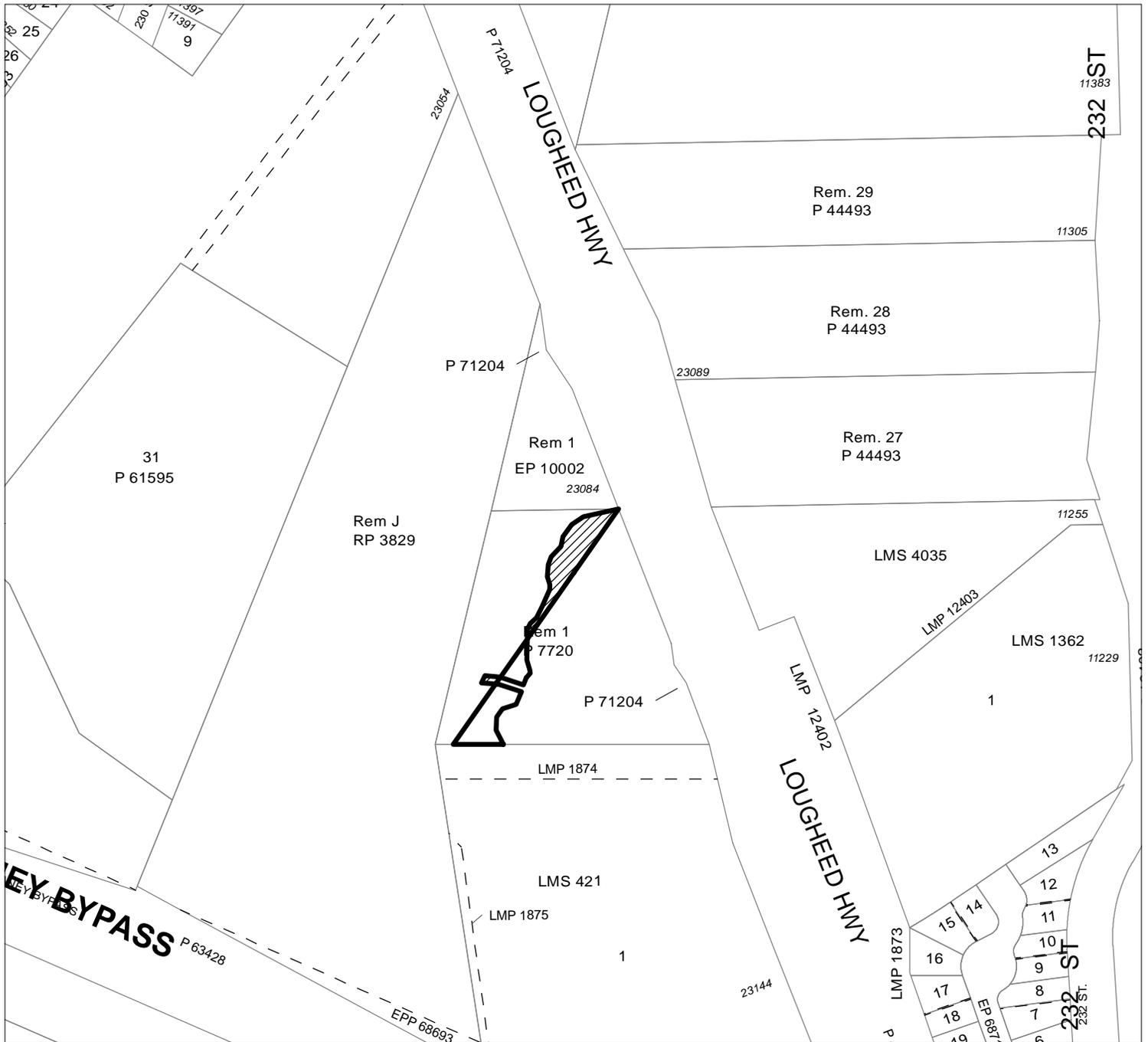
and outlined in heavy black line on Map No. 982, a copy of which is attached hereto and forms part of this Bylaw, is hereby designated/amended as shown.

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

Parcel "One" (Explanatory Plan 10002) of Parcel "K" District Lot 403 Group 1 New Westminster District Except: Part on Statutory Right of Way Plan 71204; and

Lot 1 Except: Part on Statutory Right of Way Plan 71204 District Lot 403 Group 1 New Westminster District Plan 7720.

and outlined in heavy black line on Map No. 983, a copy of which is attached hereto and forms part of this Bylaw, is hereby amended by adding and removing Conservation.



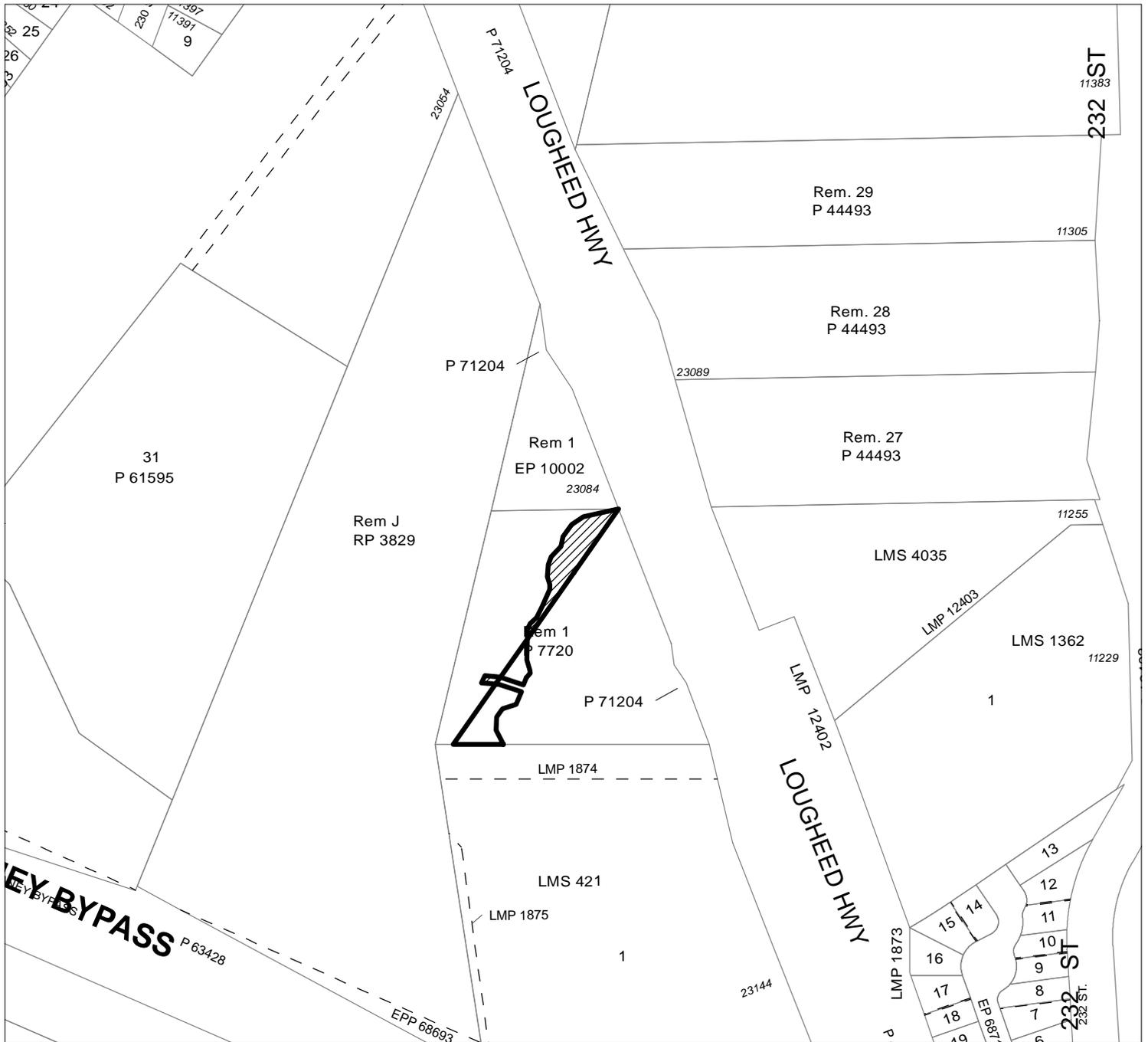
MAPLE RIDGE OFFICIAL COMMUNITY PLAN AMENDING

Bylaw No. 7499-2018
 Map No. 982
 From: Urban Residential and Conservation

To:  Conservation
 Urban Residential



SCALE 1:2,500



MAPLE RIDGE OFFICIAL COMMUNITY PLAN AMENDING

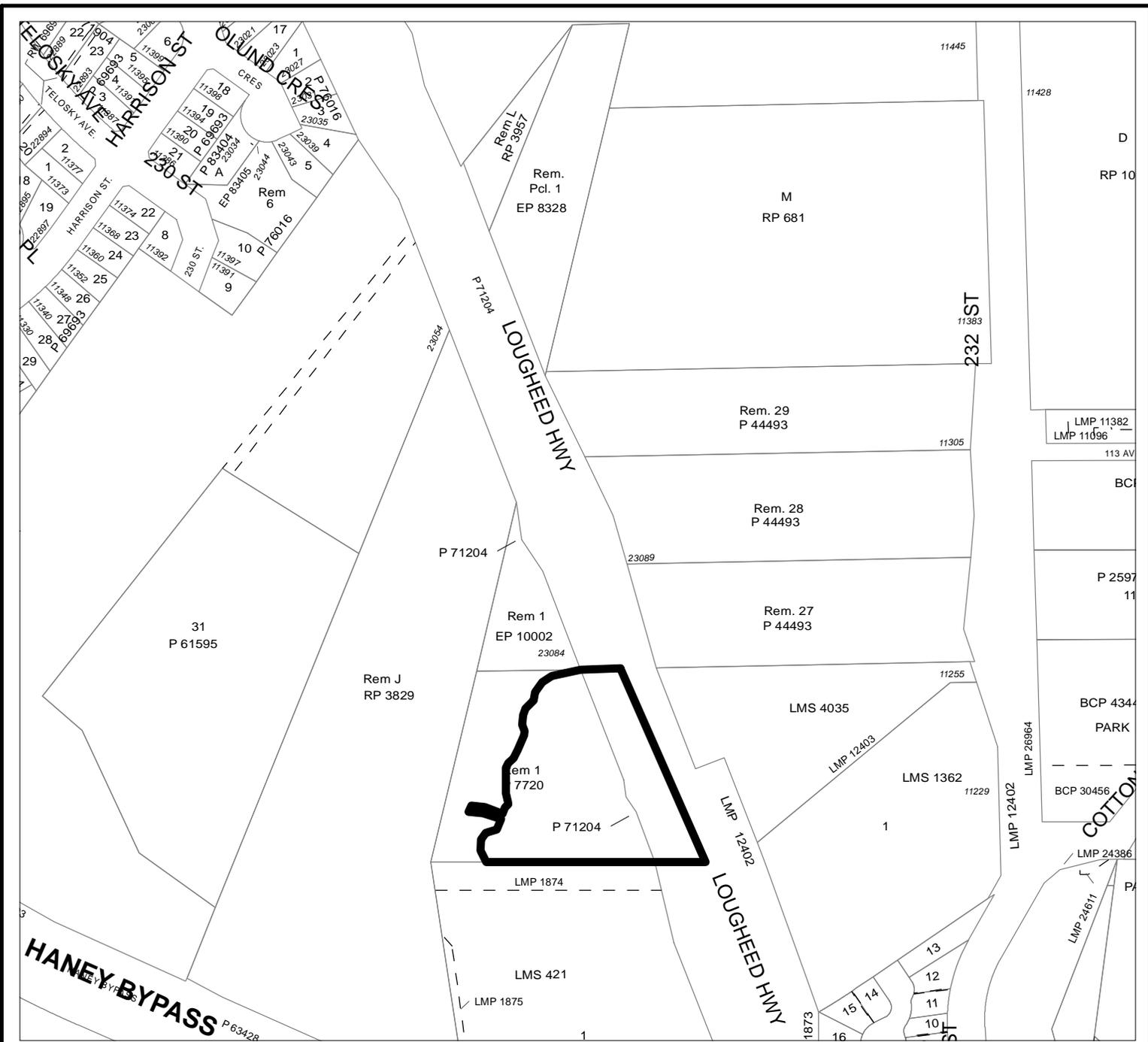
Bylaw No. 7499-2018
 Map No. 983
 Purpose: To Amend Schedule C as shown

 To Add To Conservation

 To Remove From Conservation

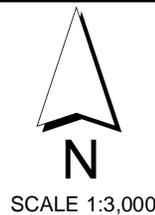


SCALE 1:2,500



MAPLE RIDGE ZONE AMENDING

Bylaw No. 7442-2018
 Map No. 1753
 From: RS-3 (One Family Rural Residential)
 To: RM-4 (Multiple Family Residential)



Copyright reserved. All parts of this drawing are the exclusive property of Wensley Architectural and shall not be reproduced without the written permission. All dimensions shall refer to the finished surface unless otherwise noted.

SCALE

INTERDISCIPLINARY

1	DEVELOPMENT PERMIT REQUEST	01/20/21
2	DEVELOPMENT PERMIT REQUEST	04/22/21
3	DEVELOPMENT PERMIT REQUEST	07/20/21
4	DEVELOPMENT PERMIT REQUEST	10/20/21
5	CONCEPT DEVELOPMENT PERMIT	11/22/21
6	PERMIT	01/24/22

PROJECT NAME

SEQUOIA TOWNHOMES DEVELOPMENT

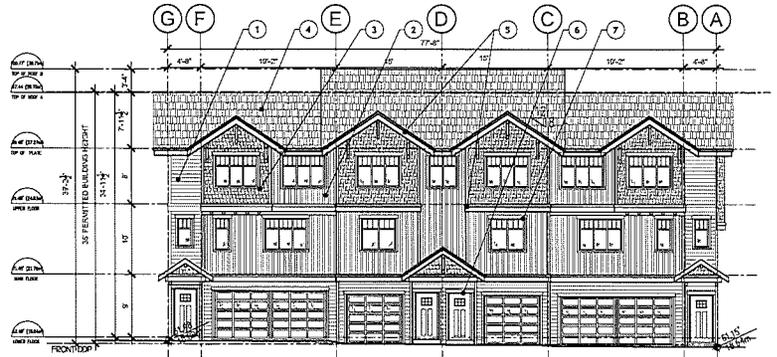
PROJECT ADDRESS
23100, 23084 LOUGHEED HWY
MAPLE RIDGE, BC



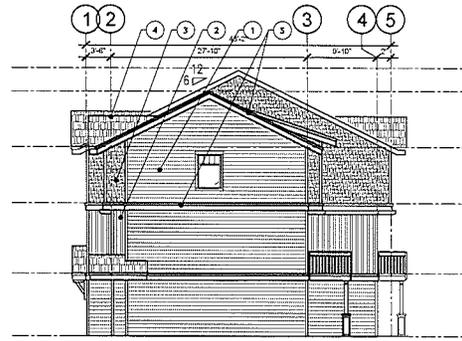
CONSULTANTS:
CIVIL/STRUCT: WA
ELECTRICAL: WA
MECHANICAL: WA
LANDSCAPE: WARD SAUNDERS LTD.
LANDSCAPE ARCHITECTURE: WARD SAUNDERS LTD.

BUILDING 1 ELEV / SEC

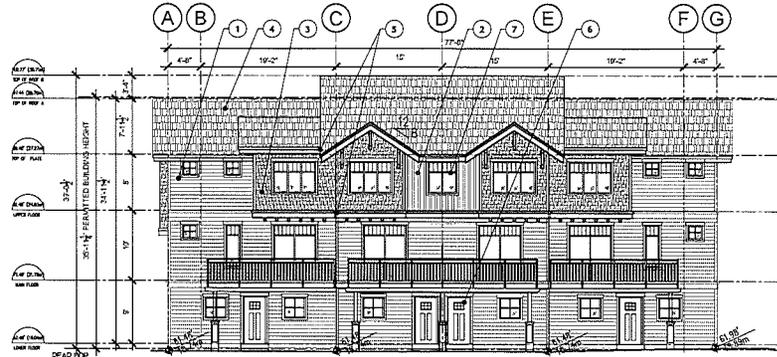
PROJECT NO.	123	DRAWING NO.	24
SCALE	1/8" = 1'-0"	PROJECT NO.	24
DATE	JULY 2024	DRAWING NO.	A400



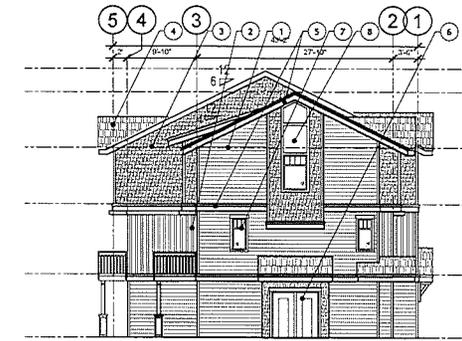
1 BLDG 1 NORTH ELEVATION
1/8" = 1'-0"



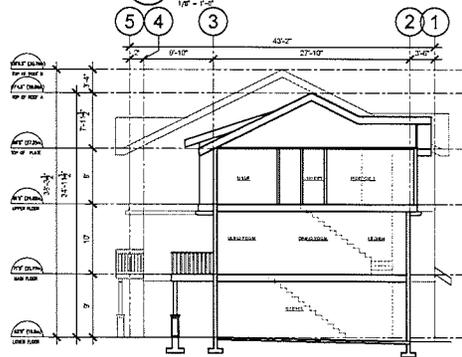
2 BLDG 1 EAST ELEVATION
1/8" = 1'-0"



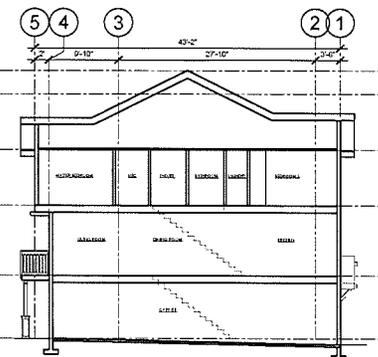
3 BLDG 1 SOUTH ELEVATION
1/8" = 1'-0"



4 BLDG 1 WEST ELEVATION
1/8" = 1'-0"



5 BLDG 1 SECTION - UNIT A
1/8" = 1'-0"



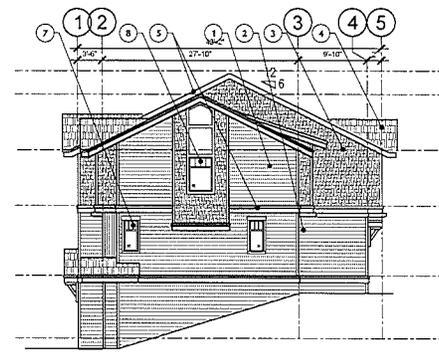
6 BLDG 1 SECTION - UNIT B
1/8" = 1'-0"

LEGEND OF FINISHES

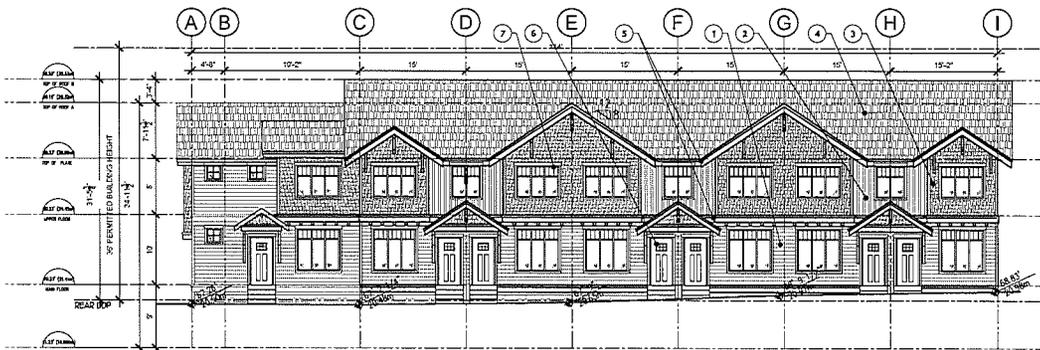
- 1 HARD PLANK SIDING - HORIZONTAL SIDING
COLOUR: W - NIGHT GREY
- 2 HARD PLANK SIDING - BOARD & BATTEN
COLOUR: #2 - REAR, GREY
- 3 HARD PLANK SIDING - SHAKE
COLOUR: #5 - DARK BROWN
- 4 ASPHALT ROOF SHINGLE
COLOUR - WEATHERED WOOD
- 5 PAINTED WOOD TRIMS AND BRACKETS
COLOUR - WHITE
- 6 PAINTED FRONT DOOR
COLOUR - BLACK
- 7 VINYL WINDOW FRAMES
COLOUR - STANDARD WHITE
- 8 HARD PANEL SIDING
COLOUR - WHITE



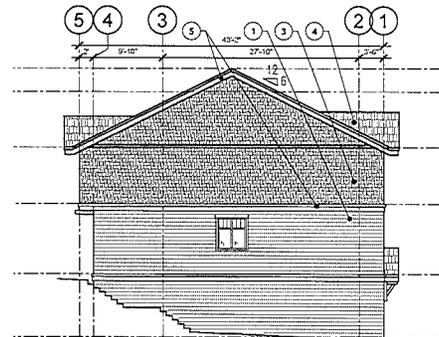
1 BLDG 5 WEST ELEVATION
1/8" = 1'-0"



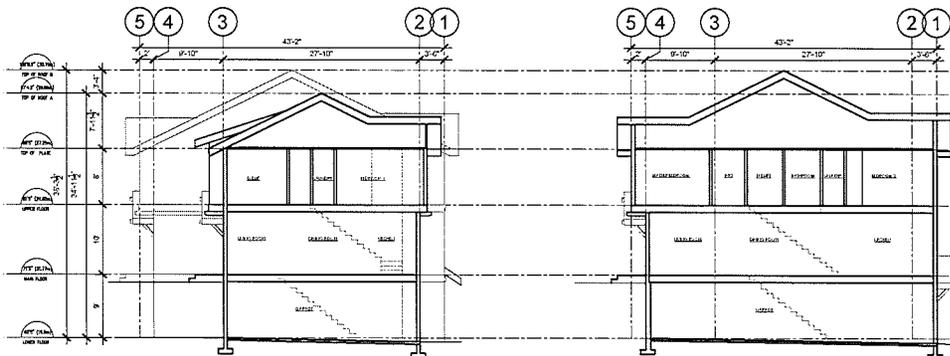
2 BLDG 5 SOUTH ELEVATION
1/8" = 1'-0"



3 BLDG 5 EAST ELEVATION
1/8" = 1'-0"



4 BLDG 5 NORTH ELEVATION
1/8" = 1'-0"



5 BLDG 5 SECTION - UNIT A1
1/8" = 1'-0"

6 BLDG 5 SECTION - UNIT B1
1/8" = 1'-0"

LEGEND OF FINISHES

- 1 HARDEPLANK SIDING - HORIZONTAL SIDING
COLOUR #1 - NIGHT GREY
- 2 HARDEPLANK SIDING - BOARD & BATTEN
COLOUR #2 - PEARL GREY
- 3 HARDEPLANK SIDING - SHAKE
COLOUR #3 - RANG BROWN
- 4 ASPHALT ROOF SHINGLE
COLOUR - WEATHERED WOOD
- 5 PAINTED WOOD TRIMS AND BRACKETS
COLOUR - WHITE
- 6 PAINTED FRONT DOOR
COLOUR - BLACK
- 7 VINYL WINDOW FRAMES
COLOUR - STANDARD WHITE
- 8 HARDEPLANK SIDING
COLOUR - WHITE

Copyright reserved. All rights of this drawing are the sole property of Wensley Architecture Ltd. No part of this drawing may be reproduced without the written permission of Wensley Architecture Ltd. All dimensions are in feet and inches unless otherwise specified.

SUN

DATE: 07/20/2018

NO.	DESCRIPTION	DATE
1	DESIGN DEVELOPMENT PRESENT	05/02/18
2	CONCEPT DEVELOPMENT PRESENT	06/12/18
3	SCHEMATIC DEVELOPMENT PRESENT	07/02/18
4	DESIGN DEVELOPMENT PRESENT	07/20/18
5	PERMITTED DEVELOPMENT PRESENT	07/20/18

SEQUOIA TOWNHOMES DEVELOPMENT

PROJECT ADDRESS:
23100 23084 LOUGHEED HWY
MAPLE RIDGE, BC



CONSULTANTS:
STRUCTURAL: SA
MECHANICAL: SA
ELECTRICAL: SA
SUN: GEORGE BUSHNELL/SA
LANDSCAPE: WENSLY SA & ARCHITECTURE LTD.
DRAWING TITLE

BUILDING 5 ELEV / SEC

PROJECT NO.	TITLE	DATE	BY
23100	23084	07/20/18	SA
DATE	REVISED	POWER BY	SA
DATE	07/20/18	DATE	A404

APPENDIX G

van der Zalm + associates inc.
 Plans & Architecture • Civil Engineering
 Urban Design • Landscape Architecture
 400 E. 107th St. Aurora, IL 60015
 Phone: 708.421.1000 Fax: 708.421.1001
 www.vdz.com



HARDSCAPE MATERIALS

KEY	REF.	DESCRIPTION
	2 LD-02	CONCRETE PAVING
	4 LD-02	CONCRETE UNIT PAVING PATIOS Transil Home Manufacturer: DeSoto Random Colour Size: 22 1/2 x 22 1/2 Colour: Charcoal Field: 300 x 100 x 60 Colour: Antique Brown
	3 LD-02	CONCRETE UNIT PAVING VEHICULAR Type: Random Colour: Antique Brown Manufacturer: DeSoto
	5 LD-02	PERMEABLE PAVERS Type: Random Colour: Antique Brown Manufacturer: DeSoto
	1 LD-01	PLAY AREA FIBAR
	6 LD-02	CRUSHED GRANITE PATHWAY Material: Crushed Granite Colour: Gray
	3 LD-03	BOLLARD LIGHTING
		SOD See Critical Landscape Plans for Specifications
	4 LD-03	SHRUB PLANTING
	1 LD-03	PAVING SLABS
	5 LD-01	DRIP STRIP

FENCING

KEY	REF.	DESCRIPTION
	1 LD-05	CEDAR FENCE
	2 LD-05	SPLIT RAIL FENCE

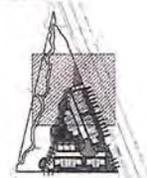
SITE FURNISHINGS/LIGHTING

	5 LD-05	TRASH RECEPTACLE Manufacturer: Anderson Approved depth Model: Model 4000 110 Double Recycling Station
	3 LD-04	BENCH Model: 4000 Colour: Iron Manufacturer: Anderson Manufacturer: Anderson Model: Surface mount
	3 LD-03	BOLLARD LIGHTING

PLANT SCHEDULE

TREES	BOTANICAL NAME / COMMON NAME	CONT.	DAL.	SIZE	QTY
	Acer circinnatum / Vine Maple	3.0	6.0	3	
	Acer macrophyllum / Big Leaf Maple	3.0	6.0	1	
	Acer palmatum / Japanese Maple	3.0	4.0m	9	
	Amelanchier laevis / Sping Flurry / Spring Flurry Serviceberry	3.0	6.0m	10	
	Cornus kousa Starlight / Kousa Dogwood	3.0	4.0m	6	
	Thuja plicata / Western Red Cedar	3.0	3.0m H	6	
	Thuja heterophylla / Western Hemlock	3.0	3.0m H	2	

Key Map (NTS)



No.	By	Description	Date
2	DJ	Revised for DP	Sept 14, 2016
4	YZ	Issued for DP	July 28, 2016
3	YZ	Issued for DP	Mar 21, 2016
2	YZ	Issued for Construction	Mar 18, 2016
1	KU	Issued for Development Permit	May 20, 2015

REVISIONS TABLE FOR DRAWING
 If Copyright Reserved, This Drawing and Design is the property of van der Zalm + Associates Inc. and may not be reproduced or used for other projects without our permission.

No.	By	Description	Date
REVISIONS TABLE FOR SHEET			

Project: SEQUOIA TOWNHOMES
 Location: 23100, 23054 LOUGHEED HWY

Drawn: YZ
 Checked: DJ
 Approved: DJ
 Scale: 1:200
 Original Sheet Size: 24" x 36"



1 OVERALL SITE PLAN NORTH
 Scale 1:200

Drawing Title: OVERALL SITE PLAN NORTH

VDZ Project #: DP2017-23
 Drawing #: L-04

Environmental Setback Area
Refer to Environmental Report

Matchline A - See Sheet L-04



1 OVERALL SITE PLAN SOUTH
Scale: 1/8"=1'-0"

PLANT SCHEDULE

TREES	BOTANICAL NAME / COMMON NAME	CONT.	CAL.	SIZE	QTY
	Acer circinatum / Vine Maple	B & B			3
	Acer macrophyllum / Big Leaf Maple	D & D			1
	Acer palmatum / Japanese Maple	B & B	4cm		6
	Amelanchier laevis 'Spring Flurry' / Spring Flurry Serviceberry	B & B	5cm		10
	Cornus kousa Starlight / Kousa Dogwood	B & B	4cm		6
	Thuja plicata / Western Red Cedar	B & B		2.5m ht	6
	Taxus heterophylla / Western Hemlock	B & B		3.5m ht	2

HARDSCAPE MATERIALS

KEY	REF.	DESCRIPTION
	2 LD-02	CONCRETE PAVING
	4 LD-02	CONCRETE UNIT PAVING Patio Water Stones Manufacture: Hardscape Golden Course Size: 200 x 200 x 60 Color: Chestnut P&S
	3 LD-02	CONCRETE UNIT PAVING VINCULAR Type: Versa-Loc Color: Duskstone Blue Manufacture: Versa-Loc
	5 LD-02	PERMEABLE PAVERS Type: Versa-Loc Color: Altimar Brown Manufacture: Versa-Loc
	1 LD-01	PLAY AREA FIBAR
	6 LD-02	CRUSHED GRANITE PATHWAY Material: Crushed Granite Color: Grey
	3 LD-03	BOLLARD LIGHTING
		SOD See Notes & Landscape Notes for Specifications
	4 LD-03	SHRUB PLANTING
	1 LD-03	PAVING STONE
	2 LD-01	DRIP STRIP

SITE FURNISHINGS/LIGHTING

	5 LD-05	TRASH RECEPTACLE Manufacturer: Wastebins or Equivalent Model: Modern Curve Tan Durable Recycling Station
	3 LD-04	BENCH Color: Black Manufacturer: Wastebins Or Furniture Name: Barban Bench
	3 LD-03	BOLLARD LIGHTING

FENCING

KEY	REF.	DESCRIPTION
	1 LD-05	CEDAR FENCE
	2 LD-05	SPLIT RAIL FENCE



Key Map (HTS)



No.	By	Description	Date
1	DJ	Permitted for DP	Sept 14, 2010
2	VZ	Issued for DP	July 26, 2010
3	VZ	Issued for DP	Mar 21, 2010
4	TS	Issued for Comment	Mar 16, 2010
5	DJ	Issued for Development Permit	Nov 09, 2017

REVISIONS TABLE FOR DRAWINGS

1. Copyright Material: This drawing and design are the intellectual property of van der Zalm + associates inc. and shall not be reproduced or used for other projects without permission.

No.	By	Description	Date

REVISIONS TABLE FOR DIRECT

Project:
SEQUOIA TOWNHOMES

Location:
23100, 23064
LOUGHLEIGH HWY

Drawn: YZ
Stamp:

Checked: DJ

Approved: DJ
Original Sheet Size:
24"x36"

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

1/8"=1'-0"

1/8"=1'-0"

Drawing Title: OVERALL SITE PLAN SOUTH

VZ Project #: DP2017-23

Drawing #: L-05



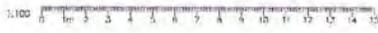
- 3 (LD-03) Bench
- 1 (LD-01) Play Area Fibar
- 1 (LD-01) Play Structure
- 1 (LD-01) Stepping Stone Stump - Typical
- 4 (LD-04) Trellis with Bench
- 3 (LD-03) Bollard Lighting - Typical
- Electrical Room
- Covered Bike Repair Area
- 7 (LD-07) Rain Garden
- 5 (LD-05) Trash Receptacle

1 DETAIL AREA 1: COMMUNITY AMENITY
 Scale 1:100



- 8 (LD-08) Seat Wall
- 2 (LD-02) Urban Agricultural Planter Boxes
- 4 (LD-04) Garden shed for tool storage

2 DETAIL AREA 2: COMMUNITY GARDEN
 Scale 1:100



No.	By	Description	Date
3	DJ	Revised for DP	Sept 14, 2016
4	YZ	Revised for DP	July 26, 2016
5	YZ	Revised for DP	Mar 21, 2016
7	TB	Issued for Comment	Mar 16, 2016
1	DJ	Issued for Development Permit	Nov 17, 2017

REVISIONS TABLE FOR DRAWINGS

* Copyright Reserved. This drawing and design is the property of van der Zalm + associates inc. and shall not be reproduced or used for other projects without permission.

No.	By	Description	Date

REVISIONS TABLE FOR SHEET

Project: SEQUOIA TOWNHOMES

Location: 23100, 23004 LOUGHLEED HWY

Drawn: YZ Stamp:

Checked: DJ

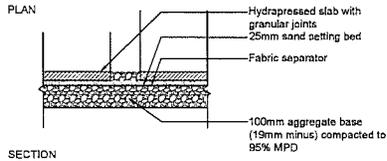
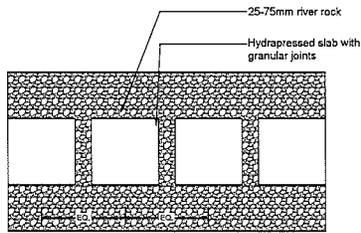
Approved: DJ Original Sheet Size: 24"x36"

Scale: 1:100

FOR THE RECORD: THIS SHEET IS A DETAIL OF THE LAYOUT AND SHALL NOT BE USED FOR CONSTRUCTION. ALL DIMENSIONS AND NOTES SHALL BE CHECKED AGAINST THE ORIGINAL DRAWING. THE USER OF THIS SHEET SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE APPROPRIATE AUTHORITIES. THE USER SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE APPROPRIATE AUTHORITIES. THE USER SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE APPROPRIATE AUTHORITIES.

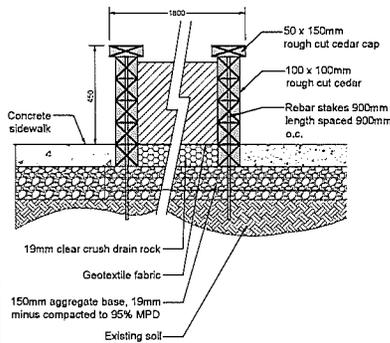
2017-05-18 10:52:00 AM C:\Users\jzalm\Documents\Projects\23100_23004\23100_23004_SitePlan.dwg

Notes:
1. Slabs to be spaced equally between adjacent surfaces.



- Notes:
1. Install all components as per manufacturer's specifications.
2. Supplier: Abbotsford Concrete or approved Equal
3. Type: Texada
4. Sizes: 610mm x 610mm, 457mm x 457mm
5. Color: Charcoal

1 CONCRETE SLABS
Scale 1:10



- NOTES:
1. Cap to be sanded smooth.
2. Cap and exterior of planter to be treated with Sikkenes Catal WB SRD, Colour: #077 (Cedar)
3. All fasteners to be not dipped galvanized.

2 URBAN AGRICULTURAL PLANTER BOXES
Scale 1:10

BOR80

LUMINAIRE

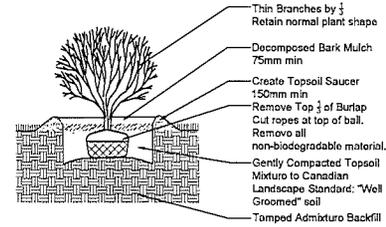
Bollard Lighting
Model: BOR80-TBC2
Size: 1054mm HT
Colour: Textured Bronze
Mount: Surface
Supplier: Lumec
www.lumec.com

ANCHOR PLATE

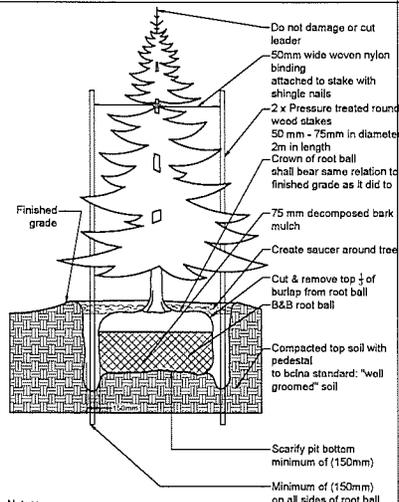
BOR80 (BOR80-TBC2) (P) (M) (T) (C) (2)

Notes:
1. Cop to be sanded smooth.
2. Cap and exterior of planter to be treated with Sikkenes Catal WB SRD, Colour: #077 (Cedar)
3. All fasteners to be not dipped galvanized.

3 BOLLARD LIGHTING
Scale 1:10

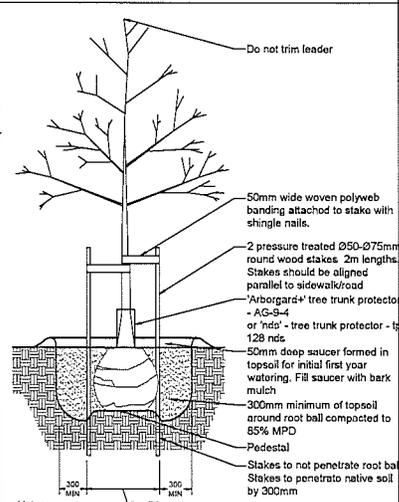


4 SHRUB PLANTING DETAIL
Scale 1:25



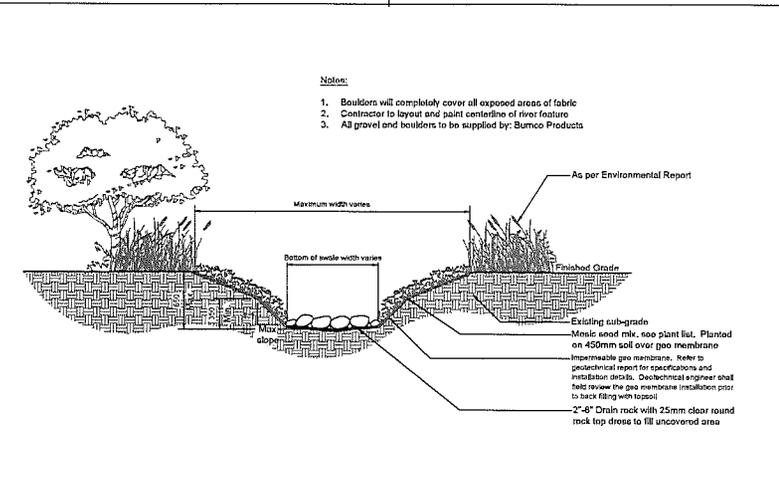
- Notes:
1. Do not damage main roots or destroy root ball when installing tree stake.
2. Water thoroughly after installation
3. Remove tree rings and stakes two years after installations
4. Provide drainage for planting pit in impermeable soil

5 CONTAINER TREE
Scale 1:25



- Notes:
1. Sacking/burlap to be loosened and dropped to the bottom of the planting hole, all string, twine, etc. to be removed.
2. All wire baskets shall have the top 1/3 of the wire removed prior to planting.
3. All trees shall be single stem

6 DECIDUOUS TREE
Scale 1:25



7 RAIN GARDEN
Scale 1:25



No.	By	Description	Date
6	DJ	Revised for DP	Sept 14, 2016
4	YZ	Issued for DP	July 26, 2016
3	YZ	Issued for DP	May 21, 2016
2	TG	Issued for Comment	Mar 10, 2016
1	DJ	Issued for Development Permit	Nov 20, 2017

REVISIONS TABLE FOR DRAWINGS

1. All work shall be done in accordance with the provisions of the BC Building Act and the BC Building Code and the applicable standards and codes of practice.

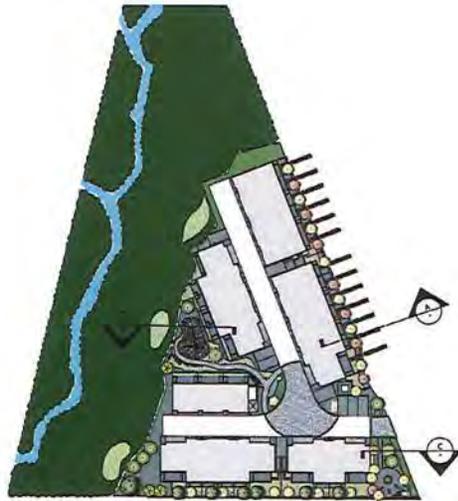
No.	By	Description	Date

REVISIONS TABLE FOR SHEET

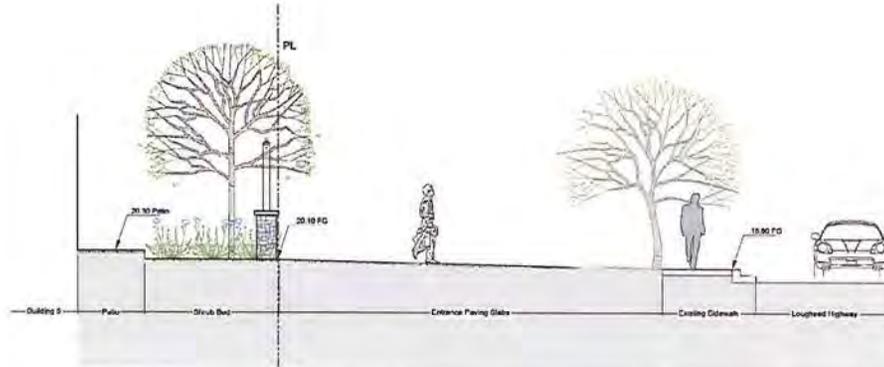
Project: SEQUOIA TOWNHOMES

Location: 23100, 23054 LOUGHEDY HWY

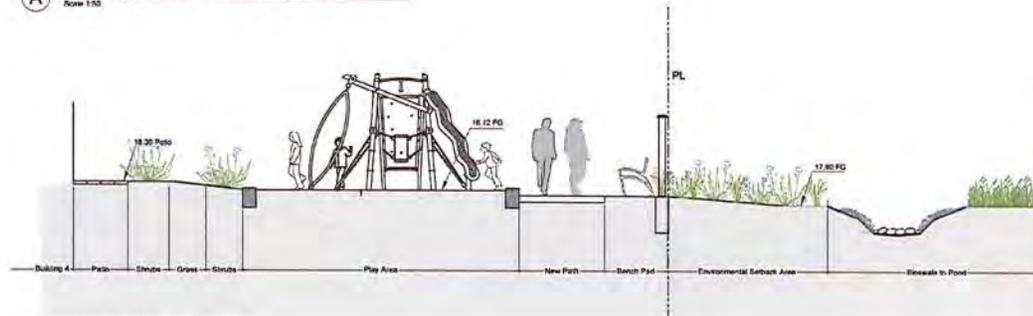
Drawn:	Stamp:
Checked:	DJ
Approved:	DJ
Scale:	Original Sheet Size: 24"x36"
AS SHOWN	



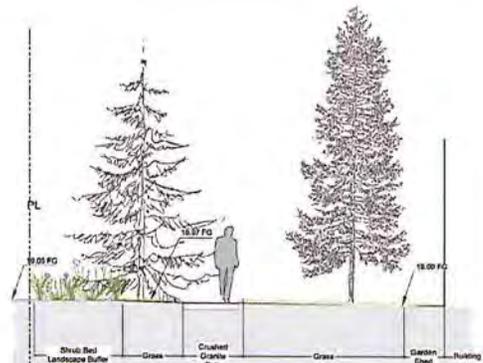
1 KEY MAP
Scale 1:50



A SECTION BETWEEN LOUGHEED AND TOWNHOMES
Scale 1:50



B COMMUNITY AMENITY SECTION
Scale 1:50



C COMMUNITY GARDEN PATH SECTION
Scale 1:50

No.	By	Description	Date
1	DJ	Revisions for DP	Nov 03, 2017
2	YT	Revisions for DP	July 30, 2018
3	YT	Revisions for DP	Mar 21, 2019
4	YT	Revisions for Comment	Mar 16, 2019
5	DJ	Revisions for Development Permit	Nov 03, 2017

REVISIONS TABLE FOR DRAWINGS
 * Enough space. The owner and design at the property of the site. The owner and design at the property of the site. The owner and design at the property of the site.

No.	By	Description	Date
REVISIONS TABLE FOR SHEET			

Project:
SEQUIA TOWNHOMES
 Location:
 23100, 23084
 LOUGHEED HWY

Drawn TO	Stamp
Checked: DJ	
Approved: DJ	Original Sheet Size 24"x36"
Scale: AS SHOWN	DATE PLOTTED: 2019-07-10 10:00 AM PLOTTER: HP DesignJet T1100e PLOT SIZE: 24x36 PLOT SCALE: 1:1

SECTIONS

DP2017-23

LS-01

TO: His Worship Mayor Michael Morden **MEETING DATE:** November 13, 2018
and Members of Council **FILE NO:** 2017-580-RZ
FROM: Chief Administrative Officer **MEETING:** Council

SUBJECT: Second Reading
Zone Amending Bylaw No. 7421-2018
22866 128 Avenue

EXECUTIVE SUMMARY:

An application has been received to rezone the subject property, located at 22866 128 Avenue, from RS-2 (One Family Suburban Residential) to R-1 (Residential District), to permit a future Bare Land Strata subdivision of approximately seven lots. Council granted first reading to Zone Amending Bylaw No. 7421-2018 on January 30, 2018.

Pursuant to Council policy, this application is subject to the Community Amenity Contribution Program at a rate of \$5,100.00 per single family lot, for an estimated amount of \$35,700.00.

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

RECOMMENDATIONS:

- 1) That Zone Amending Bylaw No. 7421-2018 be given second reading, and be forwarded to Public Hearing;
- 2) That Council require, as a condition of subdivision approval, the developer to pay to the City an amount that equals 5% of the market value of the land, as determined by an independent appraisal, in lieu of parkland dedication in accordance with Section 510 of the *Local Government Act*; and,
- 3) That the following terms and conditions be met prior to final reading:
 - i) Road dedication on 128 Avenue, as required;
 - ii) Registration of a Restrictive Covenant for the Geotechnical Report, which addresses the suitability of the subject property for the proposed development;
 - iii) Registration of a Restrictive Covenant for Tree Protection;
 - iv) Registration of a Restrictive Covenant for Stormwater Management;

- v) Registration of a Restrictive Covenant for Building Scheme Design for single-storey homes with no basements;
- vi) Registration of a Restrictive Covenant for Visitor Parking;
- vii) Removal of existing buildings;
- viii) In addition to the site profile, a disclosure statement must be submitted by a Professional Engineer advising whether there is any evidence of underground fuel storage tanks on the subject property. If so, a Stage 1 Site Investigation Report is required to ensure that the subject property is not a contaminated site; and
- ix) That a voluntary contribution, in the amount of \$35,700.00 (\$5,100/lot) be provided in keeping with the Council Policy with regard to Community Amenity Contributions.

DISCUSSION:

1) Background Context:

Applicant:	Florwest Homes
Legal Description:	Lot 52 Section 20 Township 12 New Westminster District Plan 40879
OCP:	
Existing:	Urban Residential
Proposed:	Urban Residential
Zoning:	
Existing:	RS-2 (One Family Suburban 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-2 (One Family Suburban Residential) Designation: Urban Residential
West:	Use: Single-Family Residential Zone: RS-1 (One Family Urban Residential) Designation: Urban Residential
Existing Use of Property:	Single-Family Residential
Proposed Use of Property:	Single-Family Residential
Site Area:	0.40 ha (1 acre)
Access:	128 Avenue and a new private internal road
Servicing requirement:	Urban Standard

2) Project Description:

The subject property is approximately one acre in size and is bound by urban sized single-family lots to the north, west and south, and a one acre single-family property to the east (see Appendices A and B). The subject property is relatively flat with no steep slopes or watercourses. A few trees are located on the northern, central and eastern sections of the subject property.

The applicant proposes to rezone the subject property from RS-2 (One Family Suburban Residential) to R-1 (Residential District) (see Appendix C) to permit future Bare Land Strata subdivision into approximately seven single family residential lots. The applicant is requesting that the proposed residential units be created as a Bare Land Strata development, as consolidation with the neighbouring properties for a larger more cohesive development, was not an option for the applicant at this time. The applicant is also proposing that the development is geared for people over 55 years of age.

Access to the proposed lots will be provided from 128 Avenue and a new private strata road (see Appendix D). Single family residential zones do not require visitor parking; however, the applicant is proposing an additional 15 visitor parking stalls to be located along the eastern property boundary. At the Development Information Meeting (DIM), a re-occurring concern from neighbours was the impact that this development would have on adjacent street parking. The applicant has proposed this extra amount of parking to help alleviate the potential overflow of street parking to those surrounding streets.

3) Planning Analysis:

i) Official Community Plan:

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

ii) Zoning Bylaw:

The current application proposes to rezone the subject property from RS-2 (One Family Suburban Residential) to R-1 (Residential District) to permit subdivision into approximately seven single family residential lots. The minimum lot size for the current RS-2 (One Family Suburban Residential) zone is 0.4 ha (1 acre), and the minimum lot size for the proposed R-1 (Residential District) zone is 371 m² (3,994 ft²).

iii) Proposed Variances:

The applicant does not require any variances as part of the subject application.

iv) Advisory Design Panel:

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

v) Development Information Meeting:

A Development Information Meeting was held at the Eagle Hall on October 19, 2018. Eleven people attended the meeting. A summary of the main comments and discussions with the attendees was provided by the applicant and include the following main points:

- Concern that the new houses will have suites and the amount of on-street parking that will impact adjacent streets;
- Concern over the removal of trees; and
- Concern over the level of servicing and the speed at which people drive on 128 Avenue.

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

- The applicant has suggested that the proposed houses will be single-storey without basements. The applicant is also proposing an additional 15 parking stalls along the eastern property boundary (see Appendix D), above the zoning requirements ;
- The applicant has provided an Arborist Report, prepared by Central Valley Arborist Consulting Ltd., which speaks to the removal and retention of trees on site. The applicant is required to work with City Staff, through the Tree Permit process, to determine how many replacement trees need to be planted for those trees that are proposed to be removed; and
- The applicant is responsible for any upgrades in servicing along the property frontage of 128 Avenue. Comments regarding speed along 128 Avenue have been forwarded to the Engineering Department. As well, a suggestion to the developer is to have residents concerned with the speed of traffic along 128 Avenue contact the RCMP.

vi) 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 no suitable land for park dedication on the subject property, therefore, it is recommended that Council require the developer to pay to the City an amount that equals the market value of 5% of the land required for parkland purposes. The amount payable to the City in lieu of park dedication must be derived by an independent appraisal at the developer's expense.

4) Interdepartmental Implications:

i) Engineering Department:

Road dedication along 128 Avenue, in the amount of 2 m (6.5 ft.), is required as part of Rezoning conditions. All other deficient servicing will be required as part of the Subdivision application process. The applicant is proposing a Bare Land Strata development; therefore, are required to provide all on-site servicing via a private system.

ii) Building Department:

The subject property is located within the floodplain, and as such, the development must adhere to the appropriate Flood Construction Level, as determined through an approved Geotechnical Report. Therefore, no basements will be permitted in the future homes.

5) School District No. 42 Comments:

The proposed application would affect the student population for the catchment areas currently served by Harry Hooge Elementary School and Maple Ridge Secondary School. The School District 42 website has the following information related to enrolment and utilization for the above mentioned schools:

Harry Hooge Elementary has an operating capacity of 410 students. For the 2016 school year the student enrolment at Harry Hooge Elementary was 414 students (105% utilization).

Maple Ridge Secondary has an operating capacity of 1,300 students. For the 2016 school year the student enrolment at Maple Ridge Secondary was 1,317 students (101% utilization).

6) Citizen/Customer Implications:

A Development Information Meeting was held on October 19, 2018. The results of the concerns expressed at that meeting are discussed above. The Public Hearing will provide an additional opportunity for citizens to express their concern or support for the development.

CONCLUSION:

It is recommended that second reading be given to Zone Amending Bylaw No. 7421-2018 and that application 2017-580-RZ be forwarded to Public Hearing.

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

“Original signed by Adam Rieu”

Prepared by: Adam Rieu
Planning Technician

“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 Paul Gill”

Concurrence: Paul Gill, CPA, CGA
Chief Administrative Officer

The following appendices are attached hereto:

- Appendix A – Subject Map
- Appendix B – Ortho Map
- Appendix C – Zone Amending Bylaw No. 7421-2018
- Appendix D – Subdivision Plan



Scale: 1:2,500

Legend

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

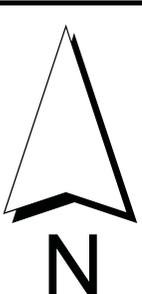
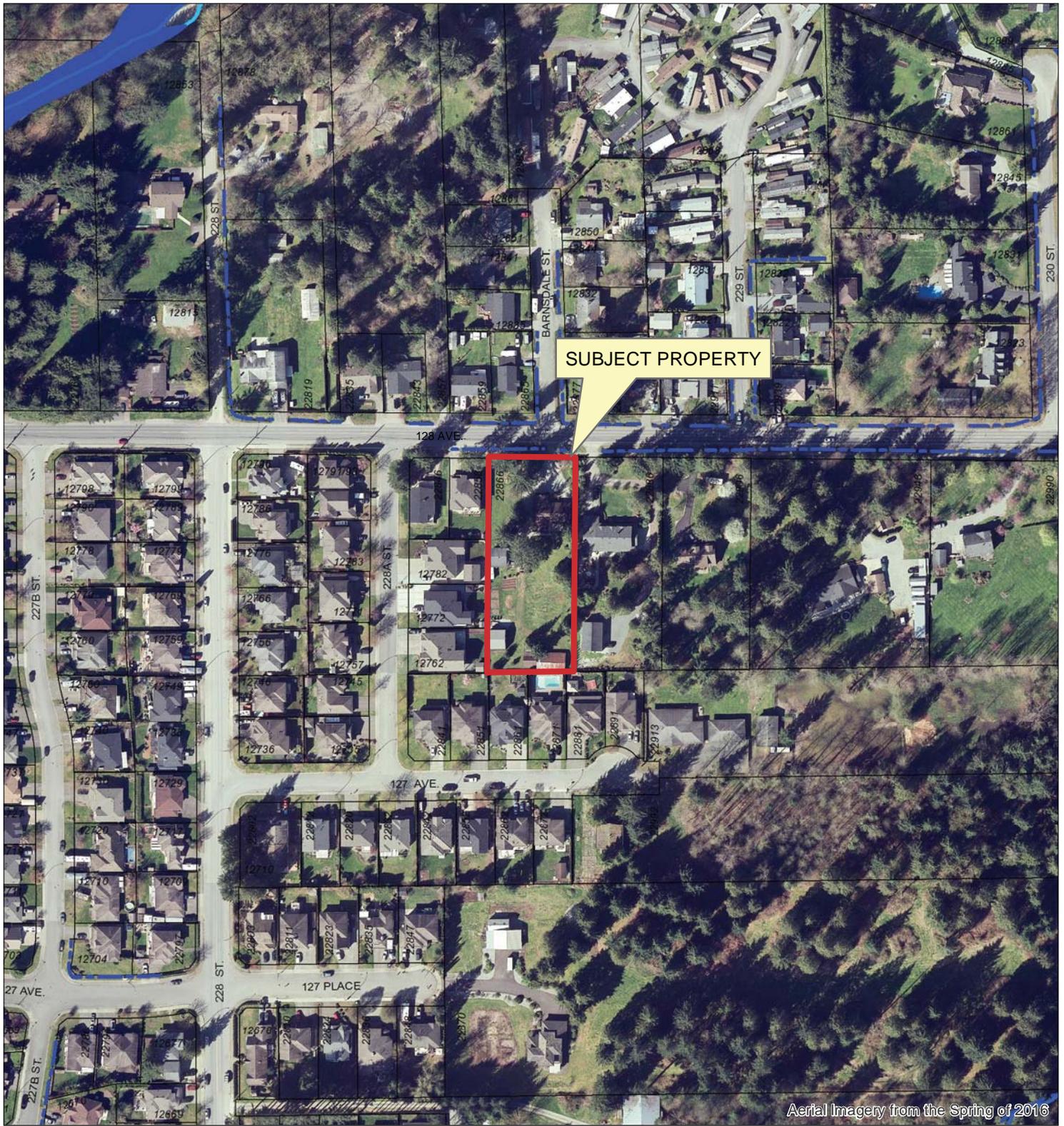
22866 128 AVENUE



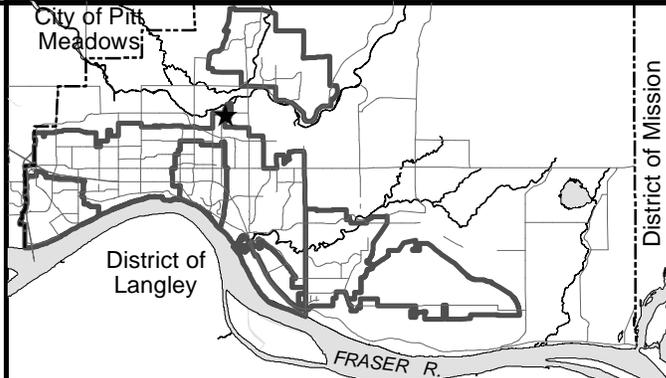
FILE: 2017-580-RZ
DATE: Dec 20, 2017

BY: LP

APPENDIX B



Scale: 1:2,500



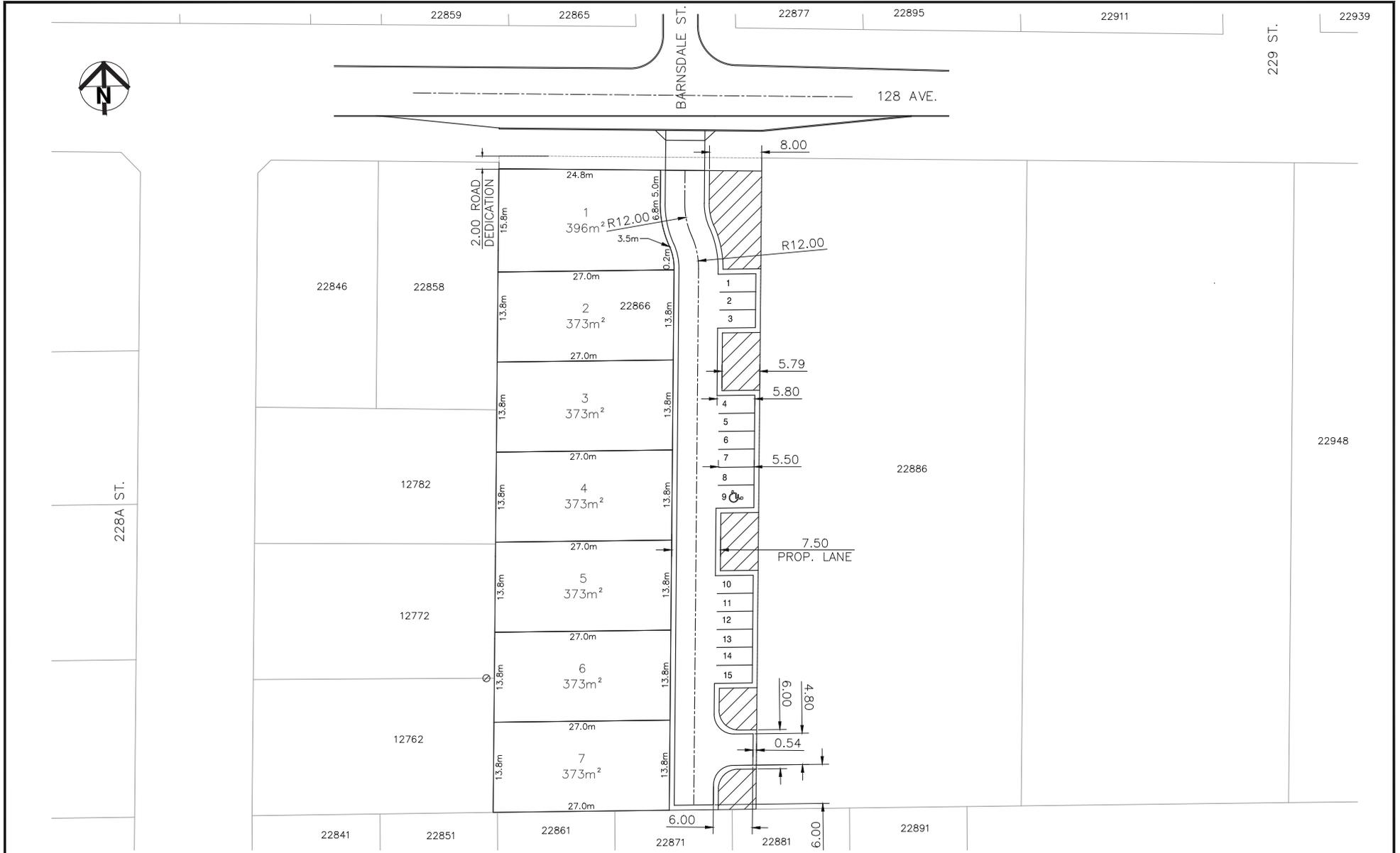
22866 128 AVENUE



FILE: 2017-580-RZ
DATE: Dec 20, 2017

BY: LP

APPENDIX D



NOTE:
 1. ALL EXISTING ON-SITE STRUCTURES ARE TO BE REMOVED UNLESS NOTED OTHERWISE.
 2. EXACT LOT DIMENSIONS & AREAS ARE TO BE VERIFIED BY THE SURVEYOR. SITE AREA
 GROSS SITE AREA: 0.4038ha.

ZONING:
 EXISTING ZONING: RS-2
 PROPOSED ZONING: R-1
LEGAL DESCRIPTION:
 LOT 52, SEC 20, TWP 12
 N.W.D PL NWP40879

0	18/10/26	KL	DK	ISSUED FOR APPROVAL		
NO	YY	MM	DD	DRN	CH	REVISION

Westridge Engineering & Consulting Ltd.
 SUITE 203, 12992 - 76 Avenue, Surrey, BC V3W 2V6
 TEL: (604) 789 - 9520, FAX: (778) 544 - 6507
 www.westridgeengineers.ca

BENCH MARK:
SURVEY BC:

DEVELOPER/OWNER:
 DEVELOPMENT/SITE LOCATION: **7 LOT SUBDIVISION 22866 - 128 STREET MAPLE RIDGE**
 DWG. NAME: **PRELIMINARY LAYOUT PLAN**

SEAL:

SCALE: 1:250	MAPLE RIDGE PROJECT NO.	DRAWING NO.
DESIGNED: KL	MAPLE RIDGE DRAWING NO.	1
DRAWN: KL	PROJECT NO.	OF 1
CHECKED: DK	DATE: 18/10/26	REV. 0
APPROVED: DK		

TO: His Worship Mayor Michael Morden **MEETING DATE:** November 13, 2018
and Members of Council **FILE NO:** 2018-332-RZ

FROM: Chief Administrative Officer **MEETING:** Council

SUBJECT: Second Reading
Official Community Plan Amending Bylaw No. 7509-2018
11641 227 Street

EXECUTIVE SUMMARY:

An application has been received to amend the Official Community Plan (OCP), Appendix D– Temporary Use Permits, to designate the subject property as a *Temporary Commercial Use Permit Area* to allow a Sales Centre for a future apartment use. The subject property is currently zoned RS-1 (One Family Urban Residential), and is under application, at first reading (2017-461-RZ), to rezone to RM-2 (Medium Density Apartment Residential). This Temporary Commercial Use application was granted first reading on October 16, 2018, and will run separately from rezoning application 2017-461-RZ.

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. 7509-2018 on the municipal website and requiring that the applicant host a Development Information Meeting (DIM), and Council considers it unnecessary to provide any further consultation opportunities, except by way of holding a Public Hearing on the bylaw;
- 2) That Official Community Plan Amending Bylaw No. 7509-2018 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. 7509-2018 is consistent with the Capital Expenditure Plan and Waste Management Plan;
- 4) That Official Community Plan Amending Bylaw No. 7509-2018 be given second reading and be forwarded to Public Hearing; and
- 5) That the following terms and conditions be met prior to final reading:
 - i) Amendment to Official Community Plan Appendix D – Temporary Use Permits, to add the subject property to the list of properties; and
 - ii) Provision of a refundable security equivalent to 100% of the estimated landscape cost, in accordance with the terms and conditions of the Temporary Commercial Use Permit.

DISCUSSION:

1) Background Context:

Applicant:	Bissky Architecture and Urban Design Inc.		
Legal Description:	Lot1, D.L. 401, NWD, Plan BCP24521		
OCP:	Existing:	Low-Rise Apartment and Conservation	
	Proposed:	Temporary Commercial Use Permit – Sales Centre	
Zoning:	Existing:	RS-1 (One Family Urban Residential)	
	Proposed:	No change in zoning proposed	
Surrounding Uses:			
North:	Use:	Park	
	Zone:	RS-1 (One Family Urban Residential)	
	Designation:	Conservation, Low-Rise Apartment	
South:	Use:	Apartment	
	Zone:	RM-2 (Medium Density Apartment Residential)	
	Designation:	Low-Rise Apartment, Conservation	
East:	Use:	Single Family, Senior’s Assisted Living Apartment	
	Zone:	RS-1 (One Family Urban Residential), CD-1-00 (Comprehensive Development)	
	Designation:	Single Family Residential, Low-Rise Apartment	
West:	Use:	Park	
	Zone:	RS-1 (One Family Urban Residential)	
	Designation:	Conservation, Low-Rise Apartment	
Existing Use of Property:	Vacant, except for a discontinued site construction office		
Proposed Use of Property:	Temporary Commercial Use – Sales Centre		
Site Area:	1.4 ha (3.5 acres)		
Access:	227 th Street		
Servicing requirement:	Urban Standard		

2) Project Description:

The subject property is located on the west side of 227th Street, north of Holyrood Avenue and south of the gaming facility at 22710 Lougheed Highway. The site slopes gradually from 227th Street down to the west and more steeply down to the northwest corner of the property. Dedicated park land surrounds the property to the north and west for the protection of steep slopes, as well as a watercourse to the north. A portion of the 15 m setback from the watercourse top of bank extends onto the subject property. There is a four storey apartment located to the south; single family housing and a senior’s assisted living apartment located east of the subject property.

The applicant is proposing a Sales Centre in the northeast corner of the subject property for a proposed future apartment use (application 2017-461-RZ currently at first reading). The temporary

building will provide a sample apartment and display centre, which will include two offices, as well as flooring and cabinet samples, colour boards, floor plans and marketing supplies. Hours of operation will be from 12pm – 6pm, seven days per week, and it is estimated that six to ten visitors per day will pass through the Sales Centre. The applicant will provide approximately 17 parking stalls, to be located to the south of the Sales Centre. Access to the building will include a walkway, stairs, and a ramp for persons with mobility limitations. The building will be relocated off-site once the apartment application progresses and the need for the temporary Sales Centre ceases to exist. As per the *Local Government Act*, a Temporary Use Permit is valid for up to three years, with the possibility of another three year extension.

3) Planning Analysis:

i) Official Community Plan:

An OCP amendment is required to add the subject property into Appendix D – Temporary Use Permits of the OCP. Appendix D of the OCP states the following:

1. *Lands in the City may be designated to permit temporary uses if a condition or circumstance exists that warrants the use for a short period of time but does not warrant a change of land use designation or zoning of the property.*
2. *Council has the authority by resolution to issue Temporary Use Permits to allow temporary uses on specific properties. Council may specify conditions for the temporary use.*
3. *Designated Temporary Use Permit areas will require guidelines that specify the general conditions regarding the issuance of permits, the use of the land, and the date the use is to terminate.*
4. *As a condition of issuing the permit, Council may require applicants or owners to remove buildings, to restore the property to a specific condition when the use ends, and to post a security bond. A permit may be issued for a period of up to three years, and may be renewed only once.*
5. *Council may issue Temporary Use Permits to allow:*
 - a) *temporary commercial uses, i.e., temporary parking areas; and*
 - b) *temporary industrial uses, i.e. soil screening.*
 - c) *other temporary uses.*
6. *A Temporary Use Permit is issued in accordance with the provisions of Section 492 of the Local Government Act.*
7. *The following section lists areas designated for Temporary Uses and describes the purpose of the use. The described purpose and the specified general conditions for issuing a Permit for the declared areas are described as part of the Temporary Use Permit.*

The main difference between rezoning and temporary use permits is the duration of time that the use is permitted on the property, and the removal and restoration requirements.

ii) Zoning Bylaw:

The current application does not propose to rezone the subject property's current RS-1 (One Family Urban Residential) zoning. Instead, the Temporary Use Permit is valid for up to three years, and may only be extended once for another three years subject Council approval.

iii) Off-Street Parking And Loading Bylaw:

The applicant is proposing 17 parking stalls on the subject property, with a temporary access just south of the proposed Sales Centre. The applicant anticipates six to ten visitors per day to the Sales Centre. The amount of proposed parking for this commercial use is well above the requirement of the Off-Street Parking and Loading Bylaw.

iv) Development Permits:

A Development Permit is not required as part of this Temporary Use Permit application; however, a Town Centre Development Permit and Natural Features Development Permit will be required as part of the rezoning application for the proposed apartment use (2017-461-RZ).

v) Development Information Meeting:

A Development Information Meeting was held at 22610 116 Avenue (Fraserview Village Fireside Lounge) on November 1, 2018. Twelve people attended the meeting. No comments were received for the specific Sales Centre use; however, some comments were received for the future development. These items will be addressed at a future report to Council for the proposed apartment use, under application 2017-461-RZ.

4) Interdepartmental Implications:

i) Engineering Department:

The proposed Sales Centre does not require use of any City services for water, sanitary or storm sewer. A new driveway letdown is to be installed by the applicant for the temporary use only, with the existing access on the southern portion of the site to be used as the construction access. The site's ultimate single access for the future apartment use will be determined at a later stage along with the Civil drawing submission for future development.

ii) Building Department:

A full Building Permit will be required, including exit and emergency lighting. Also, building anchorage will need to be addressed through the permitting process.

iii) Planning Department:

A landscaping security is required to ensure that the appropriate plantings are provided in accordance with the approved Landscape Plan.

5) 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 amend Appendix D - Temporary Use Permits of the Official Community Plan (OCP) is proposed to allow a Temporary Use Permit on the subject property, is considered to be minor in nature. It has been determined that no additional consultation beyond existing procedures is required, including referrals to the Board of the Regional District, the Council of an adjacent municipality, First Nations, the School District or agencies of the Federal and Provincial Governments.

The amendment has been reviewed with the Financial Plan/Capital Plan and the Waste Management Plan of the Greater Vancouver Regional District and determined to have no impact.

6) Citizen/Customer Implications:

Public Hearing will be an opportunity for neighbours to voice their concerns or support. If Council gives second reading to the bylaw on November 13, 2018, this application is anticipated to be on the December 4, 2018 Public Hearing agenda.

CONCLUSION:

It is recommended that second reading be given to OCP Amending Bylaw No. 7509-2018, and that application 2018-332-RZ be forwarded to Public Hearing.

“Original signed by Adam Rieu”

Prepared by: Adam Rieu
Planning Technician

“Original signed by Chuck Goddard” for

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

“Original signed by Frank Quinn”

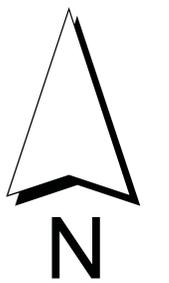
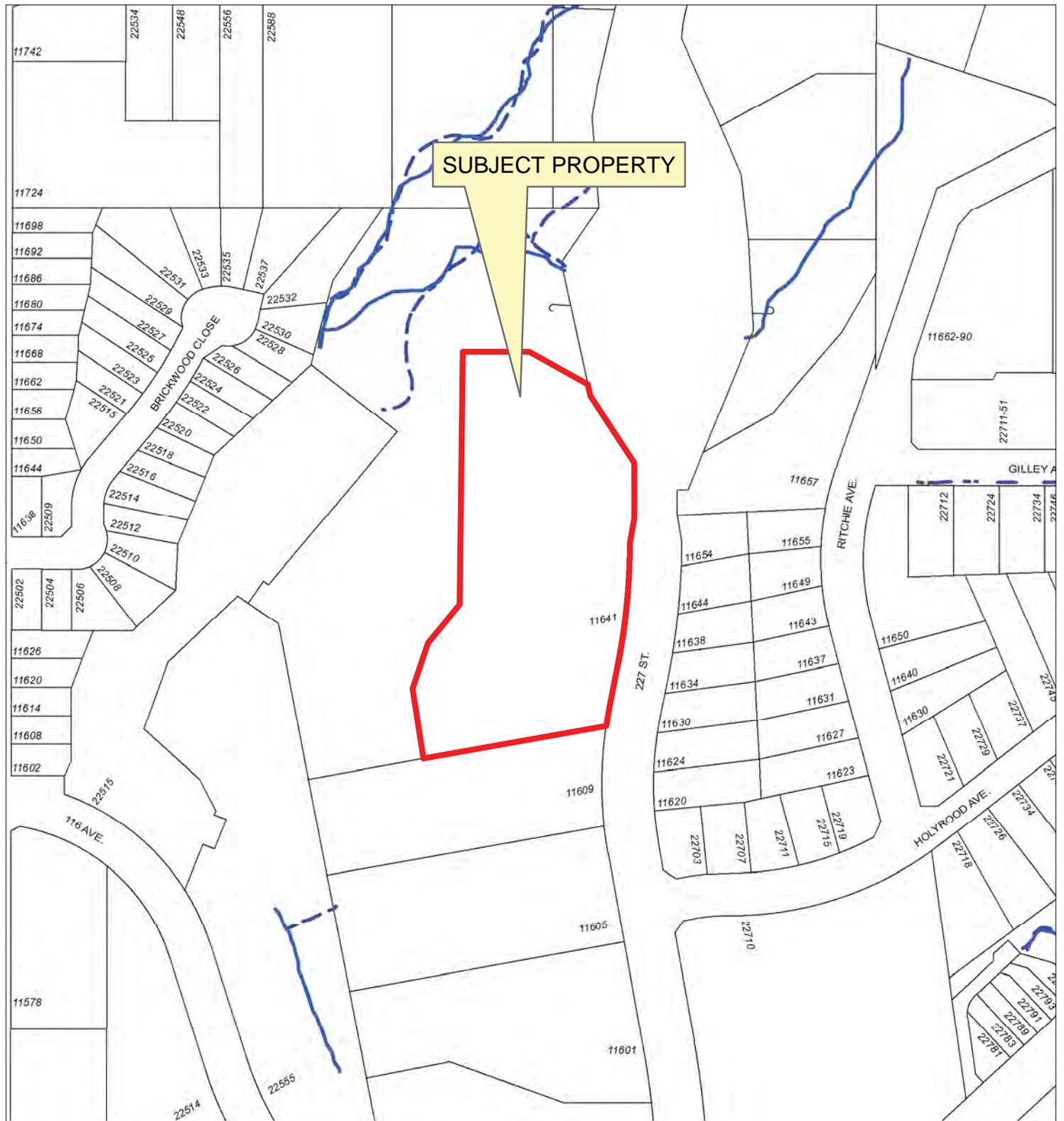
Approved by: Frank Quinn, MBA, P.Eng
GM Public Works & Development Services

“Original signed by Paul Gill”

Concurrence: Paul Gill, CPA, CGA
Chief Administrative Officer

The following appendices are attached hereto:

- Appendix A – Subject Map
- Appendix B – Ortho Map
- Appendix C – OCP Amending Bylaw No. 7509-2018
- Appendix D – Site Plan
- Appendix E – Building Elevation Plans
- Appendix F – Landscape Plan



Legend

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

Scale: 1:2,500

11641 227 Street

PLANNING DEPARTMENT



MAPLE RIDGE

British Columbia

mapleridge.ca

2018-332-RZ
DATE: Aug 16, 2018

BY: JV



Scale: 1:2,500

Legend

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

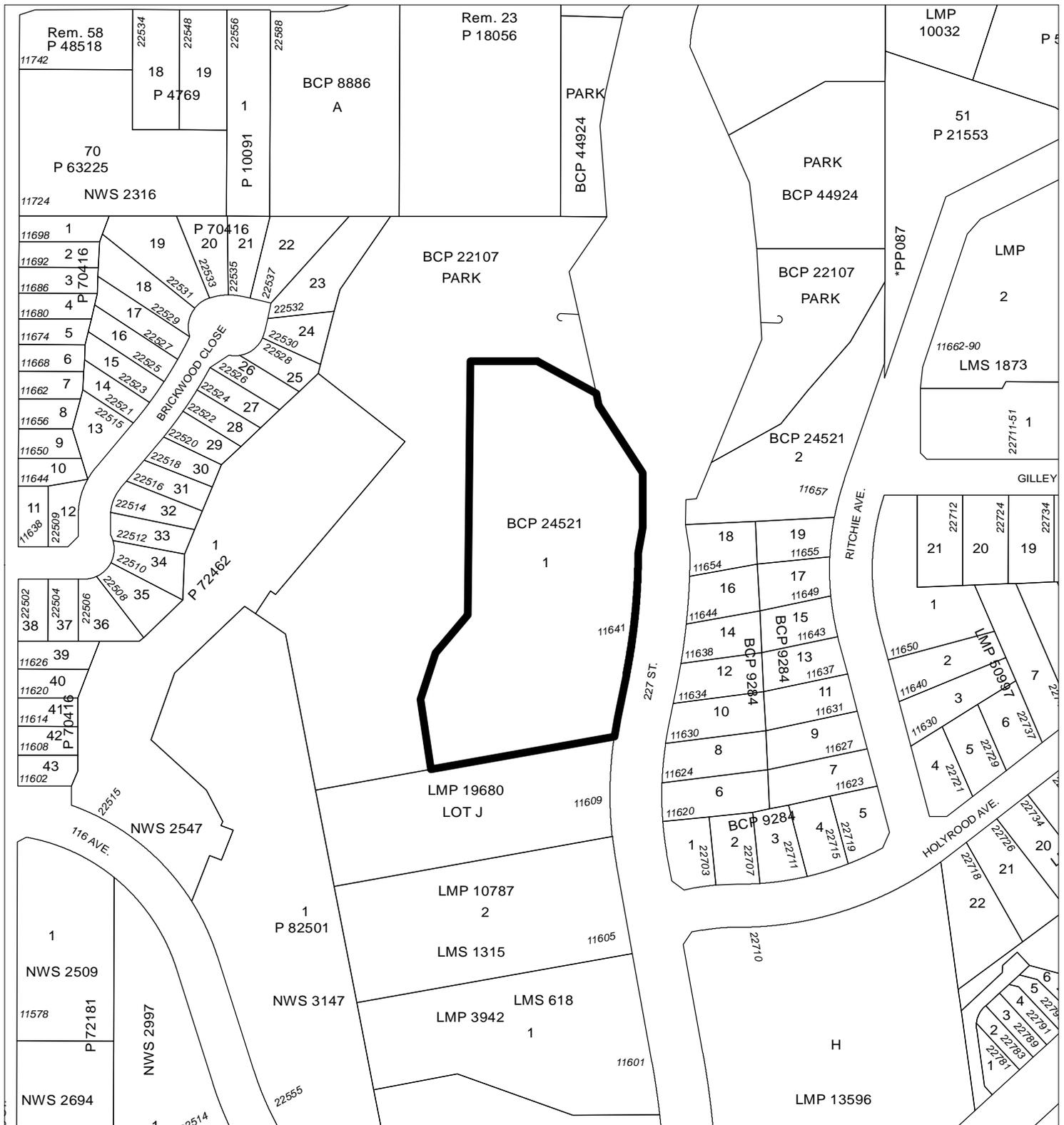
11641 227 Street

PLANNING DEPARTMENT



2018-332-RZ
DATE: Aug 16, 2018

BY: JV



**TEMPORARY COMMERCIAL
USE PERMIT AREA**
Location No.7

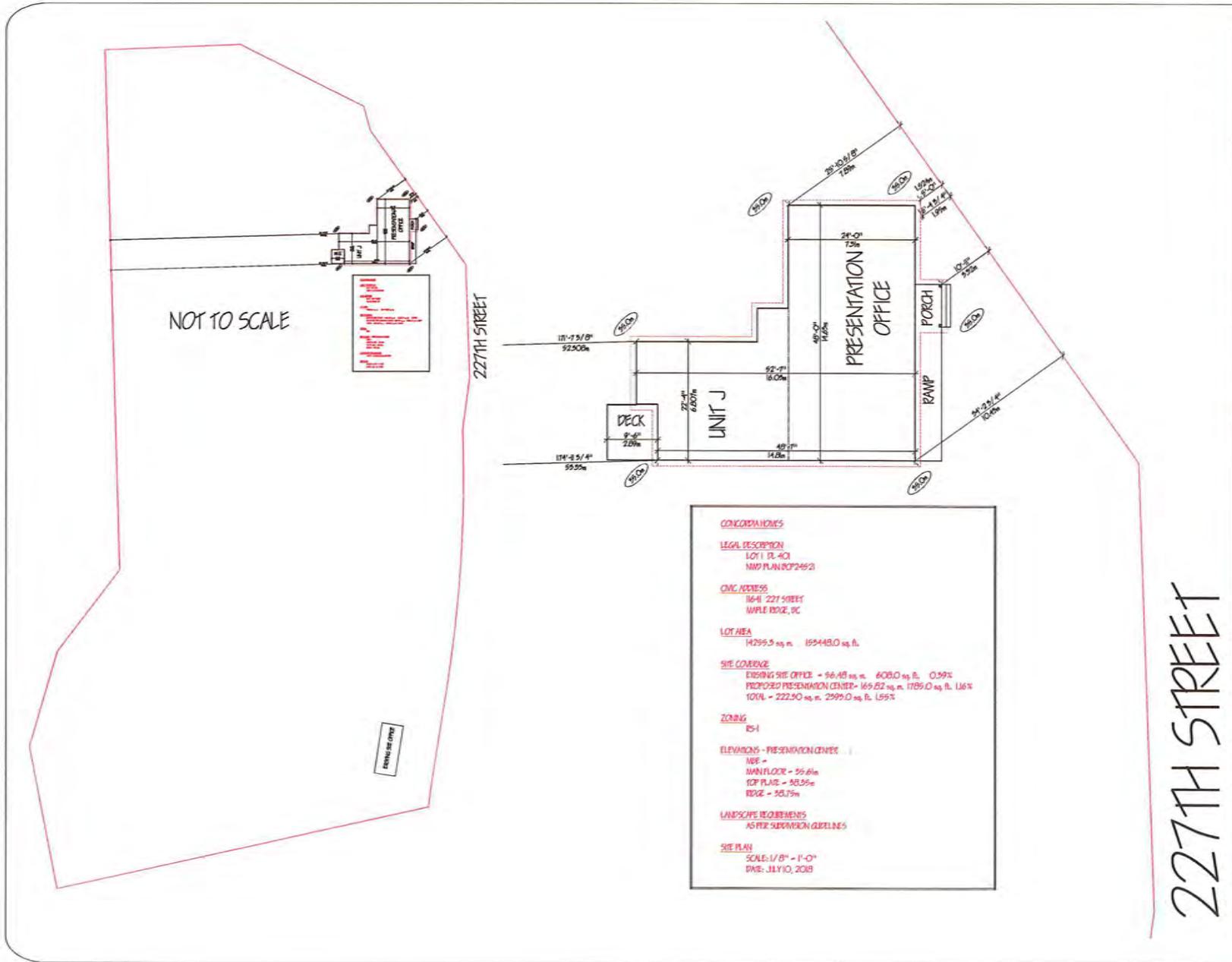
Scale: 1:2,500

CITY OF MAPLE RIDGE
PLANNING DEPARTMENT



DATE: Oct 10, 2018

BY: DT



CONCORDIA NOTES

LEGAL DESCRIPTION
 LOT 1 PL. 401
 NMP PLAN ROP2492

CMC ADDRESS
 1641 227 STREET
 MAPLE RIDGE, BC

LOT AREA
 14295.5 sq. m. 165448.0 sq. ft.

SITE COVERAGE
 EXISTING SITE OFFICE - 56.18 sq. m. 608.0 sq. ft. 0.39%
 PROPOSED PRESENTATION CENTER - 165.82 sq. m. 1785.0 sq. ft. 1.16%
 TOTAL - 222.00 sq. m. 2393.0 sq. ft. 1.55%

ZONING
 R5-1

ELEVATIONS - PRESENTATION CENTER
 NEE -
 MAIN FLOOR - 55.61m
 TOP PLATE - 58.95m
 EDGE - 58.75m

LANDSCAPE REQUIREMENTS
 AS PER SUBMISSION GUIDELINES

SITE PLAN
 SCALE: 1/8" = 1'-0"
 DATE: JULY 10, 2018

227TH STREET

200 - 22716 DEWDNEY TRUNK ROAD
 MAPLE RIDGE, BC, CANADA V2X 3K2
 PHONE: 604 - 380 - 1256
 www.columbusprojects.com
 info@columbusprojects.com



**COLUMBUS
 PROJECTS INC**

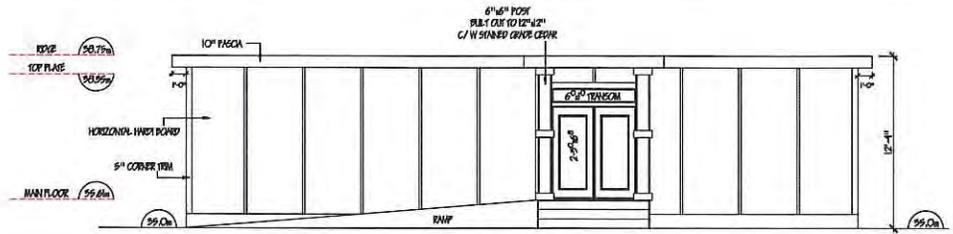
THIS DRAWING COMPLY TO THE
 2012 BCBC INCLUDING
 DECEMBER 2014 REVISIONS.

NO.	REVISION / ISSUE	DATE

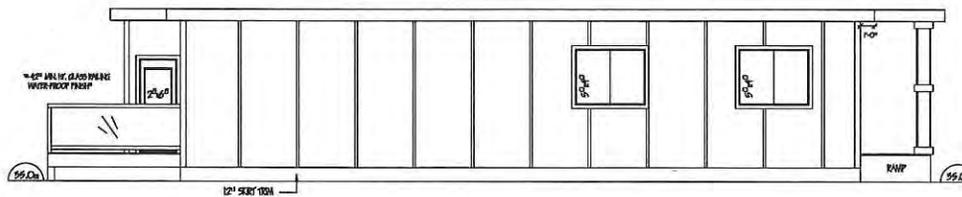
PROJECT NAME
 CONCORDIA
 PRESENTATION CENTER
 1641 227 STREET
 MAPLE RIDGE, BC.

DRAWING TITLE
 PRESENTATION CENTER
 & UNIT "J" LAYOUT

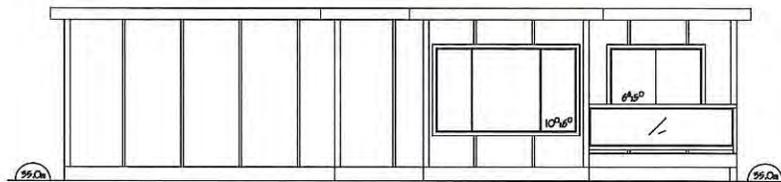
DRAWN C. FOX **DATE**
DATE JULY 10, 2018
SCALE AS NOTED **PAGE** 1 of 5



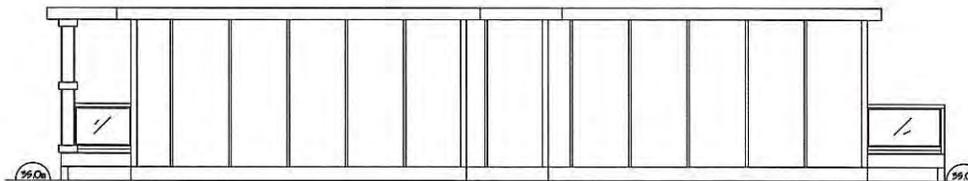
FRONT ELEVATION
SCALE - 1/4" = 1'-0"



LEFT ELEVATION
SCALE - 1/4" = 1'-0"



REAR ELEVATION
SCALE - 1/4" = 1'-0"



RIGHT ELEVATION
SCALE - 1/4" = 1'-0"

200 - 22716 DEWDNEY TRUNK ROAD
MAPLE RIDGE, BC, CANADA V2X 3K2
PHONE: 604 - 380 - 1256
www.columbusprojects.com
info@columbusprojects.com



**COLUMBUS
PROJECTS INC**

THE DRAWINGS COMPLY TO THE
2012 IBC/C INCLUDING
DECEMBER 2014 REVISIONS.

NO.	REVISION / ISSUE	DATE

PROJECT NAME AND ADDRESS:
CONCORDIA
PRESENTATION CENTER
11641 227 STREET
MAPLE RIDGE, BC.

DRAWING TITLE:
PRESENTATION CENTER
& UNIT "J" LAYOUT

DRAWN: C. FOX	DATE: JULY 10, 2018	PAGE: 4 OF 5
SCALE: AS NOTED		

APPENDIX F

PLANT LIST - 227 Street - Presentation Center

October 22, 2018

Total

SYMBOL	QTY.	BOTANICAL NAME	COMMON NAME	SIZE	SPACING
SHRUBS					
	4	Cornus stolonifera	redtwig Dogwood	#1 pot	900 o.c.
	2	Euonymus alata 'Compactus'	Dwarf Burning Bush	#2 pot	900 o.c.
	10	Pieris japonica compacta	Dwarf Pieris	#2 pot	800 o.c.
	5	Polystichum munium	Western Sword Fern	#1 pot	600 o.c.
	12	Potentilla fruticosa Red Ace	Red Ace Shubby Cinquefoil	#1 pot	650 o.c.
	10	Rhododendron 'Ramapo'	Dwarf Red Rhodo	#2 pot	750 o.c.
	9	Rhododendron 'Vulcan'	Red Vulcan Rhododendron	#5 pot	900 o.c.
	25	Spiraea x Bumalda Gold Flame	Gold Flame Spiraea	#2 pot	900 o.c.
GROUND COVERS					
	31	Mahonia nervosa	Longleaf Mahonia	#1 pot	450 o.c.

NOTES:

- 1) In case of discrepancy between plant numbers on this list and on the plan, the plan shall prevail.
- 2) All planting shall be in accordance with BCSLA/BCLNA Landscape Standard, latest edition.
- 3) All planting beds: 450 growing medium with 75mm of mulch (decomposed hem/fir bark)
- 4) All off site work and plant material to satisfaction of the City of Maple Ridge

All drawings remain the property of Greenway Landscape Architecture. Use for any purpose and reproduction only by written consent.

#	DATE	ISSUE/REVISION DATE
1	Oct 25 18	Temporary Use Permit Application



Greenway
Landscape Architecture
2280 Park Crescent
Coquitlam BC V3J 5T4
T 604 461 9120
E paul@greenway.ca

Paul Whitehead RBCLSA
Registered Landscape Architect #246

CLIENT
Concordia Homes

PROJECT
PRESENTATION CENTER
227 Apartments
11641-227 Street
Maple Ridge BC

DRAWING
LANDSCAPE PLAN

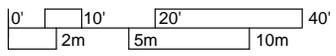
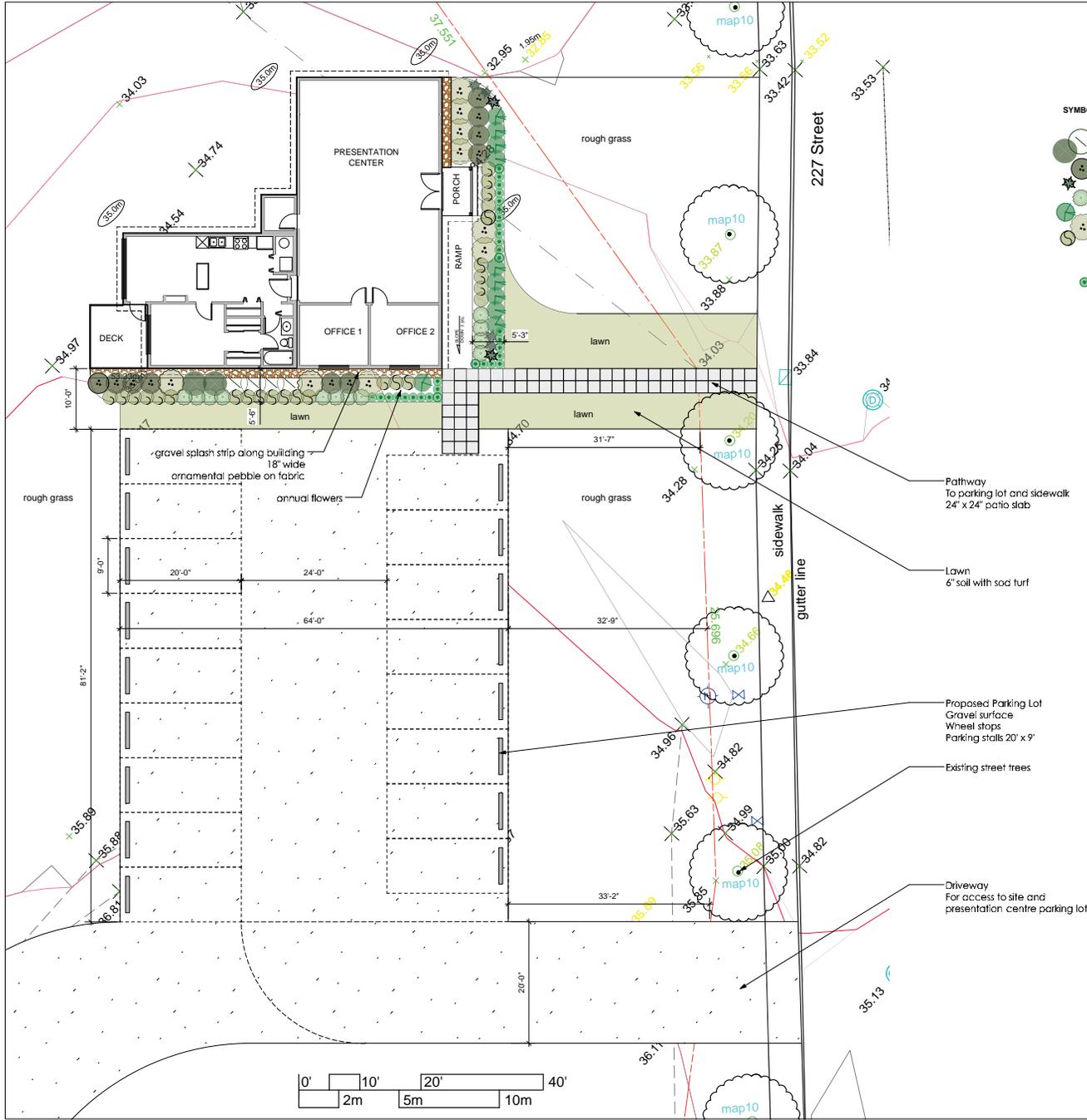
DRAWING NUMBER
L1

SCALE 1" = 8'-0"

DRAWN PACW

SHEET 1 of 1

PROJECT NUMBER 1811



City of Maple Ridge

TO: His Worship Mayor Michael Morden
and Members of Council
FROM: Chief Administrative Officer
SUBJECT: Development Variance Permit
23882 Dewdney Trunk Road

MEETING DATE: November 13, 2018
FILE NO: 2014-106-DVP
MEETING: Council

EXECUTIVE SUMMARY:

Development Variance Permit 2014-106-DVP has been received in conjunction with a Rezoning and Subdivision applications to rezone the subject property, located at 23882 Dewdney Trunk Road, from RS-1b (One Family Urban (Medium Density) Residential) to R-2 (Urban Residential District), to permit the subdivision of approximately eleven single family residential lots. The requested variance is to:

- Waive the requirement to convert overhead utilities on Dewdney Trunk Road to underground wiring where there is less than a total of 250 m (820 ft.) of contiguous redevelopment potential fronting both sides of the highway right of way.

Council will be considering final reading for rezoning application 2014-106-RZ on November 13, 2018.

It is recommended that Development Variance Permit 2014-106-DVP be approved.

RECOMMENDATION:

That the Corporate Officer be authorized to sign and seal 2014-106-DVP respecting property located at 23882 Dewdney Trunk Road.

DISCUSSION:

a) Background Context

Applicant: Foremost Development Corporation

Legal Description: Lot A Except: Part Subdivided by Plan LMP1144 Section 16 Township 12 New Westminster District Plan LMP806

OCP:
Existing: Urban Residential

Zoning:
Existing: RS-1b (One Family Urban (Medium Density) Residential)
Proposed: R-2 (Urban Residential District)

Surrounding Uses:
North: Use: School Board Works Yard
Zone: P-6 (Civic Institutional)
Designation: Institutional

South:	Use:	Single Family Residential
	Zone:	RS-1b (One Family Urban (Medium Density) Residential)
	Designation:	Urban Residential
East:	Use:	Single Family Residential
	Zone:	R-2 (Urban Residential District)
	Designation:	Urban Residential
West:	Use:	Single Family Residential
	Zone:	RS-1b (One Family Urban (Medium Density) Residential)
	Designation:	Urban Residential

Existing Use of Property:	Vacant
Proposed Use of Property:	Single Family Residential
Site Area:	0.52 ha (1.30 acres)
Access:	New Local Road and Lane
Servicing requirement:	Urban Standard

b) Project Description:

The applicant proposes to rezone the subject property from RS-1b (One Family Urban (Medium Density) Residential) to R-2 (Urban Residential District) to permit future subdivision into eleven single family residential lots. Lots fronting Dewdney Trunk Road will be accessed via a rear lane, while remaining lots will be accessed from a new local road, both of which will be extended from the recent development to the east.

c) Variance Analysis:

The Subdivision and Development Services Bylaw establishes regulations for 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 waive the requirement to convert overhead utilities on Dewdney Trunk Road to underground wiring, in accordance with *Council Policy 9.05 – Conversion of Existing Overhead Utility Wiring to Underground Wiring.*

Council Policy 9.05 supports this variance as there is less than 250 m (820 ft.) of contiguous redevelopment potential fronting both sides of Dewdney Trunk Road. There is no intention to underground the service at this location along Dewdney Trunk Road; therefore, no securities in lieu of undergrounding the utility lines are required.

d) Citizen / Customer Implications

In accordance with the *Development Procedures Bylaw No. 5879-1999*, notice of Council consideration of a resolution to issue a Development Variance Permit was mailed to all owners or

tenants in occupation of all parcels, any parts of which are adjacent to the property that is subject to the permit.

CONCLUSION:

The proposed variance to waive the requirement to convert overhead utilities to underground wiring on Dewdney Trunk Road is supported, as it is in compliance with Council Policy 9.05.

It is therefore recommended that this application be favourably considered and the Corporate Officer be authorized to sign and seal Development Variance Permit 2014-106-DVP.

“Original signed by Adam Rieu”

**Prepared by: Adam Rieu
Planning Technician**

“Original signed by Christine Carter”

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

“Original signed by Frank Quinn”

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

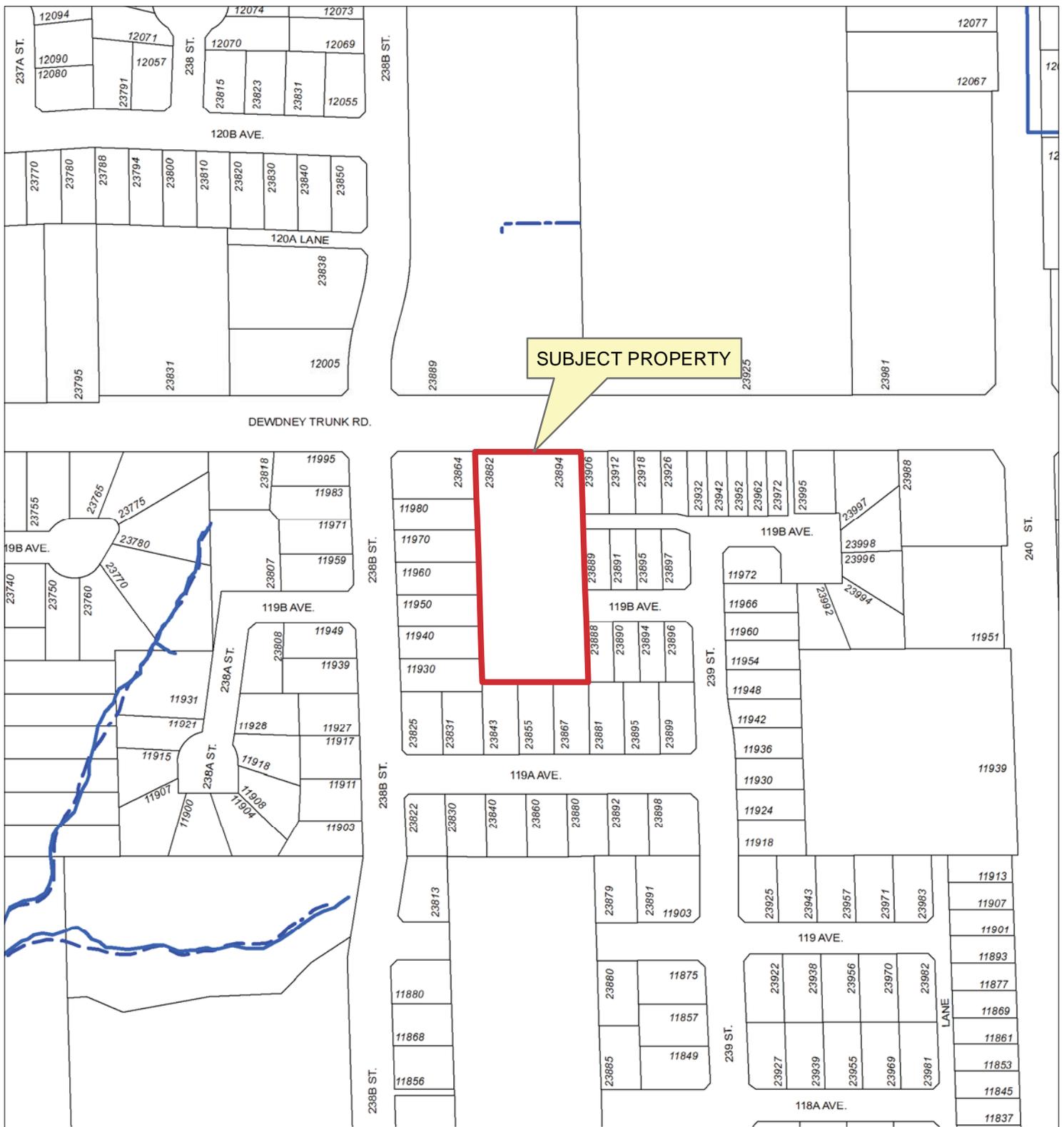
“Original signed by Paul Gill”

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

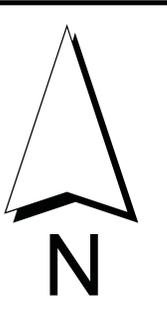
The following appendices are attached hereto:

Appendix A – Subject Map

Appendix B – Ortho Map



SUBJECT PROPERTY



Legend

- Stream
- Ditch Centreline
- Indefinite Creek

Scale: 1:2,500

23882 DEWDNEY TRUNK ROAD

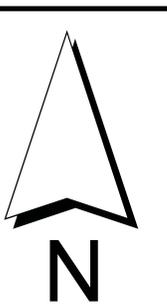
PLANNING DEPARTMENT



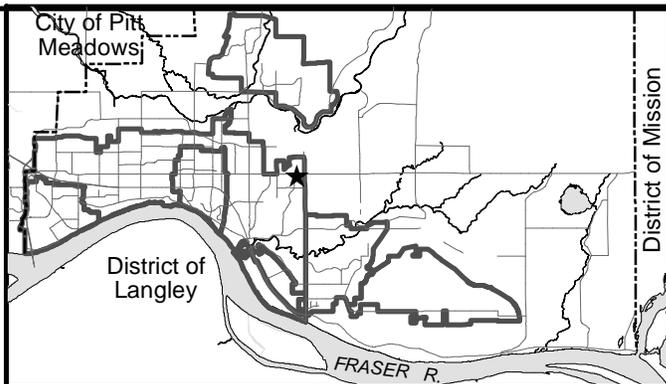
mapleridge.ca

FILE: 2014-106-RZ
DATE: Oct 5, 2018

BY: LP



Scale: 1:2,500



23882 DEWDNEY TRUNK ROAD

PLANNING DEPARTMENT



FILE: 2014-106-RZ
DATE: Oct 5, 2018

BY: LP

City of Maple Ridge

TO: His Worship Mayor Michael Morden
and Members of Council
FROM: Chief Administrative Officer
MEETING DATE: November 13, 2018
FILE NO: 2017-284-DVP
MEETING: Council
**SUBJECT: Development Variance Permit
11300 block 232 Street**

EXECUTIVE SUMMARY:

Development Variance Permit application (2017-284-DVP) has been received for four (4) properties in the 11300 block of 232 Street (see Appendix A and B), in conjunction with a 47 lot R-2 (Urban Residential District) Zone subdivision application 2017-284-SD (see Appendix C). The requested variances are to:

1. Reduce rear lot line setbacks (Various lots see Appendix D); and
2. Reduce the lot width requirement for one corner lot from 13.50 metres wide to 12.23 metres wide (Appendix E).

It is recommended that Development Variance Permit 2017-284-DVP be approved.

RECOMMENDATION:

That the Corporate Officer be authorized to sign and seal 2017-284-DVP respecting property located at 11300 block 232 Street.

DISCUSSION:

a) Background Context

Applicant: Morningstar Communities Ltd.(Addie Anderson)

Legal Description: Part Lot 2 Plan EPP71200

OCP :

Existing: Urban Residential and Conservation
Proposed: Urban Residential and Conservation

Zoning:

Existing: R-2 (Urban Residential District)
P-1 (Park and School)
Proposed: R-2 (Urban Residential District)
P-1 (Park and School)

Surrounding Uses:

North: Use: Thomas Haney Secondary School
Zone: CD-1-89 (Assembly, Civic, Park & School)
Designation Institutional

South:	Use:	Residential
	Zone:	RM-1 (Townhouse Residential)
	Designation:	Urban Residential
East:	Use:	Conservation
	Zone:	RS-3 (One Family Rural Residential)
	Designation:	Conservation
West:	Use:	Conservation
	Zone:	RS-3 (One Family Rural Residential)
	Designation:	Conservation

Existing Use of Property:	Residential, Park & Conservation
Proposed Use of Property:	Residential, Park & Conservation
Site Area:	2.81 Ha. (6.9 Acres)
Access:	232 Street and new east-west road between Loughheed Highway and 232 Street
Servicing:	Urban
Concurrent and Previous Applications:	2017-284-SD; 2015-297-RZ

b) Project Description:

The project is a 47 lot R-2 (Urban Residential District) Zone subdivision with a 0.286 Ha. (0.7 Acre) local park (see Appendix C).

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:

1. *Maple Ridge Zoning Bylaw No 3510 -1985 Part 6 601B R-2 Urban Residential District, Section D, 2, b):*

To reduce the rear setbacks from 8.0 metres to a range of 7.75 to 5.25 metres to as shown in Appendix D

The purpose of this variance is to accommodate the style of dwelling being proposed by the developer, while still maintaining at least a 6.0 metre back yard depth for all but one (1) lot. The one lot in question (Lot 26) is irregular in shape and will still achieve adequate useable backyard space.

2. *Maple Ridge Zoning Bylaw No 3510 -1985 Part 6 601B R-2 Urban Residential District, Section C, 2, a), ii:*

To reduce the minimum lot width for an exterior lot (Lot 29) from 13.5 metres to 12.23 as shown in Appendix E

The overall lot and internal road layout was dictated, in part, by the environmental and geotechnical constraints of the site. Consequently, one corner lot (Lot 29) narrows toward its front lot line. The bylaw requires that a lot width be no less than 13.50 metres measured a distance of 7.5 metres

from a front lot line. In this case, the width is 12.23 metres. Since Lot 29 widens toward the rear lot line, the reduced width is supportable.

d) Citizen/Customer Implications:

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

CONCLUSION:

The proposed variance for rear setbacks and the width of one lot is supported to accommodate the proposed dwellings designs for the anticipated market demand. The variance will not affect the usability of the back yards by residents.

It is therefore recommended that this application be favourably considered and the Corporate Officer be authorized to sign and seal Development Variance Permit 2017-284-DVP.

“Original signed by Adrian Kopystynski”

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

“Original signed by Christine Carter”

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

“Original signed by Frank Quinn”

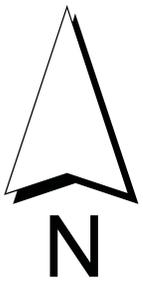
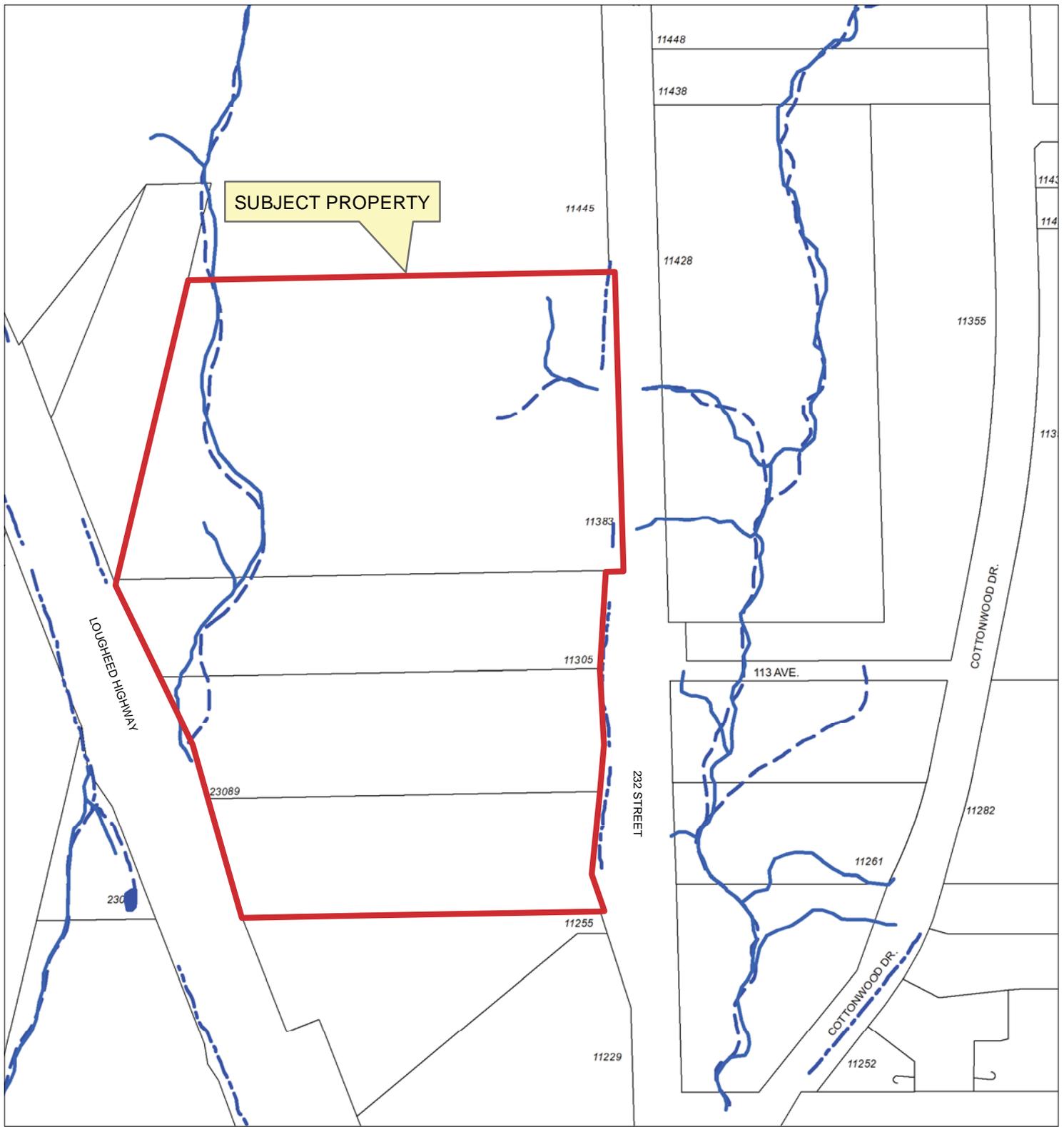
**Approved by: Frank Quinn, MBA, P.Eng
GM Public Works & Development Services**

“Original signed by Paul Gill”

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

The following appendices are attached hereto:

- Appendix A – Subject Map
- Appendix B – Ortho Map
- Appendix C – Subdivision plan
- Appendix D – Rear setback variances
- Appendix E – Lot width variance



Scale: 1:2,500

Legend

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

**23089 & 23095 LOUGHEED HIGHWAY
11305 & 11383 232 STREET**

PLANNING DEPARTMENT



FILE: 2017-284-SD
DATE: Jul 5, 2017

BY: LP

PROPOSED SUBDIVISION PLAN OF
LOT 2, DISTRICT LOT 403, GROUP 1,
NEW WESTMINSTER DISTRICT PLAN EPP71200.

APPENDIX C

SCALE 1:500

All Distances are in Metres.

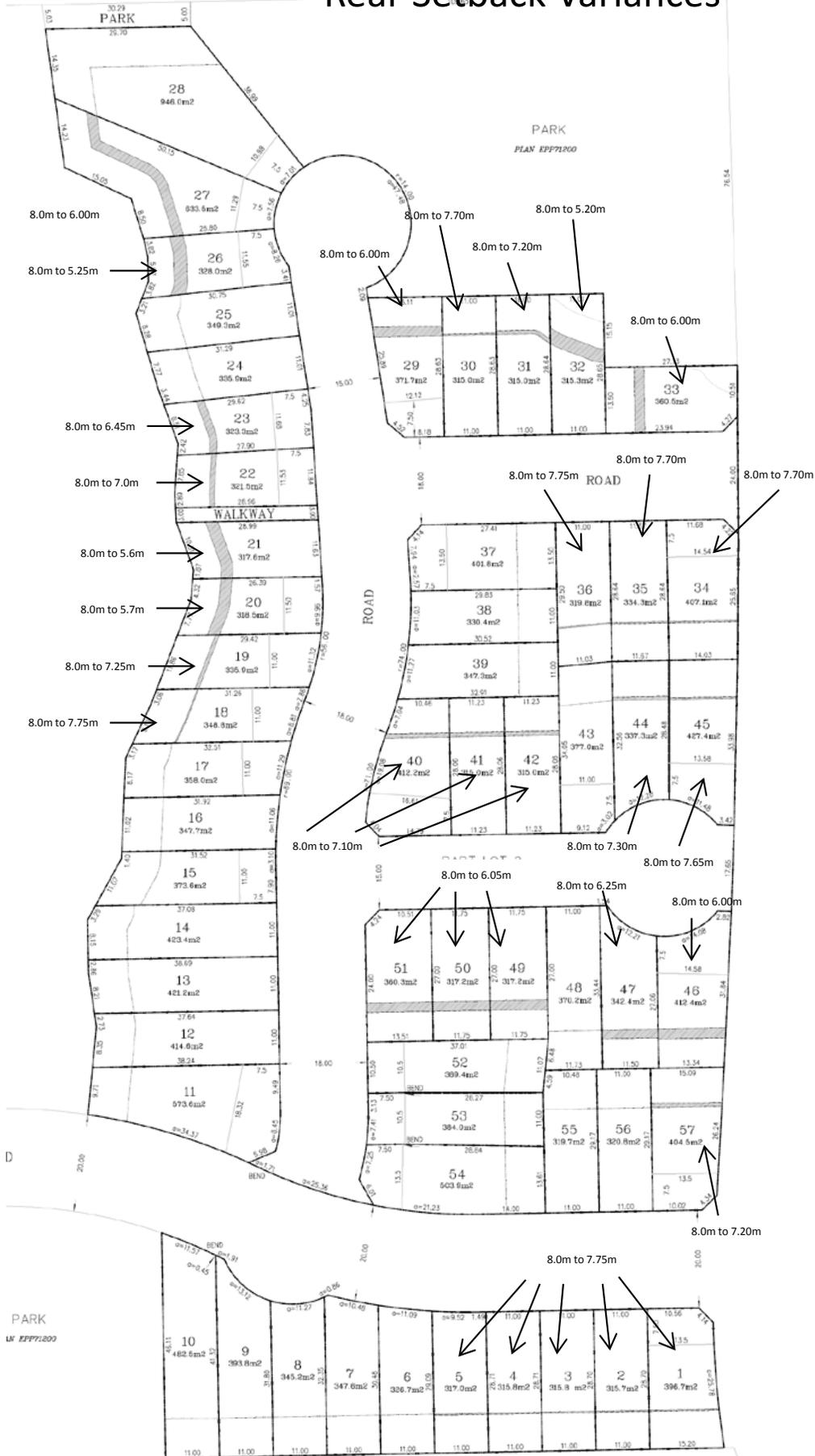
CIVIC ADDRESS:
LOUGHREED HIGHWAY / 232ND STREET
MAPLE RIDGE, B.C.
F.I.D.: N/A

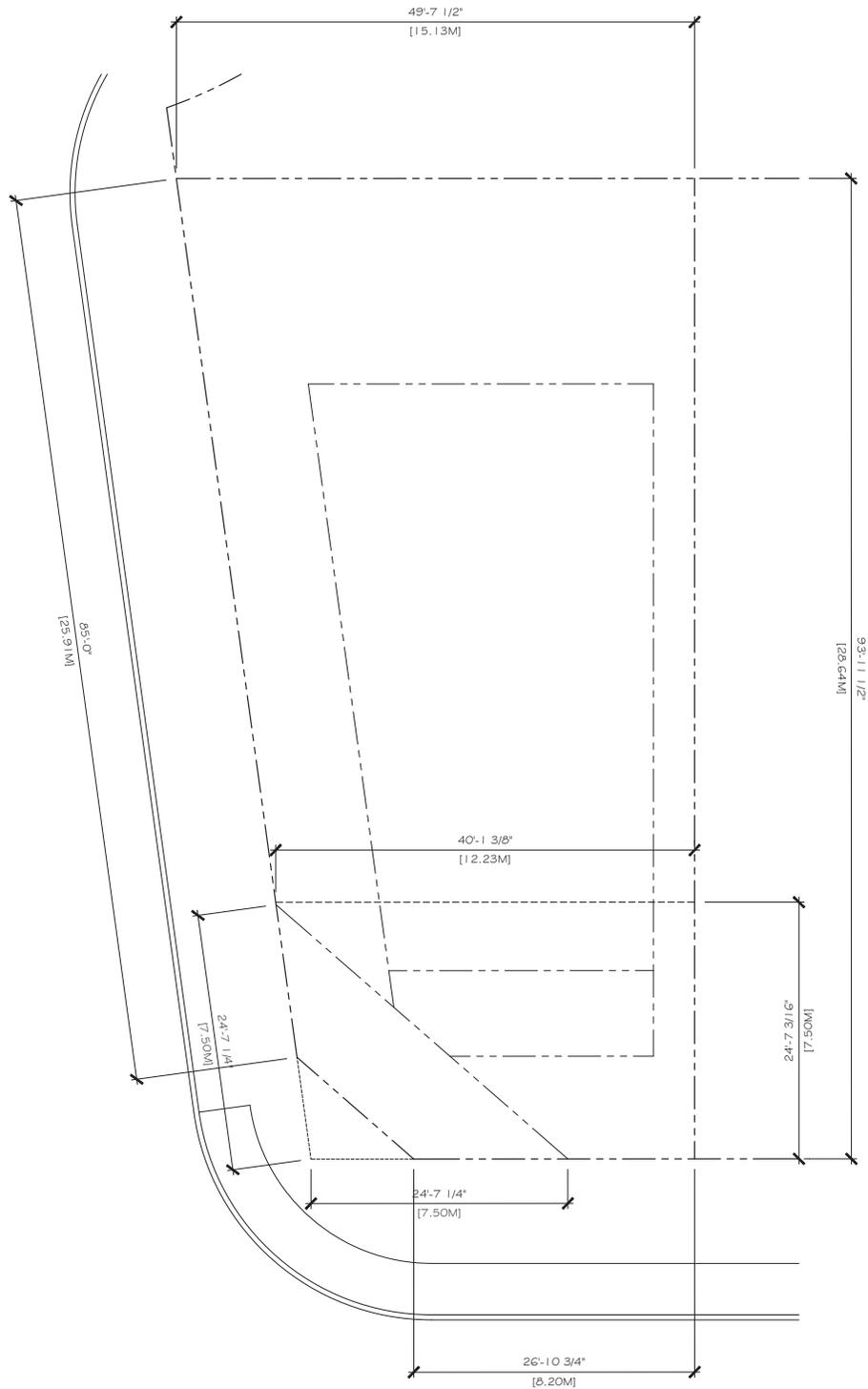


1
PLAN 87166



Rear Setback Variances





SITE PLAN - LOT WIDTH VARIANCE - 601B(C)(ii)

LOT: 29	SHEET: 1 OF 1	PROJECT: ROSLYN RIDGE	DESIGNED BY:	REVISIONS:
		ADDRESS:	DATE: AUGUST 10/2018	—
		MODEL:	DRAWN BY: S.N.	—
			CHECKED BY: S.C.	—

ALL DIMENSIONS TO BE CHECKED BY CONTRACTOR BEFORE START OF CONSTRUCTION & ANY DISCREPANCIES REPORTED.

THESE DRAWINGS CONFORM TO THE LATEST EDITION OF THE 2012 BRITISH COLUMBIA BUILDING CODE

MORNINGSTAR
DEFINING SINGLE FAMILY HOMES

946 BRUNETTE AVENUE
COQUITLAM, B.C. V3K 1C9
HEAD OFFICE: (604) 521-0038
FAX: (604) 521-0078
WWW.MSTARHOMES.COM

City of Maple Ridge

TO: His Worship Mayor Michael Morden
and Members of Council
FROM: Chief Administrative Officer
SUBJECT: Development Variance Permit
10607 277 Street

MEETING DATE: November 13, 2018
FILE NO: 2018-421-DVP
MEETING: Council

EXECUTIVE SUMMARY:

Development Variance Permit application (2018-136-DVP) has been received in conjunction with a building permit application to construct a detached garden suite in accordance with the Zoning Bylaw for properties that are within the Agricultural Land Reserve. The requested variances are to:

1. reduce the required asphalt width for the rural local road from 7.0 metres to 6.0 metres; and
2. increase the area of the farm home plate from a maximum of 0.2 hectares (0.5 acres) to 0.550 hectares (1.4 acres).

The required variances pertain to the Subdivision and Development Servicing Bylaw and to the Zoning Bylaw. The required asphalt width for a rural local road under the Subdivision bylaw and design criteria is 7.0m. The existing road is currently at 6.0m, and by granting the variance, this existing situation will continue. Similarly, the rationale for granting the farm home plate variance is due to an existing structure currently in place. The applicant proposes to replace this structure with a 2 storey accessory residential unit with the detached garden suite above. There will be no change to the existing residential footprint should this variance be granted.

The property has farm status, and this use is permitted under the policies of the Agricultural Land Commission.

It is recommended that Development Variance Permit 2018-421-VP be approved.

RECOMMENDATION:

That the Corporate Officer be authorized to sign and seal 2018-421-DVP respecting property located at 10607 277 Street.

DISCUSSION:

a) Background Context

Applicant:	Jacqlyn Rempel
Legal Description:	Lot: 2, Section: 8, Township: 15, Plan: NWP10078
OCP :	Agriculture
Existing:	AGR (Agricultural)
Zoning:	
Existing:	RS-3 (One Family Rural Residential)

Surrounding Uses:

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

Existing Use of Property:	Agricultural, Rural Residential
Proposed Use of Property:	No change
Site Area:	1.75 ha (4.3 acres)
Access:	277 th Street
Servicing:	On site water and sewer

b) Project Description:

This application is for the construction of a detached garden suite on the subject property, which has farm status. An existing accessory residential structure will be demolished and replaced with a 2 storey structure consisting of a workshop/garage at grade and a dwelling unit above. This proposal is permitted for properties within the Agricultural Land Reserve with farm status. The siting of the existing house and accessory structure are non-conforming with respect to the farm home plate requirements in the Zoning Bylaw. For this reason, new construction within the nonconforming farm home plate will require a variance. The existing pavement width is 6.0 metres and by granting a variance, this situation will continue.

c) Variance Analysis:

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 Subdivision and Development Services Bylaw No. 4800-1993, Schedule D-Standard Drawings and Specifications: To reduce the constructed asphalt width of a Rural Local Road from 7.0m (22.96 ft.) to 6.0m (19.68 ft.).

The existing asphalt width of 277th Street is 6.0m (19.68 ft.) and it has been determined to be sufficient for the Rural Street designation and uses; therefore, the proposed variance to maintain the existing asphalt width can be supported.

2. *Maple Ridge Zoning Bylaw No 3510 -1985, Part 4, Section 402, 15. a):*
To increase the area of the farm home plate from a maximum of 0.2 hectares to 0.555 hectares.

The existing farm home plate is non-conforming. This proposal will introduce a detached garden suite and workshop to replace an existing workshop. There will be no change to the existing

residential footprint. Both the principal dwelling and the detached garden suite are within 60 metres of the fronting street, and therefore granting this variance will incur minimal impacts onto adjacent agricultural parcels.

d) Citizen/Customer Implications:

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

CONCLUSION:

The proposed variances are supported because:

1. The proposed asphalt width is existing and there would be little benefit to increasing asphalt width at this location.
2. The proposed 2 storey detached garden suite and workshop will be situated on the same site as an existing structure, and will therefore not increase the existing footprint.

It is therefore recommended that this application be favourably considered and the Corporate Officer be authorized to sign and seal Development Variance Permit 2018-421-DVP.

“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**

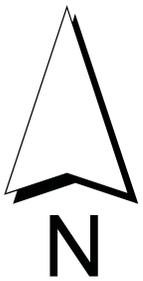
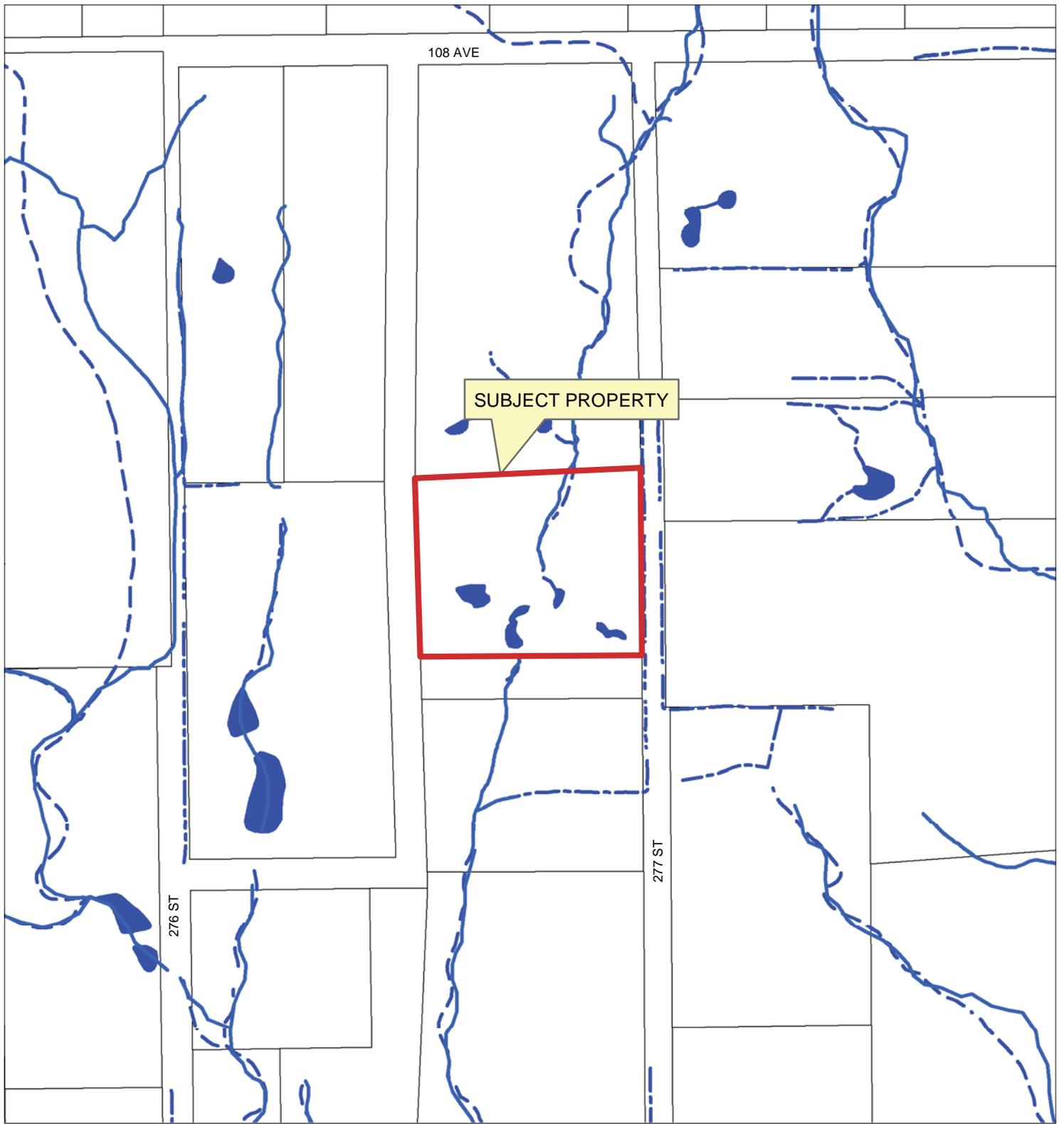
“Original signed by Paul Gill”

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

The following appendices are attached hereto:

- Appendix A – Subject Map
- Appendix B – Ortho Map
- Appendix C – Site Plan showing proposed variances.

APPENDIX A



Scale: 1:3,500

Legend

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

10607 277 ST

PLANNING DEPARTMENT

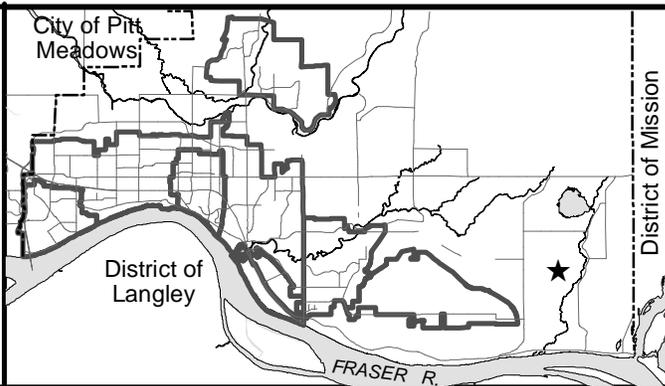


FILE: 2018-421-VP
DATE: Nov 1, 2018

BY: RA



Scale: 1:3,500



10607 277 ST

PLANNING DEPARTMENT

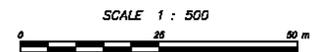
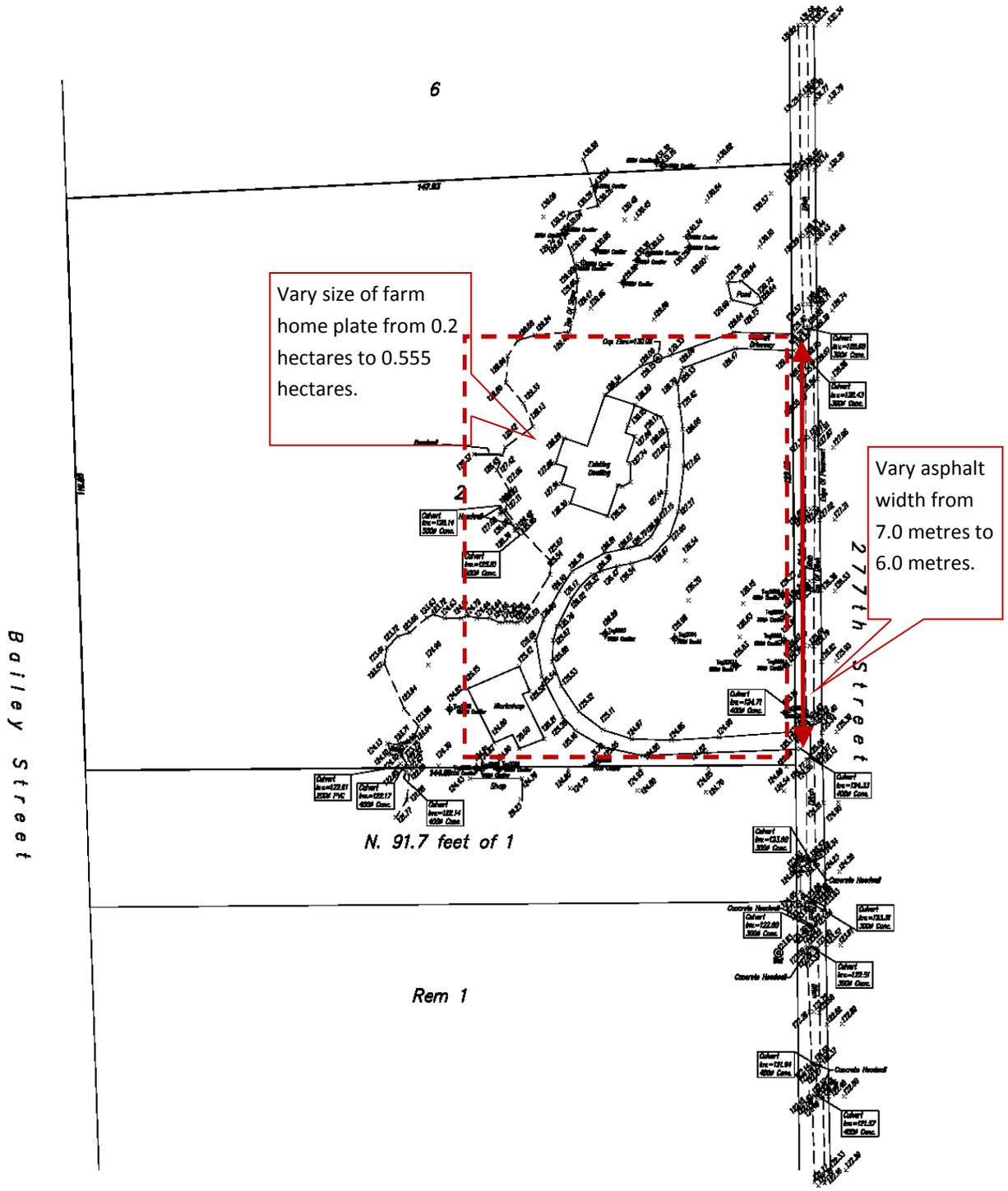


MAPLE RIDGE
British Columbia

mapleridge.ca

FILE: 2018-421-VP
DATE: Nov 1, 2018

BY: RA



Client: Jamie Hughes Project: 10607 277th Street Maple Ridge, BC	Drawing Title: Topographic Survey Plan Over Portions Of Lot 2 Section 8 Township 12 NWD Plan 10078	Benchmark Notes: Elevations Are Geodetic Referred to Monument: 95H2037 Monument Elevation: 116.822 m Located At: East side of 272nd Street approx 87 metres north from the centre line of 104th Avenue
--	---	--

Terra Pacific
 Land Surveying Ltd
 22371 St. Anne Avenue, Maple Ridge, BC
 Phone: 604-463-3529 Fax: 604-463-4501

Legend:

Survey Control Monument	Fire Hydrant	Power Pole
Tree (Not At Point Of Entry Into The Ground)	Guy Wire	Flower Pole With Light
Ground Elevation	Inspection Chamber	Water Valve
Catch Basin	Low Drain	Sign
Sitch (Swale)	Lamp Standard	Gas Valve
Spike Set By Offset	Manhole	Gas Meter
	Well	

Notes:
 All Trees Larger Than 20cm (Measured At 1.6m Above Grade) Have Been Surveyed And Shown On This Plan.

Certified Correct 106.30th Day Of May, 2018 Mike Brummen, S.L.S.	Paper Size: 34" x 22" Date: May 30th, 2018 Revised: September 5, 2018 File: MR16-687TPO-rev2
--	---

TO: His Worship Mayor Michael Morden **MEETING DATE:** Nov 13, 2018
and Members of Council **FILE NO:**
FROM: Chief Administrative Officer **MEETING:** Council
SUBJECT: Signing Authority for City Bank Accounts

EXECUTIVE SUMMARY:

In order to update the list of authorized signing officers for the City's bank accounts at TD Canada Trust a Council Resolution is needed. The following outlines the signing requirements and signing officers for the City.

RECOMMENDATION:

That for the Parks and Recreation Imprest Account, the signing restrictions will be any two of the following signers:

Russ Brummer (Recreation Manager, Business Operations); Danielle Pope (Director of Recreation & Community Services); Richard Bosma (Recreation Coordinator, Business Operations) and Chris Lisowsky (Accounting Clerk, Business Operations); And

That for all remaining accounts (Payroll and General), the signing restrictions will be the Mayor or a Councillor with the Corporate Controller or Chief Financial Officer or Manager of Revenue & Collections. The authorized signing officers for these accounts are:

Michael Morden (Mayor); Judy Dueck (Councillor); Kiersten Duncan (Councillor); Chelsa Meadus (Councillor); Gordy Robson (Councillor); Ryan Svendson (Councillor) Ahmed Yousef (Councillor); Catherine Nolan (Corporate Controller); Trevor Thompson (Chief Financial Officer); and CK Lee (Manager of Revenue & Collections)

DISCUSSION:

Following the civic election on October 20, 2018 it is necessary to update the list of authorized signing officers for the City's bank accounts at TD Canada Trust. In order to complete this transition, the bank requires that Council adopt a resolution outlining the City's signing requirements.

"Original signed by Catherine Nolan"

Prepared by: Catherine Nolan, CPA, CGA
Corporate Controller

"Original signed by Paul Gill"

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

TO: His Worship Mayor Mike Morden
and Members of Council

MEETING DATE: November 13, 2018
FILE NO: 0530-01
DOC ID: 2026839

FROM: Chief Administrative Officer

MEETING: Council

SUBJECT: 2019 Acting Mayor Appointments and Government Agencies, Committees & Commissions and Community Groups and Organization Appointments

EXECUTIVE SUMMARY:

The attached list of appointments is presented to Council for consideration.

RECOMMENDATION:

That the Acting Mayor schedule and appointments for November 2018 to November 2019 as attached to the staff report dated November 13, 2018 be approved and further

That the appointments to Government Agencies, Advisory and/or Legislated Committees, Special Committees, Community Groups and Organizations and Standing Committees for November 2018 to December 2019 as attached to the staff report dated November 13, 2018 be approved.

DISCUSSION:

Council is required, under its Procedure Bylaw, to appoint from amongst its members, for defined periods of the year, members to serve on a rotating basis as the Acting Mayor. In addition, appointments to government agencies, committees and commissions and community groups and organizations are recommended. The attached lists provide the proposed appointments for the remainder of 2018 and for 2019.

"Original signed by Laura Benson"

Prepared by: **Laura Benson, CPA, CMA**
Director of Corporate Administration

"Original signed by Paul Gill"

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

:ag

Attachments: Acting Mayor Appointments for 2018 to 2019
Government Agencies, Committees and Commissions and Community Groups and Organizations Appointments



2019 ACTING MAYOR

November 2018/January 2019	Councillor Robson
February/March 2019	Councillor Duncan
April/May 2019	Councillor Dueck
June/July 2019	Councillor Meadus
August/September 2019	Councillor Yousef
October/November 2019	Councillor Svendsen

Appointments to Government Agencies, Advisory and/or Legislated Committees and Commissions, Special and/or Standing Committees and Community Groups and Organizations

2019

Government Agencies	2019 Appointments
Fraser Basin Council	Councillor Meadus Alternate: Councillor Duncan
Fraser Valley Regional Library	Councillor Svendsen Alternate: Councillor Yousef
Metro Vancouver Regional District Board of Directors	Mayor Morden Alternate: Councillor Dueck
Mayors' Council on Regional Transportation	Mayor Morden Alternate: Councillor Dueck
Metro Vancouver Mayors' Committee	Mayor Morden
Advisory and/or Legislated Committees	2019 Appointments
Active Transportation Advisory Committee	Councillor Yousef Alternate: Councillor Meadus
Agricultural Advisory Committee	Councillor Robson Councillor Svendsen
Community Heritage Commission	Councillor Svendsen Alternate: Councillor Duncan
Economic Development Committee	Councillor Yousef Alternate: Councillor Meadus
Environmental Advisory Committee	Councillor Dueck Alternate: Councillor Svendsen
Municipal Advisory Committee on Accessibility and Inclusiveness	Councillor Duncan Alternate: Councillor Svendsen
Public Art Steering Committee	Councillor Svendsen Alternate: Councillor Duncan
Social Policy Advisory Committee	Councillor Dueck Alternate: Councillor Meadus
Special Committees	2019 Appointments
Parcel Tax Review Panel (formerly Court of Revision or Frontage Tax)	Mayor Councillor Yousef
Pitt Meadows Airport Society	Mayor Morden Councillor Robson Chief Administrative Officer
Maple Ridge & Pitt Meadows Policing Task Force	Mayor Morden Councillor Robson

Appointments to Government Agencies, Advisory and/or Legislated Committees and Commissions, Special and/or Standing Committees and Community Groups and Organizations
Page 2

Standing Committees	2019 Appointments
Audit & Finance Committee	All Members of Council
Community Groups & Organizations/Liaisons	2019 Appointments
Alouette River Management Society	Councillor Meadus Alternate: Councillor Robson
Business Improvement Association	Councillor Robson Alternate: Councillor Yousef
Chamber of Commerce	Councillor Dueck Alternate: Councillor Meadus
Fraser Health Authority	Mayor Morden Alternate: Councillor Dueck
Fraser Regional Correctional Centre	Councillor Robson Alternate: Councillor Yousef
Ridge Meadows Seniors Society	Councillor Yousef Alternate: Councillor Duncan
Malcolm Knapp Research Forest Community Advisory Board	Councillor Duncan
Maple Ridge Pitt Meadows Arts Council	Councillor Duncan Alternate: Councillor Svendsen
Ridge Meadows Recycling Society	Councillor Meadus Alternate: Councillor Robson
Ridge Meadows Youth Justice Advocacy Association	Mayor Morden Alternate: Councillor Dueck



Deep Roots
Greater Heights

City of Maple Ridge

TO: His Worship Mayor Mike Mordan
and Members of Council **DATE:** November 13, 2018
FROM: Chief Administrative Officer **FILE NO:** 2075727
SUBJECT: November 2018 to December 2019 Council Meeting Schedule

EXECUTIVE SUMMARY:

The attached calendar of Council Meeting provides the schedule for the balance of 2018 and for 2019.

Council Workshop is designed for preliminary discussion of policies and other items of interest to Council. Although resolutions may be passed at this meeting, the intent is to make a consensus decision to send an item to Council for debate and vote or refer the item back to staff for more information or clarification. Council Workshop meetings are scheduled to be held weekly in the Blaney Room at City Hall.

The purpose of a Council meeting is to enact powers given to Council by using bylaws or resolutions. This is the venue for debate of issues and voting on bylaws or resolutions. As a rule, Council meets on the second and fourth Tuesday of each month starting at 7:00 pm in Council Chambers at City Hall.

Public Hearings are held to provide the public with an opportunity to convey their views on land use applications, such as zoning amendments, official community plan amendments, and on occasion, development permit applications. Public Hearings are scheduled to be held on the third Tuesday of each month starting at 7:00 p.m. in Council Chambers at City Hall.

Committee of the Whole meetings are being re-introduced in this schedule. They are held to provide an opportunity for staff and proponents of planning applications to give presentations and detailed information to Council on items scheduled to be moved forward to a Council meeting. Committee of the Whole meetings are scheduled to be held on the first and third Tuesday of each month starting at 1:30 p.m. in Council Chambers at City Hall.

RECOMMENDATION:

That the Council Meeting schedule for 2019 and the balance of 2018 as attached to the staff report dated November 13, 2018 be adopted.

DISCUSSION

The calendar has been designed to allow Council to actively pursue a robust work plan for the upcoming year and generally follows a consistent schedule. Variations to the calendar take into account conferences for the Lower Government Management Association, the Federation of Canadian Municipalities and the Union of British Columbia Municipalities. Summer and winter breaks are also scheduled.

"Original signed by Laura Benson"

Prepared by: **Laura Benson, CPA, CMA**
Director of Corporate Administration

"Original signed by Paul Gill"

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

ag:lb

Council Meetings Schedule 2018

November 2018

Sun	Mon	Tue	Wed	Thu	Fri	Sat	
					1	2	3
4	5	6 INAUGURAL COUNCIL MEETING	7	8	9	10	
11 REMEMBRANCE DAY	12 REMEMBRANCE DAY STAT	13 CLOSED REGULAR COUNCIL	14	15	16	17	
18	19	20 WORKSHOP (1:30 PM) PUBLIC HEARING	21	22	23	24	
25	26	27 WORKSHOP (1:30 PM) CLOSED REGULAR COUNCIL	28	29	30		

Council Meetings Schedule 2018

December 2018

Sun	Mon	Tue	Wed	Thu	Fri	Sat
						1
2	3	4	5	6	7	8
		COW (1:30-2:50 PM) WORKSHOP (3:00-4:00 PM) PUBLIC HEARING (7:00 PM)				
9	10	11	12	13	14	15
		WORKSHOP (1:30-4:00 PM) COUNCIL (7:00 PM)				
16	17	18	19	20	21	22
←			Break	→		
23	24	25	26	27	28	29
		CHRISTMAS DAY	BOXING DAY			
←			Break	→		
30	31	1	2	3	4	5
	NEW YEAR'S EVE	NEW YEAR'S DAY 2019	Break			
←				→		

Council Meetings Schedule 2019

January 2019

Sun	Mon	Tue	Wed	Thu	Fri	Sat
		1 NEW YEAR'S DAY	2	3	4	5
6	7	8	9	10	11	12
13	14 WORKSHOP (1:30-4:00 PM) COUNCIL (7:00 PM)	15 Local Government Leadership Academy Richmond	16	17	18	19
20	21	22 COW (1:30-2:50 PM) WORKSHOP (3:00-4:00 PM) PUBLIC HEARING (7:00)	23	24	25	26
27	28	29 WORKSHOP (1:30-4:00 PM) COUNCIL (7:00 PM)	30	31		

Council Meetings Schedule 2019

February 2019

Sun	Mon	Tue	Wed	Thu	Fri	Sat
					1	2
3	4	5 COW (1:30-2:50 PM) WORKSHOP (3:00-4:00 PM)	6	7	8	9
10	11	12 WORKSHOP (1:30-4:00 PM) COUNCIL (7:00 PM)	13	14	15	16
17	18 FAMILY DAY	19 COW (1:30-2:50 PM) WORKSHOP (3:00-4:00 PM) PUBLIC HEARING (7:00 PM)	20	21	22	23
24	25	26 WORKSHOP (1:30-4:00 PM) COUNCIL (7:00 PM)	27	28		

Council Meetings Schedule 2019

March 2019

Sun	Mon	Tue	Wed	Thu	Fri	Sat
					1	2
3	4	5 COW (1:30-2:50 PM) WORKSHOP (3:00-4:00 PM)	6	7	8	9
10	11	12 WORKSHOP (1:30-4:00 PM) COUNCIL (7:00 PM)	13	14	15	16
17	18	19 COW (1:30-2:50 PM) WORKSHOP (3:00-4:00 PM) PUBLIC HEARING (7:00 PM)	20	21	22	23
24	25	26 WORKSHOP (1:30-4:00 PM) COUNCIL (7:00 PM)	27	28	29	30
31						

Council Meetings Schedule 2019

April 2019

Sun	Mon	Tue	Wed	Thu	Fri	Sat
	1	2 COW (1:30-2:50 PM) WORKSHOP (3:00-4:00 PM)	3	4	5	6
7	8	9 WORKSHOP (1:30-4:00 PM) COUNCIL (7:00 PM)	10	11	12	13
14	15	16 COW (1:30-2:50 PM) WORKSHOP (3:00-4:00 PM) PUBLIC HEARING (7:00 PM)	17	18	19 GOOD FRIDAY	20
21	22 EASTER MONDAY	23 WORKSHOP (1:30-4:00 PM) COUNCIL (7:00 PM)	24	25	26	27
28	29	30				

Council Meetings Schedule 2019

May 2019

Sun	Mon	Tue	Wed	Thu	Fri	Sat
			1	2	3	4
5	6	7 COW (1:30-2:50 PM) WORKSHOP (3:00-4:00 PM)	8 LMGA Harrison Hot Springs →	9	10	11
12	13	14 WORKSHOP (1:30-4:00 PM) COUNCIL (7:00 PM)	15	16	17	18
19	20 VICTORIA DAY	21 COW (1:30-2:50 PM) WORKSHOP (3:00-4:00 PM) PUBLIC HEARING (7:00 PM)	22	23	24	25
26	27	28 WORKSHOP (1:30-4:00 PM) COUNCIL (7:00 PM)	29	30 FCM Quebec City →	31	June 1

Council Meetings Schedule 2019

June 2019

Sun	Mon	Tue	Wed	Thu	Fri	Sat
				May 30 FCM Quebec City	May 31	1
2	3	4	5	6	7	8
FCM Quebec City		COW (1:30-2:50 PM) WORKSHOP (3:00-4:00 PM)				
9	10	11	12	13	14	15
		WORKSHOP (1:30-4:00 PM) COUNCIL (7:00 PM)				
16	17	18	19	20	21	22
		COW (1:30-2:50 PM) WORKSHOP (3:00-4:00 PM) PUBLIC HEARING (7:00 PM)				
23	24	25	26	27	28	29
		WORKSHOP (1:30-4:00 PM) COUNCIL (7:00 PM)				
30						

Council Meetings Schedule 2019

July 2019

Sun	Mon	Tue	Wed	Thu	Fri	Sat
	1 CANADA DAY	2 COW (1:30-2:50 PM) WORKSHOP (3:00-4:00 PM)	3	4	5	6
7	8	9 WORKSHOP (1:30-4:00 PM) COUNCIL (7:00 PM)	10	11	12	13
14	15	16 COW (1:30-2:50 PM) WORKSHOP (3:00-4:00 PM) PUBLIC HEARING (7:00 PM)	17	18	19	20
21	22	23 WORKSHOP (1:30-4:00 PM) COUNCIL (7:00 PM)	24	25	26	27
28	29	30	31			

Council Meetings Schedule 2019

August 2019

Sun	Mon	Tue	Wed	Thu	Fri	Sat
				1	2	3
←			Break	→		
4	5 BC DAY	6	7	8	9	10
←			Break	→		
11	12	13	14	15	16	17
←			Break	→		
18	19	20	21	22	23	24
←			Break	→		
25	26	27	28	29	30	31
←			Break	→		

Council Meetings Schedule 2019

September 2019

Sun	Mon	Tue	Wed	Thu	Fri	Sat
1	2 LABOUR DAY	3 COW (1:30-2:50 PM) WORKSHOP (3:00-4:00 PM)	4	5	6	7
8	9	10 WORKSHOP (1:30-4:00 PM) COUNCIL (7:00 PM)	11	12	13	14
15	16	17 COW (1:30-2:50 PM) WORKSHOP (3:00-4:00 PM) PUBLIC HEARING	18	19	20	21
22	23	24	25 UBCM Vancouver	26	27	28
29	30					

Council Meetings Schedule 2019

October 2019

Sun	Mon	Tue	Wed	Thu	Fri	Sat
		1 WORKSHOP (1:30-4:00 PM) COUNCIL (7:00 PM)	2	3	4	5
6	7	8 COW (1:30-2:50 PM) WORKSHOP (3:00-4:00 PM)	9	10	11	12
13	14 THANKSGIVING DAY	15 WORKSHOP (1:30-4:00 PM) COUNCIL (7:00 PM)	16	17	18	19
20	21	22 COW (1:30-2:50 PM) WORKSHOP (3:00-4:00 PM) PUBLIC HEARING (7:00 PM)	23	24	25	26
27	28	29 WORKSHOP (1:30-4:00 PM) COUNCIL (7:00 PM)	30	31		

Council Meetings Schedule 2019

November 2019

Sun	Mon	Tue	Wed	Thu	Fri	Sat
					1	2
3	4	5 COW (1:30-2:50 PM) WORKSHOP (3:00-4:00 PM)	6	7	8	9
10	11 REMEMBRANCE DAY	12 WORKSHOP (1:30-4:00 PM) COUNCIL (7:00 PM)	13	14	15	16
17	18	19 COW (1:30-2:50 PM) WORKSHOP (3:00-4:00 PM) PUBLIC HEARING	20	21	22	23
24	25	26 WORKSHOP (1:30-4:00 PM) COUNCIL (7:00 PM)	27	29	29	30

Council Meetings Schedule 2019

December 2019

Sun	Mon	Tue	Wed	Thu	Fri	Sat	
1	2	3 COW (1:30-2:50 PM) WORKSHOP (3:00-4:00 PM) PUBLIC HEARING (7:00 PM)	4	5	6	7	
8	9	10 WORKSHOP (1:30-4:00 PM) COUNCIL (7:00 PM)	11	12	13	14	
15	16	17	18	19	20	21	
←			Break				→
22	23	24	25 CHRISTMAS DAY	26 BOXING DAY	27	28	
←			Break				→
29	30	31 NEW YEAR'S EVE	JANUARY 1 NEW YEAR'S DAY 2020				
←			Break				→

TO: Council **MEETING DATE:** November 13, 2018
FROM: Mayor Michael Morden **FILE NO:** 2070999
SUBJECT: City of Maple Ridge Council Code of Conduct **MEETING:** Council

EXECUTIVE SUMMARY:

In my discussions with you, you have talked about the importance of stepping forward with a strong foundation of how we want to work together as a Council. All of us have recognized the importance of creating an environment of respect, professionalism and open-mindedness as we deliberate the important issues facing our City. This report attaches the proposed City of Maple Ridge Council Code of Conduct that defines the conduct that will be expected of us. I seek your endorsement of this Code, and further recommend that we do an annual check-in to ensure we maintain a safe and welcoming atmosphere for ourselves as colleagues, City staff, and the community as a whole.

RECOMMENDATION:

That the City of Maple Ridge Council Code of Conduct dated November 2018 be endorsed; and further

That the City of Maple Ridge Council Code of Conduct be reviewed annually.

CONCLUSION:

I appreciate that all of us have come to the Council table with a desire to demonstrate the respectful and professional conduct that the community expects from us. Adherence to the Council Code of Conduct will support greater public confidence and engagement with Council, and promote a safe and welcoming environment for all. This is an excellent opportunity for us to set the tone for this Council term, and I look forward to working with you to serve the citizens of Maple Ridge.

“Original signed by Mayor Michael Morden”

Submitted by: Mayor Michael Morden

Attachments:

(1) City of Maple Ridge Council Code of Conduct – November 2018

CITY OF MAPLE RIDGE

COUNCIL CODE OF CONDUCT

The City of Maple Ridge Council Code of Conduct details the shared expectations for responsible conduct as determined by the City of Maple Ridge Council for the 2018-2022 municipal term. Responsible conduct is grounded in conducting oneself with honesty, integrity, and in a way that furthers the City's ability to provide good governance to the community. Outcomes of responsible conduct include transparency, accountability, effective and efficient decision-making, and a safe and welcoming environment for everyone.

It is each Council member's individual responsibility to uphold both the letter and the spirit of this Code of Conduct in their dealings with other members, staff, and the public.

STANDARDS OF CONDUCT FOR WORKING WITH EACH OTHER

As elected representatives of the City of Maple Ridge, we have a responsibility to listen, to consider, and to communicate respectfully with each other, staff, and members of the public to make decisions that shape our community. By working together with professionalism, respect, and open minds, we can be successful in our role as community leaders, regardless of differences of opinion.

To this end, we commit to:

- Demonstrating respect through:
 - Fostering a safe and welcoming space for debate and decision-making;
 - Professional and respectful verbal and body language;
 - Seeking to understand, and asking questions rather than making assumptions;
 - Arriving prepared for Council meetings and specific agenda items;
 - Approaching issues with an open mind to consider new information;
 - Directing critique at the issue, and not the individual that raises it;
 - Providing direct, honest and timely feedback to questions and concerns; and
 - Being sensitive to others' emotions when they are feeling very passionate about an issue.
- Ensuring commentary at Council meetings remains focused on the issues, avoiding repetition.
- Chairing meetings in a consistent manner that keeps the meeting on task, respects everyone's time, and ensures each member of Council has an equal opportunity to be heard.

- Making a collective effort to ensure a united voice for Council by:
 - Respecting the collective decision of Council when representing Council in other public forums and in intergovernmental relations;
 - Working together for effective governance; and
 - Holding each other accountable for our conduct.

STANDARDS OF CONDUCT FOR INTERACTING WITH THE PUBLIC

As elected officials, our role is to listen to a wide variety of community stakeholders, deliberate as a Council, and make decisions on behalf of the City of Maple Ridge in a manner that is professional, inclusive, and maintains public confidence. Ensuring a fair, consistent, and professional process at Council meetings will support a welcoming environment in which all members of the community feel safe to share their views with Council.

To this end, we commit to:

- Maintaining a safe, professional and welcoming tone at the Council table through:
 - Respectful verbal and body language, making few interjections;
 - Seeking to understand, and asking questions in an inquiring tone;
 - Directing critique at the issue, and not the individual that raises it, understanding that speakers may be representing the view of their organization, not their own;
 - Avoiding repetition or re-stating what was just said;
 - Acknowledging how speakers are feeling, and recognizing the vulnerability that speakers may feel when presenting their issues to Council; and
 - Giving acknowledgement and thanks to members of the public for their contribution to the meeting.
- Fostering public confidence by:
 - Leading by example through respectful and professional conduct and an open mind;
 - Explaining meeting guidelines as appropriate;
 - Ensuring all members of the public are treated in the same manner and in accordance with this Code of Conduct;
 - Ensuring that the public feels heard by avoiding inflammatory comments;
 - Ensuring that Council is heard by those present and watching online by speaking clearly and at a moderate volume;
 - Diffusing elevated situations to promote a safe and respectful environment; and
 - Keeping the meeting on task, listening to all opinions and summarizing what was heard around the table when acting as Chair.

These commitments will be supported by City staff who will:

- Ensure high quality presentations are brought to the Council table;
- Ask members of the public to sign up to speak before the meeting starts; and
- Set speakers up for success by providing them with an orientation to the technology, the Council forum and time limits.