

City of Maple Ridge

**COUNCIL MEETING AGENDA**

**October 13, 2020**

**7:00 p.m.**

**Virtual Online Meeting including Council Chambers**

*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 Website at [www.mapleridge.ca](http://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.

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*For virtual public participation during Public Question Period register by going to [www.mapleridge.ca/640/Council-Meeting](http://www.mapleridge.ca/640/Council-Meeting) and clicking on the meeting date*

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|-----|---|
| 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 September 29, 2020        |
|     |   |
| 500 | PRESENTATIONS AT THE REQUEST OF COUNCIL                             |
|     |   |
| 600 | DELEGATIONS   |
|     |   |
| 601 | Waste Reduction Week Presentation – Ridge Meadows Recycling Society |
|     | • Leanne Koehn, Community Engagement                                |

700 ITEMS ON CONSENT

701 Minutes

- 701.1 Development Agreements Committee Meetings
- September 30, 2020

702 Reports

702.1 2020 Council Expenses

Staff report dated October 13, 2020 listing Council expenses recorded to September 30, 2020.

703 Correspondence

704 Release of Items from Closed Council Status

705 Recommendation to Receive Items on Consent

800 UNFINISHED BUSINESS

801 Motion by Councillor Yousef (Notice of Motion provided at the September 29, 2020 Council Meeting)

WHEREAS the global COVID-19 pandemic continues to result in severe economic hardship for local businesses across our community and social distancing requirements have significantly reduced the number of restaurant and pub patrons allowed to be safely seated in a given area;

AND WHEREAS when Maple Ridge's expanded patio program expires at the end of October 2020, the loss of the additional patio space currently permitted may result in the temporary or permanent closure of many long time local businesses;

THEREFORE BE IT RESOLVED that as part of Maple Ridge Council's commitment to supporting the small business community by reducing barriers and incentivizing new investment, that the expanded patio program be extended indefinitely and that authorization be given for the winterization of patios on city property through the use of tents, louvered roofs, and heaters.

900 CORRESPONDENCE

1000 BYLAWS

Bylaws for Adoption

1001 Maple Ridge Property Tax Exemption Amending Bylaw No. 7670-2020

To include the removal of Generations Christian Fellowship/Colleen Findlay Foundation from the schedule and to amend the location of NorthRidge Foursquare Church.

1100 COMMITTEE REPORTS AND RECOMMENDATIONS

*The items in the "Committee Reports and Recommendations" category are staff reports presented at an earlier Committee of the Whole meeting, typically a week prior, to provide Council with an opportunity to ask staff detailed questions. The items are now before the regular Council Meeting for debate and vote. Both meetings are open to the public. The reports are not reprinted again in hard copy, however; they can be found in the electronic agenda or in the Committee of the Whole agenda package dated accordingly.*

Planning & Development Services

1101 2020-182-AL, 10875 272 Street, Non-Adhering Residential Use Application

Staff report dated October 6, 2020 recommending that Application 2020-182-AL to replace an existing principle residence for use as an accessory residential structure be forwarded to the Agricultural Land Commission for consideration.

1102 2020-177-RZ, 12834 232 Street, RS-2 to CD-5-20

Staff report dated October 6, 2020 recommending that Maple Ridge Zone Amending Bylaw No. 7661-2020 to rezone from RS-2 (One Family Suburban Residential) to CD-5-20 (Comprehensive Development), to permit the future construction of a three-storey building with approximately 12 residential units and commercial on the ground floor (daycare and office use) be given first reading and that the applicant provide further information as described on Schedules A, C, D and E of the Development Procedures Bylaw No. 5879-1999.

1103 2017-233-RZ, Ground-Oriented Residential Infill Development Permit Guidelines

Staff report dated October 6, 2020 recommending that Maple Ridge Official Community Plan Amending Bylaw No. 7673-2020 to include Ground-Oriented Residential Infill Development Guidelines be given first and second reading and be forwarded to Public Hearing.

**1104 2020-117-RZ, 11917 and 11903 Burnett Street, Temporary Use Permit**

Staff report dated October 6, 2020 recommending that Maple Ridge Official Community Amending Bylaw No. 7659-2020 to designate subject properties as a Temporary Use Permit Area to allow for a temporary sales centre for the future apartment use on-site be given second reading and be forwarded to Public Hearing.

**1105 Addendum to Report on Proposed New Cannabis Retail Store at Unit A 11771 225 Street**

Staff report dated October 6, 2020 recommending that the application for a non medical cannabis retail store by Chronic Cannabis not be supported and that a copy of the resolution be forwarded to the Liquor and Cannabis Regulation Branch.

**Engineering Services**

**1131 Latecomer Agreement LC 165/18**

Staff report dated October 6, 2020 recommending that the Corporate Officer be authorized to sign and seal Latecomer Agreement LC 165/18 with the subdivider lands at 11716 Burnett Street.

**1132 Licence Agreement Authorization - Metro Vancouver Pump Station**

Staff report dated October 6, 2020 recommending that a Licence Agreement between the City of Maple Ridge and the Greater Vancouver Sewerage and Drainage District to allow an emergency generator to be constructed on City property be authorized and that the Corporate Officer be authorized to execute the agreement.

**Corporate Services**

**1151 Employment Lands Investment Incentive Program – Revitalization Tax Exemption Agreements**

Staff report dated October 6, 2020 recommending that the Corporate Officer be authorized to execute revitalization tax exemption agreements with qualified property owners and developers.

**Parks, Recreation and Culture**

**Administration (including Fire and Police)**



1200 STAFF REPORTS

1300 OTHER MATTERS DEEMED EXPEDIENT

1400 PUBLIC QUESTION PERIOD


1500 MAYOR AND COUNCILLOR REPORTS

1600 NOTICES OF MOTION AND MATTERS FOR FUTURE MEETING

1700 ADJOURNMENT


APPROVED BY: \_\_\_\_\_

DATE: \_\_\_\_\_

  
Oct 8, 2020


PREPARED BY: \_\_\_\_\_

DATE: \_\_\_\_\_

  
Oct 8, 2020

CHECKED BY: \_\_\_\_\_

DATE: \_\_\_\_\_

  
Oct 8/20

### **PUBLIC QUESTION PERIOD**

During the COVID-19 health emergency it is important to ensure that our democratic processes continue to function and that the work of the City remains transparent for all citizens. We are doing business a bit differently during this time by having Council members attend remotely and having only necessary staff present in person to administer the meetings. Balancing the health and safety of citizens and our democratic processes is first and foremost in our approach during this health emergency.

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

As noted, during the COVID-19 health emergency, we will be using new virtual tools to ensure that citizens' voices are being heard as part of our meetings. For more information on virtual participation please go to <http://mapleridge.ca/640/Council-Meetings>. 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.

If you have a question or comment that you would normally ask as part of Public Question Period, you can email [clerks@mapleridge.ca](mailto:clerks@mapleridge.ca) before 4:00 p.m. on the day of the meeting and your questions or comments will be shared with Council. If you miss this deadline staff will respond to you in writing as soon as possible.

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

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

We thank citizens for their support as we try innovative approaches to keep us all connected even as we separate to stop the spread of COVID-19.

For more information on these opportunities contact:

Clerk's Department at 604-463-5221 or [clerks@mapleridge.ca](mailto:clerks@mapleridge.ca)

Mayor and Council at [mayorcouncilandcaol@mapleridge.ca](mailto:mayorcouncilandcaol@mapleridge.ca)

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400 Adoption and Receipt of Minutes

401 Minutes of Regular and Special Council Meetings

City of Maple Ridge

**COUNCIL MEETING MINUTES**

September 29, 2020

The Minutes of the City Council Meeting held on September 29, 2020 at 7:00 p.m. in the Council Chambers of the City Hall, 11995 Haney Place, Maple Ridge, British Columbia for the purpose of transacting regular City business.

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<b>PRESENT</b>	<b>Appointed Staff</b>
<i>Elected Officials</i>	A. Horsman, Chief Administrative Officer
Mayor M. Morden	D. Boag, General Manager Parks, Recreation & Culture
Councillor J. Dueck	C. Carter, General Manager Planning & Development Services
Councillor K. Duncan	S. Nichols, Corporate Officer
Councillor C. Meadus	D. Pollock, General Manager Engineering Services
Councillor G. Robson	T. Thompson, Acting General Manager Corporate Services
Councillor R. Svendsen	<i>Other Staff as Required</i>
Councillor A. Yousef	C. Goddard, Director of Planning

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Note: These Minutes are also posted on the City's Web Site at [www.mapleridge.ca](http://www.mapleridge.ca)  
Video of the meeting is posted at [media.mapleridge.ca/Mediasite/Showcase](http://media.mapleridge.ca/Mediasite/Showcase)

Note: Due to the COVID-19 pandemic, Councillor Meadus and Councillor Yousef participated electronically.

100     **CALL TO ORDER**

200     **AMENDMENTS TO THE AGENDA**

300     **APPROVAL OF THE AGENDA**

R/2020-377

It was moved and seconded

That the agenda of the Regular Council Meeting of September 29, 2020 be adopted as circulated.

CARRIED

400     *ADOPTION AND RECEIPT OF MINUTES*

401     Minutes of the Regular Council Meeting of September 8, 2020

R/2020-378

It was moved and seconded

That the minutes of the Regular Council Meeting of September 8, 2020 be adopted as circulated.

CARRIED

402     Report of the Public Hearing of September 15, 2020

R/2020-379

It was moved and seconded

That the report of the Public Hearing of September 15, 2020 be amended to reflect Councillor Dueck as absent; and further,  
That the report as amended be adopted.

CARRIED

500     *PRESENTATIONS AT THE REQUEST OF COUNCIL – Nil*

600     *DELEGATIONS – Nil*

700     *ITEMS ON CONSENT*

701     Minutes

701.1   Development Agreements Committee Meetings

- September 15, 2020
- September 17, 2020
- September 23, 2020

702     Reports

702.1   Quarter 2, 2020 Financial Update

Staff report dated September 15, 2020 providing a financial update on operating results to the end of the second quarter of 2020.

702.2 Disbursements for the month ended August 31, 2020

Staff report dated September 29, 2020 providing information on disbursements for the month ended August 31, 2020.

703 Correspondence

704 Release of Items from Closed Council Status

705 Recommendation to Receive Items on Consent

R/2020-380

It was moved and seconded

That items on the "Items for Consent" agenda of the September 29, 2020 Council Meeting be received into the record.

CARRIED

800 UNFINISHED BUSINESS – Nil

900 CORRESPONDENCE – Nil

1000 BYLAWS

*Note: Items 1001 to 1003 are from the September 15, 2020 Public Hearing*

Bylaws for Third Reading

1001 2019-425-RZ, 25057, 25123 and 25171 112 Avenue

1001.1 Maple Ridge Official Community Plan Bylaw No. 7605-2020

To amend Schedule "A" of Chapter 10.2 Albion Area Plan, Schedule 1 and Figure 1: Northeast Albion from Low/Medium Density Residential to Single Family Residential and Conservation. To amend Schedule "C" Conservation, to re-designate portions of the property to Conservation.

R/2020-381

Moved and seconded

That Official Community Plan Bylaw No. 7605-2020 be given third reading.

CARRIED

**1001.2 Maple Ridge Zone Amending Bylaw No. 7606-2020**

To rezone from RS-3 (One Family Rural Residential) to R-1 (Residential District), R-2 (Urban Residential District) and R-3 (Special Amenity Residential District). The current application is to permit a subdivision of approximately 84 lots.

R/2020-382

Moved and seconded

That Zone Amending Bylaw No. 7606-2020 be given third reading.

CARRIED

**1002 2017-231-RZ, Supportive Recovery Housing**

**Maple Ridge Zone Amending Bylaw No. 7651-2020**

To permit and regulate Assisted Living Residence as a use in the RS-1, RS-1a, RS-1c, RS-1d, RS-2 and RS-3 zones, with a base density of 3 residents per building, and to provide a Density Bonus allowing a maximum of up to 10 residents per building for Supportive Recovery Housing and Transitional Housing classes of Assisted Living Residence on certain conditions, including that the owner enter into a housing agreement with the City.

R/2020-383

Moved and seconded

That Zone Amending Bylaw No. 7651-2020 be given third reading.

CARRIED

Councillor Svendsen, Councillor Yousef – OPPOSED

**1003 2018-394-RZ, Maple Ridge Zoning Bylaw**

**Maple Ridge Zoning Bylaw No. 7600-2019**

A new Zoning Bylaw which applies to all lands within the City of Maple Ridge, and is intended to replace the City's existing Zoning Bylaw No. 3510-1985 to better align with the City's current policies and regulations, to meet current Provincial legislative requirements, to respond to emerging market trends and address the City's sustainability goals and vision. Additionally, the layout, functionality and clarity of the new bylaw is intended to be more user-friendly and effective.

R/2020-384

Moved and seconded

That Zoning Bylaw No. 7600-2019 be given third reading as amended bylaw by removing the M2 amendment.

CARRIED



1100 **REPORTS AND RECOMMENDATIONS**

Planning and Development Services

1101 **2019-402-RZ, 9450 287 Street, CS-2 Text Amendment**

Staff report dated September 15, 2020 recommending Maple Ridge Zone Amending Bylaw No. 7667-2020, to permit a drive-through use for a proposed Tim Horton's restaurant, be given first reading.

R/2020-385

Moved and seconded

1. That Zone Amending Bylaw No. 7667-2020 be given first reading; and
2. That the applicant provide further information as described on Schedules C and D of the Development Procedures Bylaw No. 5879-1999.

CARRIED

1102 **2020-260-AL, 12564 251 Street, Non-Adhering Residential Use in the Agricultural Land Reserve**

Staff report dated September 15, 2020 recommending that the application for a Non-Adhering Residential Use in the Agricultural Land Reserve to construct a new house while living in an existing house on the same property be forwarded to the Agricultural Land Commission for review and consideration.

R/2020-386

Moved and seconded

That Application 2020-260-AL, respecting property located at 12564 251 Street, be forwarded to the Agricultural Land Commission for their review and consideration.

CARRIED

**1103 2019-289-SP, 21903 128 Ave, Soil Deposit Permit**

Staff report dated September 15, 2020 recommending the application for a Soil Deposit Permit to increase the agricultural capability of the property be approved and forwarded to the Agricultural Land Commission for consideration.

R/2020-387

Moved and seconded

That the application for a Soil Deposit Permit under Section 20(3) and 25(1b) of the Agricultural Land Commission Act submitted on behalf of 1156221 BC LTD for the property at 21903 128 Avenue be approved through resolution by Council and forwarded to the Agricultural Land Commission.

CARRIED

**1104 2020-031-RZ, Vape Retail Prohibition**

Staff report dated September 15, 2020 recommending that Maple Ridge Zone Amending Bylaw No. 7629-2020, to prohibit further proposals for vape retail as principal uses, be given first reading.

R/2020-388

Moved and seconded

That Zone Amending Bylaw No. 7629-2020 be given first reading.

CARRIED

**1105 2020-240-RZ, 510 - 20395 Lougheed Highway, Zoning Bylaw Text Amendment**

Staff report dated September 15, 2020 recommending that Maple Ridge Zone Amending Bylaw No. 7669-2020, to allow for the proposed Muse Cannabis retail store to be located 340.5 metres in distance from another cannabis retail store, be given first and second reading and be forwarded to Public Hearing.

R/2020-389

Moved and seconded

That Zone Amending Bylaw No. 7669-2020 be given first and second reading and be forwarded to Public Hearing.

CARRIED

**Note:** *Item 1106 was referred back to staff at the September 15, 2020 Committee of the Whole Meeting*

1106 Proposed New Cannabis Retail Store at Unit A 11771 225 Street

Engineering Services

1131 Award of Agreements, Electrical Contracting Services

Staff report dated September 15, 2020 recommending that electrical contracting services standing offer agreements be awarded to Boileau Electric and Pole Line LTD, Standard Electric BC Ltd, and Anser Power Systems Inc and that the Corporate Officer be authorized to execute the agreements.

R/2020-390

Moved and seconded

That standing offer agreements be awarded to Boileau Electric and Pole Line Ltd., Standard Electric BC Ltd., and Anser Power Systems Inc.; and further

That the Corporate Officer be authorized to execute the agreements.

CARRIED

Corporate Services

1151 2020 – 2023 Property Tax Exemption Amendment

Staff report dated September 15, 2020 recommending that the Maple Ridge Property Exemption Amending Bylaw No. 7670-2020 be given first, second and third readings.

R/2020-391

Moved and seconded

That Property Tax Exemption Amending Bylaw No. 7670-2020 be given first, second and third readings.

CARRIED

*Note: Item 1152 has been moved to the Consent Agenda as Item 701.2*

1152 Quarter 2, 2020 Financial Update

Parks, Recreation & Culture

1171 Suspension of the 2020 Sports Field User Annual Contribution

Staff report dated September 15, 2020 recommending that the Sports Field User Contribution for the Spring/Summer and Fall/Winter season participants be suspended due to extraordinary circumstances caused by COVID-19.

R/2020-392

Moved and seconded

That the Sports Field User Annual Contribution be suspended for both the 2020 Spring/Summer and Fall/Winter seasons.

CARRIED

1172 Maple Ridge Lawn Bowling Club Lease Agreement

Staff report dated September 15, 2020 recommending a new lawn bowling facility lease agreement with the Maple Ridge Lawn Bowling Club for a three year period with options to renew for two further terms of three years each be approved and that the Corporate Officer be authorized to execute the agreement.

R/2020-393

Moved and seconded

That staff be directed to enter into a new lawn bowling facility lease agreement with the Maple Ridge Lawn Bowling Club for a three-year period with options to renew for two further terms of 3 years each; and further

That the Corporate Officer be authorized to execute the Maple Ridge Lawn Bowling Club Lease Agreement.

CARRIED

Administration – Nil

1200 STAFF REPORTS – Nil

1300 OTHER MATTERS DEEMED EXPEDIENT – Nil

1400 **PUBLIC QUESTION PERIOD – Nil**

1500 **MAYOR AND COUNCILLORS' REPORTS**

The Mayor and Council members provided their reports on activities participated in during the past few weeks.

1600 **NOTICES OF MOTION AND MATTERS FOR FUTURE MEETINGS**

1601 **Notice of motion put forward by Councillor Yousef**

Councillor Yousef gave a notice of motion and read the motion into the record as follows:

*WHEREAS the global COVID-19 pandemic continues to result in severe economic hardship for local businesses across our community and social distancing requirements have significantly reduced the number of restaurant and pub patrons allowed to be safely seated in a given area;*

*AND WHEREAS when Maple Ridge's expanded patio program expires at the end of October 2020, the loss of the additional patio space currently permitted may result in the temporary or permanent closure of many long time local businesses;*

*THEREFORE BE IT RESOLVED that as part of Maple Ridge Council's commitment to supporting the small business community by reducing barriers and incentivizing new investment, that the expanded patio program be extended indefinitely and that authorization be given for the winterization of patios on city property through the use of tents, louvered roofs, and heaters.*

It was advised that the motion will be brought forward as an item at the October 13, 2020 Council Meeting for debate and vote.

1700 **ADJOURNMENT – 7:51 p.m.**

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M. Morden, Mayor

Certified Correct

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S. Nichols, Corporate Officer

700 *ITEMS ON CONSENT*

701 *Minutes*

701.1 Development Agreements Committee



**CITY OF MAPLE RIDGE  
DEVELOPMENT AGREEMENTS COMMITTEE**

September 30, 2020  
Mayor's Office

CIRCULATED TO:

Michael Morden, Mayor  
Chair

Al Horsman, Chief Administrative Officer  
Member

Catherine Schmidt, Recording Secretary

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**1. 18-117550 BG**

LEGAL: Lot 22 Section 10 Township 12 New Westminster District Plan  
EPP70566  
PID: 030-108-811  
LOCATION: 11108 241A Street  
OWNER: 1137707 B.C. Ltd. (Kuldeep Sidhu)  
REQUIRED AGREEMENTS: Secondary Suite Covenant

**THAT THE MAYOR AND CORPORATE OFFICER BE AUTHORIZED TO SIGN AND SEAL THE PRECEDING  
DOCUMENT AS IT RELATES TO 18-117550 BG.**

**CARRIED**

**2. 19-116677 BG**

LEGAL: Lot 2 Except: Parcel "D" (Statutory Right of Way Plan 5240) Section  
25 Township 9 New Westminster District Plan 3662  
PID: n/a  
LOCATION: 13420 Neaves Road  
OWNER: Sukhbinder and Sukhjit Sandhu  
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 19-116677 BG.**

**CARRIED**

**3. 18-115015 BG**

LEGAL: Lot 21 Section 28 Township 12 New Westminster District Plan 26004  
PID: 008-833-494

LOCATION: #1 – 23257 Dogwood Avenue

OWNER: Darcy Webb

REQUIRED AGREEMENTS: Detached Garden Suite Covenant  
Detached Garden Suite Parking Covenant

**THAT THE MAYOR AND CORPORATE OFFICER BE AUTHORIZED TO SIGN AND SEAL THE PRECEDING DOCUMENT AS IT RELATES TO 18-115015 BG.**

**CARRIED**

**4. 20-119787 BG**

LEGAL: Lot 6 Section 30 Township 12 New Westminster District Plan 3305  
PID: 010-942-050


LOCATION: 22294 132 Avenue

OWNER: POCO Sand & Gravel Ltd. (Trevi Krugel)

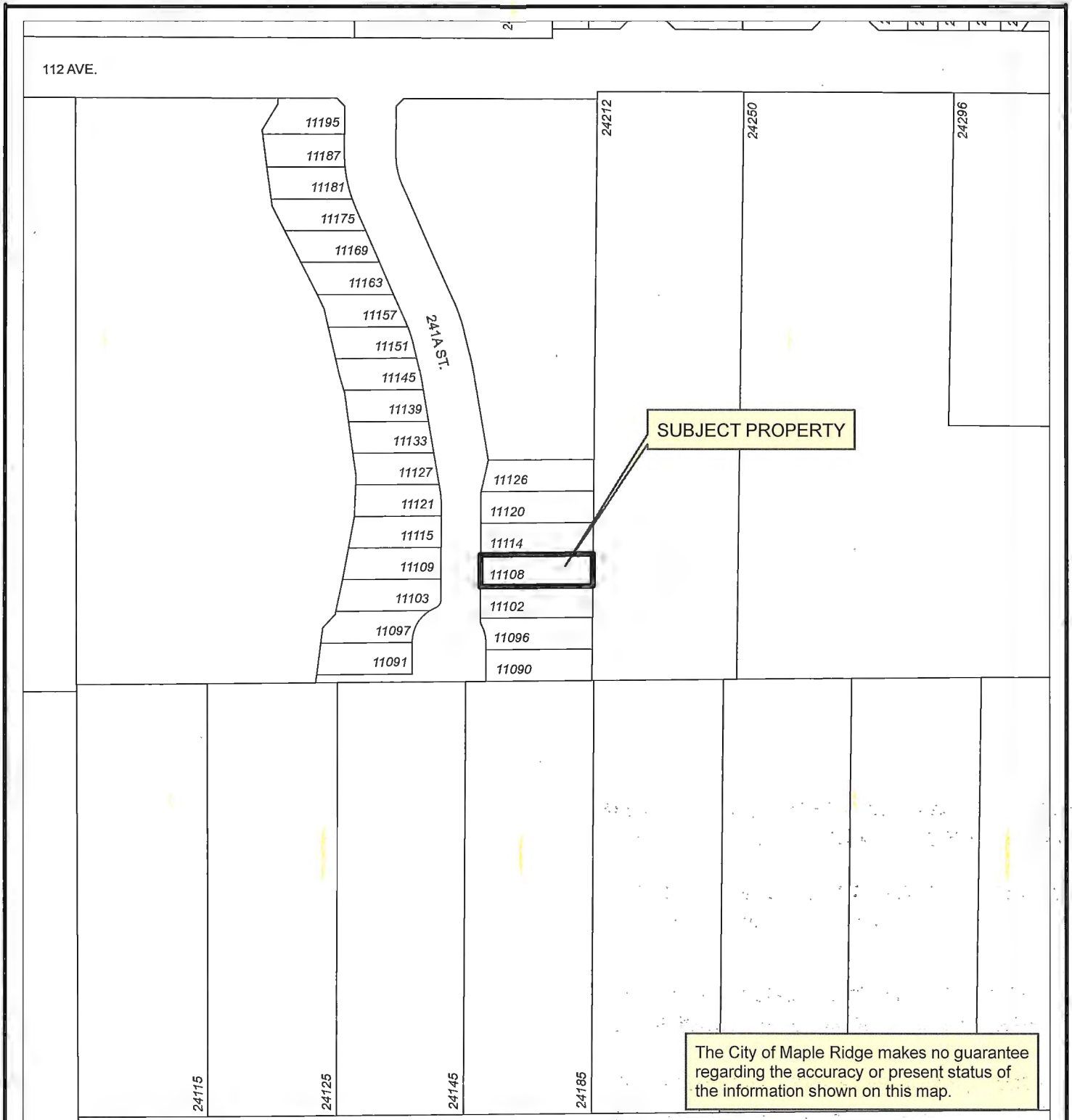
REQUIRED AGREEMENTS: Floodplain Covenant

**THAT THE MAYOR AND CORPORATE OFFICER BE AUTHORIZED TO SIGN AND SEAL THE PRECEDING DOCUMENT AS IT RELATES TO 20-119787 BG.**

**CARRIED**

  
\_\_\_\_\_  
Michael Morden, Mayor  
Chair

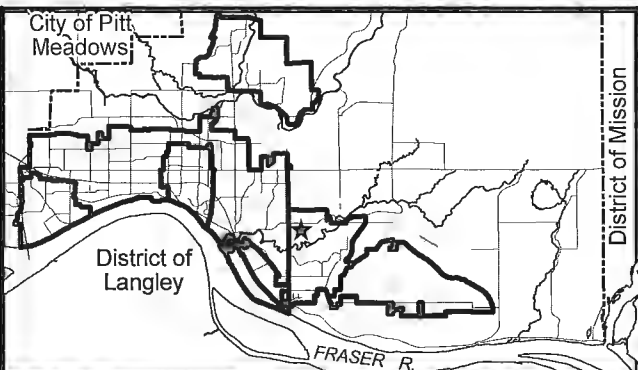
  
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Al Horsman, Chief Administrative Officer  
Member



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



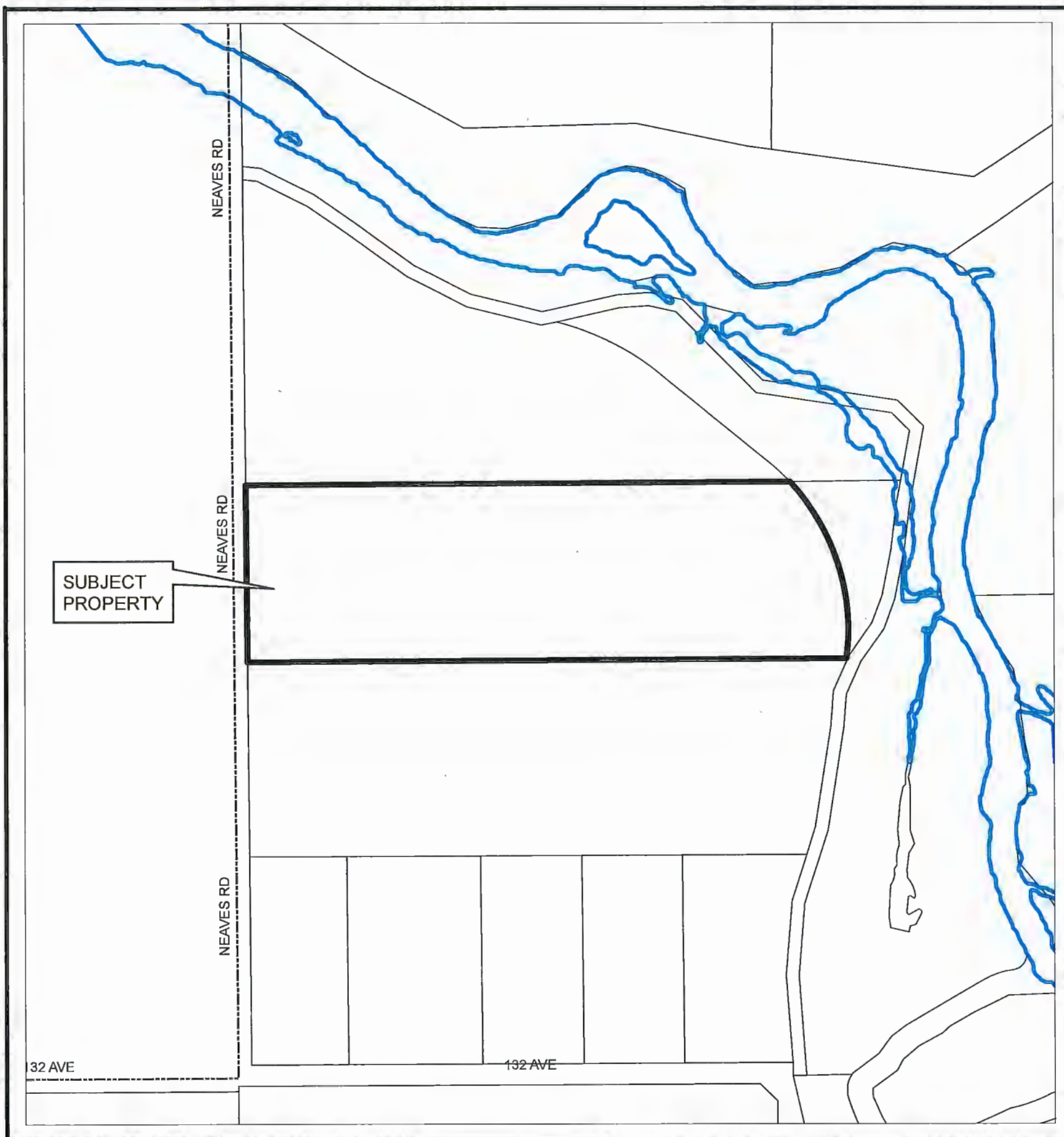
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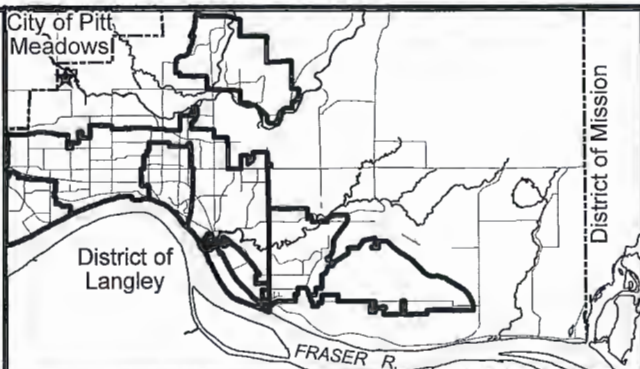
11108 241A Street

ENGINEERING DEPARTMENT

**mapleridge.ca**



Scale: 1:4,000



13420 Neaves Rd.

ENGINEERING DEPARTMENT



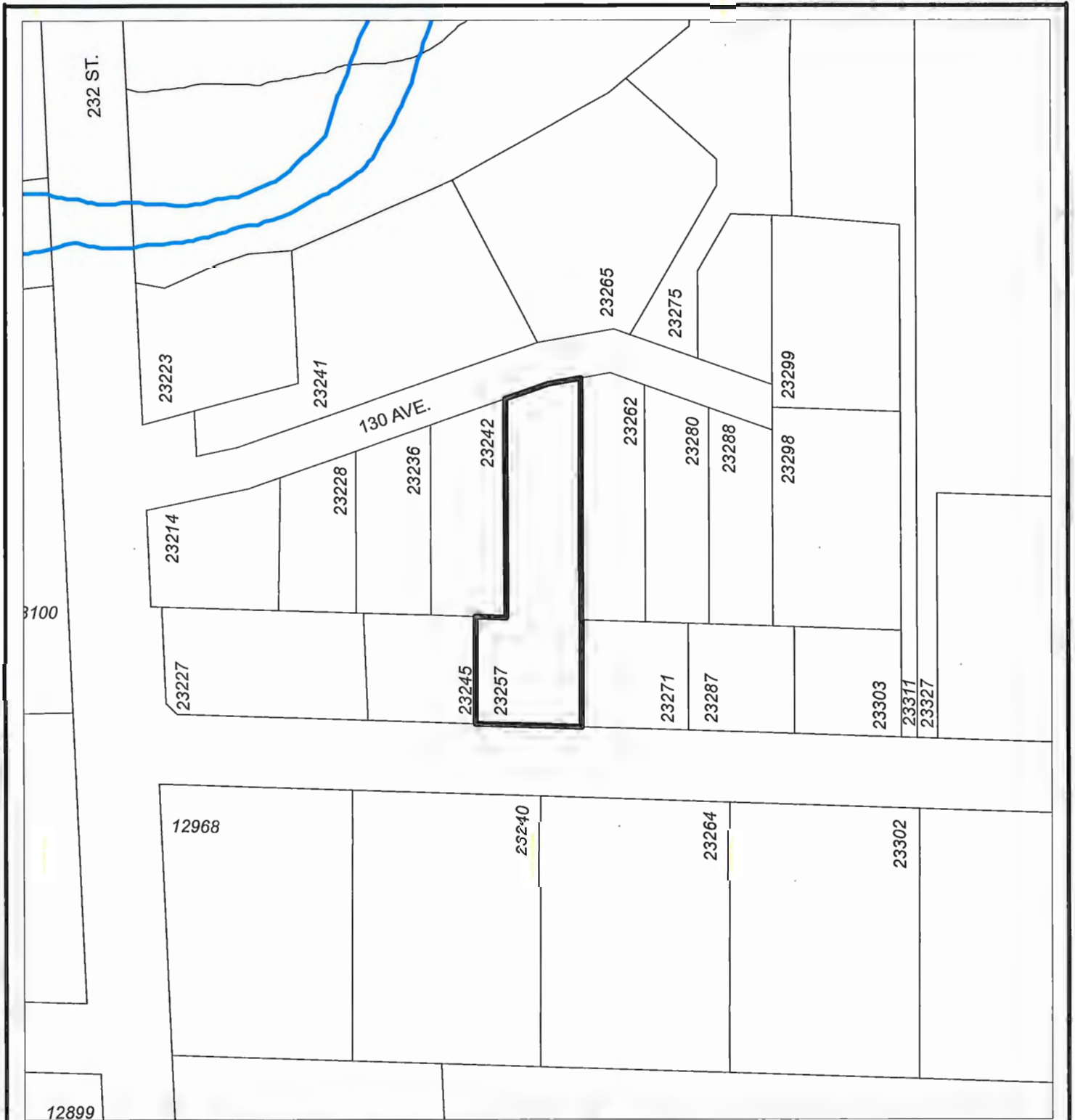
MAPLE RIDGE

British Columbia

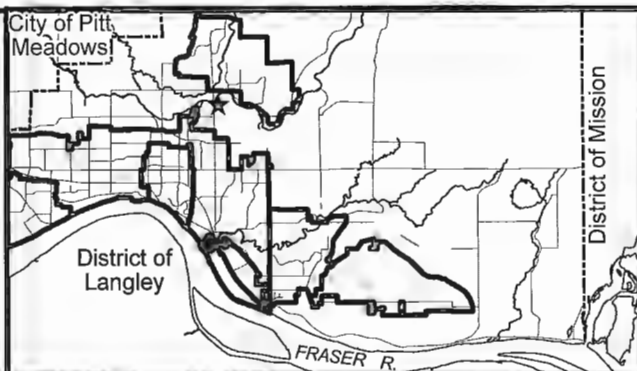
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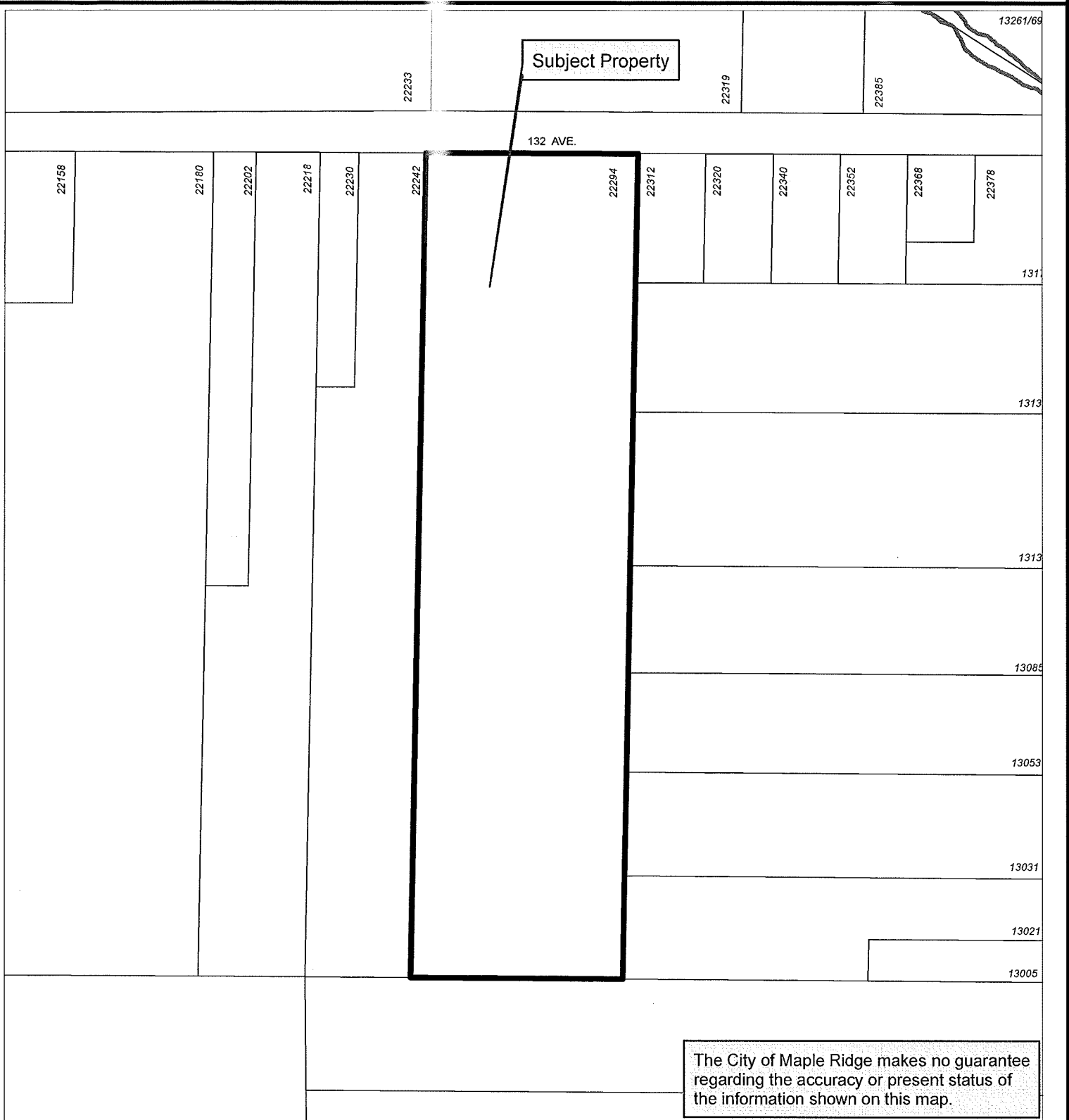


23257 DOGWOOD AVE

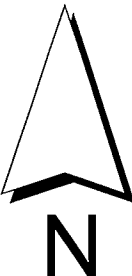


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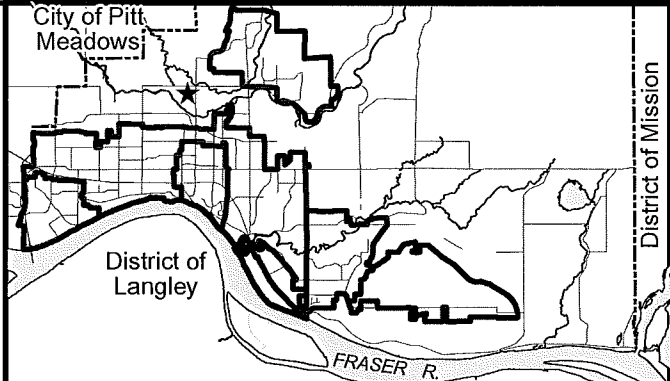
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The City of Maple Ridge makes no guarantee regarding the accuracy or present status of the information shown on this map.



Scale: 1:



22294 132 Ave

LICENCES, PERMITS & BYLAWS DEPT.



**MAPLE RIDGE**  
British Columbia

**mapleridge.ca**





## City of Maple Ridge

**TO:** His Worship Mayor Michael Morden  
and Members of Council  
**FROM:** Chief Administrative Officer  
**SUBJECT:** 2020 Council Expenses

**MEETING DATE:** October 13, 2020  
**FILE NO:** 05-1880-20-2020  
**MEETING:** Council

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### EXECUTIVE SUMMARY:

In keeping with Council's commitment to transparency in local government, the attached Schedule lists Council expenses recorded to September 30 2020. The expenses included on the schedule are those required to be reported in the annual Statement of Financial Information and are available on our website.

### RECOMMENDATION:


For information only.


### Discussion

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

  
Prepared by: **Trevor Hansvall**  
Accounting Clerk 2

  
Reviewed by: **Catherine Nolan, CPA, CGA**  
Corporate Controller

  
Reviewed by: **Trevor Thompson, BBA, CPA, CGA**  
Director of Finance

  
Approved by: **Christina Crabtree**  
General Manager Corporate Services

  
Approved by: **Al Horsman**  
Chief Administrative Officer

**702.1**



Month of Event	Reason for expense	Conferences & Seminars	Community Events	Cell Phones / iPads	Totals
<b>Dueck, Judy</b>					
January	Portable electronic device charges (e.g. IPad)			5.67	
February	Portable electronic device charges (e.g. IPad)			5.35	
March	Portable electronic device charges (e.g. IPad)			5.35	
	Lunch & learn - Ridge Meadows Chamber of Commerce		30.00		
April	Portable electronic device charges (e.g. IPad)			5.35	
May	Portable electronic device charges (e.g. IPad)			5.35	
June	Portable electronic device charges (e.g. IPad)			5.35	
July	Portable electronic device charges (e.g. IPad)			5.35	
August	Portable electronic device charges (e.g. IPad)			5.35	
September	Portable electronic device charges (e.g. IPad)			5.35	
October					
November					
December					
		-	30.00	48.47	78.47
<b>Duncan, Kiersten</b>					
January	Cell phone charges			52.97	
	Portable electronic device charges (e.g. IPad)			5.35	
February	2020 Afro Gala		30.00		
	2020 Dessert & Dance - Garibaldi Secondary		16.93		
	Cell phone charges			48.15	
	Hometown Heroes Night		50.00		
	Portable electronic device charges (e.g. IPad)			5.35	
March	Cell phone charges			85.60	
	Portable electronic device charges (e.g. IPad)			5.35	
April	Cell phone charges			48.15	
	Portable electronic device charges (e.g. IPad)			5.35	
May	Cell phone charges			48.15	
	Portable electronic device charges (e.g. IPad)			5.35	
June	Cell phone charges			48.15	
	Portable electronic device charges (e.g. IPad)			5.35	
July	Cell phone charges			48.15	
	Portable electronic device charges (e.g. IPad)			5.35	
August	Cell phone charges			48.15	
	Portable electronic device charges (e.g. IPad)			5.35	
September	Cell phone charges			48.15	
	Portable electronic device charges (e.g. IPad)			5.35	
October					
November					
December					
		-	96.93	523.77	620.70

Month of Event	Reason for expense	Conferences & Seminars	Community Events	Cell Phones / iPads	Totals
<b>Meadus, Chelsa</b>					
January	Cell phone charges			52.97	
	Portable electronic device charges (e.g. Ipad)			5.35	
February	Cell phone charges			48.15	
	Portable electronic device charges (e.g. Ipad)			5.35	
March	Cell phone charges			48.15	
	Portable electronic device charges (e.g. Ipad)			5.35	
April	Cell phone charges			48.15	
	Portable electronic device charges (e.g. Ipad)			5.35	
May	Cell phone charges			48.15	
	Portable electronic device charges (e.g. Ipad)			5.35	
June	Cell phone charges			48.15	
	Portable electronic device charges (e.g. Ipad)			5.35	
July	Cell phone charges			48.15	
	Portable electronic device charges (e.g. Ipad)			5.35	
August	Cell phone charges			48.15	
	Portable electronic device charges (e.g. Ipad)			5.35	
September	Cell phone charges			48.15	
	Portable electronic device charges (e.g. Ipad)			5.35	
October					
November					
December					
		-	-	486.32	486.32
<b>Morden, Mike</b>					
January					
February	Hometown Heroes Night		50.00		
March	Lunch & learn - Ridge Meadows Chamber of Commerce		30.00		
April					
May					
June					
July					
August					
September					
October					
November					
December					
		-	80.00	-	80.00

Month of Event	Reason for expense	Conferences & Seminars	Community Events	Cell Phones / iPads	Totals
<b>Robson, Gordy</b>					
January	Portable electronic device charges (e.g. iPad)			5.35	
February	Portable electronic device charges (e.g. iPad)			5.35	
March	Portable electronic device charges (e.g. iPad)			5.35	
April	Portable electronic device charges (e.g. iPad)			5.35	
May	Portable electronic device charges (e.g. iPad)			5.35	
June	Portable electronic device charges (e.g. iPad)			5.35	
July	Portable electronic device charges (e.g. iPad)			5.35	
August	Portable electronic device charges (e.g. iPad)			5.35	
September	Portable electronic device charges (e.g. iPad)			5.35	
October					
November					
December					
		-	-	48.15	48.15
<b>Svensen, Ryan</b>					
January	Cell phone charges			52.97	
	Portable electronic device charges (e.g. iPad)			5.35	
February	Cell phone charges			48.15	
	Portable electronic device charges (e.g. iPad)			5.35	
March	Cell phone charges			48.15	
	Portable electronic device charges (e.g. iPad)			5.35	
	South Asian Cultural Gala		125.00		
April	Cell phone charges			48.15	
	Portable electronic device charges (e.g. iPad)			5.35	
May	Cell phone charges			48.15	
	Portable electronic device charges (e.g. iPad)			5.35	
June	Cell phone charges			48.15	
	Portable electronic device charges (e.g. iPad)			5.35	
July	Cell phone charges			48.15	
	Portable electronic device charges (e.g. iPad)			5.35	
August	Cell phone charges			48.15	
	Portable electronic device charges (e.g. iPad)			5.35	
September	Cell phone charges			48.15	
	Portable electronic device charges (e.g. iPad)			5.35	
October					
November					
December					
		-	125.00	486.32	611.32

Month of Event	Reason for expense	Conferences & Seminars	Community Events	Cell Phones / iPads	Totals
<b>Yousef, Ahmed</b>					
January	Cell phone charges			48.15	
	Portable electronic device charges (e.g. IPad)			5.35	
February	2020 Afro Gala		30.00		
	Cell phone charges			48.15	
	Hometown Heroes Night		50.00		
	Lunch & learn - Ridge Meadows Chamber of Commerce		30.00		
	Portable electronic device charges (e.g. IPad)			5.35	
March	Cell phone charges			48.15	
	Portable electronic device charges (e.g. IPad)			5.35	
	South Asian Cultural Gala		125.00		
April	Cell phone charges			48.15	
	Portable electronic device charges (e.g. IPad)			5.35	
May	Portable electronic device charges (e.g. IPad)			5.35	
June	Portable electronic device charges (e.g. IPad)			5.35	
July	Portable electronic device charges (e.g. IPad)			5.35	
August	Portable electronic device charges (e.g. IPad)			5.35	
September	Portable electronic device charges (e.g. IPad)			5.35	
October					
November					
December					
		-	235.00	240.75	475.75
<b>TOTALS</b>					
		-	566.93	1,833.78	2,400.71

1000 **Bylaws**

**1000**

**City of Maple Ridge  
Bylaw No. 7670-2020**

A Bylaw to Amend Maple Ridge Property Tax Exemption Bylaw No. 7568-2019

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**WHEREAS**, pursuant to provisions of the Community Charter, S.B.C., 2003, Chapter 26, a Municipal Council may exempt certain land and improvements from property taxation, where, in the opinion of the Municipal Council, the use of the land and improvements qualifies for an exemption;

**AND WHEREAS**, the Municipal Council deems it expedient to exempt certain land and improvements for the years 2020-2023;

**NOW THEREFORE**, the Municipal Council of the City of Maple Ridge in open meeting assembled, enacts as follows;

1. This Bylaw shall be cited for all purposes as Maple Ridge Property Tax Exemption Amending Bylaw No. 7670-2020.
2. Maple Ridge Property Tax Exemption Bylaw No. 7568-2019 is hereby amended accordingly:
  - (a) Schedule "E" attached hereto is amended by removing Generations Christian Fellowship/Colleen Findlay Foundation from this schedule and replacing with the attached which remains in effect.
  - (b) Schedule "F" attached hereto is amended by deleting and replacing the location of NorthRidge Foursquare Church to 11601 Laity Street.
3. The exemptions granted by this bylaw are without prejudice to any claim for entitlement to exemption based on any other provisions of the Community Charter or any other legislation.

**READ** a first time the 29<sup>th</sup> day of September, 2020.

**READ** a second time the 29<sup>th</sup> day of September, 2020.

**READ** a third time the 29<sup>th</sup> day of September, 2020.

**ADOPTED**, the       day of       , 2020.

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PRESIDING MEMBER

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CORPORATE OFFICER

## Schedule "E"

### City of Maple Ridge Bylaw No. 7670-2020

#### A Bylaw to Amend Maple Ridge Property Tax Exemption Bylaw No. 7568-2019

That in accordance with Section 224(2)(f) of the Community Charter, in relation to property that is exempt under section 220(1)(h) [buildings for public worship], the following land and improvements, that have been deemed as necessary to the building set apart for public worship and not including any portion of the property used for a commercial purpose, be exempt from property taxation:

Owner/Lessee Name	Civic Address	Folio Number	Legal Description	Primary PID
Wildwood Fellowship Church	10810 272 Street	05071-0100-5	Lot 1, Sec 8, TWP 15, NWD, PL NWP15658	010-090-797
Ridge Meadows Open Door Church	11391 Dartford St	10622-0100-0	Lot 695, DL 278, NWD, PL NWP114	011-525-606
B.C. Conference of Mennonite Brethren Churches Inc.	20450 Dewdney Trunk Road	20762-0305-0	Lot 1, DL 222, NWD, PL LMP40767	024-380-253
Christian & Missionary Alliance (Canadian Pacific District)	20399 Dewdney Trunk Road	20804-0401-1	Lot 1, DL 241, NWD, PL NWP83237	015-254-399
St. Pauls Evangelical Lutheran Church of Haney B.C.	12145 Laity Street	20861-0100-4	DL 242, NWD	012-842-320
St. John the Divine Anglican Church	21299 River Road	20920-0100-1	Lot 331, DL 248, NWD, PL NWP65523	003-630-421
Roman Catholic Archbishop of Vancouver Church	20285 Dewdney Trunk Road	21140-0400-1	Lot 1, DL 263, NWD, PL NWP75684	008-434-271
Maple Ridge Christian Reformed Church	20245 Dewdney Trunk Road	21142-3300-3	Lot 33, DL 263, NWD, PL NWP71910	004-613-333
Burnett Fellowship Baptist Church	20639 123 Avenue	21190-0001-0	Lot 1, DL 276, NWD, PL LMP42697	024-551-741
Church of Jesus Christ of Latter Day Saints in Canada	11750 207 Street	21255-0201-X	Lot 369, DL 277, NWD, PL NWP54899	005-333-504
Trustees of the Kanaka Creek Congregation of Jehovah's Witnesses	11770 West Street	21335-2200-2	Lot 22, DL 280, NWD, PL NWP67774	000-556-505
Church of the Nazarene	21467 Dewdney Trunk Road	41990-0000-8	Lot B, DL 245, NWD, PL NWP9007	011-402-911
High Way Church	21746 Lougheed Highway	42162-0000-X	Lot 3, DL 247, NWD, PL NWP6664	011-228-393
Congregation of the Haney Presbyterian Church	11858 216 Street	42176-0000-8	Lot 324, DL 247, NWD, PL NWP64655	003-471-951
Trustees of the Congregation of the Golden Ears United Church	22165 Dewdney Trunk Road	42249-0100-6	Lot C, DL 396, NWD, PL NWP14898	006-588-697
Maple Ridge Baptist Church	22155 Lougheed Highway	42331-0100-1	Lot A, DL 397, NWD, PL NWP67821	000-580-376
Governing Council of the Salvation Army in Canada	22188 Lougheed Highway	42345-0200-0	Lot A, DL 397, NWD, PL NWP68759	000-933-295
Roman Catholic Archbishop of Vancouver	22561 121 Avenue	52788-0000-8	Lot 24, Sec 20, TWP 12, NWD, PL NWP1161	012-020-389

**Schedule "E" cont'd.**

**City of Maple Ridge  
Bylaw No. 7670-2020**

**A Bylaw to Amend Maple Ridge Property Tax Exemption Bylaw No. 7568-2019**

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Trustees of Webster's Corner United Church	25102 Dewdney Trunk Road	63029-0100-5	Lot 5, Sec 14, TWP 12, NWD, PL NWP3275	010-904-140
Parish of St. George (Maple Ridge)	23500 Dewdney Trunk Road	63157-2001-1	Lot A, Sec 16, TWP 12, NWD, PL NWP83835	015-406-661
Christian Life Assembly	11756 232 Street	63163-2300-2	Lot 22, Sec 16, TWP 12, NWD, PL NWP75454	008-243-123
Lord Bishop of New Westminster (St. John Evangelical)	27123 River Road	94720-0001-0	Lot 1, DL 433, NWD, PL LMP28492	023-434-716
Foursquare Gospel Church of Canada	28304 96 Avenue	94803-0100-3	Lot 10, DL 439, NWD, PL NWP46269	006-054-714
Apostles of Infinite Love, Canada	27289 96 Avenue	94906-0000-3	Lot B, Sec 5, TWP 15, NWD, PL NWP11439	008-311-048
Jamia Riyadhul Jannah British Columbia Foundation	27079 River Road	94717-0000-0	DL 433, NWD	012-877-301



**Schedule "F"**

**City of Maple Ridge  
Bylaw No. 7670-2020**

**A Bylaw to Amend Maple Ridge Property Tax Exemption Bylaw No. 7568-2019**

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That in accordance with Section 224(2)(g) of the Community Charter, land or improvements used or occupied by a religious organization, as tenant or licensee, for the purpose of public worship or for the purposes of a hall that the council considers necessary to land or improvements so used or occupied, be exempt from property taxation:

Owner/Lessee Name	Civic Address	Folio Number	Legal Description	Primary PID
474223 BC Ltd/Leased to: Northridge Foursquare Church	11601 Laity Street	21034-0000-8	Lot 381, DL 249, NWD, PL NWP58286	005-703-808

## 1100 ***Committee Reports and Recommendations***

Items in Section 1100 ***Committee Reports and Recommendations*** that refer to a staff report earlier than this agenda date were presented at a Committee of the Whole Meeting typically a week prior, on the date of the staff report, to provide Council with an opportunity to ask staff detailed questions. The items are now before regular Council Meeting for debate and vote. Both meetings are open to the public. The reports are not reprinted again in hard copy; however they can be found in the electronic agenda or in the Committee of the Whole agenda package dated accordingly.

**TO:** His Worship Mayor Michael Morden  
and Members of Council  
**FROM:** Chief Administrative Officer  
**SUBJECT:** Non-Adhering Residential Use Application  
10875 272 Street

**MEETING DATE:** October 6, 2020  
**FILE NO:** 2020-182-AL  
**MEETING:** C o W

---

**EXECUTIVE SUMMARY:**

This application is a proposal to replace an existing principle residence on the subject property, which is 100% within the Agricultural Land Reserve (ALR). In addition, the applicant is proposing alterations to an existing structure to use it for agricultural purposes. This existing structure has been built without permits and does not comply with Zoning Bylaw regulations for an accessory residential structure. The property has a history of unpermitted fill and construction activity that have prompted bylaw enforcement against the property owner. The property owner has also been advised that this Non-Adhering Residential Use Application is required prior to new construction on the property.

In order to further develop this property, the property owner is required to seek approval for previous work on the existing structure without permits from both the City of Maple Ridge and the Agricultural Land Commission (the Commission). The regulations of both agencies have changed in recent years. Bringing this property into compliance will require the applicant to address current municipal and provincial regulations.

The property does not currently have farm status. The applicant seeks to demonstrate to the Commission that the existing structure will be used for agricultural purposes. If the Commission maintains that an agricultural future for this existing structure is not feasible, the regulations for an accessory residential use will need to be either attained or have variances approved.

Given the site history, this application is complex. The recommended approach is to forward the application to the Commission. The decision made by the Commission will help to clarify the steps required and the additional applications required to bring this property into compliance.

**RECOMMENDATION:**

**That Application 2020-182-AL, respecting property located at 10875 272 Street, be forwarded to the Agricultural Land Commission for consideration.**

**DISCUSSION:**

**a) Background Context:**

Applicant:	William T Jorgenson
Legal Description:	Lot: 2, Except: Part subdivided by Plan 35986, Section: 7, Township: 15, Plan: NWP11490

**OCP :**

Existing: Agricultural  
Proposed: No Change

**Zoning:**

Existing: RS-3 (One Family Rural Residential)

**Surrounding Uses**

North:	Use:	Rural Residential
	Zone:	RS-3 (One Family Rural Residential)
	Designation:	Agricultural
South:	Use:	Rural Residential
	Zone:	C-2 (Community Commercial)
	Designation:	Agricultural
East:	Use:	4 Properties, vacant and residential
	Zone:	RS-3 One Family Rural Residential and CS-1 (Service Commercial)
	Designation:	Agricultural
West:	Use:	Rural Residential
	Zone:	RS-3 (One Family Rural Residential)
	Designation:	Agricultural

Existing Use of Property: Rural Residential  
Proposed Use of Property: Rural Residential with farming  
Site Area: 1.6 ha (4 acres)  
Access: 272 Street  
Servicing: Rural

**b) Project Description:**

This application is for a new house and for upgrades to an existing structure that has been constructed without permits. The application has been made more complex due to the physical context and site history. The northern portion of the site is traversed by York Creek. The existing dwelling (proposed to be demolished and replaced elsewhere on the site) is located within the environmental setback of this creek. Since October 23, 2019, the Commission has required a Non-Adhering Residential Use Application for proposals to build a new residence while occupying an existing residence (which is to be demolished upon occupancy of the new dwelling).

Extensive and unauthorized filling has taken place on the site (See Appendix B). The estimated surface area covered by this fill is approximately 5,800 m<sup>2</sup> (1.4 acres). At the time this fill was placed, the ALC had established a 2,000 m<sup>2</sup> (0.5 acres) threshold for the placement of fill on properties within the ALR. In correspondence dated December 5, 2018, the property owner was given assurance by the Commission that although the extent of unpermitted fill greatly exceeded the 2,000 m<sup>2</sup> threshold, no enforcement action would be taken.

The Commission further instructed the property owner to notify them for the new proposed structure to ensure that this threshold for residential use was not exceeded further. The proposed location of the new house is outside of the previous fill area, and will further exceed the permissible threshold for the placement of fill, unless some of this material is removed.

Aware of ALC requirements, the applicant submitted a Notice of Intent application to the ALC in order to proceed further. This application was limited to consideration of the extent of fill involved on this property (both existing and proposed). The Commission addressed this application (#60247), on February 28, 2020, making the following Order under Section 20.3(2) (c) of the ALC Act:

1. A Non Adhering Residential Use application would be required in order to retain the existing house during the construction period for the new house;
2. The new house plans may not meet the limits established by the ALC and would also require a Non Adhering Residential Use application;
3. Extensive filling has taken place on the property, and retroactive approval under a Notice of Intent application was not permitted;
4. The existing structure that had been built without permits was considered to be accessory to a residential use and therefore would be considered in conjunction with the required Non-Adhering Residential Use application.

The applicant was ordered to refrain from placing more fill on the site without first obtaining approval for the Non-Adhering Residential Use from the ALC (See Appendix C). It should be noted that on February 22, 2019, the 2,000 m<sup>2</sup> threshold was amended by the Commission. Proposed farm or residential uses that exceed 1,000 m<sup>2</sup> of fill will now require a Notice of Intent.

#### **c) Planning Analysis:**

This required Non-Adhering Residential Use application will provide the opportunity for the Commission to make decisions that will allow this proposal to proceed further. As it stands, the following issues require clarity:

**Will the existing structure be considered an agricultural building or an accessory residential building?** The applicant wishes the structure to be considered an agricultural building, intending to provide renovations to further an agricultural use. The property does not have farm status. This application provides the applicant with an opportunity to support their case for an agricultural future of the building to the Commission. If the Commission does not concur, Zoning Bylaw provisions for an accessory residential building will be triggered, which will impact the farm home plate, and the siting of the proposed new house. If the existing structure cannot be retrofitted to comply with existing agricultural regulations, the applicant would have the option of seeking a variance to address non-conforming aspects of the structure for an accessory residential use.

**Will the applicant be permitted by the Commission to retain the unpermitted fill currently on site and bring in additional fill in order to realize this development proposal?** The Commission has previously indicated that they would not enforce on the unpermitted fill. However, subsequently, the ALC has revised their regulations for fill. It is up to the Commission to decide on the matter of the unpermitted fill and whether or not the applicant will be permitted to keep it. The fill material was gravel and asphalt grindings. Both materials are now expressly prohibited under the new ALC regulations on suitable fill material. If the Commission approves of the previous fill, the City can issue a Soil Permit retroactively, which could be attached to the Watercourse Protection Development Permit, which will be a requirement of the Building Permit.

Once the above items are clarified by the Commission, municipal processes can proceed in bringing this proposal to completion.

**d) Interdepartmental Implications:**

Once addressed by the Commission, the Building Department will be processing the Building Permit, which will include collaborating with other municipal departments. The Environmental section of the Planning Department will oversee the required Watercourse Protection Development Permit. This Development Permit will outline requirements around the demolition of the existing house, which is located within 30 metres of York Creek. Habitat restoration of this area will be required, involving the services of a qualified professional. The Planning Department will also administer details around a Soil Permit, and will further collaborate with the Commission to ensure that Commission conditions of approval are satisfied by the applicant.

The Engineering Department has made the following preliminary comments about this proposal:

- This property is outside of the Urban Development Boundary and is exempt from providing frontage improvements for single family building permits. 272 Street is rural collector standard road. As only one access is permitted, one of the accesses will need to be decommissioned and the boulevard restored.
- Required services include onsite water and septic disposal, and rockpits to address rainwater runoff in accordance with municipal standards. The services of qualified professionals will be required to ensure these standards are achieved.

**e) Intergovernmental Issues:**

Since October 23, 2019, the Commission has required a Non Adhering Residential Use Application for proposals to build a new residence while occupying an existing residence (which is to be demolished upon occupancy of the new dwelling).

The rationale for this requirement is due to the Commission's preference that the original principle residence be removed prior to the construction of a new principle residence, so that the new principle residence can be constructed in the same location as the original residence, thus minimizing the impact on the land base. However, the Commission recognizes that in some circumstances this may not be feasible.

In this instance, the existing dwelling is located within a riparian setback area. New construction within this existing footprint would not be permitted under the Watercourse Protection Bylaw. The relocation of the homeplate is therefore justified, as the new dwelling would need to be located elsewhere on the property (See Appendix D).

**f) Alternatives:**

As with all applications, Council has the option of denying this application from proceeding to the Commission for their decision. If Council chooses to deny the application, the applicant would be required to work within the existing regulations in order to construct the new dwelling. These requirements would include demolition of the existing house prior to new construction, submission of a building permit for the new residence within the existing fill footprint, and bringing the existing structure into compliance.

## CONCLUSION:

This Non-Adhering Residential Use Application is to retain an existing residence for the period of construction for a new principle residential. Due to complexities associated with this site, clarity from the Agricultural Land Commission would assist in bringing the development of this property into compliance with municipal and provincial regulations. On this basis, the recommendation is that this application be authorized to proceed to the Commission.

"Original signed by Mark McMullen" for

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

"Original signed by Chuck Goddard"

---

*Reviewed by:* **Charles R. Goddard, BA, MA  
Director of Planning**

"Original signed by Christine Carter"

---

*Approved by:* **Christine Carter, M.PL, MCIP, RPP  
GM Planning & Development Services**

"Original signed by Al Horsman"

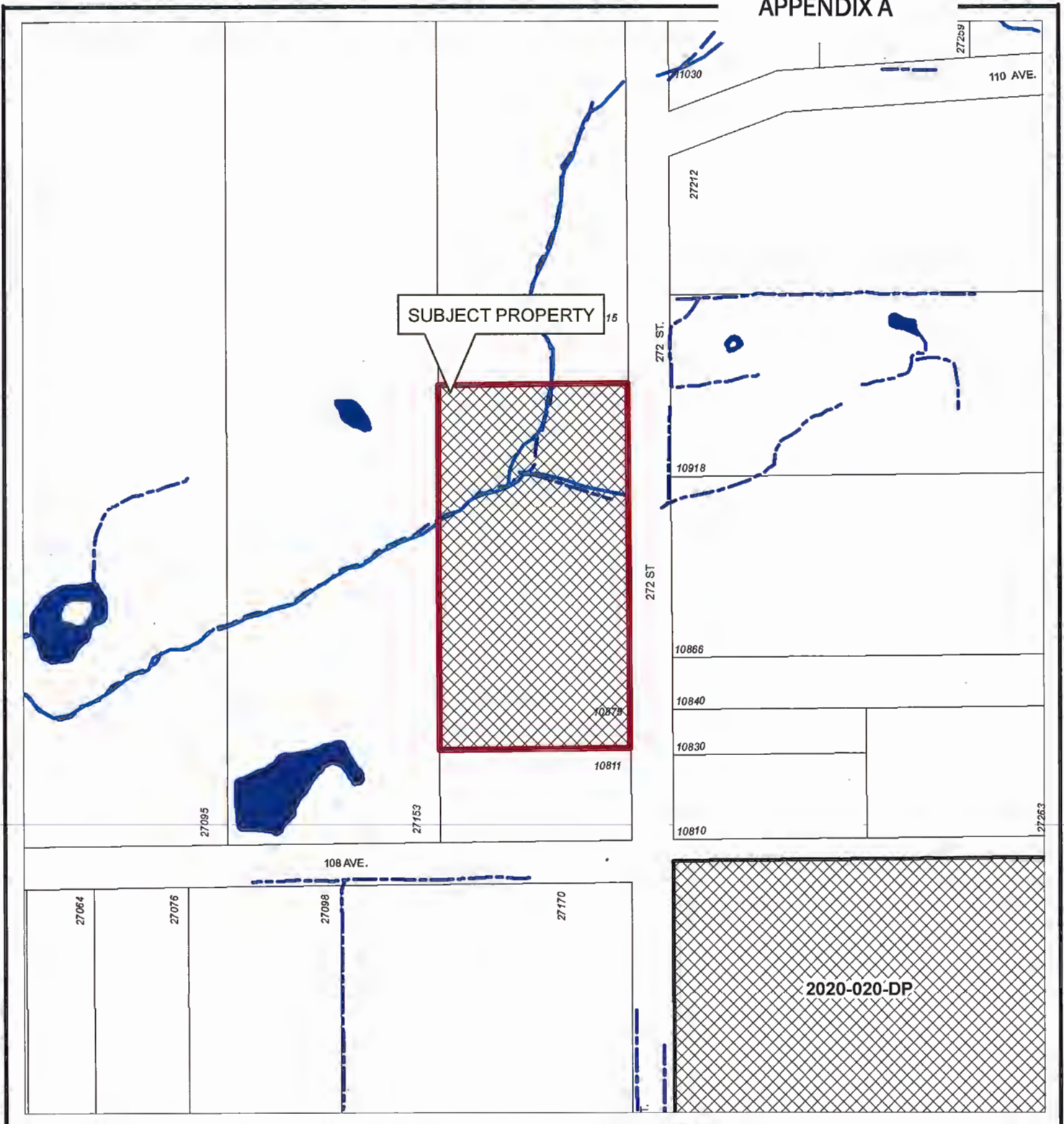
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*Concurrence:* **Al Horsman  
Chief Administrative Officer**

The following appendices are attached hereto:

- Appendix A – Subject Map
- Appendix B – Ortho Photo
- Appendix C – ALC Order (File 60247) decision letter
- Appendix D – Site Plan provided by applicant.

# APPENDIX A



Scale: 1:2,500

## Legend

- Stream
- Ditch Centreline
- ... Indefinite Creek
- Lake or Reservoir
- Active Applications (RZ/SD/DP/VP)

10875 272 STREET  
PID 009-543-457

PLANNING DEPARTMENT



MAPLE RIDGE

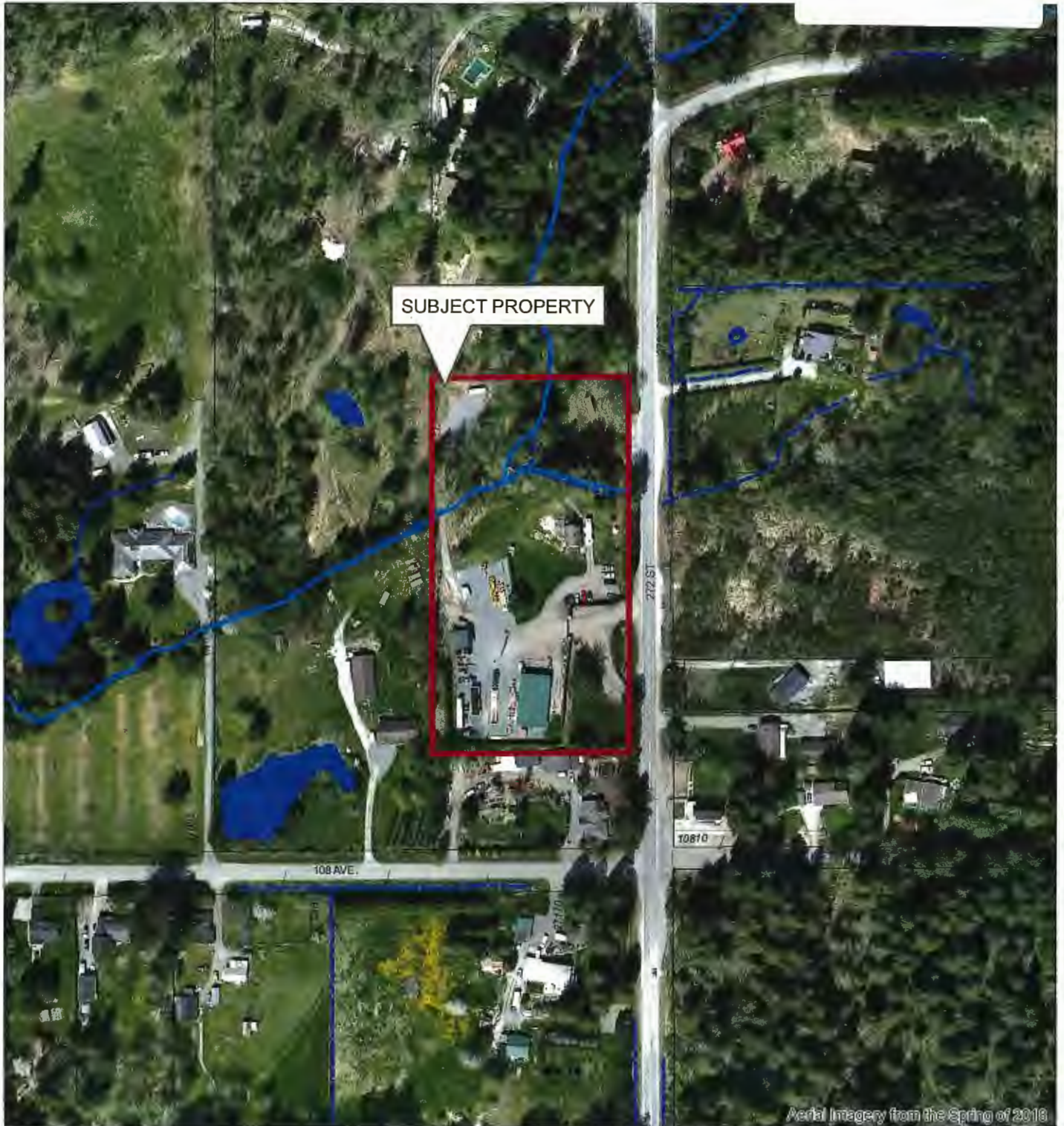
British Columbia

[mapleridge.ca](http://mapleridge.ca)

FILE: 2020-182-AL  
DATE: Jun 17, 2020

BY: PC

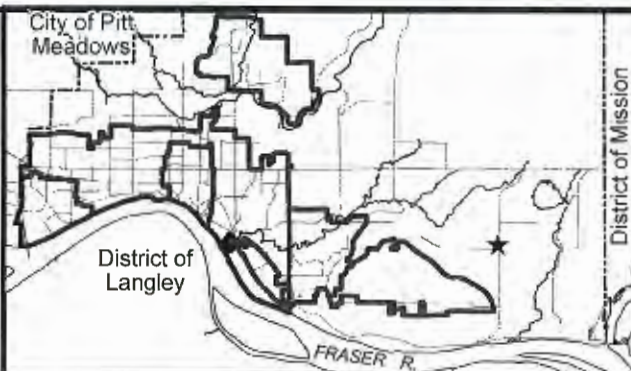




Aerial Imagery from the Spring of 2018

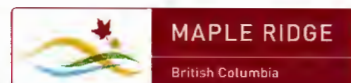


Scale: 1:2,500



10875 272 STREET  
PID 009-543-457

PLANNING DEPARTMENT



[mapleridge.ca](http://mapleridge.ca)

FILE: 2020-182-AL  
DATE: Jun 17, 2020

BY: PC



**Agricultural Land Commission**  
 201 – 4940 Canada Way  
 Burnaby, British Columbia V5G 4K6  
 Tel: 604 660-7000  
 Fax: 604 660-7033  
 www.alc.gov.bc.ca

February 28, 2020

ALC File: 60247

**SENT BY E-MAIL: [bill@ridgelowbed.com](mailto:bill@ridgelowbed.com)**

William Jorgenson  
 10875 272 Street  
 Maple Ridge, BC V2W 1Y6

Dear Mr. Jorgenson,

**Order Under Section 20.3(2)(c) of the Agricultural Land Commission Act**

**Re: Notice of Intent to place fill on land in the Agricultural Land Reserve**

PID: 009-543-457

Legal Description: LOT 2 EXCEPT: PART SUBDIVIDED BY PLAN 35986,  
 SECTION 7 TOWNSHIP 15 NEW WESTMINSTER DISTRICT  
 PLAN 11490

Civic Address: 10875 272 Street, Maple Ridge, BC  
 (the "Property")

On January 10, 2020 the Chief Executive Officer (CEO) of the Agricultural Land Commission (ALC) received a Notice of Intent (NOI) pursuant to section 20.3(1)(c) of the *Agricultural Land Commission Act* (ALCA) to place fill on the Property (the Proposed Fill Placement Activities). The CEO also received a fee of \$150 with respect to the NOI pursuant to subsection 20.3(1)(c)(ii).

As delegate CEO pursuant to section 20.3(6) of the ALCA, I understand the following about the Proposed Fill Placement Activities from the NOI and accompanying documents:

- The landowner of the Property is William Terrance Jorgenson;
- The total area of the Proposed Fill Placement Activities is 0.1 ha (1000 m<sup>2</sup>);
- The purpose of the Proposed Fill Placement Activities is to construct a new residence to replace the existing principal residence and to construct a new barn on the Property;
- The Landowner is proposing to reside in the existing principal residence while constructing a new replacement residence;
- The type of materials proposed to be placed on the Property are sand and gravel;
- The proposed volume of materials to be placed on the Property is 100 m<sup>3</sup>;
- The proposed depth of material to be placed on the Property is 1 m; and
- The proposed duration of the Proposed Fill Placement is one (1) year and eleven (11) months.



Effective February 22, 2019, the ALCA was amended and the ALR Use Regulation was created requiring NOIs be submitted to the ALC for Fill Placement or Soil Removal that do not meet the exempted activities criteria pursuant to section 35 of the ALR Use Regulation.

Upon review of the NOI, I have determined the following:

- Proposed Fill for Residence:
  - To continue living in the existing residence on the property (also known as the "principal residence") while constructing a new residence to replace the principal residence, a Non-Adhering Residential Use Application to the Commission for its approval is required;
  - I also note the supplied site drawings dated October 31, 2018 by SEL Engineering Ltd. show the basement does not have "more than one-half its vertical height below the average finished grade at the perimeter of the building"; thus, the residence exceeds the permitted 500 m<sup>2</sup> total floor area as defined by the ALC. For this reason, a Non-Adhering Residential Use Application to the Commission for its approval is required independent of the decision to retain the original principle residence.
- Proposed Fill for Existing Detached Shop/Garage:
  - Based on aerial imagery, an existing detached structure was constructed on the Property sometime between 2006 and 2008. Fill has already been placed on the Property for the construction of the detached structure prior to submission of the NOI. **Retroactive approval under a NOI is not permitted;**
  - The supplied site plans dated October 31, 2018 by SEL Engineering Ltd. show the detached existing structure is to a "detached shop" and "garage" that measures 40' x 75' 6" (approximately 12.2 m x 23.0 m) for a total floor area of 280 m<sup>2</sup>. I consider the existing detached structure to be a shop and garage and an accessory use of the residence and must be included with the aforementioned Non-Adhering Residential Use Application.

For this reason, an application and approval of the Commission is required in accordance with section 20.3(5) of the ALCA before the Proposed Fill Placement or Soil Removal is undertaken.

**I therefore order, pursuant to section 20.3(2)(c) of the ALCA, that you must not engage in the Proposed Fill Placement unless the application required above has first been approved by the Commission.**

If you wish to pursue the Proposed Fill Placement Activities, you may initiate the application process by submitting the required form and paying the requisite fee (\$1,350) to the local government (City of Maple Ridge). The application can be submitted through the ALC's Application Portal. Information on application process can be found on the ALC website under Applications and Decisions. I have also attached Bulletin 05 – Residences in the ALR for further information.





Any further correspondence with respect to the proposed residence should be directed to the ALC South Coast Land Use Planners ([ALC.SouthCoast@gov.bc.ca](mailto:ALC.SouthCoast@gov.bc.ca)).

Sincerely,

A handwritten signature in black ink, appearing to read 'Avtar S. Sundher', is written over a horizontal line.

Avtar S. Sundher,  
Delegate of the Chief Executive Officer

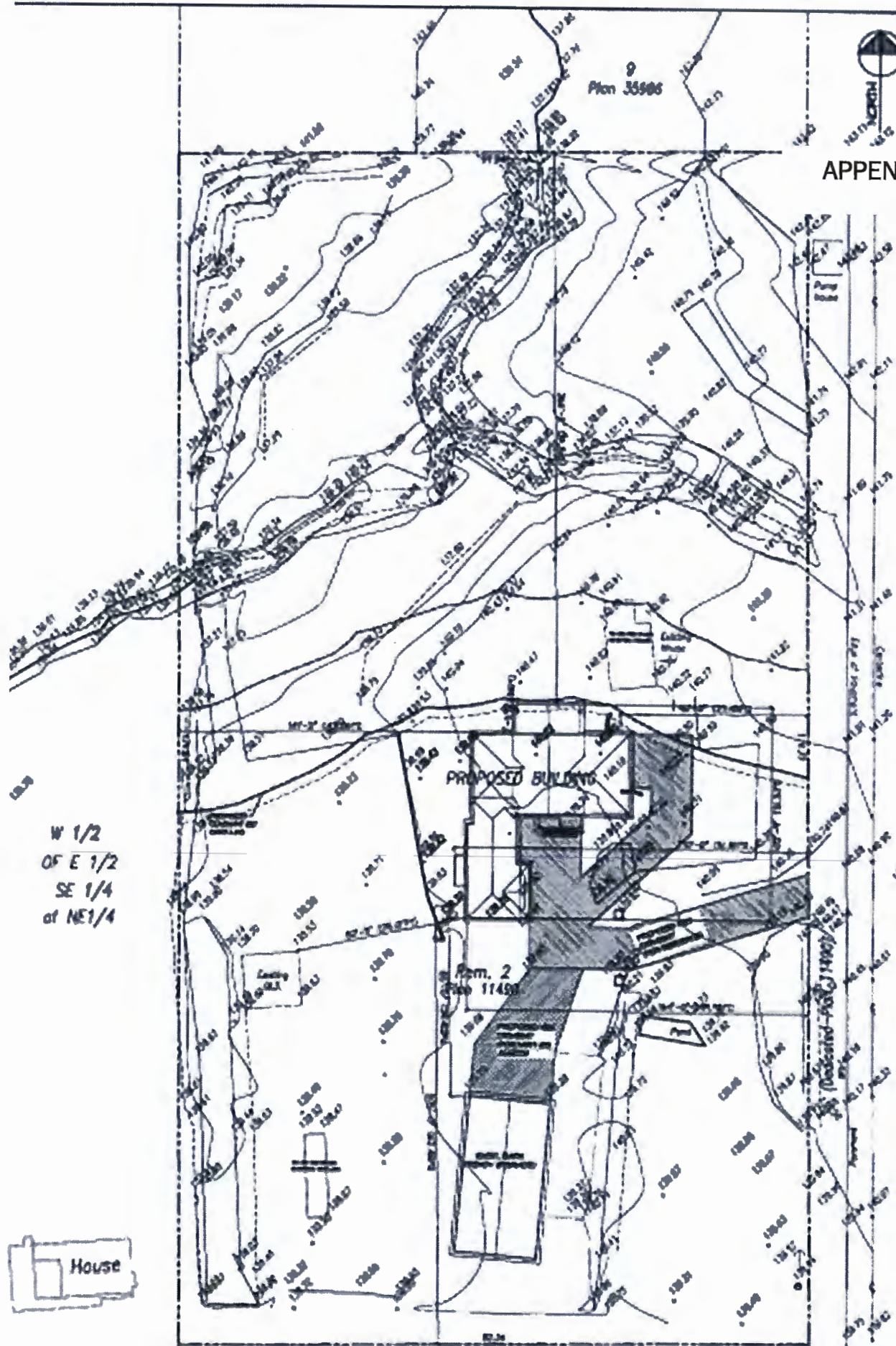
Enclosure: Schedule A: ALC Information Bulletin 05 – Residences in the ALR

cc: Barb Melnick, Senior Bylaw Compliance Officer, City of Maple Ridge  
([bmelnick@mapleridge.ca](mailto:bmelnick@mapleridge.ca))  
Building Department, City of Maple Ridge ([buildingenquiries@mapleridge.ca](mailto:buildingenquiries@mapleridge.ca))  
Planning Department, City of Maple Ridge ([planning@mapleridge.ca](mailto:planning@mapleridge.ca))  
South Coast Land Use Planners ([ALC.SouthCoast@gov.bc.ca](mailto:ALC.SouthCoast@gov.bc.ca))

60247d1



APPENDIX D



W 1/2  
OF E 1/2  
SE 1/4  
of NE 1/4



**SITE KEY PLAN**

SCALE 1/8" = 1'-0"  
SEE AREA COVERED BY (SEE PLAN 11)

Plan 11490



**mapleridge.ca**

**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. 7661-2020  
12834 232 Street

**MEETING DATE:** October 6, 2020  
**FILE NO:** 2020-177-RZ  
**MEETING:** C o W

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#### **EXECUTIVE SUMMARY:**

An application has been received to rezone the subject property, located at 12834 232 Street from RS-2 (One Family Suburban Residential) to CD-5-20 (Comprehensive Development), to permit the future construction of a three-storey building with approximately 12 residential units and commercial on the ground floor (daycare and office use). The applicant is proposing that four of the residential units will be rental, secured through a registered Housing Agreement. As well, the daycare use will be subject to a covenant to secure its use into the future.

Pursuant to Council policy, this application is subject to the Community Amenity Contribution Program (Policy 6.31) at a rate of \$3,100.00 per apartment dwelling unit; however, the proposed rental units, secured under a Housing Agreement, are exempt.

#### **RECOMMENDATIONS:**

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

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. 7661-2020 be given first reading; and
3. That the applicant provide further information as described on Schedules A, C, D and E of the *Development Procedures Bylaw No. 5879-1999*.

**1102**

## DISCUSSION:

### a) Background Context:

Applicant:	Flat Architecture Inc.
Legal Description:	Lot 10 Section 28 Township 12 New Westminster District Plan 19347
OCP:	
Existing:	Estate Suburban Residential
Proposed:	Commercial
Zoning:	
Existing:	RS-2 (One Family Suburban Residential)
Proposed:	CD (Comprehensive Development)
Surrounding Uses:	
North:	Use: Ridge Meadows Child Development Centre and Yennadon Elementary School Zone: P-1 (Park and School) Designation: Institutional
South:	Use: Commercial (Gas Station) and Residential Zone: CD-1-95 (Service Commercial and Accessory Residential Use) Designation: Commercial
East:	Use: Single Family Residential Zone: RS-2 (One Family Suburban Residential) Designation: Estate Suburban Residential
West:	Use: Single Family Residential Zone: RS-2 (One Family Suburban Residential) Designation: Estate Suburban Residential
Existing Use of Property:	Vacant
Proposed Use of Property:	Commercial and Residential
Site Area:	0.21 ha (0.52 acres)
Access:	232 Street
Servicing requirement:	Urban Standard

### b) Site Characteristics:

The subject property is located one lot north-east of the intersection of 128 Avenue and 232 Street (see Appendices A and B). The subject property is flat with some trees located on the perimeter and internal to the site. The subject property is currently vacant.

### c) Project Description:

The application proposes to rezone the subject property from RS-2 (One Family Suburban Residential) to a new CD-5-20 (Comprehensive Development) zone (see Appendix C) to permit the future construction of a three-storey building, with approximately 12 residential units and approximately 229 m<sup>2</sup> (2,470 ft<sup>2</sup>) of ground commercial space (daycare and office use) (see

Appendix D). The residential portion of the building includes all 12 units in two-bedroom configurations. The applicant is also proposing that four of the units be included as rental. The applicant is proposing surface parking and access from 232 Street.

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 further reports will be required prior to second reading. Such assessment may impact proposed lot boundaries and density, OCP designations and Bylaw particulars, and may require application for further development permits.

**d) Planning Analysis:**

**Official Community Plan:**

The subject property is located to the north east of the intersection of 128 Avenue and 232 Street, and is outside of the Urban Area Boundary identified on Schedule "B" of the OCP. The current commercial classification for this area is considered a 'Historic Commercial Centre', as identified in Appendix E, Figure 2 of the OCP. *Historic Commercial* centres are the commercial hearts of the historic communities that formed the City of Maple Ridge, with the size of these centres limited to compatibility with the surrounding land uses and compliance with the policies in the OCP. The *Historic Commercial* centres are located in Hammond, Port Haney, Yennadon, Albion, Whonnock, Webster's Corners and Ruskin. The OCP outlines policies related to the *Historic Commercial* centres, including:

*6- 42 Maple Ridge will support limited commercial development in Historic Commercial centres to provide for the commercial needs of the adjacent population. The historic centres generally reflect the historic commercial footprint of the area. Limited infill or expansion of a Historic Commercial centre may be supported if the development is sensitive to the historic character of the centre, and is compatible in use and form with the surrounding area.*

*6 - 43 Historic Commercial centres located within the Urban Area Boundary may provide a range of residential and commercial uses. Historic Commercial centres located outside of the Urban Area Boundary are intended to provide small scale convenience shopping and a limited range of services to residents.*

Given the above policies, the current *Estate Suburban Residential* designation could be re-designated to *Commercial*, under the *Historic Commercial* category. The subject property is located in between a gas station to the south and a portion of the Yennadon Elementary school property to the north. Combined with the proximity of the surrounding residential uses and increased residential development in Silver Valley to the north, the re-designation to *Commercial* (to permit a daycare use) is supportable.

**Zoning Bylaw:**

The current application proposes to rezone the subject property from RS-2 (One Family Suburban Residential) to CD-5-20 (Comprehensive Development) to permit a mixed-use development consisting of ground floor commercial and approximately 12 residential units above. Although the application will be utilizing a Comprehensive Development zone (CD-5-20), the zoning criteria has been based on the H-1 (Heritage Commercial) zone in terms of setbacks, height and density.



The applicant is proposing four of the units as rental, to be secured through a Housing Agreement. The proposed daycare use will also be subject to a covenant to secure its use into the future. More details to be provided as part of the second reading review.

Any variations from the requirements of the proposed zone will require a Development Variance Permit application, and will be the subject of a future report to Council.

**Development Permits:**

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

**Advisory Design Panel:**

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

**Development Information Meeting:**

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

**e) Interdepartmental Implications:**

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

- a) Engineering Department;
- b) Operations Department;
- c) Fire Department;
- d) Building Department;
- e) Parks, Recreation and Culture Department;
- f) School District;
- g) Agricultural Land Commission;
- h) Ministry of Environment; and
- i) Canada Post.

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

This application has not been forwarded to the Engineering Department for comments at this time; therefore, an evaluation of servicing and site access requirements have 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 OCP amendment, it is recommended that no additional consultation is required beyond the early posting of the proposed OCP amendments on the City's website, together with an invitation to the public to comment.

**g) Development Applications:**

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

1. An OCP Application (Schedule A);
2. A complete Rezoning Application (Schedule C);
3. A Commercial Area Development Permit Application (Schedule D); and
4. 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 supportable through an OCP amendment to re-designate to *Commercial*, as part of the *Historic Commercial* category. It is, therefore, recommended that Council grant first reading subject to additional information being provided and assessed prior to second reading.

"Original signed by Mark McMullen" for

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**Prepared by: Adam Rieu  
Planner**

"Original signed by Chuck Goddard"

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**Reviewed by: Charles R. Goddard, BA, MA  
Director of Planning**

"Original signed by Christine Carter"

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**Approved by: Christine Carter, M.PL, MCIP, RPP  
GM Planning & Development Services**

"Original signed by Al Horsman"

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**Concurrence: Al Horsman  
Chief Administrative Officer**

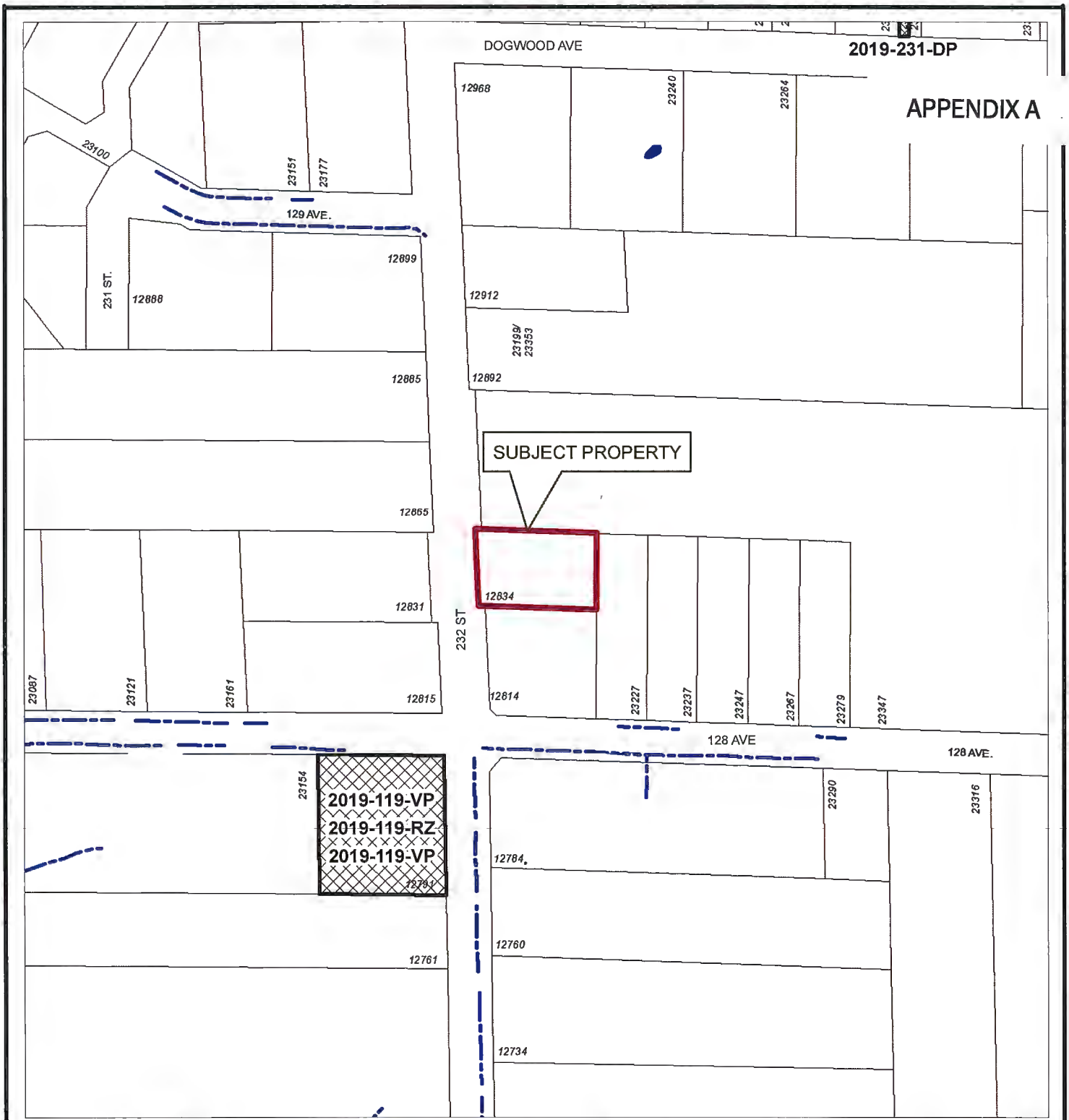
The following appendices are attached hereto:

Appendix A – Subject Map

Appendix B – Ortho Map

Appendix C – Zone Amending Bylaw No. 7661-2020

Appendix D – Proposed Site Plan



2019-231-DP

APPENDIX A

SUBJECT PROPERTY

12834

2019-119-VP  
2019-119-RZ  
2019-119-VP

12834 232 STREET  
PID: 010-514-716

PLANNING DEPARTMENT



MAPLE RIDGE

British Columbia

mapleridge.ca

FILE: 2020-177-RZ  
DATE: Jun 10, 2020

BY: PC

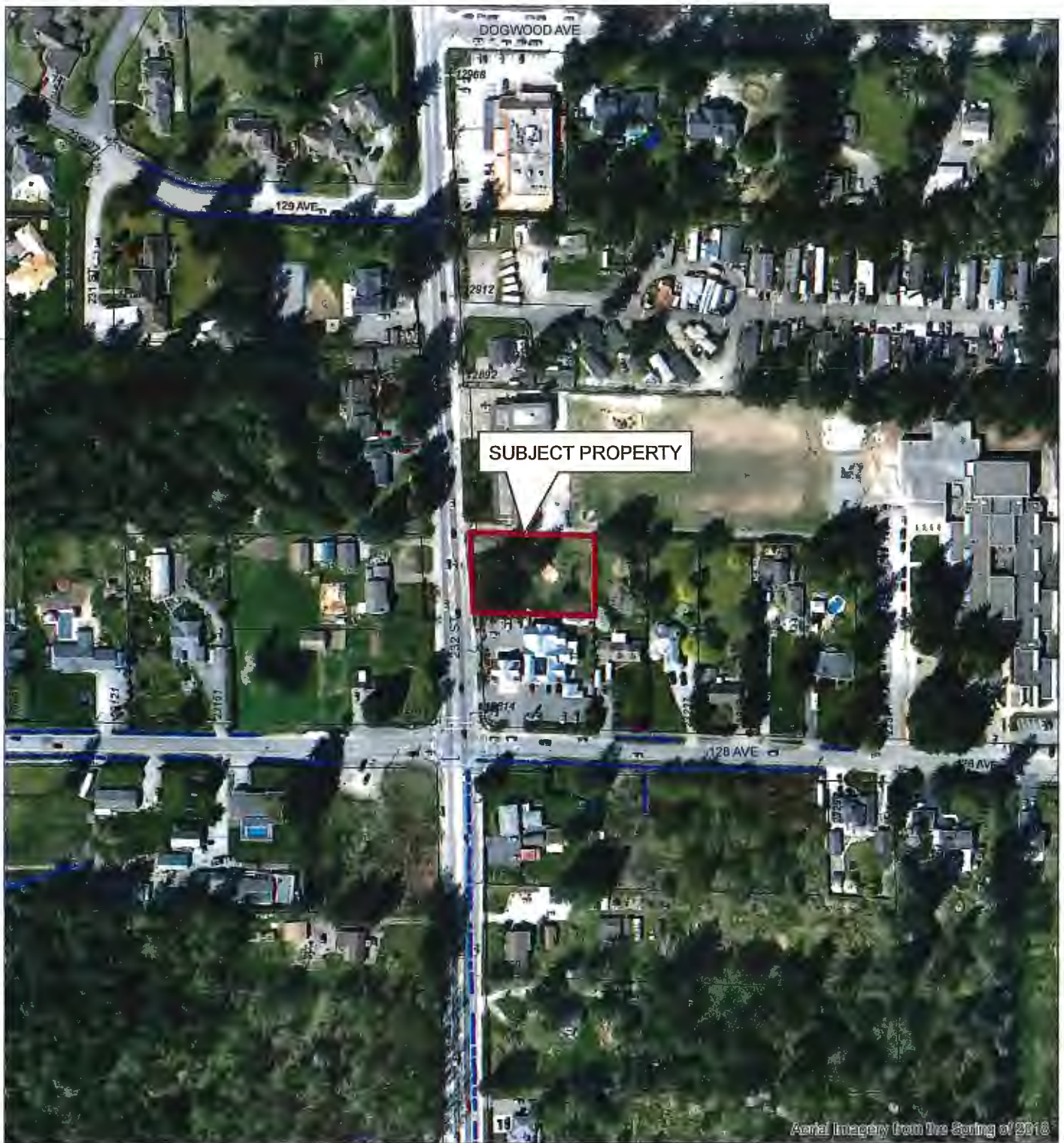


Scale: 1:2,500

### Legend

- Ditch Centreline
- Lake or Reservoir
- Active Applications (RZ/SD/DP/VP)

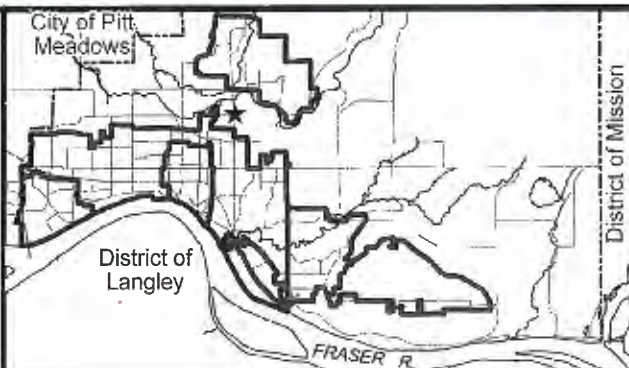




Aerial Imagery from the Spring of 2018



Scale: 1:2,500



12834 232 STREET  
PID: 010-514-716

PLANNING DEPARTMENT



[mapleridge.ca](http://mapleridge.ca)

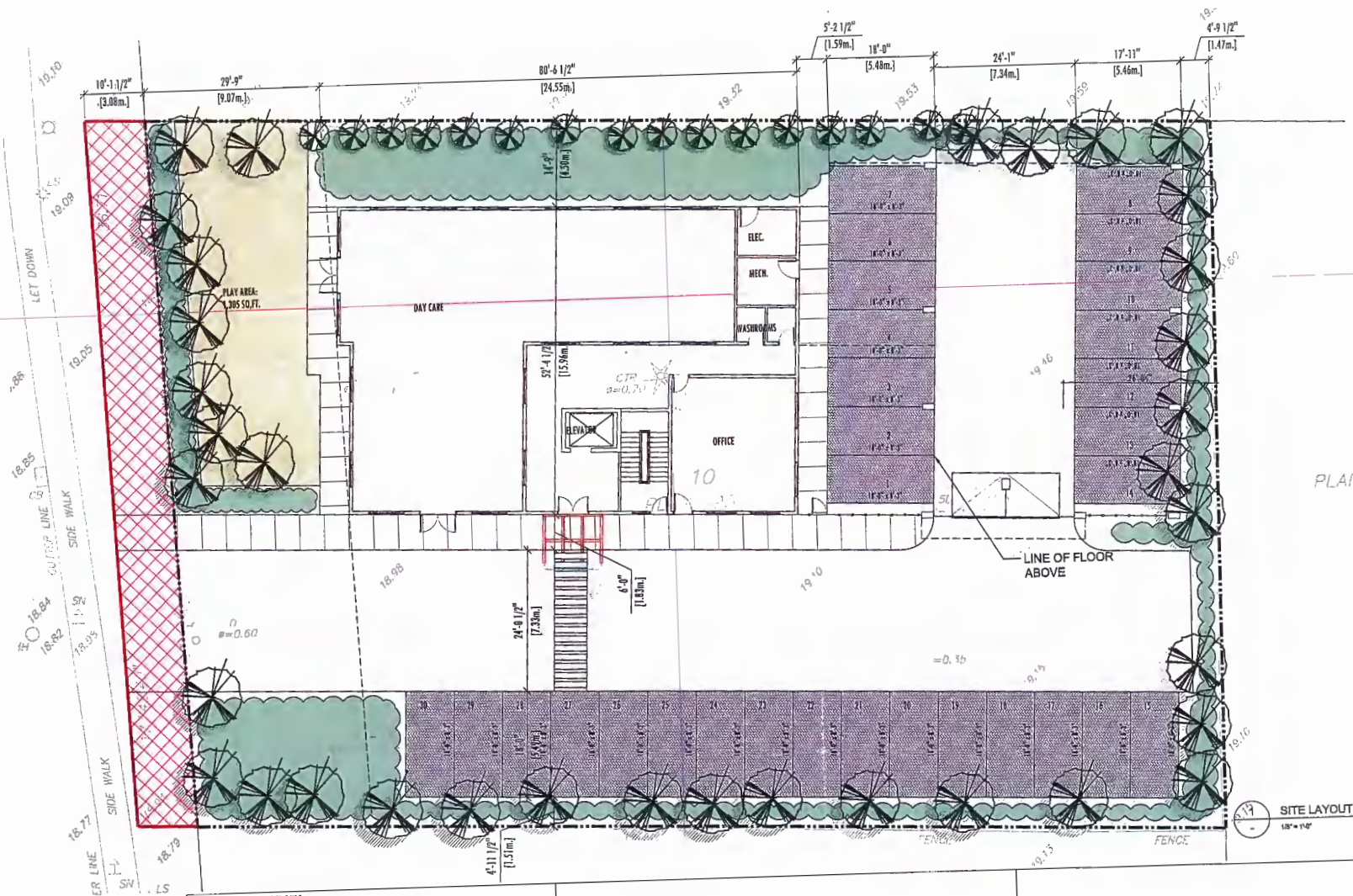
FILE: 2020-177-RZ  
DATE: Jun 10, 2020

BY: PC

CORPORATE OFFICER







**FLAI**  
ARCHITECTURE

DRAWING TITLE

MIXED USE DEVELOPMENT  
— 12834 232 ST.,  
Maple Ridge, BC

DATE: J.G.  
SCALE: As Noted

NO.	DATE	BY	DESCRIPTION
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**SITE LAYOUT**  
1/8" = 1'-0"

**DEVELOPMENT DATA**

CIVIC ADDRESS:  
12834 232 STREET,  
MAPLE RIDGE, BC

ZONING INFORMATION:  
ZONE: RS-8  
EXISTING: CD BASED ON R-1  
PROPOSED: 22,335.62 SFT (2,077 SMT.)  
LOT AREA: 22,335.62 SFT (2,077 SMT.)  
GROSS SITE AREA: 1,179.82 SFT (109.40 SMT.)  
DEDICATIONS: 21,156 SFT (1,945.41 SMT.)  
NET SITE AREA: 1,179.82 SFT (109.40 SMT.)  
LOT DENSITY: FAR: PROPOSED (NET): 18,920.00 SFT / 21,156 SFT = 0.89

**FIRST FLOOR AREA:**

**DAY CARE:**  
NET AREA: 2,470 SFT (229.50 SMT.) (12 CHILDREN APPROX.)

PARKING REQUIRED (BASED ON ASSEMBLY ZONING):  
1 SPACE / 20 SOLAR: 11.475 SAY 11 STALLS  
PROVIDED: 11.0 STALLS

PARKING REQUIRED 1/40 SO-MT (OFFICE): 1.0 STALLS  
PROVIDED: 1.0 STALLS

**TOTAL REQUIRED:** 13.0 STALLS  
**TOTAL PROVIDED:** 13.0 STALLS

**SECOND FLOOR AREA:**

**RESIDENTIAL:** 12 UNITS  
PARKING REQUIRED: 1.0 STALLS PER UNIT: 12.0 STALLS  
VISITORS: 0.2 STALLS PER UNIT: 2.4 STALLS

**TOTAL REQUIRED:** 14.4 STALLS  
**TOTAL PROVIDED:** 14.4 STALLS

REQUIRED PARKING STALLS: 27 STALLS

LOT COVERAGE:  
ALLOWED: 90.0 %  
PROPOSED: 5,289.00 SFT / 21,156 SFT = 25.0 %

BUILDING HEIGHT:  
ALLOWABLE: 26 ft (7.92 m)  
PROPOSED: 26 ft (7.92 m)

**APPENDIX D**

For information only. This drawing is not to be used for construction without written permission of FLAI Architecture Inc.

**A-1.0**

**TO:** His Worship Mayor Michael Morden  
and Members of Council  
**FROM:** Chief Administrative Officer  
**SUBJECT:** First and Second Reading  
Official Community Plan Amending Bylaw No. 7673 - 2020  
Ground-Oriented Residential Infill Development Permit Guidelines

**MEETING DATE:** October 6, 2020  
**FILE NO:** 2017-233-RZ  
**MEETING:** C o W

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**EXECUTIVE SUMMARY:**

Over the last year, the City has been experiencing a growing interest in triplex, fourplex and courtyard housing forms permitted under the RT-2 (Ground-Oriented Residential Infill) zone. It was intended that for the first year, applications received for triplex, fourplex and courtyard housing would require a Multi-Family Development Permit and review by the Advisory Design Panel. Specific, tailored guidelines were expected to be developed over the first year of adoption. Staff are looking to streamline the development application process through the use of tailored ground-oriented development permit guidelines.

On June 9, 2020, draft Ground-Oriented Residential Infill Development Permit Guidelines were presented for review and comment at Council Workshop. At that meeting, Council directed staff to prepare an Official Community Plan Amending Bylaw for the Ground-Oriented Residential Infill Development Permit Guidelines.

Official Community Plan Amending Bylaw No. 7673-2020 (Appendix A) has been prepared to amend the Official Community Plan (OCP) to include the Ground-Oriented Residential Infill Development Permit Guidelines. It is recommended that OCP Amending Bylaw No. 7673-2020 be considered at the next Regular Council meeting for first and second reading.

**RECOMMENDATION:**

1. That, in accordance with Section 475 of the *Local Government Act*, opportunity for early and on-going consultation has been provided by way of posting Official Community Plan Amending Bylaw No. 7673-2020 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. 7673 – 2020 be given first and second reading and be forwarded to Public Hearing.

**1.0 BACKGROUND:**

**1.1. Development of the RT-2 (Ground-Oriented Residential Infill) Zone**

The Housing Action Plan (HAP), endorsed in 2014, and its Implementation Framework, endorsed in 2015, includes a number of goals and principles aimed at providing safe, affordable and appropriate housing for the community. Strategy #1 of the Housing Action Plan articulates the importance of a diverse housing mix, the importance of housing innovation and encourages the City to “support the



development of a mix of housing forms". The Housing Action Plan Implementation Framework reaffirmed the importance of these new housing forms to increase housing options in Maple Ridge by identifying the development of a triplex/fourplex zone as a short term action item.

In April 2016, Council received a report outlining possible policy and zoning next steps to help implement triplex, fourplex and courtyard residential forms of development. Development Permit options specifically tailored for these housing forms were also discussed. At this meeting, Council directed that staff prepare OCP and Zoning Bylaw amendments to create a zone for triplex, fourplex and courtyard residential.

In June 2017, Council received a staff report presenting policy and zoning amendments to the OCP, Zoning Bylaw, and Off-Street Parking and Loading Bylaw to create a new RT-2 (Ground-Oriented Residential Infill) zone for triplex, fourplex and courtyard residential forms. The proposed amendments provide for the infill of ground-oriented residential buildings within established residential neighbourhoods and along major corridors, in a form that will be incremental and sensitive to the existing and emerging context. Based on this information, Council gave first reading to OCP Amending Bylaw, Zone Amending Bylaw, and Off-Street Parking and Loading Amending Bylaw on June 13, 2017 to create the new RT-2 zone. The Bylaw was adopted in January 2019 and since that time Council has considered a number of triplex, fourplex and courtyard housing applications.

## **1.2. Development of the Ground-Oriented Residential Infill Development Permit**

It was intended that for the first year, applications received for triplex, fourplex and courtyard housing (RT-2 Zone) would require a Multi-Family Development Permit including a review by the Advisory Design Panel. During this time, design guidelines specific to these new forms would be developed with the assistance and input of the Advisory Design Panel. In the fall of 2019, the City engaged EcoPlan International for consulting services to assist with the development and production of the Ground-Oriented Residential Infill Housing Development Permit.

Over the past year, staff have been refining the requirements of the Ground-Oriented Residential Development Permit with the developers and designers of the in-stream rezoning applications, as well as other developers interested in this new housing form. As a result of this work, a first draft of the Development Permit went to the Advisory Design Panel for review and comment in early 2020. The Advisory Design Panel members were pleased with the document and stated that it was descriptive and well-written. The following resolution was passed at the City of Maple Ridge Advisory Design Panel Meeting held March 18, 2020:

R/2020-010

**That the Advisory Design Panel support that the Draft Ground-Oriented Infill Residential Housing Development Permit Guidelines be forwarded to Council for consideration.**

On June 9, 2020, the draft Ground-Oriented Residential Infill Development Permit Guidelines were brought forward for Council consideration. EcoPlan International provided an overview of the intent and content of the Guidelines. At that meeting, Council passed the following recommendations:

- 1. That the Ground-Oriented Residential Infill Development Permit Guidelines be used to guide the preparation and evaluation of new and in-stream triplex, fourplex and courtyard housing applications;**
- 2. That an Official Community Plan Amending Bylaw for the Ground-Oriented Residential Infill Development Permit Guidelines be prepared; and further**

3. That 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.

## 2.0 DISCUSSION:

### 2.1 Overview of the Ground-Oriented Residential Infill Development Permit Guidelines

The Ground-Oriented Residential Infill Development Permit would be designated under Section 488 of the *Local Government Act* which permits the establishment of guidelines for the form and character of intensive residential development. The Development Permit will help ensure that new residential infill development within established residential neighbourhoods will be incremental and sensitive to the existing and emerging context. These new housing forms provide flexibility for ground-oriented residential infill, offering the City and its residents' a greater variety of housing options.

The complete Official Community Plan Amending Bylaw No. 7673-2020 - Ground-Oriented Residential Infill Development Permit Guidelines are attached as Appendix A. The Development Permit is laid out for ease of use, including illustrative images and cross-sections, and identifies the intent, guideline concepts, as well as the key design elements of the housing types, which include:

- Single Family Character:
  - Respect the neighbourhood context, in terms of size, scale and massing.
  - Transition to neighbouring properties by stepping massing down.
  - Resemble a 'single family' house with a clearly identifiable front entrance oriented to the street to fit seamlessly into the neighbourhood.
  - Encourage building articulation to create a comfortable scale and interesting streetscape.
  - Create unit and building diversity to ensure a varied streetscape.
- Greenery & Landscaping:
  - Provide usable private space for each unit through landscaping and screening.
  - Encourage permeable surfaces for pathways and driveways as well as other opportunities for infiltration and on-site rainwater retention.
  - Encourage pedestrian and neighbour-friendly lighting.
  - Utilize screen and fence material that is attractive, durable and contributes to the quality of the residential landscape design.

- **Courtyard Areas:**
  - Incorporate a flexible common area (not designed for parking) intended as a pedestrian-friendly space that invites quiet, non-motorized movement.
  - Be a focal and an organizing element of the development and not 'leftover' space.
  - Provide for a variety of gathering opportunities, including different gradations of privacy and multi-functional elements to provide seating / screening / recreational opportunities.
  - Extension of the unit living rooms with private patios and entries oriented around the common space to facilitate neighbourly interactions.
  - Defined site landscaping through the use of plants, trees and minor changes in grade in addition to hard landscaping.
- **Access:**
  - Require a clear access route to the entrance of the units, with neighbour-friendly lighting.
  - Share site access between units, with appropriate signage.
  - Where lanes exist they can provide concealed access to parking and reduce the amount of paved area that detracts from the streetscape. Applying recesses to front entrances and garage entrances combined with screening and landscaping can also provide each dwelling with a feeling of uniqueness.

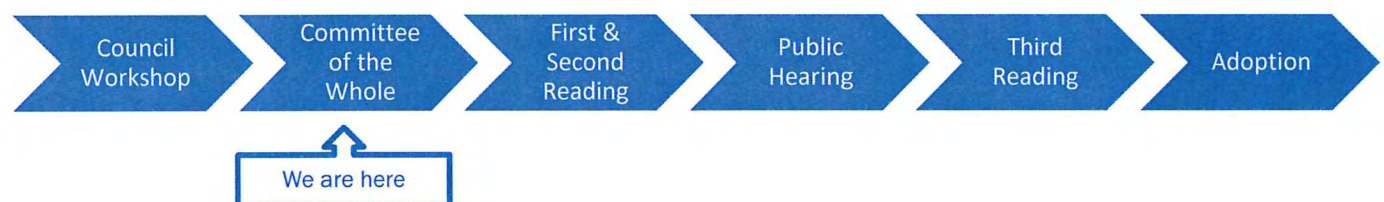
## 2.2 Impact on RT-2 Inquiries and Applications

By adopting the Ground-Oriented Residential Infill Development Permit Guidelines, staff will be able to work closely with applicants and interested developers on the design details of their projects. Having clear form and character guidelines will streamline the process and help the applications move expeditiously through the development application process.

## 2.3 Next Steps

Based on Council comments at the June 9, 2020 Council Workshop, staff prepared Official Community Plan Amending Bylaw No. 7673-2020 to include the Ground-Oriented Residential Infill Development Permit Guidelines into the Official Community Plan. The draft Bylaw is being presented for Council comment at the October 6, 2020 Committee of the Whole and, should Council direct, be brought forward for consideration of first and second Reading at the October 13, 2020 Council Meeting and forwarded to Public Hearing.

*Figure 1 – Proposed Bylaw Amendment Process*



Upon Council endorsement of the Ground-Oriented Residential Infill Development Permit Guidelines in June 2020, all new and in-stream triplex, fourplex and courtyard applications that have not yet received third reading have been using the draft guidelines to guide the preparation and evaluation of their development proposals. Staff will continue to ensure that the guidelines are applied and referenced in upcoming Council reports for any applications that have not already completed third reading.

In-stream applications that have received third reading are not subject to the Ground-Oriented Residential Infill Development Permit and would continue to proceed through the Multi-Family Residential Development Permit process.

### **3.0 Strategic Alignment:**

As part of the City of Maple Ridge Strategic Plan 2019 – 2022, under its Growth theme, the implementation of strategic plans related to local infrastructure and the economy is identified as a key priority of Council.

### **4.0 Policy Implications:**

The City's Official Community Plan and Housing Action Plan establishes as a key goal the creation of community capacity to innovate and improve access and opportunity for affordable housing and housing choice in Maple Ridge.

### **5.0 Interdepartmental Implications:**

The Planning, Engineering and Building Departments continue to collaborate on research and policy matters to help foster greater affordable housing in Maple Ridge. Other interdepartmental efforts to create greater housing choice and offer more affordable, rental, and special needs housing options are ongoing.

### **6.0 Financial Implications:**

The Ground-Oriented Residential Infill Development Permit Guidelines are currently part of the Planning Department's 2020 Workplan.

## CONCLUSION:

Encouraging housing choice in Maple Ridge by implementing the RT-2 zone, through the use of supporting Development Permit guidelines, aligns with the goals, principles and strategies of the City's Official Community Plan and Housing Action Plan. These new housing forms provide flexibility for ground-oriented residential infill, offering the City and its residents' a greater variety of housing options. The Ground-Oriented Residential Infill Development Permit Guidelines are intended to help ensure that new residential infill development within established residential neighbourhoods will be incremental and sensitive to the existing and the emerging context while streamlining the development application process. Therefore, it is recommended that Official Community Plan Amending Bylaw No. 7673-2020 (Appendix A) be granted first and second Reading and be forwarded to Public Hearing.

"Original signed by Amanda Grochowich"

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*Prepared by:* **Amanda Grochowich, MCIP, RPP**  
**Planner 2**

"Original signed by Chuck Goddard"

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*Reviewed by:* **Charles R. Goddard, BA, MA**  
**Director of Planning**

"Original signed by Christine Carter"

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*Approved by:* **Christine Carter, M.PL, MCIP, RPP**  
**GM Planning and Development**

"Original signed by Al Horsman"

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*Concurrence:* **Al Horsman**  
**Chief Administrative Officer**

Appendix A: Official Community Plan Amending Bylaw No. 7673-2020

CITY OF MAPLE RIDGE

BYLAW NO.7673-2020.

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

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**WHEREAS** Section 477 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, enacts as follows:

1. This Bylaw may be cited for all purposes as "Maple Ridge Official Community Plan Amending Bylaw No.7673-2020."
2. That the Table of Contents be amended by inserting the following after 8.13 Hammond Development Permit Area Guidelines:  
  
8.14 GROUND ORIENTED RESIDENTIAL INFILL DEVELOPMENT PERMIT AREA GUIDELINES
3. That Chapter 3 Neighbourhoods & Housing, Section 3.1.4 Residential Infill and Compatibility Criteria be amended by repealing policy 3-20(d) and replacing with the following:  
  
d) adherence to Development Permit Guidelines for ground-oriented residential infill, multi-family and intensive residential developments as outlined in Chapter 8 of the Official Community Plan.
4. That Chapter 8 Development Permit Area Guidelines be amended by inserting the following after "Hammond" on the Title Page:  
  
♦ Ground-Oriented Residential Infill
5. That Chapter 8 Development Permit Area Guidelines, Section 8.2 Application and Intent be amended by inserting the following after 8.2 (8):  
  
9. Ground Oriented Residential Infill Development Permit pursuant to Section 488 of the Local Government Act to establish guidelines for the form and character of intensive residential development. The Ground Oriented Residential Infill Development Permit applies to triplex, fourplex and courtyard housing developments.

- READ A FIRST TIME the \_\_\_\_\_ day of \_\_\_\_\_, 202 .
- READ A SECOND TIME the \_\_\_\_\_ day of \_\_\_\_\_, 202 .
- PUBLIC HEARING HELD the \_\_\_\_\_ day of \_\_\_\_\_, 202 .
- READ A THIRD TIME the \_\_\_\_\_ day of \_\_\_\_\_, 202 .
- ADOPTED, the \_\_\_\_\_ day of \_\_\_\_\_, 202 .

CORPORATE OFFICER





# **Ground Oriented Residential Infill Guidelines**

*September 2020*



**MAPLE RIDGE**

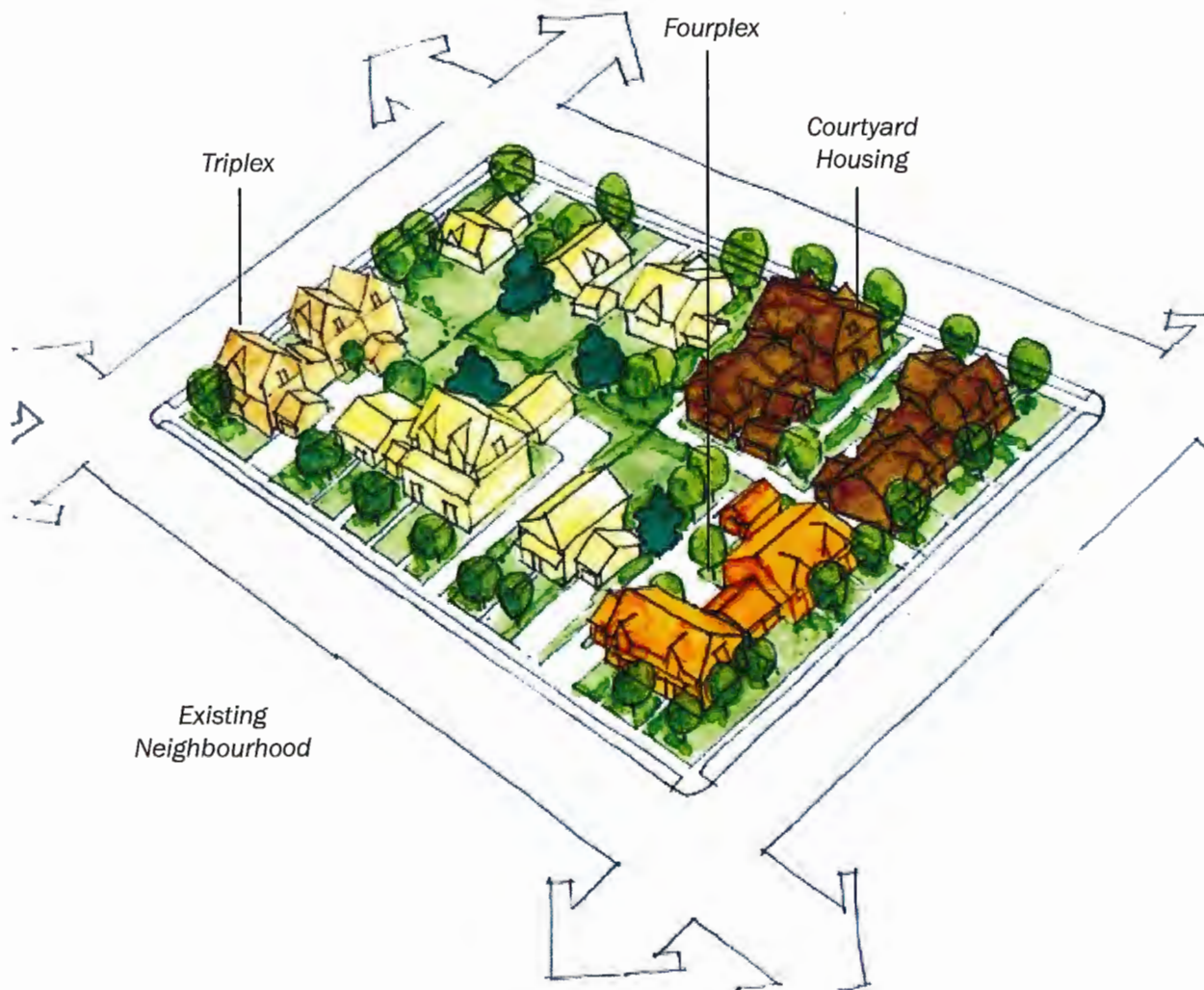
British Columbia



# Ground-Oriented Residential Infill - Development Permit Area Guidelines

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## *Triplex, Fourplex, and Courtyard Housing*



## INTENT

*The Development Permit Area is designated under Section 488 of the **Local Government Act** to establish guidelines for the form and character of intensive residential development. The purpose of the Ground-Oriented Residential Infill Development Permit Area is to allow for the infill of ground-oriented residential buildings (triplex, fourplex and courtyard housing) within established residential neighbourhoods and along major corridors, in a form that is incremental and sensitive to the existing and emerging neighbourhood context.*

*A Ground-Oriented Residential Infill Development Permit is required for all new triplex, fourplex and courtyard development on land designated **Urban Residential** on Schedule B of the Official Community Plan other than those circumstances indicated in Section 8.4 Development Permit Exemptions. The following form and character guidelines apply to all triplex, fourplex and courtyard developments.*

*These guidelines must support specific neighbourhood policies and context as outlined in Area Plans adopted by the City of Maple Ridge. In the event of a conflict between the Development Permit Guidelines and those contained in the Area Plans adopted by the City, the latter shall apply.*

## KEY GUIDELINE CONCEPTS

Applications for Development Permits will be assessed against the following key concepts as follows:

- Incremental and sensitive integration of *RT-2 Ground-Oriented Residential Infill Zone* projects into existing neighbourhoods.
- Consider similarity of scale, massing and appearance to a detached single-family dwelling, and avoid replicating townhouse or rowhouse housing form.
- Ground-oriented infill developments are expected to relate to the height and location of existing single detached neighbours and sensitively transition to neighbouring properties by stepping massing down, where applicable.
- Dwelling units must be in one building with shared party walls or as a stacked unit to create triplexes or fourplexes.
- In the case of courtyard residential development, dwelling units may be arranged individually or attached in groups of buildings that still resemble single family dwellings. Dwelling units must be clustered around a shared courtyard in a village-style residential pattern. In addition, private greenspace requirements must be met for each unit as outlined in the *Maple Ridge Zoning Bylaw No. 3510 – 1985, as amended from time to time*.
- Access to public roads to be in accordance with the Maple Ridge Design Criteria Manual. A secondary driveway may be approved by the Engineering Department, where it supports key guidelines concepts.
- Design and construction of new buildings located within designated floodplains to be in accordance with Provincial legislation and the Zoning Bylaw.
- Effectively utilize the site context to create uniqueness, orient entrances towards the street, and use landscaping and screening to create private or semi-private yard spaces.
- Encourage permeability of rainfall and meet City of Maple Ridge stormwater management requirements and best management practices.
- Contribute to a more sustainable community and neighbourhood, design for health and wellbeing, use green infrastructure, adaptations for climate change and resiliency.



# GUIDELINES

## A. Neighbourhood Character - Massing, Siting, and Design

# Siting and Building Design



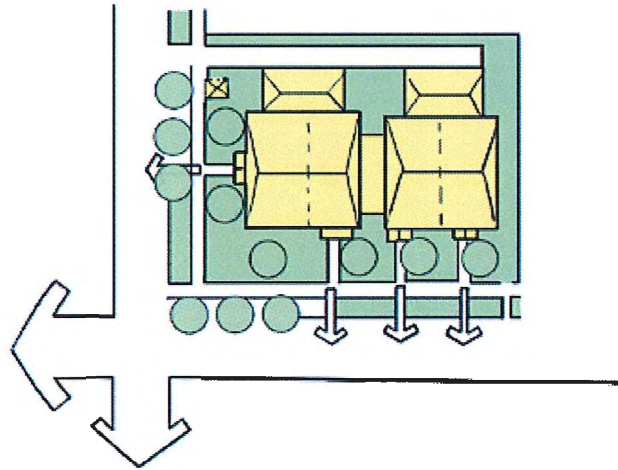
Maintain compatible or provide variation in roof lines to compliment existing roof lines of adjacent residential.



Face entrances to the street and provide direct pedestrian access.

- 1) Reinforce the existing neighbourhood character by incorporating common patterns and elements of the surrounding neighbourhood into the design themes of the new development, through:
  - i. Articulation of façade elements, such as porches, chimneys, projections, recesses, and balconies;
  - ii. Placement, size, shape and number of doors and windows;
  - iii. Setbacks of existing housing;
  - iv. Location and visual appearance of driveways, garages and/or parking facilities;
  - v. Selection of appropriate and compatible roof forms, and;
  - vi. Design of hard and soft landscaping.
- 2) Development should face the street, through:
  - i. Siting the main entrance to the street and direct pedestrian access to individual units, and;
  - ii. Use appropriate exterior treatments and differentiated facades.
- 3) Design pedestrian pathways, patios, retaining walls, lighting and fences to be detailed, functional, and where applicable, aligned with specific neighbourhood policies and context where outlined in Area Plans adopted by the City of Maple Ridge.

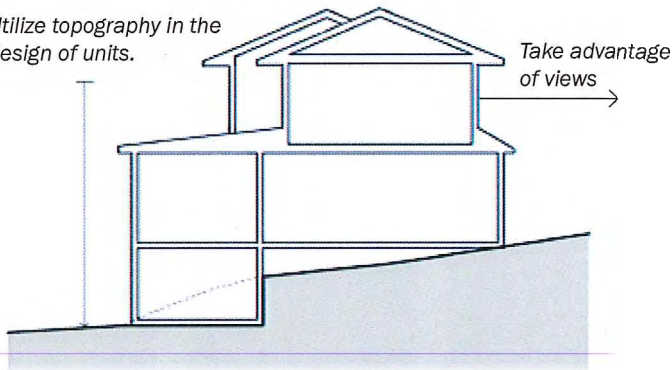




*Maintain an equal level of design quality on double fronted corner lots*

- 4) Design developments on corner lots or double-fronting lots with an equal level and quality of design in detailing on each street front.
- 5) Design and site buildings to respond to existing site characteristics and take advantage of natural features (i.e. topography) or views and view corridors.
- 6) Design to maximize privacy and minimize views onto adjoining sites, particularly for portions of the development abutting the side yards of adjacent single detached residential uses.

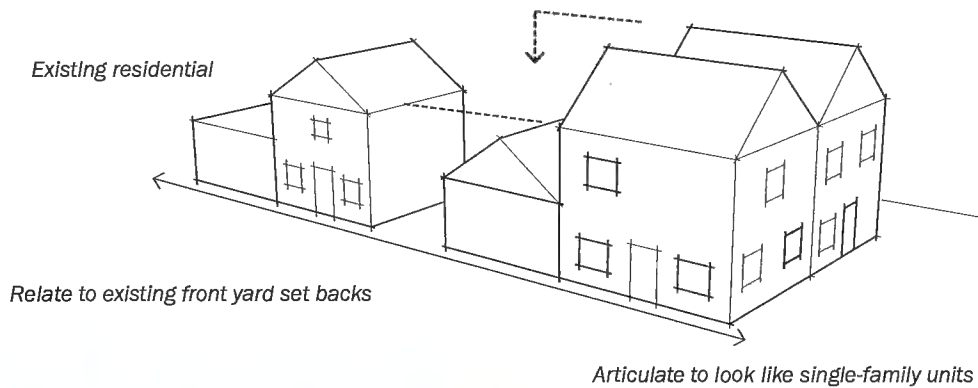
*Utilize topography in the design of units.*



*Design buildings that respond to existing site characteristics and take advantage of natural views or view corridors.*

# Massing

*Step down height to existing residential heights, and vary roof forms to reduce visual length of building.*



*Design and orient residential units to appear as a 'single family house'.*

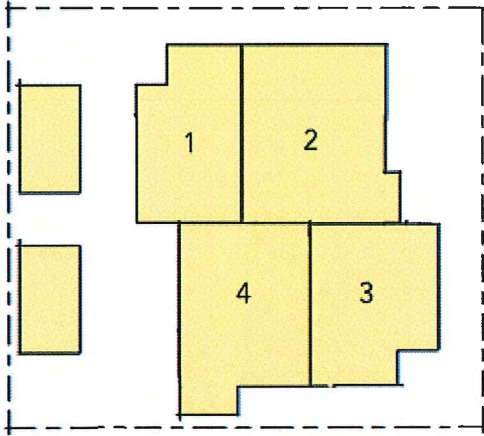


*Variation in building façade reduces visual length and massing.*

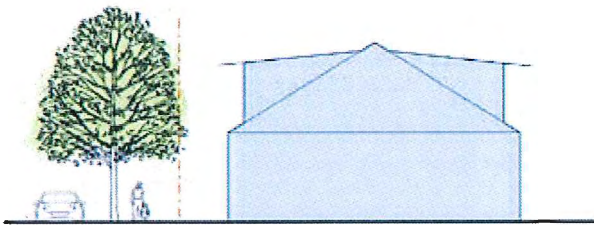
- 7) Design and orient residential units to appear as a 'single family house'.
  - i. New development should respect character elements of the existing residential inventory if identified in an Area Plan.
  - ii. Consider the form, massing and setbacks of the surrounding neighbourhood.
  - iii. Where there is a difference in height of greater than one storey between new and existing development, sensitively transition to directly adjacent properties by stepping down the massing of the building.
  - iv. Relate infill development to the front yard set-backs of the surrounding neighbourhood.
- 8) Provide a thoughtful interface with adjacent properties through sensitive side yard setbacks.
- 9) Provide variations in the roof forms and building facades to help reduce the visual length of individual buildings. For example, use of dormers, gables, and architectural detailing into the roof structure.
- 10) Site and building design should mitigate for potential shadow casts and blocking of daylight on nearby properties.

# Unit Design

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*Provide a variety of unit sizes.*



*Maximize connections with the street, outdoor space and ensure casual overlook of courtyard spaces.*

- 11) Adjust massing and building forms to ensure a variety of unit sizes which may accommodate different family sizes, age-related abilities and affordability.
- 12) Design residential units with enough width (minimum 7.5m) to include attractive entrances and windows between garage doors.
- 13) Organize interior living spaces to ensure casual overlook of common courtyard space.
- 14) Locate and size windows to maximize visual connections with the street, outdoor spaces and increase availability of natural light.
- 15) Provide adequate storage space in all residential units.

# Entrances

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*Provide a clear entrance and directly connect to the street front.*



*Provide weather protection and encourage overlook of semi-private and public spaces.*

## 16) Entrances should:

- i. Include clear pedestrian access routes to the entrance of each unit from the street that does not cut through the private space of another unit;
- ii. Each unit is addressed with large numbers visible from the street. Directional signage may be required, depending on number of units;
- iii. Provide weather protection and adequate exterior lighting, and;
- iv. Encourage overlook of semi-private and public spaces.



# Decks / Porch / Balcony / Materials

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*Create a strong relationship to the fronting street.*



*Use high quality cladding materials and detailing in design.*

17) Create a strong relationship between the private and public realm by facing development to the street and locating windows, balconies and patios on to semi-private or public outdoor spaces.

18) Where undersides of balconies and porches are visible from a street or public walkway, cover exposed areas with exterior finishes to provide a finished appearance to the public.

19) Use high-quality exterior cladding materials, such as wood, stone, brick, concrete composite or other acceptable alternatives. Low quality vinyl is discouraged as an exterior cladding material, especially for front facing walls.

20) Where possible, continue detailing in design and materials on the principal façade(s) to the side and rear elevations.

# Landscaping and Open Space

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*Provide definition and soften edges with landscaping.*



*Delineate private space with landscaping.*

- 21) Landscaping both within private, semi-private or common areas should:
  - i. Provide definition for pedestrian corridors;
  - ii. Delineate private and semi-private space from public or common space;
  - iii. Provide adequate screening between private outdoor spaces;
  - iv. Present a pleasing street image;
  - v. Provide a suitable buffer between public road and privacy areas;
  - vi. Soften the transition between adjacent land uses;
  - vii. Create interesting views and focal points in and out of the site, and;
  - viii. Reinforce design continuity with neighbouring properties, through use of plant materials and other landscaping elements, where appropriate.
- 22) Maximize the amount of landscaped areas and minimize the amount of impervious paved surfaces to meet Tier A requirements as outlined in the City's Design Criteria Manual for on-site absorption of rainwater.
- 23) Utilize permeable pavers and other green infrastructure.
- 24) Minimize erosion potential by discouraging excessive changes to existing slopes, maintaining existing vegetation on slopes, and planting new and existing slopes with stabilizing vegetation.
- 25) Where possible, retain existing mature trees through siting and design and ensure accordance with the *City of Maple Ridge Tree Protection and Management Bylaw No. 7133-2015*, as amended from time to time.



*Enhance existing vegetation with new planting where construction has destroyed vegetation.*



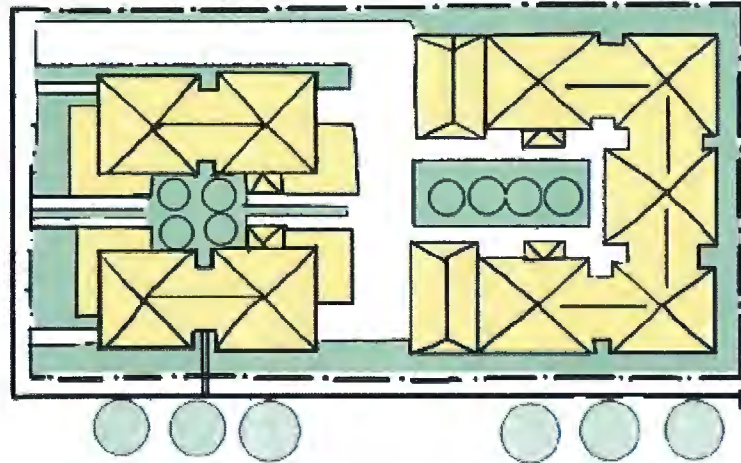
*Use drought tolerant or native plant species for landscaping.*

- 26) Incorporate deciduous tree species into street front landscaping to define site boundaries, enhance public space, and to permit light penetration in winter. Refer to recommended tree species within the *City of Maple Ridge Street Tree Species and Replacement* list.
- 27) Enhance existing vegetation with new planting whenever construction activity has destroyed vegetation.
- 28) Use drought tolerant and/or native plant species, pollinator plants and “non-irritant”/allergy friendly species for landscaping.
- 29) Incorporate rain gardens and vegetated swales into parking area landscaping to increase the natural absorption of rainwater runoff from paved areas into the ground, impervious liners and drainage will be required if located within an escarpment area.



# Courtyards

*The courtyard is intended as an outdoor common space for use by residents and not for vehicles.*



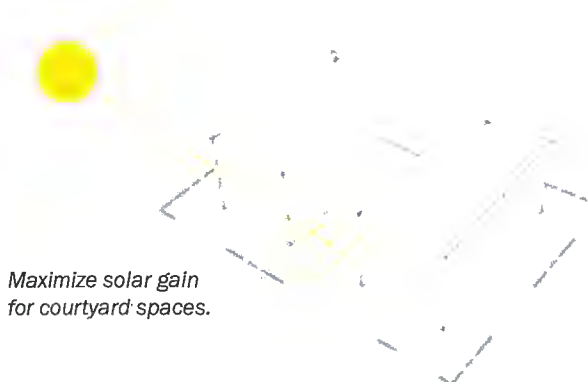
*Activate courtyard spaces, provide for a variety of recreational opportunities and encourage neighbourly interaction.*

30) A courtyard is intended to be a semi-private outdoor common space for use by all residents that:

- i. Is a focal organizing element of the development;
- ii. Is flexible space which integrates well between the site and building(s);
- iii. Be of a shape and size that permits a range of activities;
- iv. Provides for a variety of passive and active gathering opportunities, including programmable spaces;
- v. Defined through the use of plants, trees, and landscaping;
- vi. Have adequate natural light, and;
- vii. Not designed for parking.

31) Where possible, design 'L' or 'U' shaped courtyards facing north-south to maximize solar gain.

32) Facilitate neighbourly interactions by orientating private patios and entries around the courtyard.



*Maximize solar gain for courtyard spaces.*

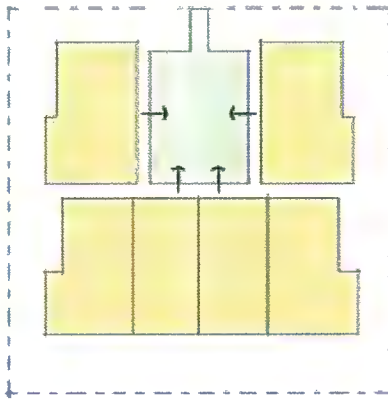
33) Activate the transition between private entrances, outdoor living spaces, and the courtyard with stoops, stairs, and porches where appropriate.

34) Where principal unit entrances are not fronting a street, design entrances with an address, to face the courtyard and not an internal side setback.

35) Use multi-functional elements to provide seating, screening and/or recreational opportunities in the courtyard such as:

- i. Communal gardens to provide residents with the opportunity to interact as well as grow food;
- ii. Amenities for pets, in particular for exercise and relief;
- iii. Opportunities for children to experience cognitive and imaginative play, as well as active play, and;
- iv. Seating for gathering and elderly or mobility challenged residents.

36) Incorporate elements (railings, seating, etc.) that provide amenity and assistance to residents and that are of high quality and made of durable material to minimize maintenance.



*Internal entrances face and overlook the courtyard.*



*Activate the transition between private and outdoor living spaces with stoops, stairs and porches.*

# Fencing / Screening / Outdoor Lighting

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*Provide fencing with landscaping to delineate the private realm.*



*Incorporate pedestrian level lighting that does not pose a nuisance to adjacent residents.*

- 37) Ensure that the height and location of a landscape screen:
  - i. Adequately protects privacy to adjacent properties;
  - ii. Maintains driving sight lines from adjacent roads, maneuvering aisles, parking lots, and;
  - iii. Enhances the quality of the streetscape and outdoor living spaces.
- 38) All screen and fence material should be attractive, durable and contribute to the quality of the residential landscape design.
- 39) Define public and private space through the use of front and exterior side yard landscape screens or fences.
- 40) Provide fencing in combination with landscaping.
- 41) Avoid the use of chain link fences, in particular along street frontages.
- 42) Provide adequate lighting for all entrances and associated sheltering elements.
- 43) Provide pedestrian level lighting along all pedestrian routes and open spaces.
- 44) Design outdoor lighting to minimize light pollution and ensure lighting glare does not pose a nuisance to adjacent residences, pedestrians or motorists and/or visible from the public right-of-way or adjacent residential land.

# Address and Signage

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Ensure the address or signage is visible from the sidewalk and street.

- 45) Where signage is used to indicate a name of the complex (a courtyard development), it must conform to the *Maple Ridge Sign Bylaw No. 4653-1992*, as amended from time to time. In the event of a conflict between the Maple Ridge Sign Bylaw and these guidelines, the Bylaw shall take precedent.
- 46) Integrate and complement the address and/or signage design and materials to the scale and architectural detail of the building(s). With this, each unit address should be clearly identified and lit.
- 47) Ensure the address and signage (if a courtyard development) is visible from the street and clearly outlines unit location without being visually obtrusive yet accessible to emergency and other services.



# Vehicle Access, Parking and Circulation

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*Locate parking at the side or rear.*



*Recess parking from any front façade.*



*Utilize permeable paving materials or use of parking strips to reduce paved areas and increase absorption of water run-off.*

- 48) Locate parking and servicing in the building, or to the rear of the site with access from a lane, or flanking street for corner lots. Where a parking garage fronts a street, recess the parking from the front façade of the building and not protrude beyond the front entrance of a unit.
- 49) Provide architecturally compatible and adequately screened attached and detached parking structures.
- 50) Reduce the visual impact of parking and parked cars.
  - i. Design parking areas to be no greater than half the width of the full front façade of the building.
  - ii. Minimize the visual width of the driveway through the use of landscaping strips, trees, building edges, pedestrian pathways adjacent to the parking area, and use of pavement treatment.
  - iii. Enhance the appearance of garage doors by using quality materials and details that work with the rest of the development.
  - iv. Where cantilevered car ports are installed, ensure posts are set back and foundation reinforced.
  - v. Pair one driveway for two units instead of one driveway each.
- 51) Minimize impervious materials for surface parking and design to provide additional outdoor flex space when not used by cars through permeable pavement or alternative surface treatments.
- 52) Conform road grades, streets, lanes and driveways to the existing grades as closely as possible to ensure minimal disruption of slopes and vegetation.





*Minimize parking and incorporate into the building structure.*

- 53) Parking plans must conform and align with the *Maple Ridge Off-Street Parking and Loading Bylaw No. 4350 - 1990, as amended from time to time*. In the event of a conflict between the Maple Ridge Off-Street Parking and Loading Bylaw and these guidelines, the bylaw shall take precedent.

# Refuse, Recycling and Service Areas

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*Refuse, recycling and service areas should be easily accessible with the ability to be stored in an individual garage or enclosed area.*

54) Locate refuse, recycling and service areas to be:

- i. Inside each unit (garage) or common indoor service area;
- ii. Easily accessible to residents and service vehicles;
- iii. Incorporated into the overall design of the development, and;
- iv. Animal resistant.

For convenience and efficient use of space, two residential units may have a shared or combined space. Recycling and solid waste must be in accordance with *Maple Ridge Solid Waste and Recycling Regulation Bylaw No. 6800-2011*, as amended from time to time.



*Locate building systems to minimize noise, exhaust, etc.*

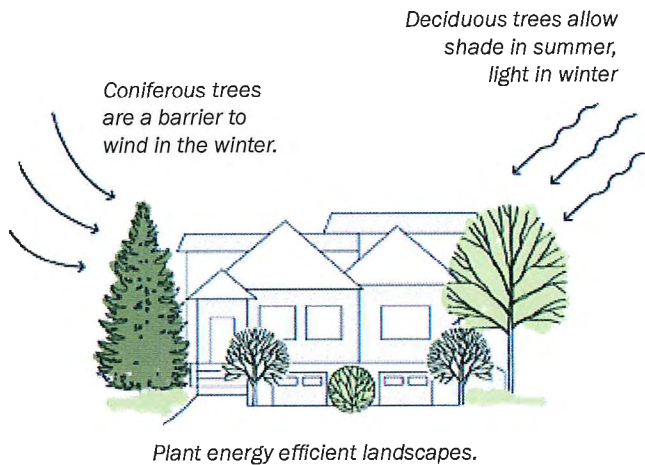
55) Provide a structure designed to be compatible with the architecture of the building and screen from public view, all garbage, recycling or other waste containers when waiting for pick-up to avoid containers being left on the street and that allows for adequate maneuvering space for refuse removal vehicles.

56) Locate ancillary devices, such as building ventilation systems to minimize noise, exhaust nuisances or setting off carbon dioxide detectors.

57) Install one set of service connections for multiple units (i.e. one water meter) to maximize efficiency and minimize visual impacts of services.

# Energy Efficiency and Conservation

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58) Design energy efficient landscapes. This can be accomplished through:

- i. Use of native and/or drought-resistant species;
- ii. Design the landscape to moderate the effect of wind;
- iii. Locate deciduous trees on the south side of buildings to provide shade and minimize unwanted heat gain during summer and to provide solar access and passive solar gain during winter;
- iv. Allow natural draining to occur throughout the site;
- v. Allow daylight into the buildings, and;
- vi. Redirect water from rooftop runoff and downspouts into vegetated areas or rain barrels for later irrigation use.



Use energy efficient lighting with motion sensors to avoid unnecessary use.

59) Consider microclimate conditions created by surrounding existing and planned buildings for the selection and placement of trees and other plant material.

60) Use energy efficient heating, air conditioning and ventilation systems.

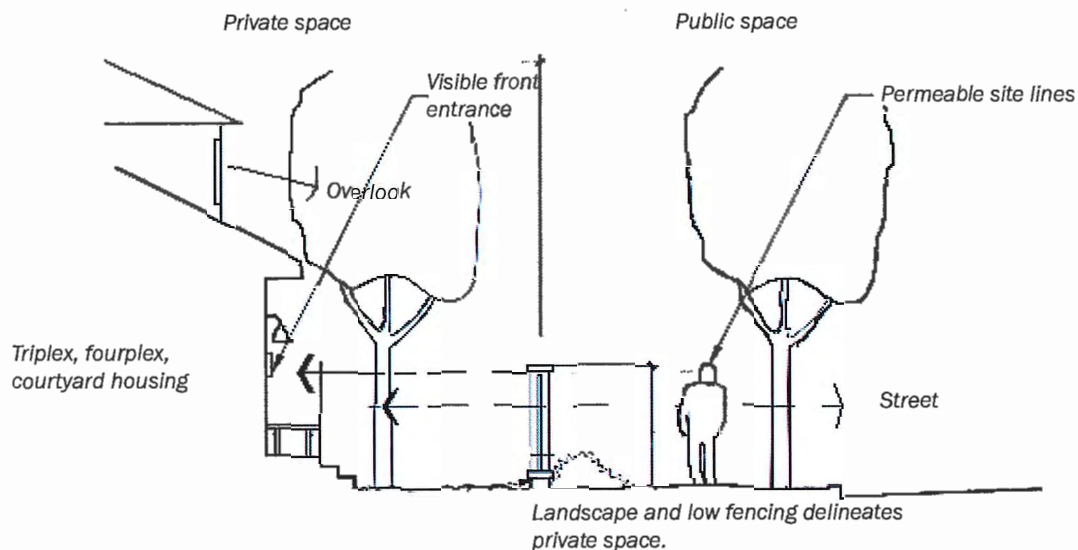
61) Utilize energy efficient light fixtures, such as LED or solar powered lights, and avoid unnecessary use by incorporating timers, photo sensors or motion detectors.

62) Reduce building energy consumption through the use of alternative energy sources and of high-quality durable materials with a long lifespan, where possible.

63) Solar energy devices are encouraged. In *Residential and Commercial* zones, solar energy devices shall be permitted provided that:

- i. the device shall be attached to either a principal or accessory building;
- ii. the device shall not extend above the ridgeline of the roof, and;
- iii. the device shall not extend beyond the outermost edge of the roof.

# Safety & Hazards



*Transition from public to private spaces and provide privacy while still creating opportunities for casual surveillance.*



*Provide good opportunities for natural surveillance (porches, balconies, etc.).*

- 64) Design developments to maximize opportunities for natural surveillance, allowing people to easily view what is happening around them during the course of everyday activities.
- 65) Incorporate Crime Prevention through Environmental Design principles into the design with convenient, safe, identifiable and universally accessible access routes to building entrances.
- 66) Design buildings to minimize the visual impacts of elevation due to flood construction level (FCL) requirements within a floodplain, such as landscaping to transition grade changes, use of retaining walls, terracing and rockeries, raised courtyards, porches, etc.



# Accessible Design

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*Include some units that maintain barrier free access as part of the overall development (i.e. zero-step design, wide pathways and doorways, etc.)*

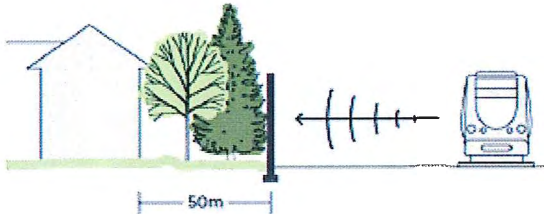
- 67) Include developments with units that have barrier-free access or can be easily adapted to support universal accessibility<sup>1</sup>, and include consideration for the design of common open areas, sidewalks and pathways (wide enough for wheelchairs and scooters), slope, step riser heights, grade changes and appropriately located curb cuts/curb let-downs.
- 68) Utilize best practices for universal design and design layouts for identified accessible units (i.e. layouts with a Master Bedroom on the same floor as the Main Living area, and one-level units in conjunction with split level units).
- 69) Consider interior details and finishes (e.g. door hardware, flush thresholds, wider doorways, lever door handles, coloured entry doors, an accessible washroom on the main floor, heights of light switches, electrical outlets and fixtures and non-slip flooring throughout).
- 70) Consider exterior details and finishes, including zero step entry, adequate lighting, signage, non-slip paving, and accessible parking stalls to accompany identified units.
- 71) Design that allows for low- maintenance building and landscaping materials associated with accessible units or units targeted to those with accessibility challenges.

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<sup>1</sup> Universal accessibility - Zoning Bylaw Definition: means an accessible and unobstructed area or areas available for use by all the building's inhabitants; having no slope greater than 5%; providing for greenery, gardens, recreational space and other leisure activities normally carried on outdoors.

# Noise and Vibration

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*Incorporate noise abatement and vibration mitigation measures for new development adjacent to rail lines*

- 72) Design and construct buildings to maximize sound attenuation between units, between public roads and units, and between adjacent land uses and units.
- 73) Consider noise abatement and vibration mitigation measures for all new building construction within 50 meters of the railway corridor.
  - i. Assess the level and impact of noise and vibration on a development site by a qualified acoustics and vibration consultant through the preparation of a noise and vibration impact study, undertaken early in the process.
  - ii. Assess the impact of all noise and vibrational sources affecting the development site and provide recommendations for noise abatement and vibration mitigation for the site.



**TO:** His Worship Mayor Michael Morden  
and Members of Council  
**FROM:** Chief Administrative Officer  
**SUBJECT:** Second Reading  
Official Community Plan Amending Bylaw No. 7659-2020;  
11917 and 11903 Burnett Street, Temporary Use Permit

**MEETING DATE:** October 6, 2020  
**FILE NO:** 2020-117-RZ  
**MEETING:** C o W

---

**EXECUTIVE SUMMARY:**

An application has been received to amend the Official Community Plan (OCP), Appendix D – Temporary Use Permits. The proposal is to designate the subject properties located at 11917 and 11903 Burnett Street as a Temporary Use Permit Area, to allow for a temporary sales centre for the future apartment use on site.

The rezoning bylaw for a 54-unit apartment building (2017-489-RZ) was granted final reading on September 8, 2020.

**RECOMMENDATIONS:**

- 1) That, in accordance with Section 475 of the *Local Government Act*, opportunity for early and on-going consultation has been provided by way of posting Official Community Plan Amending Bylaw No. 7659-2020 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. 7659-2020 be given second reading and be forwarded to Public Hearing;
- 3) That the following terms and conditions be met prior to final reading:
  - i) Registration of a Rezoning Servicing Agreement as a Restrictive Covenant and receipt of the deposit of a security, as outlined in the Agreement for the Temporary Use. Servicing requirements due to change to land use in the future shall be reviewed by Engineering;
  - ii) Amendment to Official Community Plan, Schedule "D – Temporary Use Permits" identifying the subject properties for temporary use as a sales centre, for a maximum term of 3 years;

**DISCUSSION:**

1) **Background Context:**

Applicant: Travjit Johal  
Owner: 1135888 BC LTD

Legal Description: Lots 6 & 7, Section 17, Township 12, Plan 22046



OCP:

Existing: APTL (Low-Rise Apartment)  
Proposed: APTL (Low-Rise Apartment)

Zoning:

Proposed: RM-2 (Medium Density Apartment Residential), adopted September 8, 2020

Surrounding Uses:

North:	Use:	Apartments
	Zone:	RM-2 (Medium Density Apartment Residential)
	Designation:	Low-Rise Apartment
South:	Use:	Apartments
	Zone:	RM-2 (Medium Density Apartment Residential)
	Designation:	Low-Rise Apartment
East:	Use:	Single-family residential
	Zone:	RS-1 (One Family Urban Residential)
	Designation:	Urban Residential
West:	Use:	Apartments and vacant
	Zone:	RM-2 and RM-6 (Regional Town Centre High Density Apartment Residential)
	Designation:	Low-Rise Apartment, and Medium and High-Rise Apartment

Proposed Use of Property: Temporary Sales Centre for Apartment Use (2017-489-RZ)  
Site Area: 0.267 ha (0.661 acres)  
Access: Burnett Street  
Servicing requirement: Urban Standard

## 2) Project Description:

The subject properties are each approximately 1340 m<sup>2</sup> in area and located within the Town Centre Area Plan of the Official Community Plan. The original structures on both lots were demolished in 2018. Rezoning application 2017-489-RZ, to rezone the subject properties from RS-1 (One Family Urban Residential) to RM-2 (Medium Density Apartment Residential) for a 54-unit apartment building, received final reading at September 8, 2020.

The applicant is currently proposing a temporary sales centre of approximately 960 ft<sup>2</sup> (88 m<sup>2</sup>) to be located at the front of the property at 11917 Burnett Street as well as five parking stalls and an asphalt parking drive isle on the property located on the adjacent 11903 Burnett Street (See Appendices A and B). Landscaping is proposed along the Burnett frontage of these lots.

## 3) Planning Analysis:

### i) Official Community Plan:

The development site is located within the Town Centre Area Plan and is currently designated *Low Rise Apartment*.

Section 492 of the *Local Government Act* provides for areas to be designated in the OCP where Temporary Use Permits may be permitted where the zoning does not allow such uses. The Temporary Use Permit (TUP) can override a parcel's underlying OCP designation and zoning. OCP

Amending Bylaw 7659-2020 must receive four readings from Council and be presented at a Public Hearing. Notice similar to Public Hearing is also required.

An amendment to the OCP identifying these areas must be adopted prior to issuance of such a permit. Currently, the OCP only allows temporary uses to occur on specifically designated lands. Thus, an OCP amendment is therefore required to allow the new temporary sales centre as the current and proposed zoning for the future apartment does not permit sales centres.

As per Section 492 of the *Local Government Act*, a Temporary Use Permit (TUP) is valid for up to three years, with the possibility of another three year maximum extension.

The applicant will need to ensure that construction of the proposed apartment building under the Development Permit is coordinated with the temporary sales centre under the TUP.

Council may decide to require the subject sales centre building to be relocated off-site or demolished once the apartment construction progresses and/or the need for the temporary sales centre ceases to exist.

**ii) Zoning Bylaw:**

The subject properties were rezoned for apartment building use under file 2017-489-RZ, which was granted final reading on September 8, 2020. The subject application 2020-117-RZ is to allow the temporary use of the properties as an sales centre, for three years, with a possibility of another three year maximum extension by Council.

**iii) Advisory Design Panel:**

The proposed Temporary Use Permit application for a commercial sales centre use is not subject to review by the Advisory Design Panel prior to second reading.

**iv) Development Information Meeting:**

No specific Development Information Meeting was held for the temporary use of Sales Centre on the subject properties.

**4) Interdepartmental Implications:**

At building permit application stage, the applicant will need to ensure a clear code review and clear code plans are provided, and an address for the sales centre is provided.

As a standard, a separate permit is required for sign(s); the applicant will need to ensure the proposed signage complies with the City of Maple Ridge Sign Bylaw.

The applicable servicing and street frontage works under the rezoning for the apartment building will need to be completed in advance of the sales centre.

**5) Local Government Act:**

An amendment to the OCP requires the local government to consult with any affected parties and to adopt related bylaws in compliance with the procedures outlined in Section 477 of the *Local Government Act*. The amendment required for this application is considered to be minor in nature. It has been determined that no additional consultation beyond existing procedures is required,

including referrals to the Board of the Regional District, the Council of an adjacent municipality, First Nations, the School District or agencies of the Federal and Provincial Governments.

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

**6) Citizen/Customer Implications:**

The subject amendment of the OCP is to allow a temporary use of the properties as a sales centre for the apartments to be constructed as per the approved Development Permit. The Temporary Use Permit is valid for a maximum of three years, with an opportunity to extend with another maximum three years.

**CONCLUSION:**

It is recommended that second reading be given to OCP Amending Bylaw No. 7659-2020, and that application 2020-117-RZ be forwarded to Public Hearing.

"Original signed by Mark McMullen" for

---

*Prepared by:* **Therese Melser**  
**Planning Technician**

"Original signed by Chuck Goddard"

---

*Reviewed by:* **Charles R. Goddard, BA, MA**  
**Director of Planning**

"Original signed by Christine Carter"

---

*Approved by:* **Christine Carter, M.PL, MCIP, RPP**  
**GM Planning & Development Services**

"Original signed by Al Horsman"

---

*Concurrence:* **Al Horsman**  
**Chief Administrative Officer**

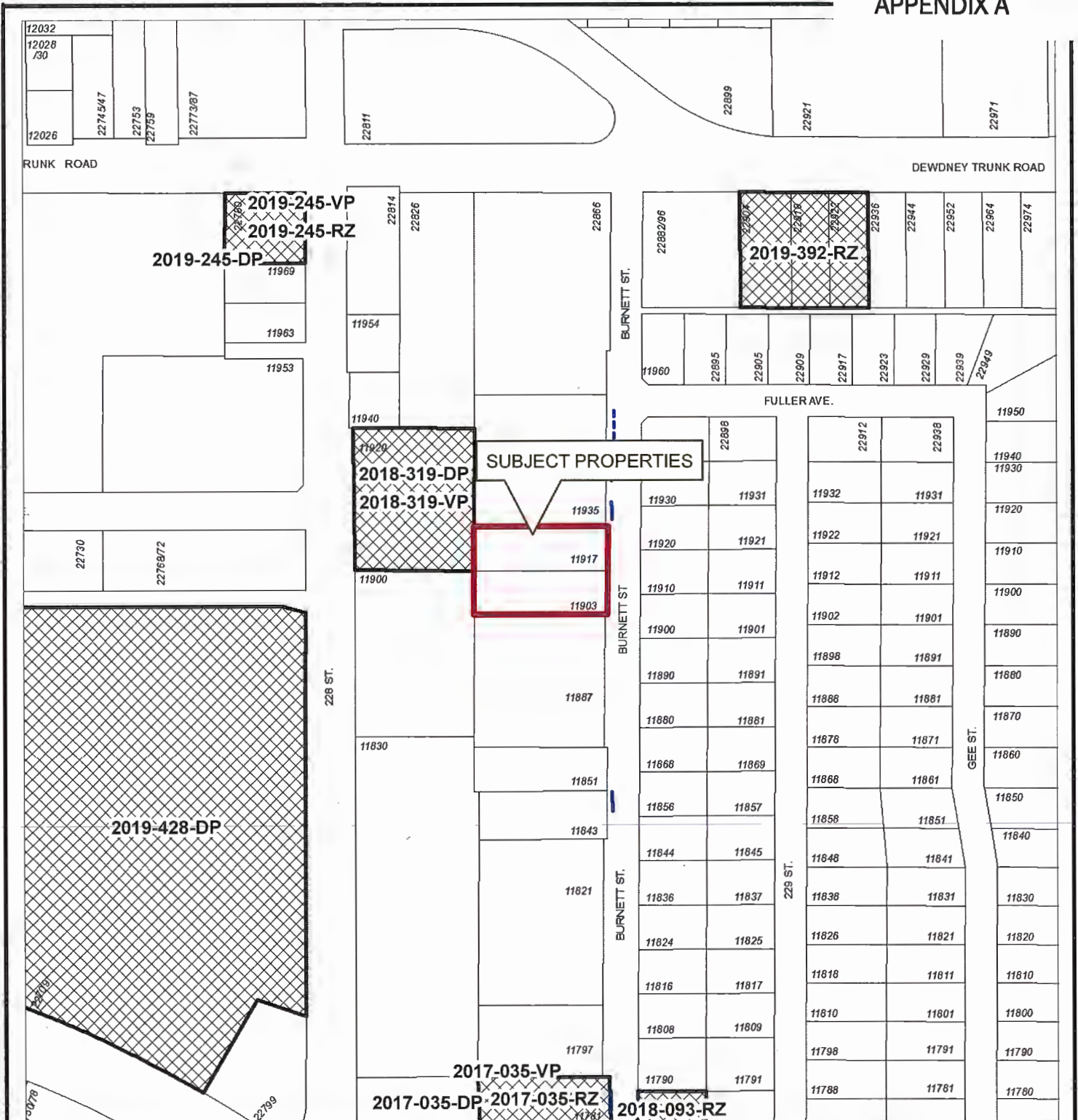
The following appendices are attached hereto:

Appendix A – Subject Map

Appendix B – Ortho Map

Appendix C – OCP Amending Bylaw No. 7659-2020

Appendix D – Site Plan, Building Elevation Plans and Landscape Plan



Scale: 1:2,500

## Legend

- Ditch Centreline
- Active Applications (RZ/SD/DP/VP)

11903/17 BURNETT STREET  
PID'S: 009-150-587, 009-150-544

PLANNING DEPARTMENT



MAPLE RIDGE

British Columbia

[mapleridge.ca](http://mapleridge.ca)

FILE: 2020-117-RZ

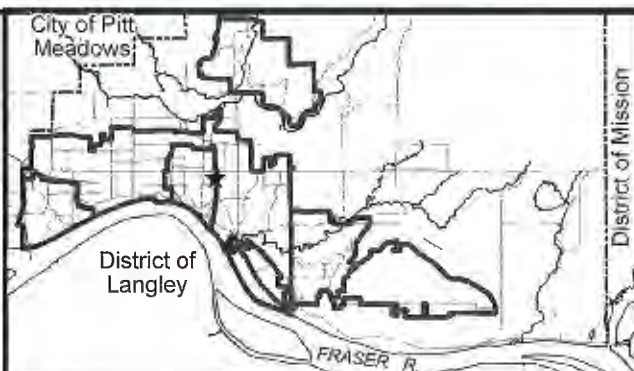
DATE: Apr 24, 2020

BY: PC





Scale: 1:2,500



11903/17 BURNETT STREET  
PID'S: 009-150-587, 009-150-544

PLANNING DEPARTMENT



MAPLE RIDGE

British Columbia

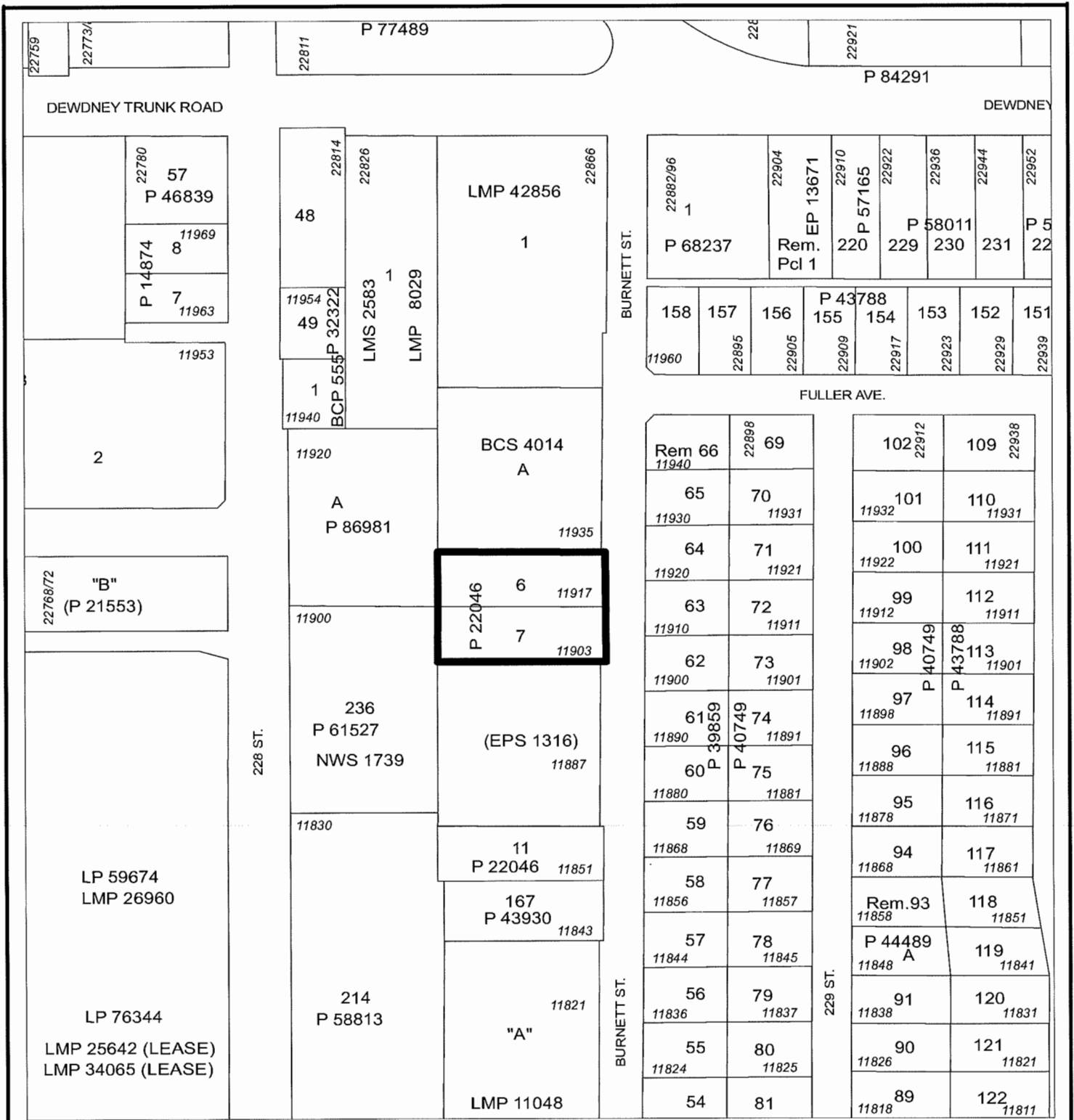
[mapleridge.ca](http://mapleridge.ca)

FILE: 2020-117-RZ

DATE: Apr 24, 2020

BY: PC

CORPORATE OFFICER



# TEMPORARY COMMERCIAL USE PERMIT AREA Location No.8

Scale: 1:2,000

CITY OF MAPLE RIDGE  
PLANNING DEPARTMENT



mapleridge.ca

DATE: Jul 9, 2020

BY: DT





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A 2024-04-22 Issued for Building Permit  
NO. DATE YMD. DESCRIPTION  
ISSUES AND REVISIONS  
SCALE

1 SOUTHEAST PERSPECTIVE  
SCALE

## 24'X40' SALES CENTRE (TEMPORARY BUILDING)

11903 & 11917 BURNETT STREET,  
MAPLE RIDGE, BC

INDEX  
A0.10 COVERSHEET & INDEX  
A1.01 SITE PLAN  
A2.01 MAIN FLOOR PLAN & ROOF PLAN  
A4.10 ELEVATIONS & SECTIONS

larry podhora | architecture inc  
11111 111 STREET, ARRESTOFTOWN, BC V1V 1V1

PROJECT NAME  
24'X40' SALES CENTRE  
(TEMPORARY BUILDING)

PROJECT ADDRESS  
11903 & 11917 BURNETT STREET,  
MAPLE RIDGE, BC

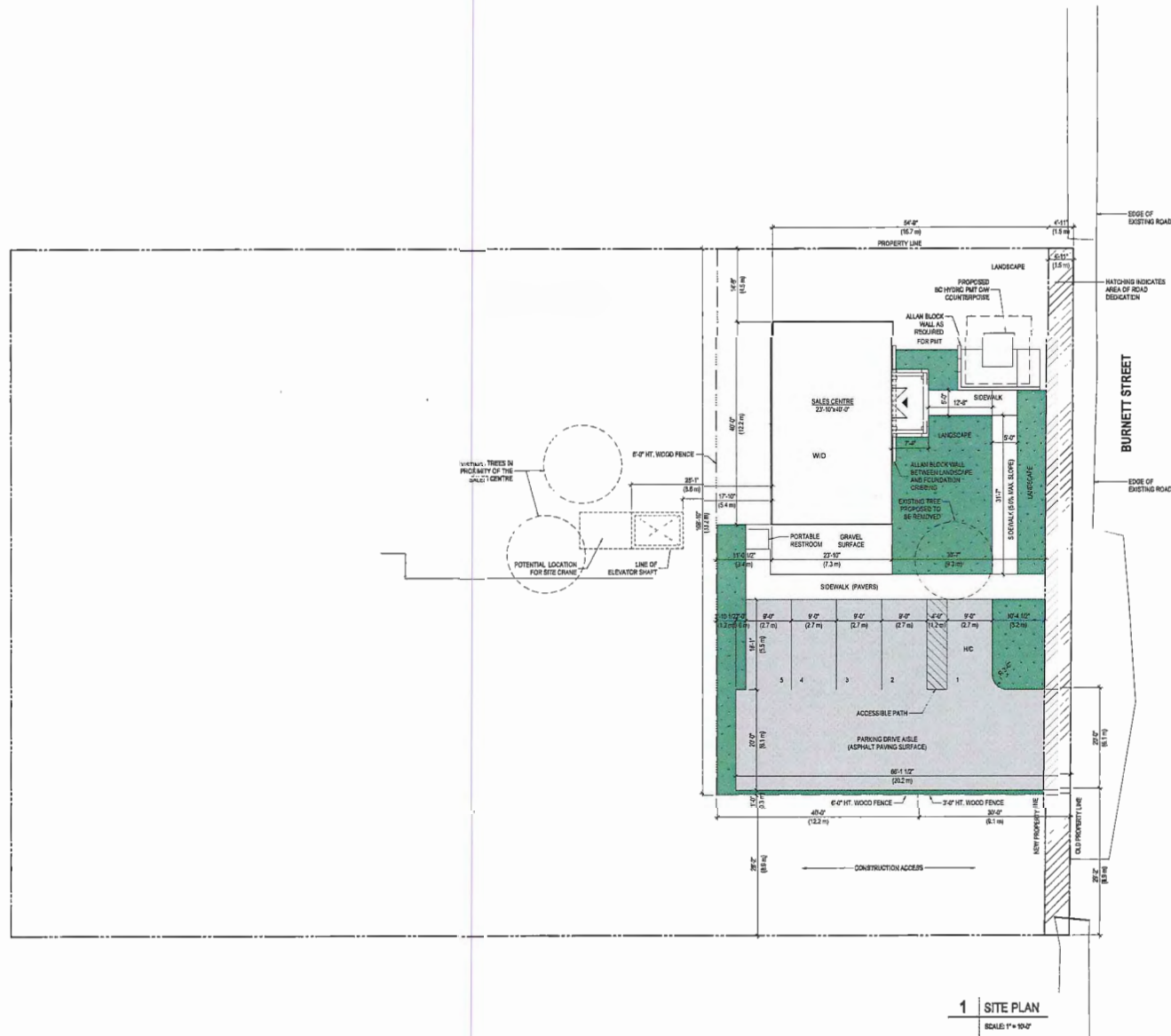
DRAWING TITLE  
COVERSHEET

SCALE  
GRAPH  
REVISED  
PROJECT NO. 170644  
DRAWN BY NO.

A0.10

APPENDIX D





1 SITE PLAN  
SCALE: 1" = 10'-0"

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A 2020-04-22 Issued for Building Permit  
24'x40' SALES CENTRE  
REVIEWS AND REVISIONS  
SEAL

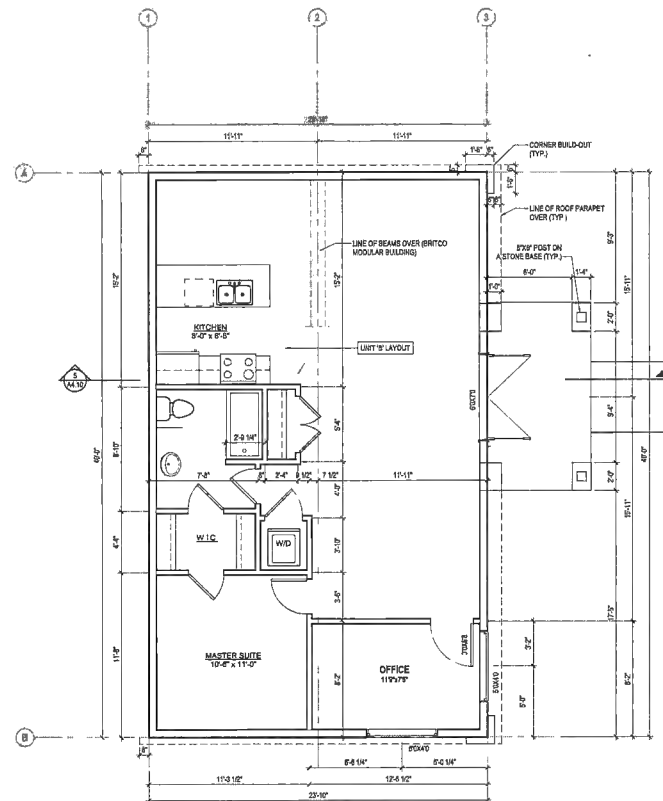
larry podhora | architecture inc.  
24'x40' SALES CENTRE  
(TEMPORARY BUILDING)

PROJECT ADDRESS  
11900 & 11917 BURNETT STREET,  
MAPLE RIDGE, BC

DRAWING TITLE  
SITE PLAN

SCALE: 1" = 10'-0"  
DATE: 04/22/20  
REVISED:  
PROJECT NO: 170661  
DRAWN BY: [signature]





**1 MAIN FLOOR PLAN**

SCALE: 1/4" = 1'-0"

FINISHED FLOOR AREA: 953 s.f. (88.56 s.m.)

This drawing has been prepared solely for the use of THE CLIENT and there are no representations of any kind made by LARRY PODHORA ARCHITECTURE INC. to any party other than THE CLIENT. LARRY PODHORA ARCHITECTURE INC. does not assume any liability for the use of this drawing for any purpose other than that intended for the purpose of the project.

A 2020-04-02 Issued for Building Permit  
J.M. DATE DRAWN: DESCRIPTION  
REVISIONS AND REVISIONS  
J.M.

larry podhora | architecture inc.  
11803 & 11917 BURNETT STREET, VANCOUVER, BC V6N 1A5  
PROJECT NAME:  
24'x40' SALES CENTRE  
(TEMPORARY BUILDING)

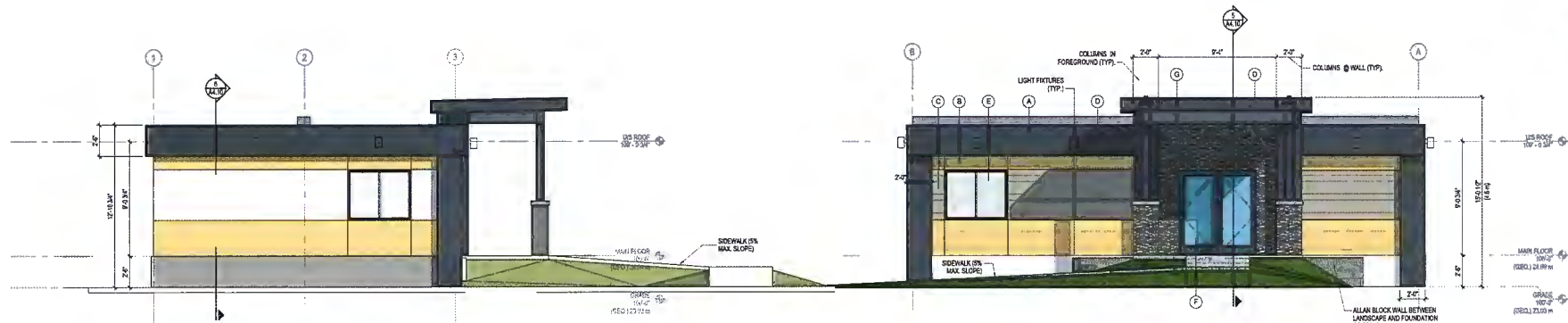
PROJECT ADDRESS:  
11803 & 11917 BURNETT STREET,  
MAPLE RIDGE, BC

DRAWING TITLE:  
MAIN FLOOR PLAN

SCALE: 1/4" = 1'-0"  
Drawn: J.M.  
Reviewed: J.M.  
Project: 10 178461  
Drawing No:



**A2.01**



**1 SOUTH ELEVATION**

SCALE: 1/4" = 1'-0"

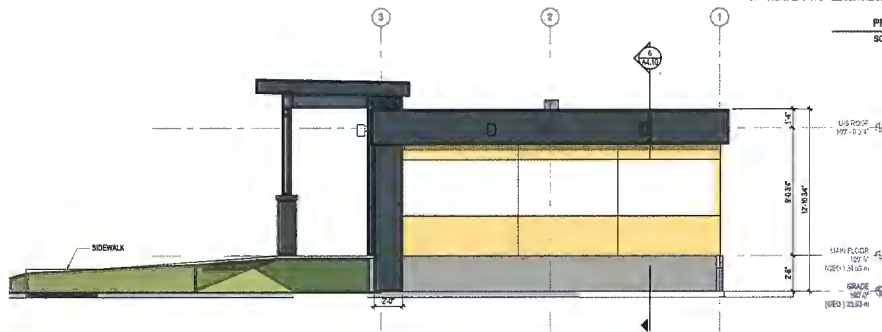
**2 EAST ELEVATION**

SCALE: 1/4" = 1'-0"

- PROJECT COLOURS**  
SCALE: 1/4" = 1'-0"
- C1 HARVE PANEL SMOOTH IRON GRAY
  - C2 HARVE PANEL SMOOTH AUTUMN TAN
  - C3 HARVE PANEL SMOOTH COBBLE STONE
  - C4 CULTURED STONE LEDGESTONE STERLING

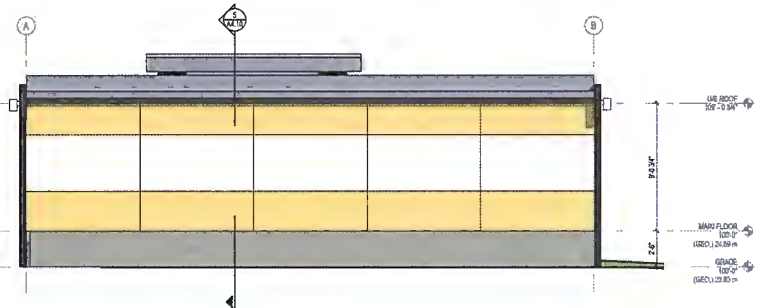
**ELEVATION FINISH LEGEND**

- A HARVE PANEL, SMOOTH, IRON GRAY COLOUR - C1
- B HARVE PANEL, SMOOTH, AUTUMN TAN COLOUR - C2
- C HARVE PANEL, SMOOTH, COBBLE STONE COLOUR - C3
- D METAL FLASHING, PAINTED TO MATCH WALL COLOUR BELOW
- E WINDOWS & DOORS: EXTRUDED PVC - ALL WEATHER, DOUBLE LOW E GLAZING OR EQUAL - WHITE
- F ENTRY DOOR - PAINTED IRON GRAY COLOUR
- G STONE VENEER - LEDGESTONE STERLING - C4



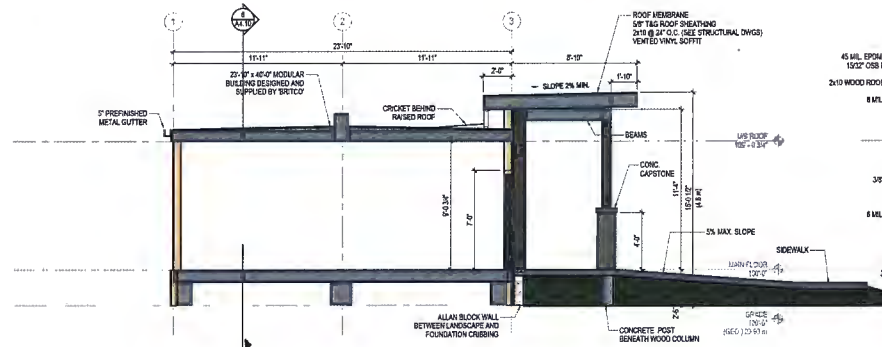
**3 NORTH ELEVATION**

SCALE: 1/4" = 1'-0"



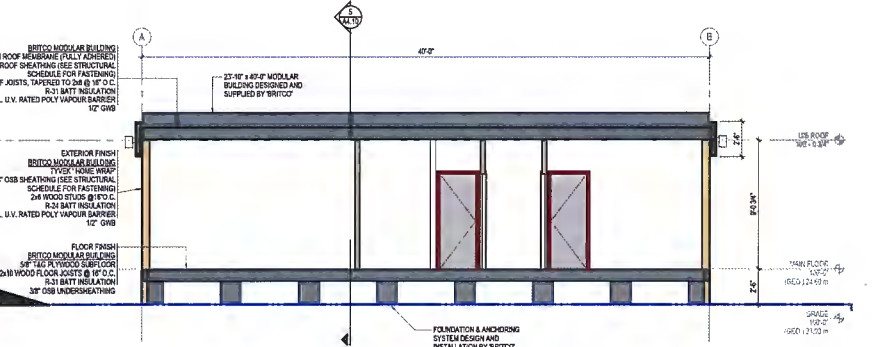
**4 WEST ELEVATION**

SCALE: 1/4" = 1'-0"



**5 Section 2**

SCALE: 1/4" = 1'-0"



**6 Section 1**

SCALE: 1/4" = 1'-0"

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A 2020-04-22 Issued for Building Permit  
NO. DATE YMD DESCRIPTION  
ISSUES AND REVISIONS  
SCALE

larry podhora | architecture inc  
2220 BRIMLEY RD. #202, SCARBOROUGH, ON M1S 1B2

PROJECT NAME  
**24'X40' SALES CENTRE  
(TEMPORARY BUILDING)**

PROJECT ADDRESS  
**11903 & 11917 BURNETT STREET,  
MAPLE RIDGE, BC**

DRAWING TITLE  
**ELEVATIONS & SECTIONS**

SCALE: As indicated  
DESIGN: WW  
REVISED:  
PROJECT NO: 175644  
(20200422)

**A4.10**

**TO:** His Worship Mayor Michael Morden  
and Members of Council  
**FROM:** Chief Administrative Officer  
**SUBJECT:** Addendum to Report on Proposed New Cannabis Retail Store at Unit A 11771 225 Street

**MEETING DATE:** October 6, 2020  
**FILE NO:** 09-4560-20  
**MEETING:** COW

---

**EXECUTIVE SUMMARY:**

At the September 15, 2020 Committee of the Whole meeting, Council voted to refer the report on the Chronic Cannabis application for a retail store back to staff to obtain answers to questions by various Councillors. This Addendum Report will address these questions.

**RECOMMENDATION(S):**

That the application for a non medical cannabis retail store by Chronic Cannabis, located at A-11771 225 St., Maple Ridge not be supported based on the information contained in the Council report dated July 21, 2020; and

That a copy of the resolution be forwarded to the Liquor and Cannabis Regulation Branch in accordance with the legislative requirements.

**DISCUSSION:**

On September 15, 2020, Council was presented with a report on an application for a cannabis retail store at Unit A 1171 225 St. by Chronic Cannabis. Chronic Cannabis made a presentation at this meeting and as a result Council had various questions to be answered before a decision was made on whether or not to forward this report from Committee of the Whole to a regular Council meeting.

A number of questions were raised that required the applicants response. Questions included clarification regarding charitable donations in the community; information on treatment programs and how the client would be identified; assurance about improvements to the building; and security. The applicants were requested to review the Council meeting video and provide the information requested by Council. Attached, as Appendix I, is the written submission from the applicant regarding these questions. The applicant also included information from the Province regarding regulations for retail cannabis. This can be found at the following link:

<https://www2.gov.bc.ca/assets/gov/employment-business-and-economic-development/business-management/liquor-regulation-licensing/guides-and-manuals/cannabis-retail-store-licence-handbook.pdf>

Staff were also asked to provide further information as follows:

### Timelines

As of the date of this report, there are three approved retail cannabis stores in the Town Centre:

- Green Dreamz Garage Inc. located at 11696 224 Street
- Green Star Cannabis located at 22222 Lougheed Highway
- Spiritleaf located at 670 – 22709 Lougheed Highway

Council also had a comment about the timing of cannabis applications. The timeline for the applications in the Town Centre reflects the order in which Council received the applications. The order is as follows:

BUSINESS NAME	Fit & Proper Assessment rec'd from LCRB	Council Meeting Date
Spiritleaf	Dec 24/18	May 7/19
Green Star	Sept 9/19	Oct 29/19
Green Dreamz Garage	Jan 20/20	June 2/20
Chronic Cannabis	May 13/20	Sept 15/20

As noted, the application for Chronic Cannabis was received from the Province after these three had been received.

### Market Limitations

There was also a discussion around the number of cannabis stores that would be needed to fulfill consumer demand. To make a comparison, there are currently three liquor stores in the Town Centre (excluding Save On Foods which only sells wine). Council has approved three cannabis stores in the Town Centre not including this application.

### Policy Clarification

The Cannabis Retail Store Processing and Evaluation Criteria Policy was adopted by Council on November 27, 2018 and updated on May 12, 2020. The Policy as well as the Zoning Bylaw require that there is 1000 metre separation between retail cannabis stores. The most recent policy is included as Appendix III.

### Alternatives

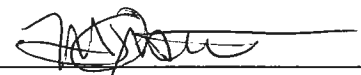
Should Council wish to support this application then Council could direct the applicant to submit a zoning bylaw text amendment to amend the 1000 metre separation requirement. It is noted that this rezoning process would be considered on its own merits and Council would have the authority to approve or deny the application. The following motion would support this alternative:


1. That the non medical cannabis retail application for A-11771 225 St be deferred and;
2. That the applicant be directed to apply for a zoning bylaw text amendment.


**CONCLUSIONS:**

That Council make the necessary resolution regarding the application from Chronic Cannabis based upon the staff findings set out in this report.

  
Prepared by: R. MacNair  
Senior Advisor, Bylaw & Licensing Services

  
Co-Prepared by: Michelle Orsetti  
Director: Bylaw & Licensing Services

  
Approved by: Christine Carter, M.Pl., MCIP, RPP  
General Manager: Planning and Development Services

  
Concurrence: Al Horsman  
Chief Administrative Officer

RM/jd

**Attachments:**

- Appendix I: Report to Remedy Application Deficiencies (submitted by applicant)
- Appendix II: COW report dated September 15, 2020
- Appendix III: Cannabis Retail Processing and Evaluation Criteria Policy 6.33

## Chronic Cannabis

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REPORT TO REMEDY APPLICATION DEFICIENCIES

SUBMITTED TO: MAPLE RIDGE BY-LAW AND LICENSING SERVICES



## BUSINESS OVERVIEW

### OPERATIONAL DETAILS

Chronic Cannabis intends to employ approximately 10 individuals at our proposed Maple Ridge retail location. Our intention is to develop a future administrative headquarters for our chain of retail stores, also in Maple Ridge, at a different location yet to be determined.

This project will not commence until our retail store numbers justify the administrative overhead but should be taken as an indication of our strong affiliation with Maple Ridge and our desire for Chronic Cannabis to remain a Maple Ridge based corporation.

### ADVISORY BOARD

Sat Mann, co-owner of the Medicine Shoppe Pharmacy in Maple Ridge and is the landlord for the Medical Clinic and Pharmacy, has joined the Advisory Board for Chronic Cannabis. He has over 20 years experience as a Pharmacist and is a co-owner of 8 pharmacies across Metro Vancouver. In addition, TJ Singh, CPA has also joined the Advisory Board and also brings over 20 years of accounting, tax and business advisory experience working with SME's in Metro Vancouver. Most importantly, both Mr. Mann and Mr. Singh own real estate in Maple Ridge. Mr. Mann has submitted a letter confirming his support for this project to staff.

## BUSINESS DESCRIPTION AND CLARIFICATION OF OPERATIONS

Chronic Cannabis wishes to clarify the proposed size, scale, and siting of our proposed retail store.

The retail location in question has been secured as a long-term (5 + 10 year) lease. There is no requirement under either *the BC Cannabis Act* or the Maple Evaluation Criteria used to determine the viability of cannabis retail applications that require an applicant to own their store location. A letter from the landlord of the location in question, confirming his support for the application and his desire to maintain the lease arrangement for the full duration of the contract included with this submission and his commitment to allow Chronic Cannabis to make changes to the exterior awning and signage that improves the appearance of the store to the neighbourhood. See *Appendix 1 – Letter from Landlord*.

### FUTURE DEVELOPMENT AT THE PROPOSED SITE

While Chronic Cannabis does not own the unit in question, one of the principals is a part owner of apartment units in the building immediately south of this location. As a landowner, he renovated the building, lived in one of the units and now is a landlord to locally employed tenants with families. This commitment to improve the building and its demographic has greatly impacted the surrounding area over the past few years. This commitment to improve the neighbourhood will be a significant factor in the operations of this store. Chronic Cannabis is committed to ensuring the appearance of the exterior of the store improves the local neighbourhood.

Chronic Cannabis will not be seeking to develop any additional portions of this building for their headquarters. Instead, we will be seeking a separate location for this purpose in Maple Ridge, at the appropriate time.

## REVISTED STOREFRONT DESIGN

As part of our efforts to address specific concerns about our proposed exterior design and the impact on the local community, we have provided renderings for the exterior of the building that showcases the improved awning and signage on the front and side of the building . In addition, we have revisited our logo design to be more in keeping with the desired character of the neighborhood.

## INTERIOR INSPIRATION

Chronic Cannabis intends to create an interior that brings a welcoming and luxurious atmosphere for customers. They plan to incorporate dark wood and tasteful accents with a spacious floor plan. The interior draws inspiration from vintage modern styling and organic West Coast materials. Please see *Appendix 2 – Interior Concept Presentation Package*.

## PROVINCIAL WINDOW OPAQUING REQUIREMENTS

It should be noted that as per Provincial Policy Directive 20-15, the requirement for non-transparent walls and windows for cannabis stores has been revoked. That Policy Directive took effect June 18, 2020. Please see *Appendix 3 for the communication to this effect from the ADM of the Liquor and Cannabis Regulations Branch*.

## COMMUNITY BENEFIT

Chronic Cannabis heard the concerns of the Committee regarding the lack of specificity in our charitable contribution plan. To better clarify our intent and place quantifiable numbers around our intended financial contribution, we have simplified our proposal, in order to better focus on the intended goal.

## CHARITABLE GIVING TOWARDS COMMUNITY PRIORITIES

To this end, Chronic Cannabis commits to make a minimum financial contribution towards an appropriate charitable initiative in each of the first three years of operation. After the third year, Chronic Cannabis will transition to a model where annual charitable contributions will represent 5 per cent of net profits.

Year of Operation	Minimum Contribution
Year 1	\$10,000
Year 2	\$15,000
Year 3	\$20,000
Year 4+	5 per cent of net profit

In order to address concerns about the mechanism for disbursement of these funds, Chronic Cannabis further propose to submit this budgeted contribution to the Maple Ridge Social Planning Advisory Committee for referral to specific initiatives that the Committee has identified as priorities. The goal would be to have the Committee identify priority projects for Chronic Cannabis to fund. Chronic Cannabis has identified *the Friends in Needs Food Bank* and the *Greg Moore Youth Center* as organizations that they would love to support but are committed to allocating funds to organizations in the community most in need for support.

Fundamentally, Chronic Cannabis believe that determinations about community social priorities are best left to subject matter experts like the Committee, and that our best possible contribution is to offer support to worthy causes, rather than attempting to administer these matters directly.

Chronic Cannabis believe that this method of identifying charitable initiatives is not only an excellent mechanism for ensuring the funding goes to well-researched and justified local priorities, but that these projects themselves will help address any community impact.

#### PARTNERSHIP WITH OTHER LOCAL BUSINESSES

Chronic Cannabis has also entered an alliance with Medicine Shoppe Pharmacy (located on 224<sup>th</sup> street) to jointly participate in a community giving program. The principals of both Chronic Cannabis and Medicine Shoppe are prepared to work with the Committee to discuss how they can jointly contribute towards this initiative with specific focus on ensuring low-income residents can have access to prescription and non-prescription meds.

#### DETAILS OF MITIGATION PLAN TO MINIMIZE COMMUNITY IMPACT

In order to best respond to the Committee's request that Chronic Cannabis provide a plan to mitigate community impact, we have referred to the Maple Ridge Youth Strategy document for guidance.

Per the Youth Strategy document, *"Both youth and service providers suggested there are connections between boredom/lack of social activities and the prevalence of substance use and risky behavior, as well as mental health issues (anxiety, depression)"*<sup>1</sup>

Chronic Cannabis have identified this statement as a priority for our initiatives. We believe that the fact that a lack of social amenities and mental health program supports has been identified as a direct contributor to youth substance use is significant, and is a large reason why we have identified projects referred by the Social Planning Advisory Committee as a priority for our funding efforts.

Chronic Cannabis has noted that many of the projects prioritized by Maple Ridge Social Planning Advisory Committee deal directly with social amenities and youth-oriented activities, making it an ideal mechanism to identify and directly address these priorities through direct material support.

Beyond these specific social initiatives, we believe that our staff training program will also serve to significantly mitigate any community impact.

#### STAFF SALES TRAINING AND SAFE SALES PROTOCOL

All Chronic Cannabis employees will be trained in the Government of BC's "Selling It Right" Program. This program covers a number of topics, including:

- Recognizing signs of intoxication
- Reducing risks associated with cannabis use
- What and how products can be sold

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<sup>1</sup> Maple Ridge Youth Strategy, page 18. Retrieved from <https://www.mapleridge.ca/DocumentCenter/View/12207/Maple-Ridge-Youth-Strategy-PDF>

- Preventing the sale of cannabis to minors
- Assessing patrons and refusing sales when necessary
- Creating incident reports

This **mandatory** training will be required of all staff before they vend cannabis to the public. The staff will also undergo mandatory security clearance. This clearance is issued by the Province and is valid for 5 years at which point the clearance must be renewed with the Province.

Chronic Cannabis will also institute the following requirements for all sales, and will train all staff in their requirement:

- Two pieces of identification, including at least one government-issued photo-identification.
- Customers will be limited to 30 grams of dried cannabis product (or equivalent) maximum per visit.
- Customers will be advised (via both signage and verbal information) that all consumption of cannabis products is forbidden in the immediate vicinity of the shop, and can only be consumed in locations as permitted by local law.

Please refer to *Appendix 4 of this submission, Selling it Right: BC's Responsible Cannabis Service Program*.

Finally, we wish to note that as a Provincially-regulated cannabis retailer, Chronic Cannabis will be subject to the jurisdiction of the Community Safety Unit (CSU), who use a number of enforcement mechanisms to ensure compliance with the above training. CSU agents use surprise inspection and secret shoppers to ensure compliance with ID requirements and other sales protocols.



## Appendix 1 - Letter from Landlord

September 17, 2020

To Whom it May Concern

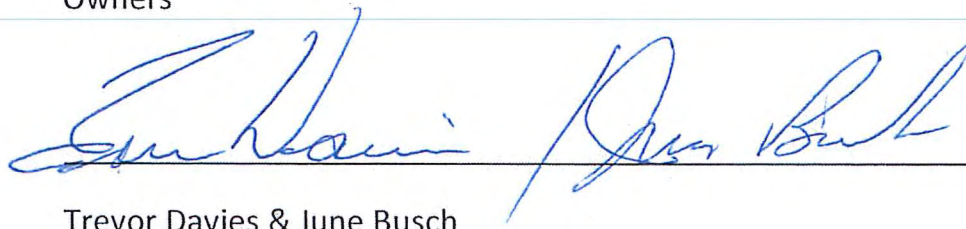
In regards to 11771 225<sup>th</sup> Street, Maple Ridge BC. It is understood that Tory Feuer and Chronic Cannabis have the right to improve the façade of the building to there discretion as long as the city approves.

It is also understood that in the future if they need more space for their business that it will be possible to take on the suites upstairs, as long as their business conforms to city standards. There is also a small commercial space on ground level that could be tied into their business as well.

These will be great tenants for the neighbourhood and are local residents that want to give back to the community. They have been doing everything by the book for 3 years trying to get approved. We would like to see the city approve their application.

Sincerely,

Owners

A horizontal line is drawn across the page. Below the line, there are two handwritten signatures in blue ink. The first signature is 'Trevor Davies' and the second is 'June Busch'.

Trevor Davies & June Busch

604 880-4418

Appendix 2 - Interior  
Concept Presentation  
Package.

# CHRONIC HUB (Maple Ridge)

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CONCEPT PRESENTATION PACKAGE – VINTAGE MODERN

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RAW

INTERIOR DESIGN INC.

CHRONIC HUB– CONCEPT PRESENTATION

REVISION 0 (2019.02.12)

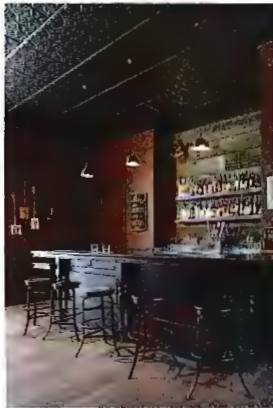
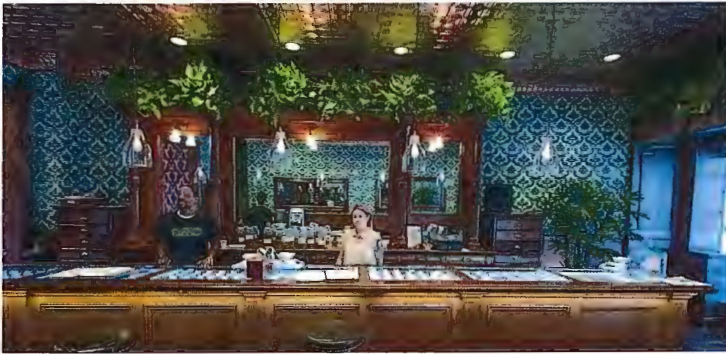


RAW  
INTERIOR DESIGN LLC

CHRONIC HUB- CONCEPT PRESENTATION  
REVISION 0 (2019.02.12)

## CONCEPT IMAGES – VINTAGE MODERN





RAW  
INTERIOR DESIGN INC.

## BAR CONCEPT IMAGES – VINTAGE MODERN

CHRONIC HUB– CONCEPT PRESENTATION  
REVISION 0 (2019.02.12)

PAGE 3

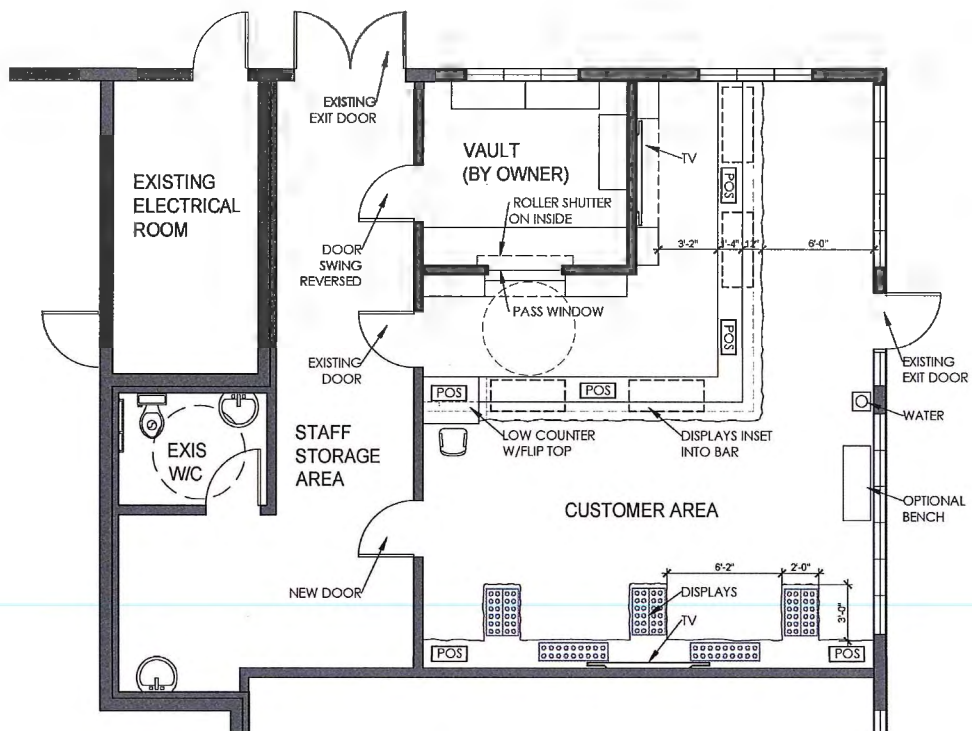


RAW  
INTERIOR DESIGN INC.

CHRONIC HUB- CONCEPT PRESENTATION  
REVISION 0 (2019.02.12)

DISPLAY CONCEPT IMAGES

PAGE 4



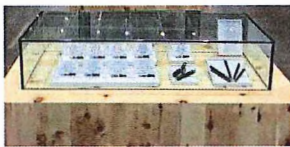
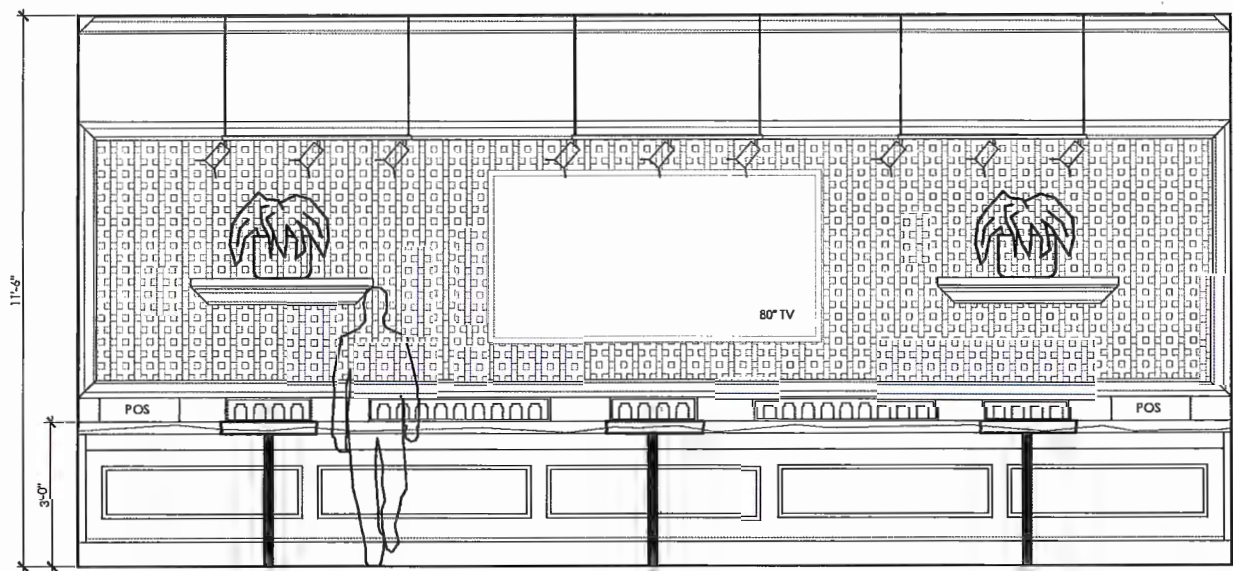
RAW  
INTERIOR DESIGN INC.

CHRONIC HUB- CONCEPT PRESENTATION  
REVISION 0 (2019.02.12)

FLOOR PLAN

PAGE 5

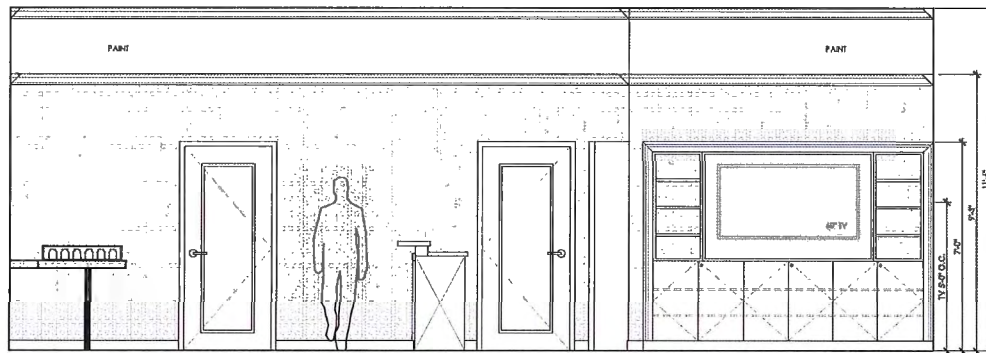




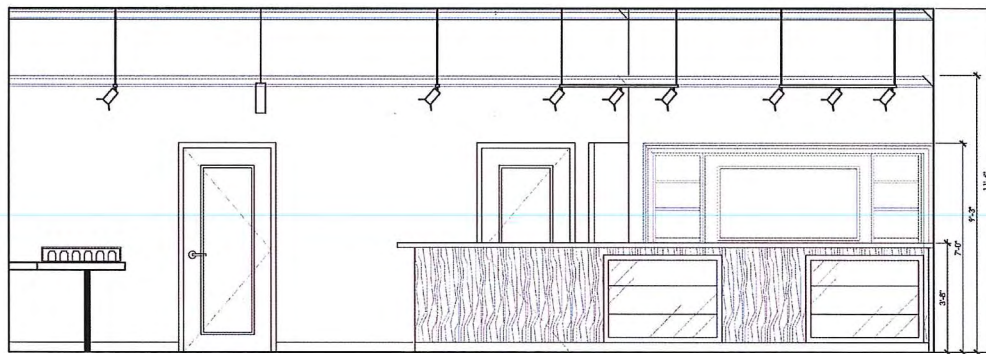
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CHRONIC HUB- CONCEPT PRESENTATION  
REVISION 0 (2019.02.12)

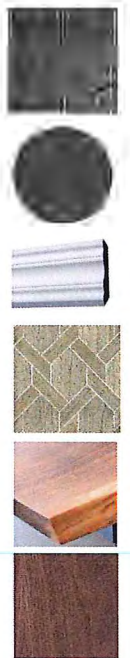
ELEVATION – DISPLAY AREA



ELEVATION – BEHIND BAR



ELEVATION – FRONT BAR



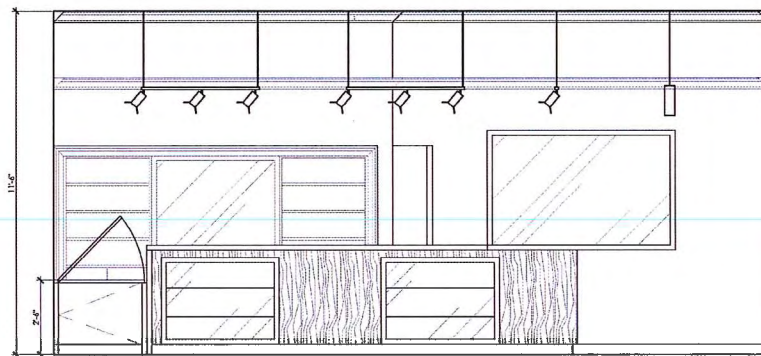
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REVISION 0 (2019.02.12)

## ELEVATIONS - BAR



ELEVATION - BEHIND BAR



ELEVATION - FRONT BAR



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REVISION 0 (2019.02.12)

## ELEVATIONS - BAR

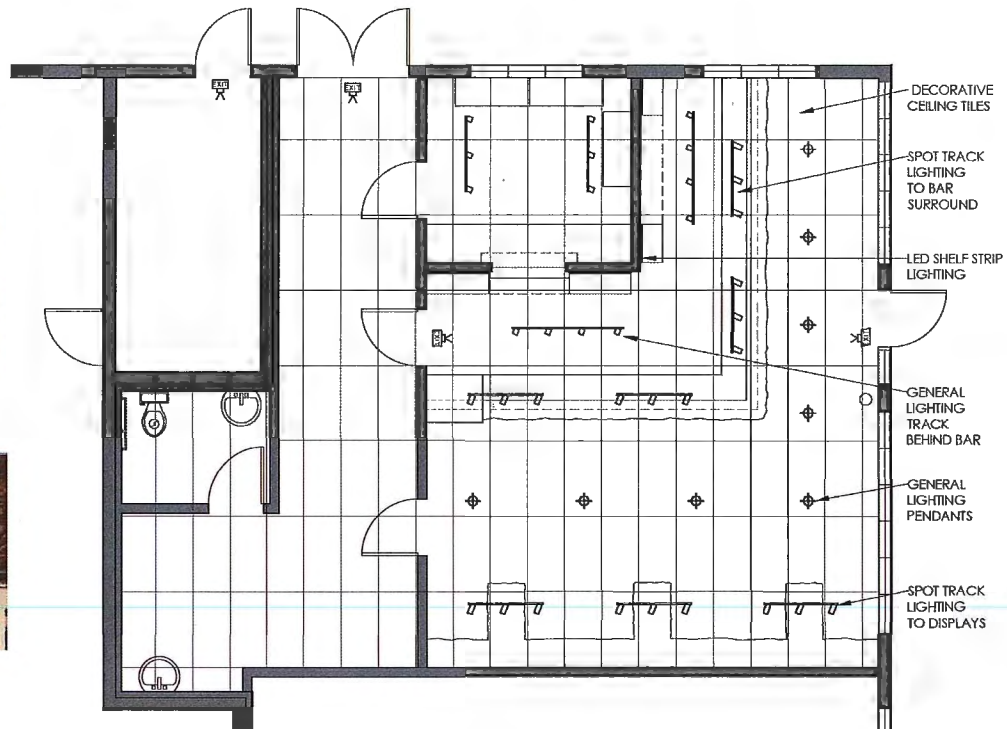




SHELF  
LIGHTING



DECORATIVE  
CEILING TILES



GENERAL  
TRACK



GENERAL  
PENDANTS



SPOT  
TRACK  
LIGHTING

RAW  
INTERIOR DESIGN LLC

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REVISION 0 (2019.02.12)

## REFLECTED CEILING PLAN

## Appendix 3 for the communication from the ADM of the Liquor and Cannabis Regulations Branch.

### Policy Directive 20-15

Inbox

Thu, Jun 18,  
2:28 PM

Hello,

I'm writing to announce [Policy Directive 20-14](#) and [Policy Directive 20-15](#).

In response to licensee and local government feedback, the Province of BC has amended the Cannabis Licensing Regulation (CLR) to remove the requirement that Cannabis Retail Stores (CRS) be enclosed by non-transparent walls, and will instead require that non-medical cannabis products, accessories, packages and labelling must not be visible from outside of non-medical cannabis retail stores through Policy Directive 20-15.

This will provide more flexibility for stores to configure their store features in a way that protects minors from exposure to non-medical cannabis and addresses concerns regarding employee safety and store aesthetics — while ensuring alignment with federal requirements outlined in the Cannabis Act and supporting the Province's commitment to upholding public safety. Existing licensees that choose to remove their window coverings must ensure no product can be seen from the outside.

To support licensees with this change and to respond to licensee requests for inspection prior to licence issuance, final inspections will be provided for all new cannabis retail store applicants and current Approval-in-Principle (AIP) holders prior to the issuance of a cannabis retail store licence. This change in inspection timing will take effect on July 2, 2020.

Additionally, some licensees may wish to make structural alterations to their establishment coinciding with this Policy Directive 20-15. Please note that structural changes to your CRS may require the submission of a separate application and fee before they are approved by the LCRB.

In addition to the above, many of you have asked when a cannabis training program will be ready, so I am also pleased to announce Policy Directive 20-14, requiring current non-medical cannabis retail store licensees and adults who sell or supervise the sale of non-medical cannabis in private retail and government stores, as well as marketing licensees and their staff, to complete the mandatory online responsible service training program, **Selling It Right**.

Following implementation of the regulatory framework for cannabis, the LCRB turned its attention toward the development of a training program for the responsible sale of non-medical cannabis that is now ready to go live.

We recognize that due to the pandemic, it's been a difficult time for businesses in B.C.; however, we also recognize that consumers continue to access non-medical cannabis retail stores during this time.

Therefore, to ensure staff in cannabis retail stores understand applicable laws and can provide assistance in a socially responsible manner, the LCRB is now requiring completion of this mandatory online training program.

Selling It Right is designed to educate licensees and people working in the non-medical cannabis industry on the effects of cannabis, how to recognize signs of intoxication, how to handle situations requiring intervention and how to understand their full responsibilities under the law.

The new course can be completed online at [www.responsible-service-bc.gov.bc.ca](http://www.responsible-service-bc.gov.bc.ca) for a fee of \$35 plus GST. Upon successful completion, individuals will receive a certificate valid for two years.

All non-medical cannabis retail store licensees and adults who sell or supervise the sale of non-medical cannabis in private retail and government stores, as well as marketing licensees and their staff, will be required to complete the cannabis training program.

To ensure we don't put undue pressure on licensees during this challenging time, current licensees and their staff will have **until September 30, 2020** to complete the training before the regulation comes into force.

New non-medical cannabis retail store licensees, marketing licence applicants, retail and government cannabis store sales staff and supervisors will be required to successfully complete the training **prior** to operating a store, working in a store or being issued a marketing licence. Proof of this training will be required upon inspection by a liquor and cannabis inspector.

Current and new marketing licensees must also provide proof of completion to the LCRB by emailing a copy of their certificate to: [lcrbcannabis@gov.bc.ca](mailto:lcrbcannabis@gov.bc.ca). Proof of completion must be received from current marketing licensees by **September 30, 2020**.

Please ensure that you review the terms and conditions related to both of these Policy Directives in the updated Terms and Conditions Handbook that apply to your licence here: <https://www2.gov.bc.ca/gov/content/employment-business/business/liquor-regulation-licensing/publications-resources/liquor-licensee-terms-and-conditions-handbooks>

We remain committed to enabling a vibrant, legal cannabis industry and will continue to find ways to support British Columbians and the sectors we regulate during this challenging time.

If you have any questions about either of these directives, please contact us at [cannabisregs@gov.bc.ca](mailto:cannabisregs@gov.bc.ca).

Sincerely,  
Mary Sue Maloughney  
Assistant Deputy Minister and General Manager  
Liquor and Cannabis Regulation Branch

*The*  
**CHRONIC CANNABIS**  
*Company*  
— EST. 2020 —

*The* **CHRONIC CANNABIS** *Company*  
— EST. 2020 —

*The*  
**CHRONIC CANNABIS**  
*Company*  
EST. 2020

*Maple Ridge*  
**LOCALLY OWNED**  
*British Columbia*

*The*  
**CHRONIC CANNABIS**  
*Company*  
EST. 2020

*Maple Ridge*  
**LOCALLY OWNED**  
*British Columbia*



# 11771 225th Street, Maple Ridge

Front of Building (East Facing)





# 11771 225th Street, Maple Ridge

Side of Building (North Facing)



# APPENDIX II



## City of Maple Ridge

**TO:** His Worship Mayor Michael Morden  
and Members of Council  
**FROM:** Chief Administrative Officer  
**SUBJECT:** Proposed New Cannabis Retail Store at Unit A 11771 225 Street

**MEETING DATE:** September 15, 2020  
**FILE NO:** 09-4560-20  
**MEETING:** COW

---

### EXECUTIVE SUMMARY:

On November 27, 2018, Council adopted Council policy 6.33 Cannabis Retail Store Processing and Evaluation Criteria. This policy determines how approvals for cannabis retail are to be processed at the municipal level. This policy was reviewed, updated and approved by Council on May 12, 2020.

After the LCRB completed their integrity checks and security screenings they forwarded an application to the City for a non medical retail cannabis store known as Chronic Cannabis to be located at Unit A 11771 225 Street.

One of the considerations utilized by the LCRB in reviewing an application is a resolution from the local government. A number of regulatory criteria must be addressed in the Council resolution as well as comments pertaining to the views expressed by area residents.

Council may choose to support the application, not support the application or indicate they do not wish to comment.

### RECOMMENDATION(S):

That the application for a non medical cannabis retail store by Chronic Cannabis, located at A-11771 225 St., Maple Ridge not be supported based on the information contained in the Council report dated July 21, 2020; and

That a copy of the resolution be forwarded to the Liquor and Cannabis Regulation Branch in accordance with the legislative requirements.

### DISCUSSION:

#### a) Background Context:

On November 27, 2018, Council adopted Council policy 6.33 Cannabis Retail Store Processing and Evaluation Criteria. The Policy determines how approvals for cannabis retail are to be processed at the municipal level. This Policy was amended on May 12, 2020 to reflect current updates.

After the LCRB completed their financial integrity checks and security screenings for 1185443 BC Ltd., they forwarded the application for a non medical retail cannabis store, known as Chronic Cannabis, to be located at Unit A 11771 225 Street to the City. A consultant for Chronic Cannabis contacted city staff to provide a copy of their business plan (Appendix II).

Staff reviewed this application to ensure that it met all requirements contained in the Policy including the Application Review Criteria. It is not in compliance with Policy A in that it is within 1000 metres of another cannabis retail store. Also, in reviewing the business plan it is not apparent what community benefits are being provided.

A map of the surrounding area has been included in this report as Appendix I.

The LCRB guidelines request a specific Council resolution commenting on the application in terms of community impacts which may occur as a result of the proposed retail cannabis store at this particular location. Part of the process requires Council to gather views of the residents who may be affected by the establishment of a cannabis retail store in their neighbourhood.

In following the public input requirement, the City mailed 490 letters to owners and occupants of property within 200 metres of the subject site. By the response deadline, 17 letters were returned from the post office for various reasons, in the 200 metre mailout area 6 responses were received opposed to the application and 11 received in favour.

The Maple Ridge RCMP Detachment was asked for their input on this matter and they have confirmed they do not have any operational issues with this application.

**b) Intergovernmental Issues:**

Both local government and the provincial government have an interest in ensuring that cannabis regulations are followed and that licensed establishments listen to the needs of the community.

**c) Citizen/Customer Implications:**

The review of this application has taken into consideration the potential for concerns from surrounding properties in terms of parking, traffic and noise generation as well as the proximity of schools and similar establishments.

**d) Interdepartmental Implications:**

The Licences & Bylaws Department has coordinated in the review process and solicited input from the public, other municipal departments as well as the RCMP.

**e) Alternatives:**


Should Council wish to support this application then Council could direct the applicant to submit a zoning bylaw text amendment to amend the 1000 meter separation requirement. It is noted that this rezoning process would be considered on its own merits and Council would have the authority to approve or deny the application. The following motion would support this alternative:

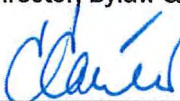
1. That the non medical cannabis retail application for A-11771 225 St be deferred and;
2. That the applicant be directed to apply for a zoning bylaw text amendment.

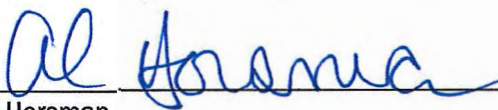
**CONCLUSIONS:**

That Council make the necessary resolution regarding the application from Chronic Cannabis based upon the staff findings set out in this report.

  
Prepared by: R. MacNair  
Senior Advisor, Bylaw & Licensing Services

  
Co-Prepared by: Michelle Orsetti  
Director, Bylaw & Licensing Services

  
Approved by: Christine Carter, M.Pl., MCIP, RPP  
General Manager: Planning and Development Services

  
Concurrence: Al Horsman  
Chief Administrative Officer

RM/jd

**Attachments:**

- Appendix I: Map of surrounding area
- Appendix II: Chronic Cannabis Business and Community Impact Overview





## APPENDIX II



Chronic-Cannabis is changing the cannabis retail game by changing their focus, Chronic-Cannabis is Chronic-Love with our main focus is gaining sales to help fuel the Chronic-Love program.

**Chronic-Cannabis is  
Chronic-Love**



# CHRONIC-CANNABIS CANNABIS RETAIL



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**CHRONIC-CANNABIS is CHRONIC-LOVE**

# CHRONIC-CANNABIS CANNABIS RETAIL

## Executive Summary

October 17, 2018 Canada legalised cannabis federally allowing opportunity for Canadians to be first movers in a newly developed legal cannabis frame work.

One major factor is there are almost no places to purchase legal cannabis quickly, safely, or conveniently, leaving opportunity for motivated existing cannabis retailers. Chronic-Cannabis operated for 4 years at its flagship store in Vancouver at 3133 W. Broadway as the Chronic Hub Social Club Society (CHSCS). The group went through Vancouver's original licencing process allowing great understanding of what the government is looking for when applying for a cannabis retail licence. Collecting vital information for growth opportunities in the new cannabis industry, buy rates, bestselling products, and who are our target market is. The group has stayed up to date on the new municipal bylaws for new cities opening up to cannabis sales.

In 2003 the provincial government lifted the limit and boundaries on privatized liquor stores giving huge opportunity to existing liquor store owners; by having a relationship with producer, the background dealing with restrictive zoning bylaws, and understanding the industry, the products gave them the advantage. With a lot of cities looking for companies that have experience in the cannabis industry makes this a golden opportunity for existing motivated cannabis retailers. In 2016 the group saw the industry changing and started diverting their time to talking with cities and informing them of best practises for cannabis retail stores, other bylaws cities have enforced for the industry, and free communication from ourselves and our team about the cannabis industry advances. As the Chronic-Cannabis stores get licenced in the first moving cities it situates the group for easy acceptance for new cities.

The second major issue is there is not enough quality supply of cannabis on the market, with the supply being old and overpriced, leaving all the existing medical cannabis growers wondering when and how they will be able to achieve a micro production licence. With most of the groups growers knowing mainly just how to grow quality cannabis Chronic-Cannabis sees an opportunity of offering the growers our team to utilize to become micro-cannabis producers. Giving our existing cannabis producers an opportunity into the new legal frame work under the Chronic-Cannabis umbrella with a guaranteed purchaser, at the same time bringing the Chronic-Cannabis Group into vertical integration.

Another issue with legalization was it landed during municipal elections where the councillors did not want to run their campaigns on cannabis. Leaving the municipalities one month into legalization with a new city council and nothing drafted up for cannabis. On top of that, there was no incentive to move quickly as there has been nothing offered to the cities in tax benefits from cannabis legalization. Chronic-Cannabis offers every city we operate in a portion of our profits to go towards community issues with our Chronic-Love program. Maple Ridge Chronic-Love is going towards treatment of addiction and Kitsilano its going towards the Kits house society. With our brands main focus is to better every community we operate in with Chronic-Love helping the group establish strong relations with the city on a political and a community level.



# CHRONIC-CANNABIS CANNABIS RETAIL

With Chronic-Cannabis's experience in the industry, the Chronic-Love, mixed with the new aged marketing/purchasing technology positioned the Chronic-Cannabis and everyone in the group nicely in the new cannabis retail race in a market expected to be worth +\$20 Billion.

## Company overview

Chronic-Cannabis is Chronic-Love with our brands sole focus being to better every community we operate in with our Chronic-Love program. Getting the brand into as many cities as possible to one day have every community around the world asking for the Chronic-Love. What is the Chronic-Love program? Chronic-Love is something we do willingly in every city where a portion of our profits go towards real community issues.

Chronic-Cannabis looks at cannabis legalization differently than every other company. Instead of focusing on profits the company focuses on the community it operates in and how a Chronic-Cannabis can help better the community. Instead of focusing all our 8 stores in Vancouver Chronic-Cannabis wants to focus on 2<sup>nd</sup> tier cities from our flagship store in Vancouver through the GVRD to the Fraser Valley allowing the brand the ability to spread the Chronic-Love to multiple cities. At the same time getting the brand known across lower mainland. The more Chronic-Love we spread positions the group with better ability to expand as the laws change and allow for more than 8 retail stores in B.C.

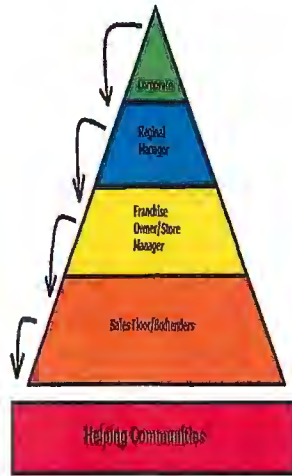
Changing the corporate structure from other companies and working from our focus of Chronic-Love and down the corporate ladder, our sales team and store managers are on the ground floor with our customers and know exactly what that community likes, wants, and needs. Chronic-Cannabis always offers its employees a chance to grow with the company, and also understand a budtenders position is mostly a starter/collage job. The founders think it's best to know the employees life goals and if the employees work with the Chronic-Love on top of their minds it will help the group achieve its goal of bettering the community. The founders in return will do to the best of their abilities get you a career option in your choice of field through their network of friends, bringing the most enjoyable work environment for our customers to walk into, giving Chronic-Cannabis a strong fan base of dedicated employees and customers. A hub where employees want to work and will bring their friends because a purchase in the Chronic-Cannabis is a purchase towards Chronic-Love. What happens when our amazing staff leaves the Chronic-Cannabis to the new career the group helped them achieved? CHSCS found when they got their employees jobs in the film industry, the employee left a dedicated Chronic-Cannabis fan bringing a bunch of new Chronic-Cannabis customers from their new jobs.

CHRONIC-CANNABIS is CHRONIC-LOVE





# CHRONIC-CANNABIS CANNABIS RETAIL



The average corporate structure will go from the CEO, CIO, and all the C-O in between down the ladder to the regional manager to the store manager to the hands on sales floor staff that says this Chronic-love doesn't speak to this community.

Knowing our sales floor is first hand with our customers Chronic-Cannabis has a different corporate structure; Chronic-Love and sales floor first. Understanding if we want our employees to care as much as we do for Chronic-Love then we must work for them. Helping our team achieve their life goals will allow them to help us achieve ours. Working for our employees to help them help us help all communities.



Understanding this is a company that needs to make money Chronic-Cannabis dices it up differently. Instead of focusing on sales to fuel profits we focus on Chronic-Love to fuel sales for profits. Working backwards with our communities at mind will funnel sales; the more sales the more profit for Chronic-Love and Chronic-Cannabis.

Operating as CHSCS Chronic-Cannabis found its target market was ages 19-24 and ages 45-55 with its last year of operations a seeing gain in ages 25-35. With our target market being similar age to our sales floor we find this brings the stores a strong following with the employee's friends coming to make purchases and wanting to support their friend and support the Chronic-Love to support the employee's goals. Being operational for 4 years as CHSCS the group knows what it can expect in sales in existing and new areas we operate in. With the cost to open a new store roughly \$500,000 the group averages \$3.5 million in gross sales per store allowing, for just under \$1,000,000 in profits per store.

CHRONIC-CANNABIS is CHRONIC-LOVE



# CHRONIC-CANNABIS CANNABIS RETAIL

## Business description

Just imagine a new commodity was discovered. It has a 75% approval rating from citizens, it was a substance sold in stores dedicated to the new commodity that was as easily available as alcohol, it was a commodity traded at fair rates, and then the government decides to regulate the new commodity. Now 90% of people using the new commodity cannot access the product because the government closed the stores, with supply issues for a product that never had a supply issue, causing the price of that commodity to double, on a product that is not as potent. Leaving Citizens stranded with basically nowhere to purchase the commodity.

This is exactly Cannabis legalization in Canada. With every province having different rules some allowing for multiple stores right away that highlighted the supply issue. With frustrated citizens and new rules being established everyday leaving amazing opportunities for motivated first movers to put themselves at the for front of the cannabis retail race. Chronic-Hub group has deep roots in the cannabis retail industry. Following close attention to its target cities new retail bylaws will allow everyone in the group an opportunity to own a Chronic-Cannabis to help spread the Chronic-Love to multiple cities.

With the founders being in the Industry for so long they have seen some of their best friends in the industry get acquired by standard producers (SP), made amazing relationships with other standard producers and also relationships with a lot of companies not in the cannabis industry. Creating these relationships now, so when the government allows cross promotions of retail and SP Chronic-Hub will have the companies in place to brand the best products under their name. Companies like Pura Vida 2017 Hightimes best vaporizer pen who is in the processes of being acquired by a SP, Flyte extracts who just launched their IPO under Valero Brands opening their SP facility in Langley, Trueleaf Brands a SP focused on dogs; also with a huge facility made for quality craft cannabis. Seeing a slow in commercial real estate from what the group is calling the amazon effect, the founders have been making what they call expansion partnerships with large foot traffic brands that tie in good with cannabis and are not as affected by the effects of online shopping. Companies like Waves coffee, JOEYs, smoothology, adult entertainment, and liquor stores so when you go to the Chronic-Cannabis you can always count on getting quality coffee, gourmet food, or a healthy smoothie. Bringing our store owners/ Franchisees more than a cannabis retail store and more a cannabis life style retail brand at the same time giving the cities and citizens 4-6 quality tax paying anchor tenants.

With seeing the retail opportunity early the founders have gained an amazing amount of knowledge that is helping their existing network of medical cannabis producers become legal micro-producers, either by themselves with a Chronic-Cannabis supply agreement or under the Chronic-Cannabis umbrella with access to our team, supply/purchase agreement, and data relating to popular products sold in store. All options we are happy with as Chronic-Love will be spread even farther by giving our friends an opportunity to operate in a legal cannabis industry. If it's under the Chronic-Cannabis umbrella the group will be able to make custom products for community issues allowing the stores to charge more knowing the "Chronic-Cannabis broken pool kush" is going towards the restoration of that communities pool that the city has not had the funds to repair.

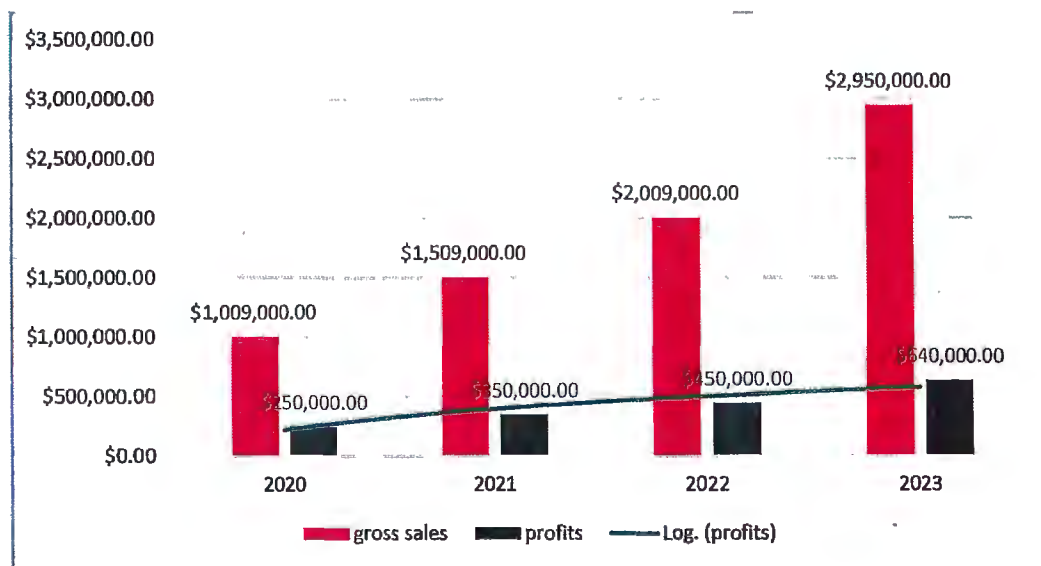


## CHRONIC-CANNABIS CANNABIS RETAIL

Chronic-Cannabis has seen the issues with access and have situated themselves in Kitsilano, and Maple Ridge to help those cities give their citizen's convenient, safe, cannabis access to start the cannabis retail race being ready to jump at the new cities when they open up. With helping the provinces supply issues by bringing their group of top notch medical cannabis grower's legal giving the group the ability to have a product they can sell at a premium marketed to help that community issues. The founders have taken the right steps to situate the group to be able to maximize its Chronic-Love fueling Chronic-change for the better.

### Market Analysts

With operating as CHSCS for 4 years the group have collected vital purchasing and sales information to gather a greater understanding to who are our target markets, what products sell the best, and what we can expect certain areas will produce in sales. The Chronic-Cannabis group have facts on what its kitsilano location will bring in for sales in a fully established legal cannabis market. From the first opening of the CHSCS the founders found the target market of purchasers was 2 different age categories 19-24 and ages 45-55. With strong competition on the block, 4 un licensed stores at the time CHSCS had to make a change and started implementing new strategies that worked amazingly to picked up sales, brought in a bunch more females and added a new age category to our target market of ages 25-30 years old. With our average buy rate return was every 2 weeks of approximately 1200 transactions. We estimate the Maple Ridge location to start with a similar buy rate, and adding 3-4 years to fight the strong black market to bring the location to just under \$3,000,000.00 in gross annual sales.



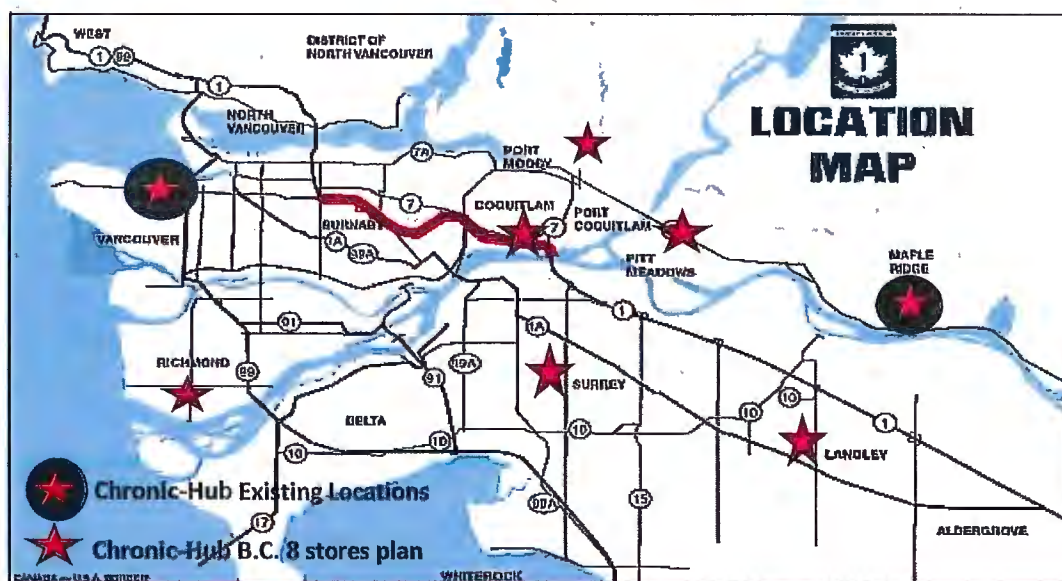
CHRONIC-CANNABIS is CHRONIC-LOVE





## CHRONIC-CANNABIS CANNABIS RETAIL

With cannabis being a brand new industry that most cities have not created bylaws, licencing, or even an application processes means every 6 months to 1 year there will be multiple new cities establishing bylaws to allow private cannabis retailers to apply for a license under the new bylaws they have created. With the group keeping up to date on their target cities bylaws, actively talking with city council on benefits of having private cannabis retail, information on other municipalities bylaws on what's worked well and hasn't the group has information that will help assist the municipalities. The group forecasts this window of constant steady growth in Canada's cannabis retail race will be roughly 5 years before we see a slowdown, similar to liquor within 5 – 10 years afterwards there will probably be another capp lift where the group will be at the for front to grow the Chronic-Love even stronger in its home country of Canada. Once financial plan is met or exceeded with a strong family to take place the founders invite all its team to join in the hunt using the Chronic-Cannabis's resources to help.



Chronic-Cannabis Group have a long standing relationship in the cannabis industry, knowing the CEO's of their competition, companies with giant market Capps like City Cannabis, Choom, and Kiara, to the smaller company like Evergreen seeing their interior designs, slogans, tag lines, operating procedures, and plain actual knowledge of the product. The founders know all the CEO's personally and are eager to step away from all the apple and Sage looking stores and excited to launch their JOEYs/the LOCAL looking retail store. Designed with stone and live edge materials the group has brought on JOEYs/the LOCAL and EARLS head interior designer to give the team an eye catching look mimicking the top restaurant brands in Canada to give an easy brand partnership when the laws allow for cannabis pubs. The group plans to stay a head of the times with an in store purchasing app (will still need to show your ID to pick it up). New aged Geo-Marketing that will message any Chronic-Cannabis customer and inform them where the nearest Chronic-Cannabis is in the city they just entered.

CHRONIC-CANNABIS is CHRONIC-LOVE



## CHRONIC-CANNABIS CANNABIS RETAIL



Maple Ridge is Chronic-Cannabis's home in all aspects from the founders Tory Feuer and Charles Colvin being raised in East Maple Ridge, attending and graduating Garibaldi Secondary School, overseeing the construction work for development of over 100 houses for EPIC HOMES. Tory Feuer has chosen the city of Maple Ridge as his target market for his real estate portfolio with a house on Laity street and 2 apartments at 11767 225th street Uptown Estates. Uptown Estates was a project completed by Peeverconn Properties and Tory Feuer purchasing the building and renovating all the residential units, common areas, and commercial spaces; improving the curb appeal by painting the building as well as helping move along the un-wanted loitering in the area. By the completion of the project the groups were able to double to value of the building and brought a little character back to that area. Right next door at 11771 225th street Tory Feuer and the Chronic-Cannabis group want to replicate the 11767 strategy by filling the vacant space with one of our expansion/foot traffic partners and by making the top floor the Chronic-Cannabis Head Quarters.

CHRONIC-CANNABIS is CHRONIC-LOVE



# CHRONIC-CANNABIS CANNABIS RETAIL





# CHRONIC-CANNABIS CANNABIS RETAIL

## Operating plan

Chronic-Cannabis is planning with the present and future in mind, offering knowledgeable staff, with 3 kinds of ordering procedures and with a lay out that helps serve both kinds of customers. We will see one who is new to the industry and wants to learn more about the smell, taste, and effects, and take a little more time to make their decision and the other customer who is one that knows what they are looking for, where they can quickly look, and smell the product and order to get out as fast as we can serve them. Our 2 ordering procedures work with all age groups, order and pay at the till, self-ordering stations where they can place an order on a iPad and head to the cashier. Customers can pay with cash, debit, or credit, at the till, self-check out stations. At our Kits location we found year over year the demographics changed slightly with one age group always accounting for most of our sales, that being ages 19-24. This age group is why we need to think for the future as every 5-10 years there is usually big changes in a lot of categories of life and business, with the younger ages today looking more for time saving, quick experience, from a company that gives back, is fair to employees, and at the same time giving the customer an experience that can hold their attention long enough for them to get to the cashier and pay. The group feels it touches all those categories and more with the Chronic-Love program, self-ordering apps, TV's playing trending videos on YouTube, interactive quizzes/questions and if the employee can show they care as much as the company does for Chronic-Love Chronic-Cannabis helps the employee achieve their ultimate goals.

## Marketing and sales

One of the biggest obstacles in the cannabis industry is your ability in marketing or advertising of cannabis sales or product. With strict restrictions on social media advertising/marketing, event sponsorship, and celebrity brand ambassadors leaves very little room for branding and advertising for producers, extractors, and retailers. Chronic-Hub looks at this as an opportunity the group can capitalise on in a couple ways;

First this is an opportunity for the group to spread the word of Chronic-Love with action not words. In the summer heading to the beach on hot days with a team of Chronic-Love members and giving out free cold water with a sign saying "Chronic-Love stay hydrated free water". Or in the winter handing out Chronic-Love blankets to the homeless. Our purpose on our business is to make every community we operate in a better place with our Chronic-Love program.

Second, with licenced producers only given 2 centimeters of space for branding for their packaging it makes it real hard for the companies to differentiate themselves from each other, allowing for the group to offer shelf space in the form of advertising. By being direct with the customers we will know what sells best to the demographics better than the producers will and will let us create strong brand partnerships with the best offering shelf space branding for them like you would see in skateboard stores the VANS wall you will see the Trueleaf wall with plans to give our customers a virtual Reality tour

**CHRONIC-CANNABIS is CHRONIC-LOVE**



## CHRONIC-CANNABIS CANNABIS RETAIL

of their favorite grow facilities. Paving the way for when laws allow it for Chronic-Cannabis customized products or a secondary revenue stream for the stores.

And third we are creating foot traffic partners with companies not in the cannabis industry allowing both of our customer's opportunity to share in foot traffic. We want our fans to know every time they come to the Chronic-Cannabis they can easily grab a Waves coffee. With these companies not having strict restrictions on social media advertising we can leverage their location to bring more foot traffic, Also taking advantage of what the community has to offer for tourism i.e. - with sturgeon fishing events from our Maple Ridge location for the community of Kitsilano, and hockey tickets from Kits location to the Maple Ridge Community.

### Financial Plan and Start-up Costs

Based off our kitsilano location that served 43,000 + residence with 4 other stores in a 2 block radius we sold approximately 25 LBS or 11,200 grams per month. We have applied our analytics for Maple Ridge. Maple Ridge has a purchase market of 50,000+ and very similar age demographics, conservatively calculating for 20 LBS or 8,860 grams sold and maxing out at 35 LBS or 15,680 grams at current population size.

expenses	operating fixed	product 2018	product sold	end of month	reno fixed cost	management	renovations	initial advertisee's	applicat design	design/electronics	(profit
starting cost	\$ 29,275.95	\$ 88,704.00	\$ 144,256.00	\$ 44,117.95	\$ 5,719.70			\$ 2,500.00	\$ 1,000.00	\$ 20,000.00	\$ 39,151.80
Jul 17					\$ 5,719.70						year end total
Aug 17					\$ 5,719.70						\$ 5,000.04
Sep 17					\$ 5,719.70						
Oct 17					\$ 5,719.70						\$ 5,000.00
Nov 17					\$ 5,719.70						\$ 49,151.84
Dec 17					\$ 5,719.70						month end
Jan 18				\$ 33,218.70	\$ 5,719.70		\$ 17,500.00			\$ 10,000.00	\$ 4,915.18
Feb 18				\$ 32,218.70	\$ 5,719.70		\$ 12,500.00	\$ 20,000.00	\$ 4,000.00	\$ 10,000.00	\$ 44,216.66
Mar 18	\$ 29,275.95	\$ 88,704.00		\$ 11,117.95			\$ 2,500.00	\$ 1,000.00	\$ 20,000.00	\$ 14,000.00	month end
Apr 18	\$ 29,275.95	\$ 88,704.00	\$ 144,256.00	\$ 75,218.05							\$ 442.37
May 18	\$ 29,275.95	\$ 88,704.00	\$ 144,256.00	\$ 75,218.05							month end
Jun 18	\$ 29,275.95	\$ 88,704.00	\$ 144,256.00	\$ 75,218.05							\$ 1,000.00
end of year	\$117,103.80	\$ 350,416.00	\$ 432,768.00	\$ 216,448.20	\$ 11,439.40	\$ -					profit
operating fixed		product 2018	product sold	end of month							\$ 44,794.29

CHRONIC-CANNABIS is CHRONIC-LOVE





# CHRONIC-CANNABIS CANNABIS RETAIL

	operating fixed	product 20 LBS	product sold	end of month	
Aug-20	\$ 29,275.95	\$ 88,704.00	\$ 144,256.00	\$ 26,276.05	profits
Sep-20	\$ 29,275.95	\$ 88,704.00	\$ 144,256.00	\$ 26,276.05	\$ 315,312.60
Oct-20	\$ 29,275.95	\$ 88,704.00	\$ 144,256.00	\$ 26,276.05	year end
Nov-20	\$ 29,275.95	\$ 88,704.00	\$ 144,256.00	\$ 26,276.05	\$ 5,000.04
Dec-20	\$ 29,275.95	\$ 88,704.00	\$ 144,256.00	\$ 26,276.05	licensing
Jan-21	\$ 29,275.95	\$ 88,704.00	\$ 144,256.00	\$ 26,276.05	\$ 4,999.20
Feb-21	\$ 29,275.95	\$ 88,704.00	\$ 144,256.00	\$ 26,276.05	\$ 305,313.36
Mar-21	\$ 29,275.95	\$ 88,704.00	\$ 144,256.00	\$ 26,276.05	contingency
Apr-21	\$ 29,275.95	\$ 88,704.00	\$ 144,256.00	\$ 26,276.05	\$ 30,531.34
May-21	\$ 29,275.95	\$ 88,704.00	\$ 144,256.00	\$ 26,276.05	\$ 274,782.02
Jun-21	\$ 29,275.95	\$ 88,704.00	\$ 144,256.00	\$ 26,276.05	Chronic-Love
Jul-21	\$ 29,275.95	\$ 88,704.00	\$ 144,256.00	\$ 26,276.05	\$ 3,053.13
year end	\$ 351,311.40	\$ 1,044,444.00	\$ 1,731,072.00	\$ 98,869.40	\$ 271,728.89

The founders love owner operated Chronic-Cannabis. It puts a welcome home vibe to the store when customers walk in. It allows for team bonding and a first hand to what our teams life goals are, when the team sees the owner working hard to help the store run safely and efficiently at the same time listening to them about what they want in life puts an energy in the room that cannot be replicated. The group feels the store should be managed by its owner until first the store is exceeding revenues that we are estimating to make with a reserve fund of 6 months carry costs, secondly a store manager that's goal is to be a Chronic-Cannabis manager that treats Chronic-Love like it's their idea, and lastly a manager the whole team feels comfortable to lead them including the sales floor.

	operating fixed	product 35 LBS	product sold	end of month	
Aug-20	\$ 29,275.95	\$ 154,560.00	\$ 246,400.00	\$ 62,564.05	profits
Sep-20	\$ 29,275.95	\$ 154,560.00	\$ 246,400.00	\$ 62,564.05	\$ 750,768.60
Oct-20	\$ 29,275.95	\$ 154,560.00	\$ 246,400.00	\$ 62,564.05	year end
Nov-20	\$ 29,275.95	\$ 154,560.00	\$ 246,400.00	\$ 62,564.05	\$ 5,000.04
Dec-20	\$ 29,275.95	\$ 154,560.00	\$ 246,400.00	\$ 62,564.05	licensing
Jan-21	\$ 29,275.95	\$ 154,560.00	\$ 246,400.00	\$ 62,564.05	\$ 4,999.20
Feb-21	\$ 29,275.95	\$ 154,560.00	\$ 246,400.00	\$ 62,564.05	\$ 740,769.36
Mar-21	\$ 29,275.95	\$ 154,560.00	\$ 246,400.00	\$ 62,564.05	contingency
Apr-21	\$ 29,275.95	\$ 154,560.00	\$ 246,400.00	\$ 62,564.05	\$ 74,076.94
May-21	\$ 29,275.95	\$ 154,560.00	\$ 246,400.00	\$ 62,564.05	\$ 666,692.42
Jun-21	\$ 29,275.95	\$ 154,560.00	\$ 246,400.00	\$ 62,564.05	Chronic-Love
Jul-21	\$ 29,275.95	\$ 154,560.00	\$ 246,400.00	\$ 62,564.05	\$ 7,407.69
year end	\$ 351,311.40	\$ 1,854,720.00	\$ 2,956,800.00	\$ 849,638.00	\$ 659,284.73

The financial plan and start-up costs are only estimated costs as every city can call for something new at the last minute. Our goal is to stay within budget, strive to make Maple Ridge a better place, and meet or exceed our financial goals.

CHRONIC-CANNABIS is CHRONIC-LOVE





## APPENDIX III

Jaci Diachuk

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**From:** Karen  
**Sent:** Tuesday, June 2, 2020 8:09 PM  
**To:** Jaci Diachuk  
**Subject:** Applicant 1185443 BC Ltd. Chronic Cannabis - AGAINST HOGG

Dear Jaci Diachuk,

I received your public notice regarding the proposed cannabis retail store wanting to open in our neighborhood and I would like to give you my thoughts and concerns.

I am completely against it.

There was a cannabis store here before and it was terrible. People parking on our yard so they didnt get filmed entering. They dump all their garbage on the street or our yard. They broke our fence because there was not enough parking so they had easier access and didn't have to walk around. Crime increased whether it was our cities most vulnerable breaking into the cars or more drug dealing on our property. Young kids, not legal age buying it. Others buying it for the younger kids. The noise of constant doors slamming, people's music cranked while they wait. The customers smoking the drugs in our covered parking.

The list goes on and on.

I thought a cannabis store couldnt be near a daycare...isnt there a daycare 1/2 a block away?

There is already one at valley fair mall...why does this need to be here?

The proposed location is under Allouette addictions housing...they have open drug use there all the time supported by government funding. Is it such a great idea to put this there? drug addicts are always tweaking outside there.

Modular housing for our streets most vulnerable is just around corner too.

This seems like the worst location to choose from in my opinion.

Karen.

Freedom of Information  
and Protection of Privacy Act  
Section 21 (1)

Sent using Inbox for Hotmail

## Jaci Diachuk

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**From:** pat :  
**Sent:** Tuesday, June 2, 2020 5:30 PM  
**To:** Jaci Diachuk  
**Subject:** Jack diachuk

My name is Patrick , In response to chronic cannabis.  
Applicant 1185443. In the letter you posted the wrong address is this to fool prople. You want to allow a  
dispensory under a building full of druggies. And not to mention the last dispensory that was on Fraser st we  
had kids doing drugs under , people parking in parking lot. I would get threaten of my life for  
kicking people off our property. I beg you please dont allow this dispensory in our area. we dont need it there is  
already one at the save on foods mall. When weeds was in the same spot as this place we had the same problem.  
It's bad enough the police dont fo anything about people smoking meth and heroin on our property please dont  
allow this patrick

Freedom of Information  
and Protection of Privacy Act  
Section 21 (1)

## **Jaci Diachuk**

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**From:** Carole  
**Sent:** Saturday, June 6, 2020 4:14 PM  
**To:** Jaci Diachuk  
**Subject:** cannabis store

To: Jaci Diachuk

I am opposed to the proposed opening of a cannabis store at 11771-225<sup>th</sup> St. I do not think it is an appropriate location as this is an area heavily populated by seniors and we have already had half way houses forced on us in this area. There is a cannabis location on 228<sup>th</sup> next to Save-On I see no need for another so close to that location. When I went to Save-On a couple of weeks ago there was a fairly long line-up to go to that cannabis store and I didn't see even one senior in that line so you are not doing us a service by opening a store on 117<sup>th</sup> & 225. Please re-consider this application. Thank you,

Carole

Freedom of Information  
and Protection of Privacy Act  
Section 21 (1)

Heather

Jaci Diachuk  
Administrative Assistant  
11995 Haney Place  
Maple Ridge, BC V3X 6A9  
[ldiachuk@mapleridge.ca](mailto:ldiachuk@mapleridge.ca)

**RE: Non Medical Cannabis Retail Store Application**

Dear Ms. Diachuk,

You placed a notice in the Maple Ridge News seeking the public's opinion about the application from 1185443 Ltd to open Chronic Cannabis at Unit A – 11771 125 St. Please consider this my submission of my opinion about this potential establishment.

I can't tell you how shocked I was to see that the municipality would even consider opening a pot shop in this location. This neighbourhood is already profoundly impacted in a negative way by substance abuse. I see the effects of addiction on so many people here everyday because I work in the area and I drive along Royal Crescent. I see people openly using drugs on almost every corner and in every alley way. In addition to having addictions, these people are challenged with mental health issues and many of them are homeless.

If we are a compassionate and caring community we shouldn't be placing an establishment that sells narcotics right in the middle of a neighbourhood that desperately needs to be rid of drug and right across from a BC Housing site that is supposedly there to help move people off the streets and on to better lives. The people I see in this area are drug addicts and many of them are homeless. It is shameful that this company wants to exploit these people in their weakness just to make a profit from what little money they do have. Quite frankly, I am disgusted that this company seems to want to make money at the expense of the lives of some of the most vulnerable in our community.

Even the name for this proposed pot shop is horrible -- "Chronic Cannabis". The people in this neighbourhood are suffering from chronic addictions, why would we add to their woes?

I ask you to reconsider the location of this pot shop. In fact, I ask you to consider if we really need another pot shop in Maple Ridge at all. There is already one in ValleyFair Mall which is a central location. This is a seedy part of town and I can assure you the only reason this company wants to put this business here is to prey on the weakness of the addicts who live here. The middle class people with nice homes in Albion won't be frequenting this shop.

I understand that pot is legal, just as is alcohol, but can you explain to me what benefit this establishment brings to our community? Parents go home and get high in front of their children. People with mental health challenges get high rather than deal with the root issues of their problems. Can you tell me how getting high benefits the productivity, health and well-being of our citizens?

I hope you will take my opinion into consideration as you make your deliberations about this proposal.

Sincerely,  
Heather

Freedom of Information  
and Protection of Privacy Act  
Section 21 (1)

## Jaci Diachuk

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**From:** Shawn  
**Sent:** Sunday, June 14, 2020 2:26 PM  
**To:** Jaci Diachuk  
**Subject:** Cannabis Retail Store

Hi I live near the proposed location. I'm not in favor of this Cannabis store. Unfortunately Spirit Leaf. We don't need anymore stores in the Neighborhood. I live at

Thank You

Sent from my iPad

Freedom of Information  
and Protection of Privacy Act  
Section 21 (1)

**Jaci Diachuk**

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**From:**  
**Sent:** Friday, June 5, 2020 3:29 PM  
**To:** Jaci Diachuk  
**Subject:** Strongly against the non medical cannabis store

Dear City of Maple Ridge,

My        and I strongly oppose the cannabis retail store near our home. The reasons are simple as follows,  
1 Cannabis can affect people's mind and increase the instability of their behavior. As a homeowner of  
      I have always been proud of the peace of my neighbourhood and don't want to see it changed.  
2 My daughter is only 2 years old and spends most of her time either at home or in the community. The  
cannabis store will increase the possibility of people smoking it in my neighbourhood. None of my family  
enjoyed the smell. My young daughter's health may be affected as well.  
3 As a "gateway drug", the cannabis store may lead to an increase in the number of drug addictions in the area.  
In the long run, we want to see our daughter growing up in a healthy community.  
Thank you for reading our message and take it into consideration. As a resident of        I love this  
community and wish to keep it peaceful and child-friendly as it always has been.

Sincerely,

Freedom of Information  
and Protection of Privacy Act  
Section 21 (1)





## POLICY MANUAL

<b>Title:</b> Cannabis Retail Store Processing & Evaluation Criteria				<b>Policy No:</b> 6.33
				<b>Supersedes:</b> New
				<b>Effective Date:</b>
<b>Authority:</b>	<input type="checkbox"/> Legislative	<input type="checkbox"/> Operational		May 2020
<b>Approval:</b>	<input type="checkbox"/> Council	<input type="checkbox"/> CMT	<input type="checkbox"/> General Manager	
<b>Policy Statement:</b> <p>This policy applies to all referrals from the Liquor and Cannabis Regulation Branch (LCRB) regarding applications for Private Cannabis Retail Stores.</p> <ul style="list-style-type: none"> <li>A. The location of each Private Cannabis Retail Store must be a minimum of 1000 meters from any other Cannabis Retail Store.</li> <li>B. Applications may be reviewed, on a case by case basis, at the discretion of Council.</li> <li>C. Regardless of compliance with City Zoning Bylaw regulations, Council is not obligated to support an application for a Private Cannabis Retail Store.</li> </ul>				
<b>Procedure Overview:</b> <ol style="list-style-type: none"> <li>1. Application/referral for a Private Cannabis Retail Store is received from the LCRB.</li> <li>2. Application is checked for Zoning and Official Community Plan compliance. <ol style="list-style-type: none"> <li>a) If the application is not compliant with Zoning, the LCRB will be advised the application is denied. The applicant will further be advised that, where compliant with OCP designation, a rezoning application could be made to rezone the property to permit the use.</li> <li>b) If the application is compliant with Zoning: <ol style="list-style-type: none"> <li>i) the LCRB will be advised the application is compliant with zoning and be requested to proceed with their analysis of the application. The City will do no further review of the application until the LCRB analysis is complete and is referred back to the City; and</li> <li>ii) applicants will be advised that "Private Cannabis Retail Store Business Plan and Community Impact Overview" section of the Policy must be completed by the applicant and received by the City before further review of the application occurs.</li> </ol> </li> </ol> </li> <li>3. Letters will be mailed to all property owners within 200 metres of the proposed store location.</li> <li>4. Referred to RCMP for input.</li> <li>5. A Council report will be prepared including an assessment of the application in regards to the policy, a location map, the location of intended Government Cannabis Retail Store(s), and other pertinent information.</li> <li>6. Council will make a recommendation to the LCRB for each application.</li> </ol>				

#### **7. Private Cannabis Retail Store Business and Community Impact Overview:**

In addition to Provincial requirements, applications for Private Cannabis Retail Stores will be evaluated on the viability of the business operation. The City is committed to ensuring each retail store will be an appropriate fit, and a good community partner.

Applicants must provide a thorough submission in order for the City to conduct its review. This submission must include:

- a) Business overview. Please provide a business description, number of staff, how the business will operate and be in compliance with all provincial regulations; how minors will be prevented from purchasing cannabis; and how provincial identification requirements will be met.
- b) Details of signage to demonstrate compliance with Provincial and Municipal regulations.
- c) Information regarding availability of parking on the site and adjacent to the store.
- d) Community benefit. Please provide details of contributions or supports to non-profit organizations or local community groups etc. Demonstrate how your business will be a good community partner.
- e) Details of mitigation plan to minimize community impact.
- f) Information regarding staff training.

<b>8. APPLICATION REVIEW CRITERIA:</b> To be completed by City staff		
<b>Requirement</b>		
Zoning Bylaw Requirements*:		Check Appropriate Box/ Note Zone
Complies		<input type="checkbox"/>
Zoning Map – prepared at a scale of 1:2000		Surrounding Land Use:
Include the location of any site being considered by the LCRB for a Government Store		North:
		South:
		East:
		West:
<b>Public Input</b>	<b># or %</b>	<b>Comments</b>
Number of letters mailed		
Number of responses received of total number of letters mailed		
Percentage supportive of total number of letters mailed		
Percentage non-supportive of total number of letters mailed		
<b>RCMP Input</b>	<b>Y/N</b>	<b>Comments</b>
No issues		
Issues: Comments		
<b>Parking Details</b>	<b>Y/N</b>	<b>Details</b>
On Site		
On Street		
<b>Compliance History</b>	<b>Y/N</b>	<b>Details</b>
Compliant		
Non-Compliant: Details		
<b>Business Plan</b>	<b>Y/N</b>	<b>Details</b>
Not Submitted		
Submitted: Details		
<b>Community Benefit – applicant has identified contribution to the community</b>	<b>Y/N</b>	<b>Details</b>
No		
Yes: Details		
<b>Community Impacts – applicant has identified possible negative impacts and provided a plan to mitigate impacts</b>	<b>Y/N</b>	<b>Details</b>
No		
Yes: Details		

**Definitions:**

**Private Cannabis Retail Store:** means a retail use devoted to sales of non-medical cannabis products in accordance with Federal and Provincial Regulations, which is operated by any individual, partnership, corporation or Indigenous nation that holds a British Columbia cannabis licence.

**Government Cannabis Retail Store:** means a retail use devoted to sales of non-medical cannabis products in accordance with Federal and Provincial Regulations, which is operated by the Province of British Columbia.

**Exemptions:** Government Cannabis Retail Stores are not subject to this policy.

**Key Areas of Responsibility:**

**Action to Take**

Staff will review all applications to determine compliance with the Cannabis Retail Store Processing and Evaluation Criteria Policy.

**Responsibility**

Bylaw & Licencing Services



**mapleridge.ca**

CITY OF MAPLE RIDGE

**TO:** His Worship Mayor Michael Morden  
and Members of Council

**MEETING DATE:** October 6, 2020

**FILE NO:** 11-5245-20-2014-110  
& 06-2240-20

**FROM:** Chief Administrative Officer

**MEETING:** CoW

**SUBJECT:** Latecomer Agreement LC 165/18

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#### **EXECUTIVE SUMMARY:**

The lands at 11716 Burnett 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 165/18 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 11716 Burnett 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 165/18 with the subdivider of the lands at 11716 Burnett Street.

#### **DISCUSSION:**

**a) Background Context:**

The lands at 11716 Burnett 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 and land to which the developer provided services. The cost breakdown for each excess or extended service is shown on attached Schedule A.

In addition, a copy of Latecomer Agreement LC 165/18 is also attached for information purposes.




b) **Policy Implications:**

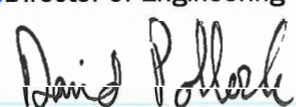
Part 14, Division 11, of the Local Government Act provides that where a developer pays all or part of the cost of excess or extended services, the municipality shall determine the proportion of the cost of the service which constitutes excess or extended service and determine the proportion of the cost of the service to be attributed to parcels of land which the municipality considers will benefit from the service. Latecomer Agreement LC 165/18 will provide such determination for Subdivision 2014-110-SD.

**CONCLUSION:**

A developer has provided certain services in support of Subdivision 2014-110-SD. Some of the services benefit adjacent lands, therefore it is appropriate to impose Latecomer Charges on the benefitting lands. Latecomer Agreement LC 165/18 summarizes the municipality's determination of benefitting lands and cost attribution and also establishes the term over which such Latecomer Charges will be applied.

  
Prepared by: Rachel Ollenberger, ASCT.  
Acting Manager of Infrastructure Development

  
Reviewed by: Josh Mickleborough, PEng.  
Director of Engineering

  
Approved by: David Pollock, PEng.  
General Manager Engineering Services

  
Concurrence: Al Horsman  
Chief Administrative Officer

**Attachments:**

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

Schedule A

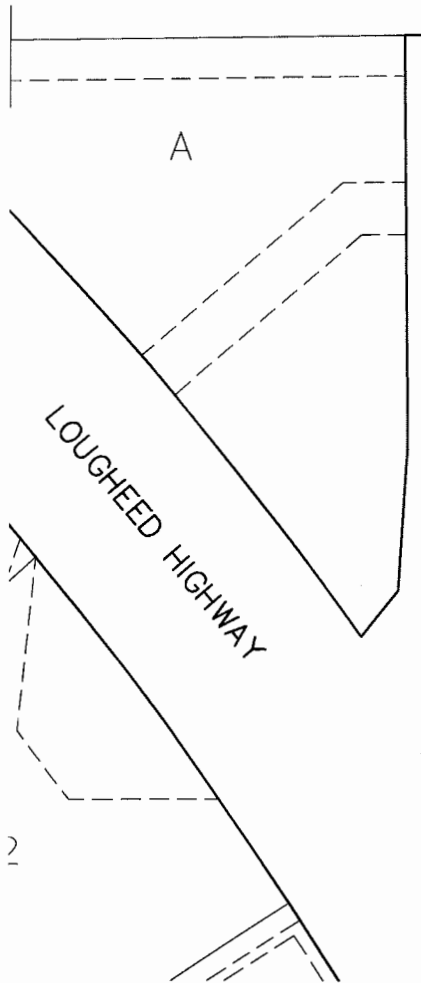
TYPE OF EXCESS OR EXTENDED SERVICE

1. ONSITE SERVICE FOR ADJACENT PROPERTY

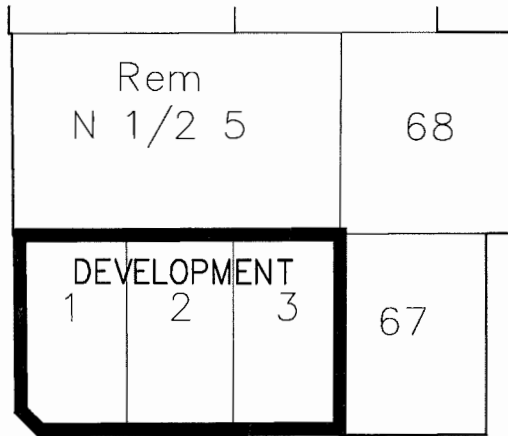
Service	Total Number of Equivalent Development Units (EDU)	Total Cost Of Benefit	Cost Per EDU	EDU's On Benefiting Property	Benefit Attributed By Property Excluding Subdivision
Storm Sewer	7	\$83,000.00	\$11,857.00	2	Lot 1, NWP12588 RN 52642-0100-6 2 x \$11,857.00
				1	Lot 1, NWP12588 RN 52642-0101-8 1 x \$11,857.00
				1	Lot 227, NWP57530 RN 52641-0200-4 1 x \$11,857.00

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

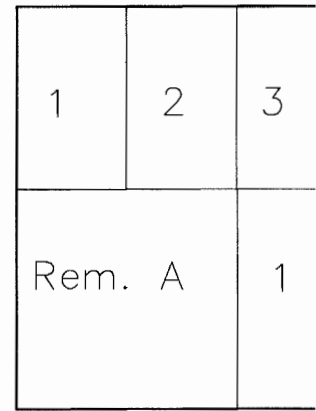
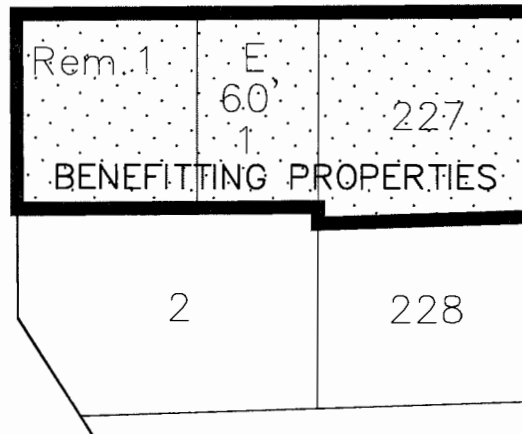
Lot 1, Sec 17, TWP 12, NWD, NWP12588 RN 52642-0100-6	\$23,714.00
Lot 1, Sec 17, TWP 12, NWD, NWP12588 RN 52642-0101-8	\$11,857.00
Lot 227, Sec 17, TWP 12, NWD, NWP57530 RN 52641-0200-4	\$11,857.00



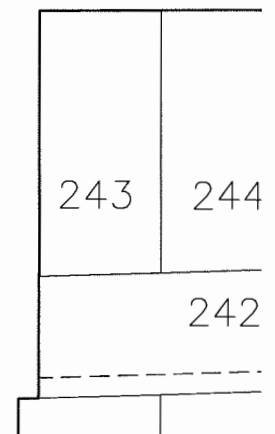
BURNETT STREET



117 AVENUE



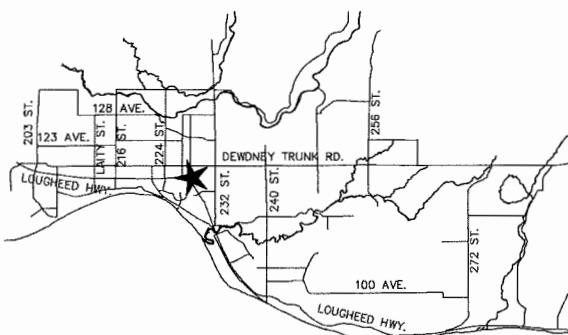
229 STREET



DEVELOPMENT BOUNDARY



BENEFITTING PROPERTIES



SCALE:  
N.T.S.



CITY OF MAPLE RIDGE  
ENGINEERING  
DEPARTMENT

DEVELOPMENT FILE  
5245-20-2014-110  
LC 165/18

DATE: SEPTEMBER 2020

FILE/DWG No LC165-2018

LATECOMER AGREEMENT

LC 165/18 2014-110-SD

THIS AGREEMENT is made the \_\_\_\_ day of \_\_\_\_\_, 20\_\_

**BETWEEN:** Dhaliwal Developers Ltd.  
33082 Hungtingdon Road  
Abbotsford BC V2S 7Z3

(Hereinafter called the "Subdivider")

**OF THE FIRST PART**

**AND:** City of Maple Ridge  
11995 Haney Place  
Maple Ridge BC V2X 6A9

(Hereinafter called the "City")

**OF THE SECOND PART**

**WHEREAS:**

- A. The Subdivider has developed certain lands and premises located within the City of Maple Ridge, in the Province of British Columbia, and more particularly known and described as:

Lot 5, Section 17, Township 12, Plan 8881

(Hereinafter called the "said lands");

- B. In order to facilitate the approval of the subdivision of the said lands, the Subdivider has constructed and installed the storm sewer services shown on the design prepared by Mainland Engineering Consultants Corporation, stamped "Reviewed" by the City June 7, 2016. Municipal Project No.: 11-5245-20-2014-110.

(Hereinafter called the "Extended Services");

- C. The extended services have been provided with a capacity to service the said lands and other than the said lands;
- D. The City considers its cost to provide the Extended Services to be excessive;
- E. The Subdivider has provided the Extended Services in the Amount of \$83,000.00.
- F. The City has determined that:

(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 1, Sec 17, TWP 12, NWD, NWP 12588 (RN 52642-0100-6)

- \$11,857.00 per EDU, to a maximum of \$ 23,714.00, for direct connection to the storm sewer on 117 Avenue

Lot 1, Sec 17, TWP 12, NWD, NWP 12588 (RN 52642-0101-8)

- \$11,857.00 for the use of the storm sewer on 117 Avenue

Lot 227, Sec 17, TWP 12, NWD, NWP 57530

- \$11,857.00 for the use of the storm sewer on 117 Avenue

plus interest calculated annually from the date of completion of the Extended Services as certified by the General Manager Engineering 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 30<sup>th</sup> or December 31<sup>st</sup> 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**

Company: \_\_\_\_\_

Print Name: \_\_\_\_\_

\_\_\_\_\_  
Subdivider - Authorized Signatory

Company: \_\_\_\_\_

Print Name: \_\_\_\_\_

\_\_\_\_\_  
Subdivider - Authorized Signatory

**CITY OF MAPLE RIDGE**

\_\_\_\_\_  
Corporate Officer - Authorized Signatory

**TO:** His Worship Mayor Michael Morden  
and Members of Council  
**FROM:** Chief Administrative Officer  
**SUBJECT:** Licence Agreement Authorization – Metro Vancouver Pump Station

**MEETING DATE:** October 6, 2020  
**FILE NO:** 11-5245-20-B512  
**MEETING:** CoW

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**EXECUTIVE SUMMARY:**

Metro Vancouver is constructing a new sanitary pump station (Golden Ears Pump Station) and sanitary sewer overflow (SSO) tank to replace the existing pump station at Golden Ears Way and 113B Avenue. The Golden Ears Pump Station and SSO requires a permanent emergency standby generator. Due to limitations on site, Metro Vancouver has requested that the City allow the generator to sit partially on the City's undeveloped road allowance. This location is bounded by the Golden Ears bridge infrastructure to the west and north, and TransLink and Metro Vancouver's property to the south and east, meaning there is no expectation that a road will be built in the future.

**RECOMMENDATION:**

That a Licence Agreement between the City of Maple Ridge and the Greater Vancouver Sewerage and Drainage District to allow an emergency generator to be constructed on City property be authorized; and further

That the Corporate Officer be authorized to execute the agreement.

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**DISCUSSION:**

**a) Background Context:**

The Metro Vancouver Golden Ears Pump Station and SSO tank is a critical piece of infrastructure designed to reduce sanitary sewer overflows into the Fraser River and address future growth of the City. The new facility will ultimately replace the existing pump station. The Golden Ears pump station facility will pump flows to the Northwest Langley Treatment Plant that is currently under expansion.

The new Golden Ears Pump Station must remain operational at all times, including when there is a power outage and backup power is necessary.

Due to space limitations on site, Metro Vancouver has requested that both the City of Maple Ridge and TransLink allow the generator to sit across both properties as shown in Schedule A – Licence Area of the Licence Agreement. The area of City road allowance is a remnant piece of property from the construction of the Golden Ears Bridge and is currently landscaped. The City has no immediate or future plans for area. This is the best use for the land as the pump station and generator are critical infrastructure providing sewer services to the City of Maple Ridge.

**b) Citizen/Customer Implications:**

The proposed location for the generator does not have any citizen or customer implications. The location is well away from any residents.


**c) Interdepartmental Implications:**


Metro Vancouver will be required to obtain a building permit for the construction of the generator. They have recently received approval for a retaining wall height variance in support of this generator.

**CONCLUSION:**

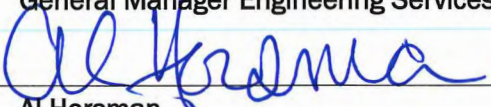
Metro Vancouver is constructing a new sanitary pump station and sanitary sewer overflow (SSO) tank that requires an emergency standby generator. Due to site constraints, Metro Vancouver is requesting that the generator sit partially on the City's road allowance.

It is recommended that the City enter into a Licence Agreement with Metro Vancouver to allow the generator to sit partially on the City's undeveloped road allowance.

  
Prepared by: **Rachel Ollenberger, ASCT.**  
**Acting Manager of Infrastructure Development**

  
Reviewed by: **Josh Mickleborough, PEng.**  
**Director of Engineering**

  
Approved by: **David Pollock, PEng.**  
**General Manager Engineering Services**

  
Concurrence: **Al Horsman**  
**Chief Administrative Officer**

**Attachments:**

(A) Licence Agreement

## LICENCE AGREEMENT

THIS LICENCE AGREEMENT dated the \_\_\_\_\_ day of \_\_\_\_\_, 2020.  
BETWEEN:

**CITY OF MAPLE RIDGE**, having an office at  
11995 Haney Place, Maple Ridge, BC Canada V2X 6A9 (the "Licensor")

OF THE FIRST PART

AND:

**GREATER VANCOUVER SEWERAGE AND DRAINAGE DISTRICT**  
having an office at 4730 Kingsway, Burnaby, BC V5H 0C6 (the "Licensee")

OF THE SECOND PART

WHEREAS:

- A. The soil and freehold of certain highways in the City of Maple Ridge, British Columbia are vested in the Licensor;
- B. The Licensee wishes to occupy that 204.4m<sup>2</sup> more or less portion of highway dedicated on plan NWP63221 shown hatched on the sketch plan attached hereto as Schedule A (the "**Licence Area**") for the purposes set out herein; and
- C. The Licensor has agreed to grant to the Licensee a licence of occupation for the Licence Area on the terms and conditions set out below.

NOW THEREFORE THIS LICENCE AGREEMENT WITNESSES that in consideration of the sum of Ten Dollars (\$10.00), of lawful money of Canada, now paid by the Licensee to the Licensor, and other good and valuable consideration, (the receipt and sufficiency whereof is hereby acknowledged by the Licensor), the Licensor and the Licensee hereby covenant and agree as follows:

- 1. **Grant of Licence.** The Licensor hereby grants to the Licensee and the Licensee's servants, agents, employees, invitees, and contractors, with or without machinery, equipment and vehicles, the right and licence to enter onto and to occupy the Licenced Area, for the purposes of constructing, maintaining, repairing and replacing pipes, conduits, above ground structures, generator, retaining structures, fences, roads and any utilities to support the Licensee's sewerage function in connection with its Golden Ears Pump Station and Storage Tank Project (the "**Permitted Use**").
- 2. **Term of Licence.** The term of this Licence Agreement shall commence the \_\_\_\_\_ day of \_\_\_\_\_, 2020 and continue for so long as needed by the Licensee, unless earlier terminated under this Agreement.
- 3. **Licensee's Covenants.** The Licensee covenants and agrees further with the Licensor:
  - (a) that the Licence Area shall be used by the Licensee only for the Permitted Use and any other purpose directly and necessarily incidental to those purposes;
  - (b) to maintain the Licence Area in good order and repair and in a neat, safe, clean, and sanitary condition and shall not allow any refuse or garbage, or waste material to accumulate in or about the Licence Area;

- (c) that the Licensee shall not assign, transfer, charge, or mortgage this Licence Agreement or otherwise part with possession of all, or any part of the Licence Area or grant any further licence, interest, or concession whatsoever within or relating to the Licence Area; and
- (d) that upon termination of this Licence Agreement, to promptly remove all construction debris, waste, goods, equipment, structures and surface works associated with the Permitted Use from the Licence Area, and, further, to restore the Licence Area to, or as close to, its pre-existing condition as is reasonably possible, unless otherwise agreed to between the parties.

#### 4. **Termination**

- (a) If the Licensee is in breach of this Licence Agreement, and if the default continues 60 days after giving notice in writing by the Licensor to the Licensee, then the Licensor may terminate this Licence Agreement and the rights of the Licensee with respect to the Licence Area shall immediately lapse and be absolutely forfeited.
- (b) If the condition complained of in section 4(a) reasonably requires more time to cure than 60 days, the Licensee will be deemed to have complied with the remedying of the condition if the Licensee commences remedying or curing the condition within 60 days and diligently completes the same.
- (c) This Licence Agreement may be terminated by the Licensee by giving the Licensor one (1) year's notice.

- 5. **Indemnification.** The Licensee will save harmless and indemnify the Licensor and its directors, officers, employees, agents and persons for whom it is responsible from and against all liabilities, actions, claims, demands, proceedings, suits, losses, damages, costs and expenses arising out of the exercise of the Licensee's rights under this Licence Agreement except to the extent that such liabilities actions, claims, demands, proceedings, suits, losses, damages, costs and expenses were caused by or contributed to by the Licensor or its directors, officers, employees, agents and persons for whom it is responsible.
- 6. **Builders' Liens.** If any claim of lien over the Licence Area is made under the *Builders Lien Act*, the Licensee will immediately take all steps necessary to have the lien discharged, unless the claim of lien is being contested in good faith by the Licensee and the Licensee has taken the steps necessary to ensure that the claim of lien will not subject the Licence Area or any interest of the Licensee's under this Agreement to sale or forfeiture.
- 7. **Successors and Assigns.** This Licence Agreement shall be binding upon, and enure to the benefit of, the parties hereto and their respective successors.

IN WITNESS WHEREOF the parties have executed this Licence Agreement this \_\_\_\_\_ day of \_\_\_\_\_ 2020.

**CITY OF MAPLE RIDGE** by its authorized signatories:

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**GREATER VANCOUVER SEWERAGE AND DRAINAGE DISTRICT**  
by its authorized signatory:

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Schedule A – Licence Area



**CHECK  
PRINT**

THIS DRAWING HAS NOT  
BEEN APPROVED AND MAY  
CONTAIN ERRORS AND  
OMISSIONS

**NOTE:**

- COORDINATES ARE UTM NAD83(CRS5)  
— 4.0.0 BC.1.GVRD CONVERTED TO  
GROUND-LEVEL USING A COMBINED  
SCALE FACTOR OF 0.9996096

**LEGEND**

PROPOSED ROW  
AREA = 204.4m<sup>2</sup>±



<p>DATE: 21/01/2019 BY: [Signature] CHECKED: [Signature] APPROVED: [Signature]</p>				<p>DATE: 21/01/2019 BY: [Signature] CHECKED: [Signature] APPROVED: [Signature]</p>	
<p>PROJECT: KATIE SEWAGE PUMP STATION DRAWING: LICENSE AREA IN ROAD ALLOWANCE CITY OF MAPLE RIDGE</p>				<p>SCALE: 1:500 DISTRICT: 10-100 SHEET: 10 TOTAL: 10</p>	

**TO:** His Worship Mayor Michael Morden  
and Members of Council  
**FROM:** Chief Administrative Officer

**MEETING DATE:** October 6, 2020  
**FILE NO:** 01-0110-01  
**MEETING:** CoW

**SUBJECT:** Employment Lands Investment Incentive Program – Revitalization Tax Exemption Agreements

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**EXECUTIVE SUMMARY:**

The Employment Lands Investment Incentive Program was a four-year program implemented to stimulate job creation in Maple Ridge. Eligible projects receive upfront incentives and tax exemptions once site development is complete. Tax exemptions are triggered by formal agreements, which are then submitted to BC Assessment.

The program closed in December of 2018 and only one development remains outstanding; eight projects are now complete and eligible for exemptions commencing in 2021.

**RECOMMENDATION:**

That the Corporate Officer be authorized to execute agreements with qualified property owners and developers as defined in the Maple Ridge Revitalization Tax Exemption Bylaw No. 7112-2014, and identified in Attachment B.

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**DISCUSSION:**

**a) Background Context:**

The Employment Lands Investment Incentive Program (ELIIP) was implemented in 2015, shortly after the Commercial and Industrial Strategy was endorsed. The ELIIP targets development on specified lands designated for industrial use to encourage the addition of high-value jobs in the community.

An important element of the incentive program is the Revitalization Tax Exemption (RTE). This incentive offers municipal property tax exemptions for the increase in assessed property value resulting from work completed under a qualifying building permit.

Due to the legislated deadline of having RTEs to BC Assessment, October 31, we do not know in advance which property owners will trigger the incentive. Therefore, it is requested that Council authorize agreements with all the property owners, knowing that some may not be executed. The option of when to activate the exemption rests with the property owners, however projects must meet all other requirements of the Maple Ridge Revitalization Tax Exemption Bylaw to be eligible.

The current cohort of projects is unique in that several of the buildings that were constructed have been sub-divided, post-completion. As a result, what was seven structures built under individual building permits is now 40 units being assessed independently. However, only the increase in property value resulting from the construction of the original structures will be exempted through the RTE process. From 2021 through 2025, the eligible properties will see a sliding scale of exemptions decreasing by 20% each year.

What this means, in practical terms, is that 18 small businesses are eligible to receive exemptions on the improvement value of their property taxes. This number could increase over the coming years as more units transfer from the developer to operating businesses.

#### **CONCLUSION:**

Eight projects that have met the criteria identified in the Maple Ridge Revitalization Tax Exemption Bylaw are eligible for five-year exemptions commencing in 2021.

  
Prepared by: **Dan Olivieri**  
Research Technician

  
Reviewed by: **Catherine Nolan**  
Corporate Controller

  
Approved by: **Christina Crabtree**  
General Manager of Corporate Services

  
Concurrence: **Al Horsman**  
Chief Administrative Officer

#### **Attachments:**

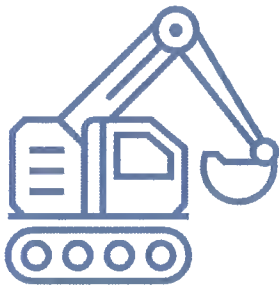
- (A) ELIIP Fast Facts
- (B) Eligible Projects – October 6, 2020



# Employment Land Investment Incentive Program (ELIIP)

2015–2018

## PROJECT SCOPE



New construction and renovations on industrial lands, except for uses that were identified as **providing low-value and/or low-density employment.**

Estimated construction value of projects supported



**\$24.5 million** to date

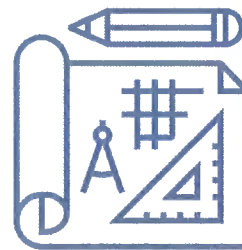
Number of small businesses eligible to receive exemptions



## PROGRAM STATUS

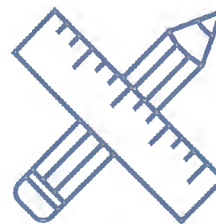
**Closed**

Number of projects supported



**23**  
**PROJECTS**  
**TO DATE**

Projects receiving revitalization tax exemptions to date



**14**  
**PROJECTS**

**18** from  
**(2021-2025)**

## Attachment B – Eligible Projects October 6, 2020

ELIIP Program		
Blue Mountain Business Park 3467 10 <sup>th</sup> Ave. Vancouver, BC V6R 2E7	Lands: Legal Description:  PID #: Folio Number: Building Permit # Project: Term of Tax Exemption:	#100 - 12835 Lilley Drive Lot 41, Plan BCP42202, Section 25, Township 12, New Westminster Land District 030-904-889 73617-0041-0 18-114744 New Construction Five years – declining balance
Blue Mountain Business Park 3467 10 <sup>th</sup> Ave. Vancouver, BC V6R 2E7	Lands: Legal Description:  PID #: Folio Number: Building Permit # Project: Term of Tax Exemption:	#200 - 12835 Lilley Drive Lot 41, Plan BCP42202, Section 25, Township 12, New Westminster Land District 030-904-889 73617-0041-0 18-114760 New Construction Five years – declining balance
Blue Mountain Business Park 3467 10 <sup>th</sup> Ave. Vancouver, BC V6R 2E7	Lands: Legal Description:  PID #: Folio Number: Building Permit # Project: Term of Tax Exemption:	#300 - 12835 Lilley Drive Lot 41, Plan BCP42202, Section 25, Township 12, New Westminster Land District 030-904-889 73617-0041-0 18-114761 New Construction Five years – declining balance
Blue Mountain Business Park 3467 10 <sup>th</sup> Ave. Vancouver, BC V6R 2E7	Lands: Legal Description:  PID #: Folio Number: Building Permit # Project: Term of Tax Exemption:	#400 - 12835 Lilley Drive Lot 41, Plan BCP42202, Section 25, Township 12, New Westminster Land District 030-904-889 73617-0041-0 18-114764 New Construction Five years – declining balance
Blue Mountain Business Park 3467 10 <sup>th</sup> Ave. Vancouver, BC V6R 2E7	Lands: Legal Description:  PID #: Folio Number: Building Permit # Project: Term of Tax Exemption:	#500 - 12835 Lilley Drive Lot 41, Plan BCP42202, Section 25, Township 12, New Westminster Land District 030-904-889 73617-0041-0 18-114765 New Construction Five years – declining balance

Attachment B – Eligible Projects October 6, 2020

ELIIP Program continued		
Blue Mountain Business Park 3467 10 <sup>th</sup> Ave. Vancouver, BC V6R 2E7	Lands: Legal Description:  PID #: Folio Number: Building Permit # Project: Term of Tax Exemption:	#600 - 12835 Lilley Drive Lot 41, Plan BCP42202, Section 25, Township 12, New Westminster Land District 030-904-889 73617-0041-0 18-114766 New Construction Five years – declining balance
Blue Mountain Business Park 3467 10 <sup>th</sup> Ave. Vancouver, BC V6R 2E7	Lands: Legal Description:  PID #: Folio Number: Building Permit # Project: Term of Tax Exemption:	#700 - 12835 Lilley Drive Lot 41, Plan BCP42202, Section 25, Township 12, New Westminster Land District 030-904-889 73617-0041-0 18-114767 New Construction Five years – declining balance
RNJ Holdings Ltd. 24815 130A Ave. Maple Ridge, BC V4R 2C7	Lands: Legal Description:  PID #: Folio Number: Building Permit # Project: Term of Tax Exemption:	12960 Lilley Drive Lot 37, Plan BCP42202, Section 25, Township 12, New Westminster Land District 028-047-940 73617-0037-0 18-116267 New Construction Five years – declining balance