

City of Maple Ridge

COUNCIL MEETING AGENDA

December 11, 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**

401 Minutes of the Regular Council Meeting of November 27, 2018

402 Minutes to the Public Hearing of December 4, 2018

500 **PRESENTATIONS AT THE REQUEST OF COUNCIL**

600 **DELEGATIONS**

601 **Presentation of the ESRI Canada Award of Excellence**

- C. Crabtree, Chief Information Officer

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 November 26, December 4 and December 6, 2018

701.2 Minutes of Meetings of Committees and Commissions of Council

- Agricultural Advisory Committee – October 25, 2018
- Public Art Steering Committee – September 25, 2018

702 **Reports**

702.1 **Disbursements for the month ended November 30, 2018**

Staff report dated December 11, 2018 providing information on the disbursements for the month ended November 30, 2018.

703 **Correspondence**

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

From the Closed Council Meeting of January 9, 2017

Item 04.03 Albion Neighbourhood Learning and Community Centre Design Process

800 UNFINISHED BUSINESS

Items 801 to 802 have been forwarded from the December 4, 2018 Council Workshop Meeting

801 2020 BC Summer Games Nomination Committee

Staff report dated December 11, 2018 recommending that staff proceed with forming the 2020 BC Summer Games Nomination Committee, that various agencies and organizations be invited to participate and that the Mayor, the General Manager Parks, Recreation & Culture and the Manager Health & Wellness of the City of Maple Ridge sit on the nomination committee.

802 Maple Ridge Youth Planning Table Terms of Reference

Staff report dated December 11, 2018 recommending that the terms of reference for the Maple Ridge Youth Planning Table be endorsed and that a draft implementation schedule for the Maple Ridge Youth Strategy be provided.

803 Motion by Councillor Robson

“That a letter be sent to the Provincial Government expressing Maple Ridge Council’s support for the immediate permitting of ride-share services such as UBER.”

900 CORRESPONDENCE

901 InnerVisions Recovery Society – Support for Proposal

E-mail correspondence dated November 23, 2018 from Joanna Schofield, Director, InnerVision Recovery Society, requesting the Mayor’s support on a proposal to help clean and sober individuals gain employment skills and work experience in the cooking and food service industries.

Recommendation: That a letter of response in support of the proposal be prepared by Mayor Morden.

1000 **BYLAWS**

Note: *Item 1001 is from the December 11, 2018 Council Workshop Meeting*

Bylaw for First, Second and Third Readings

1001 **Electric Vehicle Charging Infrastructure: Consultation Summary Report
Maple Ridge Off-Street Parking and Loading Amending Bylaw No. 7489-2018**

To integrate electric vehicle charging stations into new developments
First, second and third readings

Note: *Items 1002 to 1003 are from the December 4, 2018 Public Hearing*

Bylaws for Third Reading

1002 **2017-580-RZ, 22866 128 Avenue
Maple Ridge Zone Amending Bylaw No. 7421-2018**

To rezone the subject property from RS-2 (One Family Suburban Residential) to R-1 (Residential District). 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). The current application is to permit a future subdivision into approximately seven single family residential lots.
Third reading

1003 **2018-332-RZ, 11641 227 Street
Maple Ridge Official Community Plan Amending Bylaw No. 7509-2018**

An OCP amendment is required to add the subject property into Appendix D – Temporary Use Permits of the OCP. The current application is to allow a sales centre for a future apartment use.
Third reading

1100 **COMMITTEE REPORTS AND RECOMMENDATIONS**

The following issues were presented at an earlier Committee of the Whole meeting with the recommendations being brought to this meeting for City Council consideration and final approval. The Committee of the Whole meeting is open to the public and is held in the Council Chamber a week prior to this meeting.

Public Works and Development Services

1101 2016-411-RZ, 21188 Wicklund Avenue, RS-1 to R-4

Staff report dated December 4, 2018 recommending that Maple Ridge Zone Amending Bylaw No. 7505-2018 to rezone from RS-1 (One Family Urban Residential) to R-4 (Single Detached [Infill] Urban Residential) to permit subdivision into two single family homes be given first reading and that the applicant provide further information as described in Schedule B of the Development Procedures Bylaw No. 5879-1999, along with the information required for a Subdivision application.

1102 2017-432-RZ, 20234 Lorne Avenue, RS-1 to RT-2

Staff report dated December 4, 2018 recommending that Maple Ridge Zone Amending Bylaw No. 7398-2017 to rezone from RS-1 (One Family Urban Residential) to RM-1 (Townhouse Residential) to allow for future development of approximately five townhouse units be rescinded and that Maple Ridge Zone Amending Bylaw 7518-2018 to rezone from RS-1 (One Family Urban Residential) to RT-2 (Ground-Oriented Residential Infill) to allow for a fourplex development be given first reading and that the applicant provide further information as described on Schedules C, D and E of the Development Procedures Bylaw No. 5879-1999.

1103 2018-381-RZ, 20873 123 Avenue, A-2 to R-1

Staff report dated December 4, 2018 recommending that Maple Ridge Zone Amending Bylaw No. 7508-2018 to rezone from A-2 (Upland Agricultural) to R-1 (Residential District) to permit a two lot subdivision be given first reading and that the applicant provide further information as described on Schedules B and E of the Development Procedures Bylaw No. 5879-1999, along with the information required for a Subdivision application.

1104 2018-430-RZ, 23717 and 23689 Fern Crescent, RS-2 to RM-1

Staff report dated December 4, 2018 recommending that Maple Ridge Zone Amending Bylaw No. 7520-2018 to rezone from RS-2 (One Family Suburban Residential) to RM-1 (Townhouse Residential) to permit future development of approximately 33 townhouse units be given first reading and that the applicant provide further information as described on Schedules A, C, D, E, F and G of the Development Procedures Bylaw No. 5879-1999, along with the information required for an Intensive Residential Development Permit and a Subdivision application.

1105 2018-444-RZ, 21759 River Road, RS-1 to RS-1b

Staff report dated December 4, 2018 recommending that Maple Ridge Zone Amending Bylaw No. 7516-2018 to rezone from RS-1 (One Family Urban Residential) to RS-1b (One Family Urban [Medium Density] Residential) to permit future subdivision into two lots be given first reading and that the applicant provide further information as described on Schedules B and E of the Development Procedures Bylaw No. 5879-1999, along with the information required for a Subdivision application.

1106 2018-458-RZ, 11310 Kingston Street, RS-3 to M-3

Staff report dated December 4, 2018 recommending that Maple Ridge Zone Amending Bylaw No. 7522-2018 to rezone from RS-3 (One Family Rural Residential) to M-3 (Business Park) to permit the creation of a campus style business park with 7 buildings, habitat restoration and trail development be given first reading and that the applicant provide further information as described on Schedules C, D, E and F of the Development Procedures Bylaw No. 5879-1999.

1107 Latecomer Agreement LC 162/18, 24086 and 24108 104 Avenue

Staff report dated December 4, 2018 recommending that the cost to provide excess or extended services excessive to the municipality be paid by the owners of 24086 and 24108 104 Avenue, that Latecomer Charges be imposed and that the Corporate Officer be authorized to sign and seal Latecomer Agreement LC 162/18.

1108 Latecomer Agreement LC 163/18, 13660, 13702 and 13738 232 Street

Staff report dated December 4, 2018 recommending that the cost to provide excess or extended services excessive to the municipality be paid by the owners of 13660, 13702 and 13738 232 Street, that Latecomer Charges be imposed and that the Corporate Officer be authorized to sign and seal Latecomer Agreement LC 163/18.

1109 Award of Contract ITT-EN18-78: North Lane Sanitary Sewer Replacement by Pipe Bursting

Staff report dated December 4, 2018 recommending that Contract ITT-EN18-78: North Lane Sanitary Sewer Replacement by Pipe Bursting be awarded to PW Trenchless Construction Inc., that a contingency be approved to address potential variations in field conditions and that the Corporate Officer be authorized to execute the contract.

Corporate Services

1131

Parks, Recreation & Culture

1151

Administration (including Fire and Police)

1171

Other Committee Issues

1191

1200 **STAFF REPORTS**

1201 **2018-202-DVP, 2018-201-DP, 11718 224 Street**

Staff report dated December 11, 2018 recommending that the Corporate Officer be authorized to sign and seal 2018-202-DVP to reduce front yard and rear yard setback, to reduce the north and south side interior side yard setback, to increase the maximum number of storeys and building height and to increase the maximum retaining wall height and that the Corporate Officer be authorized to sign and seal 2018-201-DP to permit future construction of a five storey residential apartment building with 23 residential units.

1202 **2018-490-DVP, 10607 277 Street**

Staff report dated December 11, 2018 recommending that the Corporate Officer be authorized to sign and seal 2018-490-DVP to increase maximum building height of a detached garden suite in the RS-3 zone.

1203 **Award of Contract, Civil Works for the Maple Ridge Cemetery Expansion**

Staff report dated December 11, 2018 recommending that Contract ITT-PL18-75: Maple Ridge Cemetery Civil Works be awarded to Custom Blacktop Co., that a contingency be authorized and that the Corporate Officer be authorized to execute the contract.

1204 Award of Contract: Janitorial Services

Staff report dated December 11, 2018 recommending that RFP-PL18-67 for Janitorial Services be awarded to Hallmark Facility Services Inc. for a two-year period with options to renew for three additional one-year terms, that the Facilities Operations annual budget be increased to accommodate additional organic collection and recycling service resulting from the award of contract and that the Corporate Officer be authorized to execute the contract.

1205 Albion Community Centre Costing and Grant Opportunity

Staff report dated December 11, 2018 recommending that site development tendering of the Albion Community Centre project proceed so that major site and earth works can be completed in conjunction with the development of the c̄əsq̄enelē Elementary School project, that construction of the Albion Community Centre be delayed to qualify for a Community, Culture and Recreation grant, that an application to the Community, Culture and Recreation Program for funding towards construction of the Albion Community Centre be submitted, that necessary measures to obtain a LEED Silver designation or equivalent be included in the design of the centre and that the next Financial Plan Bylaw be amended as described in the December 11, 2018 report.

1300 *OTHER MATTERS DEEMED EXPEDIENT*

1400 *NOTICES OF MOTION AND MATTERS FOR FUTURE MEETING*

1500 *MAYOR AND COUNCILLORS' REPORTS*

1600 **ADJOURNMENT**

QUESTIONS FROM THE PUBLIC

The purpose of the Questions from the Public session 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 session is limited to 15 minutes.

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

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

For more information on these opportunities contact:

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

Mayor and Council at mayorandcouncil@mapleridge.ca.

Checked by: _____

Date: _____

400 Adoption and Receipt of Minutes

401 Minutes of Regular and Special Council Meetings

City of Maple Ridge

COUNCIL MEETING MINUTES

November 27, 2018

The Minutes of the City Council Meeting held on November 27, 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 M. Morden
Councillor J. Dueck
Councillor K. Duncan
Councillor C. Meadus
Councillor G. Robson
Councillor R. Svendsen
Councillor A. Yousef

Appointed Staff

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

Other staff as required

C. Goddard, Manager of Development and Environmental Services
D. Pollock, Municipal Engineer
B. Elliott, Manager of Community 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**

- Withdrawal of Item 1109 Ridge Brewing Company Ltd. – Brewery Lounge Endorsement
- Addition of Section 1500 Mayor and Councillors' Reports with following agenda items numbered consecutively

300 ***APPROVAL OF THE AGENDA***

R/2018-612

It was moved and seconded

That the agenda for the November 27, 2018 Council Meeting be amended with the withdrawal of Item 1109 Ridge Brewing Company Ltd. – Brewery Lounge Endorsement and the addition of Section 1500 Mayor and Councillors' Reports and further

That the agenda be approved as amended.

CARRIED

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

401 Minutes of the Special Council Meeting of November 13, 2018 and the Regular Council Meeting of November 13, 2018

R/2018-613

It was moved and seconded

That the minutes of the Special Council Meeting of November 13, 2018 and the Regular Council Meeting of November 13, 2018 be adopted as circulated.

CARRIED

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

600 ***DELEGATIONS***

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

- Michael Buckingham, Chair
- Ross Davies, Program Interpreter

Mr. Buckingham spoke on the Bell-Irving Hatchery and provided a history on the facility. He advised on the recent transport of salmon to the hatchery to get the hatching process underway and the large number of persons visiting the hatchery operation and the benefit to the municipality.

Mr. Davis gave a PowerPoint presentation providing an introduction to KEEPS and its partners, outlining KEEPS programs and events and highlighting the Bell-Irving/Kanaka Creek Watershed Stewardship Centre.

602 **Operation Red Nose**

- Kate Doucette, Volunteer Director Operation Red Nose
- Nicky Tu, KidSport, Coordinator Operation Red Nose
- Kate Woochuk, Road Safety Coordinator, ICBC

Ms. Doucette gave a PowerPoint presentation providing an overview of Operation Red Nose, advised on the evenings that the service will be running and how the operation works. She thanked Maple Ridge Towing for providing a station for Operation Red Nose and spoke on work done by volunteers and the positive impact of the program on the community.

Ms. Tu provided information on the KidSport organization and spoke on the role KidSport plays as the host of the program. She highlighted the businesses and sponsors participating to ensure the success of the operation and outlined how the City of Maple Ridge has contributed to the program.

Ms. Woochuk advised on her role with Operation Red Nose and encouraged all residents to plan a safe ride home.

650 ***QUESTIONS FROM THE PUBLIC***

Eric Phillips

Mr. Phillips referenced Item 1132 and asked where the cell tower referred to in the staff report will be situated. He expressed concern that it appears there will be two cell towers attached to the Hammond Community Centre.

The Chief Administrative Officer advised that the report refers to a renewal of a lease and that there will not be two cell towers.

Cal Kaytor

Mr. Kaytor advised that he has received a letter stating that the Official Community Plan for Hammond has been changed. He asked why such a notification cannot be placed on a tax notice rather than sent out in the manner it had been done.

The Director of Planning advised on the process of notifying residents of changes in the area plan.

700 **ITEMS ON CONSENT**

701 **Minutes**

701.1 Minutes of the Development Agreements Committee Meeting of November 13 and November 21, 2018.

701.2 Minutes of Committees and Commissions of Council

- Advisory Design Panel – June 20, 2018 and July 18, 2018
- Community Heritage Commission – October 11, 2018
- Environmental Advisory Committee – September 12, 2018
- Social Policy Advisory Committee – September 5, 2018

R/2018-614

It was moved and seconded

That the items on the Consent Agenda be received into the record.

CARRIED

702 **Reports** – Nil

703 **Correspondence** – Nil

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

800 **UNFINISHED BUSINESS** – Nil

900 **CORRESPONDENCE** – Nil

1000 **BYLAWS**

Bylaws for Adoption

1001 **2018-200-RZ, Detached Garden Suites Pilot Project**

Staff report dated November 27, 2018 recommending adoption

1001.1 **2018-200-RZ, 26378 126 Avenue**

Maple Ridge Zone Amending Bylaw No. 7472-2018

To permit a Detached Garden Suite with a maximum Gross Floor Area of 140 m² (1500 ft²) and a maximum building height of 7.5 metres from ground level

Adopt

R/2018-615

It was moved and seconded

That Zone Amending Bylaw 7472-2018 be adopted.

CARRIED

1001.2 **2018-200-RZ, 23525 Dogwood Avenue**

Maple Ridge Zone Amending Bylaw No. 7473-2018

To permit a Detached Garden Suite with a maximum Gross Floor Area of
140 m² (1500 ft²) located in the front yard

Adopt

R/2018-616

It was moved and seconded

That Zone Amending Bylaw 7473-2018 be adopted.

CARRIED

1001.3 **26378 126 Avenue Housing Agreement Bylaw No. 7476-2018**

To authorize the City of Maple Ridge to enter into a Housing Agreement

Adopt

R/2018-617

It was moved and seconded

That Housing Agreement Bylaw No. 7476-2018 be adopted.

CARRIED

1001.4 **23525 Dogwood Avenue Housing Agreement Bylaw No. 7477-2018**

To authorize the City of Maple Ridge to enter into a Housing Agreement

Adopt

R/2018-618

It was moved and seconded

That Housing Agreement Bylaw 7477-2018 be adopted.

CARRIED

1100 **REPORTS AND RECOMMENDATIONS**

Public Works and Development Services

1101 **2018-370-AL, 21803 128 Avenue, Non-Farm Use Application**

Staff report dated November 27, 2018 recommending that Non-Farm Use Application 2018-370-AL to construct an agricultural building exceeding the maximum permissible dimensions for an accessory structure be forwarded to the Agricultural Land Commission.

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

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

R/2018-619

It was moved and seconded

That non-farm use application 2018-370-AL be forwarded to the Agricultural Land Commission for their consideration.

Note: The main motion was moved and seconded. Council requested that the applicant be asked to answer questions and provide clarification prior to the question being called.

Victor Muir - applicant

Mr. Muir explained that the property is currently being used to grow corn. He advised that the proposed building in the application is smaller than the barn which was on the premises and will be used for grain equipment and tractors along with bags for corn. He also advised that the original structure has been torn down.

Mayor Morden called the question on the motion

CARRIED

1102 2018-349-RZ, 21745 River Road, RS-1 to RS-1b

Staff report dated November 27, 2018 recommending that Maple Ridge Zone Amending Bylaw No. 7503-2018 to rezone from RS-1 (One Family Urban Residential) to RS-1b (One Family Urban [Medium Density] Residential) to permit future subdivision into two lots be given first reading and that the applicant provide further information as described on Schedules B, E, F and G of the Development Procedures Bylaw No. 5879-1999, along with the information required for a Subdivision application.

R/2018-620

It was moved and seconded

That Zone Amending Bylaw No. 7503-2018 be given first reading; and

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

CARRIED

1103 2018-429-RZ, 11052 240 Street, RS-3 to R-3

Staff report dated November 27, 2018 recommending that Maple Ridge Zone Amending Bylaw No. 7515-2018 to rezone from RS-3 (One Family Rural Residential) to R-3 (Special Amenity Residential District) to permit future subdivision into five single family lots be given first reading and that the applicant provide further information as described on Schedules A, B, E, F and G of the Development Procedures Bylaw No. 5879-1999, along with the information required for an Intensive Residential Development Permit and a Subdivision application.

R/2018-621

It was moved and seconded

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

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;

- 2) That Zone Amending Bylaw No. 7515-2018 be given first reading; and
- 3) That the applicant provide further information as described on Schedules A, B, E, F and G of the Development Procedures Bylaw No. 5879-1999, along with the information required for an Intensive Residential Development Permit and a Subdivision application.

Note: The main motion was moved and seconded. Council requested a presentation from Planning Department staff prior to the question being called.

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

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

Mayor Morden called the question on the motion

CARRIED

1104 2018-261-RZ, 21310 and 21314 124 Avenue, RS-1 to RS-1b

Staff report dated November 27, 2018 recommending that Maple Ridge Zone Amending Bylaw No. 7502-2018 to rezone from RS-1 (One Family Urban Residential) to RS-1b (One Family Urban [Medium Density] Residential) to permit future subdivision into two single family lots be given first reading and that the applicant provide further information as described on Schedule B of the Development Procedures Bylaw No. 5879-1999, along with the information required for a Subdivision application

R/2018-622

It was moved and seconded

That Zone Amending Bylaw No. 7502-2018 be given first reading; and

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

CARRIED

1105 **2017-140-RZ, 23953 Fern Crescent, RS-2 to RS-1b**

Staff report dated November 27, 2018 recommending that Maple Ridge Official Community Plan Amending Bylaw No. 7513-2018 to revise conservation boundaries to fit site conditions be given first and second reading and be forwarded to Public Hearing and that Maple Ridge Zone Amending Bylaw No. 7390-2017 to rezone from RS-2 (One Family Suburban Residential) to RS-1b (One Family Urban [Medium Density] Residential) to permit a future subdivision of four single family lots be given second reading and be forwarded to Public Hearing.

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

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

R/2018-623

It was moved and seconded

- 1) **That, in accordance with Section 475 of the Local Government Act, opportunity for early and ongoing consultation has been provided by way of posting Official Community Plan Amending Bylaw No. 7513-2018 on the municipal website, and Council considers it unnecessary to provide any further consultation opportunities, except by way of holding a Public Hearing on the bylaw;**
- 2) **That Official Community Plan Amending Bylaw No. 7513-2018 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. 7513-2018 is consistent with the Capital Expenditure Plan and Waste Management Plan;
- 4) That Official Community Plan Amending Bylaw No. 7513-2018 be given first and second readings and be forwarded to Public Hearing;
- 5) That Zone Amending Bylaw No. 7390-2017 be given second reading, and be forwarded to Public Hearing;
- 6) That the following terms and conditions be met prior to final reading:
 - i. Amendment to Official Community Plan Schedule "A", Chapter 10.3, Part VI, A – Silver Valley, Figure 2 - Land Use Plan, Figure 3D - Horse Hamlet, and Figure 4 - Trails / Open Space;
 - ii. Road dedication on Fern Crescent and Sheldrake Court as required;
 - iii. Park dedication as required along Hennipen Creek; and removal of all debris and garbage from park land;
 - iv. Registration of a Restrictive Covenant for the protection of the Environmentally Sensitive areas on the subject property;
 - v. Removal of existing building/s;
 - vi. Notification to the Department of Fisheries and Oceans and the Ministry of Environment for in-stream works on the site as necessary;
 - vii. In addition to the site profile, a disclosure statement must be submitted by a Professional Engineer advising whether there is any evidence of underground fuel storage tanks on the subject property. If so, a Stage 1 Site Investigation Report is required to ensure that the subject property is not a contaminated site.
 - viii. That a voluntary contribution, in the amount of \$20,400 (\$5,100/lot) be provided in keeping with the Council Policy 6.31 with regard to Community Amenity Contributions.

CARRIED

1106 **2018-409-RZ, Residential Infill Policy and Zone**

Staff report dated November 27, 2018 recommending that Maple Ridge Official Community Plan Amending Bylaw No. 7493-2018 to permit a new single family zone for eligible properties be given first and second reading and be forwarded to Public Hearing, that Maple Ridge Zone Amending Bylaw No. 7504-2018 to create the R-4 (Single Detached [Infill] Urban Residential) zone be given first and second reading and be forwarded to Public Hearing and that Maple Ridge Subdivision and Development Servicing Amending Bylaw No. 7507-2018 to outline required servicing for properties in the new R-4 zone be given first and second reading and be forwarded to Public Hearing.

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

- History of the development of Neighbourhood Residential Infill designated areas
- Outlined of the new R-4 zone
- Site characteristics with zoning comparison to other existing zones
- Staff recommendations

R/2018-624

It was moved and seconded

1. **In respect of Section 475 of the Local Government Act, requirement for consultation during the development or amendment of an Official Community Plan, Council must consider whether consultation is required with specifically:**
 - a. **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.**
 - b. **The Board of any Regional District that is adjacent to the area covered by the plan;**
 - c. **The Council of any municipality that is adjacent to the area covered by the plan;**
 - d. **First Nations;**
 - e. **Board of Education, Greater Boards and Improvements District Boards, and**
 - f. **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.

2. **That Official Community Plan Amending Bylaw 7493-2018 be given first and second reading and forwarded to Public Hearing; and**
3. **That Zone Amending Bylaw No. 7504-2018 be given first and second reading and forwarded to Public Hearing; and**
4. **That Subdivision and Development Servicing Amending Bylaw No. 7507-2018 be given first and second reading and forwarded to Public Hearing.**

CARRIED

1107 Cannabis Retail Processing and Evaluation Criteria – Council Policy 6.33

Staff report dated November 27, 2018 recommending that Council Policy 6.33 “Cannabis Retail Store Processing and Evaluation Criteria” be adopted.

R/2018-625

It was moved and seconded

That Council Policy No. 6.33 “Cannabis Retail Store Processing and Evaluation Criteria” be adopted.

CARRIED

1108 Solid Waste Curbside Collection – Termination of Request for Proposal Process

Staff report dated November 27, 2018 recommending that all proponents who submitted proposals for the provision of Solid Waste Curbside Collection be notified that the City will not be proceeding with the initiative.

R/2018-626

It was moved and seconded

That all proponents who submitted proposals for the provision of Solid Waste Curbside Collection in response to RFP-EN18-58 be notified that the City will not be proceeding with the initiative.

CARRIED

Note: Item 1109 was withdrawn.

1109 Ridge Brewing Company Ltd. – Brewery Lounge Endorsement

Corporate Services

1131 Property and Liability Insurance Renewal

Staff report dated November 27, 2018 recommending that expenditures of up to \$390,000 for liability insurance and \$260,000 for the City’s property insurance policies as offered through the Municipal Insurance Association of BC be approved.

R/2018-627

It was moved and seconded

That expenditures of up to \$390,000 for the City's liability insurance and \$260,000 for the City's property insurance policies as offered through the Municipal Insurance Association of BC be approved.

CARRIED

1132 TELUS Ground Lease Renewal

Staff report dated November 27, 2018 recommending that the disposition via lease of City-owned property at 20601 Westfield Avenue to TELUS Inc. for a five-year term be approved and that the Corporate Officer be authorized to execute the associated lease documents.

R/2018-628

It was moved and seconded

That the disposition (via lease) of a portion of City-owned property located at 20601 Westfield Avenue and legally described as; PID: 008-904-871, Lot 816 District Lot 278 Group 1 New Westminster District Plan 27494 to TELUS INC. for a five-year term be approved and; further that the Corporate Officer be authorized to execute the associated lease documents.

CARRIED

Parks, Recreation & Culture

1151 2019 Age-friendly Communities Grant Program

Staff report dated November 27, 2018 recommending that the submission of the 2019 Age-friendly Communities Grant Program application to the Union of British Columbia Municipalities be authorized and that a review of wayfinding in the Town Centre proceed.

R/2018-629

It was moved and seconded

That staff be authorized to submit the 2019 Age-friendly Communities Grant Program application to the Union of British Columbia Municipalities; and further

That staff proceed with a review of wayfinding in the Town Centre and develop recommendations for improvements to wayfinding through the Place-Making, Wayfinding and Mapping Project.

CARRIED

Administration (including Fire and Police)

1171 Replacement of Ruggedized Laptop Computers

Staff report dated November 27, 2018 recommending that a contract for Ruggedized Laptop Computers be awarded to Island Key Computer Ltd and that the Corporate Officer be authorized to execute the contract.

R/2018-630

It was moved and seconded

That a contract for Ruggedized Laptop Replacement be awarded to Island Key Computer Ltd. for a contract price of \$170,140.00 (excluding GST), and;

That the Corporate Officer be authorized to execute the contract.

CARRIED

1172 **Community Resiliency Investment (CRI) Program – UBCM Grant Funding**

Staff report dated November 27, 2018 recommending that an application for grant funding be made to the Union of British Columbia Municipalities Community Resiliency Investment Program for a Community Wildfire Protection Plan update and that the overall grant management of the plan update be provided by the City of Maple Ridge

R/2018-631

It was moved and seconded

- 1) **That staff make application for grant funding to the Union of British Columbia Municipalities Community Resiliency Investment Program for a Community Wildfire Protection Plan update; and further,**
- 2) **That overall grant management for that Community Wildfire Protection Plan update be provided by the City of Maple Ridge.**

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 ***MAYOR AND COUNCILLORS' REPORTS***

Councillor Yousef

Councillor Yousef encouraged all to volunteer for Operation Red Nose.

Councillor Dueck

Councillor Dueck encouraged citizens to volunteer for the Salvation Army ringing of bells.

Councillor Svendsen

Councillor Svendsen reminded all of the December 1 Christmas in the Park event.

Councillor Meadus

Councillor Meadus reported on the success she has had with raising the profile of seniors in need throughout the community through social media.

Councillor Duncan

Councillor Duncan attended a meeting of Metro Conversations and the Cinema Politica Fundraiser. She advised that Canadian Blood Services is looking for donors.

Mayor Morden

Mayor Morden advised on upcoming strategic planning work to be done by Council. He attended meetings with MLA's, the Minister of Housing, TransLink and Metro Vancouver.

1600 ***ADJOURNMENT*** – 8:32 p.m.

M. Morden, Mayor

Certified Correct

L. Benson, Corporate Officer

402 Minutes of the Public Hearing

City of Maple Ridge

PUBLIC HEARING

December 4, 2018

The Minutes of the Public Hearing held in the Council Chamber of City Hall, 11995 Haney Place, Maple Ridge, British Columbia on December 4, 2018 at 7:02 p.m.

PRESENT

Elected Officials

Mayor M. Morden
Councillor J. Dueck
Councillor K. Duncan
Councillor C. Meadus
Councillor G. Robson
Councillor R. Svendsen
Councillor A. Yousef

Appointed Staff

F. Quinn, Acting Chief Administrative Officer
L Benson, Corporate Officer
C. Carter, Director of Planning
C. Goddard, Manager of Development and Environmental Services
A. Gaunt, Confidential Secretary

Mayor Morden called the meeting to order. The Corporate Officer explained the procedure and rules of order of the Public Hearing and advised that the bylaws will be considered further at the next Council Meeting on December 11, 2018.

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

**1) 2017-580-RZ, 22866 128 Avenue
Maple Ridge Zone Amending Bylaw No. 7421-2018**

To rezone the subject property from RS-2 (One Family Suburban Residential) to R-1 (Residential District). 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). The current application is to permit a future subdivision into approximately seven single family residential lots.

The Corporate Officer advised that 35 letters were sent out and that letters were also hand delivered due to the postal strike. Correspondence opposed to the application was received from Lehel Fenyo.

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

- Application Information
- Subject Map
- Official Community Plan Context

- Neighbourhood Context
- Site Characteristics
- Proposed Site Plan
- Terms and Conditions

The Mayor called for speakers on first call.

Councillor Robson requested a point of clarification from staff pertaining to the road pattern.

The Manager of Development and Environmental Services advised on the road pattern as outlined on the proposed site plan and clarified access to the proposed development.

Perry Pasqualetto

Mr. Pasqualetto is opposed to the application. He spoke on issues with parking currently being experienced by the neighbourhood and expressed concern that the additional residents in the proposed development will add to the existing problems. He expressed that on 128 Avenue is a challenge and he concern is that any overflow parking from the proposed development will expand to surrounding neighbourhoods.

Kevin Slauenwhite

Mr. Slauenwhite advised he is the property owner of acreage on the eastern border of the development. He expressed concern with the impact on parking resulting from this application however his main concern is groundwater runoff and the increase in flooding on surrounding properties increasing his own. He outlined issues with flooding residents are currently experiencing. Mr. Slauenwhite indicated he is not against subdivision however he is against this particular plan and is in favor of the original community plan where three lots in the application, his acreage and an acreage property to the east were to be developed together. He reiterated his concerns with the increase in traffic, parking and groundwater runoff.

Gail Rose

Ms. Rose is opposed to the application. She expressed concern with water in the area which is currently a problem and feels this is increasing as more developments are built.

Shaun Hokanson

Mr. Hokanson reiterated the concerns of previous speakers pertaining to parking. He is opposed to the application and reported that when he purchased his property he was told by a neighbour that no development behind his lot would take place without the involvement of all three acreage property owners.

Dan Floritto

Mr. Floritto identified himself as the owner of the property in the application. He advised on feedback and concerns received at a development information meeting and indicated amendments made to the original plan to address concerns with the impact on parking as well as privacy issues. He spoke to the concerns pertaining to groundwater runoff and advised that discussions are being held on how to mitigate the impact of increased rainfall on neighbouring properties. Mr. Floritto provided a description of the types of homes being proposed and felt that the development met the criteria brought forward by residents at the development information meeting.

Councillor Meadus requested a point of clarification as to what type of garage the proposed houses will have.

Mr. Floritto provided clarification on garage layout, indicating that the garages will have room for 2 vehicles and that there will be room for 2 vehicles in the driveway as well.

The Mayor called for speakers on second call.

Shaun Hokanson

Mr. Hokanson reiterated his concern with parking following clarification from the applicant.

The Manager of Development and Environmental Services clarified that the lane through the development will be a fire lane only.

Perry Pasqualetto

Mr. Pasqualetto again expressed his concern with the impact on parking in the area resulting from this development. He asked whether RV parking in driveways was considered. He restated his concerns with drainage. Mr. Pasqualetto also expressed concern that the application was a deviation from the original community plan and urged Council to refer to the original plan and turn down this application.

Kevin Slauenwhite

Mr. Slauenwhite restated his concerns with groundwater and spoke on how water flow has changed as a result of other subdivisions. He did not agree with the deviation from the original community plan. He again expressed his concern with increased traffic and parking impacting 128 Avenue and other neighbourhood streets.

The Mayor called for speakers on third call.

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

2) **2018-332-RZ, 11641 227 Street
Maple Ridge Official Community Plan Amending Bylaw No. 7509-2018**

An OCP amendment is required to add the subject property into Appendix D – Temporary Use Permits of the OCP. The current application is to allow a sales centre for a future apartment use.

The Corporate Officer advised that 253 letters were mailed out or hand delivered and that correspondence opposed to the application was received from Lorne Patterson.

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

- Application Information
- Subject Map
- Official Community Plan Context
- Neighbourhood Context
- Presentation Centre Layout Proposal
- Presentation Centre Elevation Proposal
- Terms and Conditions

The Mayor called for speakers on first call.

Lorne Patterson

Mr. Patterson referred to a letter written to the Planning Department. He questioned why a model apartment for a site which has not been approved as a building site for an apartment building can be approved. He expressed concern that the property has been excavated with no approval for building.

The Manager of Development and Environmental Services provided clarification on this application for use.

The Mayor called for speakers on second call.

The Mayor called for speakers on third call.

Ron Davis - Applicant

Mr. Davis spoke on the application to locate a sales centre on the property, indicating that it is being requested to help develop interest in future development. He advised on time lines and the requirement to have a sales centre as a necessity for pre sales.

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

Having given all those persons whose interests were deemed affected by the matters contained herein a chance to be heard, the Mayor adjourned the Public Hearing at 7:41 p.m.

M. Morden, Mayor

Certified Correct

L. Benson, Corporate Officer

700 *ITEMS ON CONSENT*

701 *Minutes*

701.1 Development Agreements Committee

**CITY OF MAPLE RIDGE
DEVELOPMENT AGREEMENTS COMMITTEE**

November 26, 2018
Mayor's Office

CIRCULATED TO:

Michael Morden, Mayor
Chair

Paul Gill, Chief Administrative Officer
Member

Catherine Schmidt, Recording Secretary

1. 18-105768 BG

LEGAL: Lot 28 Section 30 Township 12 and of District Lot 400 Group 1
New Westminster District Plan 25678

LOCATION: 221.12 132 Avenue

OWNER: Kira N. Sinow

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 18-105768 BG.

CARRIED

2. 18-108588 BG

LEGAL: Lot 6 Section 10 Township 12 New Westminster District Plan
EPP32314

LOCATION: 10430 Jackson Road

OWNER: Irfan Dossa

REQUIRED AGREEMENTS: Secondary Suite Covenant

THAT THE MAYOR AND CORPORATE OFFICER BE AUTHORIZED TO SIGN AND SEAL THE PRECEDING DOCUMENT AS IT RELATES TO 18-108588 BG.

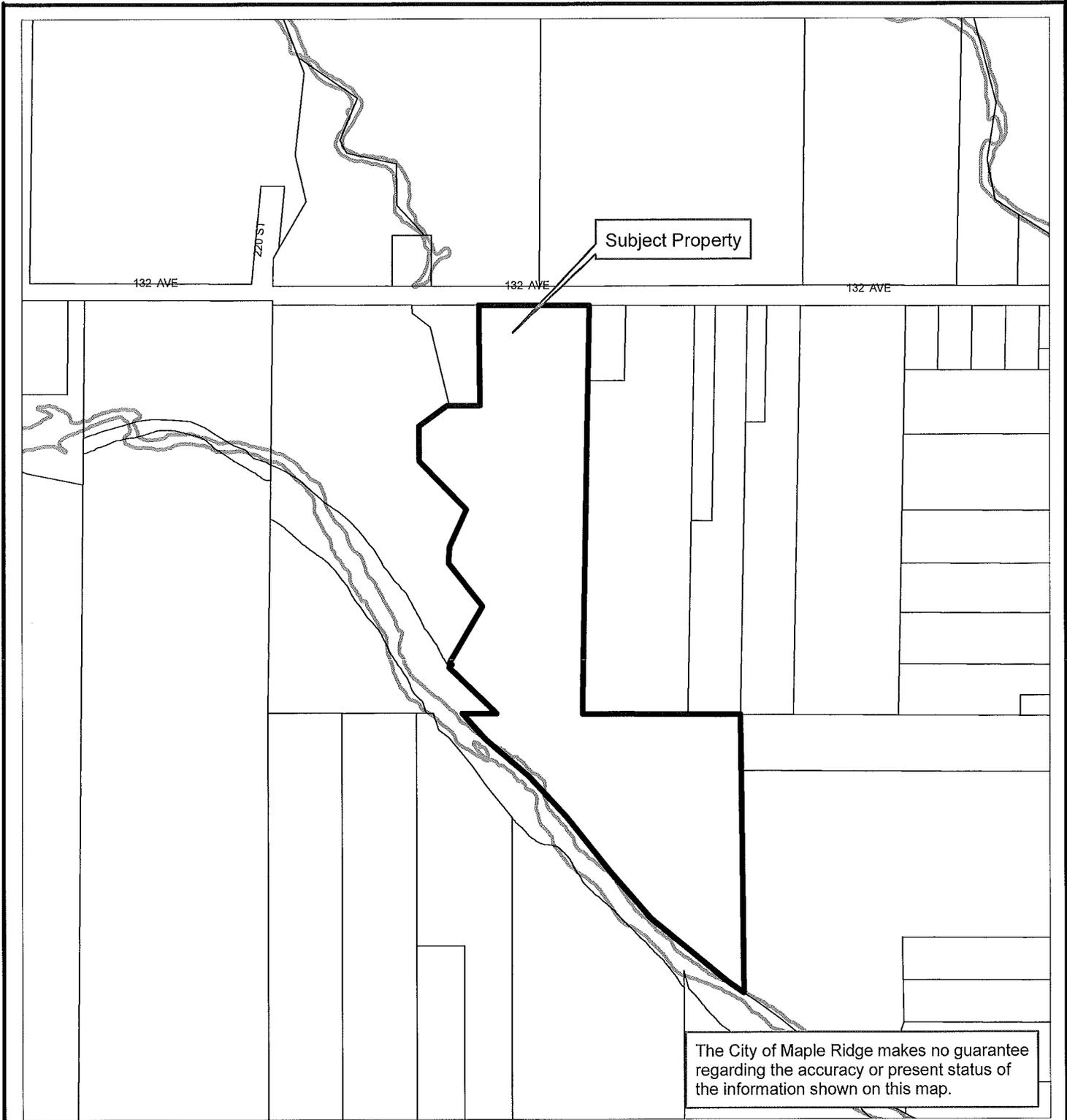
CARRIED



Michael Morden, Mayor
Chair

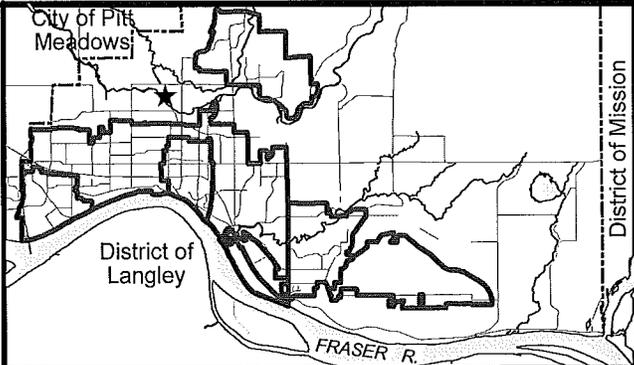


Paul Gill, Chief Administrative Officer
Member



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

Scale: 1:5,000



22112 132 Ave

ENGINEERING DEPARTMENT

mapleridge.ca

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

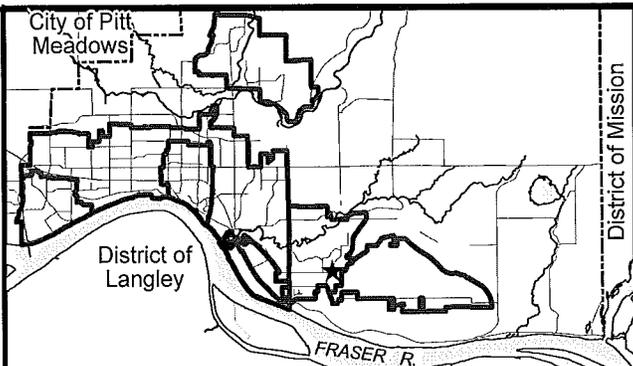


Subject Property

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



Scale: 1:1,500



10430 Jackson Rd

ENGINEERING DEPARTMENT



mapleridge.ca

FILE: Subject_Map10.4.1
DATE: Nov 22, 2018

BY: MC

**CITY OF MAPLE RIDGE
DEVELOPMENT AGREEMENTS COMMITTEE**

December 4, 2018
Mayor's Office

CIRCULATED TO:

Michael Morden, Mayor
Chair

Paul Gill, Chief Administrative Officer
Member

Catherine Schmidt, Recording Secretary

1. 2018-201-DP

LEGAL: Lot 8 District Lot 398 Group 1 New Westminster District Plan 8181

LOCATION: 11718 224 Street

OWNER: 1122256 B.C. Ltd.

REQUIRED AGREEMENTS: No Occupancy Until Access Provided Covenant

THAT THE MAYOR AND CORPORATE OFFICER BE AUTHORIZED TO SIGN AND SEAL THE PRECEDING DOCUMENT AS IT RELATES TO 2018-201-DP.

CARRIED

2. 2017-154-SD

LEGAL: Lots 1-48 all of: Section 10 Township 12 New Westminster District Plan EPP76590

LOCATION: 10501 Jackson Road (Multiple Addresses)

OWNER: Jackson Heights Developments Ltd.

REQUIRED AGREEMENTS: Release (AA195896)

THAT THE MAYOR AND CORPORATE OFFICER BE AUTHORIZED TO SIGN AND SEAL THE PRECEDING DOCUMENT AS IT RELATES TO 2017-154-SD.

CARRIED

3. 2017-284-SD

LEGAL: Lot 2 District Lot 403 Group 1 New Westminster District Plan
EPP71200

LOCATION: 11383 and 11305 232 Street and 23089 and 23095 Lougheed
Highway

OWNER: Polygon Provenance Homes Ltd. (Morningstar Homes Ltd.- Developer)

REQUIRED AGREEMENTS: Subdivision Servicing Agreement
Stormwater Management Covenant

THAT THE MAYOR AND CORPORATE OFFICER BE AUTHORIZED TO SIGN AND SEAL THE PRECEDING DOCUMENT AS IT RELATES TO 2017-284-SD.

CARRIED

4. 17-122138 BG

LEGAL: Lot 21 Section 16 Township 12 New Westminster District Plan
LMP31331

LOCATION: 11402 239 Street

OWNER: Kelly Fry and Cameron Manning

REQUIRED AGREEMENTS: Secondary Suite Covenant

THAT THE MAYOR AND CORPORATE OFFICER BE AUTHORIZED TO SIGN AND SEAL THE PRECEDING DOCUMENT AS IT RELATES TO 17-122138 BG.

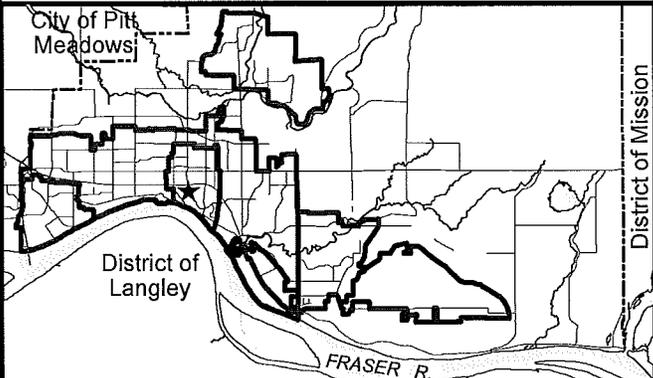
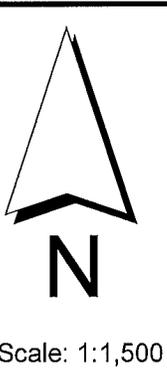
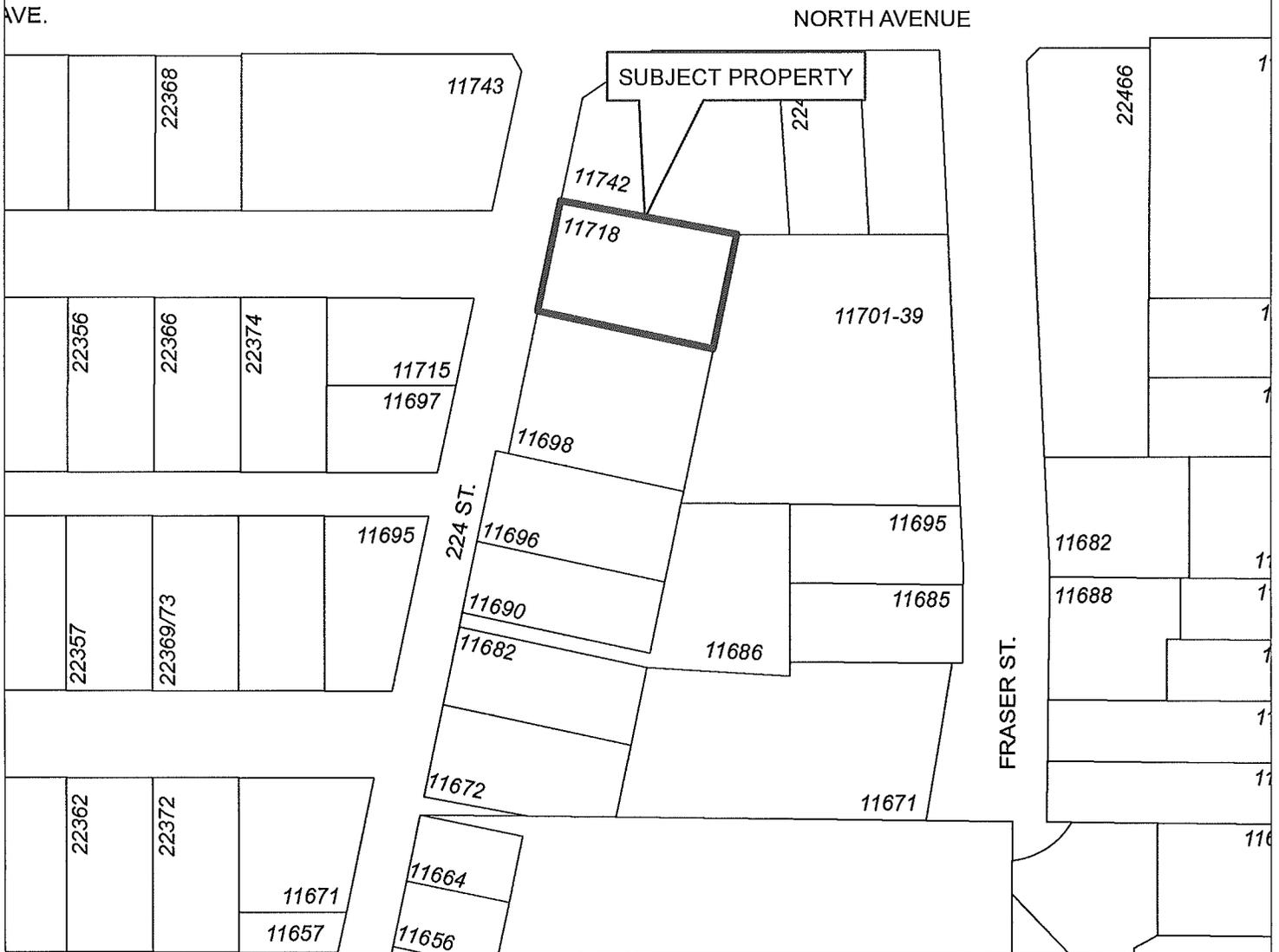
CARRIED



Michael Morden, Mayor
Chair



Paul Gill, Chief Administrative Officer
Member



11718 224 ST

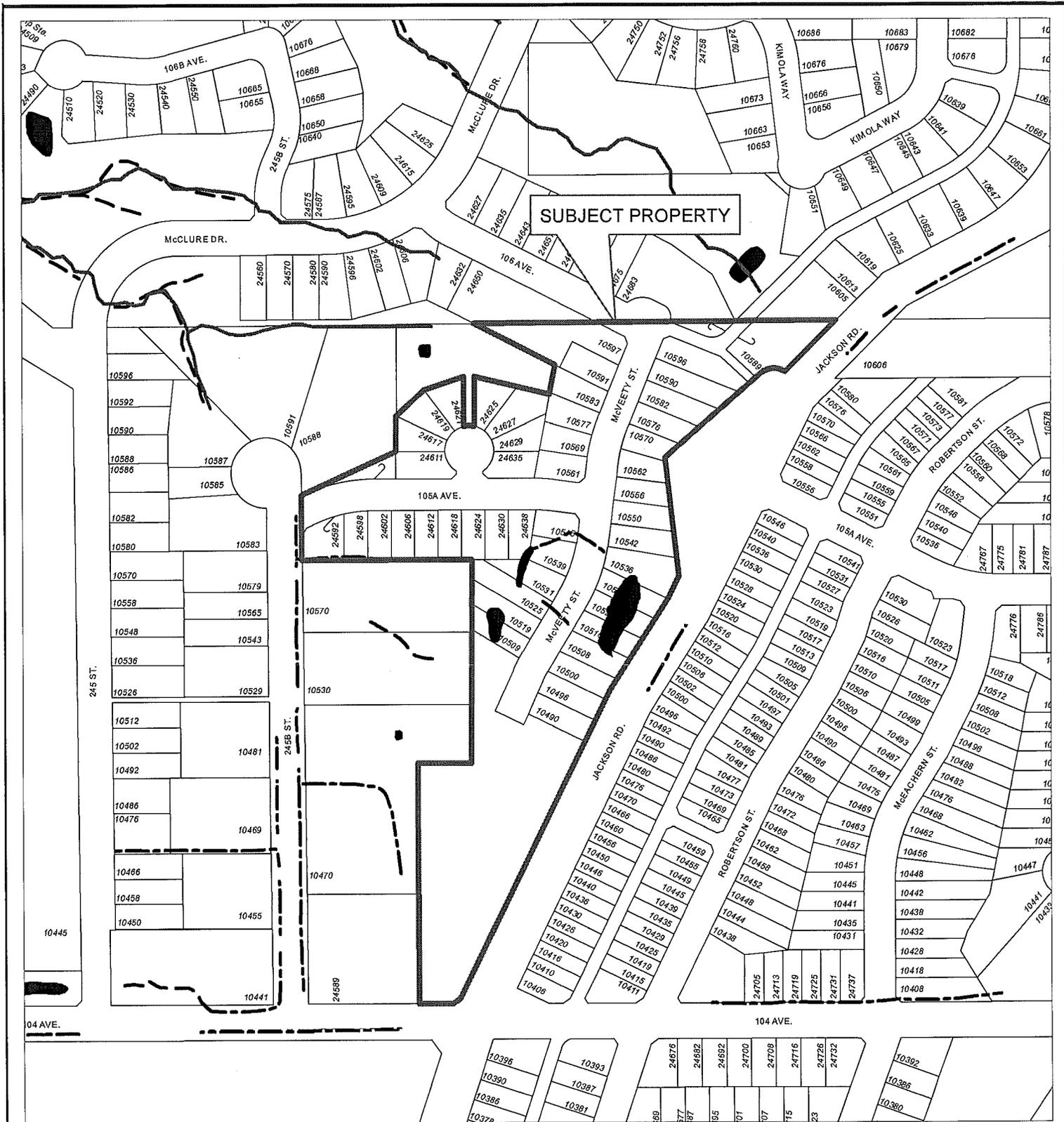
PLANNING DEPARTMENT

MAPLE RIDGE

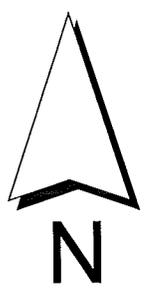
British Columbia

mapleridge.ca

FILE: 2018-201-DP
 DATE: Nov 21, 2018
 BY: RA



SUBJECT PROPERTY



Scale: 1:3,000

Legend

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

10501 JACKSON RD

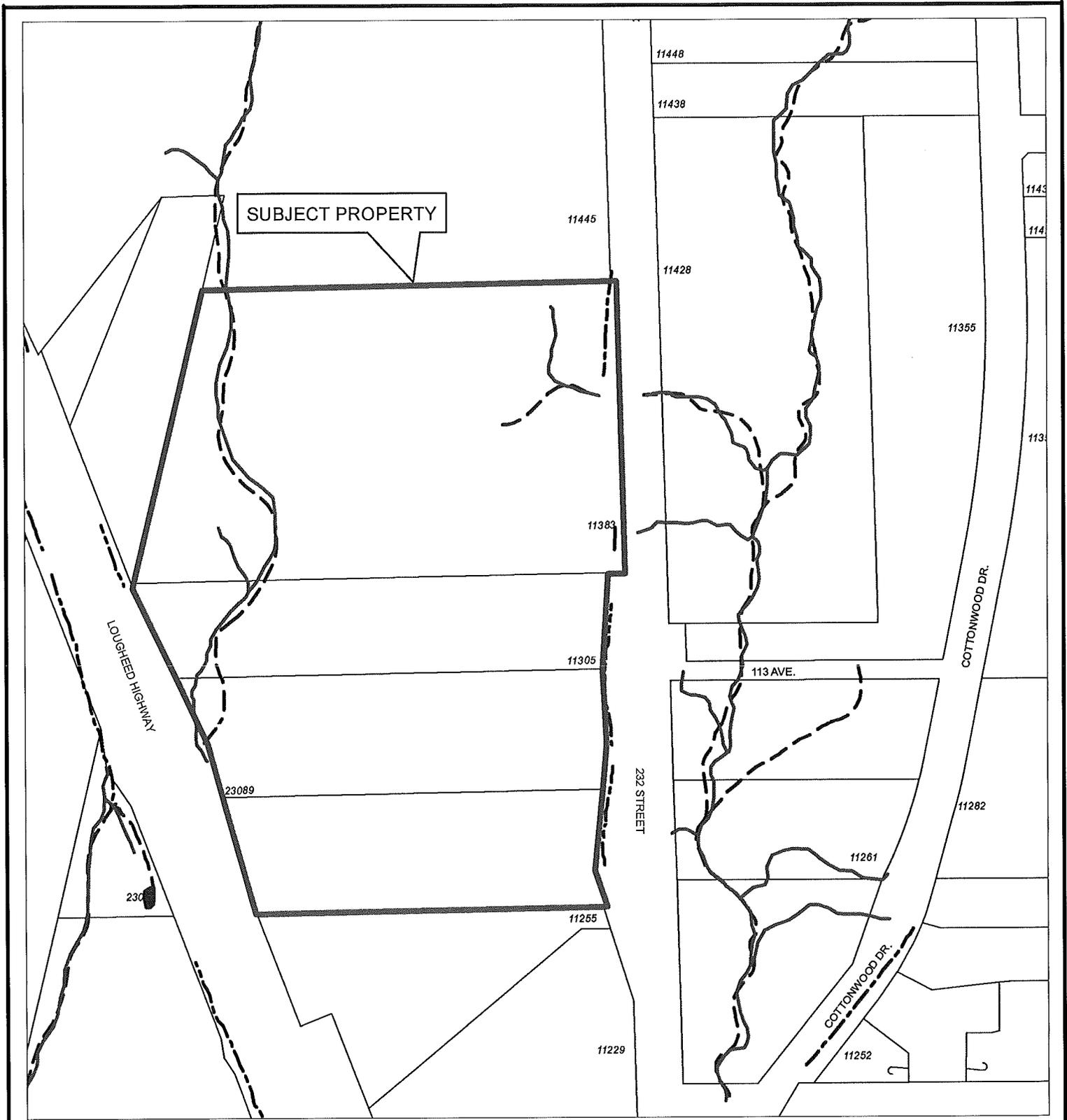
PLANNING DEPARTMENT



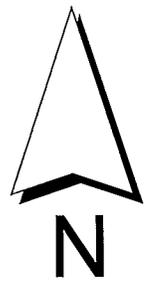
mapleridge.ca

FILE: 2018-478-SD
DATE: Nov 21, 2018

BY: RA



SUBJECT PROPERTY



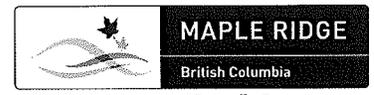
Scale: 1:2,500

Legend

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

23089 & 23095 LOUGHEED HIGHWAY
11305 & 11383 232 STREET

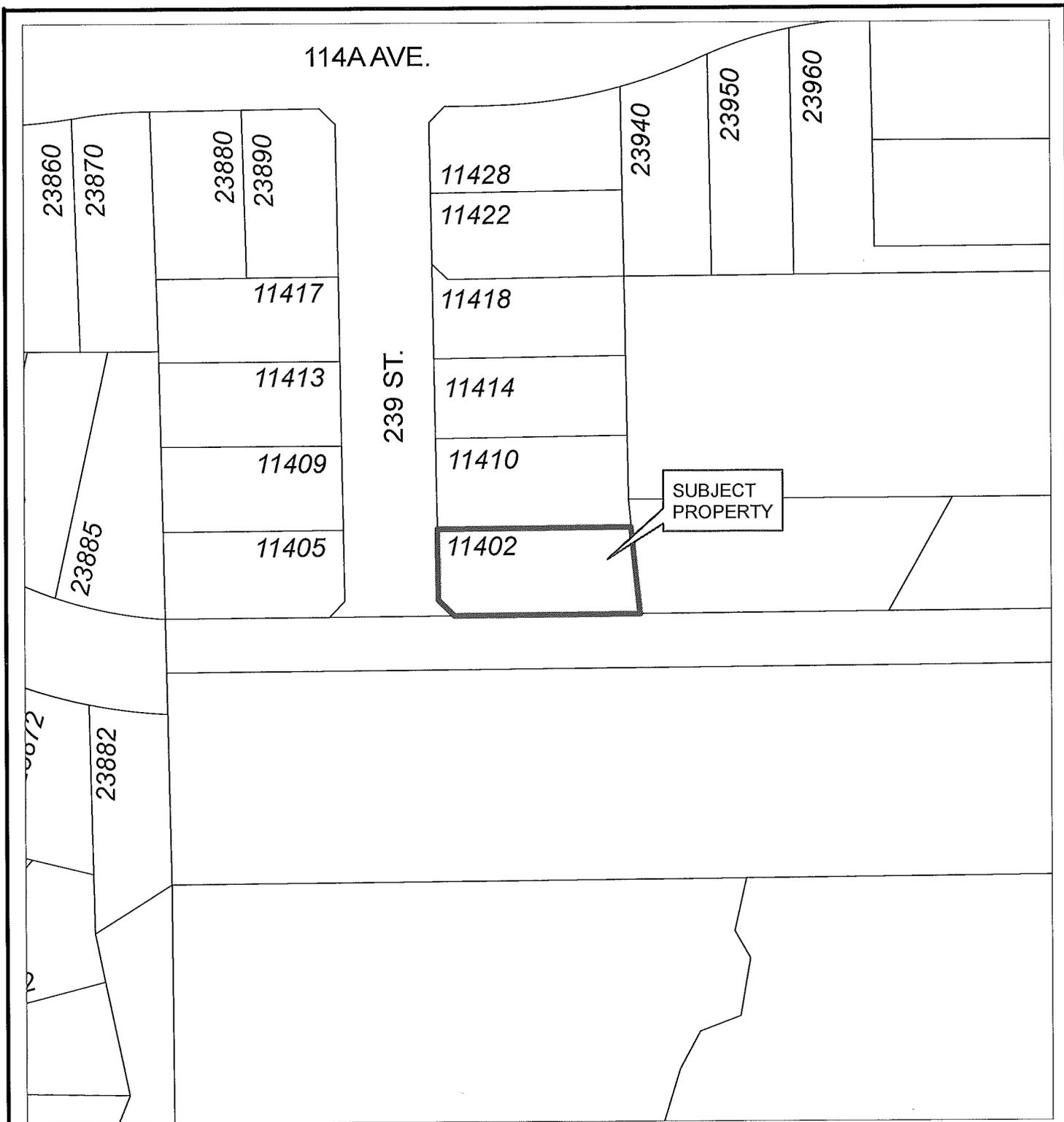
PLANNING DEPARTMENT



mapleridge.ca

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

BY: LP



SUBJECT
PROPERTY

11402 239 ST

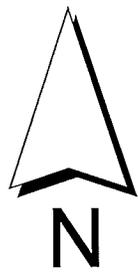
ENGINEERING DEPARTMENT



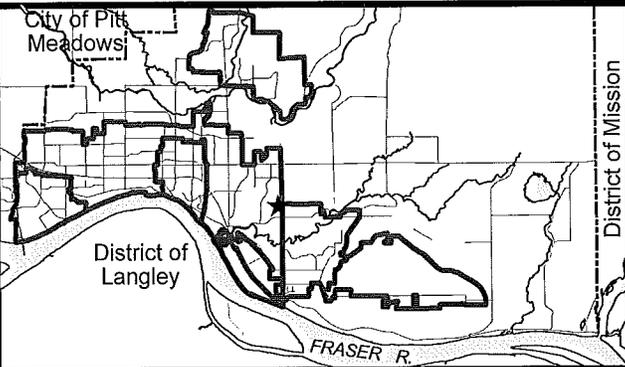
mapleridge.ca

FILE: Untitled
DATE: Dec 4, 2018

BY: C3



Scale: 1:1,000



District of Mission

District of
Langley

City of Pitt
Meadows

FRASER R.

**CITY OF MAPLE RIDGE
DEVELOPMENT AGREEMENTS COMMITTEE**

December 6, 2018
Mayor's Office

CIRCULATED TO:

Michael Morden, Mayor
Chair

Paul Gill, Chief Administrative Officer
Member

Catherine Schmidt, Recording Secretary

1. 2015-297-RZ

LEGAL: Lot 2 District Lot 403 Group 1 New Westminster District Plan EPP71200; Lot 3 District Lot 402 and 403 Group 1 New Westminster District Plan EPP71200; Lot 4 District Lot 402 Group 1 New Westminster District Plan EPP71200; Lot A & B, & C, & D, & E all of: District Lots 402 and 403 Group 1 New Westminster District Plan EPP79514; Lot 3 Section 16 Township 12 New Westminster District Plan 17222, Parcel "D" (Reference Plan 1017) South West Quarter Section 16 Township 12 New Westminster District

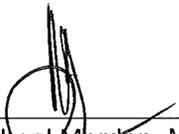
LOCATION: Various Properties (23025, 23054, 23060, 23075 Lougheed Highway)

OWNER: Polygon Provenance Homes Ltd.

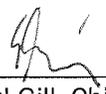
REQUIRED AGREEMENTS: No Build Covenant (Lots A, C, E)
Discharge of Covenant (CA6811969)

THAT THE MAYOR AND CORPORATE OFFICER BE AUTHORIZED TO SIGN AND SEAL THE PRECEDING DOCUMENTS AS THEY RELATE TO 2015-297-RZ.

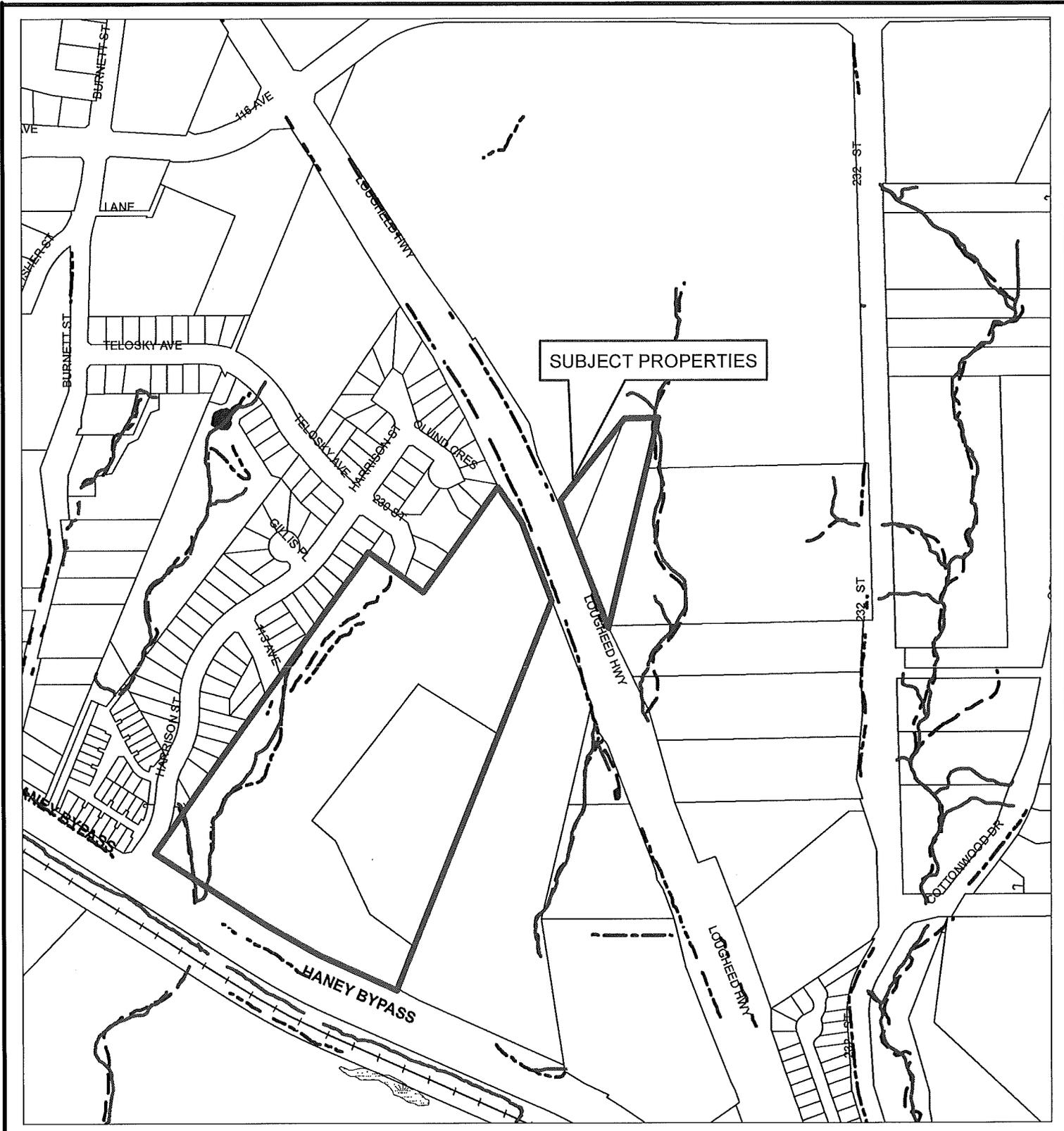
CARRIED



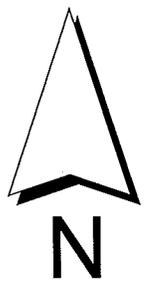
Michael Morden, Mayor
Chair



Paul Gill, Chief Administrative Officer
Member



SUBJECT PROPERTIES



Scale: 1:4,700

Legend

-  Stream
-  Ditch Centreline
-  Edge of Marsh
-  Indefinite Creek
-  Lake or Reservoir
-  Marsh

23025/23054/23060/23075 LOUGHEED HWY

PLANNING DEPARTMENT



mapleridge.ca

FILE: 2015-297
DATE: Jul 10, 2018

BY: LP

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 October 25, 2018, 2018 at 7:03 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
Chris Zabek	Regional Agrologist, Ministry of Agriculture
Ian Brooks	Member at Large
Lorraine Bates	Agricultural Fair Board
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
David Kaplan	Member at Large
Josef Hans Lara	Economic Development Committee Representative

Note: Councillor Speirs was not in attendance.

1. **CALL TO ORDER**

2. **APPROVAL OF THE AGENDA**

R/2018-033

It was moved and seconded

That the October 25, 2018 Agricultural Advisory Committee agenda be approved as circulated.

CARRIED

3. **ADOPTION OF THE MINUTES**

R/2018-034

It was moved and seconded

That the minutes of the Maple Ridge Agricultural Advisory Committee meeting dated September 27, 2018 be adopted.

CARRIED

Note: Ian Brooks joined the meeting at 7:05 pm.

4. **DELEGATIONS**

4.1. An Overview of Municipal Intersections for Agriculture and Environment

- Rod Stott, Environmental Planner, City of Maple Ridge

Rod Stott presented on the City of Maple Ridge's environmental framework and outlined the environmental programs and policies that influence agricultural development in the City. Mr. Stott outlined the development review process and identified short and long term priority action items from the Environmental Management Strategy. Mr. Stott answered questions from the committee.

5. **QUESTION PERIOD**

Andrew Poszar spoke to a documentary on Ontario Farmers Markets and the monitoring and enforcement processes utilized by California for their Farmers Markets. Candace Gordon provided information on the administration of the Haney Farmers Market.

6. **NEW AND UNFINISHED BUSINESS**

6.1. **Food Hub Final Report**

There was discussion on the economic focus of the report, on food security and on traceability software for food safety. A pilot project involving local farmers to provide proof of concept was briefly discussed as the next step of the project.

R/2018-035

It was moved and seconded

That the Agricultural Advisory Committee support the Food Hub Final Report and recommends that Council endorse the report.

CARRIED

6.2. **True North Fraser Program**

The staff liaison advised that with the conclusion of the Maple Ridge Food Hub Study, the True North Fraser subcommittee can be reinstated. An invitation was extended to all AAC members to attend the next subcommittee meeting scheduled for 2:00 pm, November 6, 2018 at City Hall.

6.3. Golden Harvest 2019

The Chair and Candace Gordon provided a summary of the successful 2018 Golden Harvest event and acknowledged appreciation for the 2018 Golden Harvest Coordinator, Tara Malanik. The staff liaison enquired as to the interest of hosting the event in 2019 and on submitting an incremental package with the 2019 Business Plan.

R/2018-036

It was moved and seconded

That the Agricultural Advisory Committee support the submission of an Incremental Package for Golden Harvest 2019 as part of the 2019 Business Plan.

CARRIED

6.4. Introduction of Agricultural Plan – Recommended Action Plan Items

The staff liaison provided copies of a 2016 report to Council that identified a prioritized set of action items from the City of Maple Ridge's Agricultural Plan. The staff liaison advised that the November meeting will include a workshop session to prioritize action items for 2019 and requested members review the material in advance of the next meeting.

6.5. 2019 Meeting Schedule

There was discussion on the 2019 meeting schedule.

R/2018-037

It was moved and seconded

That the 2019 Agricultural Advisory Committee meeting schedule attached to the October 25, 2018 Agricultural Advisory Committee agenda be adopted.

CARRIED

6.6. Workshop and Event Updates

6.6.1. Metro Vancouver AAC

The Chair provided an update from the October 12, 2018 Metro Vancouver AAC meeting. Discussions focused on the recent legalization of cannabis and the initial impacts on the farming industry, including labour challenges and the conversion of greenhouses from food production to cannabis. In response to a query, Chris Zabek provided clarity on the Ministry of Agriculture's regulation on legal cannabis production in the Agricultural Land Reserve. Stephanie James spoke to contaminated soil and possible environmental impacts of cannabis production.

7. SUBCOMMITTEE REPORTS

7.1. Education

Al Kozak provided an update on the October 25, 2018 Education Subcommittee meeting. The subcommittee is developing a list of ideas on community outreach for further review and will report back at a later date.

7.2. **Food Distribution**

Al Kozak reported on efforts to identify a number of farms to spearhead the next phase of the Food Hub project.

8. **CORRESPONDENCE**

8.1. **Upcoming Events**

November 6, 2018 7:00 pm	Council Inauguration Maple Ridge City Hall, Council Chambers Organizer: City of Maple Ridge
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9. **ROUNDTABLE**

Candace Gordon reported wrapping up another successful year of the Seniors Nutrition coupon program and shared gratitude for program funding. Ms. Gordon shared thanks to Councillor Speirs for his years of dedication to the Committee and agriculture in Maple Ridge.

Chris Zabek advised that the BC Young Farmer's Annual Educational and Social event is scheduled for 11:00 am, November 10, 2018 at the Langley campus of Kwantlen Polytechnic University. Mr. Zabek reminded members of the crop planning session 'Every Chef Needs a Farmer, Every Farmer Needs a Chef' happening November 13, 2018 from 9:00 am – 3:00 pm at the Sheraton Wall Centre in Vancouver.

Al Kozak advised that it has been a very good year for wild mushrooms.

Ian Brooks provided updates from the Thornhill Aquifer Protection Society and shared concerns about the lack of public reporting on the conditional water licence issued to Tantalus Labs.

Lorraine Bates noted that Maple Ridge will be hosting the 2020 Summer Games which is scheduled for the same weekend as Country Fest and shared concerns around parking.

Bill Hardy advised of his upcoming trip to Taiwan to jury a World Expo. Mr. Hardy shared, with regrets, that due to prior commitments he was unable to get the 2018 Farm Tour off the ground.

Stephanie James reported on her latest farming activities and fruit crops.

Ryan Murphy shared information from a recently attended workshop hosted by the BC Hazelnut Association.

Margaret Daskis reported on recent activities at Fresh Solutions.

Amanda Grochowich shared Councillor Speirs' acknowledgement and appreciation for the dedication and passion of the Agricultural Advisory Committee members.

10. **ADJOURNMENT – 9:30 pm.**



M. Daskis, Chair
/aa

City of Maple Ridge
PUBLIC ART STEERING COMMITTEE MEETING MINUTES

The Minutes of the Regular Meeting of the Public Art Steering Committee, held in the Coho Room, at Maple Ridge City Hall, 11995 Haney Place, Maple Ridge, British Columbia, on September 25, 2018 at 3:09 pm.

COMMITTEE MEMBERS PRESENT

Councillor Kiersten Duncan	City of Maple Ridge
Leanne Koehn, Vice-Chair	Community at Large Member
Barbara Duncan	Arts Council Representative
Don Miskiman	Community at Large Member
Donald Luxton	Developer
Wan-Yi Lin	Artist

STAFF MEMBERS PRESENT

Yvonne Chui	Manager, Arts and Community Connections / Staff Liaison
Amanda Allen	Committee Clerk

ABSENT

Wayne Bissky, Chair	Architect
---------------------	-----------

Note: Wayne Bissky was not in attendance. Leanne Koehn chaired the meeting as Acting Chair.
Note: Councillor Duncan was not in attendance at the start of the meeting.

1. **CALL TO ORDER**
2. **APPROVAL OF THE AGENDA**

R/2018-018

It was moved and seconded

That the agenda for the September 25, 2018 Public Art Steering Committee be approved as circulated.

CARRIED

3. **ADOPTION OF THE MINUTES**

R/2018-019

It was moved and seconded

That the minutes of the Maple Ridge Public Art Steering Committee meeting dated June 26, 2018 be adopted.

CARRIED

4. **DELEGATIONS - Nil**

5. **QUESTION PERIOD - Nil**

6. **NEW AND UNFINISHED BUSINESS**

6.1. **Advisory Committees – renewal, terms and new Council**

The staff liaison reviewed the term expiries of current Public Art Steering Committee members. The Committee Clerk advised of the 2019 recruitment process.

6.2. **Public Art Location Recommendations - Annual update and new locations approved by Council in July**

The staff liaison reported on the annual update presented to Council by Chair Wayne Bissky at the July 10, 2018 meeting. The staff liaison shared Council comments regarding bare gray concrete spaces around the town centre which Council hopes the Committee can consider for future enlivening. Additionally, Council approved the five recommended public art locations.

The staff liaison reported that an internal allocation of \$125,000.00 for public art at the Albion Community Centre has been made towards this location and infrastructure project that is in addition to the Public Art Steering Committee budget. The Senior Recreation Manager will be invited to the next meeting to review the building layout and design for members to identify suitable locations for public art pieces. There was discussion on whether to increase the amount of money budgeted for the Albion Community Centre public art call.

The staff liaison advised the tender for the Telosky Stadium upgrades has been. The staff liaison will continue to check in on project development and will apprise if an opportunity arises for public art at the new sport fields.

6.3. **Developer Public Art Guidelines - revisions**

The staff liaison advised that revisions to the Developer Public Art Guidelines are under consideration. The staff liaison noted that early stage negotiations are underway with two developers for prospective art pieces. There was discussion on generating interest by holding an ideas competition for temporary exhibits and on developing a set of priorities on placemaking locations. There was discussion on utilizing the 2020 Summer Games as an event to activate sites around the City with temporary public art.

Note: Councillor Duncan joined the meeting at 3:39 pm.

6.4. **Community Public Art Projects – DTMRBIA mural and Geek Crossing Update**

The staff liaison reported on the August 24, 2018 mural unveiling “The Mountain of the Golden Eagle” at the 224 Street Subway by Artist, Brandon Gabriel. The staff liaison shared a thank you note from the Downtown Maple Ridge Business Improvement Association as the back alley mural program was a recipient of a grant through the Community Public Art program.

The staff liaison provided an update on Geek Crossing. The organization will be taking a hiatus and will be returning the grant which the staff liaison will place on hold until the end of 2018.

The staff liaison reported on an enquiry from the Downtown Maple Ridge Business Improvement Association about the piano on the street program and their interest to maintain this program for the next three years. The staff liaison provided an overview of the program. There was discussion on the piano on the street program, on connecting the Artist in Residence with the project and support to fund it for the next three years with the funding to focus on the artistic component and engagement.

R/2018-020

It was moved and seconded

That the Public Art Steering Committee contribute \$500.00 per year for a three year period commencing in 2019 towards the Piano on the Street program with the intent that an artist in residence lead the public art and engagement component of the project.

CARRIED

6.5. Projects Update - Leisure Centre, Street Banners 2018, Utility Box Wrap at Merkley Park

The staff liaison provided an update on the community mosaic project at the Leisure Centre and reported workshops are scheduled for mid-November. Members were encouraged to spread the word, submit Maple Ridge landscape photos to the artists, and follow the project on the Maple Ridge Community Mosaic Facebook page. The staff liaison outlined the sequence of events and timing for the project.

The staff liaison advised that the utility box wrap at Merkley Park will be completed in the Spring. The staff liaison provided a summary review of the nature themed 2018 street banner project which received over 80 submissions. The staff liaison is in discussion with local First Nations around the prospective 2019 street banner call.

6.6. New Public Art Projects and Calls 2019 – Street banner designs, City Hall windows and Albion Community Centre

The staff liaison provided an update on the Community Foundation donor recognition public art project which is scheduled to be installed on the windows of City Hall. The staff liaison shared ideas and inspirations of vinyl installations, noting that the artist will be requested to incorporate the names in both a tasteful and artistic manner, and outlined the project timeline. There was discussion on the medium, type of material and design concept and the staff liaison advised that there is an understanding and agreement with the Community Foundation for this work to have a lifecycle of 10 – 15 years.

R/2018-021

It was moved and seconded

That Leanne Koehn be the representative for the Public Art Steering Committee on the selection panel for the Donor Recognition Window Public Art Project for City Hall.

CARRIED

6.7. **Artist in Residence Program and Call for 2019-2021 term**

The staff liaison advised that a call will go out at the end of September for the next Artist in Residence term as the terms of Kat Wahamaa and Robi Smith are reaching completion. The new Artist in Residence term will begin in April 2019. There was discussion on integrating the Artist in Residence into select public art projects and including access to professional space as part of a future call.

R/2018-022

It was moved and seconded

That Wan-Yi Lin and Leanne Koehn be the representatives for the Public Art Steering Committee on the Artist in Residence selection panel.

CARRIED

7. **ROUNDTABLE**

Don Miskiman reported he is currently involved in five different placemaking projects.

Barbara Duncan advised of the new Out of the Woods exhibition by the Whonnock Weavers and Spinners Guild. The exhibition is showing until October 27, 2018.

Councillor Duncan shared excitement on the new mural at Subway and the unveiling event turnout.

Yvonne Chui shared her experiences with participating on the conference planning committee for the 2018 Creative City Summit.

In recognition of Waste Reduction Week, Leanne Koehn invited members to the Ridge Meadows Recycling Society's screening of 'A Plastic Ocean' at 7:00pm, October 15, 2018 in the Council Chambers at Maple Ridge City Hall.

8. **ADJOURNMENT - 5:05 pm**



L. Koehn, Acting Chair

/aa

City of Maple Ridge

TO: His Worship Mayor Michael Morden **MEETING DATE:** December 11, 2018
and Members of Council **FILE NO:** 2105273

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

SUBJECT: Disbursements for the month ended November 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 November 30, 2018 be received for information only.

GENERAL	\$ 9,504,454
PAYROLL	\$ 1,788,732
PURCHASE CARD	\$ <u>72,273</u>
	\$ <u>11,365,459</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	\$	630,229
• Chandos Construction Ltd - Maple Ridge Leisure Centre upgrades	\$	884,507
• Fraser Valley Regional Library - 4th quarter member assessment	\$	703,351
• Greater Vancouver Water District - Water consumption Aug 1 - Aug 28	\$	1,014,619
• MRC Total Build Lp - Drainage improvements - 232 St	\$	371,351
• Ridge Meadows Recycling Society - Monthly contract for recycling	\$	207,783
• Sandpiper Contracting Ltd - 232 St water main replacement	\$	379,425
• Tybo Constructors Ltd - Albion reservoir expansion	\$	386,167

d) **Policy Implications:**

Corporate governance practice includes reporting the disbursements to Council monthly.

CONCLUSIONS:

The disbursements for the month ended November 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 Frank Quinn for Paul Gill”

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

CITY OF MAPLE RIDGE
MONTHLY DISBURSEMENTS - November 2018

<u>VENDOR NAME</u>	<u>DESCRIPTION OF PAYMENT</u>	<u>AMOUNT</u>
0981077 BC Ltd	Security refund	27,500
Active Earth Engineering Ltd	Drainage upgrade program - Albion flats	15,089
Aplin & Martin Consultants Ltd	Downtown beautification - Lougheed & 226 St	55,648
	Watermain replacement (232 St)	1,885
		<hr/>
Arde Developments Ltd	Security refund	16,353
Associated Engineering (BC) Ltd	225 St forcemain upgrade	32,888
	240 St sewer upgrade	543
		<hr/>
BA Blacktop	Downtown enhancement project	630,229
Badger Daylighting Lp	Hydro-excavation - multiple locations	16,909
Bartle & Gibson Co Ltd	Plumbing, heating & electrical supplies:	
	Maple Ridge Library maintenance	1,122
	Town centre maintenance	338
	Traffic signals	13,200
	Water connection supplies	638
	Whonnock Lake building maintenance	540
	Works yard inventory	3,513
		<hr/>
BC Hydro	Electricity	128,055
BC Hydro & Power Authority	Sports lighting kiosk - Telosky Stadium	22,002
	Streetlight kiosk - Lougheed & 225 St	27,220
		<hr/>
BCRS Road Safe Inc	Traffic control	23,775
Birdseye Office Inc	16 workstations/storage units - 50% deposit	24,240
Blue Pine Enterprises Ltd	Stairs replacement - Red Alder Park	18,307
Boileau Electric & Pole Ltd	Maintenance:	
	Banners	381
	Maple Ridge Cemetery	123
	Mclure Dr	500
	Memorial Peace Park	23,068
	Operations	879
	Street lights	4,000
	Street poles	2,313
	Tree gates	4,384
		<hr/>
CUPE Local 622	Dues - pay periods 18/20, 18/21 & 18/22	45,071
C3 Mainline Inspections Inc	Video inspection of sanitary sewers	33,651
Cedar Crest Lands (BC) Ltd	Telosky Stadium synthetic turf field	68,985
Chandos Construction Ltd	Maple Ridge Leisure Centre upgrades	884,507
Craven Huston	Albion neighbourhood learning and community centre	84,216
Cummins Western Canada	Firetruck repairs	31,202
Eagle West Crane & Rigging	Purchase and delivery of concrete barriers	15,001
Election Systems & Software	Election supplies & rentals	17,660
Finning International Inc	CAT 430F2 backhoe loader	126,777
Fitness Edge	Contracted service provider - fitness classes & programs	23,523
Fraser Valley Regional Library	4th quarter member assessment	703,351
	Area carpet	1,525
	Contributed capital replacement funding	10,000
		<hr/>
G6 Ventures (Rock Ridge) Ltd	Security refund	248,685
Greater Vancouver Water District	Water consumption Aug 1 - Aug 28/18	1,014,619

<u>VENDOR NAME</u>	<u>DESCRIPTION OF PAYMENT</u>		<u>AMOUNT</u>
Hallmark Facility Services Inc	Janitorial services & supplies:		
	City Hall	7,131	
	Fire Halls	9,471	
	Library	8,914	
	Operations	8,468	
	Randy Herman Building	9,917	
	RCMP	8,468	
	Whonnock Lake	<u>1,680</u>	54,051
Heavypdg Equipment Ltd	CAT 320 rental		21,805
Homesite Developments (Zeron)	Security refund		43,000
Horizon Landscape Contractors	Grass cutting - Aug, Sep & Oct	53,653	
	Weeding - Hampstead	<u>988</u>	54,642
Jaaf Holdings Ltd	Security refund		147,713
Jemspec Enterprises Inc	Security refund		35,618
Lafarge Canada Inc	Roadworks material		36,080
Langley Concrete & Tile Ltd	Box/pipe puller equipment		15,232
Manulife Financial	Employer/employee remittance		311,538
Maple Ridge & PM Arts Council	Arts Centre contract	55,254	
	Program revenue - Oct	<u>6,842</u>	62,096
Mcelhanney Consulting Services	232 St (132 Ave - Silver Valley Road prelim & design)	67,591	
	Drainage upgrade program - Albion flow monitoring	<u>2,794</u>	70,385
Medical Services Plan	Employee medical & health premiums		20,250
Microsoft Corporation	Microsoft Enterprise agreement true up		51,992
MRC Total Build Lp	Drainage improvements - 232 St (132 Ave - Silver Valley Road)		371,351
Municipal Pension Plan BC	Employer/employee remittance		490,887
North Of 49 Enterprises Ltd	Contracted service provider - skating lesson programs		17,428
Nustadia Recreation Inc	Subsidized ice purchased by P&LS on behalf of user groups - Nov		27,542
Oaken Developments (Haney) Inc	Security refund		100,662
Opus Consulting Group Ltd	8 Dell Latitude 5290 laptops		21,204
Parkland Refining (BC) Ltd	Gasoline & diesel fuel		82,092
Paul Bunyan Tree Services	Tree maintenance & damaged tree removal		18,000
Perpetual Success Enterprises	Security refund		35,513
RF Binnie & Associates Ltd	Arthur Peake Centre design	11,266	
	Synthetic turf replacement - Samuel Robertson Technical School	727	
	Telosky Stadium/Thomas Haney Secondary School	<u>4,619</u>	16,611
Receiver General For Canada	Employer/employee remittance PP18/22 & PP18/23		652,599
Ridge Meadows Recycling Society	Education - Wildsafe BC	1,250	
	Fall chipping program	2,139	
	Litter pickup contract	2,640	
	Miscellaneous litter pickup	68	
	Monthly contract for recycling	207,783	
	Weekly recycling	<u>355</u>	214,235
Rollins Machinery Ltd	Bear proof garbage bins		17,104
Sandpiper Contracting Ltd	232 St watermain replacement		379,425
Sanscorp Products Ltd	Roadworks material		16,849
Scottish Line Painting Ltd	Thermoplastic road markings		73,835
SFE Ltd	Nelson Peak sanitary sewer smoke testing	15,103	
	Temporary sewer flow monitoring services	<u>35,438</u>	50,541
Shape Architecture Inc	Leisure Centre pool renovation		29,597
Stantec Consulting Ltd	263 St water pump station replacement	2,602	
	270A St reservoir	<u>34,300</u>	36,902

<u>VENDOR NAME</u>	<u>DESCRIPTION OF PAYMENT</u>		<u>AMOUNT</u>
Total Power Ltd	Generator maintenance:		
	Fire Halls	850	
	Library	213	
	Operations	814	
	Pump Stations	8,366	
	Whonnock Community Centre	1,218	
	Rental cables - Nov	<u>5,472</u>	16,932
Tybo Constructors Ltd	Albion reservoir expansion		386,167
Urban Lumberjack Tree Services	Roadside brush and chipping		20,734
Warrington PCI Management	Advance for Tower common costs		79,832
Wilco Civil Inc	Blaney Hamlet Park construction		44,768
Worldwideturf Inc	Supply & install synthetic turf - Arthur Peake/Golden Ears Elementary		119,543
Zoom Audio Visual Networks Inc	Digital signage	14,588	
	Replace projector bulbs - Firehall #1	717	
	Touchscreen monitor system - Webster Room	<u>17,681</u>	32,986
Disbursements In Excess \$15,000			8,682,153
Disbursements Under \$15,000			822,301
Total Payee Disbursements			9,504,454
Payroll	PP18/22 & PP18/23		1,788,732
Purchase Cards - Payment			72,273
Total Disbursements November 2018			<u>11,365,459</u>

800 *Unfinished Business*

City of Maple Ridge

TO: His Worship Mayor Michael Morden **MEETING DATE:** December 11, 2018
and Members of Council **FILE NO:** Doc # 2081243

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

SUBJECT: 2020 BC Summer Games Nomination Committee

EXECUTIVE SUMMARY:

On March 10, 2017, the City of Maple Ridge was awarded the opportunity to host the 2020 BC Summer Games. The BC Games Society is poised to support the City in planning for the Games, which begins with the selection of a Nomination Committee to make recommendations that will be used to establish a Board of Directors to lead the organization and facilitation of the Games. This report seeks Council's endorsement to establish a Nomination Committee with key community agencies invited to participate.

RECOMMENDATION:

That staff proceed with forming the 2020 BC Summer Games Nomination Committee; and

That the City of Maple Ridge Mayor be appointed as Chair of the Nomination Committee; and,

That the General Manager Parks, Recreation & Culture and Recreation Manager Health & Wellness be appointed to the Nomination Committee; and

That the Katzie First Nation, Kwantlen First Nation, School District No. 42 Board, Meadow Ridge and Haney Rotary Clubs, Maple Ridge-Pitt Meadows Chamber of Commerce and the Maple Ridge Downtown Business Improvement Association be invited to participate on the 2020 BC Summer Games Nomination Committee; and further

That should any community agencies decline the invitation to participate on the Nomination Committee, other groups will be considered at the discretion of the Mayor and General Manager Parks, Recreation & Culture.

DISCUSSION:

a) Background Context:

At the June 20, 2016 Committee of the Whole meeting, Council endorsed the submission of a bid to host either the 2020 or 2022 BC Summer Games. On March 10, 2017, the BC Games Society awarded the 2020 BC Summer Games to the City of Maple Ridge.

The bi-annual Games are an important step in the development of high performance athletes, with some continuing onto national and international competition. The 4-day celebration will bring vibrancy and energy to the community with over 3,500 athletes,

coaches and officials, and many more spectators expected to come from around the Province. Historically, host cities have benefitted through sport development legacies and strengthened community pride through volunteerism and participation. In addition, local and regional economic benefits are expected due to the volume of visitors to the city during and after the Games.

The BC Games Society recommends 12 members for the Nomination Committee composed of municipal Council and senior staff representatives, a School District Board representative, and broad representation from the community. To ensure a wide variety of expertise and connections to community leaders, it is recommended that the 2020 BC Summer Games Nomination Committee be composed of the following:

- City of Maple Ridge Mayor (Chair)
- City of Maple Ridge General Manager Parks, Recreation & Culture
- City of Maple Ridge Recreation Manager Health & Wellness
- Katzie First Nation representative
- Kwantlen First Nation representative
- School District No. 42 Board representative
- Meadow Ridge and/or Haney Rotary representative
- Maple Ridge-Pitt Meadows Chamber of Commerce representative
- Maple Ridge Downtown Business Improvement Association representative
- An Arts and Cultural community representative

Should any of the community agencies decline the invitation to participate on the Nomination Committee, other groups will be considered at the discretion of the Mayor and General Manager Parks, Recreation & Culture to ensure we remain on track with the BC Summer Games timeline.

Nomination Committee members will meet regularly from January to March 2019 to develop and execute the plan for recruiting Directors for the Games' Board. This includes participation in recruitment meetings to select 16 volunteer Directors including a President and Vice President. Once a proposed membership list has been determined, it will be presented to Maple Ridge City Council to make the final decision.

b) Desired Outcome:

The desired outcome is to form a robust Nomination Committee composed of knowledgeable individuals who are well-positioned to invite leaders in our community to serve as part of a strong and capable Board of Directors for the 2020 BC Summer Games.

c) Strategic Alignment:

Hosting the 2020 BC Summer Games aligns with the 2010 Parks, Recreation & Culture Master Plan which contains the strategic objective to provide opportunities that contribute to building individual and community capacity, and to build upon effective and valued partnerships and strategic alliances with other service providers in a coordinated and collaborative system for the provision of facilities and service delivery.

d) Citizen/Customer Implications:

It is anticipated that up to 3000 volunteer positions will be available for citizens of Maple Ridge to participate in the Games in various capacities from Directorate roles to facility hosts. There will also be numerous opportunities for the community to attend a wide variety of

sporting and participatory events leading up to and during the Games as spectators to take in the atmosphere and cheer on the athletes.

e) Business Plan/Financial Implications:

On June 20, 2016, Council approved a one-time municipal budget commitment of \$45,000 cash and a minimum \$50,000 of in-kind resources in the form of staff support and facility use to support the 2020 BC Summer Games. School District No. 42 will also contribute significantly to the hosting of the Games through the provision of 12 school sites and facilities for competition and athlete accommodation.

Previous host cities have relied on sponsorship and donations to fund additional Games operating expenses. A significant goal of the Board of Directors will be to undertake this fundraising work to secure additional funding.

CONCLUSIONS:

The Nomination Committee's selection of the 2020 BC Summer Games Board of Directors will set the foundation for a comprehensive, organized, and successful Games experience.

"Original signed by Christa Balatti"

Prepared by: **Christa Balatti, BA**
Recreation Manager Health & Wellness

"Original signed by Danielle Pope"

Reviewed by: **Danielle Pope**
Director of Recreation & Community Engagement

"Original signed by Kelly Swift"

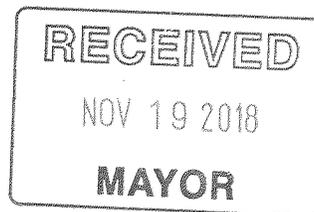
Approved by: **Kelly Swift, MBA**
General Manager Parks, Recreation & Culture

"Original signed by Frank Quinn for"

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

Attachments:

- A) 2018-11-07 - Letter - BC Games Society to Mayor Morden



November 7, 2018

Mayor Michael Morden
City of Maple Ridge
11995 Haney Place
Maple Ridge, BC V2X 6A9

Dear Mayor Morden:

On behalf of the Board of Directors of the BC Games Society, may I congratulate you on your recent election as Mayor of the City of Maple Ridge. It has been several months since we announced the Games coming to your community with BC Games alumni Olympian Karina LeBlanc and Paralympian Nathan Stein. The BC Games Society is looking forward to returning to Maple Ridge, a past host to the BC Summer Games in 1998 and the BC Disability Games in 2009.

A critical step in preparing for your BC Summer Games is creating a Nominations Committee that will select the President, Vice President, and Board of Directors for your Maple Ridge 2020 BC Summer Games Society. It is this course of action which has served past host communities of the BC Games very well, as it ensures the foundation of the BC Summer Games is one that is solid and will stand the test of such a significant undertaking.

Based on previous experience with our hosting cities, I recommend that you chair the committee and that the committee include the following representatives:

- one or two City Councillors
- School District #42 Chair and/or Trustee
- Parks and Recreation Department senior staff member(s)
- your City Manager
- two or three members of your community with broad representation. This could include your Chamber of Commerce President, cultural community representatives, sport community representatives, a member of your Bid Committee, etc.

The Nominations Committee should be limited to a maximum of 12 for ease of scheduling.

.../2

Mayor
City of Maple Ridge
page 2...

It would be advantageous if this committee could be in place by December 2018 so they are ready to meet in January. Once your committee is established, I would like to work with your office to select dates for the first meeting so I can attend to review the process and provide helpful details as they go forward. I suggest that meeting take place by mid January 2019.

Anyone serving your community as a member of the Maple Ridge 2020 BC Summer Games will find their involvement both challenging and rewarding. It will prove to be a major event in their life, requiring many hours of planning through the various stages toward a successful BC Summer Games.

If you have any questions, please don't hesitate to call me. Continued success and best wishes.

Sincerely,



Alison Noble
President and CEO

pc: Christa Balatti, Maple Ridge Parks, Recreation and Culture

TO: His Worship Mayor Michael Morden **MEETING DATE:** December 11, 2018
and Members of Council **FILE NO:** Doc # 2101620
FROM: Chief Administrative Officer **MEETING:** Council Meeting
SUBJECT: Maple Ridge Youth Planning Table Terms of Reference

EXECUTIVE SUMMARY:

At Council Workshop on December 12, 2017, Council resolved that staff be directed to work with the Maple Ridge Pitt Meadows Katzie Community Network (CN) to develop Terms of Reference for a Planning Table to oversee development of a draft implementation schedule for the Maple Ridge Youth Strategy (Attachment A). Following this direction, staff has worked with the CN to develop Terms of Reference for a Youth Planning Table (YPT). The recommended structure is similar to that of the Ridge Meadows Community Children's Table (RMCCT) in that the YPT is proposed as a standing committee of the CN that reports to the Social Policy Advisory Committee (SPAC). The proposed YPT Terms of Reference (Attachment B) include a list of key agencies previously identified by Council for possible membership. Council's endorsement of the proposed YPT structure will invite broad community input on a Youth Strategy implementation schedule that would be developed by the YPT and brought forward to Council for consideration.

RECOMMENDATION:

That the Youth Planning Table Terms of Reference be endorsed; and further

That staff report back with a draft implementation schedule for the Maple Ridge Youth Strategy as proposed by the Youth Planning Table.

DISCUSSION:

a) Background Context:

The Maple Ridge Youth Strategy is an initiative of the SPAC, and was endorsed by Council on October 24, 2016. The Youth Strategy was created with the support of the community and a high level of youth engagement, and includes recommendations that support, engage, and empower Maple Ridge youth and emerging adults. Key partners in the Youth Strategy include School District No. 42 (SD42), the CN and their membership. Successful implementation of the strategy will rely upon continued community engagement, support from senior levels of government and other agencies.

The strategy is comprehensive, includes a number of recommendations and action items, and categorizes three distinct roles for the City to achieve successful implementation: leadership, partnership and advocacy. These roles highlight that the City has influence over many aspects that affect local youth, while acknowledging that some issues require support, funding or

guidance from senior levels of government, other agencies and local community organizations who participated in the development of the Youth Strategy.

The YPT fits well into the structure of the CN, which is comprised of representatives from community organizations, service providers, government ministries, municipal government and interested community members that are involved in local services for children, youth, adults, families and seniors. The CN already has a number of standing committees and task groups, such as the long-standing RMCCT that addresses the needs of infants and children in the community. The proposed YPT would build on the efforts of the RMCCT by offering a similar level of preventative response to older children and their families. In addition, the YPT could benefit from the support of the CN coordinator, specifically during the initial phase of its development, as well as the ongoing benefits that would be accrued through the continued engagement of key agencies in the development and implementation of the Youth Strategy. Given these synergies, it is recommended that Council endorse the YPT Terms of Reference to establish the Table as a standing committee of the CN.

The proposed membership and draft Terms of Reference have been developed with input from the CN, the SD42 Board of Education, and the previous Council. The draft Terms of Reference outlines the mandate, roles and responsibilities, reporting structure and general function of the proposed YPT. Schedule A of the Terms of Reference outlines additional interest groups that will be invited to sit at this Table. The following proposed membership includes the representatives identified directly in the Terms of Reference as well as Schedule A. The result is a diverse group representative of a wide range of community service providers, some of whom may only be active as part of a working group of the YPT.

- City of Maple Ridge Council liaison
- City of Maple Ridge staff liaison (non-voting)
- School District No. 42 Board liaison
- School District No. 42 Parent Advisory Council liaison
- School District No. 42 staff liaison (non-voting)
- Child Protective Services, Provincial Ministry of Children and Family Development
- Aboriginal Child & Youth Mental Health, Provincial Ministry of Children and Family Development
- Child & Youth Mental Health, Provincial Ministry of Children and Family Development
- Maple Ridge Pitt Meadows Katzie Community Network Coordinator (non-voting)
- Social Policy Advisory Committee youth representative
- Maple Ridge Pitt Meadows Community Services
- Youth Unlimited
- Fraser Health Authority
- Work BC
- Alouette Addictions Services
- Ridge Meadows RCMP
- Kiwanis Club of Golden Ears
- Inclusion BC
- The Family Education and Support Centre

It is valuable to note that the CN has membership on SPAC, and has been engaged in the development of the Youth Strategy since the beginning of the process. Moving forward, the SPAC representative on the YPT will provide progress updates to SPAC, ensuring a strong and

consistent link to Council and regular updates on the development of the Youth Strategy implementation schedule. Furthermore, the draft Terms of Reference propose a reporting structure that includes an annual update to Council constituted by a presentation from the YPT Chair and SPAC representative. This will provide Council with an opportunity to measure progress and review outcomes to ensure that the needs of youth in the community continue to be a priority.

b) Desired Outcome:

The desired outcome is that the YPT is established within an appropriate structure to develop an implementation schedule for Council's consideration and to support implementation of the Youth Strategy for the benefit of youth and emerging adults in our community.

c) Strategic Alignment:

The establishment of the YPT aligns with the endorsed Maple Ridge Youth Strategy and the 2010 Parks, Recreation and Culture Master Plan.

d) Citizen/Customer Implications:

The proposed YPT membership includes a wide range of community representatives to develop and guide the Youth Strategy implementation, including youth, emerging adults and community partners. Their work on an implementation schedule and youth services projects will positively impact the health and wellness of youth, emerging adults, their families and the wider community.

e) Business Plan/Financial Implications

Staff anticipate that \$2000 will be required for the administration of the Youth Planning Table, the cost of which can be covered within the 2019 Parks, Recreation & Culture budget. Future costs associated with the YPT administration and implementation of the Youth Strategy will be defined by the YPT, and requests of the City will be brought forward as part of the business planning process. In addition, the YPT will actively seek grant funding where appropriate.

CONCLUSIONS:

The Maple Ridge Youth Strategy is a comprehensive document that outlines strategies to achieve a foundation for community collaboration that enhances services and support for youth and their families and contributes to an optimal environment in which children, youth and emerging adults can grow, work and play. The Youth Strategy has been presented to key stakeholders and has received support and endorsement. The establishment of a YPT as a standing committee of the CN would allow for broad input on a draft implementation schedule and provide a vehicle to steward this work.

“Original signed by Tony Cotroneo”

Prepared by: **Tony Cotroneo**
Manager of Community Engagement

“Original signed by Danielle Pope”

Reviewed by: **Danielle Pope**
Director of Recreation & Community Engagement

“Original signed by Kelly Swift”

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

“Original signed by Frank Quinn for”

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

Attachments:

- (A) Maple Ridge Youth Strategy (online at mapleridge.ca/DocumentCenter/View/12207)
- (B) Maple Ridge Youth Planning Table Terms of Reference

Maple Ridge Youth Planning Table

Terms of Reference

Vision

The vision of the Maple Ridge Youth Planning Table (YPT) is the achievement of the goals outlined in the Maple Ridge Youth Strategy through collaboration with youth, their families and local agencies to foster a community that supports and engages youth in nurturing their mental, social and physical health and wellbeing.

Mission

The mission of the YPT is to act as a responsive, goal-oriented, project-based work group focused on accomplishing the goals and recommendations of the Maple Ridge Youth Strategy to support the resilience of all children, youth and emerging adults in Maple Ridge now and in the future.

Functions

- Prioritize the recommendations in the Maple Ridge Youth Strategy to develop a draft implementation schedule.
- Inventory current community resources and programs to identify those that align with recommendations in the Maple Ridge Youth Strategy.
- Identify funding sources to implement actions from the Maple Ridge Youth Strategy.
- Ensure the following surveys are conducted every 3 years, beginning in 2019, to track local trends pertaining to youth needs and ensure the continued relevance of the Youth Strategy recommendations.
 - Children, Youth & Emerging Adults Survey
 - Parents, Legal Guardians, Caregivers & Service Providers Survey
- Meet with District School Advisory Committee annually.
- Report to the Social Planning Advisory Committee biannually.
- Report to Maple Ridge City Council annually.
- Report to School District No. 42 Board of Education annually.
- Report to the Maple Ridge Pitt Meadows Katzie Community Network annually.

Member Duties

- Attend meetings as required and actively participate in the group's work.
- Represent the interests of Maple Ridge Youth Planning Table members.
- Act as an advocate for the Maple Ridge Youth Strategy.

Membership

The YPT shall consist of Executive members and members at large. The Executive will act as the Selection Committee for member at large applicants and may perform additional administrative roles including dispute resolution.

Community service providers that are members at large shall provide a commitment letter confirming their agency's ongoing membership on an annual basis.

Executive members:

- City of Maple Ridge Council liaison
- City of Maple Ridge staff liaison (non-voting)
- School District No. 42 Board of Education liaison
- School District No. 42 staff liaison (non-voting)
- Maple Ridge Pitt Meadows Katzie Community Network (CN) Coordinator (non-voting)
- YPT Chair

Members at large:

- Youth representing the areas of:
 - Sports, recreation and/or culture
 - Emerging adults (18-24 years)
 - Youth with lived experience
- Other interest groups as defined by Council (Schedule A)

Membership Terms

The members at large shall serve for a term of two years commencing at their time of appointment. In order to stagger the terms of appointment to the Table, half of the first members will be appointed for a term of one year. Subsequent appointments shall be for a term of two years.

YPT Executive members may choose to remove a member from the Table for consecutive non-attendance at three meetings (unless previously approved by the Table) or if a member is unable to perform member duties.

Meetings

- YPT will operate with a standing agenda and special agenda items will be forwarded to the CN Coordinator and YPT Chair a minimum of five days in advance of the next scheduled meeting.
- YPT will meet a minimum of 6 times per year or at the call of the Chair.
- The role of Chair will rotate on an annual basis through election by YPT members and shall not be held by municipal or SD 42 staff.
- The CN Coordinator will take minutes and distribute them within a minimum of five days in advance of the next scheduled meeting.

Maple Ridge Youth Planning Table

Proposed Interest Groups

Interest Group	Value Added
Alouette Addictions Services	Promotes healthier lifestyles free from substance use
Fraser Health Authority	Works to improve the health of the population and the quality of life of children/youth/emerging adults
Inclusion BC	Provincial federation whose members include people with intellectual disabilities, their families and community agencies.
Kiwanis Club of Golden Ears	Supports YPT in fundraising opportunities
Maple Ridge Pitt Meadows Community Services	Represents the Youth Wellness Centre
Ministry of Children and Family Development	Provincial representation of children/youth under the age of 18
Ministry of Children and Family Development Aboriginal Child Youth Mental Health	Provides child protection services, family services, child and youth mental health services, Aboriginal services, and youth justice services
Ministry of Children and Family Development Child Youth Mental Health	Provides services for youth (12-17 inclusive) who require a stay at hospital because of a serious mental health concern and for individuals who live with co-existing developmental disabilities and a mental illness
Ridge Meadows RCMP	Youth crime prevention
School District No. 42 Parent Advisory Council	Parents perspective for school-aged children
Social Policy Advisory Committee Youth Representative	To report back to SPAC
The Family Education and Support Centre	Facilitating growth and development in families and communities by responding to the need for information, education, resources and support
Work BC	Youth and emerging adult employment and training
Youth Unlimited	Offers programing that is relevant and fun to support youth connection and transformation, helping young people discover their potential

803 **Motion by Councillor Robson**

“That a letter be sent to the Provincial Government expressing Maple Ridge Council’s support for the immediate permitting of ride-share services such as UBER.”

900 *Correspondence*

From: Joanna Schofield <joannas@innervationsrecovery.com>
Sent: Friday, November 23, 2018 2:18 PM
To: Mayor Council and CAO Users List <MayorCouncilAndCaol@mapleridge.ca>
Subject: support letter

Dear Mayor Morden

I am writing this to you as one of the Directors of InnerVisions Recovery Society. We operate residential drug and alcohol treatment facilities in Maple Ridge and Port Coquitlam.

We are currently writing a proposal to help clean and sober individuals gain employment skills and work experience in the cooking and food service industries. An important part of the proposal is to have support from our community. I am wondering if you would be willing to support this important project so we can help some people become productive members of society. If you are willing to a short letter stating so would be fantastic!

We truly appreciate you taking the time to consider our request and please do not hesitate to contact me if you have any questions

Joanna Schofield

Director
InnerVisions Recovery Society
11982 Laity Street
Maple Ridge BC
V2X 5A6
778-835-1919
joannas@innervationsrecovery.com

1000 Bylaws

TO: His Worship Mayor Michael Morden
and Members of Council
FROM: Chief Administrative Officer
SUBJECT: Electric Vehicle Charging Infrastructure: Consultation Summary Report and Next Steps

MEETING DATE: December 11, 2018
FILE NO: 2018-321-RZ
MEETING: Council Meeting

EXECUTIVE SUMMARY:

Council has previously directed the research and review of electric vehicle charging station requirements for new development in the City. The intent of the work was to look at options to integrate electric vehicle charging stations into City development regulations.

At the July 17, 2018 Workshop, Council considered and discussed a set of proposed regulatory changes pertaining to electric vehicle charging options for new development and endorsed a consultation program to engage the development community and other external stakeholders. An extensive outreach effort has now been concluded and the development community and interested stakeholders have expressed broad levels of support for the proposed EV requirements for new development. With feedback on the regulatory options, staff are reporting back to Council and are recommending that Off-Street Parking and Loading Amending Bylaw No. 7489-2018 (attached in Appendix B) be given first, second and third reading.

RECOMMENDATION:

That Off-Street Parking and Loading Amending Bylaw No. 7489-2018 be given first, second and third reading.

BACKGROUND:

a) Work to date

Council has previously directed the research and review of electric vehicle charging station requirements. Subsequently staff conducted research on best practices related to electric vehicle (EV) charging infrastructure, including undertaking a scan of EV charging infrastructure regulations in other municipalities. The intent of the work was to look at options to integrate EV charging stations into City development regulations.

At the July 17, 2018 Workshop, Council considered and discussed the proposed regulatory changes pertaining to electric vehicle options for new development and endorsed a consultation program to engage the development community.

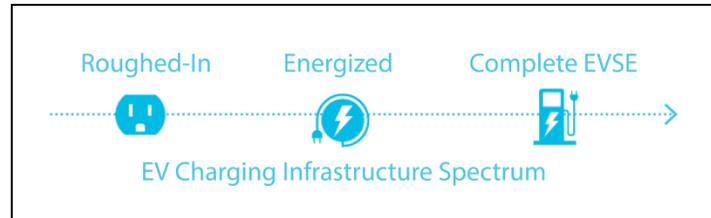
At the July 17, 2018 Workshop Council passed the following resolution:

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

b) EV Charging Infrastructure Spectrum

In 2016, the Provincial Building Act was revised to clarify that local governments can regulate the use of EV charging infrastructure in new developments. Currently, there are a range of EV charging infrastructure installation options for new development, which ranges from partial roughed-in configurations – when some of the infrastructure required for the charging of an EV is provided (making it easier to retrofit a building for EV charging to the future) – to complete Electric Vehicle Supply Equipment (EVSE) where all infrastructure required for the charging of an EV is provided (as illustrated in Figure 1 below).

Figure 1 – EV Charging Infrastructure Spectrum



Source: City of Maple Ridge

The municipal scan summarized in the July 17, 2018 staff report indicated that many municipalities are opting for the energized middle ground configuration where all infrastructure required for the charging of an EV is provided, excluding the charging stations. This means that the outlet boxes or electrical receptacles located at each stall are “energized” (i.e. electrically wired) and are dedicated for the charging of an EV with an electrical system adequately sized to accommodate the charging of EVs.

c) Electric Vehicle Supply Equipment (EVSE) Technologies

There are three commonly used types of charging stations.

- Level 1 chargers uses a standard house plug (found in many garages already) and provides the slowest charging, so it is good for overnight charging or all day at work. A Level 1 charger provides approximately 9 km of driving range for every one hour of charging.
- Level 2 chargers uses a dedicated 240V circuit like the one used for a clothes dryer. In addition to being installed at home and at work, Level 2 charging stations are commonly found in public locations where people typically spend a couple hours, such as a community centre. A Level 2 charger can provide approximately 30 km of driving range for every one hour of charging. All of the EV chargers the City oversees are Level 2.
- Level 3 chargers, now typically called DC Fast Chargers (DCFC), are usually located along major transportation corridors. DCFCs provide a much stronger charge at a faster rate. A Level 3 charger can provide approximately 160 km of driving range for every one hour of charging, however not all electric vehicles can plug in to a DCFC.

CONSULTATION:

a) Process

The consultation process included reaching out to the UDI/GVHBA Development Liaison Committee, including the Urban Development Institute (UDI) and Greater Vancouver Home Builders Association

(GVHBA); Condominium Homeowners Association; BC Hydro and associated programs; as well as representatives from Plug-In BC and Emotive; Fraser Basin Council (Charging Support Program for Multi-Family Dwellings); Metro Vancouver; our neighbouring municipalities, the City of Pitt Meadows and the District of Mission; the Province of B.C.; Fraser Health; and School District 42. In addition, staff made two presentations to the UDI/GVHBA Development Liaison Committee throughout the review process.

b) Proposed EV Charging Requirements

The proposed EV requirements for new development that were brought to the Development Liaison Committee and other stakeholders included:

- Require all off-street residential parking spaces in multi-family developments to be energized (Level 2).
- Require all visitor parking at multi-family developments to be wired for a minimum of Level 1.
- Require 10% of parking spaces to be energized (Level 2) in addition the charging station for all commercial and institutional developments with 10 or more required off-street parking spaces.
- Require 1 space for each principal dwelling unit to be energized (Level 2) in single family, duplex, triplex, fourplex and courtyard developments. Secondary Suites and Detached Garden Suites proposed to be exempt.

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

c) Feedback

Following Council’s direction, staff reached out to development industry representatives to discuss the proposed set of regulatory requirements, based on the best practice research and municipal scan outlined in previous reports. The development community and interested stakeholders expressed broad levels of support for the proposed EV requirements for new development. It was identified that the proposed requirements would help ‘future-proof’ new development as well as help future residents and strata’s avoid costly retrofits going forward. A summary of stakeholder comments are provided below with copies of the formal correspondence available in Appendix A).

City of Maple Ridge UDI/GVHBA Development Liaison Committee

Following the September 28th Development Liaison Committee meeting, the Urban Development Institute and Greater Vancouver Home Builders’ Association submitted a letter reiterating the specific comments and recommendations that were provided at the meeting:

- Generally supportive of the policy proposal as they are similar to what other jurisdictions are currently implementing;
- Interest in exploring and encouraging Smart Charging and Energy Management Software to support the proposed EV charging infrastructure requirements;

- Provided suggestions on how certain use requirements could be adjusted, such as treating the EV charging parking requirements of underground ‘parkades’ differently than townhomes;
- Sought clarity on how in-stream development applications will be grandfathered if the City does adopt EV charging requirements; and
- Requested information bulletins or developing educational workshops on incorporating EV charging requirements in developments to ensure that the City’s requirements are implemented effectively.

The full letter is included in Appendix A.

Condominium Homeowners Association (CHOA)

CHOA indicated that they support the proposed requirements for electric vehicle chargers in new developments. For CHOA, common challenges in retrofitting EV charging stations include having access to sufficient electrical capacity without a significant upgrade and that new buildings often have limited parking spaces near the necessary electrical services. The resulting upgrades and electrical alterations are often a significant financial barrier to Strata Corporations and/or residents. As per the proposed requirements, new developments with sufficient electrical service and accessible hard-wired access points would in the future help reduce those challenges for those who live in multi-family buildings. CHOA also provided a copy of their newest guide on installing electric vehicle supply equipment and how to charge user fees in condominiums.

BC Hydro

BC Hydro supports the proposed requirements and considers it a positive addition to the growing number of EV charging infrastructure bylaws within the Metro Vancouver region. BC Hydro staff suggests increasing the level of charging infrastructure required for visitor parking in multi-family developments but reducing the share of stalls that would need to provide charging infrastructure.

Metro Vancouver

Metro Vancouver indicates that the proposed residential charging requirements are progressive and in line with some of the leading jurisdictions around Metro Vancouver. Metro Vancouver indicates that the requirements may ensure buildings are future-proofed to allow tenants access to charging and avoid costly retrofits. Metro Vancouver staff also indicate that their preference would be increase visitor parking requirements for multi-family buildings to Level 2 charging infrastructure and reduce the number of stalls required to be energized for EV charging.

Plug-In BC (Fraser Basin Council)

Plug-In BC noted that the proposed requirements are in line with EV market uptake trends and will help address the substantial barriers residents and owners of multi-family buildings, recognizing that at home is the most critical charging location for EV owners.

Fraser Health

Fraser Health recognizes the importance of encouraging the use of electric vehicles to protect both public health and the environment and is generally supportive of the proposed requirements. Fraser Health does recommend taking the proposed EV charging station requirements into consideration as the City considers options to encourage unit and housing affordability.

School District 42

SD 42 recognizes the value of increasing EV chargers in the community, but does not support the inclusion of institutional sites given the proposed amount of EV chargers that could be required on future school grounds.

DISCUSSION:

a) Proposed EV Parking Requirements for Residential Visitor Use

Having heard largely supportive and positive feedback on the proposed EV charging infrastructure requirements for new development, staff support moving forward with the proposed requirements, with a change to the visitor requirement requirements for multi-family developments.

Originally, it was proposed that each visitor parking space would be required to be energized for a minimum of Level 1 charging. However, the Development Liaison Committee, BC Hydro and Metro Vancouver staff raised two points for consideration.

The first consideration is that Level 1 charging is best suited for long charging sessions. Level 2 charging infrastructure can charge an EV more quickly as it can provide more electricity and is more in-line with the temporary or short-term intent of visitor parking.

Second, the issue was raised about whether residents would use the visitor parking spots to charge rather than use their own parking space as a way to avoid expenses to their own electricity bill. One method to minimize these events from occurring would be to have the EV charging infrastructure require card access / proof of payment. At a Level 1 charging level, this can be a challenge however Level 2 EV charging infrastructure is more than capable of requiring card access / proof of payment in order to access the charger. Most publically available EV charging infrastructure today already requires some form of card access / proof of payment, including those located at City Hall. Therefore, having heard the development community and stakeholder comments, it is now suggested that 50% of the required visitor parking spaces at multi-family developments be wired for a minimum of Level 2 charging.

b) Proposed EV Parking Requirements for Townhouse Use

The Development Liaison Committee encouraged staff to consider reviewing the proposed EV parking requirements for Townhouse and Street Townhouse developments as the nature of the parking (i.e. attached garages) are more in line with other ground-oriented forms of developments rather than the underground parkades used for apartment developments. Initially proposed that each required off-street parking space in a Townhouse development would be required to be energized (Level 2). Staff now recommend that Townhouse and Street Townhouse follow the same requirements as other ground-oriented forms of development. Namely, that one energized outlet (Level 2) be provided per dwelling unit.

c) Smart Charging and Energy Management Software Guidance

The Development Liaison Committee requested clarity that Energy Management Systems (EMS) may be used so that electricity for charging can be shared across stalls. EMS can manage, monitor and control the supply of electricity through the EV charging infrastructure. Should Council support the changes to the Off-Street Parking and Loading Bylaw to require EV charging infrastructure in new developments, staff will develop handouts for developers that will describe how Smart Charging and EMS software can be used to satisfy the bylaw and other code requirements.

INTERGOVERNMENTAL AND INTERDEPARTMENTAL IMPLICATIONS:

BC Utilities Commission

The BC Utilities Commission (BCUC) regulates the sale and resale of electricity in B.C. BCUC conducted an inquiry to assess the regulatory needs associated with EV charging service. Phase One of the Electric Vehicle Charging Service Inquiry Report, released on November 26 2018, recommends that Strata Corporations and other landlords that provide EV charging services for compensation be exempted from the BCUC’s regulation. The report recommends that BCUC would retain their oversight on safety but price and terms of service would not be regulated.

It is anticipated that Phase Two of the Electric Vehicle Charging Service Inquiry will provide additional details on the regulatory framework for EV charging service providers that are considered public utilities (e.g. BC Hydro and Fortis BC) and have not been recommended for exemption.

Provincial Government

According to the Office of the Premier, the provincial government may introduce legislation in 2019 to phase in targets for the sale of zero emission vehicles (ZEVs). This legislation would set targets of 10% ZEV sales by 2025, 30% by 2030, and 100% by 2040. The provincial government may also take additional steps to make ZEVs more affordable.

Building Department

The Building Department has been working in collaboration with the Planning Department on the development of EV regulation. The Building Department supports and encourages the installation of EV chargers in the community. Should the proposed changes be adopted, the Building Department will work with the Planning Department to develop reference handouts for developers, including how Smart Charging and Energy Management Software can support EV charging infrastructure.

DRAFT BYLAW:

As directed, staff have now concluded its extensive outreach to the development community and other interested stakeholders on the proposed requirements for EV charging infrastructure for new development. Having heard strong support for the proposed amendments to introduce EV charging requirements for new development in the Off-Street Parking and Loading Bylaw, Bylaw No. 7489-2018 has been prepared for consideration of first, second and third reading. The full text of Off-Street Parking and Loading Bylaw No. 7489-2018 is available in Appendix B.

Table 1: Summary of Proposed EV Requirements for New Development for Maple Ridge Off-Street Parking and Loading Amending Bylaw No. 7489-2018, as revised through the consultation process

Apartment Residential Development	Commercial and Institutional Development	Ground Oriented Residential Development
Require all off-street residential parking spaces in apartment developments to be energized (Level 2). <ul style="list-style-type: none"> 50% visitor parking be wired for a minimum of Level 2 	Require 10% of parking spaces to be energized (Level 2) along with the charging stations. <ul style="list-style-type: none"> Applicable to developments with 10 or more off-street parking spaces. 	Require 1 space for each principal dwelling unit of single family, duplex, triplex, fourplex, courtyard, townhouse and street townhouse developments to be energized (Level 2). <ul style="list-style-type: none"> Secondary suites and detached garden suites exempt.

NEXT STEPS:

Should the Bylaw be adopted, the Building Department will work with the Planning Department to develop reference handouts for developers, including how Smart Charging and Energy Management Software can support EV charging infrastructure.

As is customary with such bylaws, staff will continue to monitor and report back within one year on any impacts from the proposed EV charging infrastructure requirements, should they be adopted.

CONCLUSION:

This report provides an update to Council on the discussion with the development community and stakeholder consultation that has been completed to-date regarding the proposed electric vehicle charging infrastructure requirements for new development. Based on the feedback received, it is recommended that Off-Street Parking and Loading Bylaw No. 7489-2018 be considered for first, second and third reading.

“Original signed by Amanda Grochowich”

Prepared by: **Amanda Grochowich, MCIP, RPP
Planner 1**

“Original signed by Christine Carter”

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

“Original signed by Frank Quinn”

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

“Original signed by Frank Quinn for Paul Gill”

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

Appendix A – Stakeholder Consultation

Appendix B – Draft Maple Ridge Off-Street Parking and Loading Amending Bylaw No. 7489-2018



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GREATER VANCOUVER HOME BUILDERS' ASSOCIATION

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Surrey, British Columbia V3W 1J8 Canada
T. 778-565-4288
www.gvhba.org

October 11, 2018

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

Re: Electric Vehicle Charging Infrastructure: Options for New Development Report

Dear Mr. Quinn,

I would like to thank you and your staff for consulting with the Development Liaison Committee (DLC) on Electric Vehicle Charging (EVC) in new projects. As you know this is an important issue to our industry. Increasing the usage of electric vehicles (EVs) is an emerging option that will assist Maple Ridge in achieving its Greenhouse Gas (GHG) reduction goals. However, EVC infrastructure will add costs to new homebuyers; many of whom will not utilize the infrastructure as the current market share for EVs is still relatively small - although it is growing.

We appreciate the efforts that Maple Ridge staff have taken to review how EVC has been adopted in other municipalities in the Region, and UDI and GVHBA are generally supportive of the policy proposals because they are similar to other jurisdictions. We would like to reiterate the specific comments and recommendations we provided at the September 28th DLC meeting.

- We ask that the City wait until the current [British Columbia Utilities Commission Inquiry into the Regulation of Electric Vehicle Charging Service](#) is completed before passing an EVC policy. One of the issues that they are reviewing is the regulatory requirements regarding how costs associated with EVC can be charged back to consumers. This is a key issue for the third parties contracted by developers to provide EVC services in new buildings. The Commission should be releasing their report by the end of the October.
- UDI would also like clarity in the Policy that Energy Management Systems (EMS) can be used, so electricity for charging can be shared across stalls. This is being allowed in other municipalities across Metro Vancouver, and it reduces the projected electricity load of new buildings. This could save a tremendous amount of money for projects as less hydro infrastructure could be required (e.g. a transformer can be used instead of a sub-station).

- Coquitlam and Port Coquitlam have opted to initially require one EVC stall per unit in parkades of multi-family buildings. We ask that Maple Ridge consider the same approach at this time. While electric vehicles are becoming more and more popular there is a wide gap between what the City is proposing to require and what the demand is currently. The staff report itself notes that the City has just three public charging locations and even these are not at full capacity. As EV market share increases, UDI would support these requirements increasing as well.
- Even with EMS being allowed and changing the requirements to having EVC services for each unit (instead of each stall), there may still be a few times when EVC infrastructure results in a substantial increase in hydro servicing costs. UDI suggests that you be given the ability to reduce the requirements in circumstances in which there is financial hardship. This may result in fewer GHGs being emitted. If the hydro infrastructure costs are too high, builders can opt to utilize more natural gas in their projects to reduce electricity loads, which would undermine the City's GHG reduction goals.
- "Parkades" need to be defined differently from townhomes, as some townhomes can have private attached garages – like single-family homes.
- In townhomes where double attached garages exist, it would reduce costs if developers were able to provide charges with double connections, so there is one power source but two vehicles can plug into it. Also, EMS technology is being developed for units with attached garages, so EV charging would turn off when other major appliances (e.g. dishwashers, dryers and washing machines) are being used.
- We do not have any serious objections to the proposals for Single Family Developments.
- Given the lack of visitor EVC requirements in other jurisdictions, it is not clear why they would be mandated in Maple Ridge. This approach may create issues in the future if residents park in the visitor stalls to avoid paying for the charging of their electric vehicles. Stratas may also resist paying for the electricity of EVs – whether they be used by residents or visitors. For some townhouse projects, there may also be an additional issue with locating EVC infrastructure in spaces that are not near hydro connections.
- For commercial/institutional buildings, the City may want to consult about whether there should be specific EVC requirements for different types of businesses – rather than having an overall target of 10%. Each type of business will have a different profile of employees, visitors and customers.
- When the City does adopt EVC requirements, it will be critical that in-stream development (e.g. rezoning, development permit, subdivision and building permit) applications be grandfathered. It is difficult for proponents to rework designs and accommodate added costs later in the development review process.
- It would be helpful if the Maple Ridge provided information through bulletins or workshops on incorporating EVC infrastructure in developments to ensure that the City's requirements are implemented in the best way possible – especially for strata buildings and single-family homes. Other local governments have done this and UDI is developing a workshop this fall on EVC to assist our members on EVC issues that have arisen in

developments; how to draft appropriate strata by-laws for EVC; the use of third-party providers; and other issues/best practices.

Thank you again for consulting the industry regarding Maple Ridge's proposed EVC requirements. We support the City's efforts to incorporate EVC in new buildings. If you have any questions about our specific recommendations and comments, please do not hesitate to contact us. We look forward to working with Maple Ridge on this and other initiatives.

Yours truly,



Anne McMullin
President & CEO
Urban Development Institute



Bob de Wit
CEO
Greater Vancouver Home Builders' Association

Installation Of Electric Vehicles Supply Equipment & Charging User Fees

Publication / Date: The CHOA Journal Fall 2018

Written by: Tony Gioventu / CHOA

Installing Electric Vehicle Supply Equipment (EVSE)

Before installing an EVSE, a strata corporation will need to determine how parking is allocated and if any Electric Vehicle (EV) sites are available, what electrical requirements are necessary, who will be responsible for costs and grants, and how the operational costs will be recovered.

Step 1: Parking & electrical service availability

- Identify the designation of the property and parking space(s) that may be utilized for EVSE installation
- Identify if sufficient electrical service is available at the location or whether it requires an installation of electrical services to the location or upgrades to the electrical capacity of the building.

Step 2: Identify / establish who is installing the EVSE:

- The strata corporation as a common facility,
- The strata corporation for a strata lot owner where, under the strata bylaws, an alteration to common or limited common property requires the approval of the strata corporation and an alteration agreement. The alteration agreement will determine who is responsible for costs associated with the installation. The strata corporation will need to determine who is best to make these alterations.
- Strata lot owner for installation in a strata lot.

Step 3: Approvals and Funding

- Seek the approvals and funding necessary for
 - the installation of the EVSE,
 - modifications required for the electrical service and monitoring,
 - charging user fees,
 - user agreements, and
 - alteration agreements to establish obligations for maintenance, repair, insurance, liability and renewal of the EVSE.
- Contact www.pluginbc.ca for funding and rebate options

Step 4: Rules, bylaws and user fees

- Establish rules, bylaws and user fees if necessary to offset the cost of electricity and operations provided to the EVSE users.

Why does parking designation matter?

Unless the strata corporation knows how parking is designated it cannot determine who is responsible for the installation and costs associated with the EVSE, the strata corporation or a strata lot owner.

Types of Parking:

There are many different strata corporations in BC, all with variations of use and allocation of parking. Each strata property may administer the use of their parking in a different manner based upon the

bylaws or rules of the strata corporation, and the assignments of parking created by the owner developer when marketing the strata property. Generally, parking is designated as common property, limited common property, part of a strata lot or as a separate strata lot. Please refer to the chart at the end of this article which shows the common variations of parking allocations found in BC.

For more information on installing an EVSE visit www.choa.bc.ca to review the full report - "Installation of Electric Vehicle Charging Stations on Strata Property".

Checklist for Determining Parking/Site Availability

Before a strata corporation or an owner installs a charging station it must determine how parking is designated or if there is additional parking available for common use of charging stations.

To determine parking and site availability review the following documents:

- The Disclosure Statement and any amendments filed by the owner developer with the Superintendent of Real Estate, with a specific focus on the contracts between the strata corporation and the owner developer and/or a third party for the allocation of exclusive use of parking spaces
- The registered strata plan, and any amendments filed with the BC Land Title Registry (BCLTR)
- Any common or general index filing in the BCLTR that indicate a designation of limited common property filed by the owner developer or the strata corporation after the registration of the strata plan
- All registered bylaws filed by the owner developer, or amended and filed subsequently by the strata corporation in the BCLTR
- Any rules of the strata corporations, where applicable, which indicate a parking assignment, or a parking plan or inventory as utilized by the strata corporation for the allocation and use of parking spaces
- Easements filed that grant multiple strata corporations access and use of allocated parking assignments to parking facilities which are not part of the registered strata plan
- Air space parcel agreements, with a focus on easements or access to parking facilities and control of parking areas

Why review ALL these documents?

Only after reviewing these documents will the strata corporation have a better understanding if parking is available, if specific allocations are required, and if changes to the parking allocations are necessary either for technical, mechanical or access requirements.

Charging users fees for the electrical consumption, operating costs and recovery of maintenance and operating costs

Legislative Update: Strata Property Regulation 6.9

On March 7, 2018 section 6.9 of the Strata Property Regulation was amended to allow a strata corporation, by bylaw or rule, to create a variable user fee for the use of strata common property. For example, a strata corporation may now adopt a bylaw or rule to charge users a consumption-based rate for electricity usage for those charging their electric vehicles.

User fees for the use of common property or common assets Strata Property Regulations 6.9

(1) For the purposes of section 110 of the Act, a strata corporation may impose user fees for the use of common property or common assets only if all of the following requirements are met:

- (a) the amount of the fee is reasonable;*
- (b) the fee is set out
 - (i) in a bylaw, or*
 - (ii) in a rule and the rule has been ratified under section 125 (6) of the Act.**

(2) A user fee imposed by a strata corporation may be a fixed amount or an amount determined on a reasonable basis, including, but not limited to the following:

- (a) the user's rate of consumption;*
- (b) the recovery of operating or maintenance costs by the strata corporation;*
- (c) the number of users;*
- (d) the duration of use.*

What's an alteration agreement?

An agreement between the strata corporation and strata lot owner that would identify:

- the responsibilities of the strata corporation and the strata lot owner for the purchase of the EVSE,
- installation and alterations to mechanical systems,
- who is liable for the maintenance, repair, and renewal requirements of the EVSE,
- who pays for the insurance requirements of the EVSE,
- who is responsible for the costs of the EVSE,
- who pays the cost of electricity consumption,
- who pays the cost of the installation, and
- any future costs associated with maintenance and renewal of the EVSE.

Seek legal advice:

Given the complexity and diversity of strata corporations, strata councils are recommended to seek legal advice on

- Installation procedures;
- resolutions to approve parking re-allocation or significant changes to use or appearance of common property or a common asset;
- bylaws or rules; and alteration agreements

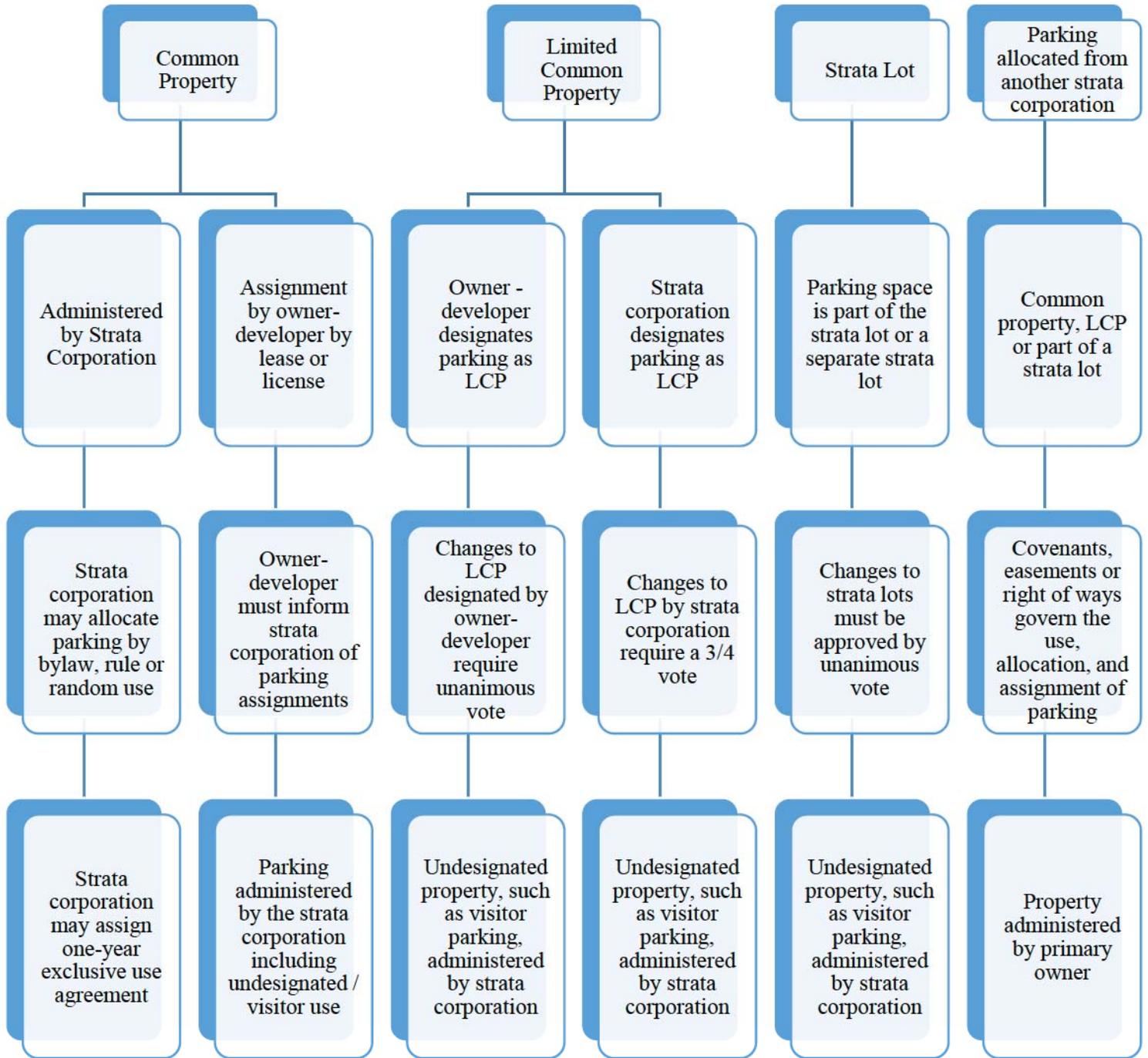
Note:

- If the EVSE or charging station meters the capacity of use of electrical service, the bylaw or rule may set a rate within the bylaw or rule to recover the operating cost of the electricity.
- If the maintenance and operating costs of the EVSE can be determined, the cost of the user fee associated with the EVSE may be incorporated into the user fee rate.
- It is important to understand that the fees for the rate of electrical consumption, and any fees associated with the recovery of operating and maintenance costs, must be fixed in the rule or bylaw

A rule for user fees is a flexible option for a strata corporation. Rules are not filed in the Land Title Registry and may be amended at a general meeting by majority vote to easily accommodate rising electrical costs or user costs.



Common Variations of Parking Allocations





October 10, 2018

Amanda Grochowich
City of Maple Ridge
11995 Haney Place
Maple Ridge, British Columbia, V2X 6A9

Dear Ms Grochowich:

**RE: ELECTRIC VEHICLE CHARGING INFRASTRUCTURE: OPTIONS FOR
NEW DEVELOPMENT**

Fraser Health appreciates the opportunity to provide feedback into the Electric Vehicle Charging Infrastructure: Options for New Development document. We recognize the importance of encouraging the use of electric vehicles to protect both public health and the environment.

Our feedback is comprised of mainly support for the policy, with the suggestion of allowing for a portion of each new development to be built without having electrified parking providing a more equitable range of affordability of the units.

CLEAN AIR

We agree with the statement that there is a significant impact on public health as a result of the emissions from gasoline and diesel vehicles which contain pollutants, such as volatile organic compounds (VOC), nitrogen oxides (NO) and carbon monoxide (CO). Poor air quality directly impacts health leading to cardiovascular disease, cancer, strokes, asthma as well as other respiratory illnesses.¹ Therefore, we encourage promoting the use of alternative modes of transportation, such as the electric vehicle, which result in a reduction of air pollutants being released into the environment.² Areas with lower air pollutants promote physical activity by creating walkable environments which leads to an increase in the health of individuals and the community as a whole.³

QUIETER COMMUNITIES

We are pleased to see the acknowledgement that the quality of life would be improved as a result of electric vehicles being quieter than gasoline vehicles. Reducing exposure to noise can improve an individual's quality of life by reducing sleep disturbances and fatigue which can increase an individual's physical and mental well-being.¹

LOCAL ECONOMIC DEVELOPMENT

We agree that households would have more disposable income as a result of a lower operating cost of electrical vehicles, which can benefit both health and the economy. Individuals and families with more disposable income are able to purchase essentials such as medications and nutritious foods, which can in turn stimulate local businesses through purchases being made at local food markets and stores.¹

However, requiring every single family development to have at least 1 energized space and all off-street residential parking in multi-family developments to be energized may have a negative impact on affordable housing. As there would be an additional cost to the developer to add these energized spaces, the overall cost of the build would also be higher, as such this cost would be passed onto the buyer/tenant thereby increasing the sale and/or rental fees for these units, which decreases their affordability.⁴ Having access to affordable housing leads to residential stability and decreased financial stress, which results in lower rates of domestic abuse and unintentional injuries, while showing increases in general and mental health of the population.¹ Therefore, considerations should be made to allow for a portion of all new developments, single and multi-family dwellings, to include homes without the addition of energized parking. This would allow for a larger range of affordability thereby making access to affordable housing more equitable, and as such improving the health of the population by increasing both mental and physical well-being of individuals.¹

We appreciate your consideration of our recommendations and look forward to ongoing communication and collaboration. If you have any question or would like to clarification regarding Fraser Health's comments, please contact the undersigned at (604) 476 – 7066.

Sincerely,



Kimberley McLennan, CPHI(C)
Fraser Health
Healthy Built Environment

References:

1. BC Centre for Disease Control. *“Healthy Built Environment Linkages Toolkit: making the links between design, planning and health”*, Version 2.0. Vancouver, BC Provincial Health Services Authority, 2018.
2. Rudolph, L., Harrison, C., Buckley, L. & North, S. (2018). *Climate Change, Health, and Equity: A Guide for Local Health Departments*. Oakland, CA
3. and Washington D.C., Public Health Institute and American Public Health Association
4. Marshall, J. D.; Brauer, M. and Frank, L. D. (2009), *“Healthy Neighborhoods: Walkability and Air Pollution”*, *Environmental Health Perspectives*, Vol. 117, No. 11, pp. 1752–1759
5. Litman, Todd, 2009. *Parking Requirement Impacts on Housing Affordability*. Victoria Transport Policy Institute, Victoria, Canada.

October 4, 2018

Amanda Grochowich
Planner
Planning Department
City of Maple Ridge
11995 Haney Place,
Maple Ridge, BC V2X 6A9

Re: Electrical Vehicle Requirements for New Development

Dear Amanda,

Thank you for this opportunity to provide feedback on the proposed electric vehicle charging infrastructure requirements.

While the Maple Ridge – Pitt Meadows School district recognizes the value of this environmental sustainability initiative, we are strongly opposed to introducing electrical vehicle charging stations as a mandatory feature on school grounds.

School districts have limited capital budgets and do not receive supplemental funding to cover the costs of expenditures such as this. Because the addition of this feature would have a direct, negative impact on our capital budget and would simultaneously strain our limited operating resources, it is an expense that simply cannot be justified.

If you could please forward our response to the appropriate person and advise us of next steps in terms of follow-up to ensure our formal rejection of this proposal is recorded, we would appreciate it.

Regards,



Flavia Coughlan,
Secretary Treasurer

Cc:

Rick Delorme, Director of Maintenance

Frank Quinn, General Manager Public Works & Development Services

CITY OF MAPLE RIDGE BYLAW NO. 7489-2018

A Bylaw to amend the text of Maple Ridge Off-Street Parking and Loading Bylaw No. 4350-1990 as amended

WHEREAS, it is deemed expedient to amend the Maple Ridge Off-Street Parking and Loading Bylaw No. 4350-1990 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 Off-Street Parking and Loading Amending Bylaw No. 7489-2018”.
2. That Bylaw No. 4350-1990 Part 1 Interpretation, Definitions be amended by inserting the following after “1.2 d”:
 - e) Level 2 charging as defined by the SAE International’s J1772 standard;
 - f) Energized outlet means a connected point in an electrical wiring installation at which current is taken to supply utilization equipment.
3. That Bylaw No. 4350-1990 Part II General Requirements be amended by deleting “2.3” and replacing with the following:
 - 2.3 For this bylaw:
 - a) When calculation of the required number of off-street parking spaces results in a fractional parking space, one (1) off-street parking space shall be provided to meet the fractional requirement; and
 - b) When calculation of the required number of parking spaces to be provided with an energized outlet capable of providing electric vehicle charging results in a fractional parking space, one (1) off-street parking space and the corresponding electric vehicle charging requirement shall be provided to meet the fractional requirement.
4. That “Schedule “F”” is inserted following “Schedule “E””:
 - 1.0 Electric Vehicle Charging Infrastructure Requirements:
 - 1.1 For each:
 - a) One-family residential, two-family residential, triplex residential, fourplex residential, courtyard residential, Townhouse and Street Townhouse residential use, a minimum of one parking space per dwelling unit shall be provided with an energized outlet capable of providing Level 2 charging;
 - b) Apartment use, not including Townhouse, in all CD zones as well as in the RM-2, RM-3, RM-4, RM-5, RM-6, C-1, C-2, C-3, C-5, CS-1, H-1, H-2, and CRM zones, each parking space provided for residential use, excluding visitor parking spaces, shall be provided with an energized outlet capable of providing Level 2 charging;

**CITY OF MAPLE RIDGE
BYLAW NO. 7509-2018**

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

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

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

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

1. This Bylaw may be cited for all purposes as "Maple Ridge Official Community Plan Amending Bylaw No. 7509-2018."
2. Appendix D. Temporary Use Permits, Section TEMPORARY USE PERMIT AREA is amended by the addition of the following:

"TEMPORARY COMMERCIAL USE PERMIT AREA LOCATION No. 7"

Purpose:

To permit a temporary sales centre for a future apartment use.

Location:

Those parcels or tracts of land and premises shown on Temporary Commercial Use Permit Area Location No. 7 map, and known and described as:

Lot 1 District Lot 401 Group 1 New Westminster District Plan BCP24521

3. Appendix D. Temporary Use Permits, Section TEMPORARY USE PERMIT AREA is amended by the addition of the attached Temporary Commercial Use Permit Area Location No. 7 map in sequential numeric order after Temporary Commercial Use Permit Area Location No. 6.
4. Maple Ridge Official Community Plan Bylaw No. 7060-2014 is hereby amended accordingly.

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

READ a second time the 13th day of November, 2018.

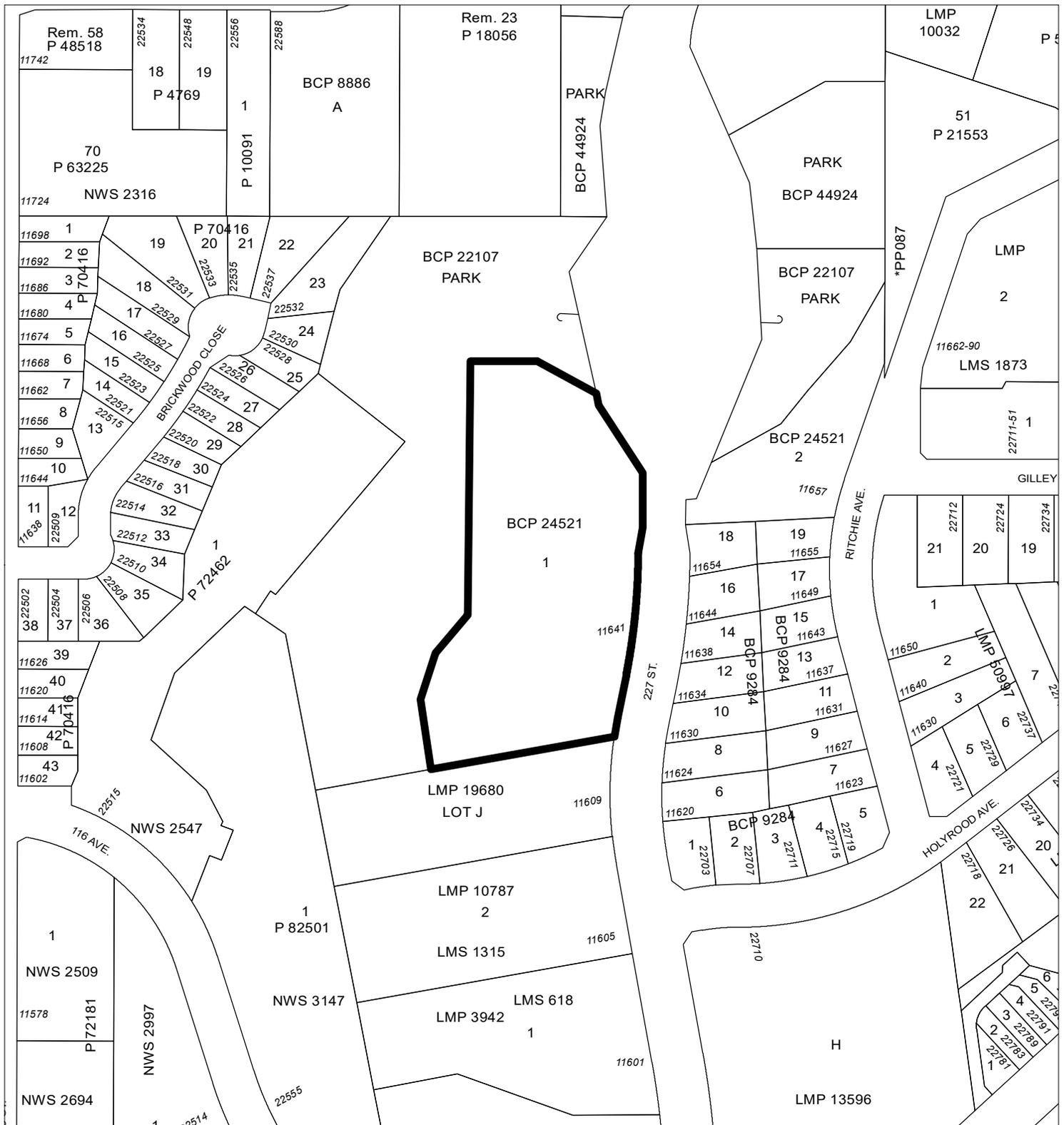
PUBLIC HEARING held the 4th day of December, 2018.

READ a third time the day of .

ADOPTED the day of .

PRESIDING MEMBER

CORPORATE OFFICER



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

Scale: 1:2,500

CITY OF MAPLE RIDGE
PLANNING DEPARTMENT



mapleridge.ca

DATE: Oct 10, 2018

BY: DT

1100 *Committee Reports and Recommendations*

City of Maple Ridge

TO: His Worship Mayor Michael Morden
and Members of Council
FROM: Chief Administrative Officer
MEETING DATE: December 4, 2018
FILE NO: 2016-411-RZ
MEETING: C o W
SUBJECT: First Reading
Zone Amending Bylaw No. 7505-2018
21188 Wicklund Avenue

EXECUTIVE SUMMARY:

An application has been received to rezone the subject property, located at 21188 Wicklund Avenue, from RS-1 (One Family Urban Residential) to R-4 (Single Detached (Infill) Urban Residential), a newly drafted zone, to permit subdivision into two single family residential lots.

The subject application, which previously proposed a rezoning to R-1 (Residential District) to create two lots, has been deferred twice by Council as it did not comply with Official Community Plan (OCP) infill policies. A review of OCP Policy 3-19, directed by Council in April 2017, concluded that infill housing options could be expanded through the creation of a new residential infill zone that permits a smaller minimum lot area and width than the existing RS-1b (One Family Urban (Medium Density) Residential) zone; but is larger than the current R-1 (Residential District) zone; and has a building height and setbacks that reflect those currently found in established neighbourhoods. As a result of the infill policy review conducted by staff earlier this year, staff introduced the new R-4 (Single Detached (Infill) Urban Residential) zone to Council at the November 20 Workshop, and its amending bylaws received first and second reading at the November 27, 2018 Council meeting.

If approved, one of the two single family lots is subject to a \$5,100 charge as part of the Community Amenity Contribution (CAC) Program Policy 6.31 as updated December 12, 2017. To proceed further with this application additional information is required as outlined below. Zone Amending Bylaw No. 7505-2018 will allow the subject property to be rezoned to the newly created R-4 (Single Detached (Infill) Urban Residential) zone.

RECOMMENDATIONS:

That Zone Amending Bylaw No. 7505-2018 be given first reading; and

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

DISCUSSION:

a) Background Context:

Applicant: Rajinder Chhina

Legal Description: Lot 119 District Lot 242 Group 1 New Westminster District Plan 47383

OCP:		
	Existing:	Urban Residential
Zoning:		
	Existing:	RS-1 (One Family Urban Residential)
	Proposed:	R-4 (Single Detached (Infill) Urban Residential)
Surrounding Uses:		
	North:	Use: Residential Zone: RS-1 (One Family Urban Residential) and RS-1b (One Family Urban (Medium Density) Residential)
		Designation: Urban Residential
	South:	Use: Residential Zone: RG (Group Housing Zone)
		Designation: Urban Residential
	East:	Use: Residential Zone: RS-1 (One Family Urban Residential)
		Designation: Urban Residential
	West:	Use: 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:		969 m ² (0.24 acres)
Access:		Wicklund Avenue
Servicing requirement:		Urban Standard

b) Site Characteristics:

The subject property is 969 m² (0.24 acres) in size and is bound by single family residential lots to the north, west and east, and townhomes to the south. The subject property is flat with a row of hedges to the rear of the property and a few trees located in the front and rear yards. There is an existing house on the property that will require removal, as a condition of final reading.

c) Project Description and History:

The applicant proposes to rezone the subject property, from RS-1 (One Family Urban Residential) to R-4 (Single Detached (Infill) Urban Residential), a newly drafted zone, to permit future subdivision into two single family residential lots not less than 450 m².

Prior to the original development proposal being submitted, staff had a pre-application meeting with the applicant advising that rezoning to the R-1 (Residential District) zone to create two lots would not be supportable, based on the infill policies within the OCP. Alternative development options were discussed, such as duplex or triplex housing, noting these options would achieve similar levels of compliance with the OCP's infill policies. The applicant opted to retain the R-1 (Residential District) zone approach and requested that the subject property proceed to first reading on January 24, 2017, however, staff recommended that the application not be given first reading. Council deferred the application and suggested that staff work with the applicant to further discuss alternative development options. Staff met with the applicant and reiterated that duplex and triplex housing forms were viable development options; however, the applicant decided to keep the original rezoning

request from RS-1 (One Family Urban Residential) to R-1 (Residential District). The application went to Council for a second time on April 11, 2017, seeking first reading, but was further deferred with a recommendation from Council that staff explore implications of allowing subdivision of lots with areas and widths less than the predominant surrounding zone, as outlined in Policy 3-19 in the OCP. A staff report was then presented at Council Workshop on July 17, 2018 titled '*Neighbourhood Residential Infill Policy Change*'. The outcome of that report, as directed by Council, was that staff prepare amendments to the OCP and Zoning Bylaw to create a new single family infill zone with a minimum lot area of 450m² and a minimum lot width of 12m. These Bylaws received first and second readings at the November 27, 2018 Council Meeting. Under this newly created R-4 (Single Detached (Infill) Urban Residential) zone, the subject application would satisfy the minimum zoning requirements, and is supported by staff.

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

d) Planning Analysis:

Official Community Plan:

The subject property is designated Urban Residential in the Official Community Plan (OCP). The Neighbourhood Residential designation allows for single detached dwellings and other housing forms, subject to the Neighbourhood Residential Infill Policies. Specifically, Policy 3-19 provides for subdivision in established neighbourhoods providing that the lot area and width is not less than 80% of the lot area and width prescribed under the predominate zone in the neighbourhood.

The application to rezone the property to the new R4 (Single Detached (Infill) Urban Residential) zone, is compliant with the OCP infill policies and is, therefore, supportable.

Zoning Bylaw:

The current application proposes to rezone the property located at 21188 Wicklund Avenue from RS-1 (One Family Urban Residential), to the newly proposed R-4 (Single Detached (Infill) Urban Residential) zone (see Appendix C), to permit subdivision into two lots.

The new R-4 (Single Detached (Infill) Urban Residential) zone will be equivalent to 80% of the RS-1b (One Family (Medium Density) Residential) zone, with a minimum lot area of 450m² and a minimum lot width of 12 m, consistent with the existing transition between the RS-1 (One Family Urban Residential) and RS-1b (One Family (Medium Density) Residential) zones. As well, the new zone would also address some of the typical concerns raised by neighbours in proximity to an infill development. As new construction can often maximize the allowable height permitted under the zoning requirements, the new infill zone would have a lower height maximum of 9.5 m compared to the typical 11 m to ensure better compatibility with existing (and often smaller) developments. A maximum height of 9.5 m would still permit a two storey home to be constructed. Additionally, front yard and side yard setbacks would also be enlarged to reflect RS-1 (One Family Urban Residential) zone requirements, so that the siting of the homes is more consistent with existing homes.

The minimum lot size for the current RS-1 (One Family Urban Residential) zone is 668m², and the minimum lot size for the newly proposed R-4 (Single Detached (Infill) Urban Residential) zone is 450m². The subject property does satisfy the minimum zoning requirements of the newly proposed R-4 zone.

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

Advisory Design Panel:

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

Development Information Meeting:

A Development Information Meeting is not required for this application as there are fewer than five dwelling units being proposed.

e) Interdepartmental Implications:

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

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

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

The Engineering Department has advised that as development of this infill option begins, monitoring of the existing servicing capacity should occur to understand system impacts, and determine the need for servicing studies. A detailed review of the servicing requirements for the subject property is anticipated to occur between first and second reading.

f) Development Applications:

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

- 1. A complete Rezoning Application (Schedule B); and
- 2. A Subdivision Application.

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

CONCLUSION:

The subject application has previously been deferred at two separate Council Meetings, as it did not align with Neighbourhood Infill policies within the OCP. Based on earlier direction to staff to review the City’s OCP infill policies, Council has since directed staff to prepare amendments to the OCP, Zoning Bylaw, and Subdivision and Development Servicing Bylaw to create a new single family infill zone with a minimum lot area of 450 m² and a minimum lot width of 12m. As these amending bylaws were granted first and second reading at the November 27, 2018 Council meeting, it is, therefore, recommended that Council grant first reading to Zone Amending Bylaw No. 7505-2018, subject to additional information being provided and assessed prior to second reading. Any subdivision layout provided is strictly preliminary and must be approved by the City of Maple Ridge’s Approving Officer.

“Original signed by Adam Rieu”

Prepared by: Adam Rieu
Planning Technician

“Original signed by Christine Carter”

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

“Original signed by Frank Quinn”

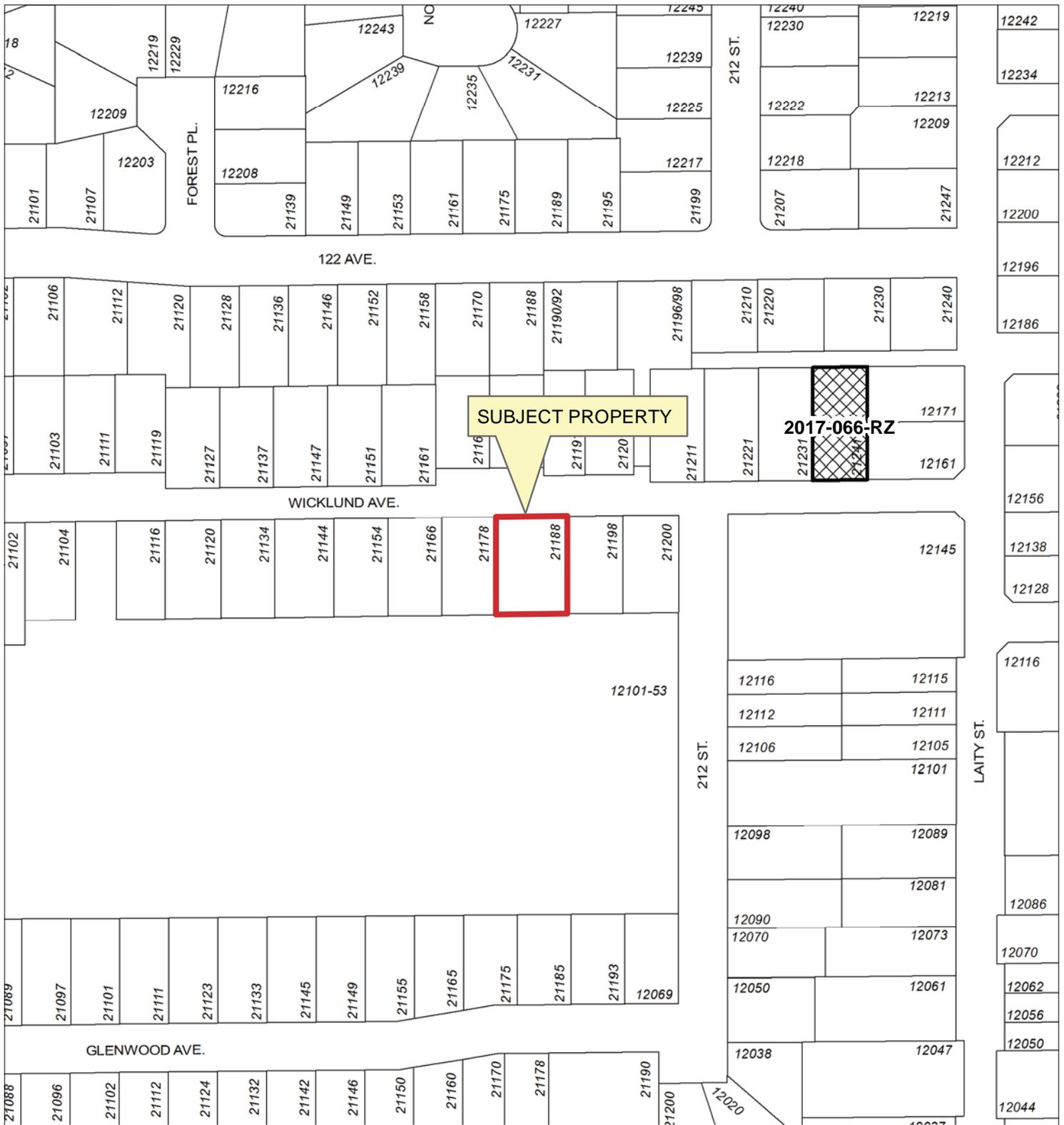
Approved by: Frank Quinn, MBA, P. Eng
GM Public Works & Development Services

“Original signed by Frank Quinn” for

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. 7505-2018



Scale: 1:2,000

Legend

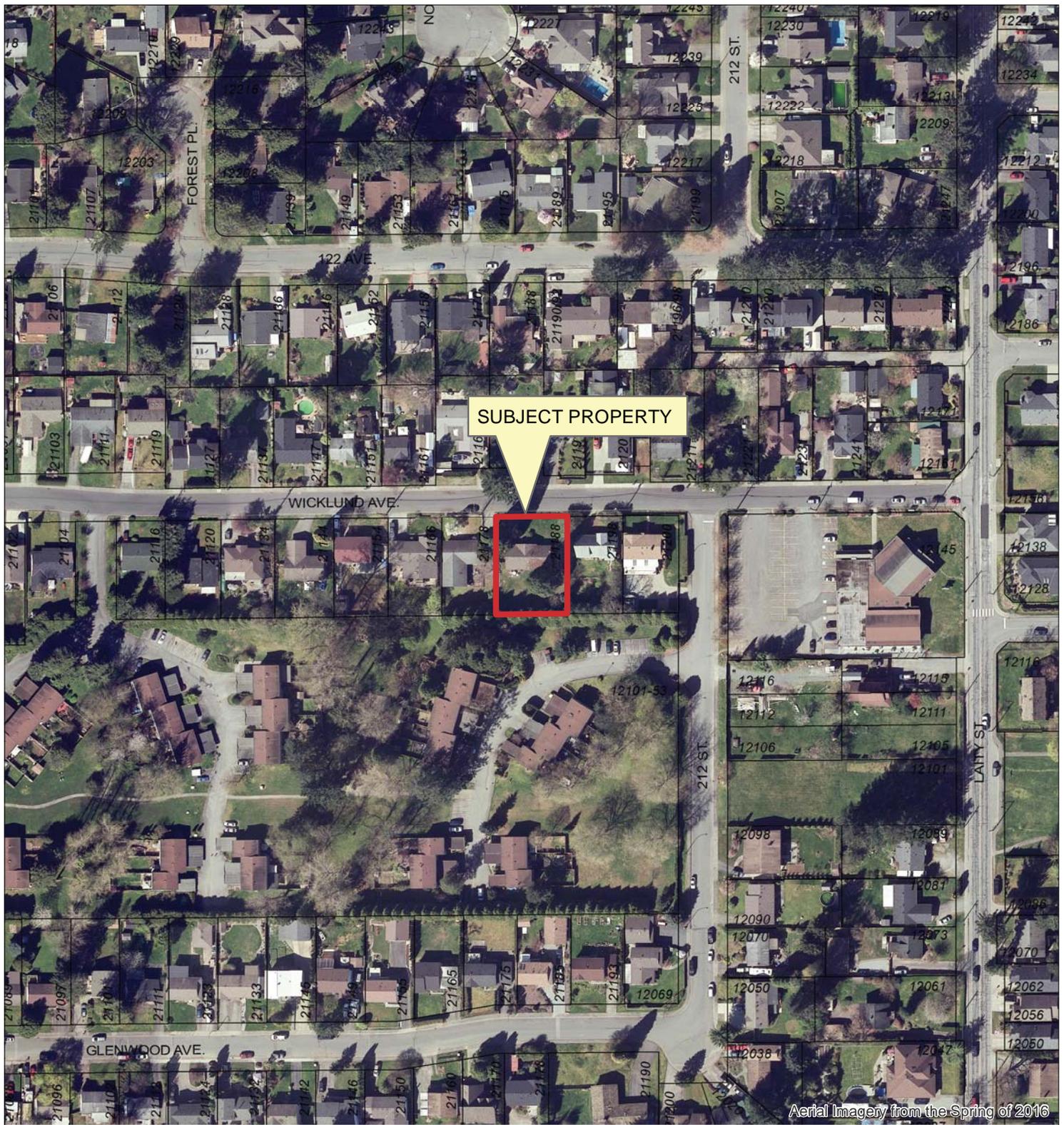
 Active Applications (RZ/SD/DP/VP)

21188 WICKLUND AVENUE

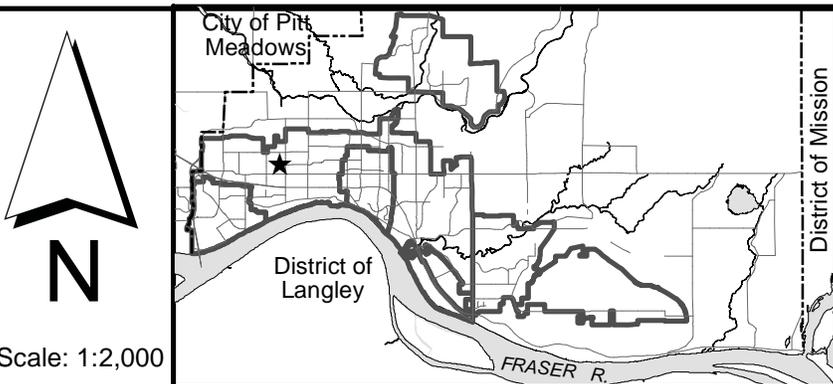


FILE: 2016-411-RZ
DATE: Aug 27, 2018

BY: LP



Aerial Imagery from the Spring of 2016



21188 WICKLUND AVENUE

PLANNING DEPARTMENT

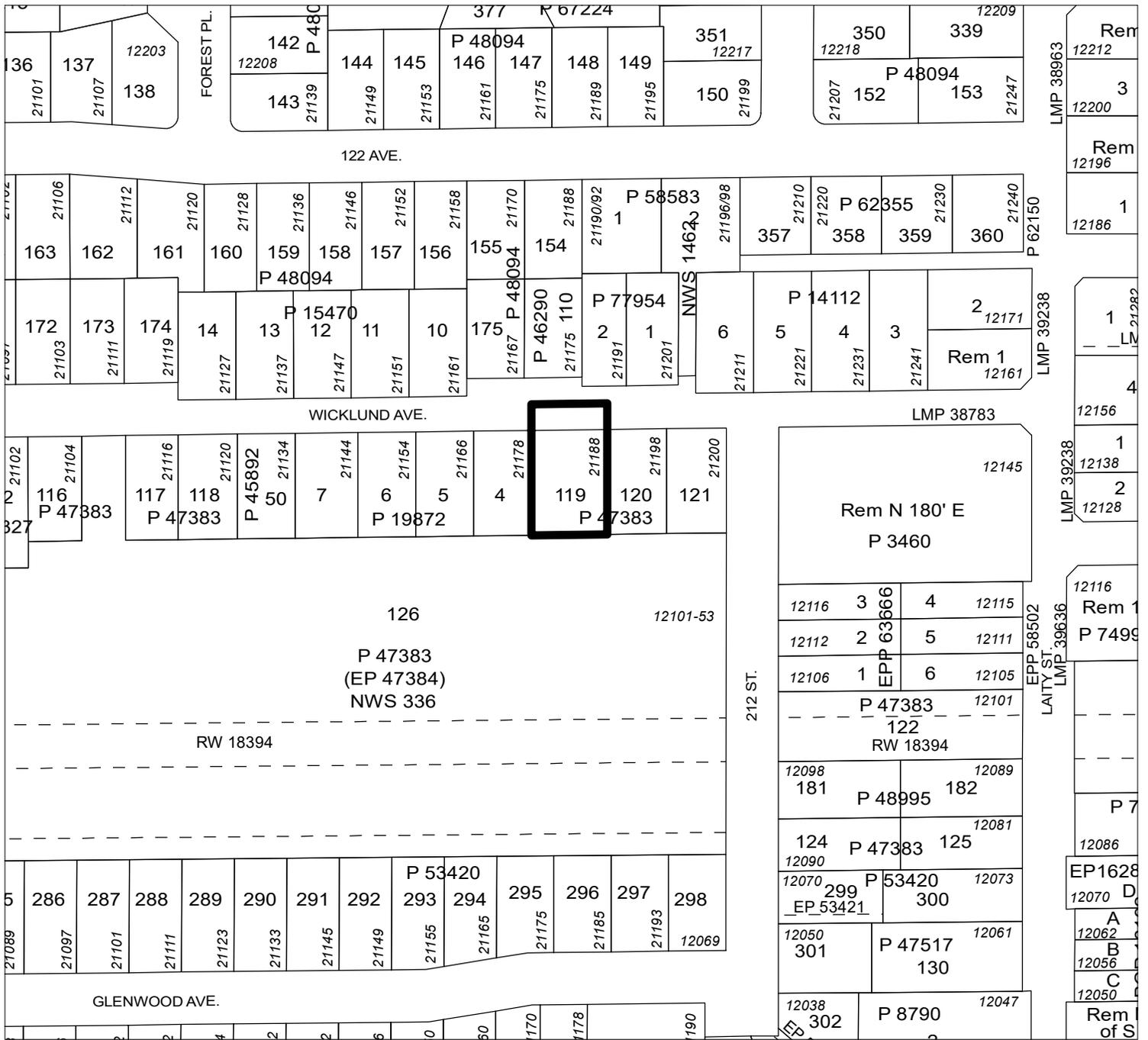


MAPLE RIDGE
British Columbia

mapleridge.ca

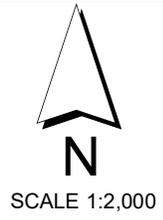
FILE: 2016-411-RZ
DATE: Aug 27, 2018

BY: LP



MAPLE RIDGE ZONE AMENDING

Bylaw No. 7505-2018
 Map No. 1779
 From: RS-1 (One Family Urban Residential)
 To: R-4 (Single Detached (Infill) Urban Residential)



TO: His Worship Mayor Michael Morden
and Members of Council
FROM: Chief Administrative Officer
SUBJECT: **First Reading**
Zone Amending Bylaw No. 7518-2018
20234 Lorne Avenue

MEETING DATE: December 4, 2018
FILE NO: 2017-432-RZ
MEETING: C o W

EXECUTIVE SUMMARY:

On February 27, 2018, Zone Amending Bylaw No. 7398-2017 was given first reading to rezone the subject property, located at 20234 Lorne Avenue, from RS-1 (One Family Urban Residential) to RM-1 (Townhouse Residential) to allow for the future development of approximately five townhouse units. The applicant has since revised their proposal to rezone to the new RT-2 (Ground-Oriented Residential Infill) zone to allow for a fourplex development. The proposed development includes eight parking stalls, all of which are in a tandem configuration for each of the four units.

Official Community Plan Amending Bylaw No. 7349-2017, Zone Amending Bylaw No. 7312-2017 for the RT-2 Zone, and Off Street Parking and Loading Amending Bylaw No. 7350-2017 were given third reading on September 25, 2018. These bylaws, when adopted, will allow new ground-oriented infill housing such as courtyard, fourplex and triplex forms in accordance with the action items of the Housing Action Plan Implementation Framework that were prioritized by Council in September 2015. The current application applies the draft provisions of the new proposed RT-2 (Ground-Oriented Residential Infill) zone and Off Street Parking and Loading Bylaw for fourplexes.

Pursuant to Council Policy 6.31, this application is subject to the Community Amenity Contribution charge of approximately \$16,400.00 (\$4,100.00 per attached ground-oriented dwelling unit). To proceed further with this application additional information is required as outlined below.

RECOMMENDATIONS:

1. That first reading for Zone Amending Bylaw No. 7398-2017 granted on February 27, 2018 be rescinded;
2. That Zone Amending Bylaw No. 7518-2018 be given first reading; and
3. That the applicant provide further information as described on Schedules C, D, and E of the Development Procedures Bylaw No. 5879-1999.

DISCUSSION:

a) **Background Context:**

Applicant: A. Paskovic, Aplin & Martin Consultants Ltd.

Legal Description: Lot "0", District Lots 280 and 281, Group 1, New Westminster District Plan 20003

OCP:
 Existing: Low Density Multi-Family
 Proposed: Low Density Multi-Family

Zoning:
 Existing: RS-1 (One Family Urban Residential)
 Proposed: RT-2 (Ground-Oriented Residential Infill)

Surrounding Uses:

North:	Use:	Single Family Residential and Vacant
	Zone:	RS-1 (One Family Urban Residential)
	Designation:	Low Density Multi-Family
South:	Use:	Single Family Residential
	Zone:	RS-1 (One Family Urban Residential)
	Designation:	Low Density Multi-Family
East:	Use:	Single Family Residential
	Zone:	RS-1 (One Family Urban Residential)
	Designation:	Low Density Multi-Family
West:	Use:	Single Family Residential
	Zone:	RS-1 (One Family Urban Residential)
	Designation:	Low Density Multi-Family

Existing Use of Property: Single Family Residential
 Proposed Use of Property: Fourplex
 Site Area: 0.11 ha (0.3 acres)
 Access: Lorne Avenue
 Servicing requirement: Urban Standard

b) Site Characteristics:

The subject property, located at 20234 Lorne Avenue, is located south of the intersection of Lorne Avenue and Princess Street. There is a single family dwelling on the property which would be removed to facilitate the proposed fourplex development. The subject property is relatively flat, with some trees located along the property lines (see Appendices A and B).

c) Project Description:

The applicant originally made an application to rezone the subject property from RS-1 (One Family Urban Residential) to RM-1 (Townhouse Residential) to allow for the future development of approximately five townhouse units. First reading was granted on February 27, 2018; however Council did express concerns with the density and character of the development. The applicant has since revised their application to rezone to the new RT-2 (Ground-Oriented Residential Infill) zone for a fourplex development.

The new RT-2 zone provides for the infill of ground-oriented residential buildings within established residential neighbourhoods in a form that will be incremental and sensitive to the existing and emerging context. This new zone allows for dwelling units to be in one building with shared party walls to create triplexes or fourplexes. These forms should resemble a single family dwelling in order to fit seamlessly into existing neighbourhoods. Dwelling units may also be arranged individually or attached and clustered around a shared open space, in a courtyard residential housing form. The new RT-2 (Ground-Oriented Residential Infill) zone was given third reading on September 25, 2018.

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

d) Planning Analysis:

Official Community Plan:

The subject property is located within the Lower Hammond Precinct of the Hammond Area Plan and is currently designated *Low Density Multi-Family*. The *Low Density Multi-Family* designation permits townhouse, fourplex and courtyard development forms. The intent of this designation is to encourage an increase in density and expand the residential form. Consideration of Hammond's existing neighbourhood character, including historic building elements and attractive garden spaces is an important aspect of this designation. Two areas of focus for the Lower Hammond Precinct are: to maintain the rural character; and to enhance connectivity within the precinct and identify opportunities to link with other Hammond localities and beyond. The proposed zone is supported by the land use designation in the Hammond Area Plan.

Zoning Bylaw:

The current application proposes to rezone the subject property from RS-1 (One Family Urban Residential) to RT-2 (Ground-Oriented Residential Infill) (see Appendix C) to permit a fourplex (see Appendix D). The minimum lot size for the current RS-1 (One Family Urban Residential) zone is 668 m² (7,190 ft²), and the minimum lot size for the proposed RT-2 (Ground-Oriented Residential Infill) zone is 850 m² (9,150 ft²) for a fourplex development.

The design of the fourplex is yet to be determined but will be available prior to consideration of second reading. The attached site plan is conceptual only and is subject to change to be more consistent with the proposed Ground-Oriented Residential Infill Design Guidelines. It should also be noted that the current *Off Street Parking and Loading Bylaw No. 4350-1990* does not currently allow tandem parking in the new RT-2 (Ground-Oriented Residential Infill) zone. The Design Guidelines also require that parking for residents is to be provided in a concealed structure. Should Council support the current application's tandem parking arrangement, a text amendment to the current *Off Street Parking Bylaw* will be brought forward in the near future. Otherwise, the applicant could be requested to consider a different design configuration of the fourplex's units to create more space on site for double-wide spaces.

This application represents the first proposal to increase residential densities and thus must be done in a sensitive manner in keeping with the Hammond Area Plan and its Development Permit Guidelines. Careful review of the proposal and its form is required after first reading. Variations from the requirements of the proposed zone will require a Development Variance Permit application.

Development Permits:

Pursuant to Section 8.13 of the OCP, a Hammond Development Permit Area application is required for this project. The Low Density Multi-Family Designation allows a maximum building height of three storeys and the following characteristics should be incorporated into the development:

- a) A site size and configuration that enables building orientation towards streets and laneways wherever possible;
- b) Careful consideration of size, location, and orientation of on-site open space areas to ensure new development allows ample sunlight and a variety of plant materials and trees that are complementary to the existing mature landscaping that contributes to the neighbourhood character;
- c) Design that is sensitive to surrounding built form, particularly for buildings that are three (3) storeys in height;
- d) Parking for residents is provided in a concealed structure.

Advisory Design Panel:

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

Development Information Meeting:

A Development Information Meeting is required for this application as it is the first fourplex development in this area. Prior to second reading the applicant is required to host a Development Information Meeting in accordance with Council Policy 6.20.

e) Interdepartmental Implications:

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

- a) Engineering Department;
- b) Operations Department;
- c) Fire Department;
- d) Building Department; and
- e) Canada Post.

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

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

f) Development Applications:

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

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

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

CONCLUSION:

The development proposal is in compliance with the Hammond Area Plan of the OCP from a land use perspective, therefore, it is recommended that Council grant first reading subject to additional information being provided and assessed prior to second reading. Further review is required from a form and character perspective to ensure the project conforms to the Development Permit Guidelines for the area, and that variances are minimized.

“Original signed by Michelle Baski”

Prepared by: Michelle Baski, ASCT, MA
Planner 2

“Original signed by Christine Carter”

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

“Original signed by Frank Quinn”

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

“Original signed by Paul Gill”

Concurrence: Paul Gill, CPA, CGA
Chief Administrative Officer

The following appendices are attached hereto:

Appendix A – Subject Map

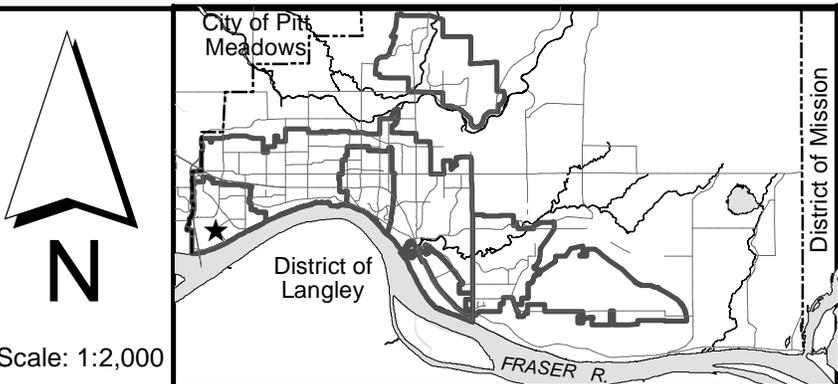
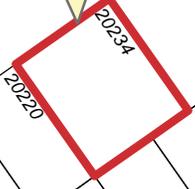
Appendix B – Ortho Map

Appendix C – Zone Amending Bylaw No. 7518-2018

Appendix D – Proposed Site Plan



SUBJECT PROPERTY



Scale: 1:2,000

20234 LORNE AVENUE

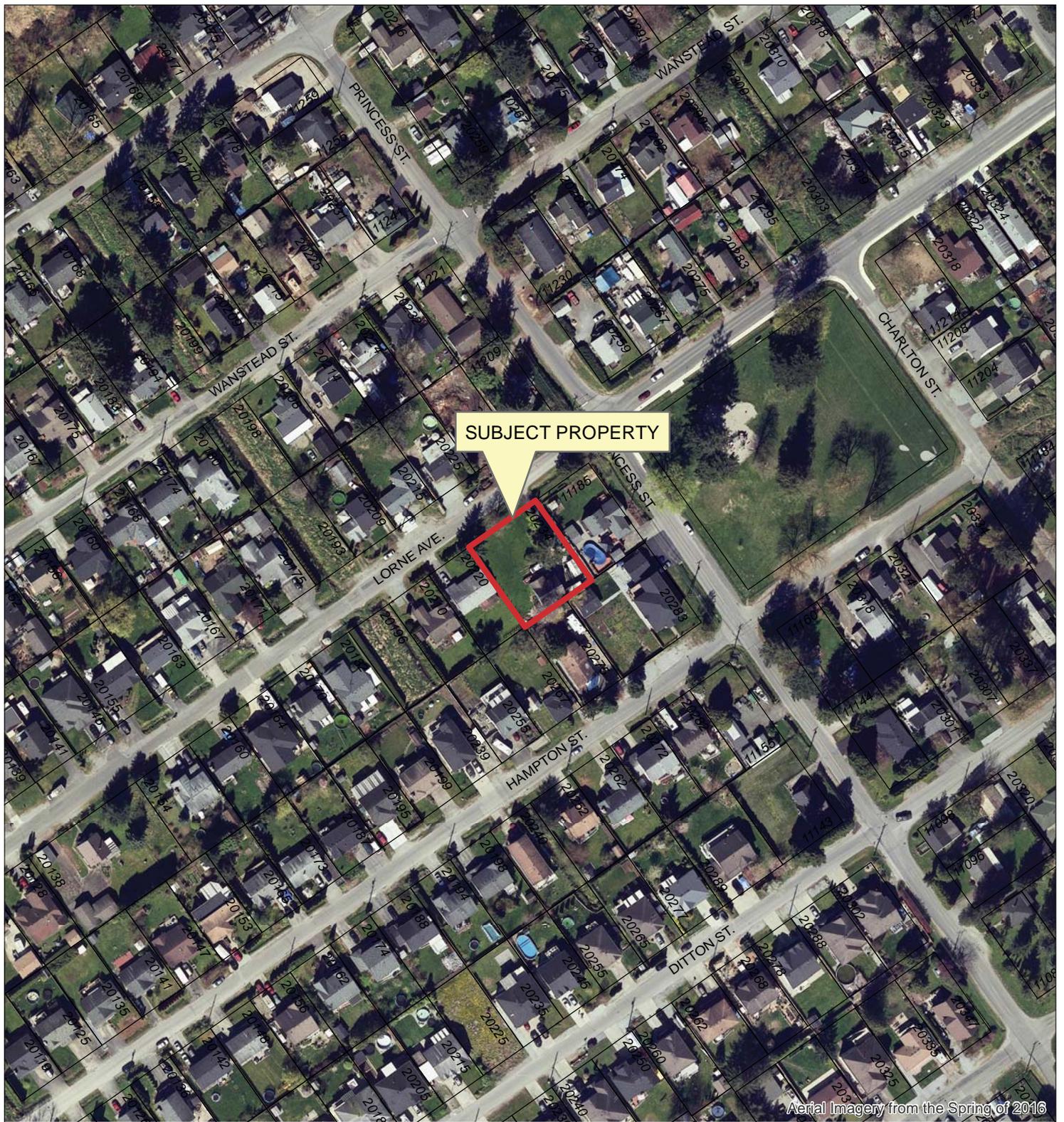
PLANNING DEPARTMENT



mapleridge.ca

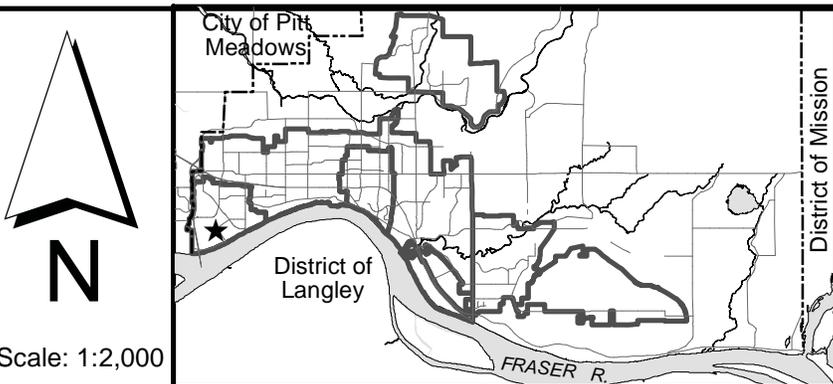
FILE: 2017-432-RZ
DATE: Sep 28, 2017

BY: PC



SUBJECT PROPERTY

Aerial Imagery from the Spring of 2016



20234 LORNE AVENUE

PLANNING DEPARTMENT



MAPLE RIDGE
British Columbia

mapleridge.ca

FILE: 2017-432-RZ
DATE: Sep 28, 2017

BY: PC

City of Maple Ridge

TO: His Worship Mayor Michael Morden
and Members of Council
FROM: Chief Administrative Officer
SUBJECT: **First Reading**
Zone Amending Bylaw No. 7508-2018
20873 123 Avenue

MEETING DATE: December 4, 2018
FILE NO: 2018-381-RZ
MEETING: C o W

EXECUTIVE SUMMARY:

An application has been received to rezone the subject property, located at 20873 123 Avenue, from A-2 (Upland Agricultural) to R-1 (Residential District) for a two-lot subdivision. To proceed further with this application additional information is required as outlined below. Pursuant to Council policy, this application is subject to the Community Amenity Contribution Program, and will be requested to pay \$5,100.00 per single family lot created. Although the current proposed subdivision is for two lots, the rezoning would allow for the creation of potentially three lots in the future, therefore the Community Amenity Contribution Program applies, for an estimated amount of \$15,300.00.

RECOMMENDATIONS:

1. That Zone Amending Bylaw No. 7508-2018 be given first reading; and
2. That the applicant provide further information as described on Schedules B and E of the Development Procedures Bylaw No. 5879-1999, along with the information required for a Subdivision application.

DISCUSSION:

a) Background Context:

Applicant: T. Erickson

Legal Description: Parcel "A" (Reference Plan 17273), Except Part in Plan LMP7016, Lot 3, District Lot 243, Group 1, New Westminster Land District Plan 3512

OCP:
Existing: Urban Residential
Proposed: Urban Residential

Zoning:
Existing: A-2 (Upland Agricultural)
Proposed: R-1 (Residential District)

Surrounding Uses:

North:	Use:	Single Family Residential
	Zone:	RS-1 (One Family Urban 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-1 (One Family Urban Residential)
	Designation:	Urban Residential
West:	Use:	Single Family Residential
	Zone:	A-2 (Upland Agricultural)
	Designation:	Urban Residential and Conservation

Existing Use of Property:	Single Family Residential
Proposed Use of Property:	Single Family Residential
Site Area:	0.16 ha (0.4 acres)
Access:	123 Avenue and 208 Street
Servicing requirement:	Urban Standard

c) Project Description:

The subject property, located at 20873 123 Avenue, is located at the north-east corner of 123 Avenue and 208 Street (see Appendices A and B). The applicant is proposing to rezone the property from A-2 (Upland Agricultural) to R-1 (Residential District) (see Appendix C), to allow for a two-lot subdivision (see Appendix D). The remaining parcel may be subdivided further in the future but will remain as a single family lot with the existing home until then.

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

d) Planning Analysis:

Official Community Plan:

The subject property is designated *Urban Residential* in the Official Community Plan (OCP) and because it is a corner lot, it has frontage on both 208 Street (which is considered a Local road and subject to Neighbourhood Infill policies) and 123 Avenue (which is a Major Corridor and is subject to the Major Corridor Residential Infill policies in the OCP). Major Corridor Infill policies will allow for building forms such as single detached, duplex, triplex, four-plex, townhouse, apartment and small lot intensive residential developments. Whereas Neighbourhood Residential Infill policies would allow for more modest forms of density, such as single detached, duplex, triplex housing forms that resemble a single family dwelling in appearance.

In instances such as this, it is important to consider the context of the property in relation to the neighbourhood, which in this case is a predominately single family neighbourhood. Section 3.1.4 of the OCP contains the Compatibility Criteria which are used to determine the “fit” of a development in a neighbourhood, with specific attention given to compatibility related to site design, setbacks, building massing and lot configuration with the existing pattern of development in the neighbourhood. Based on an assessment of the proposed use against OCP Compatibility Criteria, it is concluded that the proposed two lot subdivision complies with the Official Community Plan, and is supportable.

Zoning Bylaw:

The current application proposes to rezone the subject property from A-2 (Upland Agricultural) to R-1 (Residential District) to permit a two-lot subdivision, with potential for a third lot in the future. The minimum lot size for the current A-2 (Upland Agricultural) zone is 4 ha (10 acres), and the minimum lot size for the proposed R-1 (Residential District) zone is 371 m² (3,993 ft²).

Council recently gave first and second reading to OCP Amending Bylaw No. 7493-2018 and Zone Amending Bylaw No. 7504-2018 to implement a new R-4 (Single Detached (infill) Urban Residential) zone which would have a minimum lot width of 12 m (39.4 ft.) and minimum lot area of 450 m² (4,844 ft²) specifically for infill development. The intent of this zone is to fill the existing gap in the range of zones and offer a sensitive transition option for infill development.

Given that this property has frontage on 123 Avenue which is a Major Corridor, the applicant applied to rezone to the R-1 (Residential District) Zone. While, Council could require this project to advance using the R-4 (Single Detached (infill) Urban Residential) zone, staff feel that the proposed application is supportable as it results in R-1 lots with oversized lot area and widths, that are similar to the requirements of the R-4 (Single Detached (infill) Urban Residential) zone. One issue to consider however, are the height requirements of the two zones. The R-1 (Residential District) Zone allows for a height of 11 metres (36.1 feet), whereas the R-4 (Single Detached (infill) Urban Residential) Zone limits the height of a single detached dwelling to 9.5 metres (31.2 feet). Council may want to consider a similar height restriction to that of the R-4 (Single Detached (infill) Urban Residential) zone, through a restrictive covenant.

A Development Variance Permit application will be required for the existing home as the required road dedication and new lot configuration will reduce the front yard setback. This variance can be supported as it is expected that the property will subdivide further in the future, and either the existing home will be demolished or the setback will then be considered an exterior side yard setback and will comply with the Zoning Bylaw.

Development Permits:

A Development Permit is not required for this development for environmental or intensive residential purposes.

Advisory Design Panel:

As the proposed development is for single family development, a Form and Character Development Permit is not required and the Advisory Design Panel does not need to review the project.

Development Information Meeting:

A Development Information Meeting is not required for this application as there are less than five units proposed, in accordance with Council Policy 6.20.

e) Interdepartmental Implications:

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

- a) Engineering Department;
- b) Operations Department;

- c) Fire Department;
- d) Building Department; and
- e) Canada Post.

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

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

f) Development Applications:

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

- 1. A complete Rezoning Application (Schedule B);
- 2. A Development Variance Permit (Schedule E); and
- 3. A Subdivision Application.

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

CONCLUSION:

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

The proposed layout has not been reviewed in relation to the relevant bylaws and regulations governing subdivision applications. Any subdivision layout provided is strictly preliminary and must be approved by the Approving Officer.

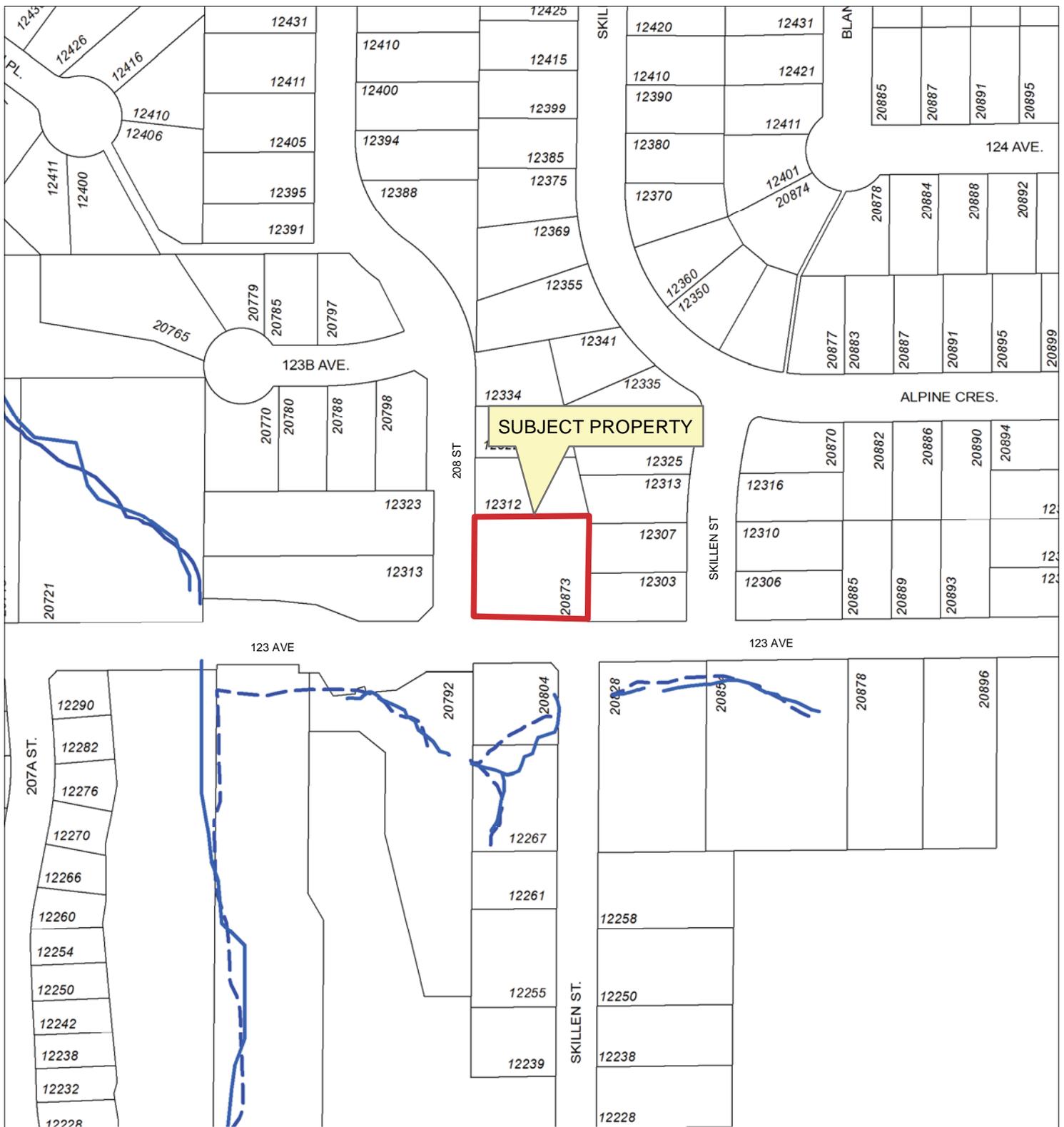
“Original signed by Michelle Baski”
Prepared by: Michelle Baski, ASCT, MA
 Planner

“Original signed by Christine Carter”
Approved by: Christine Carter, M.PL, MCIP, RPP
 Director of Planning

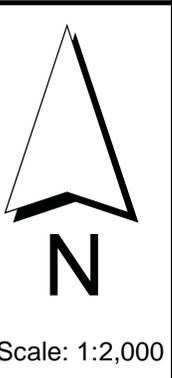
“Original signed by Frank Quinn”
Approved by: Frank Quinn, MBA, P. Eng
 GM Public Works & Development Services

“Original signed by Frank Quinn” for
Concurrence: Paul Gill, BBA, 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. 7508-2018
 - Appendix D – Proposed Subdivision Plan



SUBJECT PROPERTY



- Legend**
- Stream
 - - - Indefinite Creek
 - River Centreline

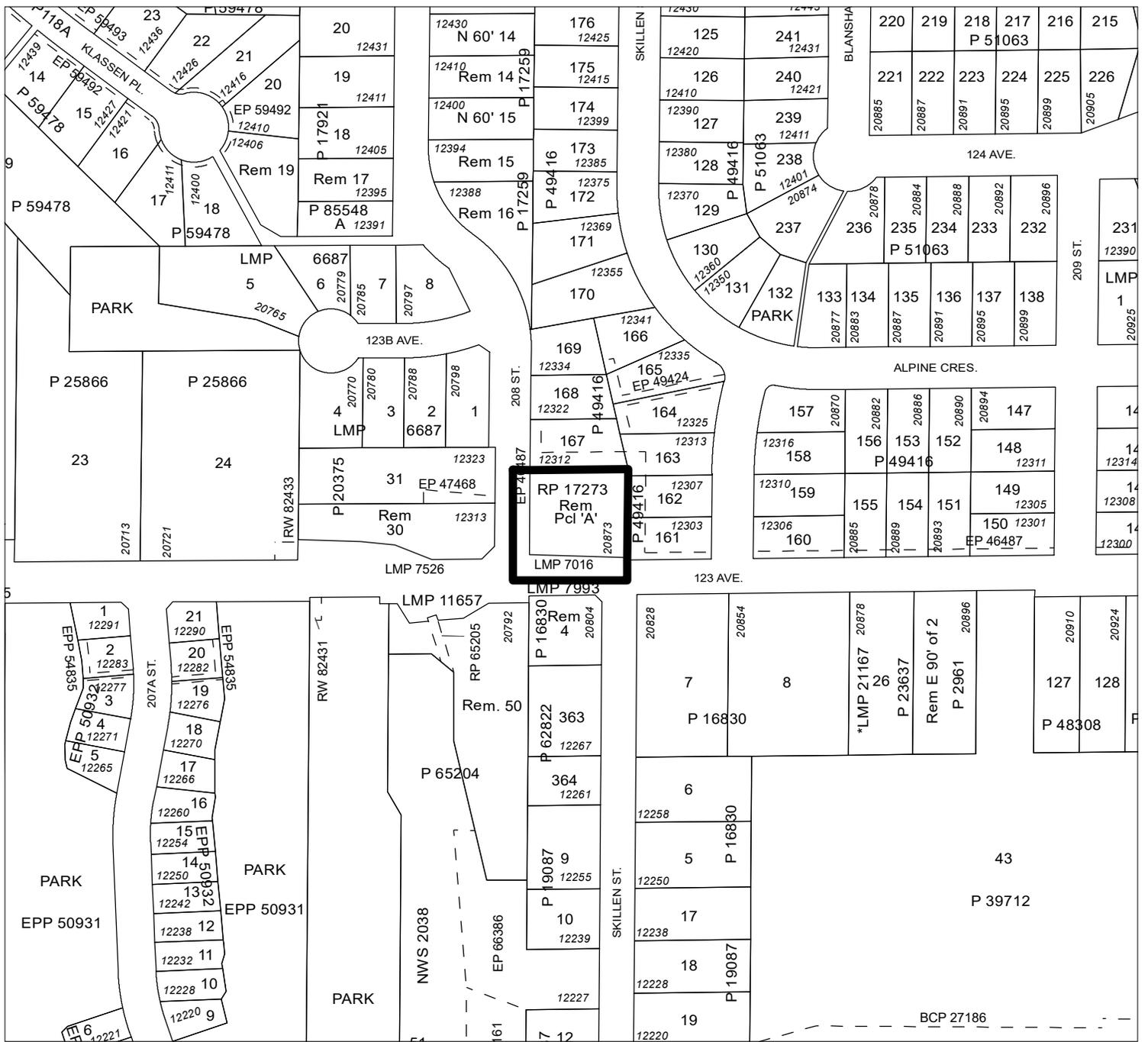
20873 123 AVENUE

PLANNING DEPARTMENT



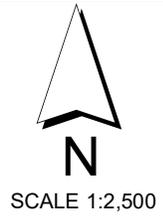
MAPLE RIDGE
British Columbia

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MAPLE RIDGE ZONE AMENDING

Bylaw No. 7508-2018
 Map No. 1780
 From: A-2 (Upland Agricultural)
 To: R-1 (Residential District)





Terra Pacific

Land Surveying Ltd

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

Legend:

- Tree
- Ground Elevation
- Catch Basin
- Fire Hydrant
- Power Pole Anchor
- Inspection Chamber
- Manhole
- Power Pole
- Water Valve
- Sign
- Hedge

Project:

20873 123rd Avenue
Maple Ridge, BC

Drawing Title:

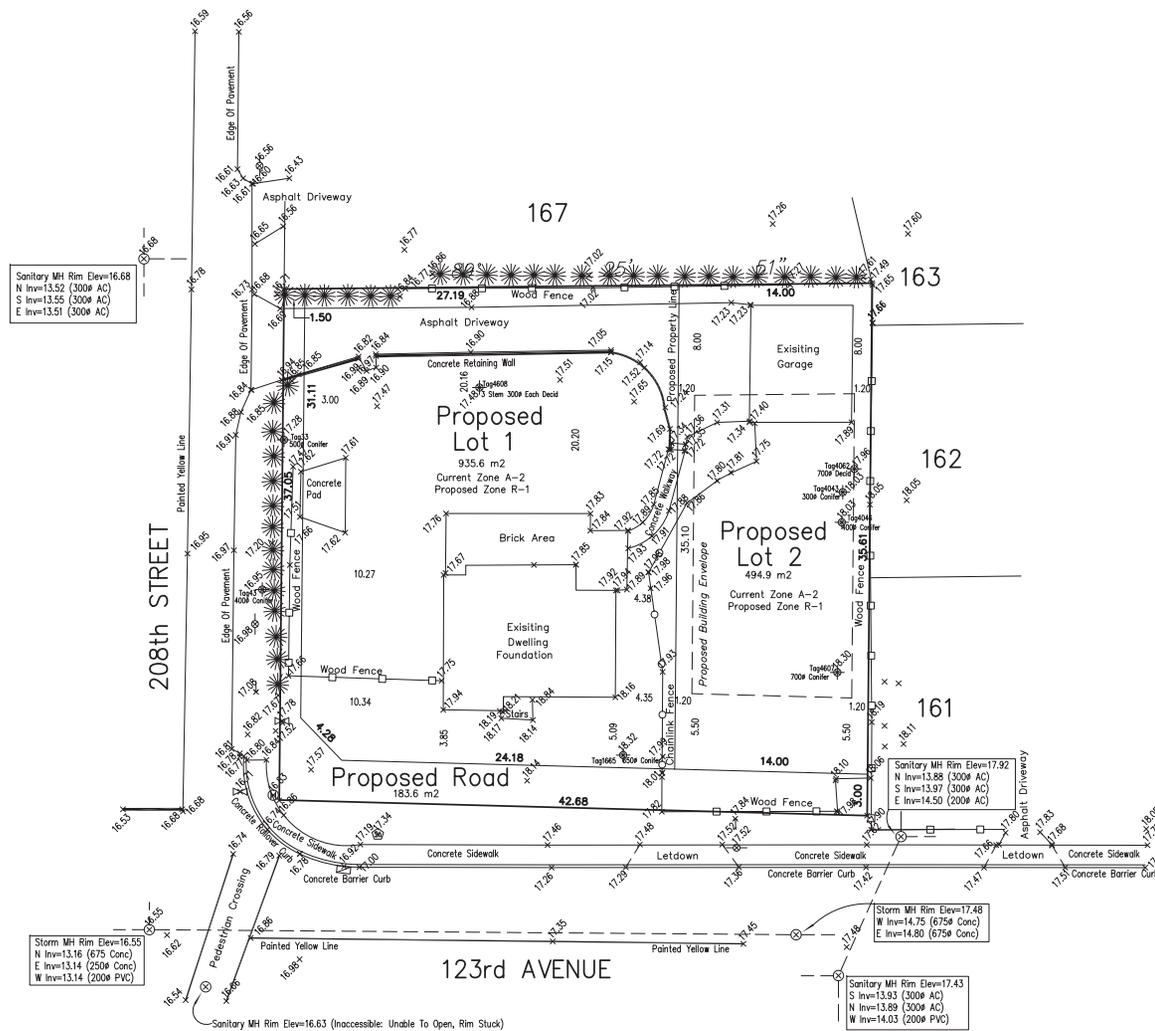
TOPOGRAPHIC SURVEY PLAN
OF PARCEL "A"
(REFERENCE PLAN 17273),
EXCEPT PART IN PLAN
LMP7016, LOT 3 DL 243
G.1 NWD PLAN3512

Benchmark Notes:

Elevations Are Geodetic
Referred to Monument: 84H9980
Monument Elevation: 16.345m

Notes:

All Trees Larger Than 20cm ϕ (Measured At 1.4m Above
Grade) Have Been Surveyed And Shown On This Plan.
All Dimensions Are In Meters.
Lot Dimensions Are According to
Current Legal Survey.



Sanitary MH Rim Elev=16.68
N Inv=13.52 (300# AC)
S Inv=13.55 (300# AC)
E Inv=13.51 (300# AC)

Storm MH Rim Elev=16.55
N Inv=13.16 (675 Conc)
E Inv=13.14 (250# Conc)
W Inv=13.14 (200# PVC)

Storm MH Rim Elev=17.48
N Inv=14.75 (675# Conc)
E Inv=14.80 (675# Conc)

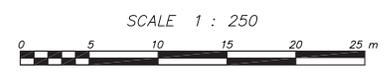
Sanitary MH Rim Elev=17.43
N Inv=13.93 (300# AC)
S Inv=13.89 (300# AC)
W Inv=14.03 (200# PVC)

Storm MH Rim Elev=17.81

Scale: 1:250
Date: July 26th, 2018
File: MR18-175TOPO Rev

1
Of
1

Certified Correct
This 14th Day Of September, 2018



Mike Bernemann, BCLS

City of Maple Ridge

TO: His Worship Mayor Michael Morden
and Members of Council
FROM: Chief Administrative Officer
MEETING DATE: December 4, 2018
FILE NO: 2018-430-RZ
MEETING: C of W
SUBJECT: First Reading
Zone Amending Bylaw No. 7520-2018
23717 Fern Crescent and 23689 Fern Crescent

EXECUTIVE SUMMARY:

An application has been received to rezone the subject property from RS-2 (One Family Suburban Residential) to RM-1 (Townhouse Residential), to permit the future development of approximately 33 townhouse units. To proceed further with this application additional information is required as outlined below.

Portions of the site are influenced by a watercourse and steep slopes that are environmentally sensitive that will need to be dedicated as park. As a result of detailed ground truthing of the site, an Official Community Plan (OCP) amendment will be required to amend the land use designations. To support the proposed RM-1 (Townhouse Residential) zone an amendment is required to redesignate those portions of the property that will not be Conservation to Medium/High Density Residential and Eco Cluster and that property that will not be Medium/High Density Residential and Eco Cluster to Conservation.

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 \$135,300.00.

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

RECOMMENDATIONS:

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

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

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

That Zone Amending Bylaw No. 7520-2018 be given first reading; and

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

DISCUSSION:

a) Background Context:

Applicant: Aplin and Martin Consultants
David Laird

Legal Description: The East Half of Lot 15 South East Quarter Section 28 Township 12 New Westminister District Plan 2637 and West Half Lot 15 South East Quarter Section 28 Township 12 New Westminister District Plan 2637.

OCP:
Existing: Conservation, Eco Clusters, and Medium/High Density Residential
Proposed: Medium/High Density Residential and Eco Cluster to Conservation

Zoning:
Existing: RS-2 (One Family Suburban Residential)
Proposed: RM-1 (Townhouse Residential)

Surrounding Uses:
North: Use: Suburban Residential
Zone: RS-2 (One Family Residential)
Designation: Conservation, Low Density Residential, Med/High Density Residential, Open Space
South: Use: Park
Zone: CS-3 (Recreation Commercial)
Designation: Park
East: Use: Suburban Residential
Zone: RS-2 (One Family Suburban Residential)
Designation: Conservation; Medium/High Density Residential; Neighbourhood Park; Low Density Urban; and Eco Clusters
West: Use: Suburban Residential
Zone: RS-2 (One Family Residential)
Designation: Conservation and Eco Cluster

Existing Use of Property: Suburban Residential
Proposed Use of Property: Urban Residential
Site Area: 2.025 HA. (5.00 acres)
Access: Fern Crescent
Servicing requirement: Urban Standard

b) Site Characteristics:

Located within the Silver Valley Area, the subject properties are outside of the River Village location. A watercourse traverses the subject properties being located approximately through the centre then running north along the east edge of the subject properties. There are steep treed slopes that run from the north west corner to the south east corner. This topography results in an upper bench and a lower bench conveniently divided by the creek and green slope.

c) Project Description:

The subject properties are located within the Silver Valley Area Plan, and are located outside of the periphery of River Village and Horse Hamlet. The applicant has applied to rezone the subject properties to RM-1 (Townhouse Residential) to permit two cluster of units (approximately 33). The unit total may vary as detailed technical information is reviewed. The applicant is proposing to dedicate the land adjacent to the water course and portions of the steep slopes as park.

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

d) Planning Analysis:

Silver Valley Area Plan:

The development site is located within the Silver Valley Area Plan and is currently designated Conservation, Eco Clusters, and Medium/High Density Residential. Adjustments to these designations will be required to accommodate the development and will be detailed in a future report at second reading.

An amendment to the Official Community Plan is required for the conservation boundary once it has been determined by a Qualified Environmental Professional.

The Silver Valley Area Plan includes concentrating higher density residential development into the Hamlets and the River Village. Residential densities located outside of these core areas are to decline with distance by; clustering or retaining and creating larger lots; retaining significant natural amenities and protecting view corridors.

The Silver Valley Area Plan land use designations of Eco Cluster and Medium/High Density Residential support the proposed RM-1 (Townhouse Residential) zone through the following density policies:

Policy 5.39 Densities

- a) *Medium to medium/low densities, ranging from 15 to 40 units per hectare, will be located advent to schools, commercial uses, and civic uses.*

Policy 5.4.6 Densities

- a) *Densities and housing types should be diversified with and between Eco-Clusters.*
- c) *An Eco-Cluster includes varying levels of density, ranging from 5-15 units per hectare, in the form of single and/or multi-family units, dependent on proximity to a Hamlet centre, slope constraints, view impacts, and existing development.*

The proposed development under the RM-1 (Townhouse Residential) zone, as presented, complies with the density policies of the Silver Valley Area Plan.

Planning staff has had preliminary discussions with the Engineering Department with respect to access; dedication; and road alignment along Fern Crescent and 236 Street. From these discussions the following preliminary items have been identified:

1. The site design will be required to coordinate with the City's planned road project along the frontage;
2. Dedication estimates are:
 - Large corner cut at the intersection of 236 St and Fern Crescent to allow for roadway re-alignment;
 - 6m wide dedication along Fern Crescent to achieve 26m arterial ROW width;
 - Additional dedication at the intersection of Fern Crescent and 130 Ave for to allow for the proposed roundabout; and
 - Any dedication on 236 St to be determined upon finalization of roadway design.

Zoning Bylaw:

The current application proposes to rezone the properties located at 23717 and 23689 Fern Crescent from RS-2 (One Family Suburban Residential) to RM-1 (Townhouse Residential) to permit approximately 33 Townhouse units. Any variations from the requirements of the proposed zone will require a Development Variance Permit application.

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 8.10 of the OCP, a combined Watercourse and Natural Features Development Permit application is required for all development and subdivision activity or building permits for:

- All areas designated Conservation on Schedule "B" or all areas within 50 metres of an area designated Conservation on Schedule "B", or on Figures 2, 3 and 4 in the Silver Valley Area Plan;
- All lands with an average natural slope of greater than 15 %;
- All floodplain areas and forest lands identified on Natural Features Schedule "C"

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

Advisory Design Panel:

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

Development Information Meeting:

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

e) Interdepartmental Implications:

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

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

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

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

f) Early and Ongoing Consultation:

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

g) Development Applications:

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

1. An OCP Application (Schedule A);
2. A complete Rezoning Application (Schedule C);
3. A Multi-Family Residential Development Permit Application (Schedule D);
4. A Development Variance Permit (Schedule E);
5. A Watercourse Protection Development Permit Application (Schedule F);
6. A Natural Features Development Permit Application (Schedule G); and
7. A Subdivision Application.

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

CONCLUSION:

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

It is expected that once complete information is received, Zone Amending Bylaw No. 7520-2018 will be amended and an OCP Amendment to adjust the Conservation boundary may be required.

The application as proposed is found to meet the overall objectives of the Silver Valley Area Plan and is consistent with the land use designations of the subject properties with minor conservation boundary line adjustments. The application compared against the Silver Valley Area Plan can be supported and therefore, it is recommended that Council grant First Reading subject to additional information being provided and assessed prior to Second Reading.

“Original signed by Wendy Cooper”

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

“Original signed by Christine Carter”

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

“Original signed by Frank Quinn”

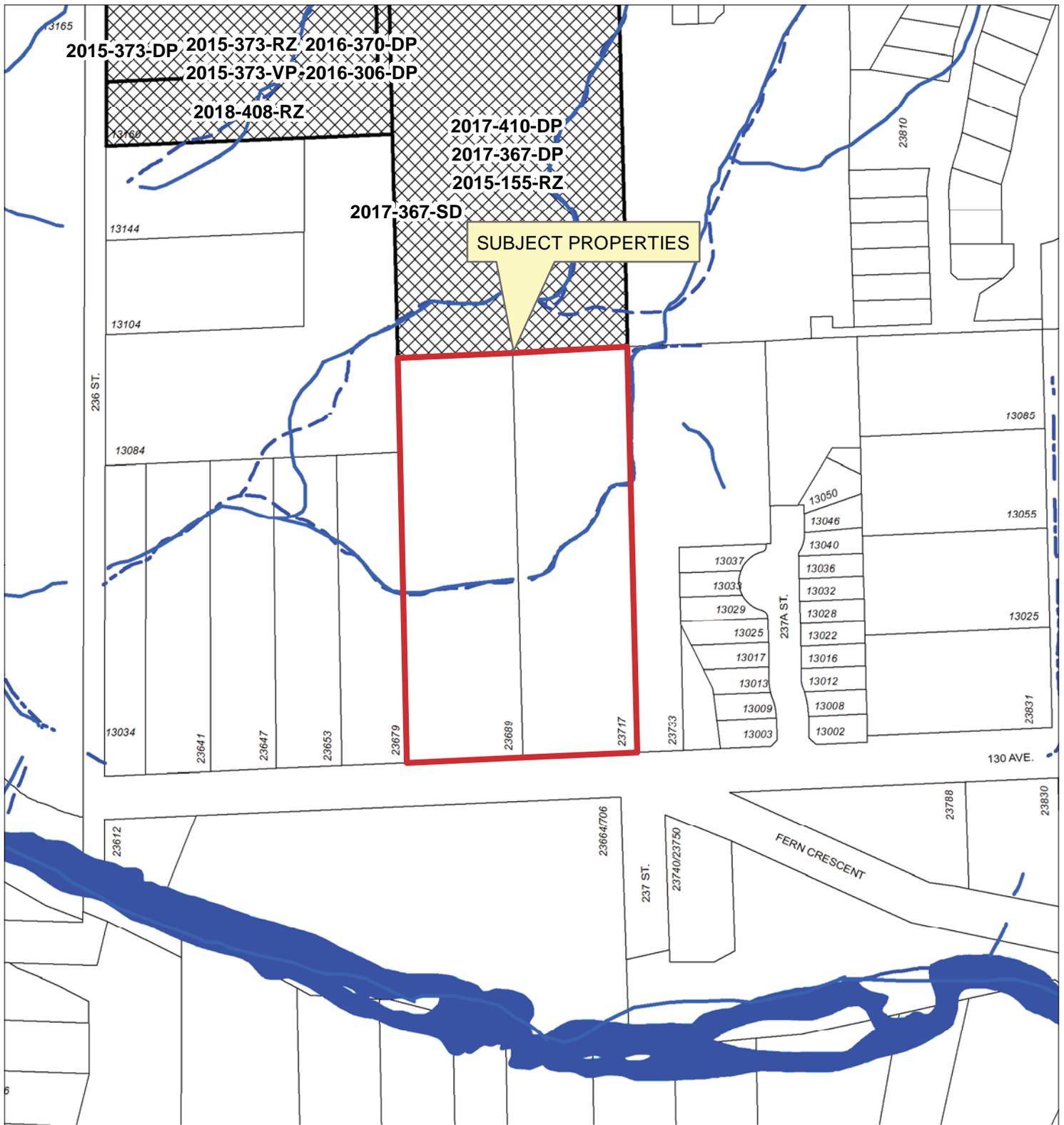
**Approved by: Frank Quinn, MBA, P. Eng
GM Public Works & Development Services**

“Original signed by Frank Quinn” for

**Concurrence: Paul Gill, BBA, 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. 7520-2018
- Appendix D – Concept land use plan



Scale: 1:2,500

Legend

-  Stream
-  Ditch Centreline
-  Edge of River
-  Indefinite Creek
-  River Centreline
-  River

23689 & 23717 FERN CRESCENT

PLANNING DEPARTMENT



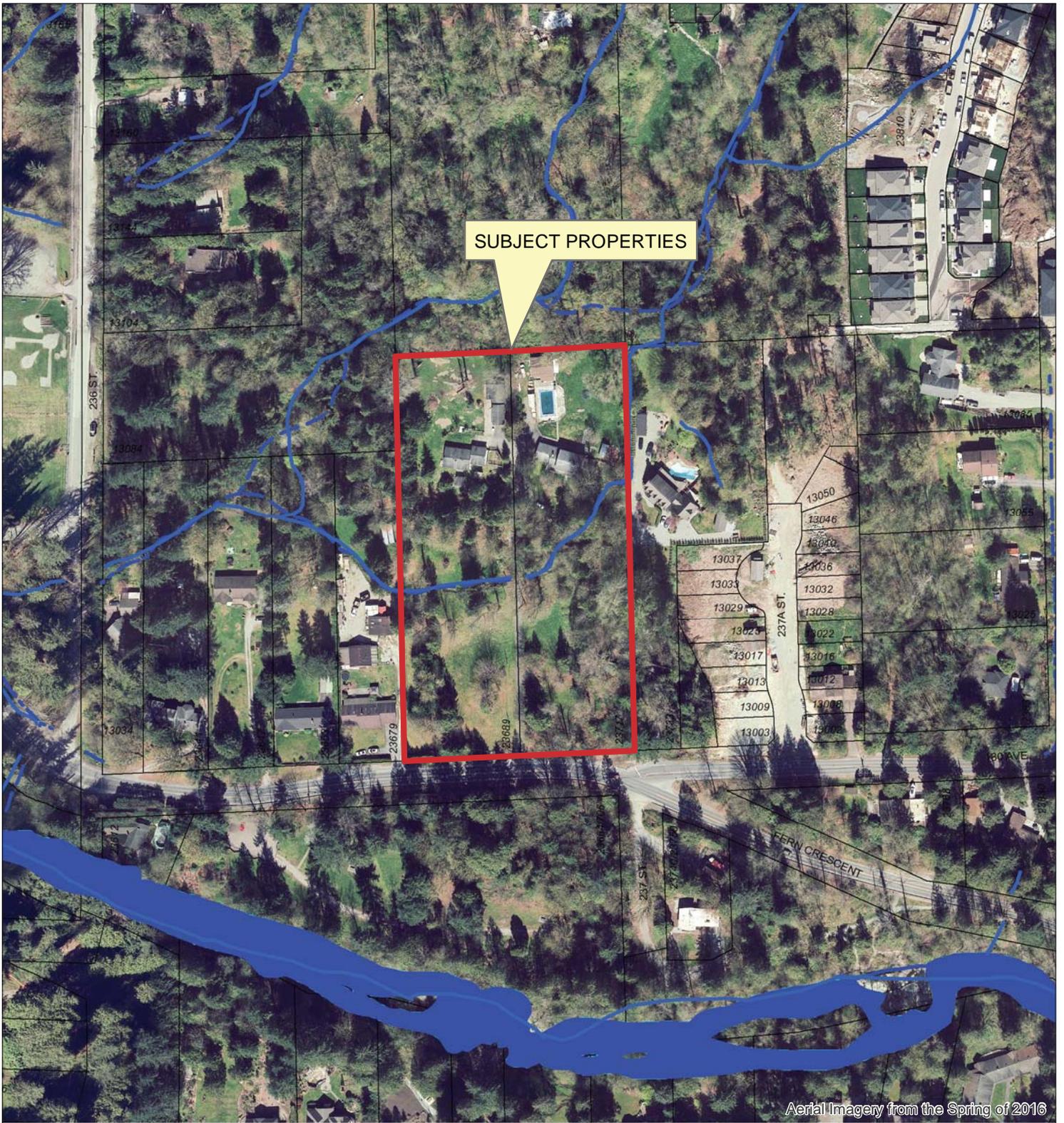
MAPLE RIDGE

British Columbia

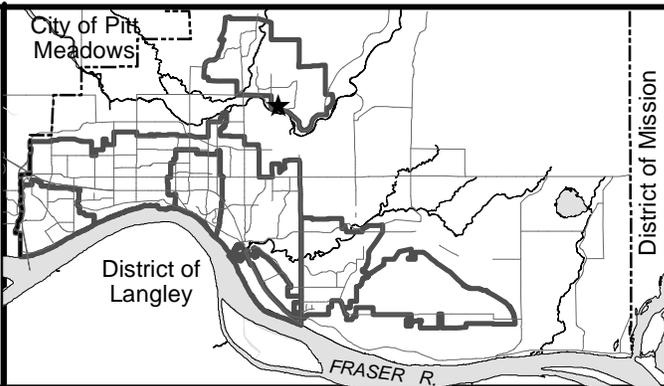
mapleridge.ca

FILE: 2018-430-RZ
 DATE: Oct 22, 2018

BY: RA



Scale: 1:2,500



23689 & 23717 FERN CRESCENT

PLANNING DEPARTMENT



mapleridge.ca

FILE: 2018-430-RZ
DATE: Oct 22, 2018

BY: RA

Current Application
↓

Future

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

644

PARK / ECA

S. 11-18

POSSIBLE FUTURE

Eco CLUSTER

PARK / ECA

PLAY PARK
→

1296 Street

Trail

Trail

creek

PARK / ECA

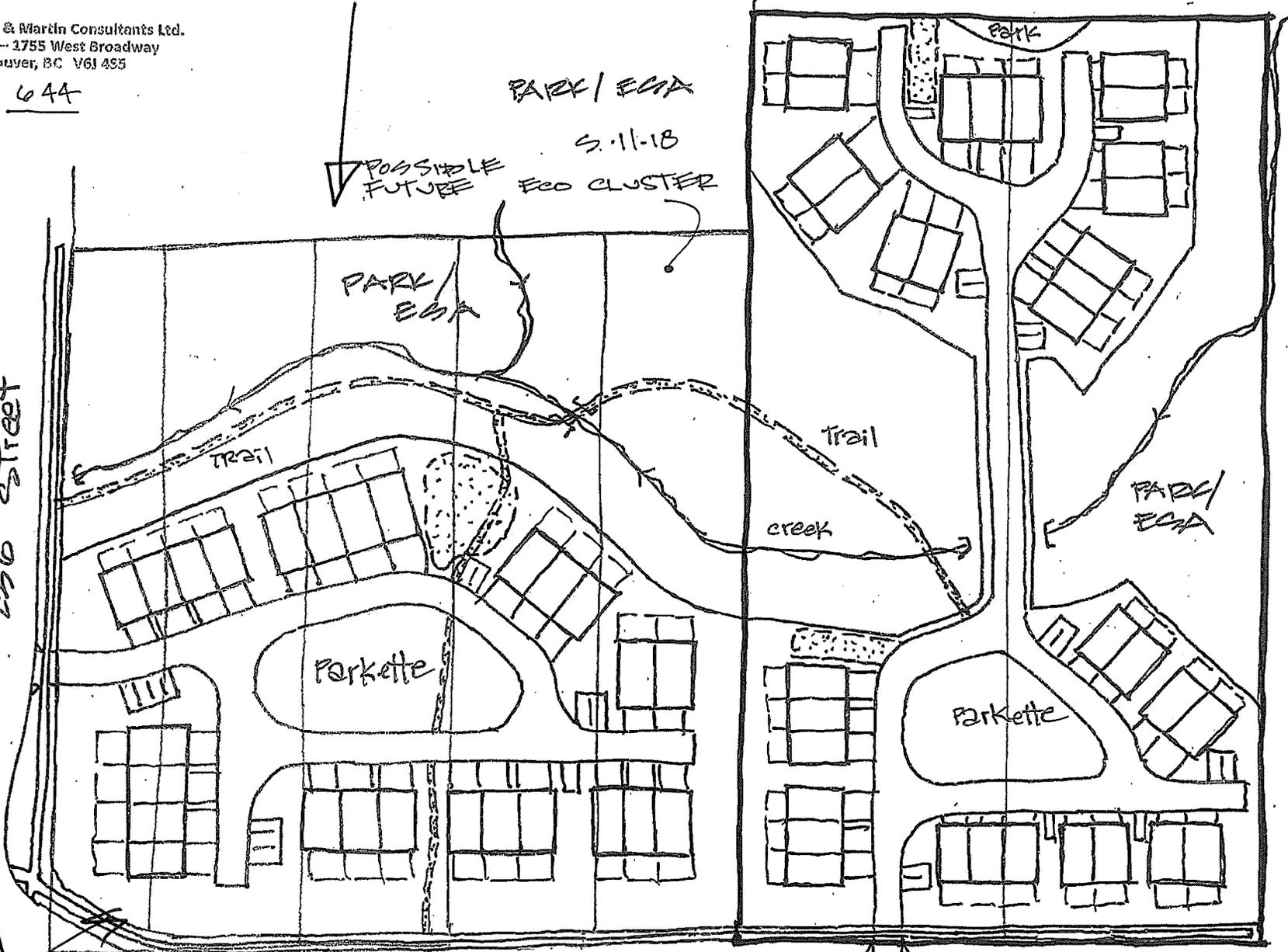
Parkette

Parkette

DRAFT ONLY

Fern Crescent

1:460



City of Maple Ridge

TO: His Worship Mayor Michael Morden
and Members of Council
FROM: Chief Administrative Officer
MEETING DATE: December 4, 2018
FILE NO: 2018-444-RZ
MEETING: CoW
SUBJECT: First Reading
Zone Amending Bylaw No. 7516-2018
21759 River Road

EXECUTIVE SUMMARY:

An application has been received to rezone the subject property, located at 21759 River Road, from RS-1 (One Family Urban Residential) to RS-1b (One Family Urban (Medium Density) Residential), to permit future subdivision into two lots. To proceed further with this application additional information is required as outlined below.

Pursuant to Council policy, this application is subject to the Community Amenity Contribution (CAC) Program, and will be requested to pay \$5,100.00 for the additional lot, as the original lot is exempt when a subdivision is proposing fewer than three lots.

RECOMMENDATIONS:

That Zone Amending Bylaw No.7516-2018 be given first reading; and

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

DISCUSSION:

a) Background Context:

Applicant:	Pivotal Development Consultants Ltd.
Legal Description:	Lot 88 District Lot 247 Group 1 New Westminster District Plan 32510
OCP:	
Existing:	Urban Residential
Proposed:	Urban Residential
Zoning:	
Existing:	RS-1 (One Family Urban Residential)
Proposed:	RS-1b (One Family Urban (Medium Density) Residential)
Surrounding Uses:	
North:	Use: Single Family Residential
	Zone: RS-1 (One Family Urban 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-1 (One Family Urban Residential)
	Designation:	Urban Residential
West:	Use:	Single Family Residential
	Zone:	RS-1 (One Family Urban Residential) (under application to rezone to RS-1b, 2018-349-RZ)
	Designation:	Urban Residential
Existing Use of Property:		Single Family Residential
Proposed Use of Property:		Single Family Residential
Site Area:		0.13 ha (0.32 acres)
Access:		River Road
Servicing requirement:		Urban Standard

b) Site Characteristics:

The subject property is approximately 0.13 ha (0.37 acres) in area, is generally flat and has trees located within the front yard and western property boundary. The majority of the subject property is located within the 100 m Fraser River Escarpment area. The property is bound by single family residential lots to the west, north and east, with River Road located to the south (see Appendices A and B).

c) Project Description:

The current application proposes to rezone the subject property from RS-1 (One Family Urban Residential) to RS-1b (One Family Urban (Medium Density) Residential), to permit future subdivision into two lots, not less than 557 m². The proposed lot size of 595 m² and 613 m² will ensure compatibility with the surrounding neighbourhood and meets the minimum area requirements of the RS-1b zone. The existing structures on site will be required to be removed as a condition of rezoning. Access for each lot will be provided from River Road.

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

d) Planning Analysis:

Official Community Plan:

The development site is located in West Maple Ridge, and is currently designated *Urban Residential*. This designation permits a range of housing types within the Urban Area Boundary, where infill and densification may be possible based on compatibility and locational criteria on properties which can be fully serviced to municipal standards.

The *Urban Residential* designation consists of two residential categories, *Neighbourhood Residential*, and *Major Corridor Residential*. The subject property is considered a *Major Corridor Residential* property, which allows for building forms such as single family, duplex, triplex, fourplexes, townhouse and apartment, subject to satisfying compatibility criteria in the OCP Figure 4. These compatibility criteria include respecting and reinforcing the physical patterns and characteristics of its established neighbourhood.

The subject property is located within the Fraser River Escarpment Area. Policies 6.23 and 6.24 have been established relating to building construction within the area bounded by 207 Street to the West, 124 Ave to the North, 224 Street to the East and the top of crest of the Fraser River Escarpment along the South. When a property is located within the Fraser River Escarpment area, additional construction, engineering and covenants may apply, depending on the property's location within the escarpment. The purpose of these policies is to set out conditions under which subdivision of, or building on land can be considered within the escarpment area without compromising the stability of the escarpment, and to have control of surficial and groundwater discharge in the area. As part of rezoning, connections to the existing storm sewer will be required.

On December 12, 2017 Council amended the city-wide Community Amenity Contribution Program policy, which permits amenity contributions for residential development throughout Maple Ridge, including the provision of affordable and special needs housing in a financially sustainable manner. Each CAC will be based on a contribution rate of \$5,100 per single family lot created. For single family residential subdivisions proposing fewer than three lots, only the original lot is exempt, after which the CAC program applies to each additional lot.

Zoning Bylaw:

The current application proposes to rezone the property located at 21759 River Road from RS-1 (One Family Urban Residential) to RS-1b (One Family Urban (Medium Density) Residential) to permit future subdivision into two lots. The minimum lot size for the current zone is 668m², and the minimum lot width is 18 metres. The minimum lot size for the proposed RS-1b (One Family Urban (Medium Density) Residential) zone is 557 m² with a minimum lot width of 15 metres. The applicant is proposing two lots that are just under the 15 m width requirement; therefore, a Development Variance Permit application is required to vary the width.

Housing Action Plan:

The Housing Action Plan (HAP) was endorsed by Council in September, 2014, and identifies five goals:

1. *To improve housing choice for all current and future households.*
2. *To encourage the provision of affordable, rental, and special needs housing in Maple Ridge.*
3. *To increase the opportunity for low income residents and those with unique needs to access appropriate housing and supports.*
4. *To raise awareness and increase support for initiatives that improve housing choice and affordability.*
5. *To build the capacity of the community to innovate and improve access and opportunity for affordable housing and housing choice.*

This was reaffirmed with the endorsement of the Housing Action Plan Implementation Framework in September, 2015. While implementing the HAP, a new zone, RT-2 (Ground-Oriented Residential Infill), is currently in process to be integrated into the Zoning Bylaw to allow for triplex, fourplex and courtyard housing forms; while the RT-1 (Two Family Urban Residential) zone is amended to better fit

current standards. Applicants are encouraged by staff to assess the feasibility for these housing forms on their sites.

Advisory Design Panel:

This application does not need to be reviewed by the Advisory Design Panel because a Form and Character Development Permit is not required.

Development Information Meeting:

A Development Information Meeting is not required for this application, as there are fewer than five dwelling units being proposed.

e) Interdepartmental Implications:

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

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

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

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

f) Development Applications:

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

- 1. A complete Rezoning Application (Schedule B);
- 2. A Development Variance Permit (Schedule E); and
- 3. A Subdivision Application.

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

CONCLUSION:

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

The proposed layout has not been reviewed in relation to the relevant bylaws and regulations governing subdivision applications. Any subdivision layout provided is strictly preliminary and must be approved by the City of Maple Ridge's Approving Officer.

"Original signed by Adam Rieu"

Prepared by: Adam Rieu
Planning Technician

"Original signed by Christine Carter"

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

"Original signed by Frank Quinn"

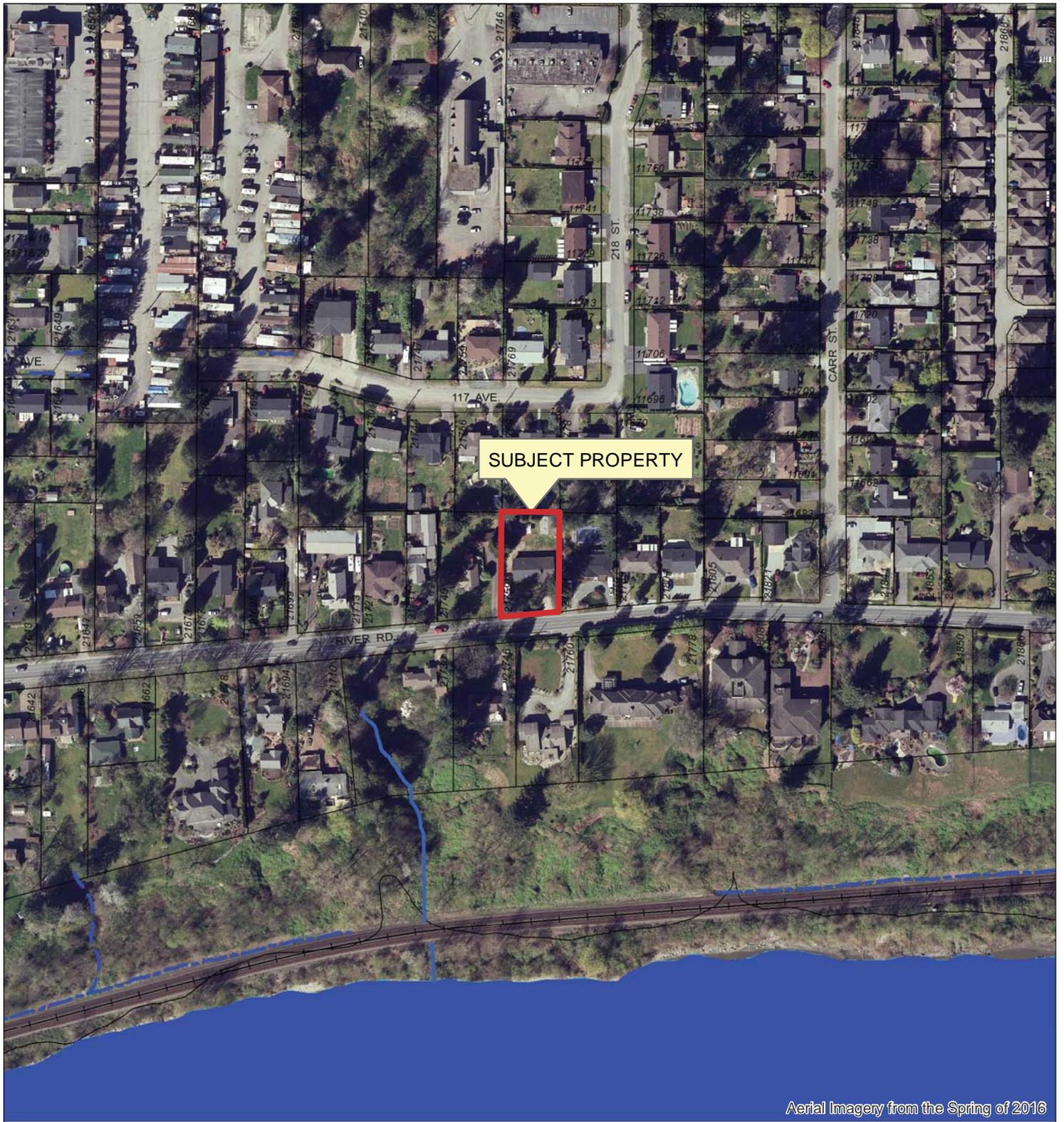
Approved by: Frank Quinn, MBA, P. Eng
GM Public Works & Development Services

"Original signed by Frank Quinn" for

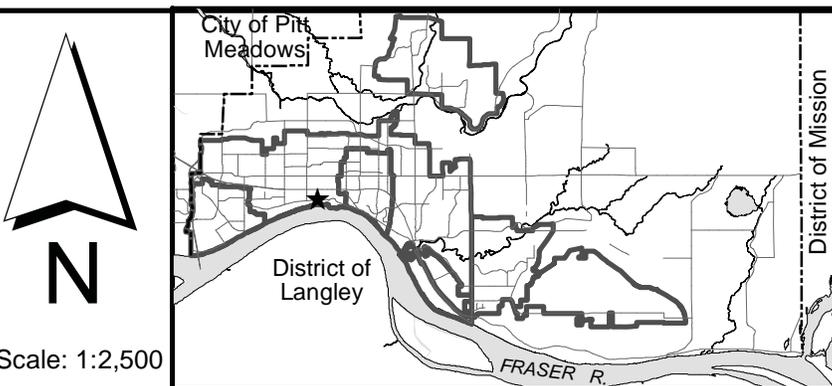
Concurrence: Paul Gill, BBA, CPA, CGA
Chief Administrative Officer

The following appendices are attached hereto:

- Appendix A – Subject Map
- Appendix B – Ortho Map
- Appendix C – Zone Amending Bylaw No. 7516-2018
- Appendix D – Proposed Subdivision Plan



Aerial Imagery from the Spring of 2016



21759 RIVER RD

PLANNING DEPARTMENT



mapleridge.ca

FILE: 2018-444-RZ
DATE: Nov 8, 2018

BY: RA



MAPLE RIDGE ZONE AMENDING

Bylaw No. 7516-2018

Map No. 1782

From: RS-1 (One Family Urban Residential)

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

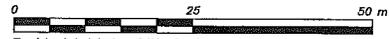


SCALE 1:2,500

SUBDIVISION PLAN OF LOT 88 DISTRICT LOT 247 GROUP 1 NEW WESTMINSTER DISTRICT PLAN 32510

Plan EPP87143

BCGS 92G.027



The intended plot size of this plan is 580 mm in width by 432 mm in height (0.522) when plotted at a scale of 1:500

Integrated Survey Area No. 36, Maple Ridge, NAD83 (CSRS), 4.0.0.BC.1.GVRD

Grid bearings are derived from observations between geodetic control monuments 02H2449 and 85H0765.

The UTM coordinates and estimated horizontal positional accuracy achieved are derived from the MASCOT published coordinates and standard deviations for geodetic control monuments 02H2449 and 85H0765.

This plan shows horizontal ground-level distances unless otherwise specified. To compute grid distances, multiply ground-level distances by the average combined factor of 0.9996069 which has been derived from geodetic control monument 02H2449.

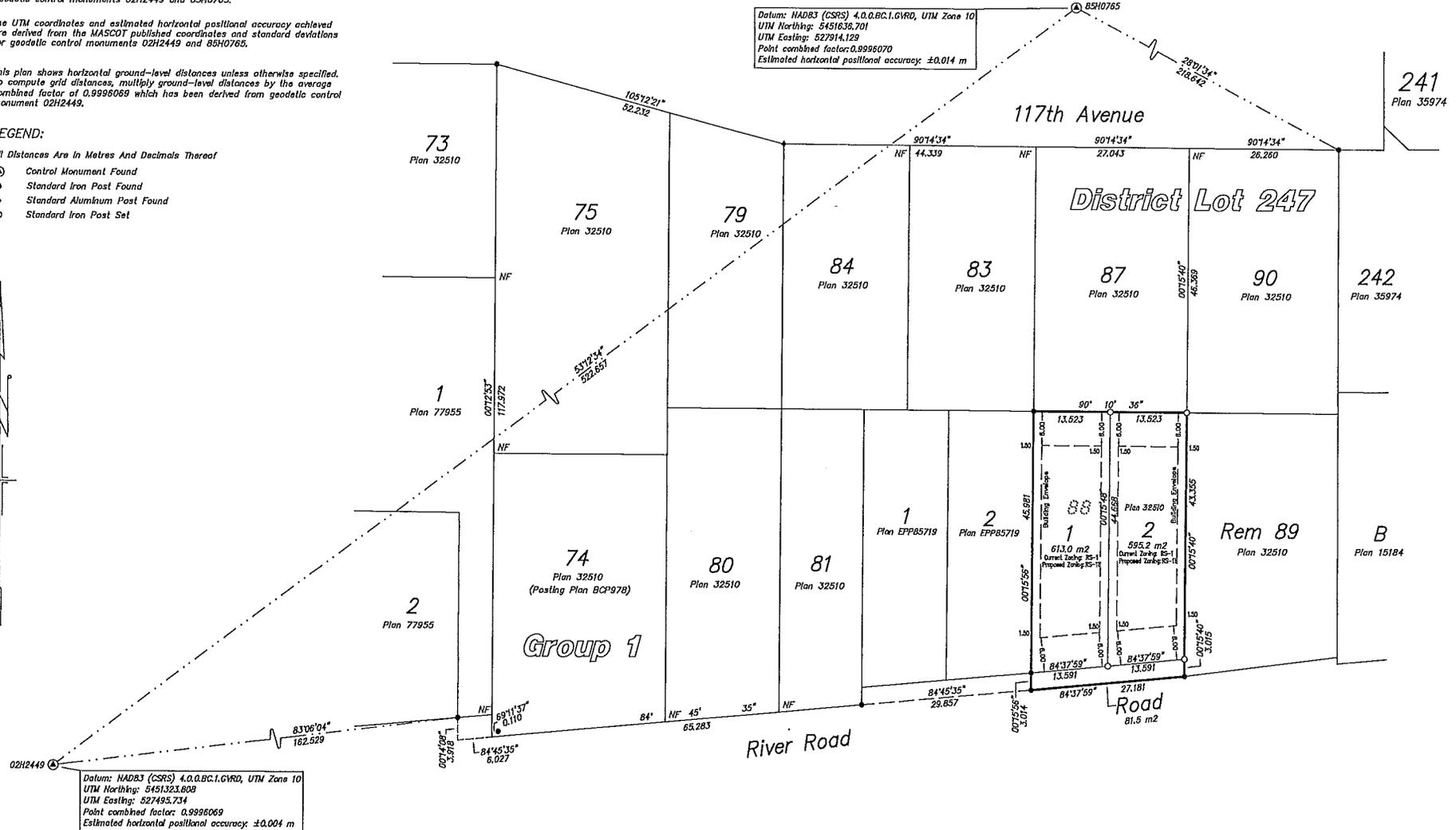
LEGEND:

All Distances Are In Metres And Decimals Thereof

- ⊕ Control Monument Found
- Standard Iron Post Found
- ⬤ Standard Aluminium Post Found
- Standard Iron Post Set



Datum: NAD83 (CSRS) 4.0.0.BC.1.GVRD, UTM Zone 10
 UTM Northing: 5451636.701
 UTM Easting: 527914.129
 Point combined factor: 0.9996070
 Estimated horizontal positional accuracy: ±0.014 m



Datum: NAD83 (CSRS) 4.0.0.BC.1.GVRD, UTM Zone 10
 UTM Northing: 5451323.808
 UTM Easting: 527495.734
 Point combined factor: 0.9996069
 Estimated horizontal positional accuracy: ±0.004 m

This plan lies within the jurisdiction of the Approving Officer for The City of Maple Ridge

This plan lies within the Metro Vancouver Regional District

The field survey represented by this plan was completed on the 19th day of February, 2018
 Mike Bernemann, BCLS 793

PRELIMINARY

City of Maple Ridge

TO: His Worship Mayor Michael Morden
and Members of Council
FROM: Chief Administrative Officer
SUBJECT: First Reading
Zone Amending Bylaw No. 7522-2018
11310 Kingston Street

MEETING DATE: December 4, 2018
FILE NO: 2018-458-RZ
MEETING: C o W

EXECUTIVE SUMMARY:

An application has been received to rezone the subject property from RS-3 (One Family Rural Residential) to M-3 (Business Park). The development proposal is to create a campus style business park with 7 buildings, habitat restoration, and trail development. The plan includes road dedication to provide a north-south connecting link between Wharf Street and Kingston Street.

The subject property is designated Maple Meadows Business Park Industrial in the Hammond Area Plan. To proceed further with this application additional information is required as outlined below.

RECOMMENDATIONS:

That Zone Amending Bylaw No. 7522-2018 be given first reading; and

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

DISCUSSION:

a) Background Context:

Applicant: AD Hazelwood Development

Legal Description: Lot 2, District Lot 280, Plan BCP50883

OCP:

Existing: MMBP (Maple Meadows Business Park)
Proposed: Maple Meadows Business Park

Zoning:

Existing: RS-3 (One Family Rural Residential)
Proposed: M-3 (Business Park)

Surrounding Uses:

North: Use: Business Park
Zone: M-3 Business Park
Designation: Maple Meadows Business Park

South:	Use:	13 properties, 12 single family, 1 light industrial
	Zone:	RS-3 One Family Rural Residential and M-2 General Industrial
	Designation:	Maple Meadows Business Park
East:	Use:	Single Family
	Zone:	RS-1 One Family Urban Residential
	Designation:	Single Family and Compact Residential
West:	Use:	Vacant (transected by Golden Ears Way)
	Zone:	RS-3 One Family Rural Residential
	Designation:	Maple Meadows Business Park

Existing Use of Property:	Vacant
Proposed Use of Property:	Business Park
Site Area:	16.6 HA. (41.0 acres)
Access:	Kingston Street.
Servicing requirement:	Urban Standard

b) Site Characteristics:

Located in South West Maple Ridge, the irregular shaped subject site (Appendix A) is strategically located for industrial development. It is situated near the Golden Ears Bridge and is within the 200-year flood plain of the Fraser River, making it subject to flood construction levels for industrial development.

Since 2007, there has been interest in developing this site in accordance with its industrial land use designation. A previous TransLink application for a combined bus fleet overhaul facility and heavy equipment training facility (RZ/057/07) pertained to the southern part of the subject site. Preliminary site preparation in support of this work included the placement of a significant amount of fill. However, this earlier application was withdrawn in 2009.

In 2012, the current property owner applied to rezone the subject property for business park purposes, but the application (2012-031-RZ) expired prior to receiving final approval. Considerable work was carried out as the application progressed, including habitat protection measures, multi-modal trail development, and traffic impact assessments. Road dedication and off site works to improve local access and alleviate traffic congestion were included in the development details.

The 2017 decision to remove tolls from the Golden Ears Bridge has generated significantly greater regional traffic volumes than originally anticipated in the previous applications. The applicant has provided a revised transportation impact assessment in support of this current proposal. The report identifies transportation options for off site works to attain desired outcomes for local traffic circulation. This work is currently being reviewed by the Engineering Department.

c) Project Description:

This proposal to rezone the subject site to M-3 (Business Park zone), utilizes a great deal of the work of the previous expired application 2012-031-RZ. This earlier work involved public input, and professional consultant services to create a development plan with multi-purpose trails, watercourse protection measures, stormwater management and road dedication. In addition to providing a pleasant business park work environment, this development plan aimed to provide multi-faceted community benefits for the local economy, the environment, and neighbourhood connectivity.

This more recent proposal builds on this previous work of habitat restoration and trail development to create a campus style business park composed of 7 buildings. Five of these structures will be constructed as multi-tenanted spaces and 2 will be developed as build to suit for specific business needs. The applicant has provided a design rationale and a preliminary site plan, which are attached as Appendix C.

The project includes road dedication along the western perimeter of the site, connecting with Wharf Street to its south, and aligning with Kingston Street to the north of the site.

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

d) Planning Analysis:

Official Community Plan:

The development site is located within the Hammond Area Plan and is designated Maple Meadows Business Park. The proposed land use aligns well with this designation. There are environmentally sensitive areas within the site. Although these areas would normally be dedicated as conservation, an amendment to the Official Community Plan may not be required as these areas may be protected through a conservation covenant.

Hammond Area Plan:

The Hammond Area Plan recognizes the subject property as key to transportation planning in South West Maple Ridge and to the regional highway network due to its location near Lougheed Highway and the Golden Ears Bridge, and states:

When the undeveloped lands to the south of 113b Avenue eventually develop, an alternative access to the area will be required. This will be particularly beneficial for emergency access.

The Plan also notes the importance of the site for fostering multi-modal transportation options, as follows:

As the Business Park continues to develop (particularly to the south) and redevelop, opportunities will be identified for creating linkages, where appropriate, for pedestrian and bicycle activity.

For these reasons, the applicant has engaged in preliminary meetings with the Planning and Engineering Departments to ascertain preliminary concerns.

Zoning Bylaw:

The current application proposes to rezone the property located at 11310 Kingston Street from RS-3 (One Family Rural Residential) to M-3 (Business Park) to permit Business Park Development. The minimum lot size for the current RS-3 One Family Rural Residential zone is 8000 m², and the minimum lot size for the proposed M-3 (Business Park) zone is 2000 m². Any variations from the requirements of the proposed zone will require a Development Variance Permit application.

The proposed M-3 (Business Park zone) allows maximum lot coverage of 60% of the site and a maximum height of buildings to be 15.0 metres. The required front yard setback is 6.0 meters; rear yard setback is 3.0 meters; exterior side yard setback is 4.5 metres and the interior side yard setback is 1.5 meters. Any variations from the requirements of the proposed zone will require a Development Variance Permit application. This will be determined before the Second Reading report is brought forth for Council consideration.

Development Permits:

The subject property is within the Hammond Area Plan. Policy 3-38 of the Hammond Area Plan states the following:

Lands within the Maple Meadows Business Park designation will be subject to existing policies to regulate Business Parks with the Maple Ridge Official Community Plan.

As outlined in this policy, Section 8.6 of the Official Community Plan will provide the guidelines for the required Industrial Development Permit application to ensure that the form and character of the current proposal meets the needs of industry, through attractive design that is compatible with adjacent development.

Pursuant to Section 8.9 of the Official Community Plan, a Watercourse Protection Development Permit application is also required to ensure the preservation, protection, restoration and enhancement of watercourse and riparian areas.

Advisory Design Panel:

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

Development Information Meeting:

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

e) Interdepartmental Implications:

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

- a) Engineering Department;
- b) Operations Department;
- c) Fire Department;
- d) Building Department;
- e) Parks Department;
- f) Ministry of Transportation and Infrastructure;
- g) Fisheries & Oceans Canada;
- h) Ministry of Environment; and

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

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

f) Early and Ongoing Consultation:

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

g) Development Applications:

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

1. A complete Rezoning Application (Schedule C);
2. An Industrial Area Development Permit Application (Schedule D);
3. A Development Variance Permit (Schedule E);
4. A Watercourse Protection Development Permit Application (Schedule F);

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

CONCLUSION:

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

The proposed layout has not been reviewed in relation to the relevant bylaws and regulations governing subdivision applications. Any subdivision layout provided is strictly preliminary and must be approved by the City of Maple Ridge’s Approving Officer.

“Original signed by Diana Hall”

**Prepared by: Diana Hall, MA, MCIP, RPP
Planner 2**

“Original signed by Christine Carter”

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

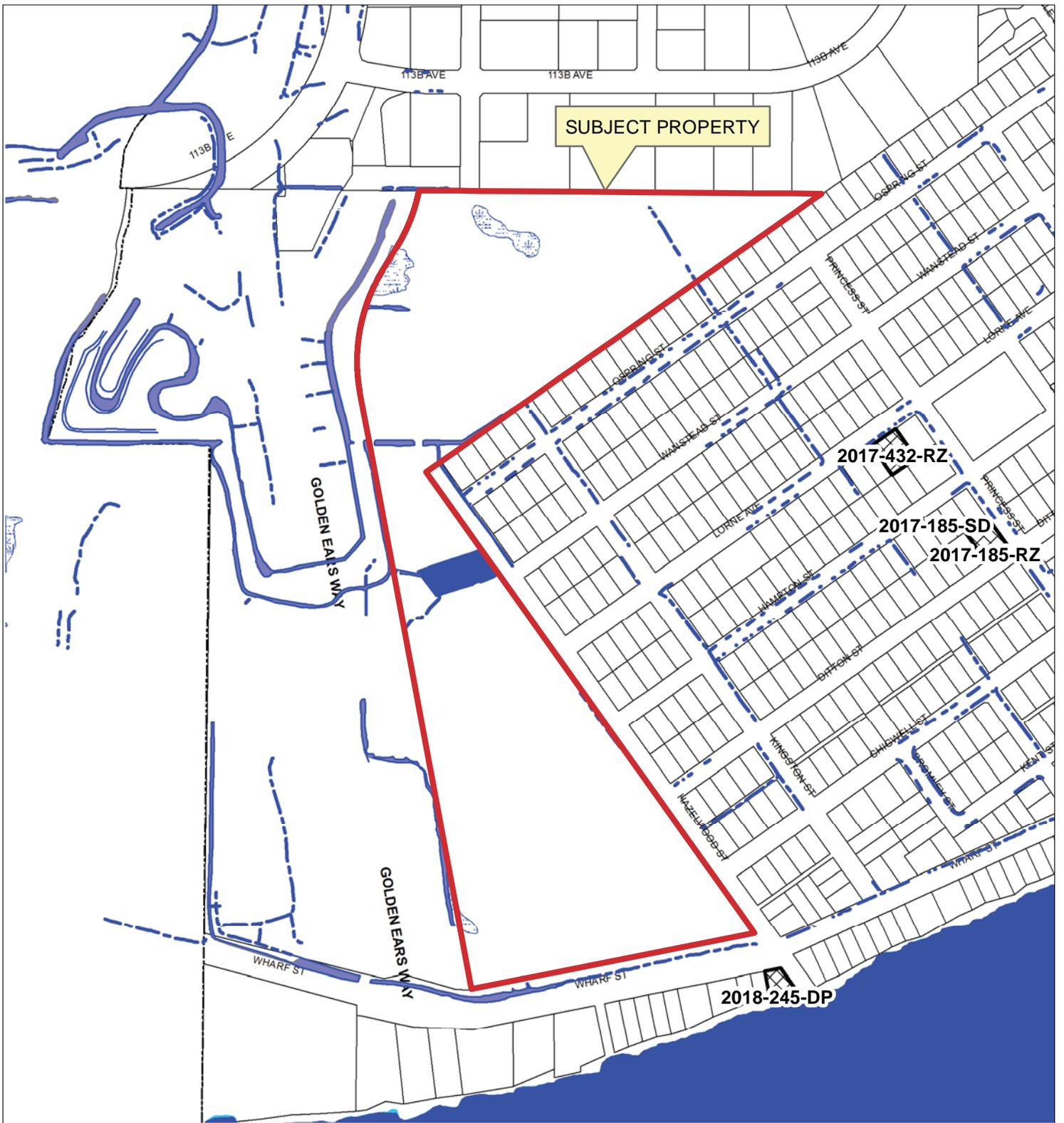
“Original signed by Frank Quinn”

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

“Original signed by Paul Gill”

**Concurrence: Paul Gill, BBA, 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. 7522-2018
Appendix D – Design Rationale and Proposed Site Plan



Scale: 1:5,500

Legend

-  Canal Edge
-  Ditch Centreline
-  Edge of River
-  Edge of Marsh
-  Canal
-  Lake or Reservoir
-  Marsh
-  River
-  Major Rivers & Lakes

11310 KINGSTON ST

PLANNING DEPARTMENT



mapleridge.ca

FILE: 2018-458-RZ
DATE: Nov 6, 2018

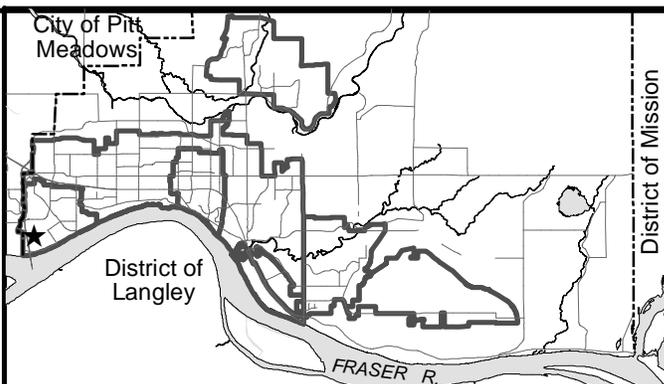
BY: RA



Aerial Imagery from the Spring of 2016



Scale: 1:5,500



11310 KINGSTON ST

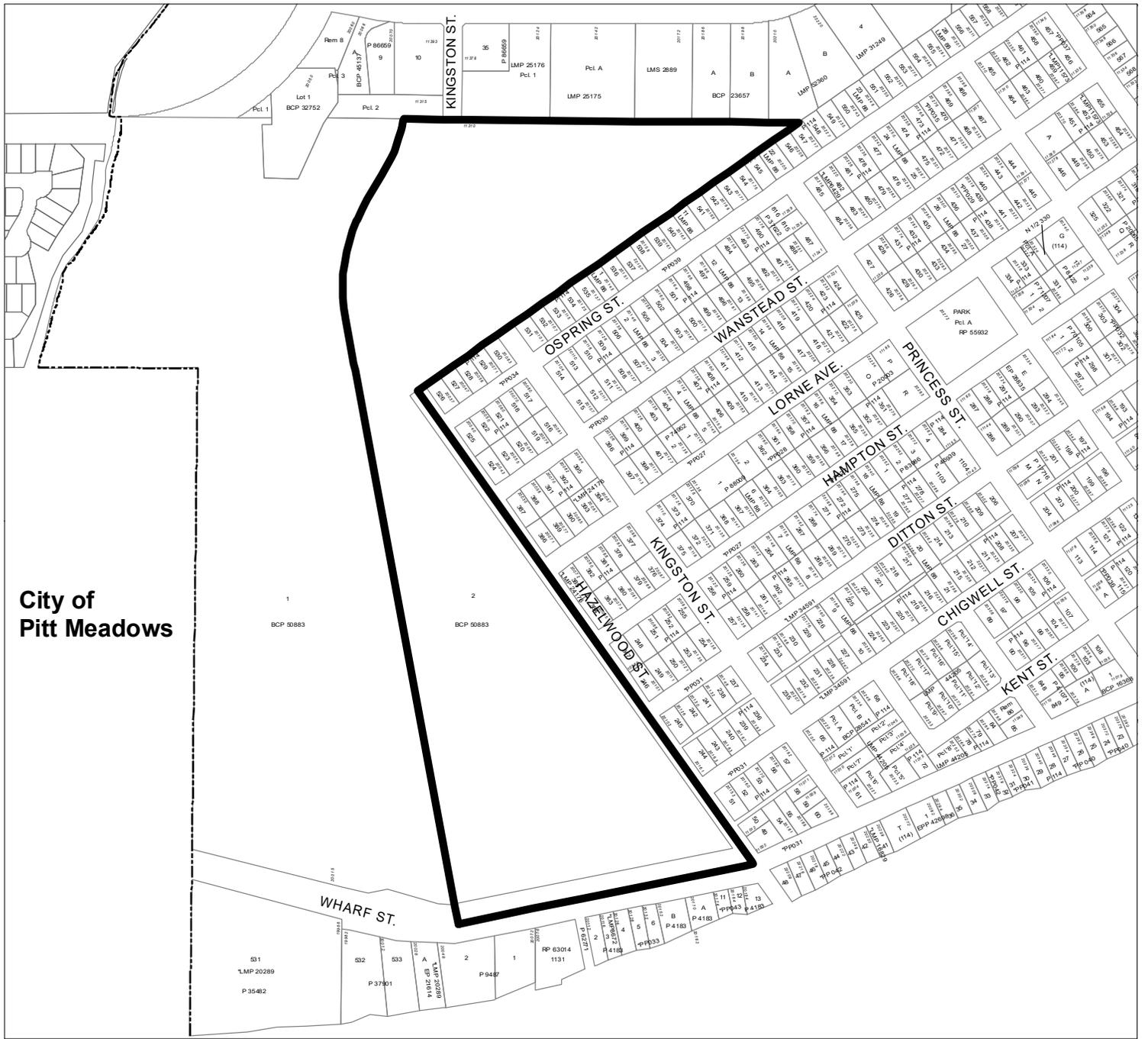
PLANNING DEPARTMENT



mapleridge.ca

FILE: 2018-458-RZ
DATE: Nov 6, 2018

BY: RA



City of
Pitt Meadows

MAPLE RIDGE ZONE AMENDING

Bylaw No. 7522-2018
 Map No. 1787
 From: RS-3 (One Family Rural Residential)
 To: M-3 (Business Park)



SCALE 1:6,000

HAZELWOOD

Design Rationale

The current site plan for the Hazelwood development builds on the work previously reviewed by the City of Maple Ridge planning staff and provides a flexible mix of industrial buildings of varying size and configuration. The site is naturally divided into two triangular parcels. The North Triangle and the South Triangle. Significant riparian areas are provided to the North, South and Western edges of the South Triangle and the Eastern corner of the North Triangle. A pedestrian network weaves its way through these riparian areas providing strong linkages and pedestrian connections with the nearby residential areas to the east of the site as well as providing a natural amenity for the employees in the industrial buildings. The north and south triangle are divided by a S.R.W which provides an additional opportunity for a watercourse and further pedestrian connections. Similarly, a S.R.W that bisects the north triangle provides a logical extension of the pedestrian path system from Kingston Street in the South, through the residential neighbourhood to northern extremity of the development. Dedicated parking for the trail network is provided at the northern end of the site on the western side of the new street.

The plan envisages 7 buildings in total including three (3) large bay multi-tenant buildings, two (2) small bay multi-tenant industrial buildings and two (2) build-to-suit buildings. The large bay multi tenant buildings are located at the South end of the South triangle and range in size from 95,052 SF to 168,317 SF. They offer a flexible layout that could facilitate potential purchasers/tenants occupying either a single bay or an entire building. These buildings are arranged parallel to Wharf Street and offer separate access and circulation for passenger vehicles and trucks to minimise conflict between these two disparate functions. The southern most building is oriented such that the front of the building (which will be glazed and animated) is facing the street and will contribute positively to the pedestrian trail network on this frontage. The west end of these building will also be highly articulated to offer a similar experience along the new street which they will face. Each building will be mirrored about a shared loading court that will be screened from both Hazelwood street to the East and the new street to the West. The large bay buildings will offer both dock loading (capable of accommodating WB-20 tractor trailers) as well as grade door loading in each bay.

The small bay multi-tenant buildings range in size from 23,396 SF to 40,574 SF and are located at the Northern end of the South Triangle. They offer a similar degree of flexibility as the large bay buildings but provide an opportunity for small scale purchasers/tenants to enter the market. These buildings will be provided with grade loading only.

The North triangle is occupied by two single user build-to-suit buildings and are separated by the S.R.W. that bisects this portion of the site. In a similar fashion to the multi-tenant buildings, the plan separates passenger vehicles from trucks to avoid conflicts.

The site will be planned with extensive landscape screening, street trees and landscaped parking islands to create a positive and healthy environment for both employees and local residents that is conducive to lunch time strolls and week-end outings.

The site plan is generally consistent with the M-3 business park zone and the official community plan. That said, a height variance from 15m to 20m is requested to offer greater flexibility in catering to wider range of potential users.

ZONING SUMMARY:

PROJECT ADDRESS:
11055 Hazelwood Street, Maple Ridge, BC

LEGAL DESCRIPTION: TBA

Required Building Setbacks:

Front Yard Setback:	Proposed: 6m	Required: 6m
Interior Side Yard Setback:	Proposed: 2.2m	Required: 1.5m
Exterior Side Yard Setback:	Proposed: 37.5m	Required: 4.5m
Rear Yard Setback:	Proposed: 10.3m	Required: 3m/6m*

Required Landscape Setbacks:

Front Yard Setback:	Required: 3m
Interior Side Yard Setback:	Required: 2m/5m*
Exterior Side Yard Setback:	Required: 3m
Rear Yard Setback:	Required: 2m/5m*

EASEMENTS: TBA
 AUTHORITY: City of Maple Ridge
 ZONE: M-3
 USES: Industrial/Office

Property Area Schedule

Density (FSR):	Proposed: 0.48	Allowed: n/a
Lot Coverage:	Proposed: 43%	Allowed: 60%
Height:	Proposed: 20m	Allowed: 15m

Area Summary - By Level

Level	Area (SF)	Area (SM)
Level 1	770549 SF	71624 m ²
Level 2	83369 SF	7745 m ²
	854318 SF	79369 m ²

Area Summary - By Occupancy

Occupancy	Area (SF)	Area (SM)
Office	96519 SF	8967 m ²
Wholesale	757799 SF	70402 m ²
	854318 SF	79369 m ²

Parking Required

Occupancy (SF)	Area	Parking Req'd Factor (1/Area)	Spaces
Office	96,520	430	224.5
Wholesale	757,800	2,002	378.5
	854,320		603.0

Parking Provided

Parking Space: 6'-2" X 18'	665
	665

Loading Provided

Grade Bay: 13' x 30'	58
Dock Bay: 15' x 55'	80
	138

Note: Not all truck movements to all dock positions may be possible with truck and/or trailers parked in all bays

TAYLOR KURTZ
ARCHITECTURE + DESIGN

Hazelwood Masterplan
11055 Hazelwood St

Site Plan
PLOT DATE: 08/31/2018 1:54:51 PM

A100



1 Site Plan
1" = 100'-0"

TO: His Worship Mayor Michael Morden
and Members of Council

MEETING DATE: December 4, 2018

FILE NO: 11-5245-20-2012-119
06-2240-20 & 11-5245-20-1156

FROM: Chief Administrative Officer

MEETING: COW

SUBJECT: Latecomer Agreement LC 162/18

EXECUTIVE SUMMARY:

The lands at 24086 and 24108 104 Avenue are currently under development. Part of the development servicing is considered to be excess or extended servicing in accordance with the Local Government Act that benefits adjacent properties. Latecomer Agreement LC 162/18 provides the municipality's assessment of the attribution of the costs of the excess or extended servicing to the benefiting lands.

The developers have the opportunity to recover costs for service capacity over and above that required for their specific development should development occur on those parcels identified in Schedule A. Cost recovery may also be possible where a property connects to the Latecomer-eligible utility.

RECOMMENDATION:

That the cost to provide the excess or extended services at 24086 and 24108 104 Avenue 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 developed; and

That Latecomer Charges be imposed for such excess or extended services on the parcels and in the amounts as set out in Schedule A; and further

That the Corporate Officer be authorized to sign and seal Latecomer Agreement LC 162/18 with the developers of the lands at 24086 and 24108 104 Avenue.

DISCUSSION:

a) Background Context:

The lands at 24086 and 24108 104 Avenue are currently under development. Part of the development servicing is considered to be excess or extended servicing in accordance with the Local Government Act that benefits adjacent properties. The attached map identifies the lands which are involved in the development and those which will benefit from the excess or extended services. The cost breakdown for each excess or extended service is shown on attached Schedule A.

In addition, a copy of Latecomer Agreement LC 162/18 is also attached for information purposes.

b) Policy Implications:

Part 14, Division 11, of the Local Government Act provides that where a developer pays all or part of the cost of excess or extended services, the municipality shall determine the proportion of the cost of the service which constitutes excess or extended service and determine the proportion of the cost of the service to be attributed to parcels of land which the municipality considers will benefit from the service. Latecomer Agreement LC 162/18 will provide such determination.

CONCLUSION:

A developer has provided certain services in support of the development of lands at 24086 and 24108 104 Avenue. Some of the services benefit adjacent lands therefore, it is appropriate to impose Latecomer Charges on the benefitting lands. Latecomer Agreement LC 162/18 summarizes the municipality's determination of benefitting lands and cost attribution and also establishes the term over which such Latecomer Charges will be applied.

"Original signed by Mike Canning"

Prepared by: Mike Canning, PEng.
Manager of Infrastructure Development

"Original signed by David Pollock"

Reviewed by: David Pollock, PEng.
Municipal Engineer

"Original signed by Frank Quinn"

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

"Original signed by Paul Gill"

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

Attachments:

- (A) Schedule A
- (B) Benefitting Property Map
- (C) Latecomer Agreement

Schedule A

TYPE OF EXCESS OR EXTENDED SERVICE

1. EXTENDED NOMINAL SERVICE

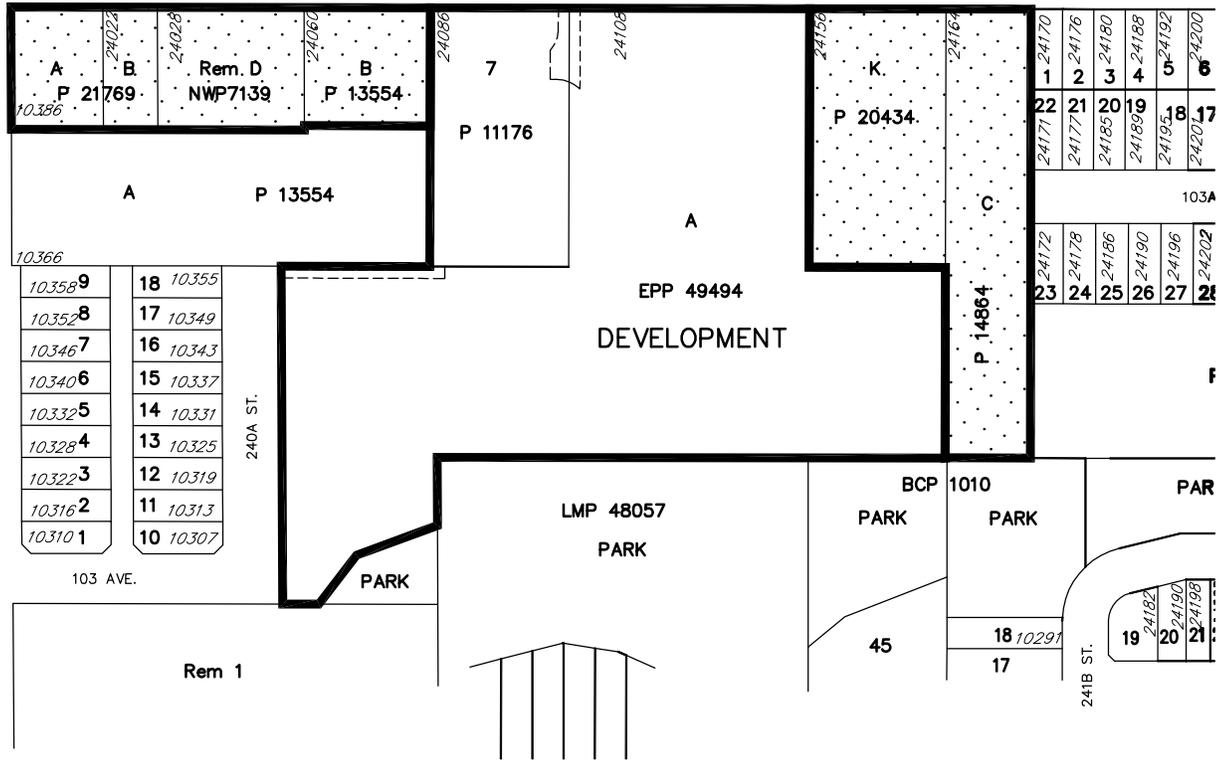
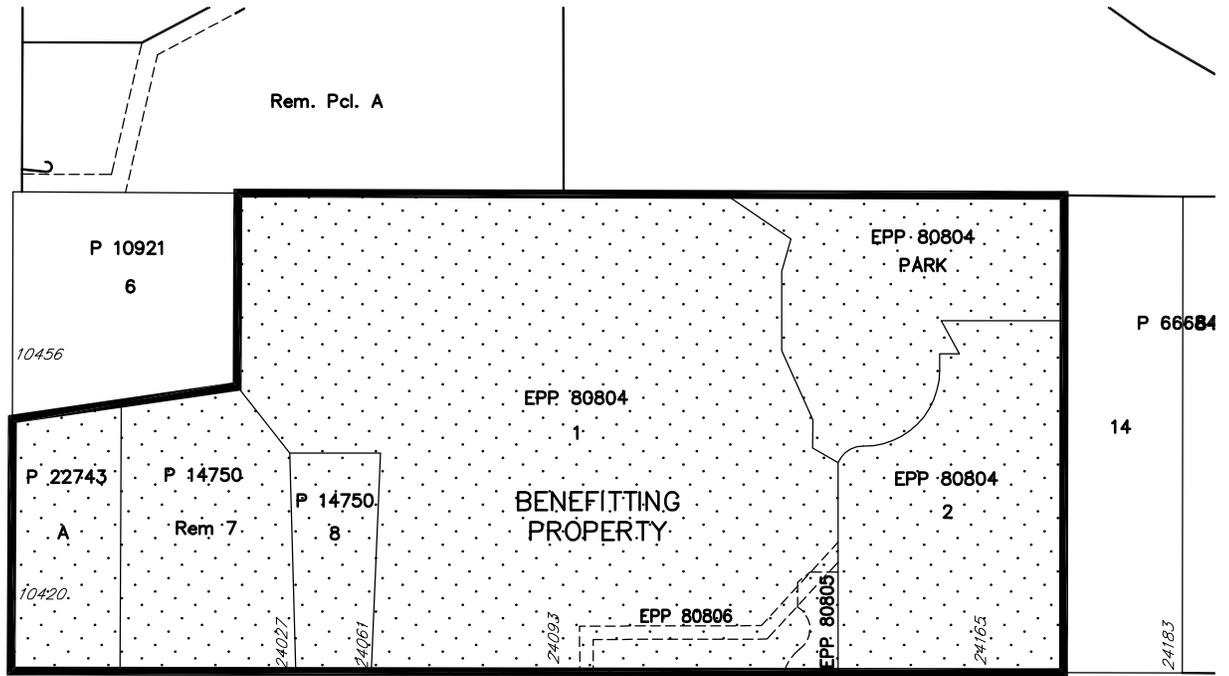
Service	Total Number of Equivalent Development Units (EDU)	Total Cost Of Benefit	Cost Per EDU	EDU's On Benefiting Property	Benefit Attributed By Property Excluding Development
Road	520	\$212,558.00	\$408.77	14	Rem. Lot 7, P14750 RN 84325-0100-1 1 x \$5,723.00
				25	Lot 8, P14750 RN 84325-0200-5 1 x \$10,219.00
				157	Lot 1, EPP80804 RN 84323-1001-0 1 x \$64,176.00
				64	Lot 2, EPP80804 RN 84323-1002-0 1 x \$26,161.00
				17	Rem Lot D, RP7139 RN 84307-0000-6 1 x \$6,949.00
				42	Lot B, P13554 RN 84310-0000-4 1 x \$17,168.00
				45	Lot K, P20434 RN 84306-0200-8 1 x \$18,394.00
				28	Lot C, P14864 RN 84312-0100-9 1 x \$11,446.00
Storm Sewer	219	\$54,554.00	\$249.11	31	Lot 2, EPP80804 RN 84323-1002-0 1 x \$7,722.00

Service	Total Number of Equivalent Development Units (EDU)	Total Cost Of Benefit	Cost Per EDU	EDU's On Benefiting Property	Benefit Attributed By Property Excluding Development
Watermain	536	\$120,471.00	\$224.76	36	Lot A, P22743 RN 84325-0101-3 1 x \$8,090.00
				59	Rem. Lot 7, P14750 RN 84325-0100-1 1 x \$13,261.00
				25	Lot 8, P14750 RN 84325-0200-5 1 x \$5,619.00
				148	Lot 1, EPP80804 RN 84323-1001-0 1 x \$33,264.00
				30	Lot A, P21769 RN 84307-0200-3 1 x \$6,743.00
				18	Lot B, P21769 RN 84307-0300-7 1 x \$4,046.00
				49	Rem Lot D, RP7139 RN 84307-0000-6 1 x \$11,013.00
				43	Lot B, P13554 RN 84310-0000-4 1 x \$9,665.00

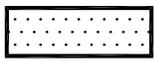
A total of all of the aforementioned services for each property is as follows:

Lot A, Section 10, Township 12, NWP 22743 RN 84325-0101-3	\$8,090.00
Rem Lot 7, Sec. 10, Twp 12, NWP 14750 RN 84325-0100-1	\$18,984.00
Lot 8, Sec. 10, Twp 12, NWP 14750 RN 84325-0200-5	\$15,838.00
Lot 1, Sec. 10, Twp 12, EPP 80804 RN 84323-1001-0	\$97,440.00
Lot 2, Sec. 10, Twp 12, EPP 80804 RN 84323-1002-0	\$33,883.00

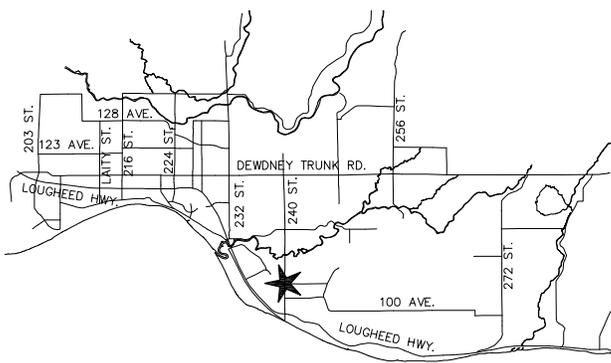
Lot A, Sec. 3, Twp 12, NWP 21769 RN 84307-0200-3	\$6,743.00
Lot B, Sec. 3, Twp 12, NWP 21769 RN 84307-0300-7	\$4,046.00
Rem Lot D, RP7139, Sec. 3, Twp 12, NWD RN 84307-0000-6	\$17,962.00
Lot B, Sec. 3, Twp 12, NWP 13554 RN 84310-0000-4	\$26,833.00
Lot K, Sec. 3, Twp 12, NWP 20434 RN 84306-0200-8	\$18,394.00
Lot C, Sec. 3, Twp 12, NWP 14864 RN 84312-0100-9	\$11,446.00



DEVELOPMENT BOUNDARY



BENEFITTING PROPERTIES



SCALE:
N.T.S.



CORPORATION OF THE
DISTRICT OF MAPLE RIDGE
ENGINEERING
DEPARTMENT

5245-20-1156
5245-20-2012-119
LC 162/18

DATE: NOV 2018

FILE/DWG No LC162-2018

F. The City has determined that:

Lot A, Section 10, Twp 12, NWP 22743
Rem Lot 7, Sec. 10, Twp 12, NWP 14750
Lot 8, Sec. 10, Twp 12, NWP 14750
Lot 1, Sec. 10, Twp 12, EPP 80804
Lot 2, Sec. 10, Twp 12, EPP 80804
Lot A, Sec. 3, Twp 12, NWP 21769
Lot B, Sec. 3, Twp 12, NWP 21769
Rem Lot D, RP7139, Sec. 3, Twp 12, NWD
Lot B, Sec. 3, Twp 12, NWP 13554
Lot K, Sec. 3, Twp 12, NWP 20434
Lot C, Sec. 3, Twp 12, NWP 14864

(the “Benefitting Lands”) will benefit from the Extended Services;

G. The City has imposed as a condition of the owner of the Benefitting Lands connecting to or using the Extended Services, a charge (the “Latecomer Charge”) on the Benefitting Lands in the following amounts:

Lot A, Section 10, Twp 12, NWP 22743
RN 84325-0101-3

- \$8,090.00 for use of the watermain on 104 Avenue

Rem Lot 7, Sec. 10, Twp 12, NWP 14750
RN 84325-0100-1

- \$5,723.00 for use of the road on 104 Avenue other than for access to the existing single-family dwelling
- \$13,261 for use of the watermain on 104 Avenue other than the existing single-family house connection

Lot 8, Sec. 10, Twp 12, NWP 14750
RN 84325-0200-5

- \$10,219.00 for use of the road on 104 Avenue other than for access to the existing single-family dwelling
- \$5,619.00 for use of the watermain on 104 Avenue other than the existing single-family house connection

Lot 1, Sec. 10, Twp 12, EPP 80804
RN 84323-1001-0

- \$64,176.00 for use of the road on 104 Avenue
- \$33,264.00 for use of the watermain on 104 Avenue

Lot 2, Sec. 10, Twp 12, EPP 80804
RN 84323-1002-0

- \$26,161.00 for use of the road on 104 Avenue
- \$7,722.00 for use of the storm sewer on 104 Avenue

Lot A, Sec. 3, Twp 12, NWP 21769
RN 84307-0200-3

- \$6,743.00 for use of the watermain on 104 Avenue

Lot B, Sec. 3, Twp 12, NWP 21769
RN 84307-0300-7

- \$4,046.00 for use of the watermain on 104 Avenue

Rem Lot D, RP7139, Sec. 3, Twp 12, NWD
RN 84307-0000-6

- \$6,949.00 for use of the road on 104 Avenue
- \$11,013.00 for use of the watermain on 104 Avenue

Lot B, Sec. 3, Twp 12, NWP 13554
RN 84310-0000-4

- \$17,168.00 for use of the road on 104 Avenue
- \$9,665.00 for use of the watermain on 104 Avenue

Lot K, Sec. 3, Twp 12, NWP 20434
RN 84306-0200-8

- \$18,394.00 for use of the road on 104 Avenue other than for access to the existing single family dwelling

Lot C, Sec. 3, Twp 12, NWP 14864
RN 84312-0100-9

- \$11,446.00 for use of the road on 104 Avenue other than for access to the existing single family dwelling

plus interest calculated annually from the date of completion of the Extended Services as certified by the General Manager Public Works & Development Services of the City (the "Completion Date") to the date of connection of the Benefitting Lands to the Extended Services;

- H. The Latecomer Charge when paid by the owner of the Benefitting Lands and collected by the City shall pursuant to Section 508 (2) of the Local Government Act R.S.B.C. 2015, c.1 be paid to the Developers as provided for in this Agreement.

NOW THEREFORE AS AUTHORIZED BY Section 505 (5) of the Local Government Act R.S.B.C 2015, c.1, the parties hereto agree as follows:

1. The Latecomer Charge, if paid by the owner of the Benefitting Lands and collected by the City within fifteen (15) years of the Completion Date shall be paid to the Developers and in such case payment will be made within 30 days of the next June 30th or December 31st that follows the date on which the Latecomer Charge was collected by the City.

2. This Agreement shall expire and shall be of no further force and effect for any purpose on the earlier of the payment of the Latecomer Charge by the City to the Developers, or fifteen (15) years from the Completion Date, and thereafter the City shall be forever fully released and wholly discharged from any and all liability and obligations herein, or howsoever arising pertaining to the Latecomer Charge, and whether arising before or after the expiry of this Agreement.

3. The Developers represent and warrant to the City that the Developers have not received, claimed, demanded or collected money or any other consideration from the owner of the Benefitting Lands for the provision, or expectation of the provision of the Extended Services, other than as contemplated and as provided for herein; and further represent and warrant that they have not entered into any agreement with the owner of the Benefitting Lands for consideration in any way related to or connected directly or indirectly with the provision of the Extended Services. The representations and warranties of the Developers herein shall, notwithstanding Item 2 of this Agreement, survive the expiry of this Agreement.

4. The Developers (if more than one corporate body or person) hereby agree that the City shall remit the Latecomer Charge to each corporate body or person in equal shares.

5. If the Developer is a sole corporate body or person, the City shall remit the Latecomer Charge to the said sole corporate body or person, with a copy to the following (name and address of director of corporate body, accountant, lawyer, etc.):

6. In the event that the Developer is not the owner of the said lands, the owner shall hereby grant, assign, transfer and set over unto the Developer, his heirs and assigns, all rights, title and interest under this Agreement.

IN WITNESS WHEREOF the parties hereto have hereunto affixed their respective Corporate Seals, attested by the hands of their respective officers duly authorized in that behalf, the day and year first above written.

DEVELOPER

Developer - Authorized Signatory

Developer - Authorized Signatory

CITY OF MAPLE RIDGE

Corporate Officer - Authorized Signatory

TO: His Worship Mayor Michael Morden
and Members of Council

MEETING DATE: December 4, 2018

FILE NO: 11-5245-2013-086
06-2240-20 & 11-5245-2017-169

FROM: Chief Administrative Officer

MEETING: COW

SUBJECT: Latecomer Agreement LC 163/18

EXECUTIVE SUMMARY:

The lands at 13660, 13702 and 13738 232 Street have been subdivided. Part of the subdivision servicing is considered to be excess or extended servicing in accordance with the Local Government Act that benefits adjacent properties. Latecomer Agreement LC 163/18 provides the municipality's assessment of the attribution of the costs of the excess or extended servicing to the benefiting lands.

The developers have the opportunity to recover costs for service capacity over and above that required for their specific development should development occur on those parcels identified in Schedule A. Cost recovery may also be possible where a property connects to the Latecomer-eligible utility.

RECOMMENDATION:

That the cost to provide the excess or extended services at 13660, 13702 and 13738 232 Street 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

That Latecomer Charges be imposed for such excess or extended services on the parcels and in the amounts as set out in Schedule A; and further

That the Corporate Officer be authorized to sign and seal Latecomer Agreement LC 163/18 with the subdivider of the lands at 13660, 13702 and 13738 232 Street .

DISCUSSION:

a) Background Context:

The lands at 13660, 13702 and 13738 232 Street have been subdivided. Part of the subdivision servicing is considered to be excess or extended servicing in accordance with the Local Government Act that benefits adjacent properties. The attached map identifies the lands which are involved in the subdivision and those which will benefit from the excess or extended services. The cost breakdown for each excess or extended service is shown on attached Schedule A.

In addition, a copy Latecomer Agreement LC 163/18 is also attached for information purposes.

b) Policy Implications:

Part 14, Division 11, of the Local Government Act provides that where a developer pays all or part of the cost of excess or extended services, the municipality shall determine the proportion of the cost of the service which constitutes excess or extended service and determine the proportion of the cost of the service to be attributed to parcels of land which the municipality considers will benefit from the service. Latecomer Agreement LC 163/18 will provide such determination for Subdivision 2017-169-SD.

CONCLUSION:

A developer has provided certain services in support of Subdivision 2017-169-SD. Some of the services benefit adjacent lands therefore, it is appropriate to impose Latecomer Charges on the benefitting lands. Latecomer Agreement LC 163/18 summarizes the municipality's determination of benefitting lands and cost attribution and also establishes the term over which such Latecomer Charges will be applied.

"Original signed by Mike Canning"

Prepared by: Mike Canning, PEng.
Manager of Infrastructure Development

"Original signed by David Pollock"

Reviewed by: David Pollock, PEng.
Municipal Engineer

"Original signed by Frank Quinn"

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

"Original signed by Paul Gill"

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

Attachments:

- (A) Schedule A
- (B) Benefitting Property Map
- (C) Latecomer Agreement

Schedule A

TYPE OF EXCESS OR EXTENDED SERVICE

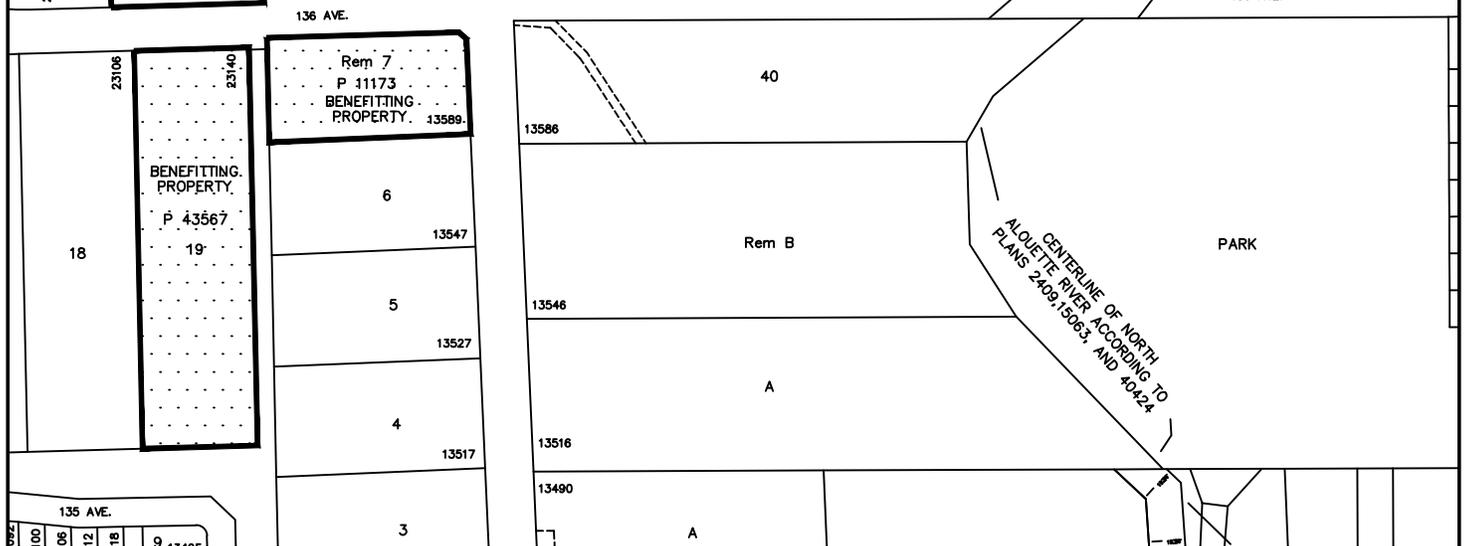
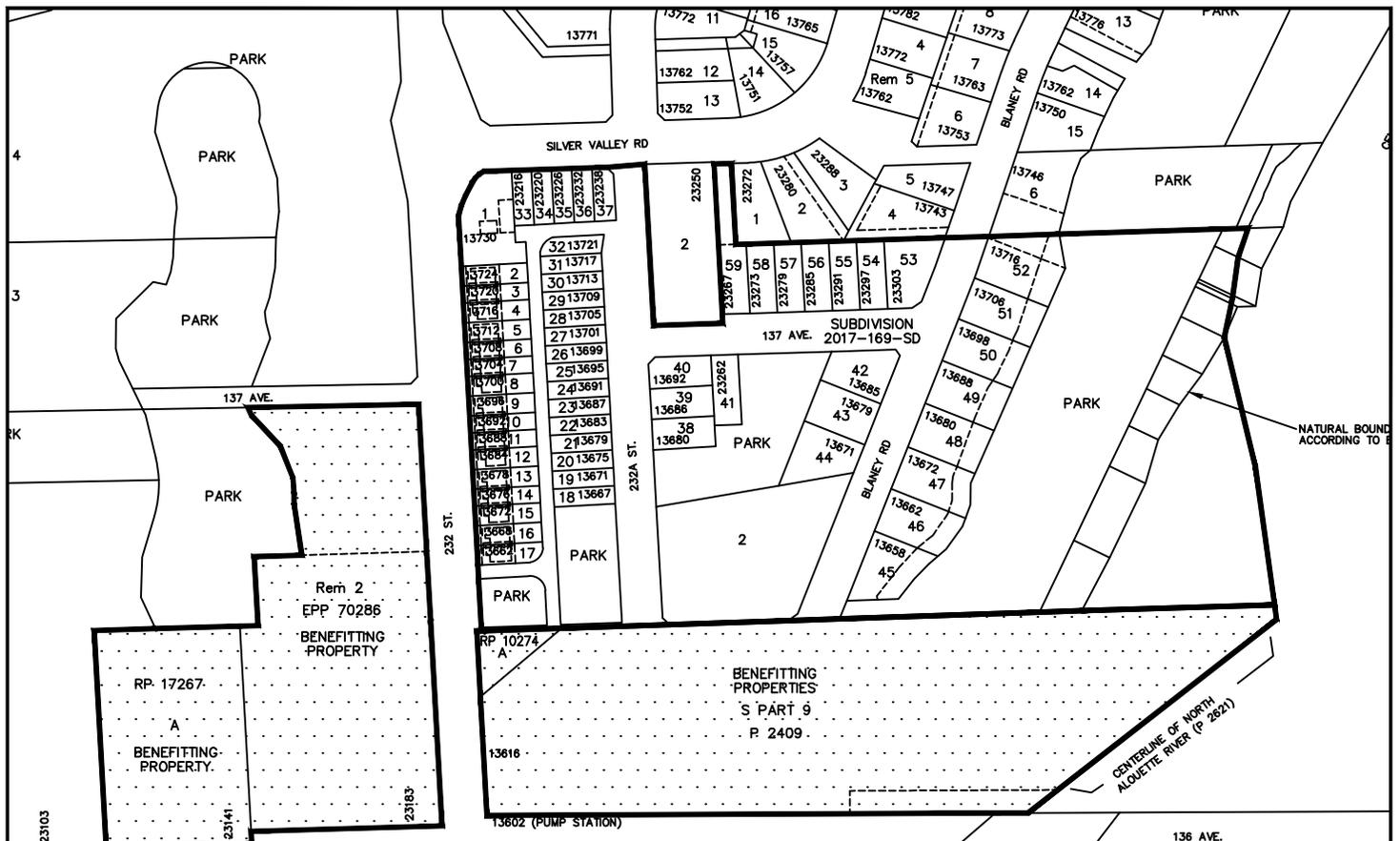
1. EXTENDED NOMINAL SERVICE

Service	Total Number of Equivalent Development Units (EDU)	Total Cost Of Benefit	Cost Per EDU	EDU's On Benefiting Property	Benefit Attributed By Property Excluding Subdivision
Sanitary Sewer 232 Street	82	\$147,203.00	\$1,795.16	3	Block A, RP10274, S. Part Lot 9, NWP 2409 RN 73994-0000-3 1 x \$5,385.00
				20	S. Part Lot 9, NWP 2409 RN 73993-0000-8 1 x \$35,904.00
Sanitary Sewer 136 Ave.	64	\$85,845.00	\$1,341.33	3	Pcl. A, RP 17267, of Lot 6, NWP 18410 RN 73949-0201-8 1 x \$4,024.00
				2	Lot 19, NWP 43567 RN 73938-0300-8 1 x \$2,682.00
				5	Lot 7, NWP 11173 RN 73935-0000-0 1 x \$6,707.00
				54	Lot 2, EPP 70286 RN 73949-0200-0 1 x \$72,432.00

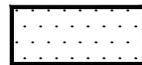
A total of all of the aforementioned services for each property is as follows:

Block A, RP10274, S. Part Lot 9, Section 33, Township 12, NWP 2409 RN 73994-0000-3	\$5,385.00
S. Part Lot 9, Sec. 33, Township 12, NWP 2409 RN 73993-0000-8	\$35,904.00
Pcl. A, RP 17267, of Lot 6, Section 32, Township 12, NWP 18410 RN 73949-0201-8	\$4,024.00

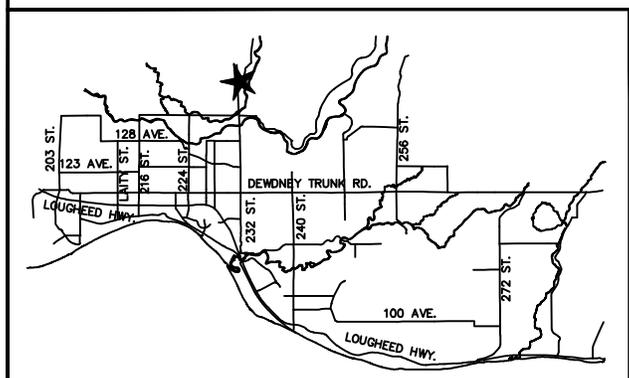
Lot 19, Sec. NE29, Twp. 12, NWP 43567 RN 73938-0300-8	\$2,682.00
Lot 7, Blk. 1, Section 29, Twp. 12, NWP 11173 RN 73935-0000-0	\$6,707.00
Lot 2, Section 32, Township 12, EPP 70286 RN 73949-0200-0	\$72,432.00



DEVELOPMENT BOUNDARY



BENEFITTING PROPERTIES



CITY OF MAPLE RIDGE
ENGINEERING
DEPARTMENT

2017-169-SD
5245-20-2013-086
5245-20-2017-169

DATE: NOVEMBER 2018 FILE/DWG No LC163-2018

F. The City has determined that:

Block A, RP10274, South Part of Lot 9, Section 33, Township 12, NWP 2409;
South Part of Lot 9, Section 33, Township 12, NWP 2409;
Parcel A, RP 17267, of Lot 6, Section 32, Township 12, NWP 18410;
Lot 19, Section NE29, Township 12, NWP 43567;
Lot 7, Blk. 1, Section 29, Township 12, NWP 11173;
Lot 2, Section 32, Township 12, EPP 70286

(the "Benefitting Lands") will benefit from the Extended Services;

G. The City has imposed as a condition of the owner of the Benefitting Lands connecting to or using the Extended Services, a charge (the "Latecomer Charge") on the Benefitting Lands in the following amounts:

Block A, RP10274, South Part of Lot 9, Sec, 33, Twp. 12, NWP 2409
RN 73994-0000-3
\$5,385.00 for connection to or use of the sanitary sewer on 232 Street

South Part of Lot 9, Section 33, Township 12, NWP 2409
RN 73993-0000-8
\$35,904.00 for connection to or use of the sanitary sewer on 232 Street

Parcel A, RP 17267, of Lot 6, Section 32, Township 12, NWP 18410
RN 73949-0201-8
\$4,024.00 for connection to or use of the sanitary sewer on 136 Avenue

Lot 19, Section NE29, Township 12, NWP 43567
RN 73938-0300-8
\$2,682.00 for connection to or use of the sanitary sewer on 136 Avenue

Lot 7, Blk. 1, Section 29, Township 12, NWP 11173
RN 73935-0000-0
\$6,707.00 for connection to or use of the sanitary sewer on 136 Avenue

Lot 2, Section 32, Township 12, EPP 70286
RN 73949-0200-0
\$72,432.00 for connection to or use of the sanitary sewer on 136 Avenue

plus interest calculated annually from the date of completion of the Extended Services as certified by the General Manager Public Works & Development Services of the City (the "Completion Date") to the date of connection of the Benefitting Lands to the Extended Services;

H. The Latecomer Charge when paid by the owner of the Benefitting Lands and collected by the City shall pursuant to Section 508 (2) of the Local Government Act R.S.B.C. 2015, c.1 be paid to the Subdivider as provided for in this Agreement.

NOW THEREFORE AS AUTHORIZED BY Section 508 (5) of the Local Government Act R.S.B.C 2015, c.1, the parties hereto agree as follows:

1. The Latecomer Charge, if paid by the owner of the Benefitting Lands and collected by the City within fifteen (15) years of the Completion Date shall be paid to the Subdivider and in such case payment will be made within 30 days of the next June 30th or December 31st that follows the date on which the Latecomer Charge was collected by the City.

2. This Agreement shall expire and shall be of no further force and effect for any purpose on the earlier of the payment of the Latecomer Charge by the City to the Subdivider, or fifteen (15) years from the Completion Date, and thereafter the City shall be forever fully released and wholly discharged from any and all liability and obligations herein, or howsoever arising pertaining to the Latecomer Charge, and whether arising before or after the expiry of this Agreement.

3. The Subdivider represents and warrants to the City that the Subdivider has not received, claimed, demanded or collected money or any other consideration from the owner of the Benefitting Lands for the provision, or expectation of the provision of the Extended Services, other than as contemplated and as provided for herein; and further represents and warrants that he has not entered into any agreement with the owner of the Benefitting Lands for consideration in any way related to or connected directly or indirectly with the provision of the Extended Services. The representations and warranties of the Subdivider herein shall, notwithstanding Item 2 of this Agreement, survive the expiry of this Agreement.

4. The Subdivider (if more than one corporate body or person) hereby agrees that the City shall remit the Latecomer Charge to each corporate body or person in equal shares.

5. If the Subdivider is a sole corporate body or person, the City shall remit the Latecomer Charge to the said sole corporate body or person, with a copy to the following (name and address of director of corporate body, accountant, lawyer, etc.):

6. In the event that the Subdivider is not the owner of the said lands, the owner shall hereby grant, assign, transfer and set over unto the Subdivider, his heirs and assigns, all rights, title and interest under this Agreement.

IN WITNESS WHEREOF the parties hereto have hereunto affixed their respective Corporate Seals, attested by the hands of their respective officers duly authorized in that behalf, the day and year first above written.

SUBDIVIDER

Subdivider - Authorized Signatory

Subdivider - Authorized Signatory

CITY OF MAPLE RIDGE

Corporate Officer - Authorized Signatory

TO: His Worship Mayor Michael Morden **MEETING DATE:** December 4, 2018
and Members of Council **FILE NO:** 11-5255-50-063
FROM: Chief Administrative Officer **MEETING:** COW
SUBJECT: **Award of Contract ITT-EN18-78: North Lane Sanitary Sewer Replacement
by Pipe Bursting**

EXECUTIVE SUMMARY:

The upsizing of the existing sanitary sewer located in North Lane, located between Lougheed Highway and North Avenue from 223 Street to 224, is required to serve existing businesses and accommodate ongoing development in the area. The sanitary sewer main along North Lane was constructed of vitrified clay pipe, and a recent Closed Circuit Television (CCTV) inspection revealed significant deficiencies along the section of sewer main due to offset joints, cracks and fractures. The North Lane Sanitary Sewer Replacement by Pipe Bursting project is in the City's approved 2018 Financial Plan and is solely funded by the Sewer Rehabilitation Program.

The project entails the replacement and upsizing of pipe from 200mm diameter to 250mm in diameter for approximately 167 metres of sanitary sewer. Trenchless technology or pipe-bursting was selected as the appropriate sewer replacement method rather than the traditional open-cut method due to several complex site constraints.

An Invitation to Tender to replace 167 metres of sanitary sewer main was issued on October 3, 2018 and closed on November 7, 2018. One compliant tender was received by PW Trenchless Construction Inc. at \$448,807.00 (excluding taxes).

Staff have reviewed the tender and recommend that the contract be awarded to PW Trenchless Construction Inc. for the amount of \$448,807.00 (excluding taxes).

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

RECOMMENDATION:

That Contract ITT-EN18-78: North Lane Sanitary Sewer Replacement by Pipe Bursting, be awarded to PW Trenchless Construction Inc. in the amount of \$448,807.00 excluding taxes; and

That a contract contingency of \$50,000.00 be approved to address potential variations in field conditions; and

That the Corporate Officer be authorized to execute the contract.

DISCUSSION:

a) **Background Context:**

The upsizing of the existing sanitary sewer located in North Lane, located between Lougheed Highway and North Avenue from 223 Street to 224, is required to serve existing businesses and accommodate ongoing development in the area. The sanitary sewer main along North Lane was constructed of vitrified clay pipe, and a recent Closed Circuit Television (CCTV) inspection revealed significant deficiencies along the section of sewer main due to offset joints, cracks and fractures. The North Lane Sanitary Sewer Replacement by Pipe Bursting project is in the City's approved 2018 Financial Plan and is solely funded by the Sewer Rehabilitation Program.

The project entails the replacement and upsizing of pipe from 200mm diameter to 250mm in diameter for approximately 167 metres of sanitary sewer. Trenchless technology or pipe-bursting was selected as the appropriate sewer replacement method rather than the traditional open-cut method due to several complex site constraints.

Tender results

An Invitation to Tender was issued on October 13, 2018 and closed on November 7, 2018. One compliant tender was submitted as noted below:

	<u>Tender Price (excluding taxes)</u>
PW Trenchless Construction Inc.	\$448,807.00

PW Trenchless Construction Inc. is recognized as an industry leader in pipe bursting technology and they successfully completed several pipe bursting projects for the City of Maple Ridge.

b) **Desired Outcome:**

The desired outcome is to construct the necessary sanitary sewer replacement to adequately service the 22300 block area of North Lane to serve existing businesses and to accommodate future development.

c) **Strategic Alignment:**

The most recent CCTV inspection identified this sanitary sewer as a key piece of infrastructure for replacement.

d) **Citizen/Customer Implications:**

Construction will commence in January 2019 and attempts will be made to minimize the impact to everyday traffic, residents, and businesses in the neighbourhood that access the lane.

Notifications will be delivered to surrounding businesses to inform them of the upcoming project. The general public will be informed of the construction project progress and with updates through the City's website and social media sources.

e) **Interdepartmental Implications:**

The Engineering Department has worked with the Operations Department in developing this project.

f) **Business Plan/Financial Implications:**

The projected expenditures excluding taxes are as follows:

Construction Contract Cost	\$ 448,807.00
Contract Contingency	\$ 50,000.00
Total Projected Project Cost	\$ 498,807.00

The project funding sources are as follows:

Sewer Utility Fund	\$ 500,000.00
Total Funding Sources	\$ 500,000.00

Due to the complexity of this sanitary sewer replacement project using pipe bursting, staff recommends a contract contingency in the amount of \$50,000.00 that will only be utilized if required to address unforeseen conditions.

CONCLUSION:

The replacement of the existing sanitary sewer on North Lane, located between Lougheed Highway and North Avenue from 223 Street to 224 is required to continue to serve existing businesses and accommodate future development. It is recommended that Council approve the award to PW Trenchless Construction Inc. for the amount of \$448,807.00

“Original signed by Jeff Boehmer”

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

“Original signed by Trevor Thompson”

Financial: Trevor Thompson, BBA, CPA, CGA
Concurrence: Chief Financial Officer

“Original signed by David Pollock”

Reviewed by: David Pollock, PEng.
Municipal Engineer

“Original signed by Frank Quinn”

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

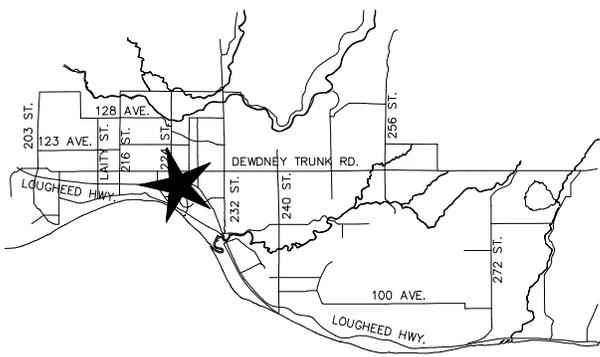
“Original signed by Paul Gill”

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

Attachments:
(A) Map



— PROPOSED SEWER REPLACEMENT



SCALE:
N.T.S.



CITY OF MAPLE RIDGE
ENGINEERING
DEPARTMENT

NORTH LANE SANITARY SEWER
REPLACEMENT BY PIPE BURSTING
ITT-EN18-78

DATE: NOVEMBER 2018	FILE/DWG No SK0416
---------------------	--------------------

1200 *Staff Reports*

TO: His Worship Mayor Michael Morden
and Members of Council

MEETING DATE: December 11, 2018
FILE NO: 2018-201-DP and
2018-202- DVP

FROM: Chief Administrative Officer

MEETING: Council

SUBJECT: **Development Permit and Development Variance Permit
11718 224 Street**

EXECUTIVE SUMMARY:

A Town Centre Development Permit application and a Development Variance Permit application have been received for the subject property, located at 11718 224 Street, to construct a five storey residential apartment building with 23 residential units under the existing RM-2 (Medium Density Apartment Residential) zone. This application is subject to the Town Centre Development Permit (South View Precinct) Guidelines as outlined in the Town Centre Area Plan. The applicant is seeking the following variances:

- To reduce the front yard setback from 7.5 m to 6.0 m on the residential floors, with no further siting exceptions;
- To reduce the rear yard setback from 7.5 m to 0.0 m at the parkade entrance and from 7.5 m to 4.0 m on the residential floors, with no further siting exceptions;
- To reduce the interior side yard setback on the north side from 7.5 m to 4.0 m at the parkade entrance and from 7.5 m to 4.0 m on the residential floors, with no further siting exceptions;
- To reduce the interior side yard setback on the south side from 7.5 m to 3.40 m at the parkade entrance and from 7.5 m to 4.0 m on the residential floors, with no further siting exceptions;
- To increase the maximum number of storeys permitted from four storeys to five storeys and increase the maximum building height from a maximum of 15 m to 18.98 m due to the sloping topography on the east side, with no further siting exceptions; and
- To increase the maximum retaining wall height from 1.2 m to 2.44 m to permit the construction of landscape planters, with no further siting exceptions.

The proposed building is Phase 1 of a two phase redevelopment of 11718 224 Street and the property directly east on Fraser Street. Phase 2 of the development, as proposed, will see that that two properties will be consolidated. Consolidation will make redundant the rear lot line of 11718 224 Street and the variances to it above.

The proposed building in Phase 1 of the development conforms to the development and design principles specificity, placemaking, community building and a denser, urban environment as outlined in the Maple Ridge Official Community Plan, Town Centre Development Permit (South View Precinct) Guidelines.

It is recommended that Development Permit 2018-201-DP and Development Variance Permit 2018-202-DVP be approved.

RECOMMENDATION:

1. That the Corporate Officer be authorized to sign and seal 2018-201-DP respecting property located at 11718 224 Street; and
2. It is recommended that Development Variance Permit 2018-202-DVP be approved.

DISCUSSION:

a) Background Context:

Applicant: 1122256 BC LTD

Legal Description: Lot 8 District Lot 398 Group 1 New Westminister District Plan 8181

OCP:
Existing: Low-Rise Apartment

Zoning:
Existing: RM-2 (Medium Density Apartment Residential)

Surrounding Uses

North:	Use:	Apartment building
	Zone:	C-3 (Town Centre Commercial)
	Designation	Town Centre Commercial
South:	Use:	Apartment building
	Zone:	RM-2 (Medium Density Apartment Residential)
	Designation:	Low-Rise Apartment
East:	Use:	Vacant
	Zone:	RM-1 (Townhouse Residential)
	Designation:	Ground-Oriented Multi-Family
West:	Use:	Office Building
	Zone:	C-3 (Town Centre Commercial)
	Designation:	Low-Rise Apartment

Existing Use of Property: Vacant Land

Proposed Use of Property: 23 unit apartment building

Site Area: 0.11 ha (0.27 acres)

Access: Fraser Street using access easement over 11701 Fraser Street

Servicing: Urban

b) Project Description

The subject property is zoned RM-2 (Medium Density Apartment Residential) which permits apartment use. Under the subject application, the developer has proposed to construct a 5 storey residential apartment building with 2 storeys of underground parking. The underground parking structure will be accessed via an easement across the property directly east; therefore, the access will be from 224 Street. The project includes 23 residential units; indoor and outdoor amenity space and an amenity guest suite. There is a mixture of one and two bedroom units with two of the two bedroom units being adaptable units.

c) Requested Variances and Analysis

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

- Maple Ridge Zoning Bylaw No. 3510-1985, Part 6, RM-2 Medium Density Apartment Residential District 6) Sitting a) to reduce the front yard setback from 7.5 m to 6.0 m on the residential floors, with no further siting exceptions;
- Maple Ridge Zoning Bylaw No. 3510-1985, Part 6, RM-2 Medium Density Apartment Residential District 6) Sitting a) to reduce the front yard setback from 7.5 m to 1.8m to permit a front entry roof projection, with no further siting exceptions;
- Maple Ridge Zoning Bylaw No. 3510-1985, Part 6, RM-2 Medium Density Apartment Residential District 6) Sitting a) to reduce the rear yard setback from 7.5 m to 0.0 m at the parkade entrance and from 7.5 m to 4.0 m on the residential floors, with no further siting exceptions;
- Maple Ridge Zoning Bylaw No. 3510-1985, Part 6, RM-2 Medium Density Apartment Residential District 6) Sitting a) to reduce the interior side yard setback on the north side from 7.5 m to 4.0 m at the parkade entrance and from 7.5 m to 4.0 m on the residential floors, with no further siting exceptions;
- Maple Ridge Zoning Bylaw No. 3510-1985, Part 6, RM-2 Medium Density Apartment Residential District 6) Sitting a) to reduce the interior side yard setback on the south side from 7.5 m to 3.4 m at the parkade entrance and from 7.5 m to 4.0 m on the residential floors, with no further siting exceptions;
- Maple Ridge Zoning Bylaw No. 3510-1985, Part 6, RM-2 Medium Density Apartment Residential District 7) Size og Building and Structures to increase the maximum number of storeys permitted from four storeys to five storeys and increase the maximum building height from a maximum of 15 m to 18.98 m due to the sloping topography on the east side, no further siting exceptions; and
- Maple Ridge Zoning Bylaw No. 3510-1985, Part 4, General Regulations (8) Maximum Retaining Wall Height, to increase the maximum retaining wall height from 1.2 m to 2.44 m to permit the construction of landscape planters, with no further siting exceptions.

The proposed variances can be supported as the variances allow for a better utilization of the site due to the steep grade differences from west to east. With the variances the existing topography is respected as the development follows the lines of the land. The design and siting of building prospects access to natural features and views, enhancing privacy and livability. Along with the use of natural landscaping and species the impacts on the adjacent properties are reduced.

d) Planning Analysis:

Official Community Plan:

The proposed residential development is in keeping with the policies of the Official Community Plan. The Town Centre Area Plan designates the subject property as Low-Rise Apartment which allows for development in a three (3) to five (5) storey apartment form where units are accessed from an internal corridor and residential parking is provided underground. The current zoning of RM-2 (Medium Density Apartment Residential) zone is consistent with this designation.

Development Permit Guidelines: The development permit application made to the City is subject to the Key Guidelines and the Design Guidelines of Section 8.11 Town Centre Development Permit (South View Predict).

Key Guidelines:

The following is a brief description and assessment of the proposals compliance with the applicable Key Development Permit Guidelines:

1. Promote North and South View as Distinctive, Highly Liveable Multi-Family Neighbourhoods

Does proposed development help to establish the precinct as a residential area with a mix of housing types at varying densities?

Applicant Explanation: "The development is proposing a mix of 1 and 2 bedroom units. 3 units on the ground floor are adaptable units."

Staff Comment: Complies with Guideline.

2. Create Pedestrian-Friendly, Ground-Oriented, Multi-Family Community

Does the building's form and mass support a strong pedestrian-oriented urban realm and help define the street and sidewalk areas as active public spaces? Taller buildings should be stepped back podium style.

Applicant Explanation: "To enhance the urban realm and pedestrian oriented streetscape, we have incorporated the following:

The entrances are visually prominent from the 224th Street. The building entry is framed by a projecting entry statement with a large overhang supported by heavy timber post and expansive glass. Adjacent to the building entry is the indoor and outdoor amenity space. The indoor amenity is also visible from the street with large glazing. The outdoor amenity is surrounded by extensive landscaping/planting. The residential unit facing 224th will have patio and direct access from the street."

Staff Comment: Complies with Guideline.

3. Maintain Cohesive Building Styles

Is there consistency with other new buildings in the precinct in terms of architecture, building setbacks, form, mass, and height?

Applicant Explanation: "To the project north, south and west are older low-rise apartment and office buildings."

Staff Comment: Complies with Guideline.

4. Capitalize on Important Views

Does proposed new development capitalize on mountain and/or river views?

Applicant Explanation: "Extensive glazing and balconies are provided in each unit to take advantage of natural light and views."

Staff Comment: Complies with Guideline.

Have the important views of existing buildings been considered in relation to the proposed development?

Applicant Explanation: "Building is setback from the property line with extensive landscaping around the building."

Staff Comment: Complies with Guideline.

5. Provide Private and Semi-Private Green Space

Does proposed development include front and back courtyards (in multi-family developments) and incorporate universal access, reduce vandalism, and increase safety in the design?

Applicant Explanation: "A common outdoor amenity is provided facing 224th Street. All units are designed to have patio, balcony or roof deck."

Staff Comment: Complies with Guideline.

e) 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. The following resolution was passed in regards to 2018-201-DP at the meeting.

That the following concerns regarding File No. 2018-201-DP be addressed and digital versions of revised drawings and memo be submitted to Planning staff; and further that Planning staff forward this on to the Advisory Design Panel for information.

Landscape Comments:

1. Add more trees on the North side of the building and balance the tree spacing on the North end; align trees similar to other planting area on site;
2. Add lighting and wayfinding to the North East exit from the parkade;
3. Provide a program that will activate the amenity spaces transparent to the front yard along 224 Street.

Architectural Comments:

1. Provide three dimensional renderings
2. Consider following the property line for the South façade to provide opportunities to add Eastern side windows in the living rooms;
3. Public Art to be provided in a manner that will serve both Phase 1 and 2 with details provided to the Advisory Design Panel as part of the Phase 2 Development Permit submission;
4. Provide matching through wall flashing to adjacent material colour;
5. Reduce the depth of the East suite balconies to enhance access to natural light;
6. Create a more identifiable front entry;
7. Re-evaluate the location of the sliding patio doors in Unit 501 ;
8. Provide canopy over parkade man-doors;

9. Describe anticipated amenities that will be provided in Phase 2, such as child play areas;
10. Re-evaluate the climb-ability of patio railings with respect to safety; and
11. Re-evaluate the materials and colours on the South West corner.

The ADP concerns have been addressed and are reflected in the current plans.

f) Financial Implications:

In accordance with Council's Landscape Security Policy, a refundable security equivalent to 100% of the estimated landscape cost will be provided to ensure satisfactory provision of landscaping in accordance with the terms and conditions of the Development Permit. Based on an estimated landscape cost of **\$43,693.36**, the security will be **\$43,693.36**.

There will be approximately 2 trees added along 224 Street to the municipal street tree inventory on completion of this project. The costs associated with maintaining these trees will need to be included in a subsequent operating budget.

CONCLUSION:

A Development Variance Permit application and a Town Centre Development Permit application have been received for the subject property located at 11718 224 Street to construct a five storey residential apartment building with 23 residential units. This application is subject to the Town Centre Development Permit (South View Precinct) Guidelines as outlined in the Town Centre Area Plan of the Official Community Plan (OCP). It is recommended that the Corporate Officer be authorized to sign and seal applications 2016-40-DVP and 2016-240-DP.

"Original signed by Wendy Cooper"

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

"Original signed by Christine Carter"

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

"Original signed by Frank Quinn"

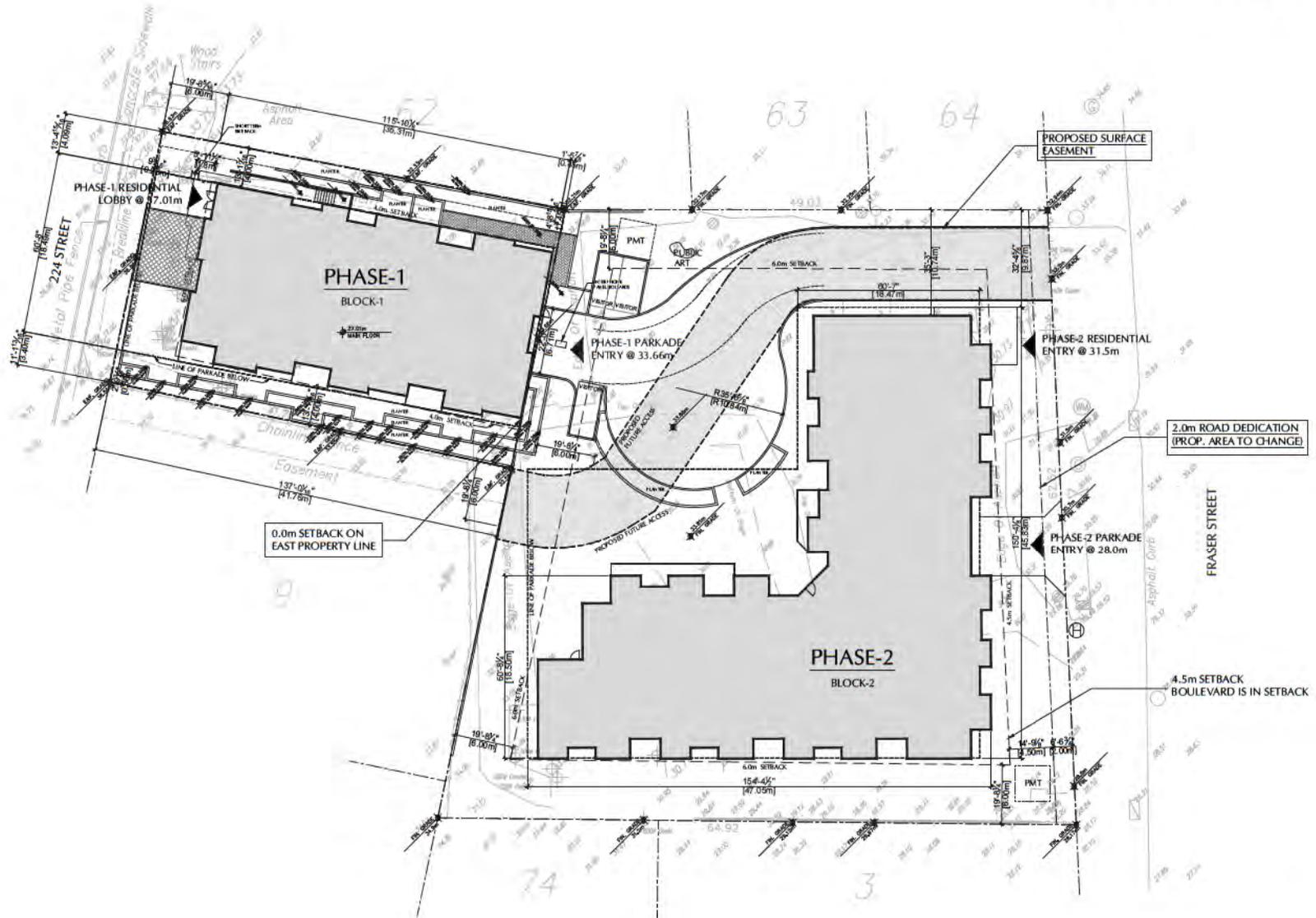
Approved by: **Frank Quinn, MBA, P.Eng**
GM Public Works & Development Services

"Original signed by Paul Gill"

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

The following appendices are attached hereto:

- Appendix A – Subject Map
- Appendix B – Ortho Photo
- Appendix C – Site Plan
- Appendix D – Building Elevations
- Appendix E – Landscape Plans



Proposed Residential Development (Phase-1)

11718 224th STREET, MAPLE RIDGE, B.C.

ATTERRA DEVELOPMENT INC.
ATELIER PACIFIC ARCHITECTURE INC.

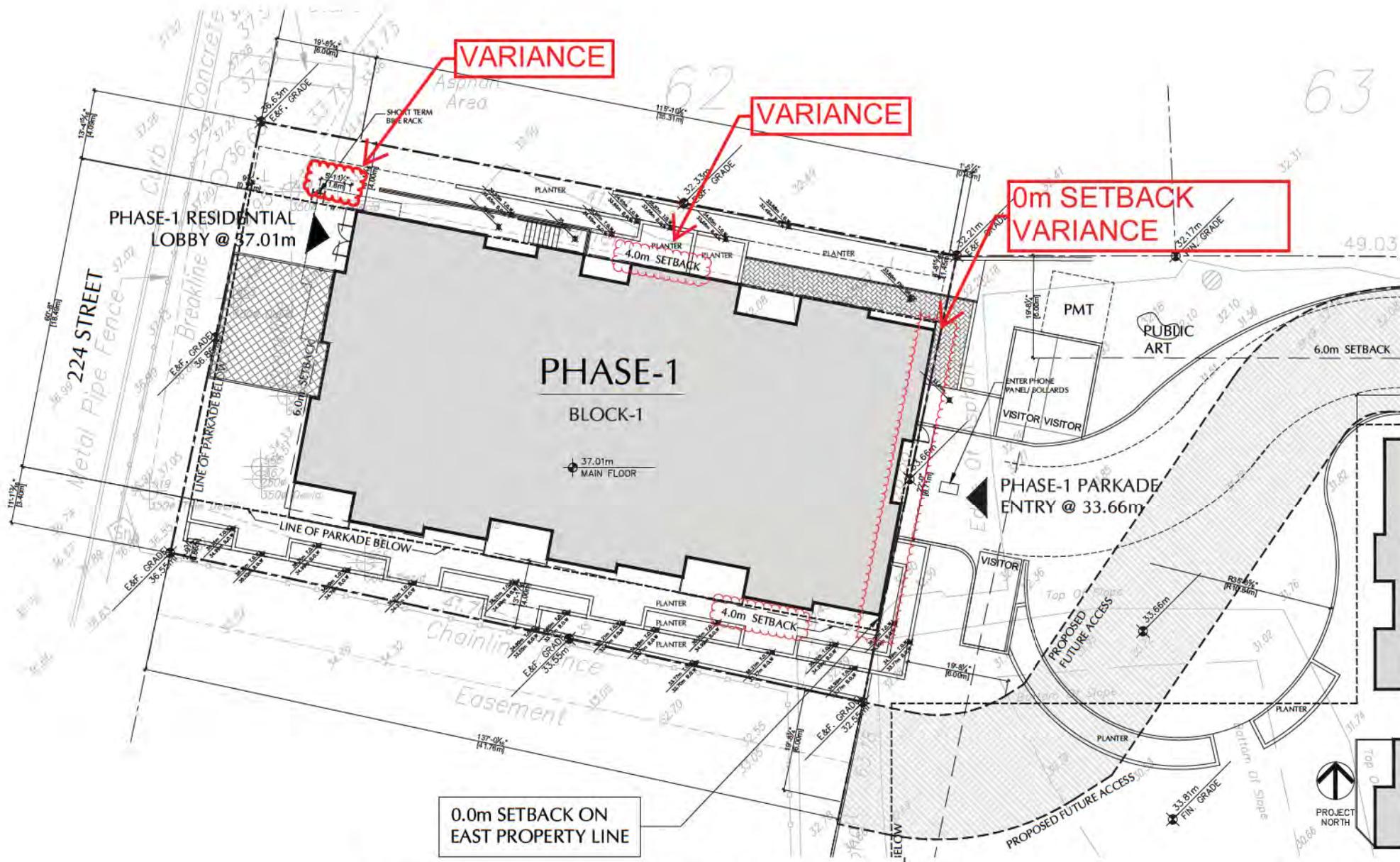
AUGUST 07, 2018



DP 1.1

SITE PLAN
(SHOWING PHASE-1&2)

SCALE: 1/16"=1'-0"



Proposed Residential Development (Phase-1)

11718 224th STREET, MAPLE RIDGE, B.C.

ATTERRA DEVELOPMENT INC.
ATELIER PACIFIC ARCHITECTURE INC.

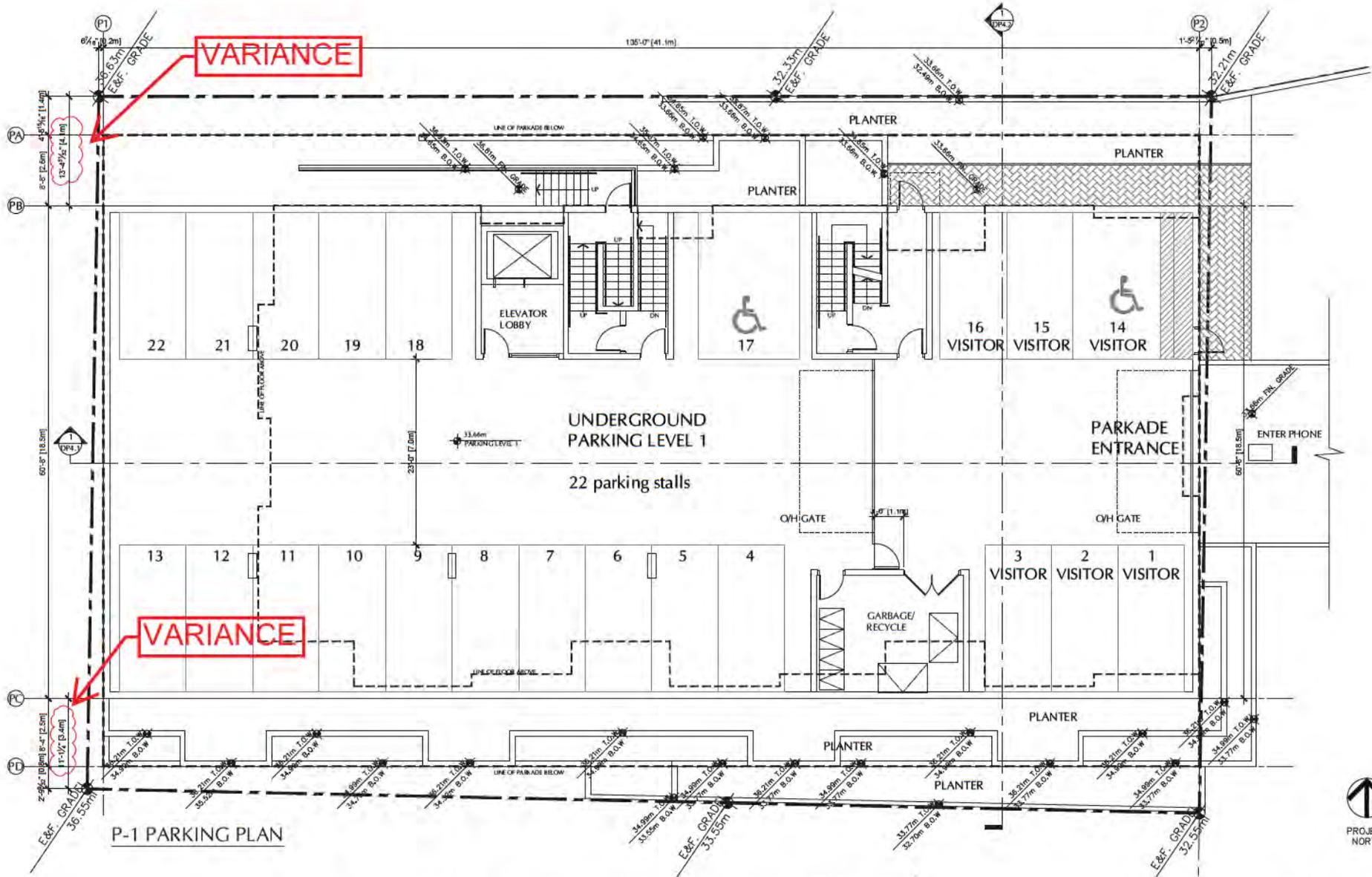
AUGUST 07, 2018



DP 1.2

SITE PLAN
PHASE-1

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



P-1 PARKING PLAN

Proposed Residential Development (Phase-1)

11718 224th STREET, MAPLE RIDGE, B.C.

ATERRA DEVELOPMENT INC.
ATELIER PACIFIC ARCHITECTURE INC.

AUGUST 07, 2018



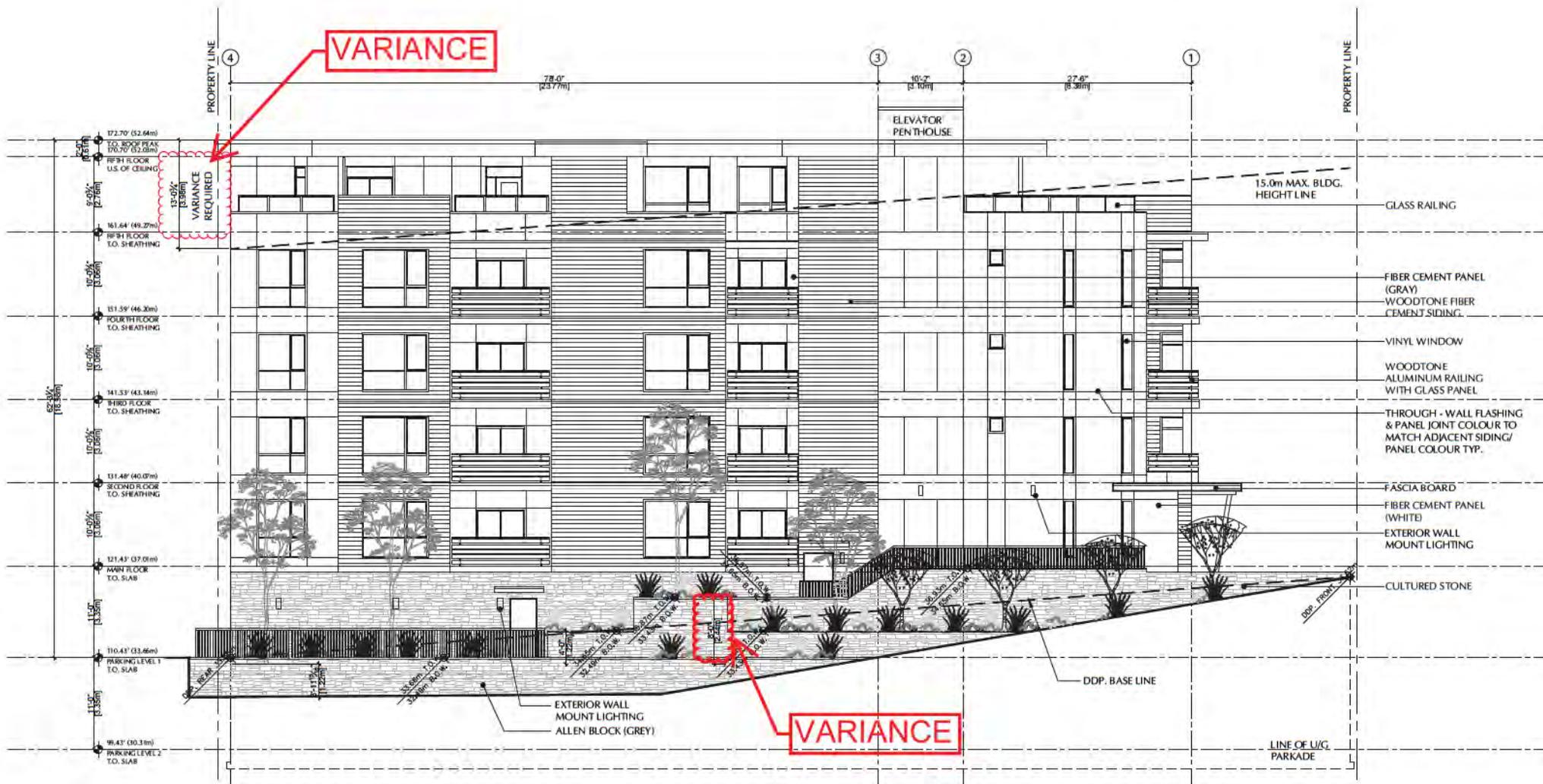
DP 2.2

FLOOR PLAN -
PARKING LEVEL 1

SCALE: 3/16"=1'-0"



PROJECT
NORTH



Proposed Residential Development (Phase-1)

11718 224th STREET, MAPLE RIDGE, B.C.

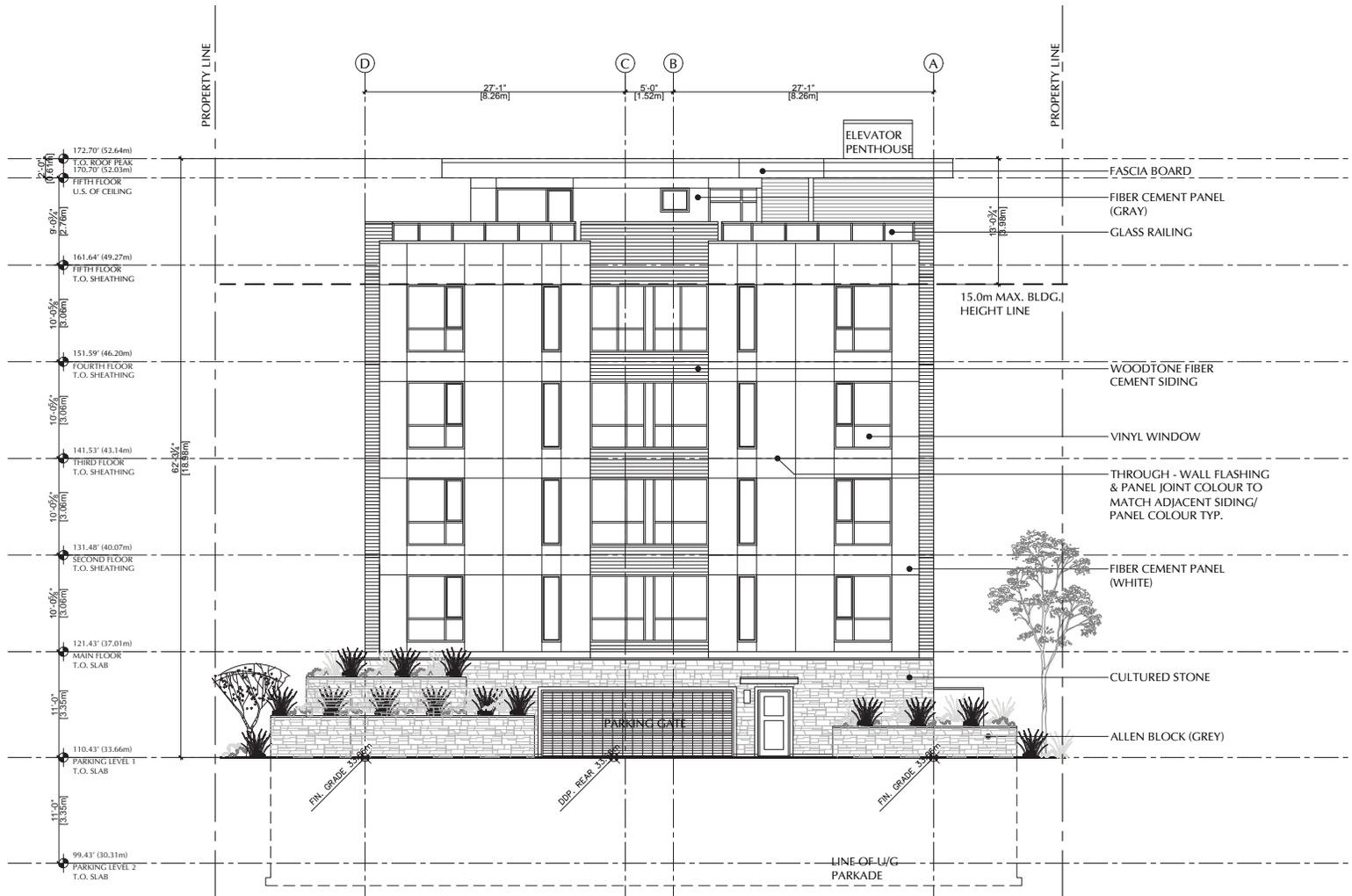
ATTERRA DEVELOPMENT INC.
ATELIER PACIFIC ARCHITECTURE INC.

AUGUST 07, 2018



DP 3.3
NORTH ELEVATION

SCALE: 3/16"=1'-0"



Proposed Residential Development (Phase-1)

11718 224th STREET, MAPLE RIDGE, B.C.

ATTERRA DEVELOPMENT INC.
ATELIER PACIFIC ARCHITECTURE INC.

AUGUST 07, 2018



DP 3.4
EAST ELEVATION

SCALE: 3/16"=1'-0"



11742 224 STREET

11718 224 STREET
SUBJECT SITE

11698 224 STREET

11696 224 STREET

Proposed Residential Development (Phase-1)

11718 224th STREET, MAPLE RIDGE, B.C.

ATTERRA DEVELOPMENT INC.
ATELIER PACIFIC ARCHITECTURE INC.

AUGUST 07, 2018



DP 5.2

STREETSCAPE
ALONG 224 STREET

SCALE: 3/32"=1'-0"



VIEW FROM 224TH STREET

Proposed Residential Development (Phase-1)

11718 224th STREET, MAPLE RIDGE, B.C.

ATTERRA DEVELOPMENT INC.
ATELIER PACIFIC ARCHITECTURE INC.

AUGUST 07, 2016



DP 5.3

RENDERINGS



VIEW FROM SOUTH EAST SIDE

Proposed Residential Development (Phase-1)

11718 224th STREET, MAPLE RIDGE, B.C.

ATTERRA DEVELOPMENT INC.
ATELIER PACIFIC ARCHITECTURE INC.

AUGUST 07, 2016



DP 5.4
RENDERINGS

City of Maple Ridge

TO: His Worship Mayor Michael Morden
and Members of Council
FROM: Chief Administrative Officer
MEETING DATE: December 11, 2018
FILE NO: 2018-490-DVP
MEETING: Council
SUBJECT: Development Variance Permit
10607 277 Street

EXECUTIVE SUMMARY:

Development Variance Permit application (2018-490-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:

- increase the maximum building height of a detached garden suite in the RS-3 One Family Rural Residential Zone from 6.0 metres to 7.5 metres.

RECOMMENDATION:

That the Corporate Officer be authorized to sign and seal 2018-490-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: RS-3 (One Family Rural Residential)
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 proposed structure is 7.5 metres in height. In the RS-3 Zone, the Zoning Bylaw restricts height to a 6.0 metre maximum for detached garden suites.

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.

1. *Maple Ridge Zoning Bylaw No 3510 -1985*, Part 4, Section 402, 11. (q)i A):
To vary maximum height for a detached garden suite from 6.0 metres to 7.5 metres.

This height variance is supportable due to Agricultural Land Commission requirements for detached garden suites. This use is required to be on the second storey of another structure. Due to the challenges involved with accommodating a two storey structure with these height restrictions, the variance is supportable.

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 the height of a detached garden suite is supported because of the challenges in accommodating the requirements of the Agricultural Land Commission within prescribed limitations of the Zoning Bylaw.

It is therefore recommended that this application be favourably considered and the Corporate Officer be authorized to sign and seal Development Variance Permit 2018-490-DVP.

“Original signed by Diana Hall”

Prepared by: Diana Hall , M.A., MCIP, RPP
Planner 2

“Original signed by Christine Carter”

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

“Original signed by Frank Quinn”

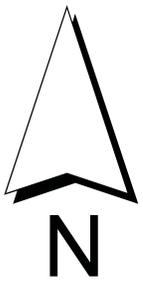
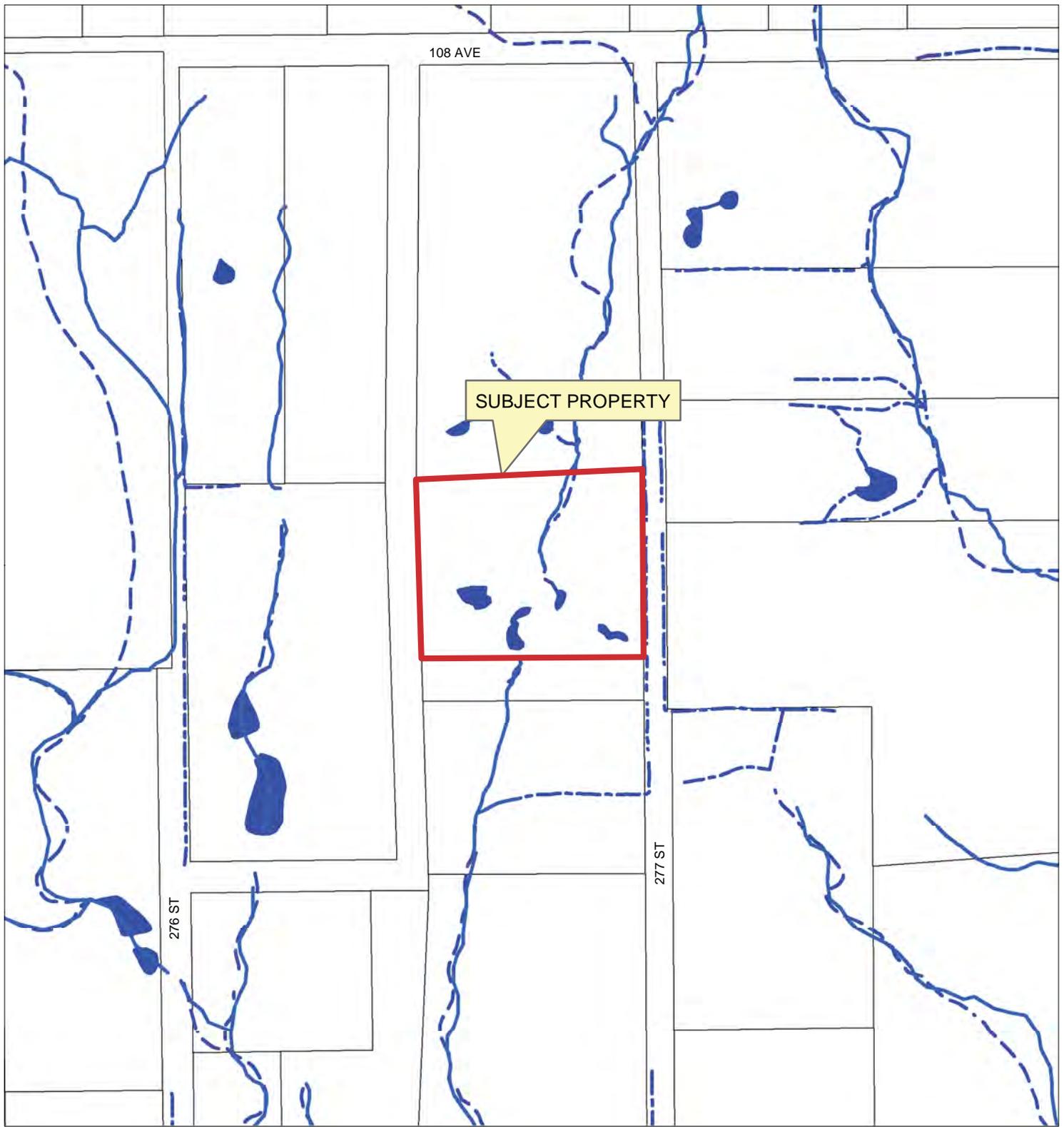
Approved by: Frank Quinn, MBA, P.Eng
GM Public Works & Development Services

“Original signed by Paul Gill”

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

The following appendices are attached hereto:

- Appendix A – Subject Map
- Appendix B – Ortho Map
- Appendix C – Building Elevation showing height variance.



Scale: 1:3,500

Legend

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

10607 277 ST

PLANNING DEPARTMENT



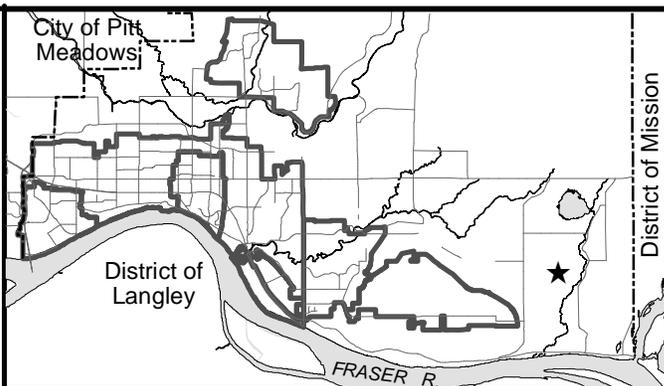
mapleridge.ca

FILE: 2018-490-VP
DATE: Nov 1, 2018

BY: RA



Scale: 1:3,500



10607 277 ST

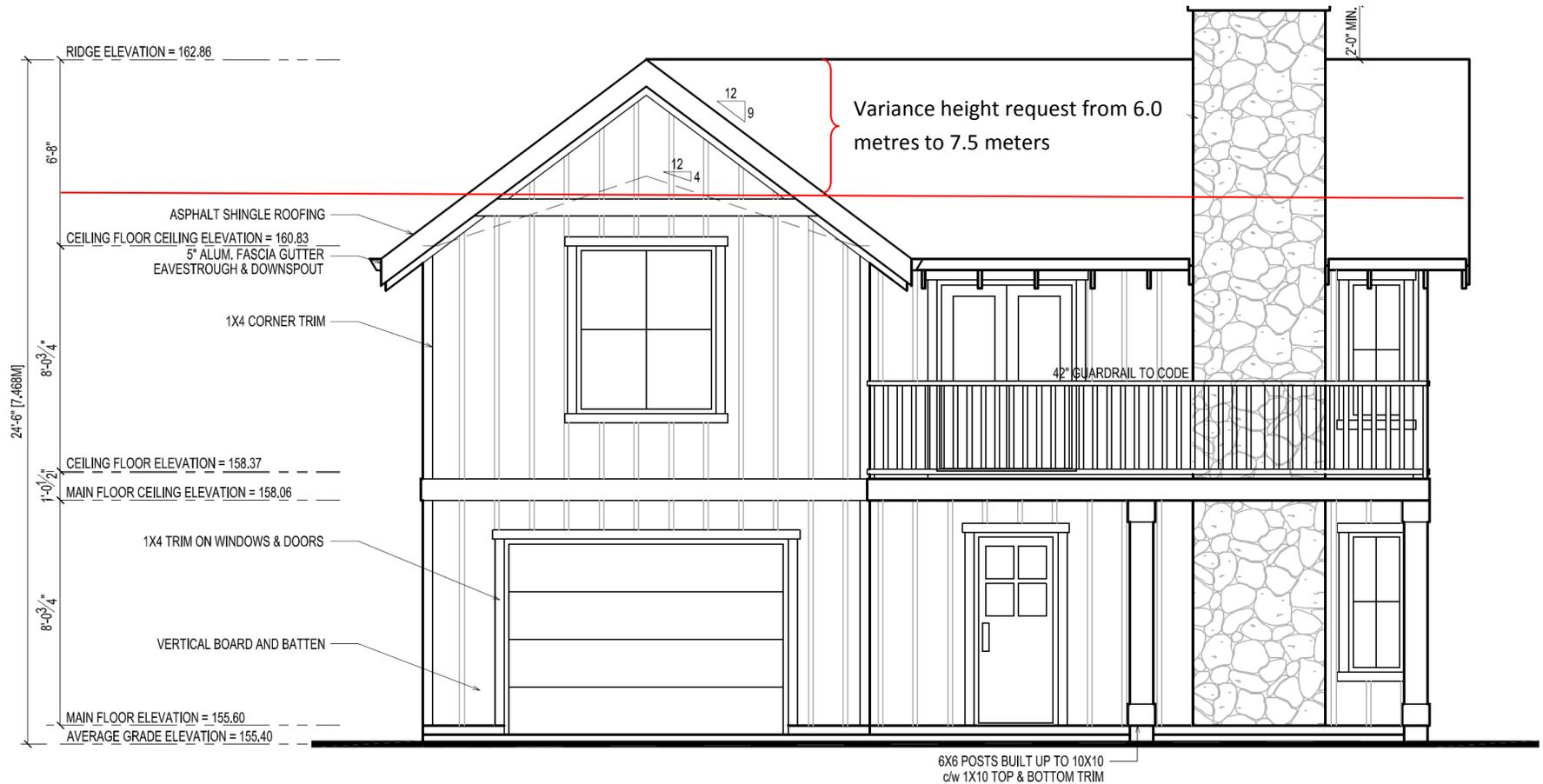
PLANNING DEPARTMENT



mapleridge.ca

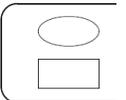
FILE: 2018-490-VP
DATE: Nov 1, 2018

BY: RA



FRONT ELEVATION

SCALE: 1/4" = 1'0"



TO: His Worship Mayor Michael Morden **MEETING DATE:** December 11, 2018
and Members of Council **FILE NO:** 2105178
FROM: Chief Administrative Officer **MEETING:** Council Meeting
SUBJECT: Award of Contract – Civil Works for the Maple Ridge Cemetery Expansion

EXECUTIVE SUMMARY:

Maple Ridge Cemetery provides a range of interment options for cremated remains and full burial. The current inventory of full burial plots is the most limited of available interment options and is anticipated to be depleted in the coming weeks. The planned expansion will provide additional full burial plots as well as other interment options, such as a scattering garden and green burial section, to address current needs and emerging trends.

The expansion work provides a new entry off Dewdney Trunk Road (DTR) to accommodate funeral service needs and a small parking area for public access to grave sites for visitors with mobility challenges. The work also includes storm drainage, water line and tap, ornamental fencing along DTR, landscape enhancements and a pathway connection to the rest of the cemetery. The cost to provide for this work is contained within the City's adopted financial plan. The development timeline is anticipated to take six weeks, and once complete, the expanded cemetery will be able to continue to provide a full range of interment options.

An Invitation to Tender for these civil works was issued on September 27, 2018, and ten bids were submitted before closing on October 18, 2018. Staff has reviewed the tenders and recommends that the contract be awarded to the submission that provides the City with the best overall value, received from Custom Blacktop Co. in the amount of \$150,566 excluding taxes.

RECOMMENDATION:

That Contract ITT-PL18-75: Maple Ridge Cemetery Civil Works be awarded to Custom Blacktop Co. in the amount of \$150,566 plus taxes, as well as a contingency of \$30,000 be authorized; and further

That the Corporate Officer be authorized to execute the contract.

DISCUSSION:

a) Background Context:

The Maple Ridge Cemetery has very few full burial plots remaining on the existing lands. Cemetery expansion is needed to continue to provide for this interment option as well as other options to address emerging trends such as green burials and scattering gardens. The new Cemetery section was rezoned earlier this year and new burial plots were registered with Consumer Protection B.C. The next step in completing the expansion is to complete the civil work which includes a new access road off Dewdney Trunk Road, ornamental gate and

fencing, landscape enhancements, storm drainage, and a waterline. This work, when complete, will provide an attractive addition to the existing cemetery. The new entrance and laneway will accommodate funeral processions and graveside services, accessible public access and parking. A pathway connection to the rest of the cemetery will be established as well as landscape enhancements which many visitors value highly. A new water line will also be installed to provide water access for filling of memorial flower vases and watering landscaped areas. Memorial benches, donation tree plantings and a memory wall for the scattering garden can also be accommodated.

While the immediate expansion provides for full burial plots and green burial options, an area has been set aside to accommodate future interment trends such as a woodland scattering garden as well as additional columbaria niches when the current inventory becomes depleted.

An Invitation to Tender for the construction work was issued through BC Bid on September 27, 2018, and closed on October 18, 2018. Ten bids were submitted with the total tender prices (excluding taxes) ranging from a low of \$150,566 to a high of \$307,700. Tenders were checked for completeness and compliance with the Invitation to Tender documents, and eight tenders were found to be compliant. The eight bid results are listed below from lowest to highest price.

	<u>Total Tender Price</u>
• Action Holdings Ltd. O/A Custom Blacktop Co.	\$150,566.00
• Nations First Contracting	\$155,290.00
• Wood Products Ltd.	\$195,100.00
• Canadian Landscape Construction Services Ltd.	\$216,420.00
• Summit Earthworks	\$271,050.00
• RTR Terra Contracting	\$281,200.00
• Cedar Crest Lands (BC) Ltd.	\$291,900.00
• GRP Construction Ltd.	\$307,700.00

Staff evaluated the bids in accordance with the factors specified in the Invitation to Tender, using the information submitted within each bid. After concluding this evaluation, staff identified that the submission from Action Holdings Ltd. O/A Custom Blacktop Co. provides the best overall value to the City. Custom Blacktop is experienced in asphalt construction, drainage and landscape works with recent projects in the lower mainland.

b) Desired Outcome:

The desired outcome is to expand the Cemetery to continue to provide a full range of interment options including full burial plots.

c) Strategic Alignment:

This project aligns with recommendations in the Cemetery Master Plan (2008) to accommodate the short/medium term cemetery needs in one location for operational efficiency; to ensure the cemetery is readily accessible; to provide frontage on a major street to enhance the marketability of the services and provide space for increased parking; and to locate the cemetery in an attractive setting to help create a meaningful place of remembrance.

d) Citizen/Customer Implications:

Citizens will benefit from continued full burial options as well as additional interment options which take into consideration emerging trends.

e) Interdepartmental Implications:

The Engineering Department was consulted during the detailed design process to ensure that site servicing is to City standards.

f) Business Plan/Financial Implications:

Project funding in the amount of \$150,566 plus taxes and a recommended contingency of \$30,000 is included as part of the Cemetery Expansion capital project within the approved Financial Plan. The project is funded through approved borrowing with the debt being serviced through cemetery revenues. Given the cost of these works it is unlikely that external borrowing would be initiated and the cost would be funded directly from the Cemetery Reserve.

A contingency of \$30,000 is recommended in case the work exposes other issues that have not been identified or anticipated. If the contingency is not required for this purpose, it would not be used.

CONCLUSIONS:

The planned expansion of the Maple Ridge Cemetery will provide additional full burial plots to meet an imminent need as existing inventory is depleted. The expansion will also provide for other interment options that address emerging interment trends. Staff has reviewed the tender submissions and recommends that the project be awarded to Custom Blacktop Co.

“Original signed by Valoree Richmond”

Prepared by: **Valoree Richmond, MBCSLA**
Manager of Parks Planning & Development

“Original signed by David Boag”

Reviewed by: **David Boag**
Director of Parks & Facilities

“Original signed by Trevor Thompson”

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

“Original signed by Kelly Swift”

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

“Original signed by Frank Quinn for”

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

TO: His Worship Mayor Michael Morden **MEETING DATE:** December 11, 2018
and Members of Council **FILE NO:** 2102859

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

SUBJECT: Award of Contract RFP-PL18-67 for Janitorial Services

EXECUTIVE SUMMARY:

Six submissions were received following a Request for Proposals for Janitorial Services (RFP-PL18-67) which closed on November 20, 2018. The RFP sought proposals that would maintain the current scope of janitorial services at facilities operated and maintained by the City of Maple Ridge, and also requested optional pricing for organic green waste collection and enhanced recycling services. Facilities Operations staff reviewed the proposals in accordance with established evaluation criteria based on best value submission for a janitorial services contract.

RECOMMENDATION:

That Contract RFP-PL18-67 for Janitorial Services, including organic green waste collection and increased recycling service, be awarded to Hallmark Facility Service Inc. for a two-year period with an annual contract price of \$325,032 (excluding taxes), with options to renew for three additional one-year terms, and subject to maximum increases of 2.5% for each renewal; and

That the Facilities Operations annual budget be increased by \$12,732 plus taxes to accommodate added organic green waste collection and increased recycling service resulting from the award of Contract RFP-PL18-67 for Janitorial Services to Hallmark Facility Service Inc; and further

That the Corporate Officer be authorized to execute the contract.

DISCUSSION:

a) **Background Context:**

The City's current contract for janitorial services expires on January 14, 2019. Janitorial services are critical to managing the cleaning standards in buildings and facilities operated and maintained by the City. In September 2018, staff completed a publicly advertised Request for Qualifications (RFQ) process for the purpose of short listing pre-qualified janitorial contractors to participate in an RFP process. The RFQ process resulted in a short list of eight pre-qualified firms.

The subsequent RFP outlined expectations that align with current service levels in terms of cleaning standards and routines, response times for emergency service calls, quality assurance, and environmental stewardship through the use of green cleaning products. Also included in the RFP was a request for separate pricing for organic waste collection and a more comprehensive recycling program for all City sites. Organic waste pick-up services are not included in the existing janitorial services contract, and the only materials collected for recycling are paper and cardboard. An enhanced organics collection and recycling program

would add green waste, plastic, tin cans, aluminum and batteries to our existing recycling program, and would be a positive contribution to our corporate environmental sustainability.

Six submissions were received from the eight pre-qualified service providers. Only two of the six RFP submissions were deemed compliant, and were evaluated according to the criteria set out in the RFP instructions. This enabled staff to determine the best value submission received for the purpose of awarding a new janitorial services contract.

b) Desired Outcome:

The desired outcome is to ensure the provision of high quality, sustainable and cost-effective janitorial cleaning services at all facilities maintained by the City of Maple Ridge.

c) Strategic Alignment:

The provision of janitorial services aligns with the City's Corporate Strategic Plan objective to manage existing municipal infrastructure through the preparation of appropriate plans to ensure development, maintenance and renewal of community assets.

d) Citizen/Customer Implications:

The janitorial services contract provides municipal employees, the general public and user groups with safe, healthy and clean corporate buildings.

e) Business Plan/Financial Implications:

The portion of the contract that maintains existing service levels amounts to \$312,300 excluding taxes. This can be funded from the existing Facilities Operations budget, and is within the allocated operating budget. The additional organic and recycling services will require an increase in the annual operating budget of \$12,732 plus taxes, which can be funded by General Revenue.

CONCLUSION:

Hallmark Facility Services has provided a strong submission that represents best value to the City of Maple Ridge for enhanced janitorial services that includes organics collection and an expanded recycling program to promote improved corporate environmental sustainability across City facilities.

"Original signed by Michael Millward"

Prepared by: **Michael Millward, PE**
Facilities Operations Manager

"Original signed by David Boag"

Reviewed by: **David Boag**
Director of Parks and Facilities

"Original signed by Trevor Thompson"

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

"Original signed by Kelly Swift"

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

"Original signed by Frank Quinn for"

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

TO: His Worship Mayor Michael Morden **MEETING DATE:** December 11, 2018
and Members of Council **FILE NO:** 2104938
FROM: Chief Administrative Officer **MEETING:** Council Meeting
SUBJECT: Albion Community Centre Budget Update and Grant Opportunity

EXECUTIVE SUMMARY:

The City of Maple Ridge has been working closely with School District No. 42 (SD42) on the public consultation and detailed design for the cəsqənelə Elementary School and Albion Community Centre (ACC) since February 2016. When this work began, a preliminary concept budget of \$10 million was established for the community centre, not including site servicing costs or portions of the project eligible for grant funding.

Since that time, the City has completed a Class “A” cost estimate indicating that the ACC project costs are likely to be in the region of \$15.4 million. The Class “A” cost estimate is accurate within 5% and includes all costs associated with the project including a geotechnical survey; required earth works; full site servicing costs; off-site servicing costs; final detailed design and estimated construction costs; and escalation costs that have occurred over this 2-year period.

As construction of the ACC has not begun, the City is eligible for a significant grant from the federal/provincial Community, Culture and Recreation (CCR) Program. Staff recommend that the City apply for this grant in the amount of \$5 million. This would require delaying the start of construction until the grant awards are announced, which comes with project escalation costs estimated at \$600,000. This, combined with an optional \$800,000 to support LEED Silver certification, brings the complete cost estimate for the ACC into the range of \$17–18 million. A funding program to address these costs is outlined in the Financial Implications section of this report.

Staff recommend that Council advance the site development and earth works portion of this project to complete work requiring heavy equipment prior to Fall 2019 to reduce school disruption, and further recommend that Council delay authorizing construction of the community centre until the CCR grant awards are known to ensure the City’s eligibility for this fund.

RECOMMENDATION:

That the site development tendering of the Albion Community Centre project proceed at an estimated cost of \$5 million so that major site and earth works can be completed in conjunction with the development of the cəsqənelə Elementary School project to reduce school disruption; and

That the construction phase of the Albion Community Centre be delayed to qualify for a Community, Culture and Recreation grant; and

That staff submit an application to the Community, Culture and Recreation Program for up to \$5 million towards construction of the Albion Community Centre; and

That the necessary measures to obtain a LEED Silver designation or equivalent is included in the Albion Community Centre design at an estimated cost of \$800,000; and further

That the next Financial Plan Bylaw be amended as described in the December 11, 2018 Council report named 'Albion Community Centre Budget Update and Grant Opportunity'.

DISCUSSION:

a) Background Context:

SD42 and the City of Maple Ridge both previously acquired lands for the joint park/school site on 104th Avenue many years ago as directed by the Official Community Plan (OCP) at that time. The proposed addition of a community centre and the required increase in size of the school to accommodate 660 students resulted in SD42 and the City of Maple Ridge purchasing additional lands for this joint project.

The City received a \$21,000 Green Municipal Fund grant from the Federation of Canadian Municipalities for a study to determine the feasibility of the ACC being built as a "Net Zero" building. The result of this study recommends that the City should instead pursue a LEED Silver designation as there are several aspects of the building that are not compatible with Net Zero. The cost of including design elements to support LEED Silver certification is estimated to be \$800,000.

Staff submitted a grant application for a Federal "Enabling Accessibility Fund" grant that provides funding of up to \$1 million for eligible projects to increase accessibility for people with disabilities in communities and work places. The City was recently advised that its application has been moved forward to the second stage for further consideration.

Staff is also preparing a Community Childcare Space Creation Program grant application, which provides funding up to \$1 million to create new licensed daycare spaces within local government facilities. The City has applied for this grant previously and was not successful; however, staff believes that this application will be much stronger as a result of this being a completely new facility.

An additional grant application has been prepared for the CCR Program. This grant opportunity provides up to 73% for eligible project costs. However, given that the entire fund for British Columbia is \$134 million, staff anticipate that it is likely that smaller amounts in the range of \$3 million to \$5 million are more realistic, and have therefore provided a recommendation to apply for funding at this level to offer options for the grant review team to consider.

In order to meet the eligibility criteria for CCR Program, the City would need to suspend (not terminate) the contract that it currently has with both the Construction Manager and the Architectural firm for approximately 10 months. Both companies have confirmed that they are willing to work with the City in this regard; however, there will be some minor additional start-up costs to remobilize the project. We have also been advised that there is a potential cost escalation for this project, estimated at approximately 1% for each month of the delay, which could potentially be in the region of \$600,000 assuming an 8 to 10 month delay.

Although there are no guarantees that the City will be awarded the amount of funding that is being requested through the CCR Program, staff believe that the ACC project is very well suited to the eligibility criteria for this grant.

b) Desired Outcome:

The desired outcome is to minimize the impact of cost increases while following through with the City's commitment to SD42 and the residents of the Albion area to work with SD42 to develop a neighborhood learning centre that includes an elementary school, community centre, sports field, playground and natural areas and trails.

c) Strategic Alignment:

This project is consistent with the SD42 Strategic Facilities Plan completed in 2015, the 2010 Parks, Recreation & Culture Master Plan, and the Master Agreement between the School District and the City for the joint use of public facilities and coordination of services. The land use is also consistent with the City's Official Community Plan.

d) Citizen/Customer Implications:

The City of Maple Ridge supports its citizens in maintaining healthy lifestyles through their participation in sport, recreation, arts and culture in venues that allow them to connect with their neighbours and other groups with common interests. This project is a great example of partnerships and co-location of facilities to provide needed community infrastructure.

e) Interdepartmental Implications:

The Parks, Recreation & Culture Division along with the Planning, Engineering and Building Departments have been working together to expedite work on this project to keep the school and community centre development on track. SD42 is very hopeful that C&S&C Elementary School will open for the Fall semester in 2019.

f) Business Plan/Financial Implications:

In 2016 when a conceptual plan was developed for the Albion Community Centre, \$10 million was set aside for this project understanding that site servicing costs were not included and that grant opportunities were not yet known.

Since that time, servicing costs have been quantified and are significant; green building costs have been defined through an analysis funded through a grant from the Federation of Canadian Municipalities; and construction costs in general have escalated. This project is a good candidate for grant opportunities which would assist in funding this project, and a number of applications are in progress.

A recent Class "A" estimate identified a cost of \$15.4 million for this project based on detailed design completion as well as the technical reports that are now in place. LEED Silver costs of \$800,000 and a construction escalation contingency of \$600,000 if the project is delayed to support eligibility for a CCR grant brings the complete cost estimate for the ACC into the range of \$17-18 million.

The funding plan in place to accommodate the full \$17-18 million project cost includes:

- \$10 million based on the original 2016 estimated construction cost (\$8.5 million debt and \$1.5 million Amenity Contributions);
- \$0.75 million from Albion Community Centre land servicing/development fees; and
- \$2.25 million from Parks & Recreation Projects Construction Contingency.
- \$4-5 million in grants.

The next Financial Plan Bylaw Amendment Bylaw can be amended to include up to \$5 million to be funded through grants. If the grants do not achieve this amount, an increased reliance on Community Amenity Contributions (CAC's) would be utilized in place of grant funding.

g) Alternatives:

Council may choose to advance the entire project at this time, without the aid of this major grant opportunity; however, staff believe that the City is in a very strong position with its application which could provide significant financial assistance with this project.

CONCLUSIONS:

The conceptual design and community consultation for the ACC began in earnest in February 2016, and the project has passed a variety of legislative and engineering hurdles since then. With the Class "A" estimate in hand, the City has a more accurate understanding of the overall costs of this project. The Community Culture and Recreation Infrastructure Grant offers a significant funding opportunity for this project.

"Original signed by Don Cramb"

Prepared by: **Don Cramb**
Senior Recreation Manager

"Original signed by David Boag"

Reviewed by: **David Boag**
Director of Parks & Facilities

"Original signed by Trevor Thompson"

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

"Original signed by Kelly Swift"

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

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