

City of Maple Ridge

COUNCIL MEETING AGENDA

April 14, 2020

7:00 p.m.

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 Web Site at www.mapleridge.ca

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

100 CALL TO ORDER

200 AMENDMENTS TO THE AGENDA

300 APPROVAL OF THE AGENDA

400 ADOPTION OF MINUTES

401 Minutes of Regular Council Meeting of March 31, 2020

402 Report of Public Hearing of March 24, 2020

500 PRESENTATIONS AT THE REQUEST OF COUNCIL

600 DELEGATIONS

700 ITEMS ON CONSENT

701 Minutes

701.1 Minutes of the Development Agreements Committee Meetings of March 30, 2020

702 Reports

703 Correspondence

704 Release of Items from Closed Council Status

From the March 10, 2020 Closed Council Meeting

Item 4.2 Legal and Legislative Services – Appointment of Corporate and Deputy Corporate Officers

That Stephanie Nichols be appointed Corporate Officer; and,

That Darrell Denton be appointed Deputy Corporate Officer.

705 Recommendation to Receive Items on Consent

800 UNFINISHED BUSINESS

Note: Items 801 and 801 were forwarded at the March 10, 2020 Council Workshop Meeting

801 Proposed New Sign Bylaw No. 7630-2020

Staff report dated March 31, 2020 recommending that Maple Ridge Sign Bylaw No. 7630-2020 to regulate signs within the City of Maple Ridge be given first, second and third readings.

802 Maple Ridge Bylaw Notice Enforcement Bylaw No. 7626-2020

Staff report dated March 31, 2020 recommending that Maple Ridge Bylaw Notice Enforcement Bylaw No. 7626-2020 to allow the City of Maple Ridge staff to issue tickets more efficiently and address disputes in a fair and equitable manner be given first, second and third readings and that the Council Policy setting out authority for Screening Officers be approved.

900 CORRESPONDENCE

1000 BYLAWS

1100 COMMITTEE REPORTS AND RECOMMENDATIONS

For the following items that refer to staff report earlier than this agenda date: the items 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 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.

Public Works and Development Services

1101 2017-473-RZ, 13616 and 13660 232 Street, RS-3 to RST-SV, R-2, R-1, RS-1b and RS-1

Staff report dated April 7, 2020 recommending that Maple Ridge Official Community Amending Bylaw No. 7430-2018 to revise boundaries of land use designations to fit site conditions be given first and second reading and be forwarded to Public Hearing and that Maple Ridge Zone Amending Bylaw No. 7431-2018 to rezone from RS-3 (One Family Rural Residential) to RST-SV (Street Townhouse - Silver Valley), R-2 (Urban Residential District), R-1 (Residential District), RS-1b (One Family Urban [Medium Density] Residential) and RS-1 (One Family Urban Residential to allow for future development of approximately ten street townhouse units and approximately thirteen single family lots be given second reading and be forwarded to public hearing.

1102 2018-464-RZ, 11907 223 Street, RM-3 to RM-2

Staff report dated April 7, 2020 recommending that Maple Ridge Official Community Plan Amending Bylaw No. 7631-2020 to amend the five storey building height restriction in the Town Centre Area Plan be given first and second reading and be forwarded to Public Hearing and the Maple Ridge Zone Amending Bylaw No. 7563-2019 to rezone from RM-3 (High Density Apartment Residential District) to RM-2 (Medium Density Apartment Residential District) to permit construction of six storey residential building with approximately 51 units be given second reading and be forwarded to Public Hearing.

1103 2016-411-RZ, 21188 Wicklund Avenue, RS-1 to R-4

Staff report dated April 7, 2020 recommending that Maple Ridge Zone Amending Bylaw No. 7505-2018 to rezone from RS-1 (One Family Urban Residential) to R-4 (Single Detached [Infill] Urban Residential) to permit a future subdivision of approximately two single family lots be given second reading and be forwarded to Public Hearing.

1104 2018-004-RZ, 22567, 22583 and 22577 Brown Avenue, RS-1 to RM-2

Staff report dated April 7, 2020 recommending that Maple Ridge Zone Amending Bylaw No. 7445-2018 to rezone from RS-1 (One Family Urban Residential) to RM-2 (Medium Density Apartment Residential) to permit future construction of a five (5) storey apartment building containing 48 dwelling units be given second reading and be forwarded to Public Hearing.

1105 2018-498-RZ, 21640 124 Avenue, RS-1 to RT-2

Staff report dated April 7, 2020 recommending that Maple Ridge Zone Amending Bylaw No. 7533-2019 to rezone from RS-1 (One Family Urban Residential) to RT-2 (Ground Oriented Residential Infill) to permit a four unit Courtyard Housing Project be give second reading and be forwarded to Public Hearing.

1106 2011-089-RZ, 22325 St. Anne Avenue, Heritage Designation and Revitalization and Tax Exemption Agreement Amending Bylaw

Staff report dated April 7, 2020 recommending that Maple Ridge Heritage Designation and Revitalization and Tax Exemption Agreement Amending Bylaw No. 7632-2020 to allow for an extension of the completion date for the conservation of the Morse/Turnock Residence be given first, second and third reading.

1107 2016-325-RZ, Temporary Commercial Use Permit Renewal, 22606 Dewdney Trunk Road

Staff report dated April 7, 2020 recommending that Temporary Commercial Use Permit 2016-325-RZ to permit a temporary taxi dispatch office and taxi parking on property located at 22606 Dewdney Trunk Road be renewed and re-issued for an additional three years and that the Corporate Officer be authorized to sign and seal the renewed permit.

1108 Latecomer Agreement LC 167/19, 12240 Delcrest Street

Staff report dated April 7, 2020 recommending that the Corporate Officer be authorized to sign and seal Latecomer Agreement LC 167/19.

1109 Contract Award: Pavement Rehabilitation Program

Staff report dated April 7, 2020 recommending that the extension of the 2016 contract for pavement rehabilitation be awarded to BA Blacktop Ltd., that a 10% contingency be added for unplanned repairs and that the Corporate Officer be authorized to execute the contract.

Corporate Services

1131 Revenue Anticipation Borrowing Bylaw

Staff report dated April 7, 2020 recommending that Maple Ridge Anticipation Borrowing Bylaw No. 7633-2020 be given first, second and third readings.

Parks, Recreation and Culture

Administration (including Fire and Police)

Note: Item 1171 will be dealt with at the April 28, 2020 Council Meeting

1171 Council Conduct Bylaw No. 7637-2020 in draft

Other Committee Issues

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:



2020-04-09

DATE:

CHECKED BY:



Apr 9/20

DATE:

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 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.
Mayor and Council at mayorandcouncil@mapleridge.ca.

400 Adoption and Receipt of Minutes

401 Minutes of Regular and Special Council Meetings

COUNCIL MEETING MINUTES

March 31, 2020

The Minutes of the City Council Meeting held on March 31, 2020 at 7:03 p.m. in the Council Chamber of the City Hall, 11995 Haney Place, Maple Ridge, British Columbia for the purpose of transacting regular City business.

PRESENT	Appointed Staff
<i>Elected Officials</i>	A. Horsman, Chief Administrative Officer
Mayor M. Morden	C. Carter, General Manager Planning & Development Services
Councillor J. Dueck	C. Crabtree, Acting General Manager Corporate Services
Councillor K. Duncan	D. Pollock, General Manager Engineering Services
Councillor C. Meadus	S. Nichols, Corporate Officer
Councillor G. Robson	
Councillor R. Svendsen	Other Staff as Required
Councillor A. Yousef	C. Goddard, Director of Planning
	M. McMullen, Manager of Development and Environmental Services
	C. Nolan, Corporate Controller
	M. Orsetti, Manager of Bylaw and Licensing Services

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

Note: Councillor Robson was not in attendance at the start of the meeting.

100 CALL TO ORDER

The Mayor acknowledged the first responders and frontline staff who are working so hard during the COVID emergency.

200 AMENDMENTS TO THE AGENDA

Addition of Item 801 Update – Review of Purchasing Policy 5.45 as forwarded from the March 31, 2020 Council Workshop Meeting.

300 *APPROVAL OF THE AGENDA*

R/2020-123

It was moved and seconded

That the agenda of the Regular Council Meeting of March 31, 2020 be amended with the addition of Item 801 Update – Review of Purchasing Policy 5.45 and be adopted as amended.

CARRIED

Note: Councillor Robson joined the meeting at 7:04 p.m.

400 *ADOPTION AND RECEIPT OF MINUTES*

401 Minutes of the Regular Council Meeting of March 10, 2020

R/2020-124

It was moved and seconded

That the minutes of the Regular Council Meeting of March 10, 2020 be adopted as circulated.

CARRIED

500 *PRESENTATIONS AT THE REQUEST OF COUNCIL* – Nil

600 *DELEGATIONS* – Nil

700 *ITEMS ON CONSENT*

701 Minutes

701.1 Minutes of the Development Agreements Committee Meetings of March 5, 10, 11 and 16, 2020

702 Reports

702.1 2020 Council Expenses

Staff report dated March 31, 2020 including Council expenses recorded to February 28, 2020.

703 Correspondence – Nil

704 Release of Items from Closed Council Status

Released at the Closed Council Meeting of January 21, 2020

- Item 4.4 - City Acquisition of 12067 240 Street for Engineering Operations

That staff be directed to purchase the property legally described as: Lot 1, Plan NWP18013, Section 21, Township 12, Group 1, New Westminster Land District (PID# 010-345-175) situated at 12067 240 Street in Maple Ridge from the current owner for \$875,000 to accommodate further expansion and access to the City's Works Yard;

That the next Financial Plan Bylaw amendment include the purchase of 12067 240 Street funded through the Capital Works Reserve; and,

That staff and/or the Corporate Officer be authorized to execute any/all agreements, land title documents and other necessary documents related to the acquisition.

Released at the Closed Council Meeting of March 24, 2020

- Item 4.1 - COVID-19 Response Update

That Council support the offer of first right of refusal to host the games in 2024, or at the earliest opportunity that can be provided by the Province.

R/2020-125

It was moved and seconded

That Items on the "Items for Consent" agenda be received into the record.

CARRIED

800 **UNFINISHED BUSINESS**

Note: Item 801 was forwarded from the March 31, 2020 Council Workshop Meeting. The item was discussed under 1300 Other Matters Deemed Expedient

801 **Update - Review of Purchasing Policy 5.45**

Staff report dated March 31, 2020 recommending an interim increase in approval thresholds and that staff bring forward an updated Purchasing Policy for Council consideration.

900 **CORRESPONDENCE - Nil**

1000 BYLAWS

Note: Items 1001 to 1002 are from the March 24, 2020 Public Hearing

Bylaws for Third Reading

1001 2017-510-RZ 24022, 24028 and 24060 104 Avenue and 10386 240 Street
Maple Ridge Zone Amending Bylaw No. 7423-2018

To rezone from RS-2 (One Family Suburban Residential to RM-1 (Townhouse Residential District). The current application is to permit future construction of 31 townhouse units utilizing Density Bonus provisions to achieve this density.

Third reading

R/2020-126

It was moved and seconded

That Maple Ridge Zone Amending Bylaw No. 7423-2018 be given third reading.

CARRIED

Bylaws for Third Reading and Adoption

1002 2020-008-RZ, 22222 Lougheed Highway

Maple Ridge Zone Amending Bylaw No. 7615-2020 Site specific text amendment to Part 4, Section 401 (3) (h) ii, be amended to reduce the minimum separation distance between cannabis retail uses from 1,000 metres to 860 metres.

Third reading and adoption

Staff recommendation that the application for a non medical cannabis retail store by 1171712 BC Ltd., located at 22222 Lougheed Highway, Maple Ridge be supported and that a copy of the resolution be forwarded to the Liquor and Cannabis Regulation Branch in accordance with the legislative requirements.

R/2020-127

It was moved and seconded

That Maple Ridge Zone Amending Bylaw No. 7615-2020 be given third reading and adopted; and further

That the application for a non medical cannabis retail store by 1171712 BC Ltd., located at 22222 Lougheed Highway, Maple Ridge be supported and that a copy of the resolution be forwarded to the Liquor and Cannabis Regulation Branch in accordance with the legislative requirements.

CARRIED

Councillor Duncan - OPPOSED

Bylaws for Adoption

1003 **Maple Ridge Wildlife and Vector Control Amending Bylaw and Maple Ridge MTI Amending Bylaw**

1003.1 **Maple Ridge Wildlife and Vector Control Amending Bylaw No. 7619-2020**
To amend Maple Ridge Wildlife and Vector Control Bylaw No. 7437-2018 to include requirements to secure receptacles from attracting wildlife
Adoption

R/2020-128

It was moved and seconded

That Wildlife and Vector Control Amending Bylaw No. 7619-2020 be adopted.

CARRIED

1003.2 **Maple Ridge MTI Amending Bylaw No. 7621-2020**
To amend Maple Ridge Ticket Information Utilization Bylaw No. 6929-2012 by revising wording for placement of solid waste and by increasing fine amounts relating to improper placement of solid waste
Adoption

R/2020-129

It was moved and seconded

That MTI Amending Bylaw No. 7621-2020 be adopted.

CARRIED

1004 **Inter Municipal TNS Business License Agreement Bylaw and Inter Municipal TNS Business License Bylaw**

1004.1 **Inter Municipal TNS Business License Agreement Bylaw No. 7622-2020**
To allow the City of Maple Ridge to enter into an agreement among the Participating Municipalities regarding an Inter Municipal Transportation Network Services Business Licence
Adoption

R/2020-130

It was moved and seconded

That Inter Municipal TNS Business License Agreement Bylaw No. 7622-2020 be adopted.

CARRIED

1004.2 **Inter Municipal TNS Business License Bylaw No. 7623-2020**
To allow the granting of an Inter Municipal TNS Business Licence
Adoption

R/2020-131

It was moved and seconded

That Inter Municipal TNS Business License Bylaw No. 7623-2020 be
adopted.

CARRIED

1100 **REPORTS AND RECOMMENDATIONS**

Public Works and Development Services

1101 2019-216-RZ, 24392 104 Avenue, RS-3 to RM-1

Staff report dated March 24, 2020 recommending that Maple Ridge Zone Amending Bylaw No. 7628-2020 to rezone the subject property from RS-3 (One Family Rural Residential) to RM-1 (Townhouse Residential) to permit future construction of 21 townhouse units be given first reading and that the applicant provide further information as described on Schedules C, D, E and G of the Development Procedures Bylaw No. 5879-1999.

R/2020-132

It was moved and seconded

1. That Zone Amending Bylaw No. 7628-2020 be given first reading; and
2. That the applicant provide further information as described on Schedules C, D, E, G of the Development Procedures Bylaw No. 5879-1999.

CARRIED

1102 2019-268-RZ, 22340 and 22328 St. Anne Avenue and 11654 and 11664
223 Street, C-3 and RS-1 to RM-2

Staff report dated March 24, 2020 recommending that Maple Ridge Zone Amending Bylaw No. 7584-2019 to rezone the subject properties from C-3 (Town Centre Commercial) and RS-1 (One Family Urban Residential) to RM-2 (Medium Density Apartment Residential) to permit office space at ground level and 111 apartment units be given first reading and that the applicant provide further information as described on Schedules C, D and E of the Development Procedures Bylaw No. 5879-1999.

R/2020-133

It was moved and seconded

1. That Zone Amending Bylaw No. 7584-2019 be given first reading; and
2. That the applicant provide further information as described on Schedules C, D and E of the Development Procedures Bylaw No. 5879-1999, along with the additional requirements discussed in this report.

CARRIED

1103 2019-392-RZ, 22904, 22910 and 22922 Dewdney Trunk Road, RS-1 to CD-2-20

Staff report dated March 24, 2020 recommending that Maple Ridge Zone Amending Bylaw No. 7627-2020 to rezone the subject properties from RS-1 (One Family Urban Residential) to CD-2-20 (Comprehensive Development) to permit the future construction of an apartment building with commercial as part of the ground floor 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.

R/2020-134

It was moved and seconded

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

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

2. That Zone Amending Bylaw No. 7627-2020 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*.

CARRIED

1104 2018-159-RZ, 24331 110 Avenue and 24315 110 Avenue, RS-3 to RS-1d

Staff report dated March 24, 2020 recommending that Maple Ridge Official Community Plan Amending Bylaw No. 7624-2020 to adjust areas designated Low Density Residential and to amend the Conservation boundary be given first and second reading and be forwarded to Public Hearing and that Maple Ridge Zone Amending Bylaw No. 7463-2018 to rezone from RS-3 (One Family Rural Residential) to RS-1d (One Family Urban [Half Acre] Residential) to permit a future subdivision of approximately 19 lots be given second reading and be forwarded to Public Hearing.

R/2020-135

It was moved and seconded

- 1) That, in accordance with Section 475 of the Local Government Act, opportunity for early and on-going consultation has been provided by way of posting Official Community Plan Amending Bylaw No. 7624-2020 on the municipal website and requiring that the applicant host a Development Information Meeting (DIM), and Council considers it unnecessary to provide any further consultation opportunities, except by way of holding a Public Hearing on the bylaw;
- 2) That Official Community Plan Amending Bylaw No. 7624-2020 be considered in conjunction with the Capital Expenditure Plan and Waste Management Plan;
- 3) That it be confirmed that Official Community Plan Amending Bylaw No. 7624-2020 is consistent with the Capital Expenditure Plan and Waste Management Plan;
- 4) That Official Community Plan Amending Bylaw No. 7624-2020 be given first and second readings and be forwarded to Public Hearing;
- 5) That Zone Amending Bylaw No. 7463-2018 be given second reading, and be forwarded to Public Hearing;

- 6) That the following terms and conditions be met prior to final reading;
- i. Registration of a Rezoning Servicing Agreement as a Restrictive Covenant and receipt of the deposit of a security, as outlined in the Agreement;
 - ii. Adoption of Official Community Plan Amending Bylaw No. 7624-2020 to amend Schedule A, Chapter 10.2 Albion Area Plan, Schedule 1; Albion Area Plan, Figure 1; Northeast Albion and Schedule "C";
 - iii. Road dedication on 110th Avenue as required;
 - iv. Design and construction of a sanitary sewer pump station, which requires the acquisition of land to facilitate the sanitary pump station at the sole cost of the applicant. This requirement must be filled to the City satisfaction;
 - v. Park dedication as required, including construction of walkways; and removal of all debris and garbage from park land to the City's satisfaction;
 - vi. Submission of a site grading and storm water management plan to the City's satisfaction;
 - vii. Registration of a Restrictive Covenant for the Geotechnical Report, which addresses the suitability of the subject properties for the proposed development;
 - viii. Registration of a Restrictive Covenant for the protection of the Environmentally Sensitive areas (wetlands) on the subject properties;
 - ix. Registration of a Statutory Right-of-Way plan and agreement for infrastructure;
 - x. Registration of a Restrictive Covenant for Tree Protection, and Stormwater Management;
 - xi. Consolidations of the subject properties;
 - xii. Removal of existing buildings;
 - xiii. In addition to the site profile, a disclosure statement must be submitted by a Professional Engineer advising whether there is any evidence of underground fuel storage tanks on the subject properties; and if so, a Stage 1 Site Investigation Report is required to ensure that the subject properties is not a contaminated site;
 - xiv. That a voluntary contribution, in the amount of \$86,700.00 (\$5,100 per lot X 17 lots) be provided in keeping with the Council Policy with regard to Community Amenity Contributions; and
 - xv. Payment of the Density Bonus provision of the RS-1d (One Family Urban (Half Acre) Residential), in the amount \$55,800.00 (\$3,100 per lot X 18 lots).

CARRIED

1105 2018-160-RZ, 24387 110 Avenue, RS-3 to RS-1d

Staff report dated March 24, 2020 recommending that Maple Ridge Official Community Plan Amending Bylaw No. 7625-2020 to adjust the Low Density Residential designation and the Conservation area boundary be given first and second reading and be forwarded to Public Hearing and that Maple Ridge Zone Amending Bylaw No. 7464-2018 to rezone the subject property from RS-3 (One Family Rural Residential) to RS-1d (One Family Urban [Half Acre] Residential), with a density bonus, to permit a future subdivision of approximately 12 lots be given second reading and be forwarded to Public Hearing.

R/2020-136

It was moved and seconded

- 1) That, in accordance with Section 475 of the Local Government Act, opportunity for early and on-going consultation has been provided by way of posting Official Community Plan Amending Bylaw No. 7625-2020 on the municipal website and requiring that the applicant host a Development Information Meeting (DIM), and Council considers it unnecessary to provide any further consultation opportunities, except by way of holding a Public Hearing on the bylaw;
- 2) That Official Community Plan Amending Bylaw No. 7625-2020 be considered in conjunction with the Capital Expenditure Plan and Waste Management Plan;
- 3) That it be confirmed that Official Community Plan Amending Bylaw No. 7625-2020 is consistent with the Capital Expenditure Plan and Waste Management Plan;
- 4) That Official Community Plan Amending Bylaw No. 7625-2020 be given first and second readings and be forwarded to Public Hearing;
- 5) That Zone Amending Bylaw No. 7 464-2018 be given second reading, and be forwarded to Public Hearing;
- 6) That the following terms and conditions be met prior to final reading:
 - i) Registration of a Rezoning Servicing Agreement as a Restrictive Covenant and receipt of the deposit of a security, as outlined in the Agreement;
 - ii) Adoption of Official Community Plan Amending Bylaw No. 7625-2020 to amend Schedule "A", Chapter 10.2 Albion Area Plan, Schedule 1: Albion Area Plan, Figure 1: Northeast Albion and Schedule "C";
 - iii) Road dedication on 110th Avenue as required;

- iv) Design and construction of a sanitary sewer pump station, which requires the acquisition of land to facilitate the sanitary pump station at the sole cost of the applicant. This requirement must be filled to the City satisfaction;
- v) Park dedication as required, including construction of walkways/multi-purpose trail; and removal of all debris and garbage from park land;
- i) Design and construction of a sanitary sewer pump station, which requires the acquisition of land to facilitate the sanitary pump station at the sole cost of the applicant. This requirement must be filled to the City satisfaction;
- ii) Park dedication as required, including construction of walkways; and removal of all debris and garbage from park land to the City's satisfaction;
- iii) Submission of a site grading and storm water management plan to the City's satisfaction;
- iv) Registration of a Restrictive Covenant for the Geotechnical Report, which addresses the suitability of the subject property for the proposed development;
- v) Registration of a Restrictive Covenant for the protection of the Environmentally Sensitive areas (wetlands) on the subject property;
- vi) Registration of a Statutory Right-of-Way plan and agreement for infrastructure;
- vii) Registration of a Restrictive Covenant for Tree Protection, and Stormwater Management;
- viii) Removal of existing building/s;
- ix) In addition to the site profile, a disclosure statement must be submitted by a Professional Engineer advising whether there is any evidence of underground fuel storage tanks on the subject property. If so, a Stage 1 Site Investigation Report is required to ensure that the subject property is not a contaminated site.
- x) That a voluntary contribution, in the amount of \$56,100.00 (\$5,100.00 lot x 11 lots) be provided in keeping with the Council Policy with regard to Community Amenity Contributions.
- xi) Payment of the Density Bonus provision of the RS-id (One Family Urban (Half Acre) Residential), in the amount \$37,200.00 (\$3,100 per lot X 12 lots)

CARRIED

1106 2019-067-RZ, 23250 Silver Valley Road and 23267 137 Avenue, RS-3 to R-1

Staff report dated March 24, 2020 recommending that Maple Ridge Official Community Plan Amending Bylaw No. 7554-2019 to re-designate land uses to allow proposed R-1 zoning be given first and second reading and be forwarded to Public Hearing and that Maple Ridge Zone Amending Bylaw No. 7547-2019 to rezone from RS-3 (One Family Rural Residential) to R-1 (Residential District) to permit a future subdivision of approximately six single family lots be given first and second reading and be forwarded to Public Hearing and that the developer be required to pay the City an amount that equals 5% of the market value of the land required for parkland purposes.

R/2020-137

It was moved and seconded

- 1) That, in accordance with Section 475 of the Local Government Act, opportunity for early and ongoing consultation has been provided by way of posting Official Community Plan Amending Bylaw No. 7554-2019 on the municipal website and requiring that the applicant host a Development Information Meeting (DIM), and Council considers it unnecessary to provide any further consultation opportunities, except by way of holding a Public Hearing on the bylaw;
- 2) That Official Community Plan Amending Bylaw No. 7554-2019 be considered in conjunction with the Capital Expenditure Plan and Waste Management Plan;
- 3) That it be confirmed that Official Community Plan Amending Bylaw No. 7554-2019 is consistent with the Capital Expenditure Plan and Waste Management Plan;
- 4) That Official Community Plan Amending Bylaw No. 7554-2019 be given first and second readings and be forwarded to Public Hearing;
- 5) That Zone Amending Bylaw No. 7547-2019 be given second reading, and be forwarded to Public Hearing;
- 6) That Council require, as a condition of subdivision approval, the developer to pay to the City an amount that equals 5% of the market value of the land, as determined by an independent appraisal, in lieu of parkland dedication in accordance with Section 510 of the Local Government Act; and,
- 7) That the following terms and conditions be met prior to final reading:
 - i) Amendment to Official Community Plan Schedule "A", Chapter 10.3, Part VI, A – Silver Valley, Figure 2 - Land Use Plan and Figure 3A-Blaney Hamlet;

- ii) Registration of a Restrictive Covenant for Stormwater Management;
- iii) Removal of existing buildings;
- iv) In addition to the site profile, a disclosure statement must be submitted by a Professional Engineer advising whether there is any evidence of underground fuel storage tanks on the subject properties. If so, a Stage 1 Site Investigation Report is required to ensure that the subject property is not a contaminated site; and,
- v) That a voluntary contribution, in the amount of \$30,600.00 (\$5,100.00/lot) be provided in keeping with the Council Policy with regard to Community Amenity Contributions.

CARRIED

1107 Award of Contract ITT-EN20-5: 248 Street and Dewdney Trunk Road Traffic Signal Modifications

Staff report dated March 24, 2020 recommending that Contract ITT-EN20-5: 248 Street and Dewdney Trunk Road Traffic Signal Modifications be awarded to Fraser City Installations (1989) Ltd., that a project contingency to address potential variations in field conditions be approved and that the Corporate Officer be authorized to execute the contract.

R/2020-138

It was moved and seconded

That Contract ITT-EN20-5: 248 Street and Dewdney Trunk Road Traffic Signal Modifications, be awarded to Fraser City Installations (1989) Ltd. in the amount of \$194,700.00 excluding taxes; and

That a project contingency of 20% or \$39,300.00 be approved to address potential variations in field conditions; and further

That the Corporate Officer be authorized to execute the contract.

CARRIED

Corporate Services – Nil

Parks, Recreation & Culture – Nil

Administration (including Fire and Police)

1171 Strategic Plan Progress Report & Council Strategic Check-In

Staff report dated March 24, 2020 recommending that Council reaffirm the 2019-2022 Corporate Strategic Plan per its February 3, 2020 Council Workshop directions and further, that Council endorse the revised 2020 Council Workshop Matrix (Appendix C) to reflect the shift in emphasis to Economic Development and Communication.

R/2020-139

It was moved and seconded

That Council reaffirm the 2019-2022 Corporate Strategic Plan per its February 3, 2020 Workshop directions; and further,

That Council endorse the revised 2020 Council Workplan Matrix (Appendix C) to reflect the shift in emphasis to Economic Development and Communication.

CARRIED

1172 Mayor & Council Correspondence Policy

Staff report dated March 24, 2020 recommending that the amended Mayor & Council Correspondence Policy be endorsed.

R/2020-140

It was moved and seconded

That the amended Mayor & Council Correspondence Policy be endorsed.

CARRIED

Councillor Duncan – OPPOSED

Other Committee Issues – Nil

1200 STAFF REPORTS – Nil

Note: Item 801 was discussed under 1300

1300 *OTHER MATTERS DEEMED EXPEDIENT*

Item 801 Update - Review of Purchasing Policy 5.45

Staff report dated March 31, 2020 recommending an interim increase in approval thresholds and that staff bring forward an updated Purchasing Policy for Council consideration.

R/2020-141

Moved and seconded

That the report dated March 31, 2020 titled "Update – Review of Purchasing Policy 5.45 be referred back to staff to be presented at a future Council Meeting.

CARRIED

1400 *NOTICES OF MOTION AND MATTERS FOR FUTURE MEETINGS*

1500 *MAYOR AND COUNCILLORS' REPORTS*

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

1600 *ADJOURNMENT* – 8:01 p.m.

M. Morden, Mayor

Certified Correct

S. Nichols, Corporate Officer

City of Maple Ridge

REPORT OF PUBLIC HEARING

March 24, 2020

The Minutes of the Public Hearing held in the Council Chamber of City Hall, 11995 Haney Place, Maple Ridge, British Columbia on March 24, 2020 at 7:10 p.m.

PRESENT	<i>Appointed Staff</i>
<i>Elected Officials</i>	A. Horsman, Chief Administrative Officer
Mayor M. Morden	C. Carter, General Manager Planning and Development Services
Councillor J. Dueck	C. Crabtree, Acting General Manager Corporate Services
Councillor K. Duncan	S. Nichols, Corporate Officer
Councillor C. Meadus	
Councillor G. Robson	
Councillor R. Svendsen	<i>Other staff as required</i>
Councillor A. Yousef	C. Goddard, Director of Planning

Note: Due to Covid-19 concerns, the Public Hearing was held in the Blaney Room at City Hall.

Mayor Morden called the meeting to order. The Corporate Officer explained the procedure and rules of order of the Public Hearing and advised that the bylaws will be considered further at the next Council Meeting on March 31, 2020.

The Mayor then called upon the Director of Planning to present the following items on the agenda:

- 1) 2017-510-RZ, 24022, 24028 and 24060 104 Avenue and 10386 240 Street

Maple Ridge Zone Amending Bylaw No. 7423-2018

To rezone from RS-2 (One Family Suburban Residential to RM-1 (Townhouse Residential District). The current application is to permit future construction of 31 townhouse units utilizing Density Bonus provisions to achieve this density.

The Corporate Officer advised that no correspondence was received on this item.

The Director of Planning gave a detailed description providing information on the application.

The Mayor called for speakers three times.

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

2) 2020-008-RZ, 22222 Lougheed Highway

Maple Ridge Zone Amending Bylaw No. 7615-2020

Site specific text amendment to Part 4, Section 401 (3) (h) ii, be amended to reduce the minimum separation distance between cannabis retail uses from 1,000 metres to 860 metres.

The Corporate Officer advised that one piece of correspondence was received in support of the item and one piece of correspondence was received in opposition of the item.

The Director of Planning gave a detailed description providing information on the application.

The Mayor called for speakers for first call.

Y. Charette - Applicant

Mr. Charette spoke on his application, noting his long business history in Maple Ridge. He requested Council support for the application.

The Mayor called for speakers for second and third calls.

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

Having given all those persons whose interests were deemed affected by the matters contained herein a chance to be heard, the Mayor adjourned the Public Hearing at 7:28 p.m.

M. Morden, Mayor

Certified Correct

S. Nichols, Corporate Officer

700 *ITEMS ON CONSENT*

700

701 *Minutes*

701.1 Development Agreements Committee

**CITY OF MAPLE RIDGE
DEVELOPMENT AGREEMENTS COMMITTEE**

March 30, 2020
Mayor's Office

CIRCULATED TO:

Michael Morden, Mayor
Chair

Al Horsman, Chief Administrative Officer
Member

Catherine Schmidt, Recording Secretary

1. 18-110833 BG

LEGAL: Lot 6 Section 16 Township 12 New Westminster District Plan
EPP62576
PID: 030-144-892
LOCATION: 11235 238 Street
OWNER: RRB Construction Ltd. (Harmanmeet and Amandeep Bhatti)
REQUIRED AGREEMENTS: Secondary Suite Covenant

THAT THE MAYOR AND CORPO-RATE OFFICER BE AUTHORIZED TO SIGN AND SEAL THE PRECEDING DOCUMENT AS IT RELATES TO 18-110833 BG.

CARRIED

2. 19-113914 BG

LEGAL: Lot 284 District Lot 242 Group 1 New Westminster District Plan
53420
PID: 000-456-462
LOCATION: 21079 Glenwood Avenue
OWNER: Elizabeth and Gordon Sparman
REQUIRED AGREEMENTS: Secondary Suite Covenant

THAT THE MAYOR AND CORPORATE OFFICER BE AUTHORIZED TO SIGN AND SEAL THE PRECEDING DOCUMENT AS IT RELATES TO 19-113914.

CARRIED

3. 17-129894 BG

LEGAL: Lot 9 District Lot 400 Group 1 New Westminster District Plan 69867
PID: 001-990-985

LOCATION: 22287 126 Avenue

OWNER: Keith and Darlene Rogalsky

REQUIRED AGREEMENTS: Secondary Suite Covenant

THAT THE MAYOR AND CORPORATE OFFICER BE AUTHORIZED TO SIGN AND SEAL THE PRECEDING DOCUMENT AS IT RELATES TO 17-129894 BG.

CARRIED

4. 19-119257 BG

LEGAL: Lot 52 District Lot 403 Group 1 New Westminster District Plan
EPP88213
PID: 030-658-616

LOCATION: 11274 McDougal Street

OWNER: Polygon Provenance Homes Ltd. (Rob Bruno)

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 19-119257 BG.

CARRIED

5. 19-119090 BG

LEGAL: Lot 54 District Lot 403 Group 1 New Westminster District Plan
EPP88213
PID: 030-658-632

LOCATION: 11262 McDougal Street

OWNER: Polygon Provenance Homes Ltd. (Rob Bruno)

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 19-119090 BG.

CARRIED

6. 20-108567 BG

LEGAL: Lot 47 District Lot 403 Group 1 New Westminster District Plan
EPP88213
PID: 030-658-560
LOCATION: 23188 113 Avenue
OWNER: Polygon Provenance Homes Ltd. (Rob Bruno)
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 20-108567 BG.

CARRIED

7. 19-110357 BG

LEGAL: Lot 2 District Lot 248 Group 1 New Westminster District Plan 7510
PID: 000-679-852
LOCATION: 21308 River Road
OWNER: Karen Learmonth and Gary DeCorby
REQUIRED AGREEMENTS: Sump Pump Covenant
No Secondary Suite Covenant

THAT THE MAYOR AND CORPORATE OFFICER BE AUTHORIZED TO SIGN AND SEAL THE PRECEDING DOCUMENT AS IT RELATES TO 19-110357 BG.

CARRIED

8. 2017-066-RZ

LEGAL: Lot 3 District Lot 242 Group 1 New Westminster District Plan 14112
PID: 000-767-409

LOCATION: 21241 Wicklund Avenue

OWNER: Ajitpal and Sheila Bhuller

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

THAT THE MAYOR AND CORPORATE OFFICER BE AUTHORIZED TO SIGN AND SEAL THE PRECEDING DOCUMENTS AS THEY RELATE TO 2017-066-RZ.

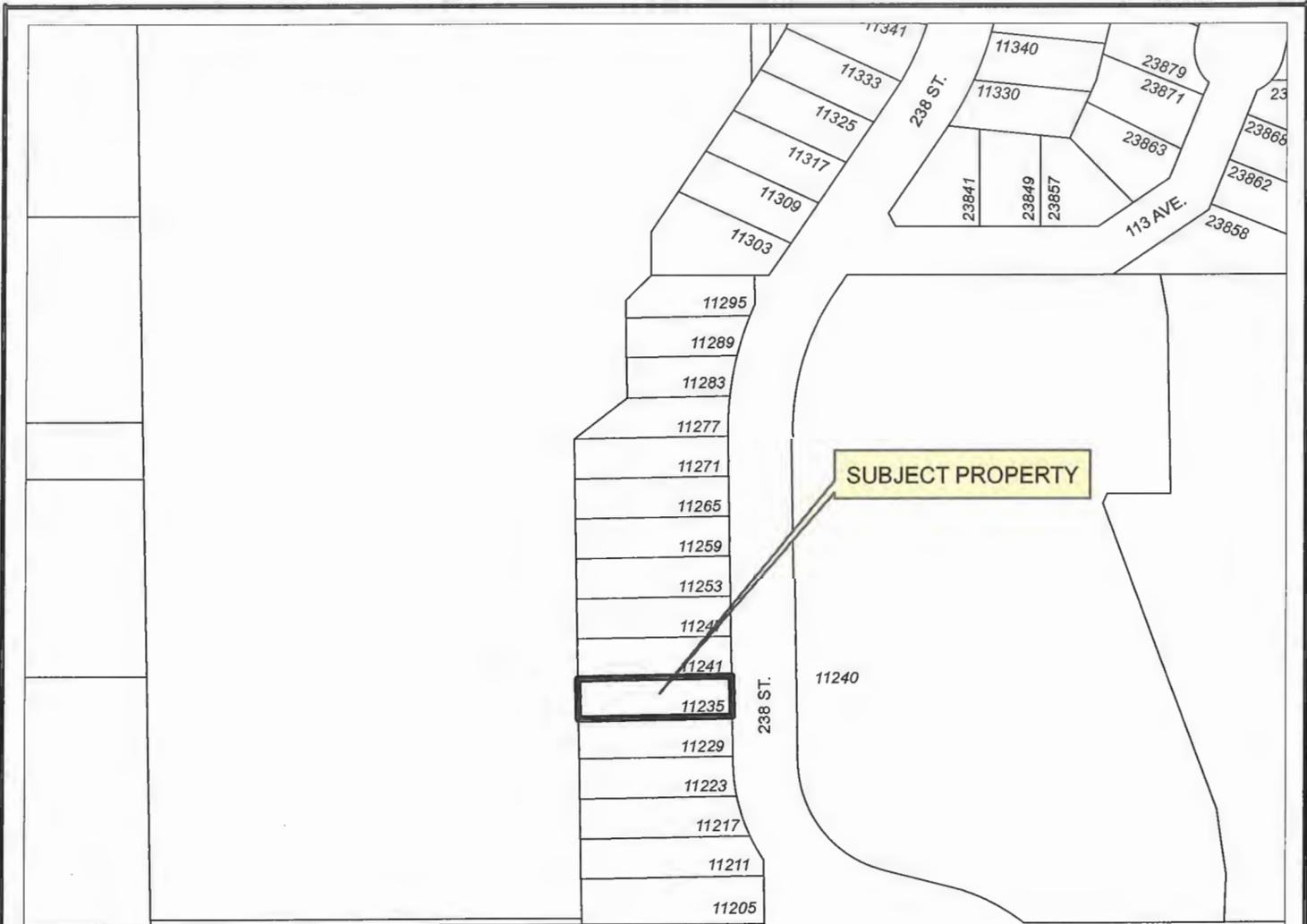
CARRIED



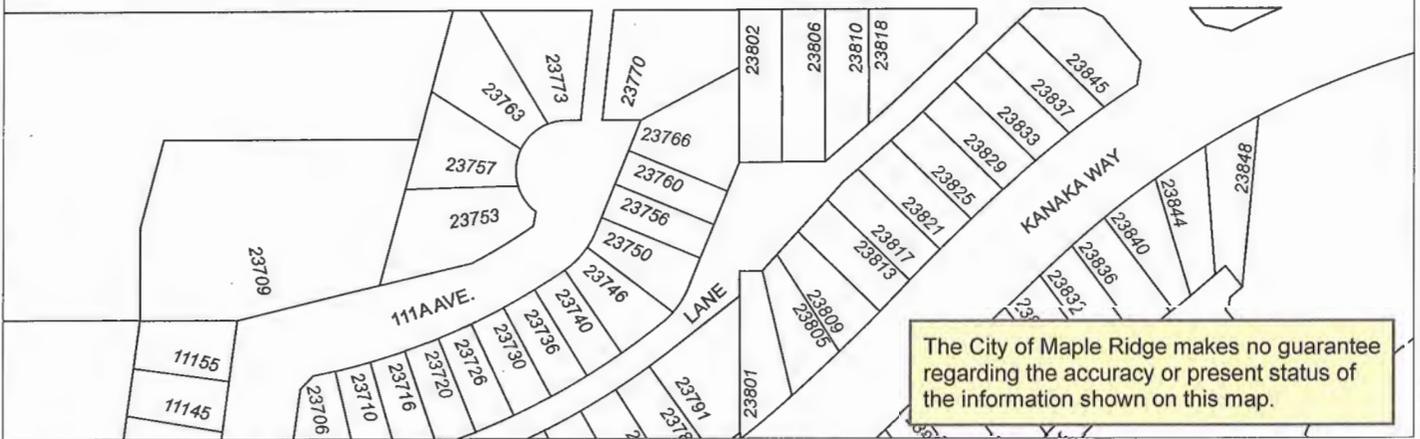
Michael Morden, Mayor
Chair



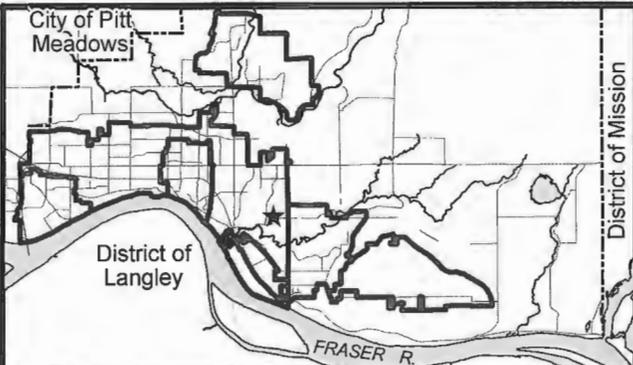
Al Horsman, Chief Administrative Officer
Member



112 AVE.



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11235 238 St

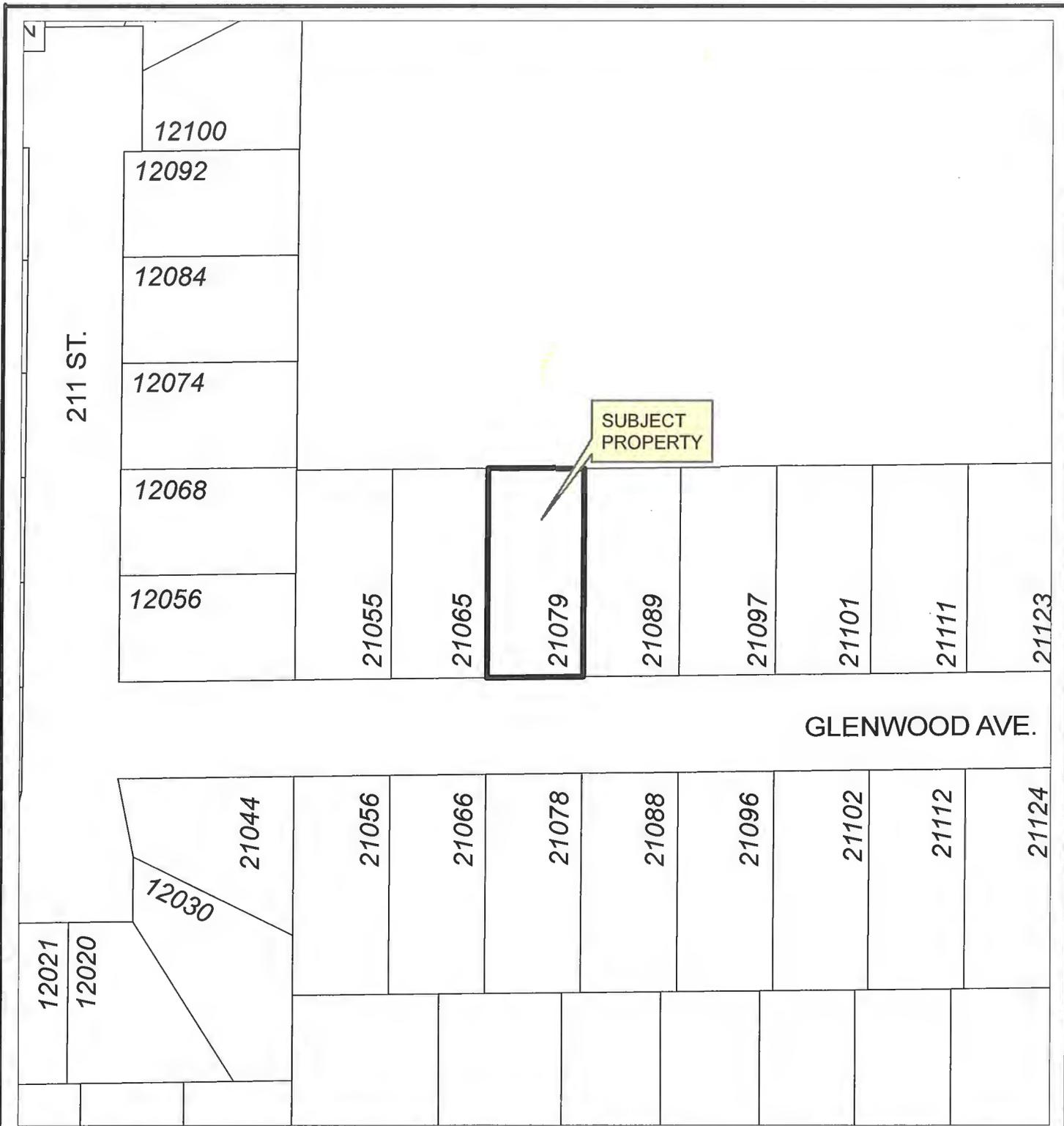
ENGINEERING DEPARTMENT



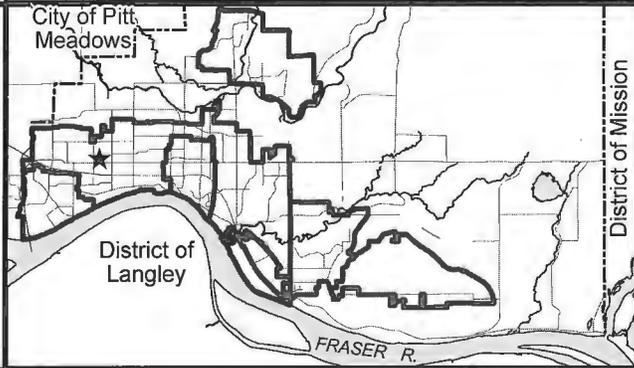
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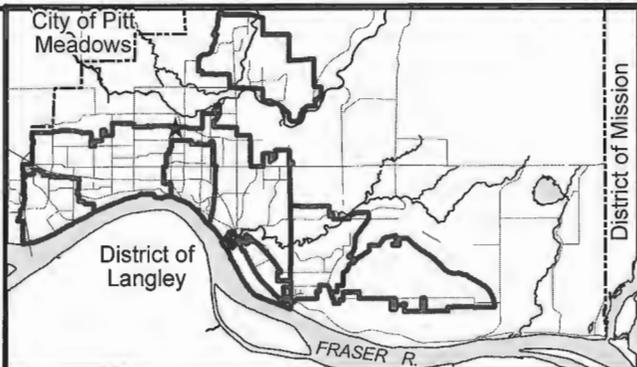


21079 GLENWOOD AVE

ENGINEERING DEPARTMENT

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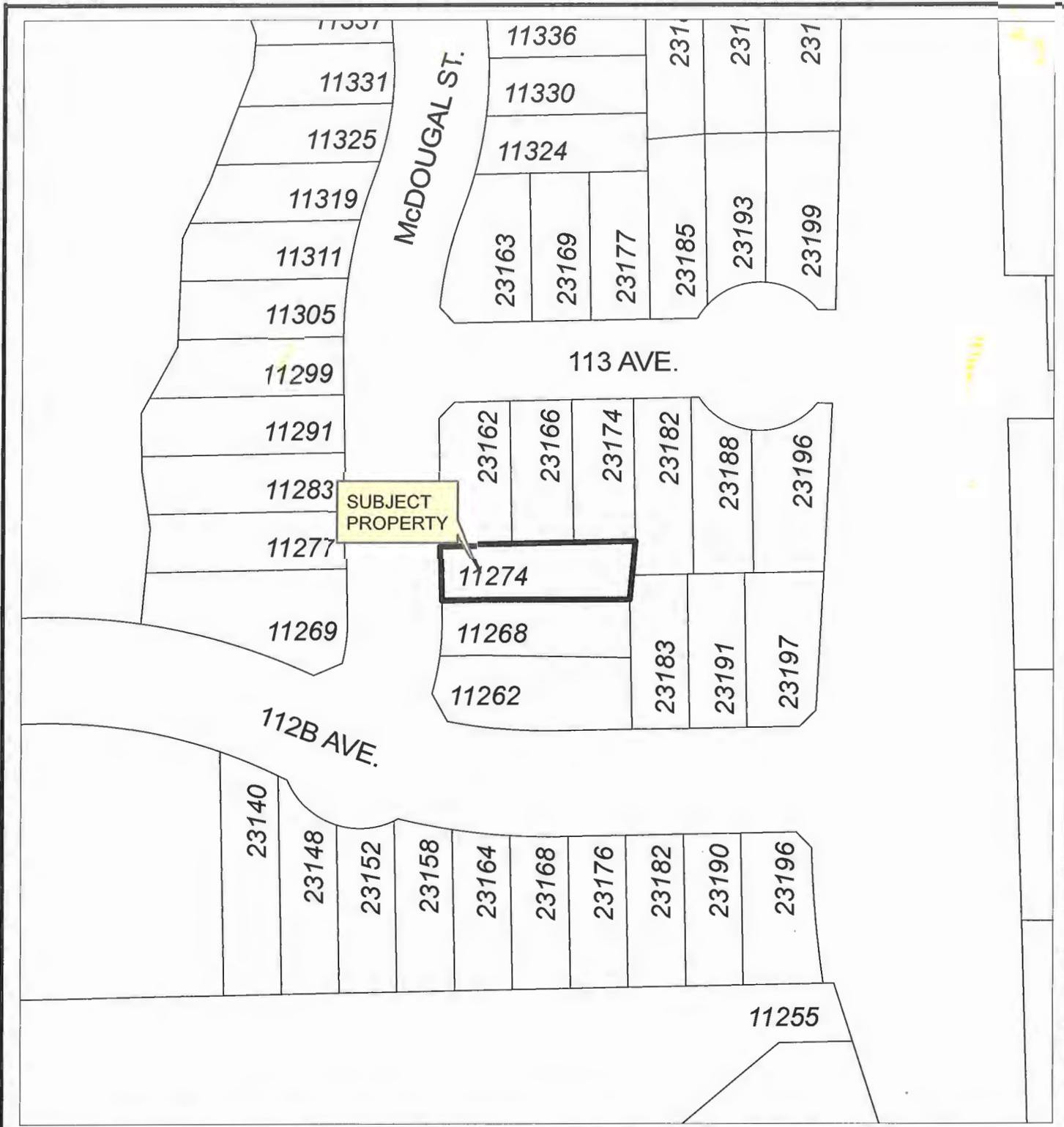


22287 126 AVE

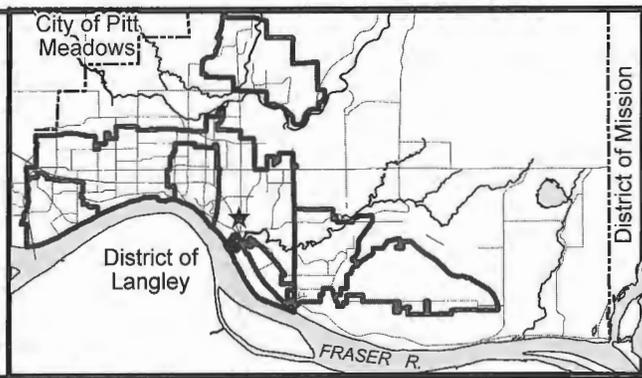
ENGINEERING DEPARTMENT
 **MAPLE RIDGE**
 British Columbia

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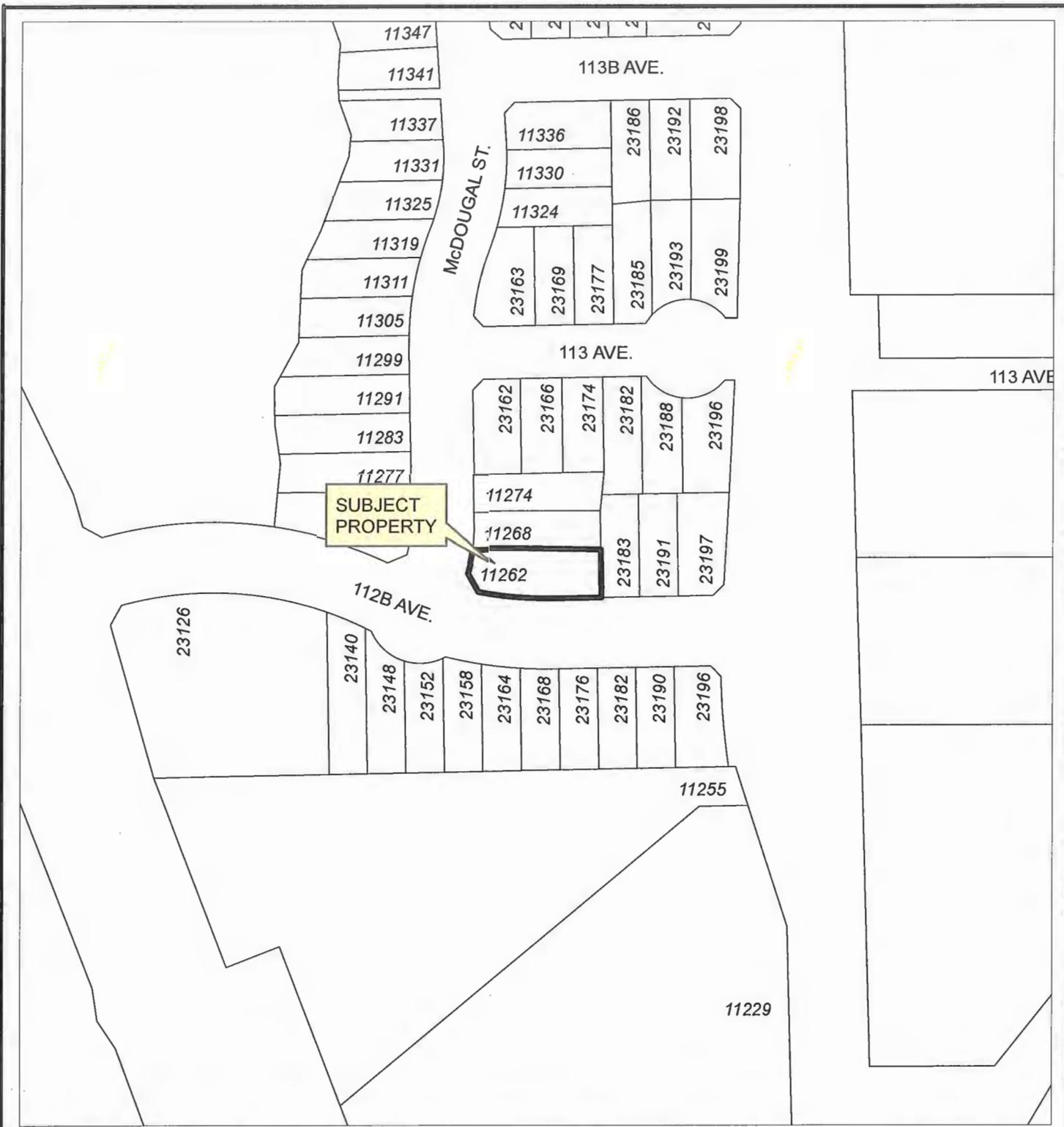


11274 MCDOUGAL

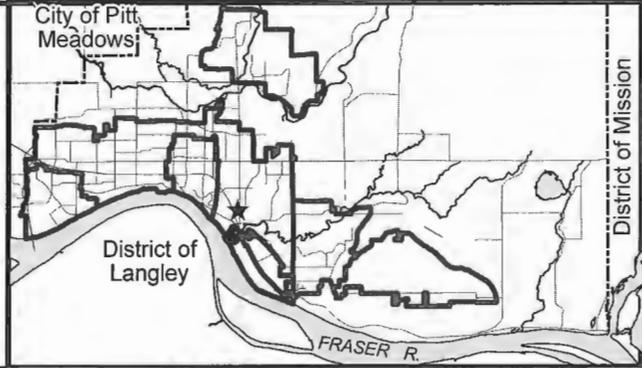


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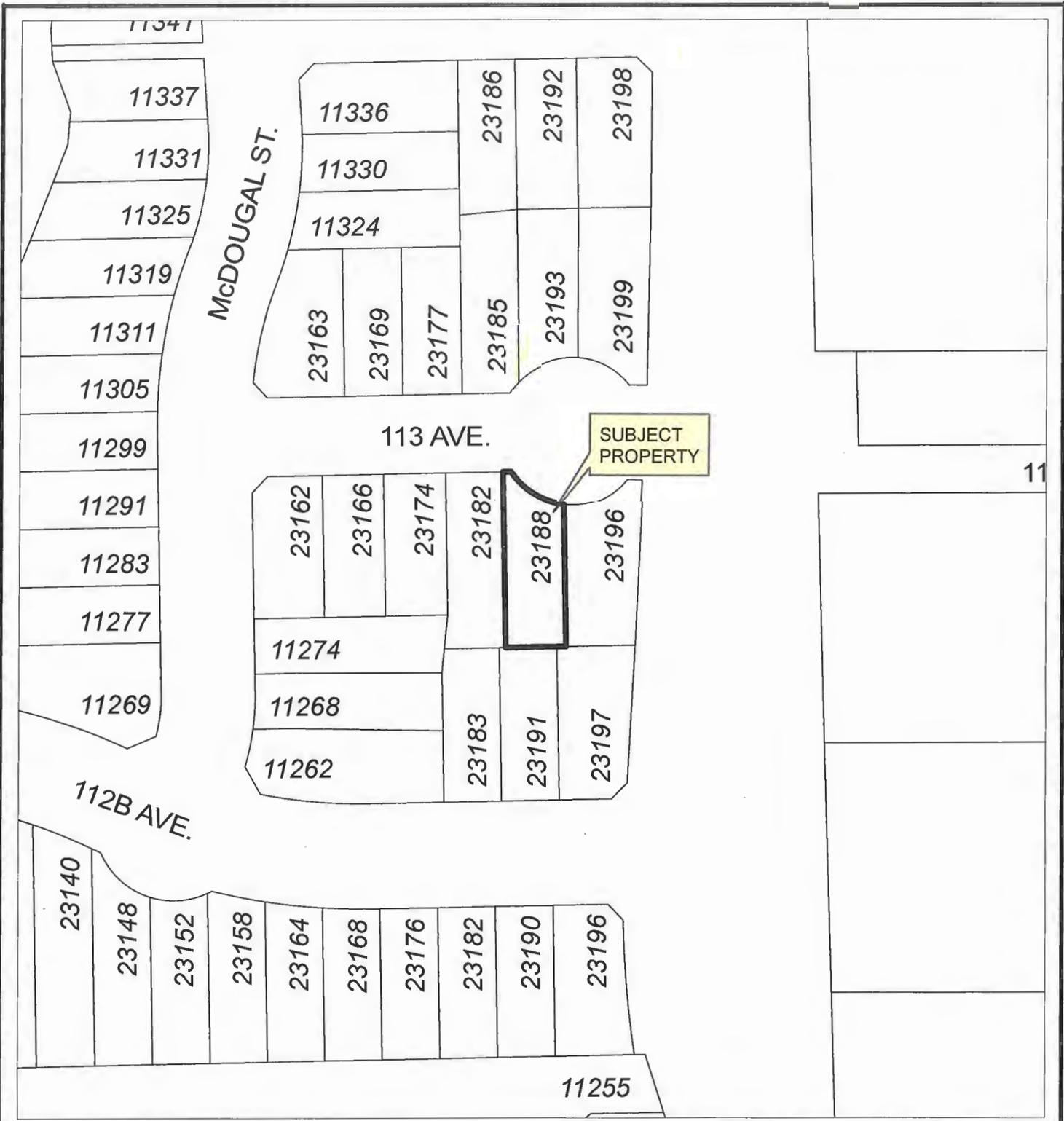


11262 MCDUGAL

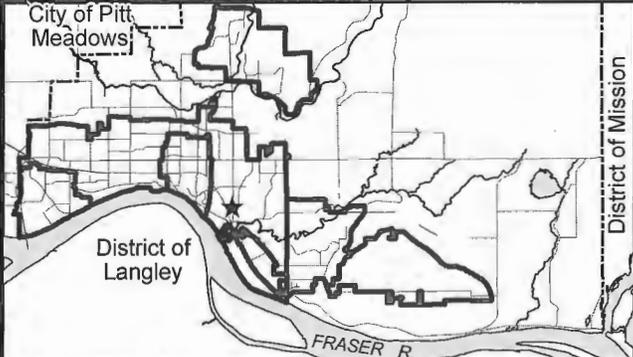


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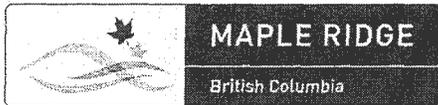
ENGINEERING DEPARTMENT

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DATE: Mar 24, 2020
BY: C3

800 *Unfinished Business*

800



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CITY OF MAPLE RIDGE

TO: His Worship Mayor Michael Morden **MEETING DATE:** March 31, 2020
and Members of Council **FILE NO:** 09-3900-02

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

SUBJECT: Proposed New Sign Bylaw No. 7630 - 2020

EXECUTIVE SUMMARY:

The Building Department is pleased to submit for Council's consideration the updated Sign Bylaw No. 7630-2020 attached as schedule A to this report. This bylaw is a result of an extensive and lengthy consultation process geared towards creating a more user friendly bylaw which is updated to address the sign issues of today. This process has included consultation with the building and development community, sign companies and the business community and residents. The consultation process included directed mail outs to the high use user groups, online surveys and access to the document plus an open house. We believe we have created a bylaw that addresses the needs of the community and the goals of the City.

In summary, the bylaw applies to all lands in the city and consists of the following regulations:

- Definitions and Interpretations
- General Provisions & Exemptions
- Prohibitions & Non-Conforming Signs
- Maintenance & Inspections
- Specific Regulations & Schedules

RECOMMENDATION:

That Maple Ridge Sign Bylaw No. 7630 - 2020 be given first, second & third reading.

DISCUSSION:

a) Background Context:

The Sign Bylaw is regulatory in nature, as it not only seeks to ensure it achieves council's vision for the city, but is also sensitive to the needs of the business community and their desire to identify their business and the services they provide. The Sign Bylaw is intended to provide support and further enhance what has been created as part of the Zoning and Development Permit process. The Sign Bylaw now includes a recommendation for signage to be included as part of the Development Permit Process to ensure signage forms an integrated part of the design.

The existing Sign Bylaw has been revised only once since its adoption in 1992 which has led to a document that does not deal with current issues and technologies which we hope to rectify moving forward. It is expected that changes and challenges will occur with the new Sign Bylaw 7630-2020 as technology and community needs change. It should also be expected that normal housekeeping amendments to the Sign Bylaw will be required as it is applied on a daily basis.

The new Sign Bylaw is a significant document and therefore it is useful to briefly review the history, goals and efforts in the past that have culminated in the new bylaw.

The City has had seven sign bylaws since the 1960's each of which built on the previous bylaw and added new components that were relevant at the time. Signs provide a visible face to business in the community and the Sign Bylaw is intended to ensure this can be achieved but also ensure Council's vision for the City and the safety of pedestrians and vehicular traffic is still achieved.

The goal of the Sign Bylaw review has always been to achieve an updated bylaw that:

- Aligns with city policies and goals
- Identifies and resolves issues/concerns raised by the public, the development community and city departments,
- Responds to new market trends
- Improves consistency and a format that is user-friendly, easily interpreted, enforceable and effective in regulating signage in the City,
- Enables local businesses, institutions, and community organizations to clearly identify themselves and the products or services they provide.
- Enhances the appearance and visual character of the community through appropriate signage
- Ensures the safety of pedestrians, cyclists and motorists by ensuring signs are properly located, minimize distraction, and do not interfere with traffic control devices

To achieve these goals the following steps have occurred:

- Council has continued to support a Sign Bylaw modernization effort
- Early efforts focused on important background work, such as, information gathering, research of issues and problem identification, coordinating with other departments for their specific areas of concern, looking at various alternative bylaw formats, identifying key deficiencies and inconsistencies. This groundwork was accomplished internally with existing resources to streamline the review process.
- In general, the scope of the review included the following: identification of issues, concerns and discrepancies, reformatting for ease of use and language, review of all sign types and definitions for consistency and modernization, introduction of new provisions that reflect the goals and objectives of Council.
- Countless staff meetings and input from internal departments that provided both useful feedback and constructive input
- Consultation was held with the Public, Developer representatives, Sign Companies, Chamber and Business Improvement Association via email, website posts and an open house. The open house was held on November 26, and 10 people attended,
- A legal review of the bylaw has been completed to ensure its enforceability.

It is important to note that there have been countless changes that can best be described as housekeeping and updating but there are also some significant changes. Most significant is the reorganization of the bylaw to be user friendly, consistent, updated and logical in organization, format and language. There are many minute changes in the bylaw that cannot be noted in a simple staff report. Therefore, the new bylaw should be read by those interested, in its entirety.

A number of public information sessions have occurred with the local business and industry communities to provide input on suggested changes to the current bylaw. After these sessions, and with input from staff, a bylaw was drafted and presented to Council for adoption. At that time, the bylaw was deferred at Council's direction.

The bylaw was then brought forward to Council again in 2017 for consideration with a further request to obtain additional public input due to the time lag between Council's first three readings. Staff felt this was needed to ensure the bylaw was still relevant and met the needs of both the community and the City.

The proposed bylaw attached to this report is believed to be more in harmony with local business interests. As part of the adoption of this bylaw, Council will have the opportunity to review its success in one year from the date of adoption as a report will be brought back to Council for consideration and direction.

A primary focus is to make a Bylaw more user friendly, easier to read and interpret. The proposed Bylaw corrects a number of significant problems in the current Bylaw with some of these corrections identified below:

1. Significant improvements and additions to the Definition section of the Bylaw provide clarity in:
 - How to determine the size of the store front applicable to calculating sign area
 - Identifying the boundaries of tenant spaces
 - Include wording for offsite development directional signs
 - Excluding the need to consider signs within a development that are not visible from highways
2. Identify and separate those sign types that either wholly or partially encroach onto municipal property, whether they are on the roadway, sidewalk, boulevard, or overhang any of these areas. The bylaw now provides a mechanism to allow these signs to be installed through the Municipal Engineer.
3. Provide an alternative to sandwich board signs where businesses have an awning or a canopy.
 - It is proposed that a sign not exceeding 0.28 sq. m. (3.0 sq. ft.) be allowed without the need for a permit.
4. Sandwich Board Signs now have specific requirements for placement: size and liability insurance. These types of signs, where permitted, will need to be incorporated into the streetscape in a safe manner.
5. Where applications are made for sign types that are not addressed in the Sign Bylaw the applicant has the option of using the Development Variance Permit process. The appropriate changes have been made to the Bylaw to clarify this process.

6. Revised regulations have been identified for Election Signs. More specifically the size, placement and number of signs.
 - Provincial and Federal election signs are not to be erected more than 30 days prior to the election and removed within 4 days after the election.
 - Municipal and school trustee election signs are not to be erected more than 20 days prior to the election and removed within 4 days after the election.
 - Signs cannot exceed a height of 2.44 metres (8.0 feet).
 - A maximum of 300 signs per candidate with a limit on large election signs - 1.48 sq. m. (16 sq. ft.) – of not more than 100 of the maximum 300 permitted.
 - Signs cannot be erected on municipal parkland or buildings owned or leased by the City.
7. Regulations for the placement of private and public sector information signs on public right of ways for specific short periods of time addressing a number of issues.
 - Signage permitted through an application to the Municipal Engineer.
8. Reduce and simplify how the size and copy area of signs are calculated.
 - Signs attached to the building are now calculated based on the frontage wall area of the tenant space regardless of the properties zoning designation.
 - Calculations allow for an increase in the amount of copy area without requiring the sign area to be increased for no other reason than to increase the copy area.
 - The method of sign calculation are now grouped based on the primary land use designations as identified in the City's Zoning Bylaw.
9. Signage be included as part of the Development Permit process to ensure integration into the overall design of the development.
 - Development Permit applications will request that the location and type of signage be included.
 - The Building Department will review proposal as part of the DP review process to ensure compliance or identify the need for a Development Variance Permit.

The work completed on the proposed Sign Bylaw creates an integrated sign permit system that involves the Building Department, Bylaw & Licencing Services, along with the Clerks, Engineering and Planning Departments. The proposed Bylaw provides for more clarity in the application process, clearly differentiates between signs on private and public property and sets out the process for applying for each type of sign where applicable.

Transition Process from Old to New Sign Bylaw

All current issued permits would not be impacted as they have been reviewed under the previous bylaw and would only need to complete the permit inspection process to finalize these signs. All instream applications have been reviewed for compliance to the proposed bylaw and would require no modifications to their issuance.

As part of this transition, all stakeholders will be provided with copies directly via email. The new bylaw will also be posted on the website and broadcast through our social media accounts.

b) Desired Outcome:

That Council adopts Sign Bylaw 7630 - 2020.

c) Citizen/Customer Implications:

A bylaw that is clear and understandable to all users and provides clarity around signage that has been problematic in the past.

- Provide a mechanism through the Development Variance Permit process where proposals do not comply with the bylaw
- Clearer wording around the need for professional involvement of engineers for signs and or their installation
- Allows for additional on-site signage for home occupation uses

d) Interdepartmental Implications:

The work completed on the proposed new Sign Bylaw creates an integrated sign permit system that involves the Building Department - Permits & Inspection Services, Bylaw & Licencing Services, along with the Clerks, Engineering and Planning Departments. This is achieved by defining what type of approval is needed for the various types of signs and from which department, providing clearer role definitions for enforcement, and providing an alternate where compliance to the bylaw is problematic to the applicant.

e) Business Plan/Financial Implications:

The current sign permit fees are \$50.00 for permanent signs and \$20.00 for temporary signs. Staff has conducted a survey of sign permit fees in other jurisdictions in the lower mainland and is recommending a fee structure that will cover the majority of the costs for plan checking and inspections.

The fees are based on the size of the proposed sign as the degree of complexity in the plan review and documentation to be reviewed becomes more difficult and takes more time the larger the proposed sign becomes. The fee schedule will now range from \$136.00 for a 3 sq. m. (4' x 8') sign up to \$536.00 for signs exceeding 18.6 sq. m. (10' x 20').

With respect to temporary signs, staff is recommending a modest increase in the cost from \$20.00 for a thirty (30) day period to \$30.00 for a thirty (30) day period with the addition of a refundable annual security deposit of \$500.00. The proposed sign fee schedule is set out in Schedule A of this Bylaw.

This fee structure puts our fees within the mid-range of the 10 local municipalities reviewed.

f) Alternatives:

That Council not grant three readings to the Bylaw.

CONCLUSION:

The proposed bylaw before you builds upon the previous draft bylaw and provides additional revisions based on interaction with the current bylaw and applicants. The proposed bylaw has been in the process of updating since 2013. With multiple consultations with industry and the public over the past six years to ensure a bylaw that speaks well to all parties involved, we believe the bylaw before you has struck a balance between the public's needs including:

- Home base occupancy use signage,
- Developer signage both on and offsite,
- Clarity in the terms used within the bylaw, and
- Structure of the bylaw.

This bylaw also meets the needs of the City to ensure a bylaw that:

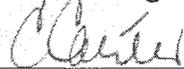
- is easy to interpret,
- Provides a balance between the needs of the city and the community,

- Provides language for alternate approvals, and
- is enforceable.

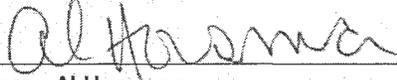
Following the adoption of the Bylaw, pursuant with City practice, the Bylaw staff will monitor its effectiveness for a period of approximately one year and prepare a report for Council's consideration.



Prepared by: **Stephen J. Côté-Rolvink, RBO, CRBO**
Chief Building Official



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



Concurrence: **Al Horsman**
Chief Administrative Officer

Attachments:

(A) Appendix A – Draft Sign Bylaw



City of Maple Ridge

Sign Bylaw
Bylaw No. 7630 - 2020

Effective Date:

City of Maple Ridge

Sign Bylaw No. 7630-2020

Table of Contents

Part 1	Citation	1
Part 2	Severability	1
Part 3	Previous Bylaw Repeal	1
Part 4	Definitions	2
Part 5	Interpretation	8
Part 6	General Provisions	8
Part 7	Exemption	10
Part 8	Prohibited Signs	12
Part 9	Non-Conforming Signs	13
Part 10	Maintenance of Signs	13
Part 11	Sign Permits and Fees	13
Part 12	Inspections and Regulations	16
Part 13	Specific Sign Regulations	18
Part 14	Penalty and Enactment	245
Schedule "A"	Sign Permit Fees	27
Schedule "B"	Cross Reference Table	28
Schedule "C"	Temporary Sign Permit Application	29
Schedule "D"	Temporary Construction Sign Permit Application	30
Schedule "E"	Sign Impoundment Recovery Costs	31
Schedule "F"	Signs Permitted in All Zones	32
Schedule "G"	Signs Permitted in Agricultural and Residential Zones	34
Schedule "H"	All Commercial Zones	35
Schedule "I"	All Industrial Zones	37
Schedule "J"	All Institutional Zones	39

City of Maple Ridge

Sign Bylaw No. 7630-2020

A bylaw to regulate signs within the City of Maple Ridge.

WHEREAS Pursuant to section 908 of the *Local Government Act*, R.S.B.C. 1996, c. 323 but subject to the provisions of the Motor Vehicle Act R.S.B.C. 1996, C318 and the Transportation Act, S.B.C., 2004 c. 44 Council may, by bylaw regulate the number, size, type, form, appearance and locations of signs in the City, and the bylaw may contain different provisions for different zones, different uses within a zone, and different classes of highways;

AND WHEREAS Pursuant to sections 8(4) and 65 of the *Community Charter*, S.B.C., C. 26 Council may, by bylaw regulate and impose requirements in relation to signs and advertising in the City and regulate or prohibit the erection, placing, alteration, maintenance, demolition and removal of a sign, sign board, advertisement, advertising device or structure;

AND WHEREAS Council wishes to allow for signs in the City, while simultaneously preserving and enhancing Maple Ridge's character, and ensuring that signs are designed, constructed, installed and maintained so that energy consumption is minimized, and public safety and traffic safety are not compromised.

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

Part 1 Citation

1.1 This bylaw may be cited as Sign Bylaw No. 7630-2020.

Part 2 Severability

2.1 If a portion of this bylaw is held invalid by a Court of competent jurisdiction, then the invalid portion must be severed and the remainder of this bylaw is deemed to have been adopted without the severed section, subsection, paragraph, subparagraph, clause or phrase.

Part 3 Previous Bylaw Repeal

3.1 Sign Bylaw No. 4653 – 1992 (adopted on August 10, 1992) is hereby repealed and the following amendment bylaw is hereby repealed:

Maple Ridge Sign Amending Bylaw No.4762-1992.

Part 4 Definitions

For words not defined in this Bylaw, the definitions contained in the Maple Ridge Building Bylaw and Maple Ridge Zoning Bylaw and the Maple Ridge Highway and Traffic Bylaw as amended from time to time shall apply. Where the same words are defined in more than one bylaw, the definition in this Bylaw shall apply for purposes of administering this Bylaw.

"Abandoned Sign" means any sign which no longer directs persons to or advertises a business, lessor, owner, product or activity conducted or product in existence or available on the lot where the sign is displayed or which is not identifying the owner, occupant, occupancy, user or use of the lot of a building or structure on the lot, on which such sign is situated.

"Awning" means a detachable system of fabric or other material which is supported entirely from the exterior wall of a building by a fixed or retractable frame.

"Awning Sign" means a non-illuminated sign on an awning which shall only be painted on, affixed flat against the surface of an awning by means of a decal, or form part of the fabric of an awning which does not extend vertically or horizontally beyond the limits of such awning.

"Balcony Sign" means a sign supported on, against or suspended from a balcony.

"Balloon Sign" means an inflated three-dimensional device which is affixed or anchored to the ground or a structure and which contains information and where the intent is to attract the attention of persons for the express purpose of the communication of that information.

"Banner Sign" means a flexible plastic or fabric sign, excluding an awning, affixed to a building that is used as a temporary sign but excludes a flag.

"Building" means any structure used or intended for supporting or sheltering any use or occupancy.

"Bench Sign" means a sign affixed to, painted or placed upon part of a bench located on public property at a bus stop, rest area or park.

"Billboard" means an exterior structure displaying advertising material for third parties of a non-accessory nature either electronically or pasted or otherwise affixed flat to the face of such structure and which exceeds 28m² (301 sq. ft.) in sign area.

"Bus Shelter" a covered structure intended to shelter bus patrons within or above public property which is approved by the City located at a bus stop in ordinary use by buses operated by a public transit authority.

"Business" means the carrying on of a commercial or industrial undertaking of any kind or nature or the providing of professional, personal or other services for the purpose of gain or profit.

"Business Premises" means that portion of a building owned, leased or rented by a person or persons for the conducting of a business.

"Building Official" includes the Chief Building Official, Building Inspectors, Gas/Plumbing Inspectors, Electrical Inspectors, Trades Inspectors, Safety Officers and Plan Checkers designated by the Corporation of the City of Maple Ridge.

"Bylaw Compliance Officer" means the person appointed from time to time by Council to act in the capacity as the City Bylaw Compliance Officer.

"Canopy or Marquee" means a permanent non-retractable hood, shelter or cover which projects from the wall of a building but does not include a projecting roof.

"Canopy Sign" means a sign attached to or constructed on the face of a canopy.

"Changeable Copy Sign" means a sign on which copy can be changed manually through the use of attachable letters, numerals, graphics or pictorial.

"Chief Building Official" means the Chief Building Official for the Building Department for the City of Maple Ridge or their designate.

"City" means the City of Maple Ridge.

"Clearance" means the vertical distance measured from grade to the lesser of the underside of a sign or its supporting structure or the bottom of an awning valance.

"Construction" means the erection, alteration, replacement, addition, removal, moving and demolition of Buildings, Structures and of all appurtenances thereto including without limitation, electrical and other systems, fittings appliances and accessories of every nature and kind, and includes all site preparation, excavation, filling and grading.

"Construction Sign" means a temporary sign promoting a construction or real estate development project or identifying a location of a development project, which may also be used to identify the owner, general contractor, sub-trades, architect, engineers and others associated with the design, planning, development and financing of a project under construction.

"Copy" means letters, characters, numbers or graphics making up the message on a sign.

"Copy Area" means the area within a square or rectangle or a combination of these figures, which encloses all of the signs copy.

"Corner lot" means a lot at the intersection or junction of two or more highways.

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

"Development Sign" means a sign required by the City to identify lands proposed for rezoning or a sign indicating that a site is being developed for any commercial or industrial purposes following Third Reading of a Zoning Amendment Bylaw for such change of zone. Temporary signs shall not be permitted for this purpose.

"Directional Sign" means a sign which only communicates information regarding pedestrian or vehicular movement on the lot on which the sign is located.

"Director of Planning" means the Director of Planning for the City of Maple Ridge or their designate.

"Directory sign" means a sign that identifies the occupants of a building containing more than one occupant.

"Election Sign" means a temporary sign promoting a political candidate, party, or cause in relation to a federal, provincial, municipal or school trustee election or public referendum.

"Electronic Message Board Sign" means a sign in or on which the information that is displayed can be changed automatically by means of the electronic switching of lamps or illuminated tubes.

"Erected" means attached, altered, built, constructed, reconstructed, enlarged, or moved and shall include painting of signs but does not include copy changes on any Changeable Copy Sign.

"Façade" means the exterior face of a building upon which a sign is to be placed.

"Façade Area" shall mean the area of the front of the business premises, and calculated only on the area parallel to the street measured from finished floor to finished ceiling and between the inner face of the walls that separate the business premises from adjacent businesses. Where there is no finished ceiling then measured to the underside of the lowest portion of the floor or roof framing.

"Facia Sign" means a flat sign attached to a building or structural element of the building, whether illuminated or not, running for its whole length parallel to the face of the wall to which it is attached and not projecting more than 300 mm (1.0 foot) from the face of the wall to which it is attached and which does not extend beyond the horizontal width nor above the roof line of the building or business premises to which it is attached. A facia sign may consist of individual letters or a continuous panel.

"Flag Sign" means a flag that represents an organization that is used as a sign but does not include a flag representing a country of the world or any Province, Canadian territory or municipal corporation.

"Flashing Sign" means an illuminated sign which contains flashing lights, which includes the illusion of intermittent or flashing light, by means of animation or an externally mounted intermittent light source exhibiting pronounced changes in light intensity or exhibits rapid repetition of illumination, but does not include a Sign indicating only the time, date, or temperature of electronically controlled messages.

"Freestanding Sign" means a sign which is entirely self-supporting and is neither attached to nor forms part of a building or structure.

"Frontage" means the length of the common boundary shared by the front lot line of that lot and a highway adjacent to the lot excluding a lane. On a corner lot, the frontage shall be the shorter of the highway boundaries, regardless of the direction the buildings on the lot face.

"Front Lot Line" means the lot line common to a lot and an abutting highway excluding a lane.

"Government Sign" means a sign authorized to be erected or placed within a highway or on a lot, under the provisions of any statute, Order-in-Council, bylaw, resolution of Council or by

order of the Municipal Engineer, and includes, but is not limited to, traffic signs, signals, and pavement markings, street name signs, neighborhood identifications signs, park identification signs and public notice board signs.

"Grade" means the grade directly underneath the sign. Where a sign is located over a street, the grade shall mean the elevation established by the City for the surface of the public sidewalk or boulevard, excluding landscape berms and planter boxes.

"Height" of a sign means the vertical distance from grade to the highest part of the sign which includes any portion of architectural or structural features of the supporting frame.

"Highway" means the area of every public right of way lying between two property lines title to which area is vested in the City and which is designated or intended for or used by the general public for the passage of vehicles or persons and means the area of every public right of way lying within any City Park title to which area is vested in the City and which is designated or intended for or used by the general public for the passage of vehicles. This includes a street, road, lane, bridge, viaduct and any other way open to public use, but does not include a private right of way on private property

"Highway Encroachment Agreement" means an agreement entered into between an individual or company and the City to allow signs within a highway right of way.

"Home Occupation Sign" means a non-illuminated sign attached to the dwelling or accessory structure or adjacent to the lot access which indicates that a home occupation business, as permitted by Maple Ridge Zoning Bylaw, is conducted within the dwelling or accessory structure on the property where the sign is located provided a valid business licence for such business has been issued by the City.

"Identification Sign" means a sign which contains no advertising but is limited to the name, address and number of a building, institution or person and to the activity carried on in the building or institution or person or the occupation of the person.

"Illuminated Sign" means a sign designed to give forth any artificial light, either directly from a source of light incorporated in or connected with such sign, or indirectly from an artificial source, so shielded that no direct illumination from it is visible elsewhere than on the site itself.

"Logo" means a symbolic representation, not including any words, names or numbers unless part of a registered trademark, which is used exclusively to simplify advertising of a product, business, service or activity and which contains no additional identification, information or message.

"Lot" means "parcel" as defined under the Land Title Act, including a bare land strata lot, but excluding a lot created under the Condominium Act.

"Lot Line" means any line which forms the boundary of a Lot.

"Maximum Height" means the vertical distance measured from grade to the highest part of such sign. In the case of a roof sign, the maximum height shall be measured from the roof or parapet level at the location of sign placement which includes any and all architectural and structural design and detailing elements.

"Minimum Clearance" means the vertical distance measured from grade to the lower limit of such sign, sign structure or architectural element.

"Municipal Engineer" means the Municipal Engineer for the City or their designate.

"Mural" means a pictorial representation other than a logo or graffiti, painted on a building or structure, which is entirely decorative and does not identify or depict a land use, a business, the name of a person or place, or the sale of a product or service.

"Open House Sign" means a temporary sign, which advertises the location of a property for sale at which an open house is to be held.

"Permanent Sign" means a sign which is affixed to or constructed as part of a building structure or in the case of a free standing sign, mounted on a permanent base, column or pole that is attached to or sunk into the ground of the lot on which the business is operating.

"Portable Free Standing Sign" means a sign for business or information purposes, which can be readily moved from place to place and which is not affixed to a building, permanent structure or to the ground, and may include a sandwich board sign or Temporary sign.

"Portable Sign" means a sign not fixed to the land or to a building or structure and may include a Banner sign provided the maximum sign area does not exceed 1.2 metres by 2.4 meters (4x8 feet).

"Premises" means an area of land including its buildings and appurtenances.

"Prohibitive Sign" means a sign that provides a warning, prohibition or penalty respecting the site or premises on which it is located, such as "No Entry" "Danger" "Keep Out" or similar such signs.

Professionals building is a building containing primarily office uses such as doctors, dentist, lawyers, architect, engineers and similar type professions.

"Projecting Sign" means a sign, other than a canopy or fascia sign, which projects perpendicular to the building face more than 300mm (1 foot) from the façade of any building or structure.

"Pump Island Canopy" means a canopy built to shelter fuels at a gasoline bar or gasoline service station and a pump island canopy that is L-shaped or angularly-connected shall be considered to be one pump island canopy.

"Pump Island Canopy Sign" means a sign attached to or constructed as part of a gasoline bar or gasoline service station pump island canopy.

"Real Estate Sign" means a temporary sign indicating that a parcel of land or property or premises on which the sign is located is available for rent, lease or sale.

"Revolving Sign" means any sign or portion of a sign, all or part of which revolves or rotates, or partly revolves or rotates, but does not include animated signs.

"Roof" means the top enclosure of a building that does not slope more than 60 degrees from the horizontal. A portion that slopes more than 60 degrees will be considered a facade if the area behind contains a business premises.

"Roof line" means the horizontal line made by the intersection of the wall of the building with the top of the roofing covering or parapet of the building. In the case of a building with a pitched roof, the roof line shall be at the level of the eaves.

"Roof Sign" means any sign erected or placed wholly or partly above the top of the roof line of a building.

"Sandwich Board Sign" means a one or two faced non-illuminated sign located within a municipal highway right of way that has been approved by the Municipal engineer.

"Sign" means any structure, device, advertisement, advertising device, graphic, display or visual representation that is visible from any street, highway, lane or private property, used to advertise, identify, or communicate information or attract the attention of the public for any purpose and without limiting the generality of the foregoing includes any symbols, letter, figures, illustrations or painted forms, but does not include a flag, mural, traffic control device, or any element which is an integral part of the design of a building.

"Sign Area" means the total area within the outer edge of the frame or border of a sign. Where a sign has no frame, border or background the areas of the sign shall be the area contained within the shortest line surrounding the whole group of letters, figures or symbols of such sign. Except as hereinafter provided, each side or face of a multi-faced sign shall be counted in computing the sign area thereof. Where a sign is not visible from outside the lot where the sign has been erected, it shall not be counted in computing the sign area thereof.

"Sign Owner" means the person, or his or her authorized agent in lawful control of a sign.

"Sign Permit" means a sign permit issued pursuant to this Bylaw.

"Special Event Sign" means a temporary sign indicating that a community event or activity is taking place, or is being carried on and excludes third party advertising.

"Temporary Sign" means a sign, whether or not it is electrified, which may be moved or removed and is in place for a limited period of time.

"Third Party Advertising" means a sign advertising a business, merchandise, service or activity which is not sold, produced, manufactured, furnished or performed on the lot on which the sign is located.

"Under Awning Sign" means a sign suspended from, and entirely under, an awning.

"Under Canopy sign" means a sign suspended from, and entirely under, a canopy.

"Vehicle Sign" means any sign or signs attached to or painted on or otherwise attached to a vehicle where the principle purpose of the vehicle is to serve as a sign or a sign support structure.

"Wall Sign" means a sign which is painted on or attached generally parallel to a building facade and includes permanent signs installed inside a window which are intended to be viewed from the outside.

"Window Sign" means a sign painted on or attached to, mounted or suspended behind or installed on a window for viewing from outside the business premises but excludes seasonal holiday lighting and decorations, hours of business, street addresses, telephone numbers, accreditation signs and credit card logos.

Part 5 Interpretation

- 5.1 Metric units of measurement are used for all measurements in this Bylaw. The use of Imperial measurements in this Bylaw is for convenience purposes only. Should there be a dispute the valid measurement defaults to metric.

Part 6 General Provisions

- 6.1 No person shall set up, exhibit, erect, place, alter, move or maintain a sign in the City except those permitted by and in conformance with this Bylaw. A valid sign or demolition permit shall be obtained prior to the set up, exhibition, erection, placing, altering, maintaining or demolition of a sign pursuant to this Bylaw. Changeable copy signs and electronic message board signs are not considered altered by virtue only of the message being changed.
- 6.2 The issuance and subsequent approval of any sign permit does not relieve the owner of said sign from ensuring the sign continues to comply with the provisions of this bylaw. Should any sign become non-compliant with this bylaw any sign permits and subsequent approvals shall be void and it shall be as if a permit was never issued, and the enforcement provisions of this bylaw shall be in effect.
- 6.3 The design of every sign shall be aesthetically pleasing and shall not detract from the architectural integrity of any building or structure to which it is attached, or beside which it is located.
- 6.4 The arrangement and grouping of signs on a building shall be integrated with the architecture of said building.
- 6.5 The determination of clauses 6.3 & 6.4 may require an application to the planning department where the building has been constructed under a development permit.
- 6.6 Structural supports, bracing and ties for signs shall be kept to a minimum number, consistent with structural adequacy and as much as possible shall be concealed within the body of the sign itself.
- 6.7 All signs together with their supporting structures and any electrical equipment shall be kept fully operable, in good repair and maintained in a safe and clean condition.
- 6.8 No sign shall be erected, rebuilt, enlarged, extended, relocated or attached to, suspended from, or supported on any structure or the lands on a lot unless the sign fully complies with the provisions of the Maple Ridge Building Bylaw and this Bylaw.

- 6.9 No sign shall be erected or lit in such a manner as to interfere with the visibility or safe operation of a traffic control device or to interfere with motorist visibility at an access to or egress from a highway or so as to be unsafe to the public in the vicinity of such sign.
- 6.10 Any sign erected in contravention to this Bylaw may be removed at the expense of the owner, applicant or lessee.
- 6.11 Signs not specifically permitted or referenced in this Bylaw are prohibited.
- 6.12 Nothing in this Bylaw shall be taken to relieve any persons from complying with the provisions of any other Bylaw of the City.
- 6.13 This Bylaw applies to the entire area of the City.
- 6.14 No sign, canopy or structural element for the support or protection of a sign shall have affixed to or contain any flashing, animated, rotating, moving or oscillating electrical components, except for electronic message boards unless expressly permitted in this Bylaw.
- 6.15 A permit may be issued for either one banner sign or one portable freestanding sign per lot, at any one time, but not both at the same time.
- 6.16 Signs projecting over a pedestrian area shall have a minimum clearance of at least 2.4 m (8.0 ft) above grade, while signs projecting over an area frequented by vehicular traffic shall have a minimum clearance of at least 4.2 m (13.8 ft) above grade. No sign shall project over the travelled portion of a highway.
- 6.17 The illumination for any sign shall not create a direct glare upon any surrounding lot or highway.
- 6.18 Any sign unlawfully occupying a portion of a highway or public place may be removed by a Bylaw Compliance Officer. The fees for recovery of the sign are set out in Schedule "E" of this bylaw. Signs not recovered within fourteen (14) days of impoundment may be disposed of by the City.
- 6.19 Directory signs are only permitted to be installed within a building.
- 6.20 Professionals building are to be identified by a building name only whether installed on the building or a freestanding sign.
- 6.21 All signs are to be located on the premises to which they pertain except as permitted elsewhere in this bylaw.
- 6.22 No signs shall create a real or potential hazard to the safe, efficient movement of vehicular or pedestrian traffic.
- 6.23 No sign shall be placed in a manner that may obstruct any window opening, door opening, passageway, fire escape, walkway, vehicular driveway or similar feature.
- 6.24 Where hoarding is erected on any street during the construction or alteration of a building, no signs other than those relating to the said construction or alteration shall be placed upon the said fence or hoarding.

Part 7 Exemption

7.1 This Bylaw does not apply to:

- (a) notices issued by the government of Canada, the government of British Columbia, a Court, by the City or by the School Board;
- (b) traffic control devices provided for in the Motor Vehicle Act;
- (c) signs erected by the Provincial Ministry of Highways for highways purposes. These signs may be flashing and/or illuminated where special circumstances or safety dictates;
- (d) signs on or over City highways installed or authorized by the Municipal Engineer for control of traffic and parking or for street names and direction;
- (e) Development Signs required by the City during the processing of development applications;
- (f) signs located in the interior of buildings and not visible from a highway including directory signs;
- (g) murals provided that the mural does not advertise or intend to advertise a specific product or service and they are located on public use buildings or on properties where a Development Permit specifically permits such use. Murals that do not advertise are to fall under the provisions for public art;
- (h) public art provided that the public art has been authorized by the city under a separate agreement and the public art is located on public use buildings or on properties owned or authorized through said agreement;
- (i) non-illuminated signs inside a store window limited to providing the following information:
 - (i) store hours;
 - (ii) whether the store is open or closed; or
 - (iii) the existence of a sale, where the sign is present for not more than thirty (30) consecutive days in any one (1) three (3) month period;
- (j) display of goods inside store windows or inside store fronts;
- (k) flags and emblems of civic, or non-profit societies, educational, religious organizations;
- (l) signs authorized by the Municipal Engineer in connection with public conveniences including signs on benches, bus stop shelters, and other similar structures;
- (m) signs containing the building number and street name only, provided the sign area does not exceed 0.18 sq. m. (2 sq. ft.) and the numbers or lettering shall not exceed 300 mm (12 in) in height;
- (n) the Flag of Canada or the Flag of British Columbia;
- (o) a sign required by law including prohibitive signs;
- (p) home occupation signs provided they are not larger than 0.55 sq. m. (6 sq. ft.) and are either attached to the dwelling or building where the home occupation business is operated from or at the property line adjacent to the driveway

- access to the dwelling or building in which the business is located. This sign must be located entirely on the lot to which it pertains. A second sign no larger than 0.18 sq. m. (2 sq. ft.) may be installed on the building where the business is located should a sign be installed by the road way;
- (q) signs depicting danger, hazard or other safety conditions erected by an individual authorized by a public agency in the performance of his or her duty;
 - (r) memorial plaque, historical tablet and similar markers provided it does not exceed 2.2 sq. m. (24 sq. ft.) in area and 2.4 m (8 ft.) in height;
 - (s) neighbourhood watch or block parent sign;
 - (t) permanent subdivision identification sign such as an entry gate sign provided the sign is authorized by a Development Permit or by the Approving Officer at the time of subdivision approval;
 - (u) signs erected by the City for municipal purposes;
 - (v) sponsorship signs (for the purpose of acknowledging sponsors but not for advertising sponsor's products) erected by the City's Parks & Recreation Department and/or Community Groups provided the sign area does not exceed 3.0 sq. m. (32 sq. ft.);
 - (w) window sign provided the sign does not cover more than 50% (fifty percent) of the window area facing a single elevation of the business premises to which they pertain;
 - (x) banner sign used by the City and non-profit and community organizations for special event and fund raising activities, provided the Banner is used exclusively for:
 - (i) promotion of a special event for a period of no longer than thirty (30) consecutive days in a six (6) month period;
 - (ii) street beautification purposes in the City's downtown core;
 - (iii) the sign area of the banner does not exceed 2.2 sq. m. (24 sq. ft.) and
 - (iv) the banner receives City approval prior to the erection of such sign.
 - (y) temporary sign advertising a special event for a community cause or charitable fund raising campaign not exceeding in area of 2.2 sq. m. (24 sq. ft.);
 - (z) temporary sign advertising an opening date of a place of business or a change of proprietorship provided:
 - (i) the sign area does not exceed 2.2 sq. m. (24 sq. ft.) and;
 - (ii) the display of the sign is limited to no more than 30 (thirty) consecutive days;
 - (aa) City of Maple Ridge welcome signs or transit information signs;
 - (bb) vehicle signs except when the vehicle is stationary and visible from a highway for a period in excess of four (4) hours.
 - (cc) "Beware of Dog", "No Trespassing", "No Discharging of Firearms" and "No Dumping" signs, and signs warning the public of existence of danger provided none of the signs exceed 0.2 sq. m. in area and do not exceed 1.2m (4 ft.) in height.

Part 8 Prohibited Signs

8.1 Signs that are not expressly permitted or exempted by this bylaw are hereby prohibited.

8.2 Without restricting or limiting the generality of the foregoing, the following signs are specifically prohibited:

8.2.1 Any flashing, animated or chasing-border signs, digital videos or moving signs of any kind (other than the plainly illuminated hands of a clock or temperature indication), or any sign in respect of which any part thereof is flashing, animated or moving. This subsection applies to any strobe light or other devices which have emissions whether emitting sound, odour or other matter except as specifically permitted under this bylaw;

8.2.2 Pennants, bunting, flags (other than patriotic flags), balloons or other inflatable devices;

8.2.3 Banner signs except as specifically permitted under this bylaw;

8.2.4 Roof signs, balcony signs and signs mounted or supported above the canopies roof line except as specifically permitted under this bylaw;

8.2.5 Any signs that obstruct any part of a doorway, balcony, or a window that would otherwise be capable of opening;

8.2.6 Off-premises or third party advertising signs except as specifically permitted under this bylaw;

8.2.7 Election signs are prohibited on any municipal park land or buildings owned or leased by the City.

8.2.8 Any open tube neon sign except;

(a) those exempted pursuant this Bylaw;

(b) those permitted by a Development Permit;

(c) those permitted inside windows of a business premises pursuant to this Bylaw;

8.2.9 any sign on the side of any fascia, awning or canopy;

8.2.10 signs recessed in canopies above fuel dispensing facilities;

8.2.11 flashing signs, except as permitted under Part 7 of this bylaw;

8.2.12 roof signs;

8.2.13 portable signs, excluding sandwich-board signs except as specifically permitted under this bylaw;

8.2.14 revolving signs, except as permitted under Part 7 of this bylaw;

8.2.15 billboard signs;

8.2.16 gas or other inflated signs supported from the ground or roof by rope or wire line;

8.2.17 no signs, whether made out of paper, cardboard, cloth, canvas, plastic or similar materials, shall be tacked, posted or otherwise affixed to the walls of any structure, tree, pole, hydrant, bridge, fence or any other surface within a public place. This section shall not apply to banners, posters, placards, or notices posted by or on behalf of the City pertaining to municipal matters, or police traffic control signs and notices; and

8.2.18 any other sign not specifically permitted or mentioned under this Bylaw.

Part 9 Non-Conforming Signs

9.1 Any sign or advertisement lawfully erected, constructed or placed prior to the adoption of this Bylaw, although such sign does not conform with the provisions of this Bylaw, may remain and continue to be used and maintained, provided however, that no such sign shall be reconstructed, altered or moved in the City unless such sign shall be made to conform in all respects with the provisions of this Bylaw.

Part 10 Maintenance of Signs

10.1 Every sign shall be maintained in good repair and in a neat and safe condition at all times.

10.2 Normal sign maintenance including lighting and refurbishing of signs shall not require a Sign Permit but shall conform to all other requirements of this Bylaw.

10.3 All signs shall be maintained structurally sound and free from all hazards caused or resulting from decay or failure of structural members, fixtures, lighting or appurtenances. All sign area, background, copy and lighting shall be maintained in readable and clean condition and the site of the sign shall be maintained free of weeds, debris and rubbish.

Part 11 Sign Permits and Fees

11.1 Requirements for a Permit

11.1.1 Every person proposing to construct, erect, place, alter, rebuild, reconstruct, replace, move or demolish a sign shall obtain a sign permit as required by this Bylaw, and all necessary approvals as required by the Maple Ridge Building Bylaw and Maple Ridge Zoning Bylaw and Maple Ridge Highways and Traffic Bylaw and Maple Ridge Parking Bylaw.

11.2 Application Requirements

11.2.1 An application for a sign permit shall be made to the Building Department and shall:

(a) be made in the form provided by the Chief Building Official;

- (b) be signed by the property owner or their agent;
- (c) be accompanied by the required sign permit fees as set out in Schedule "A" to this bylaw;
- (d) where electrical work is required, include the electrical permit application and associated electrical permit fee;
- (e) specify:
 - (i) the street address of the premises and legal description of the lot on which the proposed sign will be located;
 - (ii) the name and address of the owner of the business premises or lot or the company for whose benefit the sign is intended and where the application is made by an agent of the owner or company, the name and address of the agent;
 - (iii) if the installer is other than the applicant, include installers information under "contractor information" on application form;
- (f) be accompanied by 2 original sets of scaled drawings specifying:
 - (i) site plan of lot showing all existing and proposed signs and existing and proposed setbacks. Site plan is also to include all existing buildings on the property. Survey may be required;
 - (ii) the location, type, size, construction, colour, finishing material and estimated costs of all proposed signs, or proposed changes to existing signs and supporting structures;
 - (iii) a cross section of the sign showing details of how the sign is to be attached to the building or supporting structure;
 - (iv) the dimensions of the sign and the dimensions of the façade area to which it is attached;
 - (v) the dimensions of the supporting structure of the sign;
 - (vi) the maximum height and minimum clearance of the sign from grade;
 - (vii) the off-street parking area, parking lot aisles, site access points, on-site directional signs and driveways, where applicable to the sign type;
 - (viii) the dimensions and area of any proposed landscaped areas, if applicable to the sign type;
 - (ix) the dimensions and area calculations of all copy of the proposed sign;
 - (x) for an illuminated sign, information on the means by which the illumination is to be accomplished;
 - (xi) where the sign is to be attached to an existing building, a current photograph of the façade to which the sign is to be attached;
 - (xii) structural, footing details and material specifications for proposed freestanding signs;
- (g) the Chief Building Official will require all freestanding signs to be sealed by a structural engineer with the applicable Building Code Letters of Assurance included as part of the submission.

- (h) All new fascia signs, awnings, canopies being mounted to or supported by the building will require drawings sealed by a structural engineer with the BC Building Code Letters of Assurance.
- (i) all signs - where their mounting system penetrates the building envelope and the building was constructed under the supervision of a registered professional taking responsibility for the building envelope - shall have the connections reviewed and approved by a Registered Professional to ensure the building envelope is not compromised.
- (j) any other information that is relevant to the issuance of the sign permit.

11.3 Permit Fees

As per Schedule "A" of this Bylaw.

11.4 Permit Expiry

Where application has been made for a permit and the proposed work set out in the application conforms to this and all other bylaws of the City's and the British Columbia Building Code the Building Department shall issue a Sign Permit for which the application is made. The permit shall expire if active work at the site is not commenced and inspected within a period of ninety (90) days from the date of issue of the permit. A sign permit will expire 6 months after the date of permit issuance.

11.5 Refusal of Permit

11.5.1 The Chief Building Official may refuse to issue a permit if:

- (a) the information submitted for the Sign Permit is contrary to the provisions of this bylaw;
- (b) the information required to be submitted under this bylaw is incomplete or incorrect;
- (c) issuance is prohibited by or does not comply with the provisions of a Municipal Bylaw, the British Columbia Building Code or the specification of the "Canadian Electrical Code" adopted by the Canadian Standards Association;
- (d) the sign does not comply with a development permit issued to a property where the sign is to be installed; or
- (e) the sign creates a potential hazard to the safe efficient movement of vehicular or pedestrian traffic.

11.5.2 Notwithstanding any clause in this bylaw, if any work for which a permit is required by this bylaw has been commenced before the permit has been issued by the City, the applicant shall pay the City a permit fee that is equal to 2 (two) times the permit fee described in Schedule "A" – Sign Permit Fees of this bylaw.

Part 12 Inspections and Regulations

12.1 Inspections for Compliance

12.1.1 The Chief Building Official or their designate is hereby authorized to enter at all reasonable times on any property, building or premises that is subject to regulation under this bylaw, to ascertain whether the regulations and provisions of this bylaw are being or have been complied with and any person employed from time to time by the City as the Chief Building Official, Bylaw Compliance Officer or Building Official is hereby designated to act in their place for the purpose of administering this Bylaw.

12.1.2 The Building Official and Bylaw Compliance Officer and their respective designates have the authority to order the painting, repair, alteration, clean-up or removal of signs which have become deteriorated, dilapidated, abandoned or which constitute a hazard to public safety.

12.1.3 Where necessary, the projecting cantilever system shall be used to support signs, and in no case shall the "A" frame system be used.

12.1.4 No sign, nor any guy, stay, or attachment thereto shall be erected, placed or maintained by any person on rocks, fences or trees, except in the case of temporary signs complying with the requirements of this Bylaw and decorative logo designs painted upon or affixed to a temporary construction fence or hoarding erected on a construction site only, for a time period not exceeding the period of construction.

12.1.5 No sign, guy, stay or attachment thereto shall interfere with any electric light, power, telephone or telegraph wires, or the supports thereof.

12.1.6 Every sign and the immediate surrounding premises shall be maintained by the owner or person in charge thereof in a clean, sanitary and inoffensive condition and be free and clear of all obnoxious substances, rubbish and weeds.

12.1.7 A Building Official may order the correction of any work which is being or has been improperly done under a permit.

12.1.8 A Building Official may order the cessation of work that is proceeding in contravention of this bylaw by the placing of a "Stop Work Order" on the building, sign or elsewhere as appropriate on the lot on which the contravening work is taking place.

12.1.9 It shall be unlawful for any person to continue to work once a Stop Work Order has been issued.

12.1.10 It shall be unlawful for any person to tamper with, deface or remove a Stop Work Order once it has been placed on the property by the Building Official.

12.2 Special Approvals

12.2.1 No sign, awning or canopy shall be displayed upon or suspended over any Highway or public place unless the owner has entered into a Municipal Encroachment

Licence Agreement with the City per schedule "D" of this Bylaw and has deposited a comprehensive general liability insurance policy for limits of not less than five million dollars (\$5,000,000) inclusive and duly endorsed to note the insured's acceptance of contractual liability under the "Hold Harmless" clause in the Municipal Encroachment Licence Agreement and further endorsed to note such policy will not be lapsed or cancelled without thirty days written notice to the City's Engineering Department as long as the named insured's sign remains on or over any highway. A copy of each renewal certificate shall be deposited with the City as a condition for the continued display of such sign.

12.2.2 In the event that the owner shall fail or neglect to provide the insurance coverage required by this section, it shall be lawful for the City to forthwith and without prior notice, order the owner to remove such sign which is erected on private premises but encroaches onto or over a highway or public place or on City property, and the said sign shall be removed forthwith, and in default thereof by such owner. It shall be lawful for the Municipal Engineer with such employees or agents of the City as he may deem requisite, to enter upon the said premises and effect such removal at the expense of the person in default, and the City shall recover the expense thereof, with interest at the rate of six (6) percentage per annum, with costs in like manner as Municipal Taxes on the said premises.

12.2.3 Every such owner shall remain fully responsible for all losses, costs, damages or expenses which may arise as the result of the display of said sign until such time as the same has been removed.

12.2.4 Construction signs for the purposes of identifying the location of a development and are not located on the premises to which they pertain are only permitted under the approval of the Municipal Engineer and are to comply with Section 6.9 and clauses 12.2.1 to 12.2.3 of this bylaw. Further, such signage shall comply with the requirements as set on in Schedules "A", "D" & "F" of this bylaw. The number of signs permitted at any given location identified in Schedule "D" will be at the discretion of the Municipal Engineer.

12.3 Removal of Signs

12.3.1 The owner of any lot upon which an abandoned sign is located shall remove such sign within fifteen (15) days of the same becoming an abandoned sign.

12.3.2 The Chief Building Official, Bylaw Compliance Officer or their designate may remove from public property any sign installed or placed without a valid permit.

12.3.3 Recovery costs for impounded signs are as per Schedule "E" of this bylaw.

12.4 Comprehensive Sign Plan

12.4.1 Any development site in any Commercial or Industrial zoned lot that is comprised of a number of individual businesses forming a comprehensive development unit may make application for a comprehensive sign plan approval. Such a plan, which shall include the location, size, height, colour, lighting and orientation of all signs, and shall be submitted for approval to the Chief Building Official or their designate.

12.4.2 Such a comprehensive plan shall comply with the overall sign area and density regulations of the bylaw and shall result in an improved relationship between the various parts of the plan.

12.5 Development Permit Areas

12.5.1 On lands which have been designated Development Permit Areas, sign regulations contained in this Bylaw may be varied through the application and approval of a Development Variance Permit through Council. The erection of a new sign or the replacement, alteration or modification of an existing sign (a sign permitted and constructed through a Development Permit) which has been included in an existing Development Permit, shall require a minor amendment to the Development Permit.

12.5.2 All buildings submitted for a Development Permit are to include the type, size and location of all signage for the development. This signage is to comply with this Bylaw and any other Bylaws referenced here in.

12.6 Variance

12.6.1 Variances to the provision of this Bylaw may be granted by Council through a Development Variance Permit in accordance with the City of Maple Ridge Zoning Bylaw.

Part 13 Specific Sign Regulations

The following regulations apply specifically to the types of signs referred to in each section heading. For sign size and area calculations please see Schedules "F" thru "J" appended to this bylaw.

13.1 Awning signs:

13.1.1 shall be permitted in Commercial, Industrial and Institutional zones;

13.1.2 shall not be electrified;

13.1.3 may only be lighted from within the awning structure;

13.1.4 shall have the same sign copy area as that permitted in Section 13.3 of this bylaw for requirements of fascia signs;

13.1.5 shall have a minimum clearance of 2.4 metres (8.0 feet) from grade immediately below the sign and shall not project below the lower edge of the awning;

13.1.6 shall be no higher than the roof line of the building to which it is affixed;

13.1.7 Under awning signs are permitted to a maximum area 0.28 sq. m. (3.0 sq. ft.) and shall comply with 13.1.5 for minimum clearance;

13.1.8 Only one under awning sign is permitted per business premises;

13.1.9 Under awning signs are only intended to direct the attention of pedestrian traffic to a business and are not intended to be directly illuminated;

13.1.10 Under awning signs comply with 13.1.7 to 13.1.9 are exempt from comply with 11.1.1 of this Bylaw.

13.2 Canopy Signs

13.2.1 Shall be permitted in Commercial, Industrial and Institutional zones;

13.2.2 shall have a minimum clearance of 2.4 metres (8.0 feet) from grade immediately below the sign and shall not project below the lower edge of the canopy;

13.2.3 The maximum sign area shall be 0.6 sq. m. (6.5 sq. ft.) per lineal metre of canopy for the business premises to which it is affixed and a maximum copy area of sixty (60) percent of the sign area;

13.2.4 For theatres and cinemas, the maximum sign area shall be 1.6 sq. m. (17.2 sq. ft.) per lineal metre of the business premises canopy to which it is affixed and a maximum copy area of sixty (60) percent of the sign area, but in no case shall the sign area exceed 60% of the canopy area to which the sign is affixed;

13.2.5 No canopy sign shall extend or project above the upper edge of a canopy or marquee by more than 600mm (2.0 feet). Nor shall such sign extend beyond the width of the canopy;

13.2.6 Canopy Signs may be mounted on top of or attached to the front face of the canopy;

13.2.7 The vertical dimension of a canopy sign shall not exceed 600mm (2.0 feet). For theatres and cinemas the maximum shall be 1.5 metres (4.9 feet);

13.2.8 Under Canopy signs are permitted to a maximum area 0.28 sq. m. (3.0 sq. ft.) and shall comply with 13.2.2 for minimum clearance;

13.2.9 Only one under canopy sign is permitted per business premises;

13.2.10 Under Canopy signs are only intended to direct the attention of pedestrian traffic to a business and are not intended to be directly illuminated;

13.2.11 Under Canopy signs comply with 13.2.8 to 13.2.10. are exempt from comply with 11.1.1 of this Bylaw.

13.3 Facia Signs

13.3.1 Only the façade of the business premises on which the sign is located shall be used for sign area calculations.

13.3.2 A facia sign shall not project more than 300 mm (1.0 feet) beyond the building face and shall not extend above the sill of any window or above guard rails or balustrades immediately above such signs.

13.3.3 The minimum clearance of a facia sign shall be 2.4 metres (8.0 feet) from grade immediately below the sign provided, however, that this subsection does not apply to:

- (a) Facia signs created by printing, painting or inscribing directly upon a wall of a building or where the facia does not project more than 2.54cm (1 inch) beyond the façade of the building;
- (b) Facia signs situated entirely over private property and immediately above a permanently landscaped area; or
- (c) Facia signs entirely recessed into the wall to which they are affixed.

13.3.4 No part of a facia sign shall project above the roof line of the wall to which it is affixed.

13.4 Changeable Copy sign

13.4.1 shall be permitted on all "C", "CS" & "H" zoned lots;

(a) If installed as part of a facia sign:

(i) does not have a sign or copy area in excess of that permitted for a facia sign as determined under Schedule "H" of this bylaw;

(b) if installed as part of a freestanding sign:

(i) shall be sized in compliance with Schedule "H" of this bylaw and shall form an integral part of the freestanding sign;

(ii) does not display any advertising relating to a business, commodity, service or entertainment which is conducted, sold or offered elsewhere than on the lot or premises on which the changeable copy sign is located;

(iii) is not placed within 7.5 metres of an abutting lot, if that lot is located in an agricultural or residential zone; and

(iv) Where permanent changeable copy signs are installed, no portable free standing signs are permitted or

(c) are prohibited as part of an under canopy sign or under-awning sign.

13.5 Freestanding Signs

13.5.1 The minimum clearance of a freestanding sign shall be 2.5 metres (8.2 feet) provided, however, that freestanding signs may be less than 2.5 metres (8.2 feet) from grade where:

(a) they are situated on or over land other than that used from time to time as a place for the parking of automobiles or used as a driveway;

(b) such signs do not obscure the view from a road or sidewalk or other premises in the vicinity; and

(c) where such signs are an integral part of a permanent comprehensibly designed landscaped area, such landscaping to be in size equal to that of the sign area and shall fully contain the entire length and width of the sign.

13.5.2 Where a freestanding sign projects over a vehicular traffic area such as parking lot

aisles or driveways, a minimum clearance of 4.2 metres (13.8 feet) shall be maintained. Where the vehicle traffic area serves as the fire department access route this minimum clearance shall be increased to 5 metres (14.60 feet).

13.5.3 The maximum height of a freestanding sign shall be 10.5 metres (34.5 feet).

13.5.4 A freestanding sign may be located in a required yard provided that such sign does not obstruct vehicle sight lines when entering or exiting the lot and that no portion of the freestanding sign is closer than 1.5 metres (4.9 feet) to:

- (a) the point of intersection of the intersecting property lines on a corner lot;
- (b) any adjoining lot;
- (c) any lot line; and
- (d) any site access or exit points.

13.5.5 For each freestanding sign, landscaping around the base of the sign on the site shall be provided as follows:

- (a) 1 sq. m. (10 sq. ft.) of landscaping for every 1 sq. m. (10 sq. ft.) of sign copy; and
- (b) 0.2 sq. m. (2.2 sq. ft.) of landscaping for every 0.1 metres (4 inches) in height above 3 metres (9.8 feet).

13.5.6 For a freestanding sign, no guy wires shall be used. The support structure shall form an integral part of the design.

13.6 Projecting Signs

13.6.1 The minimum clearance of a projecting sign shall be 2.5 metres (8.2 feet) from grade immediately below the sign.

13.6.2 The maximum area of a projecting sign shall be seven (7) sq. m. (75.4 sq. ft.) and the copy area of the sign shall not exceed sixty (60) percent of the sign area.

13.6.3 No part of a projecting sign shall project above the roof line of the wall to which it is affixed except that the surrounding structure may extend 300mm (1.0 foot) above the parapet or roof line of a building provided the surrounding structure is not being used to calculate allowable copy area.

13.6.4 A projecting sign is not to be located any closer than 1.5 metres (4.9 feet) to the inner face of the walls that separate the business premises from an adjacent business.

13.6.5 The projecting sign may project 250mm (10 inches) from the façade for each metre that the sign is located from the nearest edge or corner of the business premises to which the sign pertains. In no case shall the projection exceed 1.5 metres (4.9 feet) beyond the façade to which it is affixed.

13.7 Portable Freestanding Sign

13.7.1 One (1) portable freestanding sign identifying a business may be permitted per legal lot provided that:

- (a) where a legal lot is comprised of a number of strata lots, only one sign is permitted per strata lot up to a maximum of 4 signs;
- (b) the sign is no larger than 3 sq. m. (32.3 sq. ft.) in area per sign face;
- (c) the sign shall not be located on any highway; and
- (d) no portable freestanding sign shall be energized by any means other than that approved under the BC Electrical Code.

13.7.2 Portable Freestanding Signs pertaining to community campaigns, drives or events are subject to a permit as per Schedule "C" of this Bylaw.

13.7.3 A Portable Freestanding Sign shall be permitted for one thirty (30) day consecutive time period in a ninety (90) day period.

13.7.4 Any Portable Freestanding Signs up for longer than the permitted thirty (30) days may be removed at the owner's expense.

13.7.5 Any Portable Freestanding Signs placed on a public right-of-way may be removed at the owner's expense without prior notification to the owner.

13.7.6 The conditions set out in section 13.7 of this Bylaw do not apply to City sanctioned event advertising.

13.8 Electronic Message Board Sign

13.8.1 Electronic Message Board Signs shall be permitted to a maximum area of three (3) sq. m. (32.3 sq. ft.) per sign face in addition to the allowable Sign Area for the primary Freestanding Sign in those zones identified in Schedule "B" of this bylaw.

13.8.2 Electronic Message Board Signs are only permitted to be attached to a building's façade when there are no freestanding signs.

13.8.3 Electronic Message Board Signs are not permitted on secondary Freestanding Signs on the same lot.

13.8.4 Where permanent Electronic Message Board Signs are installed, no portable or changeable copy signs are permitted.

13.8.5 Any area exceeding the above mentioned three (3) sq. m. (32.3 sq. ft.) shall be deducted from the total calculation for sign area of the primary freestanding sign.

13.8.6 Electronic Message Board Signs are not permitted to have predominantly white backgrounds, are required to have a minimum 2 second image transition and are to comply with the advertising code of ethics.

13.8.7 Electronic Message Board Signs are not permitted to display any animated

characters, digital videos or display information in a format that is typical to a commercial that would be viewed on a television.

13.9 On Site Directional Signs

- 13.9.1 One (1) sign not exceeding 0.75 sq. m. (8.0 sq. ft.) per side shall be permitted at each entrance and exit from a property in addition to signs permitted in Schedule "B" of this Bylaw.

13.10 Menu Board Signs

- 13.10.1 One (1) exterior menu board sign per drive through lane, not exceeding a total sign area of 3.0 sq. m. (32.2 sq. ft.) shall be permitted for drive-through restaurant type businesses in addition to signs permitted in Schedule "B" of this Bylaw.

13.11 Election Signs

- 13.11.1 Election Signs for federal, provincial, municipal and school trustee elections are permitted provided that:

- (a) in the case of provincial or federal elections, the signs are not erected more than thirty (30) days prior to the election or event and are removed within four (4) days after the election;
- (b) in the case of municipal and school trustee elections, the signs are not erected more than twenty (20) days prior to the general local election or event and are removed within four (4) days after the election;
- (c) the sign size does not exceed 1.48 sq. m. (16 sq. ft.). This is for any single sign or combination of signs that when viewed together form a single message but when viewed independently provide no single cohesive message;
- (d) the maximum height of the election sign, above grade, does not exceed 2.44 metres (8 feet) and the minimum clearance above grade is not less than 300mm (1 foot);
- (e) the maximum number of election signs permitted per candidate is 300 (three hundred);
- (f) the maximum number of election signs that are the size set out in section (c) per candidate is 100 (one hundred);
- (g) the sign is not illuminated;
- (h) the placement of the sign does not interfere with traffic sightlines at street intersections or with the safety of pedestrians;
- (i) the placement of signs are permitted on private property with the consent of the owner or occupant of the property;
- (j) Elections Signs are not permitted on any vehicles or trailers attached to vehicles or any roof top or any existing sign, with the exception of magnetic

vehicle signs;

- (k) Election signs are prohibited on any municipal park land including land dedicated as conservation land or buildings owned or leased by the City;
- (l) regulations regarding the size, placement and permitted dates for posting Election Signs apply to those posted on private property as well as public;
- (m) the Bylaw Compliance Officer, or their designate, may remove any election sign that the Bylaw Compliance Officer has reasonable grounds to believe is erected, placed or installed in contravention of municipal Bylaws;
- (n) Election signs that have been removed in accordance with clause 'm' above will be stored for a period of four (4) days and the candidate or their agent may claim the sign(s) during that period, following which the material may be destroyed or otherwise disposed of by the City. The Candidate or their Agent will be notified of the compliance issue with the sign and where the sign can be claimed; and
- (o) other than as authorized in writing by the City, no person shall display on any election sign or other election advertising, logo, trademark or official mark, in whole or in part, owned or licenced by the City.

Part 14 Penalty and Enactment

14.1 Every person who violates a provision of this Bylaw, or who consents, allows or permits an act or thing to be done in violation of a provision of this Bylaw, or who neglects to or refrains from doing anything required to be done by a provision of this Bylaw, is guilty of an offence and is liable to the penalties imposed under this Bylaw, and is guilty of a separate offence each day that a violation continues to exist.

14.2 Every person who commits an offence is liable on summary conviction to a fine not exceeding the maximum allowed by the Offence Act.

READ A FIRST TIME on [Date]

READ A SECOND TIME on [Date]

READ A THIRD TIME on [Date]

ADOPTED by the Council on [Date]

PRESIDING MEMBER

CORPORATE OFFICER

Schedules:

Schedule "A"

Sign Permit Fees

Schedule "B"

Cross Reference Table

Schedule "C"	Temporary Sign Request
Schedule "D"	Temporary Construction Sign
Schedule "E"	Sign Impoundment Recovery Costs

Signs Permitted in;

Schedule "F"	Signs Permitted in all Zones
Schedule "G"	Signs Permitted in Agricultural and Residential Zones
Schedule "H"	All Commercial Zone
Schedule "I"	All Industrial Zones
Schedule "J"	All Institutional Zones

Schedule "A" – Sign Permit Fees

a) Each applicant for a sign permit shall submit a non-refundable processing fee of \$62.00. If the sign is approved, this fee will be credited towards the appropriate permit fee as set out below.

b) The following permit fee, will be assessed for all new signs based on total sign area. For multi-faced signs, the total sign area shall be the aggregate sign area on all faces.

Up to 3 sq. m [32 sq. ft.].....	\$136.00
Larger than 3 sq. m [32 sq. ft.] up to 6 sq. m [64 sq. ft.].....	\$201.00
Larger than 6 sq. m [64 sq. ft.] up to 10 sq. m [110 sq. ft.].....	\$268.00
Larger than 10 sq. m [110 sq. ft.] up to 15 sq. m [160 sq. ft.].....	\$337.00
Larger than 15 sq. m [160 sq. ft.] up to 18.6 sq. m [200 sq. ft.].....	\$403.00
Over 18.6 sq. m [200 sq. ft.].....	\$536.00

c) If an applicant proposes to relocate or alter an existing sign (excluding a temporary on-site real estate development/construction sign or temporary off-site real estate development/construction sign) on the same lot without enlarging it, a relocation or alteration fee of \$126.00 plus applicable taxes will be charged under a sign permit.

d) Enlargement, rebuilding, relocation and extension of an existing sign (in height, sign area or both) amounts to an erection of a new sign and requires a sign permit.

e) Temporary off-site real estate development/construction signs shall be assessed the permit fee as stipulated in this bylaw and a removal deposit of \$500.00 per sign shall be paid by the applicant. This deposit is refundable if the applicant removes the sign within the stipulated period. If the applicant fails to remove the sign to the satisfaction of the City, the removal deposit shall be forfeited and the City of Maple Ridge may use the money to offset the cost incurred by the City to remove the sign.

f) Temporary signs, are subject to a permit fee of \$30.00 per sign per installation period. A sign company responsible for the installation and removal of temporary signs shall pay an annual security deposit of \$500.00 to the City's Building Department no later than January 30 of each calendar year. This deposit is refundable upon all signage being removed from the City or may be extended for an additional 2 years, by a request in writing from the sign company prior to a new security being required.

Schedule "B" – Cross Reference Table

The following cross reference indicates the type of sign that shall be permitted in a specific zone.

This diagram is included FOR CONVENIENCE ONLY and is not part of the sign bylaw.

ZONE	SIGN TYPES								
	AWNING	CANOPY	CHANGEABLE Copy	DEVELOPMENT	FACIA	FREESTANDING	HOME OCCUPATION	PROJECTING	ELECTRONIC MESSAGE BOARD
All Agricultural "A" zones	√	X	√	X	X	√	X	X	X
All Single Family residential "R" & "C-D" zones	X	X	X	√	X	X	√	X	X
All Multi-Family residential "RM & RT" zones	X	X	X	√	X	X	X	X	X
All Commercial "C" zones	√	√	√	√	√	√	X	√	√
All Industrial "M" zones	√	√	√	√	√	√	X	√	X
All Institutional "P" zones	√	√	√	√	√	√	X	√	√
√ - PERMITTED in the zone X - NOT PERMITTED in the zone XX - PROHIBITED IN THE MUNICIPALITY									
XX Signs prohibited in the Municipality include:									
Animated; Billboards; Roof (unless approved by a DVP); Banner (Unless per Part 7)					Flashing/Oscillating; Audible/Odor; Paper/Cardboard; Balcony				

Schedule "C" – Temporary Sign Permit Application

Pursuant to Sections 12.2 & 13.7 of Sign Bylaw No. 7630-2020

Date: _____

Name of applicant: _____ Applicant's phone number: _____

Applicant's e-mail address: _____

Name of group or organization (if applicable): _____

Address of group or organization: _____

Phone number of group or organization: _____

Event start date: _____ Event end date: _____

Date signs will be erected: _____

Number of signs: _____ Size of signs: _____

Sign copy:

Location of signs (please be specific or provide a site plan):

Schedule "D" - Temporary Construction Sign Permit Application

Pursuant to Section 12.2 & 13.7 & Schedule "E" of Sign Bylaw No. 7630-2020

This permit shall be valid and subsisting from the _____ day of _____ and shall expire on the _____ day of _____ at 12 am AND at all times during the currency thereof, shall be subject to cancellation if the holder thereof shall neglect, fail or refuse to observe and to comply with all the requirements of Maple Ridge Sign Bylaw No. 7630-2020, and is issued subject to the following conditions:

- 1) That all necessary plans and specifications of any works involved have been deposited with the Bylaw & Licencing Services Department and have been approved;
- 2) That the applicant shall hold and save harmless the City of Maple Ridge from and against all claims, damages and lien claims of every kind, arising out of or in any way connected with any works or other things for which this permit is issued;
- 3) That the applicant shall replace and repair all municipal infrastructure effected by the work and such infrastructure is to be returned to an equal or better condition than that which existed prior to the work, all within 24 hours of the completed work, to the satisfaction of the City of Maple Ridge;
- 4) That the applicant will deposit with the City a sum of Five Hundred Dollars (\$500.00) in cash or cheque, to guarantee the fulfillment of the terms and conditions set out herein within the time specified in this permit.

(Name of applicant)

(Signature of applicant)

Office use only

Application: Approved or Declined

Authorization:

Municipal Engineer

Security Deposit \$ _____ (Refundable) Receipt No.: _____

Note: Engineered design may be required to ensure the sign will resist location wind loading.

SITE (SIGNAGE) LOCATIONS:

- D1 – Corner of 201st & Lougheed Highway
- D2 – Corner of Kanaka Way & Lougheed Highway
- D3 – Corner of 232 & Fern Crescent
- D4 – Corner of 240th & Dewdney Trunk Road
- D5 – Corner of 240th & Lougheed Highway
- D6 – Corner of 284th & Lougheed Highway

Development Construction Sign Map Locations



DEVELOPER/PROJECT INFORMATION: (please complete below)

Development Company	
Project Name	
Type of Home (ie: Townhouse, Single Family etc.)	
Project Address / Location	
Contact Phone Number	
Email	
Marketing Company	
Contact	
Contact Phone Number	
Email	

Schedule "E" – Sign Impoundment Recovery Costs

Recovery costs for impounded signs are as follows:

Sign removal requiring equipment	\$150.00
Sign removal not requiring equipment	\$50.00

Schedule "F" - Signs Permitted in All Zones

The following signs shall be permitted in all zones subject to the limitations set forth below:

- F-1. Traffic control signs as defined in the "Motor Vehicle Act", subject to the provisions of said act.
- F-2. Signs required to maintain or post a bylaw or government order, rule or regulation.
- F-3. Memorial plaques, cornerstones, historical tablets and the like.
- F-4. Directional sign, not exceeding 0.2 sq. m. (2.2 sq. ft.) in area, intended to facilitate the movement of pedestrians and vehicles within the site upon which such signs are located to identifying the location and nature of a building, structure or use which is not readily visible from the street, serving such building, structure or use.
- F-5. Prohibitive Signs not exceeding 0.2 sq. m. (2.2 sq. ft.) in area located on private property.
- F-6. Temporary Signs pertaining to campaigns, drives or events of political, civic, philanthropic, educational or religious organizations, require Council approval to erect such signs upon or over public property and such signs shall be removed within four (4) days after the event.
- F-7. Flags or emblems of political, civic, philanthropic, educational or religious organizations.
- F-8. Real estate signs provided that in all agricultural (A) zones and residential (R) zones the combined sign area of such signs fronting upon each street which bounds such lot or premises shall not exceed a ratio of 1.2 sq. m. (12.9 sq. ft.) of sign area per face (maximum 2 faces) for each 1000 sq. m. (10,764.5 sq. ft.) of lot area but need not be less than 1.2 sq. m. (12.9 sq. ft.) and may not exceed 3 sq. m. (32.3 sq. ft.) per face. Such signs shall be placed entirely on the lot or lots to which the sign in question refers and further, not more than one sign shall be permitted on each frontage. The signs shall have a maximum height of 1.8 metres (5.9 feet) and shall not be illuminated.

In all other zones, real estate signs are limited as in Residential and Agricultural zones, except that each sign face may have an area of no more than 3 sq. m. (32.3 sq. ft.) and have a maximum height of 2.1 metres (6.9 feet).

One real estate sign advertising a group of lots for sale within a subdivision or a group of houses for sale within a housing project is permitted for each street frontage, provided that the total sign area of each sign shall not exceed 3.0 sq. m. (32.3 sq. ft.) and shall be setback from all lot lines equal to the height of the sign plus 1.2 metres (3.9 feet). The display of such signs shall be limited to a six (6) month period, beyond which special approval by the Chief Building Official shall be required.

- F-9. Signs indicating the name and nature of an agricultural or farm use, where a current trade licence is held. Such signs shall be permitted only upon the lot to which the sign refers, and further provided that:

AGRICULTURAL USE

- F-9.1 No local farm produce or service sign shall be larger than 3 sq. m. (32.3 sq. ft.) and further providing that the size of such sign may be increased by 0.1 sq. m. (1.0 sq. ft.) for each 0.2 hectares over 4 hectares;

- F-9.2 This may be a changeable copy sign to permit the sign copy to be changed to specify certain products or services as they are in season.
- F-9.3 Such signs shall be removed when produce or service is not for sale.
- F-9.4 See Schedule "G" of this by-law for freestanding signs for nurseries & greenhouses in an agricultural zone.

FARM USE

- F-9.5 Farm identification signs may be installed on any registered farm site over 2 hectares in addition to those permitted by Clause E-9.1 to E9.4.
- F-9.6 Farm identification signs shall be limited to the farm name, address, owners name and farm type only.
- F-9.7 Farm identification signs shall not exceed 3.0 sq. m. (32.3 sq. ft.) except that for every 2 hectares over 4 hectares, the sign area may be increased by 1.0 sq. m. (10.8 sq. ft.).
- F-9.8 Building identification signs not exceeding 3.0 sq. m. (32.3 sq. ft.) in area and placed on the Agricultural building façade facing onsite roads will be permitted to a maximum of 3 sq. m. (32.3 sq. ft.) if multiple signs are used provided these signs are not visible from a highway.
- F-10. Special identification signs such as unique items, antique equipment, major archways and gates etc., require approval from Council.
- F-11. A home occupation use which is permitted by Maple Ridge Zoning By-Law No. 3510-1985 as amended, is permitted one sign of not more than 0.18 sq. m. (2.0 sq. ft.) in area, identifying the name and occupation of the occupant.
- F-12. Special event signs advertising for community causes and charitable fund raising campaigns. Such signs shall be permitted, only with the approval of the Municipal Engineer, on the public right-of-way and shall be of such size and design and posted at such locations for such periods as determined by the Municipal Engineer.
- F-13. Construction Sign indicating the name and nature of a construction or demolition project, plus the names of the contractors, sub-contractors and professional advisors, provided that the combined area of such signs fronting upon each street which bounds such project shall not exceed a ratio of 0.2 sq. m. (2.2 sq. ft.) of sign area for each 100 sq. m. of lot area. In no case shall the combined area of such signs fronting upon each street exceed 3.5 sq. m (37.7 sq. ft). Such sign shall have a maximum height of 3.5 metres (11.5 feet) and shall be setback from all lot lines equal to the height of the sign plus 1.2 metres (3.9 feet). Should the noted setback not be achievable then a structural engineer will be required to design the anchorage for the sign. The display of such signs shall be limited to a period not to exceed the duration of the said construction or demolition project, at which time such signs shall be removed.
- F-14. Construction Sign used to provide direction to construction sites are to comply with requirements in Schedule "D" of this bylaw. Further, these signs are to be non-illuminated, are not to exceed a sign area of 1.5 sq. m (16 sq. ft.) and shall not exceed a maximum height of 3.0 metres (10 feet)

With the exception of special event signs, construction signs - directional and freestanding signs for nurseries and greenhouse's in agricultural zones, none of the above signs require a sign permit.

Schedule "G" - Signs Permitted in Agricultural and Residential Zones

The following signs are permitted only on land Zoned "A", "R", "RS", "CD", "RM", "RT", "SRS", "RG", "RE" and "RMH":

PERMITTED SIGNS

- G-1. Signs permitted in Clauses F-1 to F-13 inclusive of Schedule "F" of this by-law, as regulated therein.
- G-2. One Facia Sign or Freestanding Sign for an apartment building in RM Zones.
- G-3. Freestanding signs for nurseries & greenhouses and changeable copy sign are permitted in agricultural zones.
- G-4. One double faced freestanding sign or 2 single faced freestanding signs are permitted per lot or premises.

REQUIREMENTS

- G-5. The sign area for a Facia Sign or Freestanding Sign for an apartment in the RM Zones is not to exceed 0.8 sq. m. (8.6 sq. ft.) in area.
- G-6. The copy area for facia signs shall not exceed 60 percent of the sign area.
- G-7. The area of Freestanding signs for nurseries & greenhouses in agricultural zones are not to exceed a sign area of 6 sq. m. (64 sq. ft.). If the sign is one sided, two separate one sided signs of equal size are permitted with a total sign area of 6 sq. m. (64 sq. ft.). One sided signs must be placed at 30 degrees or 60 degrees to the fronting street. A maximum of 30% of each sign may be a changeable copy sign. A landscaped area of not less than 4 times the sign area must be provided around each sign base. Freestanding Signs in agricultural zones may only be indirectly lighted.
- G-8. The maximum height of a freestanding sign shall be 2 metres (6.6 feet).
- G-9. No illuminated signs shall be permitted in residential zones.

Schedule "H" - All Commercial Zones

The following signs are permitted only on land in "C" "CS" & "H" Zones.

PERMITTED SIGNS

- H-1. Signs permitted in Schedule "E" of the by-law as regulated therein.
- H-2. Two signs are permitted per business premises which may be canopy, fascia or projecting signs fronting each street bounding the lot on which the sign is located.
- H-3. One (1) freestanding sign shall be permitted for each street frontage bounding the site, provided that each sign is positioned to face the street on which it is located by placing the copy area at right angles (90 degrees) to the fronting street. For each additional 30 metres (98.4 feet) of frontage beyond the first 30 metres (98.4 feet) of frontage, an additional freestanding sign may be permitted. The additional freestanding sign is to be placed so that no portion of a freestanding sign is closer than 20 metres to any other freestanding sign.

REQUIREMENTS

- H-4. The sign area of fascia signs shall not exceed 12 percent of the façade area and may only face a highway or parking lot of the business premises to which it pertains.
- H-5. The copy area for fascia signs shall not exceed 60 percent of the sign area.
- H-6. For channel letter fascia signs the sign area shall not exceed 12 percent of the façade area. The copy area for channel letter fascia signs is equal to the sign area.
- H-7. The requirements for projecting signs shall be as set forth in Section 13.6 of this by-law.
- H-8. Changeable copy signs permitted on the main freestanding sign shall be permitted to a maximum sign area of 3 sq. m. (32.3 sq. ft.) per sign face in addition to the main freestanding signs area.
- H-9. Any area exceeding the above mentioned three (3) sq. m. (32.3 sq. ft.) shall be deducted from the total calculation for sign area of the freestanding sign.
- H-10. The maximum height of a freestanding sign in all "C" & "H" zones shall not exceed 6 metres (19.7 feet).
- H-11. The maximum height of a freestanding sign in all "CS" zones except gasoline service stations shall not exceed 7.5 metres (24.6 feet), provided that the maximum height may be increased by 100 mm (4 inches) per lineal metre of frontage over 12 metres (39 feet) up to a maximum height of 10.5 metres (34.5 feet). No freestanding sign shall be permitted on any lot having a frontage less than 12 metres (39.3 feet).

H-12. The sign area of a freestanding sign shall not exceed 0.6 sq. m. (6.5 sq. ft.) per lineal metre of frontage on which the sign abuts provided that the maximum sign area of a freestanding sign for other than gasoline service station use shall be as follows:

<u>LOT AREA</u>	<u>MAXIMUM SIGN AREA</u>
550 sq. m. (5920.3 sq. ft.)	10 sq. m. (107.6 sq. ft.)
550 sq. m to 4,000 sq. m. (5920.3 sq ft to 43,057 sq. ft)	15 sq. m. (161.5 sq. ft.)
Larger than 4000 sq. m. (43,057 sq. ft.)	20 sq. m. (215.3 sq. ft.)

H-13. The copy area for a freestanding sign shall not exceed 60 percent of the sign area. For multi-tenant paneled sign faces the copy area per panel shall not exceed 80 percent of the panel area.

GASOLINE SERVICE STATIONS AND GASOLINE SERVICE BARS

H-14. For gasoline service stations and gasoline service bars, both as defined in the Maple Ridge Zoning By-Law No. 3510-1985 as amended, the freestanding sign shall not exceed a maximum height of 6 metres (19.7 feet) and a sign area not exceeding 7.2 sq. m. (77.5 sq. ft.).

H-15. Where a structure is installed to provide lighting for open pump islands, one (1) additional sign per pump island may be incorporated into such lighting device provide that such sign shall not:

- a. contain any message other than business logo;
- b. exceed a height of 2.4 metres (7.9 feet) above the pump island; and
- c. extend beyond the pump unit at either end.

Schedule 1 - All Industrial Zones

The following signs are permitted only on land in "M" Zones.

PERMITTED SIGNS

- I-1. Signs permitted in Schedule "F" of the by-law as regulated therein.
- I-2. Two signs are permitted per business premises which may be canopy or fascia signs fronting each street bounding the property on which the sign is located.
- I-3. One (1) freestanding sign shall be permitted for each street frontage bounding the site, provided that each sign is positioned to face the street on which it is located by placing the copy area at right angles (90 degrees) to the fronting street. For each additional 30 metres (98.4 feet) of frontage beyond the first 30 metres (98.4 feet) of frontage, an additional freestanding sign may be permitted. The additional freestanding sign is to be placed so that no portion of a freestanding sign is closer than 20 metres to any other freestanding sign.

REQUIREMENTS

- I-4. The sign area of fascia signs shall not exceed 12 percent of the façade area and may only face a highway or parking lot of the business premises to which it pertains.
- I-5. The copy area for fascia signs shall not exceed 60 percent of the sign area.
- I-6. For channel letter fascia signs the sign area shall not exceed 12 percent of the façade area. The copy area for channel letters fascia signs is equal to the sign area.
- I-7. Changeable copy signs permitted on the main freestanding sign shall be permitted to a maximum sign area of 3.0 sq. m. (32.3 sq. ft.) per sign face in addition to the main freestanding sign area.
- I-8. Any area exceeding the above mentioned three (3) sq. m. (32.3 sq. ft.) shall be deducted from the total calculation for sign area of the freestanding sign.
- I-9. The maximum height of a freestanding sign in all "M" zones shall not exceed 7.5 metres (24.6 feet), provided that the maximum height may be increased by 100 mm (4 inches) per lineal metre of frontage over 12 metres (39 feet) up to a maximum height of 10.5 metres (34.5 feet). No freestanding sign shall be permitted on any lot having a frontage less than 12 metres (39.3 feet).
- I-10. The sign area of a freestanding sign shall not exceed 0.6 sq. m. (6.5 sq. ft.) per lineal metre of frontage on which the sign abuts provided that the maximum sign area of a freestanding sign shall be as follows:

LOT AREA	MAXIMUM SIGN AREA
550 sq. m. (5920.3 sq. ft.)	10 sq. m. (107.6 sq. ft.)
550 sq. m to 4,000 sq. m. (5920.3 sq ft to 43,057 sq. ft)	15 sq. m. (161.5 sq. ft.)
Larger than 4000 sq. m. (43,057 sq. ft.)	20 sq. m. (215.3 sq. ft.)
- I-11. The copy area for a freestanding sign shall not exceed 60 percent of the sign area. For multi-tenant paneled sign faces the copy area per panel shall not exceed 80 percent of the panel area.

Schedule "J" - All Institutional Zones

The following signs are permitted only on land in "P" Zones.

- J-1. Signs permitted in Schedule **F** of the by-law as regulated therein.
- J-2. One fascia sign per business premises or one (1) freestanding sign shall be permitted for each street frontage bounding the site, provided that each sign is positioned to face the street on which it is located by placing the copy area at right angles (90 degrees) to the fronting street. For each additional 30 metres (98.4 feet) of frontage beyond the first 30 metres (98.4 feet) of frontage, an additional freestanding sign may be permitted. The additional freestanding sign is to be placed so that no portion of a freestanding sign is closer than 20 metres to any other freestanding sign.

REQUIREMENTS

- J-3. The total area of a fascia sign shall not exceed a ratio of 0.3 sq. m. (3.2 sq. ft.) for each lineal metre of the business premises to which the sign is attached.
- J-4. The copy area for fascia signs shall not exceed 60 percent of the sign area.
- J-5. For channel letter fascia signs the sign area shall not exceed 12 percent of the façade area. The copy area equals the sign area.
- J-6. The maximum sign area of a freestanding sign shall not exceed 6 sq. m. (64.6 sq. ft.).
- J-7. The copy area for a freestanding sign shall not exceed 60 percent of the sign area. For multi-tenant paneled sign faces the copy area per panel shall not exceed 80 percent of the panel area.
- J-8. The maximum height of a freestanding sign shall be 6 metres (19.7 feet).
- J-9. Changeable copy signs permitted on the main freestanding sign shall be permitted to a maximum sign area of 3 sq. m. (32.3 sq. ft.) per sign face in addition to the main freestanding signs area.
- J-10. Any area exceeding the above mentioned three (3) sq. m. (32.3 sq. ft.) shall be deducted from the total calculation for sign area of the freestanding sign.



City of Maple Ridge

TO: His Worship, Michael Morden
and Members of Council

FROM: Chief Administrative Officer

MEETING DATE: March 31, 2020
FILE NO: 09-4560-20
MEETING: Council

SUBJECT: Maple Ridge Bylaw Notice Enforcement Bylaw No. 7626-2020

EXECUTIVE SUMMARY:

In late 2019, Council directed staff to bring forward a report to implement the Bylaw Notice Dispute Adjudication system, commonly known as BN or BEN. This ticketing and dispute mechanism will gain Officer and administrative efficiencies in processing bylaw violations.

The *Local Government Bylaw Notice Enforcement Act* (the "Act") provides local government the ability to issue Bylaw Notices and establish a local Bylaw Notice Dispute Adjudication system, which replaces the Provincial Court in resolving disputes for minor municipal bylaw violations in areas such as parking, animal control, wildlife and vector, business licensing, building, signage, noise, tree preservation, zoning and fire prevention.

Currently the City of Maple Ridge uses the court-based model where disputes are dealt with in the Provincial Court system. Within the current model, nearly all City bylaws are enforced by either Notice of Bylaw Infraction (Parking), Municipal Ticket Information (MTI), or long form charges prosecuted under the *Offence Act*. The current court-based process is complex, resource intensive, lengthy and costly. With the exception of parking related matters, the majority of bylaw violations are primarily nuisance related and the requirements for presenting evidence in Provincial Court is very cumbersome. Furthermore, MTI's and subsequent disputes must be personally served, whereas the Bylaw Notice has other service options, including by regular mail.

As a result, the legal costs to prosecute these tickets, including staff time to prepare reports, legal counsel and witness preparation is quite high. In addition, the Provincial Court has limited hearing times available for the City to pursue bylaw violation disputes through the court process.

Adoption of the Maple Ridge Bylaw Notice Enforcement Bylaw will allow City staff to issue tickets more efficiently and address disputes in a fair and equitable manner.

RECOMMENDATION(S):

1. That Maple Ridge Bylaw Notice Enforcement Bylaw No. 7626-2020 be given first, second and third readings; and
2. That a Council Policy that sets out the authority for Screening Officers attached as Appendix III be approved.

DISCUSSION:

- a) Background Context:

802

In October 2003, in order to address the use of court time for minor bylaw violations, the Province of British Columbia enacted the *Local Government Bylaw Notice Enforcement Act* which created a framework for a non-judicial system for local governments to deal with bylaw enforcement disputes. Under the Act, local governments may adopt a bylaw to establish a Bylaw Notice Dispute Adjudication system which largely replaces the Provincial Court as the venue for resolving disputes of minor municipal bylaw offences. The legislation was developed by the Province in response to issues and concerns raised over the previous 10-15 year period by the Union of British Columbia Municipalities (UBCM), the Hughes Commission on Access to Justice and the Chief Judges Task Group of Sitting Justices of the Peace, with respect to needed reforms to bylaw enforcement. The legislation addressed concerns related to the costly, time-consuming and complex nature of previously available enforcement tools. Since the adoption of the Act, over 50 municipalities in British Columbia, including our neighbouring cities, have adopted this adjudication model.

In March 2011, the City of Maple Ridge Council of the day considered implementing the Bylaw Notice Dispute Adjudication system. In preparation and as per regulation, a letter was sent to the Ministry of the Attorney General on March 9, 2011. By way of Order in the Legislature, the City of Maple Ridge was added to the Provincial Roster under the Bylaw Notice Enforcement Act Regulation on May 1, 2011. A copy of the roster is attached as Appendix II. However, Council deferred the recommendation.

The goal of a Bylaw Notice Dispute Adjudication system is to create a simple, fair, and cost-effective system for dealing with minor bylaw infractions. To meet this goal, the adjudication model will:

- Eliminate the requirement for personal service;
- Establish a dedicated forum for resolving local bylaw enforcement disputes;
- Use a dispute resolution-based approach to obtaining independently adjudicate decisions;
- Avoid the unnecessary attendance of witnesses;
- Avoid the need to hire legal counsel; and
- Promote the timely resolution of bylaw enforcement disputes.

A comparison of both dispute frameworks has resulted in improved and timely service to residents in municipalities where the Bylaw Notice Dispute Adjudication system is in place. The table below highlights some of the key points:

Feature	Current (Court-Based)	BN Dispute Adjudication
Ticket Service	Officer must be able to prove personal service of MTI. Maximum Penalty: \$1000.	Service methods include via mail, in person, on vehicle or left at property (mailbox, etc.). Maximum Penalty \$500.
Dispute Request	Upon receipt of an MTI, an individual must either pay or request a Court date within 14 days. The Court notifies the disputant by a Notice. Court times vary and are usually heard within 6 to 12 months.	Upon receipt of a Bylaw Notice, an individual must either pay or request dispute adjudication within 14 days. The municipality determines how dispute requests are made and arranges the Hearing (e.g., in writing, in person).
Hearing Process	Hearings are conducted in Provincial Court by Judicial Justices of the Peace (JJP).	Hearings are conducted by independent Adjudicators at

	JJP's may cancel or reduce fines.	City Hall. Adjudicators may uphold or cancel a fine.
Conduct of Hearings	Individuals appear in person or by agent; officers appear in person.	Parties to the adjudication may be heard in person or by agent, in writing (including email), or by telephone. Officers may appear in person, in writing, or by telephone.
Dispute Settlement	Due to the limited Court availability, MTI disputes can take over a year to be heard.	Disputes can be settled in less than 60 days.
Use of Fees	The Court-based system does not allow for the application of fees by the municipality.	A municipality can charge up to \$25 to individuals who unsuccessfully dispute a ticket. A municipality may also impose a surcharge in addition to the penalty amount after a specified amount of time.
Hearing Outcome	A Judicial Justice of the Peace will consider the circumstances surrounding the MTI and the history of the defendant, as well may impose a fine within the minimum and maximum fine amounts permitted by the bylaw.	The Adjudicator may only determine whether or not a bylaw contravention occurred as alleged. They cannot reduce the penalty amount. The determination of an Adjudicator can only be appealed on a question of law or lack of jurisdiction.

Implementing this model for enforcing minor bylaw violations will also provide the City of Maple Ridge with a more effective dispute system. Key improvement areas will be:

- Improved service to citizens;
- Improved enforcement tools;
- Increased revenue and operating efficiencies; and
- Reduced court dependency.

To ensure consistency and discretion in maintaining the Bylaw Notice Dispute Adjudication system, it is recommended by UBCM and the Attorney General's Office that a Screening Officer Policy be established which sets out the grounds for cancellation by Screening Officers. Screening Officers would have the authority to cancel Bylaw Notices for reasons such as errors made when issuing the Bylaw Notice (e.g. incorrect date, licence plate, location, or vehicle make), a duplicate Bylaw Notice was inadvertently issued for the same contravention, the vehicle was exempt, or for compassionate reasons. Qualification and coordination of Adjudicators are dealt with by the Court Services Branch of the Ministry of Attorney General. Under Section 15 of the *Local Government Bylaw Notice Enforcement Act*, it is the responsibility of the Deputy Attorney General to appoint qualified, independent Adjudicators to the system who will then hear and determine disputes. Adjudicators must also meet

prescribed qualifications and must not be an employee of, or hold an elected office in a local government. This criteria provides the basis for an objective adjudication system separate from local government. The selection process for Adjudicators, as well as instructions to Adjudicators when hearing disputes, are also prescribed by regulation in order to maintain consistency, neutrality and fairness.

b) Citizen/Customer Implications:

This system will create efficiencies to the public for Bylaw Notice dispute resolutions.

c) Alternatives:

Defer consideration of the Bylaw Notice Dispute Adjudication system.

To date, there has only been one constitutional challenge filed in Supreme Court, and the Bylaw Notice Dispute Adjudication system was upheld. Staff feel very confident that this scheme will assist in improving the overall management of issuing tickets and any potential disputes.

d) Financial Implication(s):

Based on experiences in other municipalities, it is expected the cost of operating and managing this model, and the related processing of disputed tickets, would be offset by the fines collected and would not necessarily result in additional operating costs to the City.

CONCLUSIONS:

The Bylaw Notice Dispute Adjudication system has potential application to a variety of bylaws, and was specifically designed to deal effectively with minor bylaw infractions. A Bylaw Notice Dispute Adjudication system would provide an additional tool or mechanism for the City to achieve compliance with bylaws in a more efficient manner. The Municipal Ticket Information system would still remain in place for more serious offences, which contain higher fine amounts to reflect the seriousness of those offences. We will also ensure the public is notified of this new scheme through regular means.



Prepared by: **Michelle Orsetti**
Director, Bylaw & Licensing Services



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



Concurrence: **Al Horsman**
Chief Administrative Officer

- Appendix I - Maple Ridge Bylaw Notice Enforcement Bylaw No. 7626-2020
- Appendix II - Local Government Roster – Excerpt from Bylaw Notice Enforcement Act Regulations
- Appendix II - Screening Officer Policy



City of Maple Ridge

Bylaw Notice Enforcement
Bylaw No. 7626 – 2020

Effective Date:

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City of Maple Ridge

Bylaw Notice Enforcement Bylaw No. 7626 - 2020

Table of Contents

Part 1	Citation	1
Part 2	Severability.....	1
Part 3	Definitions	1
Part 4	Bylaw Contraventions.....	1
Part 5	Penalties.....	1
Part 6	Period for Paying or Disputing Notice.....	2
Part 7	Bylaw Notice Dispute Adjudication Registry.....	2
Part 8	Screening Officers	3
Part 9	Powers, Duties, and Functions of Screening Officer	3
Part 10	Bylaw Compliance Officers	4
Part 11	Form of Bylaw Notice.....	4
Part 12	Schedules.....	4
	Schedule A - Designated Bylaw Contraventions and Penalties.....	6
	Schedule B - City of Maple Ridge Compliance Agreement.....	40

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City of Maple Ridge

Bylaw Notice Enforcement Bylaw No. 7626 – 2020

A bylaw for the purpose of issuing Bylaw Notice Enforcement tickets for the enforcement of Municipal bylaws. _____

WHEREAS, the *Local Government Bylaw Notice Enforcement Act*, SBC 2003, c. 60, as amended (the "Act"), provides that a local government may deal with the contravention of a bylaw by bylaw notice;

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

Part 1 Citation

1.1 This bylaw may be cited as "Bylaw Notice Enforcement Bylaw No. 7626 – 2020".

Part 2 Severability

2.1 If a portion of this bylaw is held invalid by a Court of competent jurisdiction, then the invalid portion must be severed and the remainder of this bylaw is deemed to have been adopted without the severed section, subsequent, paragraph, subparagraph, clause or phrase.

Part 3 Definitions

3.1 In this bylaw unless the context otherwise requires, each of the following words has the meaning set out below:

"Act" means the *Local Government Bylaw Notice Enforcement Act*;

"City" means the City of Maple Ridge; and

"Registry" means the City of Maple Ridge Bylaw Notice Dispute Adjudication Registry established under Section 7 of this Bylaw.

3.2 Other terms used in this Bylaw have the same meaning as defined terms in the Act.

Part 4 Bylaw Contraventions

4.1 The bylaw contraventions designated in Schedule A may be dealt with by bylaw notice.

Part 5 Penalties

5.1 The penalty for a contravention referred to in section 4.1 is as follows:

- a) Subject to subsections (b) to (e), the Penalty amount set out in column A1 of Schedule A;
- b) If received by the City within fourteen (14) days of the person receiving or being presumed to have received the bylaw notice, the penalty is the Early Payment Penalty set out in column A2 of Schedule A;
- c) If more than twenty-eight (28) days after the person received or is presumed to have received the bylaw notice, the penalty is subject to a late payment surcharge in addition to the Penalty under subsection (a), and is the Late Payment Penalty set out in column A3 of Schedule A; or
- d) Notwithstanding section 7.3, if a person sought adjudication of a bylaw notice within the time specified in section 6.1, but the adjudicator ordered that the penalty set out in the bylaw notice is due and payable and the person has not paid the penalty referred to in the bylaw notice within twenty-eight (28) days, after the date the adjudicator ordered that such penalty is due and payable, that penalty referred to in the bylaw notice shall be increased to the Late Payment Penalty set out in column A3 of Schedule A;
- e) If paid under a compliance agreement, the penalty may be reduced as provided under column A4 of Schedule A.

Part 6 Period for Paying or Disputing Notice

- 6.1 A person who receives a bylaw notice must, within fourteen (14) days of the date on which the person received or is presumed to have received the bylaw notice:
- a) Pay the penalty; or
 - b) Request dispute adjudication by filling in the appropriate portion of the bylaw notice indicating either a payment or a dispute and delivering it, or causing it to be delivered or mailed, to the City of Maple Ridge City Hall.
- 6.2 A person may pay the indicated penalty more than fourteen (14) days after receiving the bylaw notice, in accordance with section 5(a) and subject to the late payment surcharge under section 5(c), but no person may dispute the bylaw notice more than fourteen (14) days after receiving the bylaw notice.
- 6.3 Pursuant to the requirements of Section 25 of the Act, where a person was not served personally with a bylaw notice and advises the City that they did not receive a copy of the original bylaw notice, the time limit for responding to a bylaw notice under section 5 and section 6(a) and (b) of this Bylaw does not begin to run until a copy of the bylaw notice is re-delivered to that person in accordance with the Act.

Part 7 Bylaw Notice Dispute Adjudication Registry

- 7.1 The Registry is established as a bylaw notice dispute adjudication system in accordance with the Act to resolve disputes in relation to bylaw notices.

- 7.2 The civic address of the Registry is 11995 Haney Place, Maple Ridge, BC V2X 6A9.
- 7.3 Every person who is unsuccessful in a dispute adjudication in relation to a bylaw notice or a compliance agreement under the dispute adjudication system established under this section, must pay the City an additional fee of \$25 for the purpose of the City recovering the costs of the adjudication system.

Part 8 Screening Officers

- 8.1 The position of Screening Officer I and Screening Officer II are established.
- 8.2 The following are designated classes of persons that may be appointed as Screening Officer I and Screening Officer II:
- a) Director, Bylaw & Licensing Services;
 - b) Manager, Bylaw & Licensing Services;
 - c) Senior Bylaw Compliance Officer;
 - d) Administrative Assistant, Bylaw & Licensing Services; and
 - e) Council may appoint Screening Officers from these classes of persons by name, or office or otherwise.

Part 9 Powers, Duties, and Functions of Screening Officer

- 9.1 The powers, duties, and functions of Screening Officers are as set out in the Act, and include the following:
- a) Where requested by the person against whom a contravention is alleged, communicate information respecting the nature of the contravention, the provision of the bylaw contravened, the facts on which the contravention alleged is based, the penalty for a contravention, and the fee or fees payable in relation to the bylaw notice enforcement process;
 - b) Communicate with any or all of the following for the purposes of performing their functions under this Bylaw or the Act:
 - i. the person against whom a contravention is alleged or their representative.
 - ii. the officer issuing the bylaw notice.
 - iii. the complainant or their representative.
 - iv. the City's staff regarding the disputant's history of bylaw compliance.
 - c) Review the City's records regarding the disputant's history of bylaw compliance;

- d) Prepare and enter into compliance agreements in accordance with the Act and City policies and guidelines, with persons who dispute bylaw notices, including establishing terms and conditions for compliance that the Screening Officer considers necessary or advisable, including time periods for payment of penalties and compliance with the bylaw (Screening Officer II only);
 - e) Provide for payment of a reduced penalty if a compliance agreement is entered into, as provided in column A4 of Schedule A; and
 - f) Cancel bylaw notices in accordance with the Act and City policies and guidelines.
- 9.2 The bylaw contraventions in relation to which a Screening Officer may enter into compliance agreements are designated in column A4 of Schedule A.
- 9.3 The maximum term of a compliance agreement is one year.

Part 10 Bylaw Compliance Officers

- 10.1 Persons acting as any of the following are designated as Bylaw Compliance Officers for the purposes of this Bylaw and the Act:
- a) Members of the Royal Canadian Mounted Police;
 - b) Senior Bylaw Compliance Officer and Bylaw Compliance Officers appointed pursuant to the *Community Charter*;
 - c) Parking Officers appointed pursuant to the *Community Charter*;
 - d) Local Assistants to the Fire Commissioner under Section 6 of the *Fire Services Act*;
 - f) Director and Manager of Bylaw & Licensing Services, Building Officials, Animal Control Officers, Pound Keepers, City Environment staff or other persons acting in another capacity on behalf of the City, properly delegated by Council for the purpose of enforcement of one or more of its bylaws, pursuant to the *Community Charter*.

Part 11 Form of Bylaw Notice

- 11.1 The City may from time to time provide for the form or forms of the bylaw notice, provided the bylaw notice complies with Section 4 of the Act.

Part 12 Schedules

- 12.1 The following schedules are attached to and form part of this Bylaw:
- (a) Schedule A – Designated Bylaw Contraventions and Penalties
 - (b) Schedule B – Compliance Agreement

READ A FIRST TIME on [Date]

READ A SECOND TIME on [Date]

READ A THIRD TIME on [Date]

ADOPTED by the Council on [Date]

PRESIDING MEMBER

CORPORATE OFFICER

DRAFT

Schedule A
Designated Bylaw Contraventions and Penalties

Part 1						
Bylaw No.	Section(s)	Description	A1 Penalty Amount	A2 Early Payment Penalty	A3 Late Payment Penalty	A4 Compliance Agreement Available <small>Maximum 50% Reduction in Penalty Amount Where Compliance Agreement is Shown as "Yes"</small>
Animal Control and Licencing Bylaw No. 6908-2012						
6908-2012	5.1.3(c)	Refuse to comply with Animal Control Officer	\$300	\$250	\$350	No
6908-2012	5.1.3(d)	Interfere with Animal Control Officer	\$300	\$250	\$350	No
6908-2012	6.1.1	More than 3 dogs	\$150	\$100	\$200	Yes
6908-2012	6.2.1	Fail to obtain licence	\$150	\$100	\$200	No
6908-2012	6.2.7	Fail to display licence	\$100	\$75	\$125	No
6908-2012	7.1.1	Animal at-large	\$150	\$100	\$200	No
6908-2012	7.2.1	Fail to remove excrement	\$150	\$100	\$200	No
6908-2012	7.3.2(a)	Fail to provide food and water	\$200	\$150	\$250	No
6908-2012	7.3.2(b)	Fail to provide clean food and water receptacles	\$150	\$100	\$200	No
6908-2012	7.3.2(c)	Fail to sufficiently exercise	\$150	\$100	\$200	No
6908-2012	7.3.2(d)	Fail to provide necessary veterinary care	\$450	\$400	\$500	No
6908-2012	7.3.3(a)	Fail to provide appropriate shelter	\$250	\$200	\$300	No
6908-2012	7.3.3(b)	Fail to allow sufficient space	\$250	\$200	\$300	No
6908-2012	7.3.3(c)	Fail to provide protection from sun	\$250	\$200	\$300	No
6908-2012	7.3.4	Fail to keep shelter clean	\$250	\$200	\$300	No
6908-2012	7.3.5	Cause animal to be tied to choke collar	\$300	\$250	\$350	No
6908-2012	7.4.1(a)	Fail to provide fresh air ventilation	\$250	\$200	\$300	No
6908-2012	7.4.1(b)	Enclosed space exceeds 30 degrees Celsius	\$250	\$200	\$300	No
6908-2012	7.4.2	Fail to confine in a pen outside the vehicle	\$250	\$200	\$300	No
6908-2012	7.7.1(a)	Fail to confine an aggressive dog indoors	\$450	\$400	\$500	No
6908-2012	7.7.1(c)	Enclosure contrary to bylaw	\$300	\$250	\$350	No
6908-2012	7.7.1(d)	Leash more than 1.5 m.	\$150	\$100	\$200	No
6908-2012	7.7.2(a)	Fail to muzzle an aggressive dog	\$300	\$250	\$350	No
6908-2012	7.7.2(b)	Fail to tattoo aggressive dog	\$200	\$150	\$250	No
6908-2012	7.7.2(c)	Fail to post warning signs	\$300	\$250	\$350	No
6908-2012	7.7.2(f)	Fail to notify when aggressive dog at large	\$300	\$250	\$350	No

Part 1

Bylaw No.	Section(s)	Description	A1 Penalty Amount	A2 Early Payment Penalty	A3 Late Payment Penalty	A4 Compliance Agreement Available <small>Maximum 50% Reduction in Penalty Amount Where Compliance Agreement is Shown as "Yes"</small>
6908-2012	7.8.1	Fail to secure area for guard dog	\$200	\$150	\$250	No
6908-2012	7.8.2(a)	Guard dog sign not visible	\$200	\$150	\$250	No
6908-2012	7.8.2(b)	Guard dog sign improperly posted	\$200	\$150	\$250	No
6908-2012	7.8.3(a)	Fail to register guard dog address	\$200	\$150	\$250	No
6908-2012	7.8.3(b)	Fail to register guard dog hours	\$200	\$150	\$250	No
6908-2012	7.8.3(c)	Fail to register guard dog licence number	\$200	\$150	\$250	No
6908-2012	7.8.3(d)	Fail to register owner	\$200	\$150	\$250	No
6908-2012	7.8.4	Fail to provide change of information	\$450	\$400	\$500	No
6908-2012	9.1.1(a)	Sell prohibited animal	\$450	\$400	\$500	No
6908-2012	9.1.1(b)	Keep, breed or sell wolf cross	\$450	\$400	\$500	No
6908-2012	10.1.1	More than six cats	\$150	\$100	\$200	Yes
6908-2012	11.1.2(a)	Livestock on Highway	\$200	\$150	\$250	No
6908-2012	11.1.2(b)	Livestock in Public Place	\$200	\$150	\$250	No
6908-2012	12.1	Boarding dogs	\$150	\$100	\$200	No
6908-2012	13.1.1(a)	Fail to document information	\$450	\$400	\$500	No
6908-2012	13.1.1(e)	Fail to provide sufficient care	\$450	\$400	\$500	No
6908-2012	13.1.2(b)	Fail to keep clean cage	\$450	\$400	\$500	No
6908-2012	13.2.1	Fail to segregate ill animal	\$450	\$400	\$500	No
6908-2012	13.3.1(b)(i)	Fail to promptly treat animal	\$450	\$400	\$500	No
6908-2012	13.4.1(a)	Fail to keep register	\$450	\$400	\$500	No
6908-2012	13.6.1(a)	Fail to post notice	\$450	\$400	\$500	No
6908-2012	13.6.1(b)	Fail to post signs	\$450	\$400	\$500	No
6908-2012	13.7.1(c)i	Sell prohibited animal	\$450	\$400	\$500	No
6908-2012	13.7.1(c)v	Sell unaltered animal	\$450	\$400	\$500	No

Part 2						
Bylaw No.	Section(s)	Description	A1 Penalty Amount	A2 Early Payment Penalty	A3 Late Payment Penalty	A4 Compliance Agreement Available Maximum 50% Reduction in Penalty Amount Where Compliance Agreement is Shown as "Yes"
Building Bylaw No. 6925-2012						
6925-2012	6.1	Construction without permit	\$250	\$200	\$300	No
6925-2012	6.2	Demolish structure without permit	\$250	\$200	\$300	No
6925-2012	6.3	Move structure without permit	\$250	\$200	\$300	No
6925-2012	6.4	Occupy structure without permit	\$350	\$300	\$400	No
6925-2012	6.5	Tamper with posted notice	\$250	\$200	\$300	No
6925-2012	6.6	Work contrary to approved plans	\$250	\$200	\$300	No
6925-2012	6.7	Obstruct entry of a Building Official	\$450	\$400	\$500	No
6925-2012	17.5	Fail to fill in excavation within 60 days	\$450	\$400	\$500	No
6925-2012	20.1	Non-compliance with safety standards	\$450	\$400	\$500	No
6925-2012	20.3.1	Fail to keep plans on property	\$200	\$150	\$250	No
6925-2012	20.3.2	Fail to post civic address	\$200	\$150	\$250	No
6925-2012	22.5	Fail to obtain building inspection	\$200	\$150	\$250	No
6925-2012	22.8	Fail to obtain electrical inspection	\$200	\$150	\$250	No
6925-2012	22.9	Fail to obtain plumbing inspection	\$250	\$200	\$300	No
6925-2012	22.10	Fail to obtain a gas inspection	\$450	\$400	\$500	No
6925-2012	26.14.2	Fail to remove existing dwelling	\$450	\$400	\$500	No
6925-2012	28.1	Construct a pool without a permit	\$450	\$400	\$500	No
6925-2012	28.3	Fail to enclose pool	\$450	\$400	\$500	No
6925-2012	28.4	Fail to maintain pool enclosure	\$450	\$400	\$500	No
6925-2012	28.5	Fail to keep pool gate latched	\$450	\$400	\$500	No
6925-2012	29.1	Plumbing system altered	\$200	\$150	\$250	No
6925-2012	29.2	Plumbing located outside lot	\$250	\$200	\$300	No
6925-2012	29.3	Plumbing storm drain installed without permission	\$200	\$150	\$250	No
6925-2012	29.4	Plumbing installed without permit	\$200	\$150	\$250	No
6925-2012	32.3	Fail to comply with Stop Work notice	\$450	\$400	\$500	No
6925-2012	32.5	Fail to comply with Do Not Occupy notice	\$450	\$400	\$500	No

Part 3						
Bylaw No.	Section(s)	Description	A1 Penalty Amount	A2 Early Payment Penalty	A3 Late Payment Penalty	A4 Compliance Agreement Available <small>Maximum 50% Reduction in Penalty Amount Where Compliance Agreement is Shown as "Yes"</small>
Business Licencing and Regulation Bylaw No. 6815-2011						
6815-2011	6.1.1(a)	No business licence	\$300	\$250	\$350	No
6815-2011	6.2.3	Failure to get approval	\$200	\$150	\$250	No
6815-2011	6.6.1	Fail to renew licence	\$300	\$250	\$350	No
6815-2011	6.8.1	Fail to post licence	\$200	\$150	\$250	No
6815-2011	6.9.1(a)	Fail to permit inspection of premises	\$300	\$250	\$350	No
6815-2011	7.1.1	Permit person under 19 years	\$450	\$400	\$500	No
6815-2011	7.1.2	Display depiction of a sexual act	\$450	\$400	\$500	No
6815-2011	7.3.1(g)	Open business between 12 midnight and 7 am	\$450	\$400	\$500	No
6815-2011	7.4.3	Fail to keep premises in clean condition	\$200	\$150	\$250	No
6815-2011	7.4.5(c)	Fail to keep record	\$200	\$150	\$250	No
6815-2011	7.4.5(d)	Fail to produce register	\$200	\$150	\$250	No
6815-2011	7.4.5(g)	Permit entry to be erased	\$450	\$400	\$500	No
6815-2011	7.6.2(a)	Fail to provide identification	\$450	\$400	\$500	No
6815-2011	7.6.3(a)	Employ person under 19 years	\$450	\$400	\$500	No
6815-2011	7.6.3(b)	Open business between 12 midnight and 8 am	\$450	\$400	\$500	No
6815-2011	7.7.1	Permit person under 19 years	\$450	\$400	\$500	No
6815-2011	7.8.1(a)	Employ person under 19 years	\$450	\$400	\$500	No
6815-2011	7.8.1(b)	Permit person under 19 years	\$450	\$400	\$500	No
6815-2011	7.9.1	Fail to post sign	\$200	\$150	\$250	No
6815-2011	7.10.3	Fail to comply with requirements	\$200	\$150	\$250	No
6815-2011	7.10.4(a)(i)	More than 20 dogs	\$300	\$250	\$350	No
6815-2011	7.10.4(a)(ii)	Operate outside permitted hours	\$300	\$250	\$350	No
6815-2011	7.10.4(a)(iii)	Discharge odorous matter	\$450	\$400	\$500	No
6815-2011	7.19.3(b)	Fail to shut off sound	\$450	\$400	\$500	No
6815-2011	7.21.1(b)	Failure to produce licence	\$300	\$250	\$350	No
6815-2011	7.21.1(c)	Fail to display photo identification	\$450	\$400	\$500	No
6815-2011	7.21.1(d)	Peddle between 6 pm and 9 am	\$450	\$400	\$500	No
6815-2011	7.23.6(a)	Failure to maintain report	\$450	\$400	\$500	No
6815-2011	7.23.10(a)	Dispose of second hand article prior to 30 days after receipt	\$450	\$400	\$500	No

Part 3

Bylaw No.	Section(s)	Description	A1 Penalty Amount	A2 Early Payment Penalty	A3 Late Payment Penalty	A4 Compliance Agreement Available <small>Maximum 50% Reduction in Penalty Amount Where Compliance Agreement is Shown as "Yes"</small>
6815-2011	7.23.13(d)	Buy second hand article from person under 18 years	\$450	\$400	\$500	No
6815-2011	7.23.14	Buy second hand article between 6 pm and 6 am	\$300	\$250	\$350	No
6815-2011	7.24.1(b)	Offer services of a social escort under the age of 19 years	\$450	\$400	\$500	No
6815-2011	7.27.1(b)	Permit tobacco products to be visible	\$300	\$250	\$350	No
6815-2011	7.27.1(c)	Sell tobacco to person under 19 years	\$450	\$400	\$500	No
6815-2011	7.28.1(a)	Possess shark fin products	\$450	\$400	\$500	No

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Part 4

Bylaw No.	Section(s)	Description	A1 Penalty Amount	A2 Early Payment Penalty	A3 Late Payment Penalty	A4 Compliance Agreement Available <small>Maximum 50% Reduction in Penalty Amount Where Compliance Agreement is Shown as "Yes"</small>
Cat Spay/Neuter Bylaw No. 5756 - 1999						
5756-1999	3	I.D. Not Worn	\$50	\$35	\$75	No
5756-1999	11	Unsterilized Cat	\$50	\$35	\$75	No
5756-1999	12	Unsterilized Cat at Large	\$75	\$50	\$100	No

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Part 5

Bylaw No.	Section(s)	Description	A1 Penalty Amount	A2 Early Payment Penalty	A3 Late Payment Penalty	A4 Compliance Agreement Available <small>Maximum 50% Reduction in Penalty Amount Where Compliance Agreement is Shown as "Yes"</small>
Drinking Water Conservation Plan Bylaw No. 7425-2018						
7425-2018	6.1	No automatic shut off device	\$250	\$200	\$300	No
7425-2018	6.2	Unnecessary water run off	\$250	\$200	\$300	No
7425-2018	6.3	Water artificial turf	\$250	\$200	\$300	No
7425-2018	6.4	Hose run unnecessarily	\$250	\$200	\$300	No
7425-2018	6.5	Faulty irrigation system	\$250	\$200	\$300	No
7425-2018	Schedule 1, Part 1	Unauthorized Watering	\$250	\$200	\$300	No
7425-2018	Schedule 1, Part 2	Unauthorized Watering	\$450	\$400	\$500	No

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Part 6

Bylaw No.	Section(s)	Description	A1 Penalty Amount	A2 Early Payment Penalty	A3 Late Payment Penalty	A4 Compliance Agreement Available <small>Maximum 50% Reduction in Penalty Amount Where Compliance Agreement is Shown as "Yes"</small>
Fire Prevention Bylaw No. 4111-1988						
4111-1988	II11	Fail to Obey Order	\$450	\$400	\$500	No
4111-1988	II21	Obstruct Fire Escape	\$450	\$400	\$500	No
4111-1988	III29	Impede Fire Fighter	\$450	\$400	\$500	No
4111-1988	III32	Run over Hose	\$450	\$400	\$500	No
4111-1988	IX64(a)	Fail to Flush Hydrant	\$450	\$400	\$500	No
4111-1988	IX64(b)	Fail to Service Hydrant	\$450	\$400	\$500	No
4111-1988	IX64(c)	Hydrant Obstructed	\$450	\$400	\$500	No

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Part 7

Bylaw No.	Section(s)	Description	A1 Penalty Amount	A2 Early Payment Penalty	A3 Late Payment Penalty	A4 Compliance Agreement Available <small>Maximum 50% Reduction in Penalty Amount Where Compliance Agreement is Shown as "Yes"</small>
Fireworks Bylaw No. 6279-2004						
6279-2004	II(3)	Discharge fireworks without permit	\$450	\$400	\$500	No
6279-2004	II(4)	Fail to surrender fireworks	\$450	\$400	\$500	No
6279-2004	III(18)	Unlawful storage	\$450	\$400	\$500	No
6279-2004	III(20)	Improper storage	\$450	\$400	\$500	No
6279-2004	III(21)	Smoke in storage area	\$450	\$400	\$500	No
6279-2004	IV(22)	Sell to minor	\$450	\$400	\$500	No
6279-2004	IV(23)	Minor possessing fireworks	\$450	\$400	\$500	No
6279-2004	V(24)	Fireworks display without permit	\$450	\$400	\$500	No
6279-2004	V(25)	Discharge fireworks contrary to distance requirements	\$450	\$400	\$500	No
6279-2004	V(26)	Audience closer than 45 m.	\$450	\$400	\$500	No
6279-2004	V(27)	Improper fireworks projection	\$450	\$400	\$500	No
6279-2004	V(29)	Fail to safely dispose of fireworks	\$450	\$400	\$500	No
6279-2004	V(30)	Wind velocity greater than 10km/hr.	\$450	\$400	\$500	No
6279-2004	V(32)	Person under 21 years in charge of display	\$450	\$400	\$500	No
6279-2004	V(33)	Less than two operators	\$450	\$400	\$500	No
6279-2004	V(34)	Insufficient fire extinguishers	\$450	\$400	\$500	No
6279-2004	V(35)	Fail to hold valid liability insurance	\$450	\$400	\$500	No

Part 8

Bylaw No.	Section(s)	Description	A1 Penalty Amount	A2 Early Payment Penalty	A3 Late Payment Penalty	A4 Compliance Agreement Available <small>Maximum 50% Reduction in Penalty Amount Where Compliance Agreement is Shown as "Yes"</small>
Grow Operation, Health, Nuisance and Safety Bylaw No. 6274-2004						
6274-2004	3	Disconnect meter	\$450	\$400	\$500	No
6274-2004	4	Divert exhaust vents	\$450	\$400	\$500	No
6274-2004	6	Alter a structure	\$250	\$200	\$300	No
6274-2004	7(e)	No permit	\$250	\$200	\$300	No
6274-2004	9(a)	Obstruct building official	\$450	\$400	\$500	No
6274-2004	9(b)	Remove notice	\$450	\$400	\$500	No
6274-2004	10(a)	Cause nuisance	\$450	\$400	\$500	No
6274-2004	10(b)	Permit unsightly matter to accumulate	\$250	\$200	\$300	No
6274-2004	12	Fail to undertake action directed by Fire Chief	\$450	\$400	\$500	No
6274-2004	13	Refuse entry	\$450	\$400	\$500	No
6274-2004	14	Fail to inspect	\$450	\$400	\$500	No
6274-2004	15(a)	Fail to notify District	\$450	\$400	\$500	No

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Part 9						
Bylaw No.	Section(s)	Description	A1 Penalty Amount	A2 Early Payment Penalty	A3 Late Payment Penalty	A4 Compliance Agreement Available Maximum 50% Reduction in Penalty Amount Where Compliance Agreement is Shown as "Yes"
Highway & Traffic Bylaw No. 6704-2009						
6704-2009	7.0	Drive on trail	\$100	\$75	\$125	No
6704-2009	10.1	Obstruct vehicles or pedestrians	\$75	\$50	\$100	No
6704-2009	10.2	Cross highway at a location other than crosswalk	\$50	\$35	\$75	No
6704-2009	11.1 (a)	Park on sidewalk	\$50	\$35	\$75	No
6704-2009	11.1 (b)	Park within 3m of driveway	\$50	\$35	\$75	No
6704-2009	11.1 (c)	Park within 6m of intersection	\$50	\$35	\$75	No
6704-2009	11.1 (d)	Park within 5 m of fire hydrant	\$100	\$75	\$125	No
6704-2009	11.1 (e)	Park within 6m of crosswalk	\$50	\$35	\$75	No
6704-2009	11.1 (f)	Park within 6m of stop sign	\$50	\$35	\$75	No
6704-2009	11.1 (i) (i)	Park vehicle for sale on highway	\$50	\$35	\$75	No
6704-2009	11.1 (i) (ii)	Repair vehicle on a highway	\$50	\$35	\$75	No
6704-2009	11.1 (i) (iii)	Display signs on a highway	\$50	\$35	\$75	No
6704-2009	11.1 (i) (iv)	Selling articles on highway	\$50	\$35	\$75	No
6704-2009	11.1 (j)	Obstruct traffic	\$75	\$50	\$100	No
6704-2009	11.1 (k)	Double park	\$50	\$35	\$75	No
6704-2009	11.1 (n)	Park in bus zone	\$50	\$35	\$75	No
6704-2009	11.1 (o)	Park on path	\$50	\$35	\$75	No
6704-2009	11.1 (p)	Obstruct highway/lane	\$50	\$35	\$75	No
6704-2009	11.1 (q)	Angle Park	\$50	\$35	\$75	No
6704-2009	11.1 (r)	Park on wrong side	\$50	\$35	\$75	No
6704-2009	11.1 (s)	Park over 30cm from curb	\$50	\$35	\$75	No
6704-2009	11.1 (t)	Park contrary to painted lines on highway	\$50	\$35	\$75	No
6704-2009	11.1 (u)	Park contrary to prohibition	\$50	\$35	\$75	No
6704-2009	11.1 (v)	Overtime parking	\$50	\$35	\$75	No
6704-2009	11.1 (w)	Overtime parking/fail to register	\$50	\$35	\$75	No
6704-2009	11.1 (x)	Park contrary to restriction	\$50	\$35	\$75	No
6704-2009	11.1 (z)	Park over 72 hours	\$75	\$50	\$100	No
6704-2009	11.1 (aa)	Park over length vehicle	\$100	\$75	\$125	No
6704-2009	11.1 (bb)	Park vehicle over 5500 kgs GVW	\$200	\$150	\$250	No
6704-2009	11.1 (cc)	Park in Disabled zone	\$100	\$75	\$125	No
6704-2009	11.1 (dd)	Park in commercial loading zone	\$75	\$50	\$100	No
6704-2009	11.1 (ee)	Park in passenger loading zone	\$50	\$35	\$75	No
6704-2009	11.1 (ff)	Park on highway without curbs	\$50	\$35	\$75	No

Part 9

Bylaw No.	Section(s)	Description	A1 Penalty Amount	A2 Early Payment Penalty	A3 Late Payment Penalty	A4 Compliance Agreement Available Maximum 50% Reduction in Penalty Amount Where Compliance Agreement is Shown as "Yes"
6704-2009	11.1 (ii)	Without proper or valid insurance displayed	\$100	\$75	\$125	No
6704-2009	11.1 (jj)	Without proper and valid number plates displayed	\$100	\$75	\$125	No
6704-2009	11.1 (kk)	Park adjacent to yellow curb	\$50	\$35	\$75	No
6704-2009	11.1 (hh)	Park outside angle parking stall	\$50	\$35	\$75	No
6704-2009	13.0	Unattached trailer	\$100	\$75	\$125	No
6704-2009	15.3	Park in resident zone	\$50	\$35	\$75	No
6704-2009	16.1	Remove notice of chalk mark	\$100	\$75	\$125	No
6704-2009	16.2	Move vehicle within same block	\$50	\$35	\$75	No
6704-2009	25.0	Occupy motor vehicle	\$100	\$75	\$125	No
6704-2009	26.0	Fail to remove snow and other debris from sidewalk	\$150	\$100	\$200	No
6704-2009	27.0	Obstruct intersection	\$100	\$75	\$125	No
6704-2009	28.0	Fail to trim vegetation	\$100	\$75	\$125	No
6704-2009	29.1	Encroachment	\$50	\$35	\$75	No
6704-2009	30.1 (a)	Load not securely covered	\$150	\$100	\$200	No
6704-2009	31.1 (b)	Load not secured	\$150	\$100	\$200	No
6704-2009	32.1 (a)	Place thing on highway	\$100	\$75	\$125	No
6704-2009	32.1 (b)	Deposit debris on highway	\$350	\$300	\$400	No
6704-2009	32.1 (g)	Place structure on a highway	\$150	\$100	\$200	No
6704-2009	32.1 (l)	Damage boulevard	\$150	\$100	\$200	No
6704-2009	32.1 (r)	Place container on highway	\$150	\$100	\$200	No
6704-2009	32.1 (s)	Engage in business on highway	\$150	\$100	\$200	No
6704-2009	43.1 (a)	Solicit on highway	\$100	\$75	\$125	No
6704-2009	43.1 (c)	Install sign on highway	\$100	\$75	\$125	No
6704-2009	47.1 (a)	Vehicle weight exceeds licensed GVW	\$250	\$200	\$300	No
6704-2009	47.1 (b)	Axle exceeds permitted weight	\$250	\$200	\$300	No
6704-2009	47.1 (c)(i)	Dimensions of commercial vehicle do not conform to the regulations with load included	\$100	\$75	\$125	No
6704-2009	47.1 (c)(ii)	Non conforming dimensions	\$100	\$75	\$125	No
6704-2009	50.2	Fail to comply with order	\$300	\$250	\$350	No
6704-2009	50.0	Fail to comply with permit conditions	\$300	\$250	\$350	No
6704-2009	51.0	Fail to obey traffic controls and signs	\$300	\$250	\$350	No

Part 10						
Bylaw No.	Section(s)	Description	A1 Penalty Amount	A2 Early Payment Penalty	A3 Late Payment Penalty	A4 Compliance Agreement Available Maximum 50% Reduction in Penalty Amount Where Compliance Agreement is Shown as "Yes"
Kennel Regulation Bylaw No. 6036-2002						
6036-2002	1	Kennel contrary to zone	\$250	\$200	\$300	No
6036-2002	2	No permission from Agricultural Land Commission	\$250	\$200	\$300	No
6036-2002	4	More than 3 dogs	\$100	\$75	\$125	Yes
6036-2002	5(a)	Fail to provide water and/or food	\$100	\$75	\$125	No
6036-2002	5(b)	Fail to provide clean receptacles	\$100	\$75	\$125	No
6036-2002	5(c)	Fail to provide exercise	\$100	\$75	\$125	No
6036-2002	5(d)	Fail to provide veterinary care	\$450	\$400	\$500	No
6036-2002	5(e)	Fail to provide comfort	\$100	\$75	\$125	No
6036-2002	5(f)	Unclean or unsanitary condition	\$100	\$75	\$125	No
6036-2002	5(g)	Fail to keep kennel clean	\$100	\$75	\$125	No
6036-2002	5(h)	Fail to contain animal between 9 pm and 7 am	\$100	\$75	\$125	No
6036-2002	5(i)	Fail to maintain air exchange unit	\$250	\$200	\$300	No
6036-2002	5(j)	Fail to properly construct enclosure	\$250	\$200	\$300	No
6036-2002	6	Dispose of dog excrement contrary to <i>Waste Management Act</i>	\$100	\$75	\$125	No
6036-2002	8	Fail to keep building or runs in good repair	\$100	\$75	\$125	No
6036-2002	9	Kennel not under supervision of responsible adult	\$100	\$75	\$125	No
6036-2002	10	Create a nuisance to nearby residents	\$100	\$75	\$125	No
6036-2002	13	Operate without permits	\$250	\$200	\$300	No
6036-2002	21	Fail to provide isolation pen	\$100	\$75	\$125	No
6036-2002	23	Improper flooring	\$250	\$200	\$300	No
6036-2002	26	Improper wall and ceiling insulation	\$250	\$200	\$300	No
6036-2002	29(e)	Breeding or boarding contrary to Kennel Licence	\$250	\$200	\$300	No
6036-2002	33	Refuse inspection	\$250	\$200	\$300	No

Part 11

Bylaw No.	Section(s)	Description	A1 Penalty Amount	A2 Early Payment Penalty	A3 Late Payment Penalty	A4 Compliance Agreement Available <small>Maximum 50% Reduction in Penalty Amount Where Compliance Agreement is Shown as "Yes"</small>
Littering Prohibition Bylaw No. 5115-1994						
5115-1994	3	Dumping Rubbish	\$450	\$400	\$500	No

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Part 12

Bylaw No.	Section(s)	Description	A1 Penalty Amount	A2 Early Payment Penalty	A3 Late Payment Penalty	A4 Compliance Agreement Available <small>Maximum 50% Reduction in Penalty Amount Where Compliance Agreement is Shown as "Yes"</small>
Noise Control Bylaw No. 5122-1994						
5122-1994	3	Noise Which Disturbs	\$300	\$250	\$350	No
5122-1994	4	Allow Noise Which Disturbs	\$300	\$250	\$350	No
5122-1994	5	Animal Noise	\$300	\$250	\$350	No
5122-1994	6	Construction contrary to Time Restriction	\$400	\$350	\$450	No
5122-1994	8	Engine Noise	\$400	\$350	\$450	No

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Part 13

Bylaw No.	Section(s)	Description	A1 Penalty Amount	A2 Early Payment Penalty	A3 Late Payment Penalty	A4 Compliance Agreement Available <small>Maximum 50% Reduction in Penalty Amount Where Compliance Agreement is Shown as "Yes"</small>
Nuisance Prohibition Bylaw No. 7596-2019						
7596-2019	4.1 (a)	Cause a Nuisance	\$450	\$400	\$500	No
7596-2019	4.1 (b)	Permit a Nuisance	\$450	\$400	\$500	No
7596-2019	4.1 (c)	Fail to abate Nuisance	\$450	\$400	\$500	No

DRAFT

Part 14

Bylaw No.	Section(s)	Description	A1 Penalty Amount	A2 Early Payment Penalty	A3 Late Payment Penalty	A4 Compliance Agreement Available <small>Maximum 50% Reduction in Penalty Amount Where Compliance Agreement is Shown as "Yes"</small>
Outdoor Burning Regulation Bylaw No. 5535 - 1997						
5535-1997	5(b)	Burn noxious material	\$450	\$400	\$500	No
5535-1997	5(d)	No permit	\$200	\$150	\$250	No
5535-1997	8	Agricultural Fire without permit	\$450	\$400	\$500	No
5535-1997	10(c)	Unattended Agricultural Fire	\$450	\$400	\$500	No
5535-1997	14(b)	Unattended Backyard Fire	\$200	\$150	\$250	No
5535-1997	14(d)	Backyard Fire after dark	\$200	\$150	\$250	No
5535-1997	15	Recreational Fire contrary to Schedule "A"	\$100	\$75	\$125	No
5535-1997	16(b)	Unattended Recreational Fire	\$100	\$75	\$125	No
5535-1997	19	Outdoor fire during Closure	\$450	\$400	\$500	No

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Part 15

Bylaw No.	Section(s)	Description	A1 Penalty Amount	A2 Early Payment Penalty	A3 Late Payment Penalty	A4 Compliance Agreement Available <small>Maximum 50% Reduction in Penalty Amount Where Compliance Agreement is Shown as "Yes"</small>
Parks and Recreation Facilities Regulation Bylaw No. 7085-2014						
7085-2014	8.1.1	Enter Park when closed	\$100	\$75	\$125	No
7085-2014	8.1.3	Deposit refuse	\$100	\$75	\$125	No
7085-2014	8.1.4	Deposit any off-site refuse	\$300	\$250	\$350	No
7085-2014	8.1.5	Carry or discharge any weapon or dangerous toy	\$300	\$250	\$350	No
7085-2014	8.1.6	Cut any plant	\$450	\$400	\$500	No
7085-2014	8.1.7	Deface any building or wall	\$450	\$400	\$500	No
7085-2014	8.1.8	Damage any fixture	\$450	\$400	\$500	No
7085-2014	8.1.9	Start any unauthorized fire	\$200	\$150	\$250	No
7085-2014	8.1.10	Fail to obey any sign or signal	\$200	\$150	\$250	No
7085-2014	8.1.11	Post or display advertising	\$200	\$150	\$250	No
7085-2014	8.1.12	Use advertising vehicle	\$200	\$150	\$250	No
7085-2014	8.1.13	Molest or harm any animal	\$300	\$250	\$350	No
7085-2014	8.1.14	Possess any drug paraphernalia	\$200	\$150	\$250	No
7085-2014	8.1.15	Carry on any unauthorized business	\$200	\$150	\$250	No
7085-2014	8.1.16	Use vulgar language	\$450	\$400	\$500	No
7085-2014	8.1.17	Disorderly or offensive conduct	\$450	\$400	\$500	No
7085-2014	8.1.18	Expose genitals	\$450	\$400	\$500	No
7085-2014	8.1.19	Excavate in a Park	\$300	\$250	\$350	No
7085-2014	8.1.20	Move any Natural Park Feature	\$100	\$75	\$125	No
7085-2014	8.1.21	Hold procession or gathering	\$200	\$150	\$250	No
7085-2014	8.1.22	Operate power boat	\$200	\$150	\$250	No
7085-2014	8.1.23	Use tobacco within 7.5 meters of playground	\$200	\$150	\$250	No
7085-2014	8.1.24	Discharge of fireworks	\$200	\$150	\$250	No
7085-2014	8.1.25	Plant trees or shrubs	\$100	\$75	\$125	No
7085-2014	8.1.26	Possess or consume liquor	\$450	\$400	\$500	No
7085-2014	8.1.27	Use a device which constitutes a hazard	\$100	\$75	\$125	No
7085-2014	8.1.28	Erect any structure or tent	\$300	\$250	\$350	No
7085-2014	8.1.29	Obstruct any employee of the City	\$300	\$250	\$350	No
7085-2014	8.1.30	Use or operate device that disturbs enjoyment of Park	\$100	\$75	\$125	No
7085-2014	8.1.31	Urinate or defecate except in toilet facility	\$200	\$150	\$250	No
7085-2014	8.1.32	Swim where not permitted	\$100	\$75	\$125	No
7085-2014	8.1.33	Skate where not permitted	\$100	\$75	\$125	No
7085-2014	9.1.1	Transport goods over unprotected boulevard	\$300	\$250	\$350	No

Part 15

Bylaw No.	Section(s)	Description	A1 Penalty Amount	A2 Early Payment Penalty	A3 Late Payment Penalty	A4 Compliance Agreement Available <small>Maximum 50% Reduction in Penalty Amount Where Compliance Agreement is Shown as "Yes"</small>
7085-2014	9.1.2	Drive or ride any animal or vehicle on boulevard	\$150	\$100	\$200	No
7085-2014	9.1.4	Drive vehicle in excess of posted speed limit	\$150	\$100	\$200	No
7085-2014	11.1.1	Unleashed dog or other animal	\$150	\$100	\$200	No
7085-2014	11.1.2	Animal in prohibited area	\$150	\$100	\$200	No
7085-2014	11.1.4	Horse outside of designated area	\$100	\$75	\$125	No
7085-2014	11.1.5	Dog within 5 meters of playing field or sports surface	\$150	\$100	\$200	No
7085-2014	12.1.2	Unauthorized foot wear on a tennis court or bowling green	\$150	\$100	\$200	No
7085-2014	12.1.3	Play on tennis court or bowling green contrary to rules	\$150	\$100	\$200	No
7085-2014	13.2.2	Enter a park or facility during banning period	\$250	\$200	\$300	No

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Part 16

Bylaw No.	Section(s)	Description	A1 Penalty Amount	A2 Early Payment Penalty	A3 Late Payment Penalty	A4 Compliance Agreement Available <small>Maximum 50% Reduction in Penalty Amount Where Compliance Agreement is Shown as "Yes"</small>
Pesticide Use Control Bylaw No. 6413-2006						
6413-2006	3	No permit	\$250	\$200	\$300	No
6413-2006	5(c)	Fail to post visible signage	\$250	\$200	\$300	No
6413-2006	5(d)	Fail to post signs 24 hours prior to pesticide use	\$250	\$200	\$300	No
6413-2006	6(a)	Apply pesticide within 2 m of property	\$450	\$400	\$500	No
6413-2006	6(b)	Apply pesticide within 5 m of park	\$450	\$400	\$500	No
6413-2006	6(c)	Apply pesticide within 3 m from well	\$450	\$400	\$500	No
6413-2006	6(d)	Apply pesticide within 30 m of open water	\$450	\$400	\$500	No
6413-2006	6(e)	Apply pesticide when wind exceeds 8 km per hour	\$450	\$400	\$500	No
6413-2006	6(g)	Apply pesticide when temperature exceeds 27 degrees C.	\$450	\$400	\$500	No
6413-2006	6(h)	Apply pesticide on blooming trees	\$450	\$400	\$500	No

DRAFT

Part 17

Bylaw No.	Section(s)	Description	A1 Penalty Amount	A2 Early Payment Penalty	A3 Late Payment Penalty	A4 Compliance Agreement Available <small>Maximum 50% Reduction in Penalty Amount Where Compliance Agreement is Shown as "Yes"</small>
Rental Premises Standards of Maintenance Bylaw No. 6550 - 2008						
6550-2008	6	Fail to comply with notice	\$250	\$200	\$300	No
6550-2008	8	Fail to maintain rental premises	\$250	\$200	\$300	No
6550-2008	26(1)	Disconnect service or utility	\$450	\$400	\$500	No
6550-2008	26(2)	Fail to pay rates for service	\$450	\$400	\$500	No

DRAFT

Part 18

Bylaw No.	Section(s)	Description	A1 Penalty Amount	A2 Early Payment Penalty	A3 Late Payment Penalty	A4 Compliance Agreement Available <small>Maximum 50% Reduction in Penalty Amount Where Compliance Agreement is Shown as "Yes"</small>
Safer Streets Bylaw No. 7581-2019						
7581-2019	4.2 (a)	Sit or lie on a street	\$50	\$35	\$75	No
7581-2019	4.2 (b)	Continue to solicit after negative response	\$100	\$75	\$125	No
7581-2019	4.2 (c)	Solicit as a member of a group of three or more persons	\$50	\$35	\$75	No
7581-2019	4.3 (a)	Solicit within 10 meters of a financial institution	\$50	\$35	\$75	No
7581-2019	4.3 (b)	Solicit within 10 meters of an automated teller machine	\$50	\$35	\$75	No
7581-2019	4.3 (c)	Solicit within 10 meters of a bus stop	\$50	\$35	\$75	No
7581-2019	4.3 (d)	Solicit within 10 meters of a daycare centre	\$50	\$35	\$75	No
7581-2019	4.3 (e)	Solicit within 10 meters of a liquor store	\$50	\$35	\$75	No
7581-2019	4.3 (f)	Solicit within 10 meters of a non medical cannabis retailer	\$50	\$35	\$75	No
7581-2019	4.4 (a)	Solicit while motor vehicle parked	\$50	\$35	\$75	No
7581-2019	4.4 (b)	Solicit while motor vehicle stopped at traffic control signal	\$50	\$35	\$75	No
7581-2019	4.4 (c)	Solicit while motor vehicle being filled with fuel	\$50	\$35	\$75	No
7581-2019	4.4 (d)	Solicit in a manner which obstructs or impedes vehicular traffic	\$50	\$35	\$75	No
7581-2019	4.5	Solicit after sunset	\$100	\$75	\$125	No

Part 19

Bylaw No.	Section(s)	Description	A1 Penalty Amount	A2 Early Payment Penalty	A3 Late Payment Penalty	A4 Compliance Agreement Available Maximum 50% Reduction in Penalty Amount Where Compliance Agreement is Shown as "Yes"
Scrap Metal Dealer Regulation Bylaw No. 6772-2010						
6772-2010	4	Fail to log transaction	\$450	\$400	\$500	No
6772-2010	5(c)	Fail to transmit daily Register	\$250	\$200	\$300	No
6772-2010	6(a)	Fail to maintain legible Register	\$450	\$400	\$500	No
6772-2010	10	Illegible entry	\$250	\$200	\$300	No
6772-2010	15	Fail to display business name	\$250	\$200	\$300	No
6772-2010	16(b)	Conduct business outside of restricted hours	\$450	\$400	\$500	No

DRAFT

Part 20

Bylaw No.	Section(s)	Description	A1 Penalty Amount	A2 Early Payment Penalty	A3 Late Payment Penalty	A4 Compliance Agreement Available <small>Maximum 50% Reduction in Penalty Amount Where Compliance Agreement is Shown as "Yes"</small>
Sign Bylaw No. 4653-1992						
4653-1992	4.5(a)	Sign without permit	\$300	\$250	\$400	Yes
4653-1992	4.5(b)	Fail to comply with order	\$450	\$400	\$500	No

DRAFT

Part 21

Bylaw No.	Section(s)	Description	A1 Penalty Amount	A2 Early Payment Penalty	A3 Late Payment Penalty	A4 Compliance Agreement Available <small>Maximum 50% Reduction in Penalty Amount Where Compliance Agreement is Shown as "Yes"</small>
Smoking Regulation Bylaw No. 6968-2013						
6968-2013	5.1.1 (c)(i)	Smoke in an enclosed premises	\$200	\$150	\$250	No
6968-2013	5.1.2	Smoke in vehicle for hire	\$200	\$150	\$250	No
6968-2013	5.1.3	Smoke on public transit	\$200	\$150	\$250	No
6968-2013	5.1.5	Smoke in a customer service area	\$200	\$150	\$250	No
6968-2013	5.1.6	Smoke in common areas	\$200	\$150	\$250	No
6968-2013	5.1.8	Smoke within 7.5 m of opening into building	\$100	\$75	\$125	No
6968-2013	5.1.9	Smoke at swimming beach	\$100	\$75	\$125	No
6968-2013	5.1.10	Smoke in area of municipal park or playground	\$100	\$75	\$125	No
6968-2013	5.1.11	Smoke in City building	\$200	\$150	\$250	No
6968-2013	6.2	Fail to post signs	\$200	\$150	\$250	No

DRAFT

Part 22

Bylaw No.	Section(s)	Description	A1 Penalty Amount	A2 Early Payment Penalty	A3 Late Payment Penalty	A4 Compliance Agreement Available <small>Maximum 50% Reduction in Penalty Amount Where Compliance Agreement is Shown as "Yes"</small>
Soil Deposit Regulation Bylaw No. 7412-2017						
7412-2017	5.4.13	Fail to submit log	\$200	\$150	\$250	No
7412-2017	5.4.15	Fail to provide log within 48 hours	\$200	\$150	\$250	No
7412-2017	5.4.16	Submission of false log	\$450	\$400	\$500	No
7412-2017	5.12.8	Fail to remove dirt on road	\$450	\$400	\$500	No
7412-2017	5.12.10	Damage adjacent property	\$450	\$400	\$500	No
7412-2017	5.12.12	Activities outside restricted hours	\$450	\$400	\$500	No
7412-2017	5.14.11	Fail to comply with permit	\$450	\$400	\$500	No

DRAFT

Part 23

Bylaw No.	Section(s)	Description	A1 Penalty Amount	A2 Early Payment Penalty	A3 Late Payment Penalty	A4 Compliance Agreement Available Maximum 50% Reduction in Penalty Amount Where Compliance Agreement is Shown as "Yes"
Soil Removal Bylaw No. 6398-2006						
6398-2006	9	Remove soil on Sunday or statutory holidays	\$450	\$400	\$500	No
6398-2006	10	Remove soil outside permitted hours	\$450	\$400	\$500	No
6398-2006	30	Machinery not kept within confines	\$450	\$400	\$500	No
6398-2006	31	Noise exceeds 55 decibels	\$450	\$400	\$500	No

DRAFT

Part 24

Bylaw No.	Section(s)	Description	A1 Penalty Amount	A2 Early Payment Penalty	A3 Late Payment Penalty	A4 Compliance Agreement Available Maximum 50% Reduction in Penalty Amount Where Compliance Agreement is Shown as "Yes"
Solid Waste and Recycling Regulation Bylaw No. 6800-2011						
6800-2011	6	Remove material from receptacle	\$100	\$75	\$125	No
6800-2011	11	Place receptacles prior to 5:00 am	\$450	\$400	\$500	No
6800-2011	12	Remove material from property	\$100	\$75	\$125	No
6800-2011	16	Fail to provide adequate storage	\$100	\$75	\$125	Yes

DRAFT

Part 25

Bylaw No.	Section(s)	Description	A1 Penalty Amount	A2 Early Payment Penalty	A3 Late Payment Penalty	A4 Compliance Agreement Available Maximum 50% Reduction in Penalty Amount Where Compliance Agreement is Shown as "Yes"
Taxi Regulation Bylaw No. 6409-2006						
6409-2006	6.1	Fail to hold a valid chauffeur permit	\$200	\$150	\$250	No
6409-2006	6.9	Fail to display photo identification	\$200	\$150	\$250	No
6409-2006	7.2.4	Fail to ensure driver holds valid chauffeur permit	\$300	\$250	\$350	No
6409-2006	7.2.7	Fail to forward list of complaints	\$300	\$250	\$350	No
6409-2006	8.1	Operate a vehicle in excess of 7 years of age	\$450	\$400	\$500	No
6409-2006	16.4	Fail to keep daily record of trips made	\$300	\$250	\$350	No
6409-2006	16.7	Fail to keep copy of trip records	\$450	\$400	\$500	No
6409-2006	18.1	Charge fares contrary to Passenger Transportation Act	\$450	\$400	\$500	No
6409-2006	19.1	Operate vehicle without taximeter	\$450	\$400	\$500	No
6409-2006	19.5.5	Fail to maintain taximeter	\$450	\$400	\$500	No
6409-2006	20.1	Operate taxi contrary to notice by Inspector	\$450	\$400	\$500	No

Part 26

Bylaw No.	Section(s)	Description	A1 Penalty Amount	A2 Early Payment Penalty	A3 Late Payment Penalty	A4 Compliance Agreement Available <small>Maximum 50% Reduction in Penalty Amount Where Compliance Agreement is Shown as "Yes"</small>
Tree Management Bylaw No. 7133-2015						
7133-2015	4.6	Damage tree	\$450	\$400	\$500	No
7133-2015	6.12	Fail to post notice of Permit	\$450	\$400	\$500	No
7133-2015	8.a	Dispose of tree parts contrary to regulations	\$450	\$400	\$500	No
7133-2015	8.b	Fail to keep drainage system free	\$450	\$400	\$500	No
7133-2015	8.c	Fail to stabilize bare soil	\$450	\$400	\$500	No
7133-2015	8.d	Work outside of permitted hours	\$200	\$150	\$250	No
7133-2015	8.e	Clear cut trees without ESC plan	\$450	\$400	\$500	No
7133-2015	8.f	Cut trees without nesting survey	\$450	\$400	\$500	No
7133-2015	9.5	Cut replacement tree without Permit	\$450	\$400	\$500	No
7133-2015	12.6	Fail to comply with Stop Work Order	\$450	\$400	\$500	No

DRAFT

Part 27

Bylaw No.	Section(s)	Description	A1 Penalty Amount	A2 Early Payment Penalty	A3 Late Payment Penalty	A4 Compliance Agreement Available <small>Maximum 50% Reduction in Penalty Amount Where Compliance Agreement is Shown as "Yes"</small>
Untidy and Unsightly Premises Bylaw No. 6533-2007						
6533-2007	3	Untidy/Unsightly Premises	\$300	\$250	\$350	Yes
6533-2007	4	Graffiti	\$300	\$250	\$350	Yes
6533-2007	7(a)	Fail to maintain container in good repair	\$300	\$250	\$350	No
6533-2007	7(b)	Permit rubbish to overflow container	\$300	\$250	\$350	No
6533-2007	7(c)	Fail to keep containers closed	\$450	\$400	\$500	No
6533-2007	7(d)	Fail to lock container	\$450	\$400	\$500	No
6533-2007	7(e)	Fail to keep container area clean	\$300	\$250	\$350	Yes
6533-2007	8	Overgrowth	\$200	\$150	\$250	Yes

DRAFT

Part 28

Bylaw No.	Section(s)	Description	A1 Penalty Amount	A2 Early Payment Penalty	A3 Late Payment Penalty	A4 Compliance Agreement Available <small>Maximum 50% Reduction in Penalty Amount Where Compliance Agreement is Shown as "Yes"</small>
Watercourse Protection Bylaw No. 6410-2006						
6410-2006	7	Fail to comply with Schedule "B"	\$450	\$400	\$500	No
6410-2006	9	Fail to implement ESC Plan	\$450	\$400	\$500	No
6410-2006	14	Fail to carry out monitoring program	\$200	\$150	\$250	No
6410-2006	18	Fail to comply with stop work notice	\$450	\$400	\$500	No
6410-2006	19	Fail to post waterproof copy of ESC plan	\$100	\$75	\$125	No

DRAFT

Part 29

Bylaw No.	Section(s)	Description	A1 Penalty Amount	A2 Early Payment Penalty	A3 Late Payment Penalty	A4 Compliance Agreement Available <small>Maximum 50% Reduction in Penalty Amount Where Compliance Agreement is Shown as "Yes"</small>
Wildlife and Vector Control Bylaw No. 7437-2018						
7437-2018	4.2	Attract Wildlife	\$400	\$350	\$450	No
7437-2018	4.3	Provide food to Wildlife	\$450	\$400	\$500	No
7437-2018	4.4	Permit accumulation of seed	\$300	\$250	\$350	No
7437-2018	4.5.1	Fail to harvest fruit	\$100	\$75	\$125	No
7437-2018	4.5.2	Fail to remove fallen fruit	\$300	\$250	\$350	No
7437-2018	4.5.3	Bee hives accessible to Wildlife	\$100	\$75	\$125	No
7437-2018	4.5.4	Grease containers accessible to Wildlife	\$400	\$350	\$450	No
7437-2018	4.5.5	Refrigerator accessible to Wildlife	\$400	\$350	\$450	No
7437-2018	4.5.6	Dairy and proteins placed in compost	\$300	\$250	\$350	No
7437-2018	4.5.7	Garbage containers accessible to Wildlife	\$400	\$350	\$450	No
7437-2018	4.5.8	Unlocked resistant container	\$250	\$200	\$300	No
7437-2018	4.5.10	Place receptacles prior to 5:00 am	\$450	\$400	\$500	No
7437-2018	4.5.11	Receptacles and containers not enclosed	\$450	\$400	\$500	No
7437-2018	4.6	Fail to prevent infestation by vermin	\$300	\$250	\$350	No

Part 30

Bylaw No.	Section(s)	Description	A1 Penalty Amount	A2 Early Payment Penalty	A3 Late Payment Penalty	A4 Compliance Agreement Available <small>Maximum 50% Reduction in Penalty Amount Where Compliance Agreement is Shown as "Yes"</small>
Zoning Bylaw No. 3510-1985						
3510-1985	306(1)	Prevent authorized entry	\$450	\$400	\$500	No
3510-1985	306A(1)	Contrary to permitted use	\$450	\$400	\$500	Yes
3510-1985	306A(2)	Unlawful construction	\$450	\$400	\$500	No
3510-1985	402(6)(a)	Park prohibited vehicle	\$450	\$400	\$500	No
3510-1985	402(7)(a)(i))	Excess unlicensed vehicles	\$450	\$400	\$500	Yes
3510-1985	402(7)(a)(i) i)	Wrecked vehicle	\$450	\$400	\$500	Yes
3510-1985	402(8.)(i)	Unlawful secondary suite	\$450	\$400	\$500	Yes
3510-1985	402(9)	Unlawful temporary residential use	\$450	\$400	\$500	Yes
3510-1985	403(4)(e)(vi)	Barbed or razor wire	\$450	\$400	\$500	No

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APPENDIX II

Local Government Roster

Excerpt from the Bylaw Notice Enforcement Act Regulations

Column 1 Date Act Applies	Column 2 Local Government
February 12, 2020	Alberni-Clayoquot Regional District
October 28, 2016	Ballenas-Winchelsea Local Committee
February 1, 2006	Bowen Island Municipality
April 1, 2009	Cariboo Regional District
April 1, 2007	City of Abbotsford
October 1, 2008	City of Burnaby
September 1, 2005	City of Chilliwack
September 1, 2005	City of Coquitlam
May 1, 2009	City of Cranbrook
July 31, 2015	City of Dawson Creek
February 1, 2006	City of Duncan
December 6, 2017	City of Fort St. John
January 1, 2010	City of Kelowna
September 26, 2012	City of Nanaimo
May 3, 2004	City of North Vancouver
August 1, 2009	City of Parksville
January 1, 2010	City of Penticton
July 14, 2014	City of Port Alberni
October 1, 2008	City of Port Coquitlam
October 28, 2016	City of Prince George
September 1, 2005	City of Richmond
September 1, 2005	City of Surrey
February 1, 2011	City of Vancouver
May 1, 2010	City of Vernon

APPENDIX II

September 30, 2013	City of Williams Lake
December 22, 2015	Corporation of the City of Enderby
September 26, 2018	Corporation of the City of Fernie
October 1, 2010	Corporation of the City of Nelson
April 1, 2009	Corporation of the City of New Westminster
December 22, 2015	Corporation of the City of Victoria
September 26, 2018	Corporation of the District of Saanich
May 26, 2014	Corporation of the Township of Esquimalt
July 10, 2019	Cultus Lake Park Board
February 1, 2010	Denman Island Local Trust Committee
June 21, 2012	District of Barriere
September 30, 2013	District of Coldstream
September 1, 2005	District of Hope
September 1, 2005	District of Kent
February 1, 2010	District of Lake Country
November 6, 2019	District of Lantzville
May 1, 2011	District of Maple Ridge
December 6, 2017	District of Mission
May 3, 2004	District of North Vancouver
January 1, 2010	District of Peachland
January 1, 2007	District of Pitt Meadows
September 26, 2012	District of Sechelt
January 1, 2007	District of Squamish
January 1, 2010	District of Summerland
October 1, 2009	District of Tofino
December 22, 2014	District of Wells
January 1, 2010	District of West Kelowna
May 3, 2004	District of West Vancouver
February 1, 2006	Fraser Valley Regional District

APPENDIX II

May 1, 2011	Gabriola Island Local Trust Committee
February 1, 2010	Galiano Island Local Trust Committee
February 1, 2010	Gambier Island Local Trust Committee
May 1, 2011	Hornby Island Local Trust Committee
May 1, 2011	Lasqueti Island Local Trust Committee
May 1, 2011	Mayne Island Local Trust Committee
March 1, 2009	Metro Vancouver Regional District
December 6, 2017	Municipality of North Cowichan
February 1, 2010	North Pender Island Local Trust Committee
May 16, 2011	Northern Rockies Regional Municipality
August 1, 2011	Peace River Regional District
September 30, 2013	Regional District of Central Kootenay
February 4, 2013	Regional District of Central Okanagan
October 28, 2016	Regional District of Kootenay Boundary
October 24, 2018	Regional District of Nanaimo
January 1, 2010	Regional District of Okanagan-Similkameen
December 6, 2017	Resort Municipality of Whistler
February 1, 2010	Salt Spring Island Local Trust Committee
February 1, 2010	Saturna Island Local Trust Committee
May 1, 2011	South Pender Island Local Trust Committee
July 31, 2015	Squamish-Lillooet Regional District
November 30, 2010	Sun Peaks Mountain Resort Municipality
November 30, 2010	Sunshine Coast Regional District
September 15, 2011	The Corporation of Delta
November 25, 2013	The Corporation of the Village of Fruitvale
February 1, 2006	The Municipality of the Village of Lions Bay
May 1, 2011	Thetis Island Local Trust Committee
September 30, 2013	Thompson-Nicola Regional District
November 30, 2010	Town of Creston

APPENDIX II

May 1, 2010	Town of Gibsons
November 26, 2012	Town of Golden
February 1, 2010	Town of Oliver
July 1, 2008	Township of Langley
March 1, 2017	Village of Anmore
May 2, 2018	Village of Belcarra
September 11, 2019	Village of Canal Flats
February 12, 2007	Village of Harrison Hot Springs
November 28, 2018	Village of Pemberton
September 11, 2019	Village of Port Clements
June 21, 2012	Village of Valemount



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POLICY MANUAL

<p>Title: Screening Officers</p>	<p>Policy No :</p> <p>Supersedes:</p>
<p>Authority: <input type="checkbox"/> Legislative <input checked="" type="checkbox"/> Operational</p> <p>Approval: <input checked="" type="checkbox"/> Council <input type="checkbox"/> CMT</p> <p><input type="checkbox"/> General Manager</p>	<p>Effective Date:</p> <p>Review Date:</p>
<p>Policy Statement: Whereas;</p> <ol style="list-style-type: none"> 1. the City of Maple Ridge has passed a bylaw designating certain bylaw contraventions that may be dealt with by Bylaw Notice; and 2. the City of Maple Ridge has established positions of Screening Officer I and II who must review all disputed Bylaw Notices before dispute adjudication in respect of the Bylaw Notice may be scheduled; 3. the Screening Officer has the power to cancel a Bylaw Notice on grounds of cancellation authorized by the City pursuant to Section 10(2)(a)(iii) of the <i>Local Government Bylaw Notice Enforcement Act</i>. <p>the City of Maple Ridge finds it expedient to provide for grounds of cancellation of a Bylaw Notice in certain circumstances.</p>	
<p>Purpose: The City of Maple Ridge has designated bylaw contraventions that may be dealt with by Bylaw Notice and has established the positions of Screening Officer I and Screening Officer II under Section 8.1 of the Bylaw Notice Enforcement Bylaw.</p>	
<p>Definitions: "Screening Officer" means a person in a class designated by bylaw under Section 2 (3) (b) [application of Act] and appointed as a screening officer by a local government;</p>	

Responsibilities

Under the authority of Section 10 of the *Local Government Bylaw Notice Enforcement Act* (the "Act") a Screening Officer must review all disputed Bylaw Notices before adjudication, and has the authority to cancel a Bylaw Notice in accordance with the Act.

Under Section 10(2)(a) of the Act, a Screening Officer is authorized to cancel a Bylaw Notice if, in the Screening Officer's opinion:

- (i) the contravention did not occur as alleged;
- (ii) the Bylaw Notice does not comply with section 4(4) of the Act; or
- (iii) the grounds for cancellation authorized by the local government is satisfied.

Any Screening Officer I and II may cancel a Bylaw Notice in accordance with Sections 10(2)(a)(i) and 10(2)(a)(ii) of the Act. This policy outlines when each category of Screening Officer can cancel a Bylaw Notice in accordance with Section 10(2)(a)(iii).

CANCELLING OF BYLAW NOTICES IN ACCORDANCE WITH SECTION 10(2)(a)(iii)

Screening Officers I and II are authorized to cancel a Bylaw Notice if, in the Screening Officer's opinion:

1. The identity of the alleged offender cannot be proven because:
 - The Bylaw Notice was issued to the wrong person or license plate.
 - The vehicle involved in the Bylaw Notice had been stolen. An RCMP File Number is required as proof to the theft.
 - The vehicle registration decal or vehicle license plate of the vehicle involved in the Bylaw Notice had been stolen. An RCMP File Number is required as proof to the theft.
2. The person issued the Bylaw Notice was authorized to take such action as a result of an exception specified in a City of Maple Ridge bylaw or other enactment. For example:
 - The vehicle named in the Bylaw Notice was exempt.
 - The vehicle named in the Bylaw Notice was authorized by permit to park and perform works to the roadway, etc.
3. The Bylaw Notice is not likely to be upheld in adjudication as alleged because the evidence is not adequate to prove a contravention took place.
4. A duplicate Bylaw Notice was issued within 24 hours for the same bylaw Notice and same incident.
5. A Screening Officer II is further authorized to cancel Bylaw Notices if, in the Screener's opinion:
 - The alleged contravention of the bylaw was necessary for the preservation of health and safety.
 - It is not in the public interest to proceed.

APPENDIX III

ENTERING INTO COMPLIANCE AGREEMENTS IN ACCORDANCE WITH SECTION 10(2)(c)

A Screening Officer II is authorized to enter into Compliance Agreements with the recipient of a Bylaw Notice (the Recipient) if, upon review of the Recipient's dispute, it is determined to be in the best interest of the City to do so, and a Compliance Agreement would satisfy both the City's and the Recipient's best interests.

AUTHORITY TO ACT:

Delegated to Staff

DRAFT

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.



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City of Maple Ridge

TO: His Worship Mayor Michael Morden
and Members of Council

FROM: Chief Administrative Officer

MEETING DATE: April 7, 2020

FILE NO: 2017-473-RZ

MEETING: C o W

SUBJECT: **First and Second Reading**
Official Community Plan Amending Bylaw No. 7430-2018;
Second Reading
Zone Amending Bylaw No. 7431-2018;
13616 and 13660 232 Street

EXECUTIVE SUMMARY:

An application has been received to rezone the subject properties located at 13616 and 13660 232 Street from RS-3 (One Family Rural Residential) to RST-SV (Street Townhouse – Silver Valley), R-2 (Urban Residential District), R-1 (Residential District), RS-1b (One Family Urban (Medium Density) Residential) and RS-1 (One Family Urban Residential). The proposed rezoning is to allow for the future development of approximately ten street townhouse units and approximately thirteen single family lots.

Council granted first reading to Zone Amending Bylaw No. 7431-2018 and considered the early consultation requirements for the Official Community Plan (OCP) amendment on February 27, 2018.

The proposed development is in compliance with the policies of the Silver Valley Area Plan of the Official Community Plan (OCP). Ground-truthing with respect to slopes and natural features on the subject properties has established the developable areas, and as a result, an OCP amendment is required to revise the boundaries of the land use designations to fit the site conditions.

Pursuant to Council Policy 6.31, this application is subject to the Community Amenity Contribution charge of approximately \$107,300.00 (13 times \$5,100 per single family lot and 10 times \$4,100.00 per townhouse dwelling unit).

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. 7430-2018 on the municipal website and requiring that the applicant host a Development Information Meeting (DIM), and Council considers it unnecessary to provide any further consultation opportunities, except by way of holding a Public Hearing on the bylaw;
- 2) That Official Community Plan Amending Bylaw No. 7430-2018 be considered in conjunction with the Capital Expenditure Plan and Waste Management Plan;
- 3) That it be confirmed that Official Community Plan Amending Bylaw No. 7430-2018 is consistent with the Capital Expenditure Plan and Waste Management Plan;

1101

- 4) That Official Community Plan Amending Bylaw No. 7430-2018 be given first and second readings and be forwarded to Public Hearing;
- 5) That Zone Amending Bylaw No. 7431-2018 as amended in this staff report dated April 7, 2020, be given second reading, and be forwarded to Public Hearing;
- 6) That the following terms and conditions be met prior to final reading:
 - i. Registration of a Rezoning Servicing Agreement as a Restrictive Covenant and receipt of the deposit of a security, as outlined in the Agreement;
 - ii. Amendment to Official Community Plan Schedule "A", Chapter 10.3, Part VI, A – Silver Valley, Figure 2 - Land Use Plan, Figure 3A - Blaney Hamlet, and Figure 4 - Trails / Open Space, as included within Official Community Plan Amending Bylaw No. 7430-2018;
 - iii. Road dedication on 232 Street, as required;
 - iv. Consolidation of the subject properties;
 - v. Park dedication as required, including construction of equestrian trails; and removal of all debris and garbage from park land;
 - vi. Registration of a Restrictive Covenant for the Geotechnical Report, which addresses the suitability of the subject properties for the proposed development;
 - vii. Registration of a Statutory Right-of Way to allow for a temporary Turn-Around on proposed Lot 14, if the lane is not constructed within the 136 Avenue Right-of-Way;
 - viii. Registration of a Restrictive Covenant for Stormwater Management;
 - ix. Notification to the Department of Fisheries and Oceans and the Ministry of Environment for in-stream works on the site, as may be required;
 - x. Removal of existing buildings;
 - xi. In addition to the site profile, a disclosure statement must be submitted by a Professional Engineer advising whether there is any evidence of underground fuel storage tanks on the subject properties. If so, a Stage 1 Site Investigation Report is required to ensure that the subject property is not a contaminated site.
 - xii. That a voluntary contribution, in the amount of \$107,300.00 (13 times \$5,100 per single family lot and 10 times \$4,100.00 per townhouse dwelling unit) be provided in keeping with the Council Policy with regard to Community Amenity Contributions.

DISCUSSION:

1) Background Context:

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

Legal Descriptions: South Part Lot 9, Except: Parcel "A" (Reference Plan 10274), Block "A" Section 33, Township 12, New Westminster District Plan 2409, Being All That Portion of Said Lot Lying to the South of a Straight Line Drawn Parallel to and Perpendicularly Distant 200 Feet South from the North Boundary; and
Parcel "A" (Reference Plan 10274) South Part Lot 9, Block "A" Section 33, Township 12, New Westminster District Plan 2409

OCP:
Existing: Low Density Urban, Medium Density Residential, Eco Clusters, Open Space and Conservation
Proposed: Low Density Urban, Medium Density Residential, Medium/High Density Residential, Open Space and Conservation

Zoning:
Existing: RS-3 (One Family Rural Residential)
Proposed: RST-SV (Street Townhouse - Silver Valley), R-1 (Residential District), R-2 (Urban Residential District), RS-1b (One Family Urban (Medium Density) Residential), and RS-1 (One Family Urban Residential)

Surrounding Uses:
North: Use: Conservation and Neighbourhood Park
Zone: RS-3 (One Family Rural Residential) and P-1 (Park and School)
Designation: Conservation and Neighbourhood Park
South: Use: Single Family Residential (under application 2011-107-RZ)
Zone: RS-3 (One Family Rural Residential)
Designation: Eco Clusters, Open Space, and Conservation
East: Use: North Alouette River, vacant
Zone: RS-3 (One Family Rural Residential)
Designation: Low Density Urban and Conservation
West: Use: Single Family Residential (under application 2016-055-RZ)
Zone: A-2 (Upland Agricultural)
Designation: Medium/High Density Residential, Conservation, and Civic

Existing Use of Properties: Vacant and Single Family Residential
Proposed Use of Property: Multi-Family Residential and Single Family Residential
Site Area: 2.56 ha (6.3 acres)
Access: Future Blaney Road and future Lane from the north
Servicing requirement: Urban Standard
Companion Applications: 2017-473-SD, 2017-473-DP/DVP, 2018-326-DP, 2018-327-DP

2) Background:

The subject properties, located at 13616 and 13660 232 Street, are located on the north-east corner of the intersection of 232 Street and the un-constructed 136 Avenue (see Appendices A and B). The property located at 13660 232 Street is a vacant triangular property, with a tributary of Cattell Brook that traverses the north-western point of the property. This tributary will be diverted with the development to the north to re-align with 232 Street. A reduced watercourse protection setback is required along the frontage of both properties and is compensated for in the habitat balance and re-planting areas.

There is an existing single family dwelling on 13616 232 Street, which is located in the central portion of the property. The eastern half of the property is heavily treed and slopes down toward the North Alouette River. The western half of the property slopes more gradually toward 232 Street. There is an existing pump station located within the un-opened 136 Avenue Right-of-Way. The City's pump station will eventually be relocated or removed with future improvements to the water system.

The applicant is proposing to rezone and redevelop the subject properties to allow for approximately:

- ten RST-SV (Street Townhouse - Silver Valley) townhouse units along 232 Street;
- four R-2 (Urban Residential District) single family lots;
- six R-1 (Residential District) single family lots;
- two RS-1b (One Family Urban (Medium Density) Residential) single family lots; and
- one RS-1 (One Family Urban Residential) single family lot.

The proposal gradually decreases in density from west to east. This pattern of lot size gradient is reflected in the subdivision pattern of the lands to the north.

3) Planning Analysis:

i) Official Community Plan:

The subject properties are located within the Blaney Hamlet of the Silver Valley Area Plan and are currently designated *Low Density Urban, Medium Density Residential, Eco Clusters, Open Space* and *Conservation* (see Figure 1). For the proposed development, an OCP amendment will be required to adjust the boundaries to *Low Density Urban, Medium Density Residential, Medium/High Density Residential, Open Space* and *Conservation* designations to respect the current pattern of development in the area and better locate the *Open Space* area (see Figure 2 and Appendix C).

The current OCP designations for the properties would allow up to 24 units while the proposed development is for approximately 23 units. Therefore, the OCP amendments do not result in an increase in density from the original area plan. Furthermore, the form of the proposed development is similar to recent development to the north, with street townhouses along 232 Street and single family lots decreasing in density moving east toward the North Alouette River.

There is an amendment to the *Open Space* designated area, to re-locate it to the north-eastern portion of the properties, which is developable and is also proposed to be part of the habitat compensation requirements for the encroachment into the watercourse protection setback.

Designated *Open Spaces* are intended to be linked by a network of greenways throughout the area plan; however the locations of these *Open Space* designated areas were not ground-truthed when the Silver Valley Area Plan was developed. In this location, it appears as though there was a linkage

proposed to the North Alouette River through the un-opened 136 Avenue Right-of-Way, with additional *Open Space* to be provided on the private properties north and south of the Right-of-Way.

A horse trail will still be incorporated into the design of the development along the 136 Avenue Right-of-Way, to allow for the connection to the North Alouette River and maintains the intent of the *Open Space* designation.

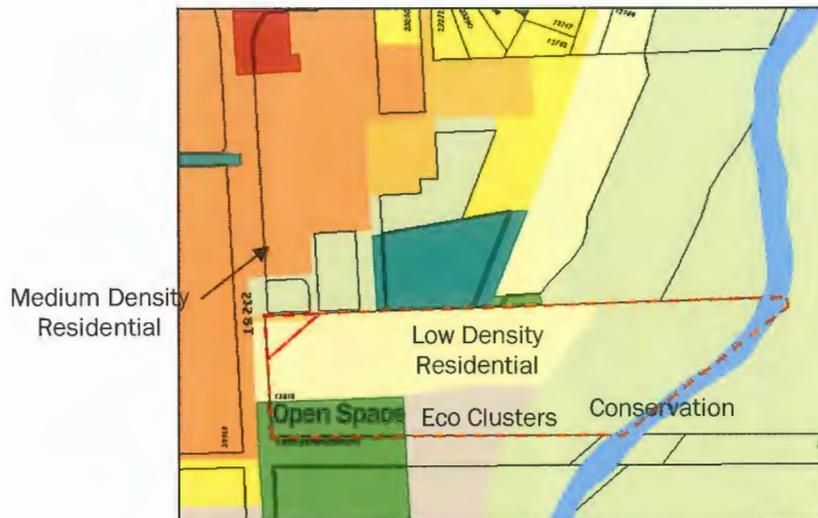


Figure 1 - Silver Valley Blaney Hamlet Current Land Use Designations

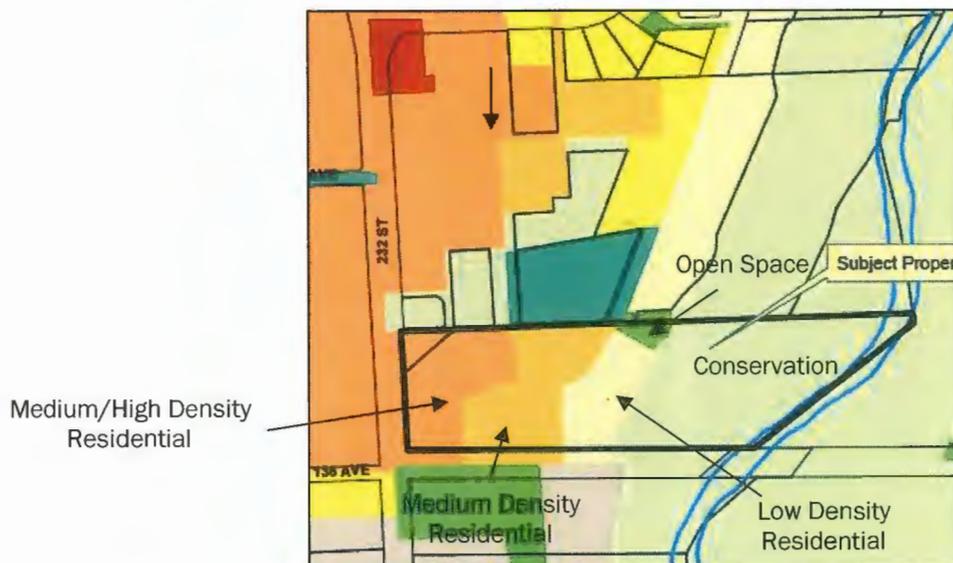


Figure 2 - Proposed Land Use Designations

The proposed OCP amendments are supportable as they create a larger *Open Space* area adjacent to the *Conservation* area, and also maintain the intent of the Silver Valley Area Plan policies, as a linkage remains along the un-opened road Right-of-Way.

ii) **Zoning Bylaw:**

The applicant is proposing to rezone and redevelop the subject properties to allow for approximately:

- ten RST-SV (Street Townhouse - Silver Valley) townhouse units along 232 Street;
- four R-2 (Urban Residential District) single family lots;
- six R-1 (Residential District) single family lots;
- two RS-1b (One Family Urban (Medium Density) Residential) single family lots; and
- one RS-1 (One Family Urban Residential) single family lot.

The proposal gradually decreases in density from west to east. This pattern of lot size gradient is reflected in the subdivision pattern of the lands to the north. This is slightly different from what was proposed at first reading, where the proposal was for approximately ten RST-SV (Street Townhouse-Silver Valley) townhouse units; approximately three R-3 (Special Amenity Residential District) single family lots, approximately seven R-1 (Residential District) single family lots, and approximately three RS-1 (One Family Urban Residential) single family lots. Zoning Bylaw No. 7431-2018 has been revised accordingly to reflect the proposed changes (see Appendices D and E).

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

The applicant will need to provide two parking spaces per dwelling unit, as per the *Off-Street Parking and Loading Bylaw No. 4350-1990*, and will need to comply with Section 403 (7) of the Zoning Bylaw, which states that there needs to be 7.5 m (24.6 ft.) of visual clearance at an intersection with a street, preventing the construction of any fence, wall, or structure within that distance. Section 401 (3) of the Zoning Bylaw also prohibits a driveway that is within 7.5 m (24.6 ft.) of the point of intersection of an exterior side lot line with a front lot line or rear lot line.

iv) **Proposed Variances:**

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

For the RST-SV lots:

- Proposed Lot 1: Reduce the lot width from 10.5m (34.4 ft.) to 9.9m (32.5 ft.)
- Proposed Lots 2 to 10: Reduce the front yard setback from 4m (13.1 ft.) to 3.6m (11.8 ft.)
- Proposed Lots 1 to 10: Increase the maximum height from 11m (36 ft.) to 11.2m (36.7 ft.)
- Proposed Lot 1: Increase the maximum height for an accessory building from 4.6m (15.1 ft.) to 5m (16.4 ft.)

For the Single Family Lots:

- Proposed Lot 13: Reduce the rear yard setback from 13m (42.7 ft.) to 12.5m (41 ft.)
- Proposed Lot 14: Reduce the rear yard setback from 13m (42.7 ft.) to 10m (32.8 ft.)
- Proposed Lot 18: Reduce the front yard setback from 6m (19.7 ft.) to 5.5m (18 ft.)
- Proposed Lot 19: Reduce the front yard setback from 6m (19.7 ft.) to 5.5m (18 ft.)
- Proposed Lot 20: Reduce the front and rear yard setbacks from 7.5m (24.6 ft.) to 4m (13.1 ft.), and reduce the lot depth from 27m (88.6 ft.) to 21.4m (70.2 ft.)
- Proposed Lot 21: Reduce the front yard setback from 5.5m (18 ft.) to 3m 9.8 ft.), and reduce the rear yard setback from 8m (26.2 ft.) to 6m (19.7 ft.)

The requested variances and any other identified variances will be the subject of a future report to Council.

v) **Development Permits:**

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

Pursuant to Sections 8.9 and 8.10 of the OCP, a Watercourse Protection and Natural Features Development Permit application has been received to ensure the preservation and protection of the natural environment of Cattell Brook and the adjacent slopes. The developer will provide restoration, enhancement and replanting works as required, and a security will be taken as a condition of the issuance of the Development Permit to ensure that the Development Permit Area guidelines are met.

Pursuant to Section 8.12 of the OCP, a Wildfire Development Permit application is required for all development identified in wildfire risk areas. The purpose of the Wildfire Development Permit is for the protection of life and property in designated areas that could be at risk for wildland fire; and where this risk may be reasonably abated through implementation of appropriate precautionary measures. An application for the Wildfire Development Permit has been received. Adherence of this project to the guidelines will be the subject of a future report to the Director of Planning and a security will be taken as a condition of the issuance of the Development Permit to ensure that the Wildfire Development Permit Area guidelines are met.

vi) **Advisory Design Panel:**

The application was supported by the ADP at their meeting of October 16, 2019 and a summary of their comments and the applicant's responses have been provided (see Appendix G). A detailed description of the projects form and character will be included in a future Development Permit report to Council.

vii) **Development Information Meeting:**

A Development Information Meeting was held at Yennadon Elementary School on February 19, 2020. One person attended the meeting. The attendee was interested in seeing what was proposed for the subject properties and was pleased that the equestrian trail within the 136 Avenue Right-of-Way is being retained. No further comments were received.

viii) **Parkland Requirement:**

As there are more than two additional lots proposed to be created, the developer will be required to comply with the park dedication requirements of Section 510 of the *Local Government Act* prior to subdivision approval.

For this project, there is sufficient land (0.83 ha, or 32%) that is proposed to be dedicated as park on the subject properties and this land will be required to be dedicated as a condition of final reading.

4) **Environmental Implications:**

The Environmental Impact Assessment, the Arborist Report, the Geotechnical Report, the Wildfire Hazard Assessment, and the Stormwater Management Plan have been reviewed. The applicant has coordinated the recommendations of the environmental consultant, civil engineer, and arborist to ensure the environmental, geotechnical, and wildfire objectives are achieved.

5) Interdepartmental Implications:

i) Engineering Department:

The Engineering Department has identified that all the services required in support of this development do not yet exist. Road dedication is required along 232 Street as well as construction of the equestrian trail. It will be necessary for the owner to enter into a Rezoning Servicing Agreement and provide the securities to do the required work in that Agreement. Street lighting, street trees and all road improvements will be completed at the subdivision stage.

ii) Parks Planning and Development:

The Parks Planning and Development Section has reviewed the development application and supports the equestrian trail connection along the 136 Avenue Road Right-of-Way, and north along the eastern property lines.

iii) Fire Department:

The Fire Department has identified that all onsite roads/lanes must be a minimum width of 6m (19.7 ft.) and rated to their specifications, which were provided to the developer. Signage indicating that the roads/lanes are fire lanes and that no parking is permitted within the lanes is required. Addresses are to be visible from the street and visible at all times and in all weather conditions.

iv) Building Department:

The Building Department has reviewed the development application and has provided comments related to Building Code requirements which have been provided to the developer. These comments will be reviewed again at the Building Permit stage.

6) School District No. 42 Comments:

Pursuant to Section 476 of the *Local Government Act*, consultation with School District No. 42 is required at the time of preparing or amending the OCP. A referral was sent to School District No. 42 the following comments were received on October 4, 2018:

"The proposed application would affect the student population for the catchment areas currently served by Yennadon Elementary and Garibaldi Secondary School.

Yennadon Elementary has an operating capacity of 635 students. For the 2017-2018 school year, the student enrolment at Yennadon Elementary was 580 students (91% utilization) including 130 students from out of catchment.

Garibaldi Secondary School has an operating capacity of 1050 students. For the 2017-18 school year, the student enrolment at Garibaldi Secondary School was 795 students (76% utilization) including 258 students from out of catchment."

7) Intergovernmental Issues:

i) Local Government Act:

An amendment to the OCP requires the local government to consult with any affected parties and to adopt related bylaws in compliance with the procedures outlined in Section 477 of the *Local*

Government Act. The amendment required for this application, to adjust the boundaries to *Low Density Urban, Medium Density Residential, Medium/High Density Residential, Open Space* and *Conservation* to respect the current pattern of development in the area and better locate the *Open Space* area, is considered to be minor in nature. It has been determined that no additional consultation beyond existing procedures is required, including referrals to the Board of the Regional District, the Council of an adjacent municipality, First Nations, the School District or agencies of the Federal and Provincial Governments.

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

CONCLUSION:

It is recommended that first and second readings be given to OCP Amending Bylaw No. 7430-2018, that second reading be given to Zone Amending Bylaw No. 7431-2018, and that application 2017-473-RZ be forwarded to Public Hearing.

“Original signed by Michelle Baski”

Prepared by: **Michelle Baski, ASCT, MA
Planner**

“Original signed by Chuck Goddard”

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

“Original signed by Christine Carter”

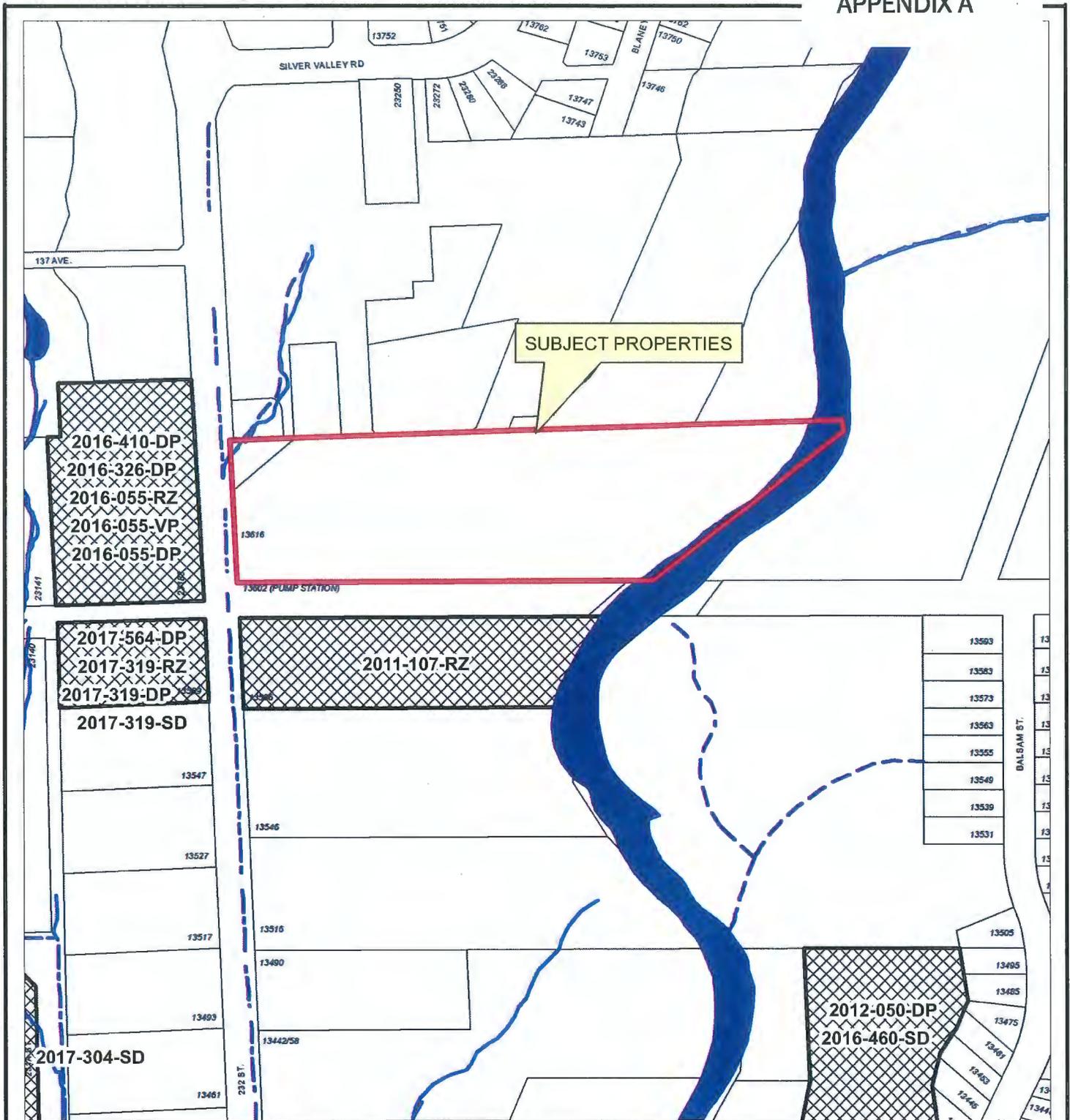
Approved by: **Christine Carter, M.PL, MCIP, RPP
GM Planning & Development Services**

“Original signed by Al Horsman”

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. 7430-2018
- Appendix D – Zone Amending Bylaw No. 7431-2018
- Appendix E – Proposed Subdivision Plan
- Appendix F – Architectural Plans and Landscape Plans
- Appendix G – ADP design comments



Scale: 1:3,000

Legend

-  Stream
-  Ditch Centreline
-  Edge of River
-  Indefinite Creek
-  River Centreline
-  Lake or Reservoir
-  River
-  Major Rivers & Lakes
-  Active Applications (RZ/SD/DPNP)

13616 & 13660 232 STREET

PLANNING DEPARTMENT



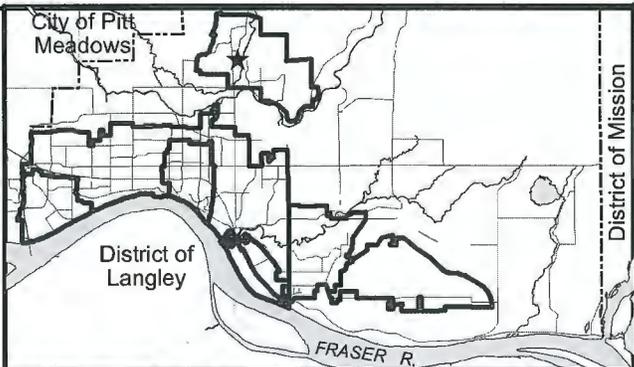
MAPLE RIDGE

British Columbia

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FILE: 2017-473-SD
DATE: Aug 14, 2018

BY: LP



13616 & 13660 232 STREET

PLANNING DEPARTMENT

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FILE: 2017-473-SD
DATE: Aug 14, 2018
BY: LP

**CITY OF MAPLE RIDGE
BYLAW NO. 7430-2018**

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

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

AND WHEREAS it is deemed expedient to amend 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. 7430-2018."
2. Schedule "A", Chapter 10.3, Part VI, A – Silver Valley, Figure 2 - Land Use Plan and Figure 3A - Blaney Hamlet are hereby amended for the parcel or tract of land and premises known and described as:

South Part Lot 9 Except: Parcel "A" (Reference Plan 10274), Block "A" Section 33 Township 12 New Westminster District Plan 2409 Being All That Portion Of Said Lot Lying To The South Of A Straight Line Drawn Parallel To And Perpendicularly Distant 200 Feet South From The North Boundary; and

Parcel "A" (Reference Plan 10274) South Part Lot 9, Block "A" Section 33, Township 12, New Westminster District Plan 2409

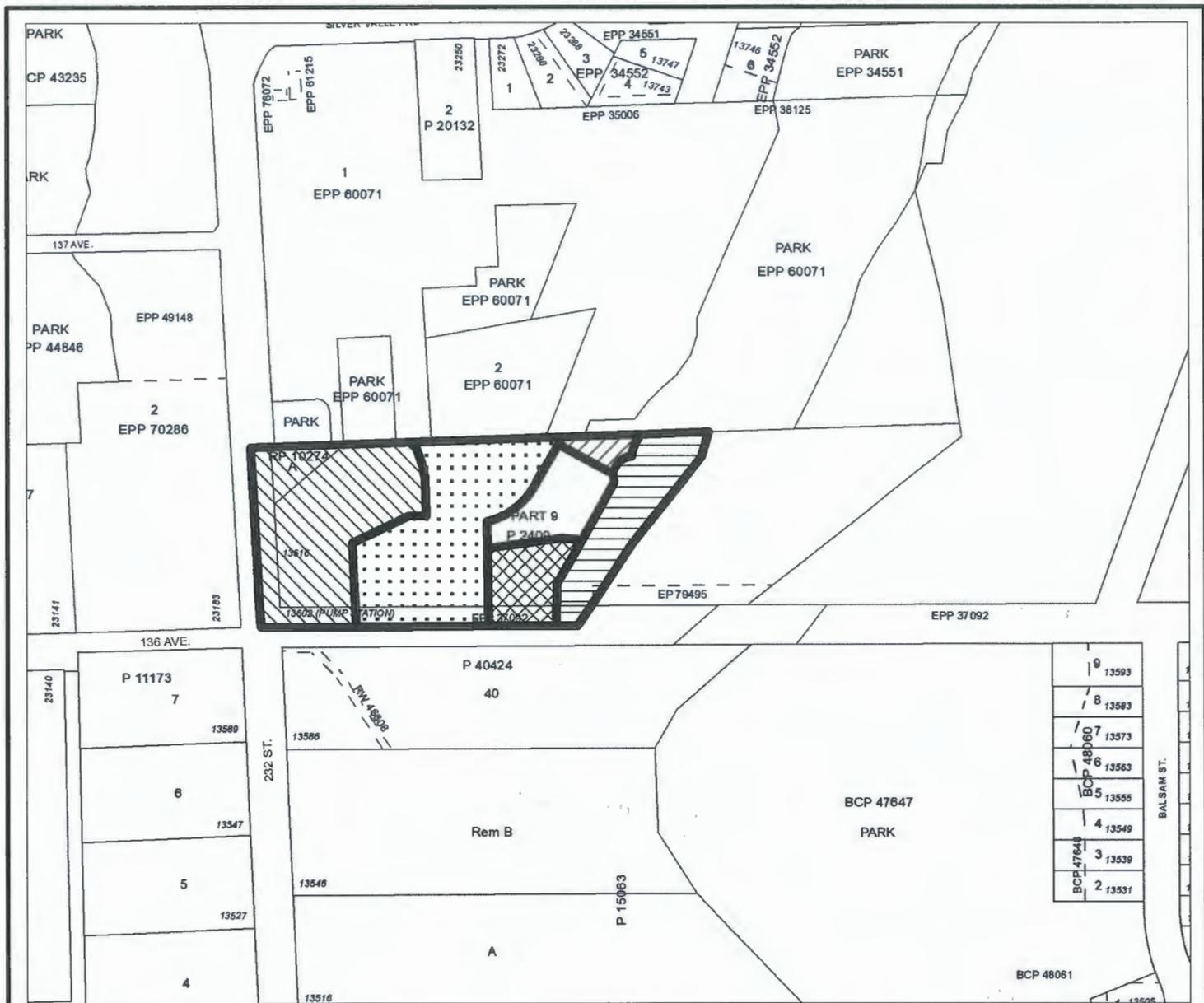
and outlined in heavy black line on Map No. 971, a copy of which is attached hereto and forms part of this bylaw, is hereby designated as shown.

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

South Part Lot 9 Except: Parcel "A" (Reference Plan 10274), Block "A" Section 33 Township 12 New Westminster District Plan 2409 Being All That Portion Of Said Lot Lying To The South Of A Straight Line Drawn Parallel To And Perpendicularly Distant 200 Feet South From The North Boundary; and

Parcel "A" (Reference Plan 10274) South Part Lot 9, Block "A" Section 33, Township 12, New Westminster District Plan 2409

and outlined in heavy black line on Map No. 972, a copy of which is attached hereto and forms part of this bylaw, is hereby designated as shown.



MAPLE RIDGE OFFICIAL COMMUNITY PLAN AMENDING

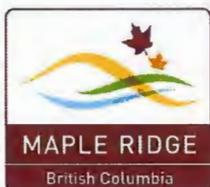
Bylaw No. 7430-2018

Map No. 971

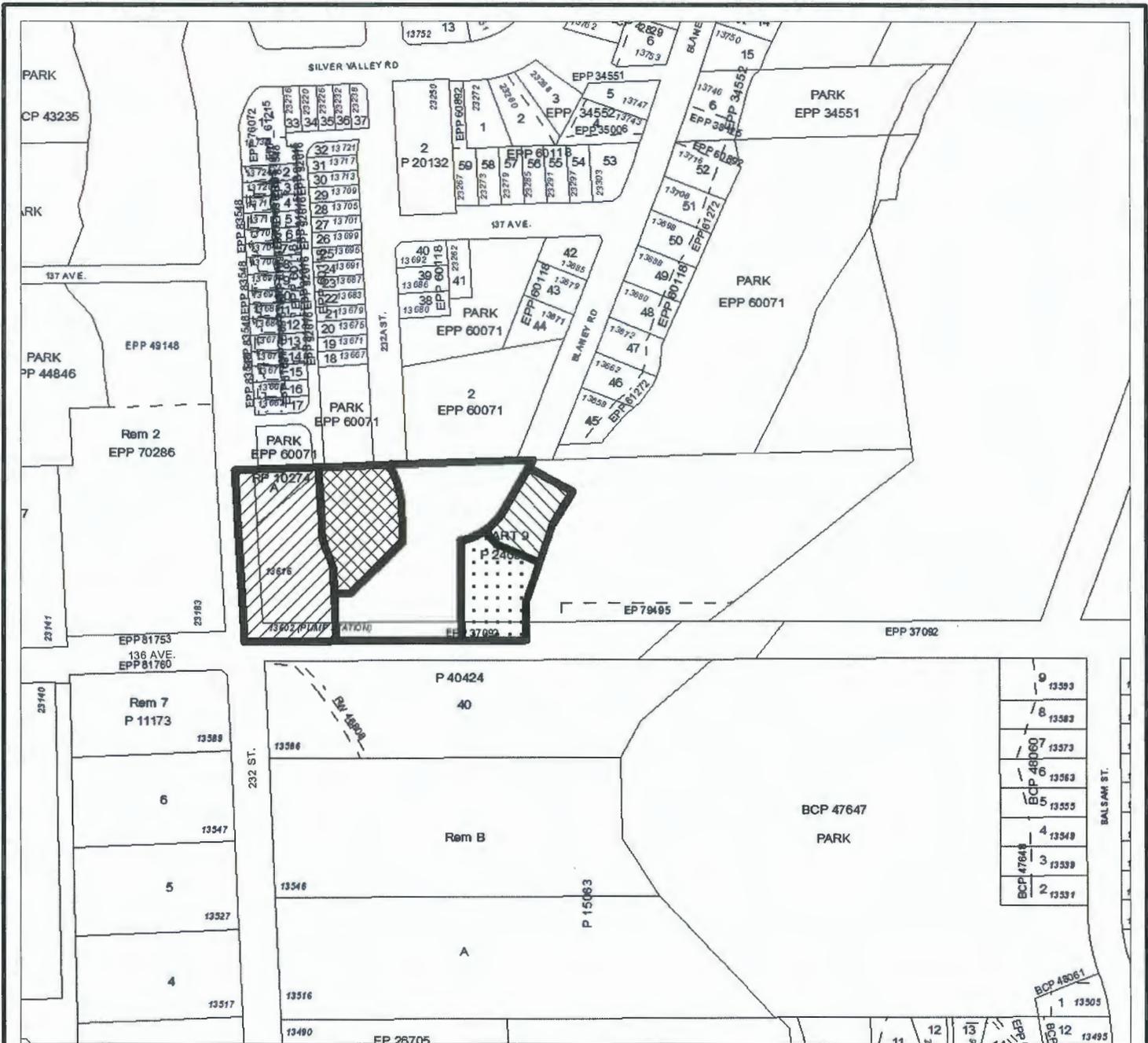
Purpose: To Amend Figure 2 and Figure 3A of the Silver Valley Area Plan

From: Open Space, Medium Density Residential,
Low Density Residential and Eco Cluster

- To:
-  Medium/High Density Residential
 -  Low Density Urban
 -  Medium Density Residential
 -  Conservation
 -  Open Space



SCALE 1:3,000



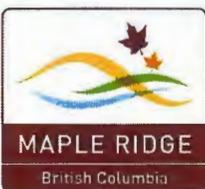
MAPLE RIDGE ZONE AMENDING

Bylaw No. 7431-2018

Map No. 1749

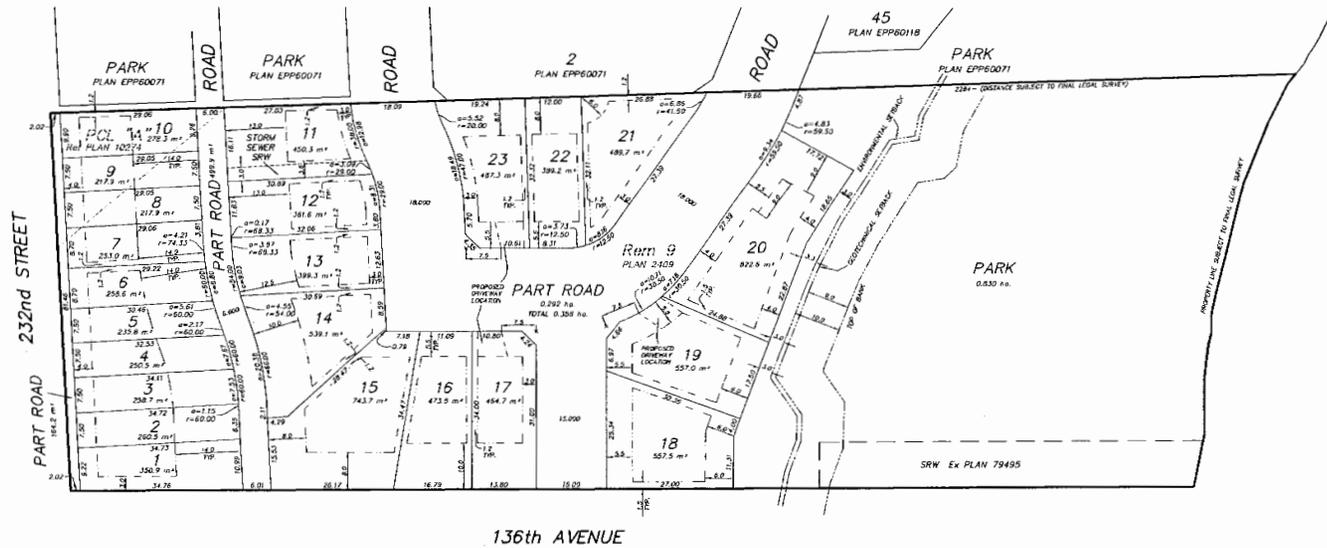
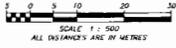
From: RS-3 (One Family Rural Residential)

- To:
-  RS-1b (One Family Urban (Medium Density) Residential)
 -  RS-1 (One Family Urban Residential)
 -  R-2 (Urban Residential District)
 -  R-1 (Residential District)
 -  RST-SV (Street Townhouse - Silver Valley)



SCALE 1:3,000

SKETCH SHOWING PROPOSED SUBDIVISION OF
 SOUTH PART LOT 9 EXCEPT: PARCEL "A" (REFERENCE PLAN 10274),
 BLOCK "A" SECTION 33 TOWNSHIP 12 NEW WESTMINSTER DISTRICT
 PLAN 2409 BEING ALL THAT PORTION OF SAID LOT LYING TO THE
 SOUTH OF A STRAIGHT LINE DRAWN PARALLEL TO AND PERPENDICULARLY
 DISTANT 200 FEET SOUTH FROM THE NORTH BOUNDARY
 AND
 PARCEL "A" (REFERENCE PLAN 10274) SOUTH PART LOT 9 BLOCK "A"
 SECTION 33 TOWNSHIP 12 NEW WESTMINSTER DISTRICT PLAN 2409



APPENDIX E

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pmg
LANDSCAPE ARCHITECTS
Suite C100 - 4165 23rd Street
Burnaby, British Columbia, V5C 6G9
p. 604 294-0511 - f. 604 294-0022

SCALE:

NO.	DATE	REVISION	DESCRIPTION	DR.
1	18-07-22		ISSUE FOR PERMITTING	AL
2	18-07-22		ISSUE FOR PERMITTING	AL
3	18-07-22		ISSUE FOR PERMITTING	AL
4	18-07-22		ISSUE FOR PERMITTING	AL
5	18-07-22		ISSUE FOR PERMITTING	AL
6	18-07-22		ISSUE FOR PERMITTING	AL
7	18-07-22		ISSUE FOR PERMITTING	AL
8	18-07-22		ISSUE FOR PERMITTING	AL
9	18-07-22		ISSUE FOR PERMITTING	AL
10	18-07-22		ISSUE FOR PERMITTING	AL

C.LIENT

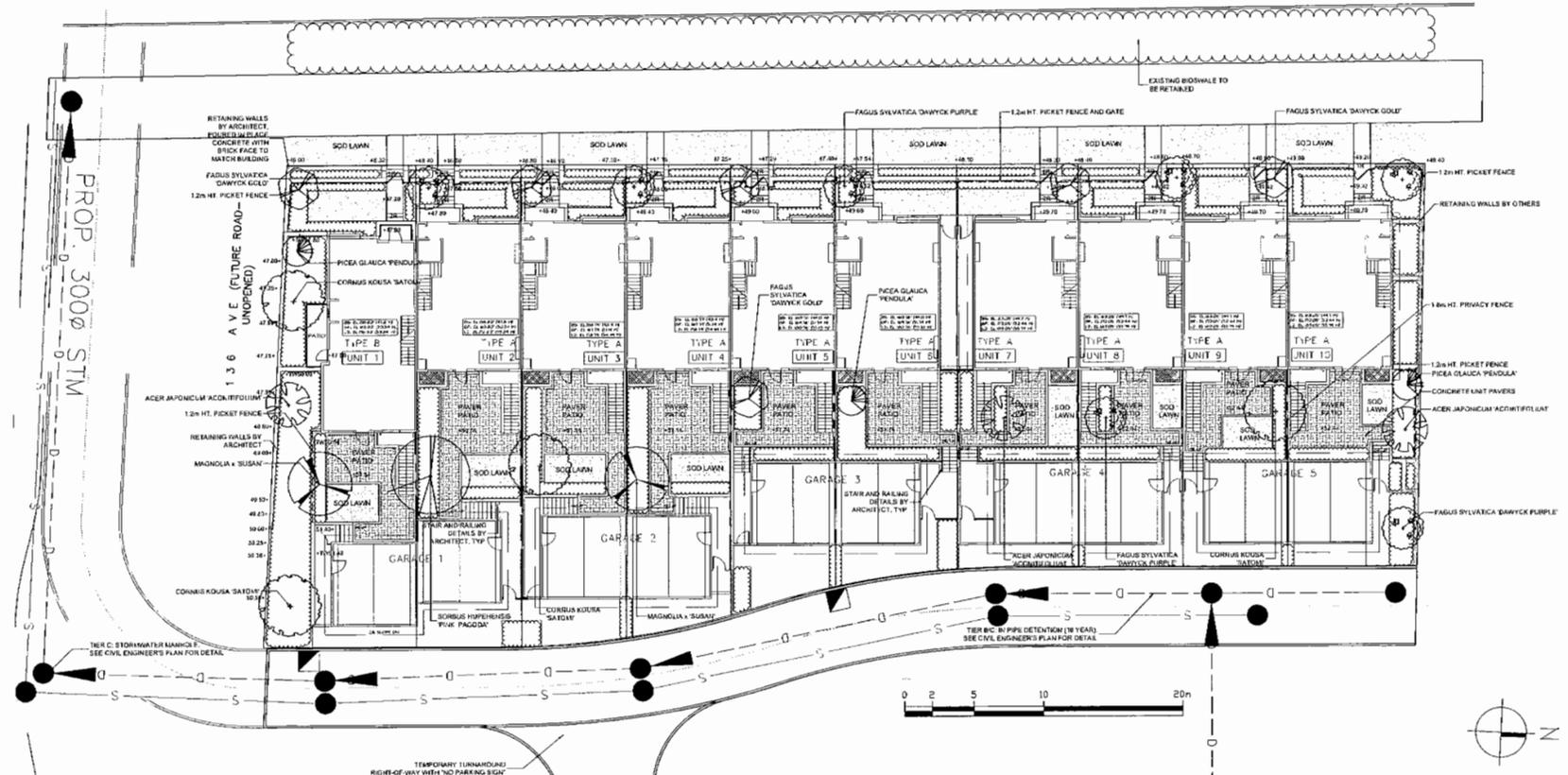
PROJECT:

10-UNIT TOWNHOMES
13616 232ND STREET
MAPLE RIDGE, BC

DRAWING TITLE:
LANDSCAPE PLAN

DATE: 18.JUL.18 DRAWING NUMBER:
SCALE: 1:150
DRAWN: BK
DESIGN: BK
CHKD: PC OF 2

PROJECT NUMBER: 18-112



- NOTES**
1. ALL HOODS NEED TO BE FINISHED TREATED TO S.A.A. STANDARDS
 2. ALL HOODS TO BE FINISHED WITH S.A.A. STANDARDS
 3. ALL HOODS TO BE FINISHED WITH S.A.A. STANDARDS
 4. ALL HOODS TO BE FINISHED WITH S.A.A. STANDARDS
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 10. ALL HOODS TO BE FINISHED WITH S.A.A. STANDARDS

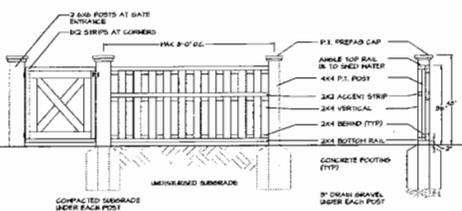
MAPLE RIDGE'S STORMWATER RETENTION REQUIREMENTS ARE MET BY THE CIVIL ENGINEER'S DESIGN FOR THE TIER A ELEMENTS LAID OUT ON THE LANDSCAPE DESIGN, INCLUDING:

- SOIL DEPTHS ARE AS FOLLOWS: 150mm (6") FOR LAWN AREAS, 180mm (7") FOR DRIVE AREAS, AND 150mm (6") FOR TREES
- AS NOTED BY APPLICABLE MUNICIPAL REQUIREMENTS ON THE SITE TO ENSURE A MINIMUM OF 50MM OF PROCESSED TOPSOIL IS PLACED ON ALL PERVIOUS AREAS OF THE SITE TO ALLOW SUFFICIENT STORABILITY AND INFILTRATION (MINIMUM 5% OF LOT AREA MUST BE PERVIOUS)
- SEE APPLICABLE MUNICIPAL ENGINEER'S PLAN FOR DETAILS REGARDING STORMWATER RETENTION CALCULATION AND STRUCTURE DETAILS

PLANT SCHEDULE

KEY	QTY	BOTANICAL NAME	COMMON NAME	PROJ PROJECT NUMBER	PLANTED SIZE / REMARKS
3		ACER JAPONICUM 'ACONITIFOLIUM'	FERRIFACE FULMORCH MAPLE	18-112	100 CAL. B&B
4		CORNUS KOUSA 'SATON'	PINK KOUSA DOGWOOD	18-112	100 CAL. 1M STD. B&B
5		FAGUS SYLVATICA 'DANVYCK GOLD'	DANVYCK GOLD BEECH	18-112	100 CAL. B&B
6		FAGUS SYLVATICA 'DANVYCK PURPLE'	DANVYCK PURPLE BEECH	18-112	100 CAL. B&B
7		MAGNOLIA 'SUSAN'	SUSAN MAGNOLIA (RED PURPLE)	18-112	100 CAL. 1M STD
8		PICEA GLAUCA 'PENDULA'	WEEPING WHITE SPRUCE	18-112	2.5M HT. B&B
9		SORBUS HYPENDEUS 'PINK FAGONIA'	PINK FAGONIA MOUNTAIN ASH	18-112	100 CAL. 1.5M STD&B&B
10		LIGULICAMBRA STYRACIFLUA 'WORLDPEONY'	WORLDPEONY SWEET GUM	18-112	100 CAL. 2M STD. B&B

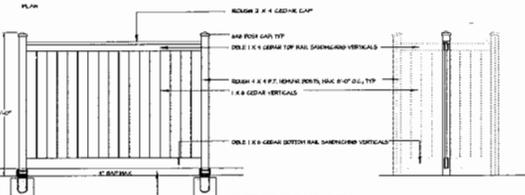
NOTES: PLANT SIZES IN THIS LIST ARE SPECIFIED ACCORDING TO THE BC LANDSCAPE STANDARD AND CANADIAN LANDSCAPE STANDARD. LATEST EDITION. CONTAINER SIZES SPECIFIED AS PER CANA STANDARD. BOTH PLANT SIZE AND CONTAINER SIZE ARE THE MINIMUM ACCEPTABLE SIZES. REFER TO SPECIFICATIONS FOR DETAILS ON CONTAINER MEASUREMENTS AND OTHER PLANT MATERIAL REQUIREMENTS. SEARCH AND REVIEW ARE PLANT MATERIAL AVAILABLE FOR OPTIONAL REVIEW BY LANDSCAPE ARCHITECT AT SOURCE OF SUPPLY. AREA OF SEARCH TO INCLUDE OWNER SUBSTITUTIONS TO THE SPECIFIED MATERIAL UNAPPROVED SUBSTITUTIONS WILL BE REJECTED. ALLOW A MINIMUM OF FIVE DAYS PRIOR TO DELIVERY FOR REQUEST TO SUBSTITUTE. SUBSTITUTIONS ARE SUBJECT TO BE LANDSCAPE STANDARD AND CANADIAN LANDSCAPE STANDARD. DEFINITION OF CONDITIONS OF AVAILABILITY: ALL LANDSCAPE MATERIAL AND WORKMANSHIP MUST MEET OR EXCEED BC LANDSCAPE STANDARD AND CANADIAN LANDSCAPE STANDARD LATEST EDITION. ALL PLANT MATERIAL MUST BE PROVIDED FROM CERTIFIED DISEASE FREE NURSERY. BID SOLETS NOT PERMITTED IN GROWING MEDIUM UNLESS AUTHORIZED BY LANDSCAPE ARCHITECT.



1. 1.2M HT. PICKET FENCE

NOTES:

1. ALL POSTS AND RAILINGS PRESERVE TREATED TO CSA STANDARD AND END CAPS TREATED WITH PRESERVATIVE
2. ALL OTHER MEMBERS TO BE GRADE #2 CONSTRUCTION GRADE MINIMUM
3. ALL WOODWORK NOT OBTAINED FROM MANUFACTURED SPECIFICATION FINISH SELECTION AS APPROVED BY PROJECT ARCHITECT.



2. 1.8M HT. PRIVACY FENCE

18.12.18

APPENDIX G

Summary of Advisory Design Panel Resolutions

Following presentations by the project Architect and Landscape Architect, the Advisory Design Panel made the following resolution that:

That File No. 2017-473-DP be supported and the following concerns be addressed as the design develops and submitted to Planning staff for follow-up (responses provided by the Architect and Landscape Architect are provided in italics):

Landscape Comments:

1. Coordinate grades between architectural and landscape plans south elevation, Unit 1;

Grading has been shown from the architect's plan on the landscape plans.

2. Coordinate offsite design with City requirements, in particular existing bioswales and street trees consistent with other areas on 232 Street;

The bioswales have been simply shown with an outline and will be retained.

3. Show retaining walls and fences in elevations to demonstrate height consistently in landscape and architectural drawings;

Shown on the architectural plans.

4. Provide a section through the north/south property line to show transition to future roadway;

Shown on the architectural plans.

5. Consider providing low level landscape lighting in the paver patios;

Lighting is provided at the building doors and at the garages, which will provide lighting into the back yard.

6. Show context of pump station in plan view and elevation; and

Shown on the architectural plans.

7. Provide adequate landscape screening between Unit 1 and the pump station.

Landscape screening is provided between the pump station and Unit 1 at a typical width of 7' or more.

Architectural Comments:

1. Consider providing a warmer colour palette and enhanced architectural elements on the east, south and north elevations;

Our design intent was to create contrast between neutral color and bright natural wood color by providing cladding in neutral tone and bright stained cedar soffit, porch door. Although by changing the cladding to warmer color, it will 'dilute' and weaken the striking effect of architectural expression that we are trying to achieve, we are considering adding "accent panel" to sprinker a color to the project- See attached. Please let me know if this is okay with you and if we are heading in a right direction.

2. Consider modifying the roof access proportions, roof design and materiality to better fit in with the west elevation; and

ADP's comment were on the stair enclosure for rooftop access, and they want us to explore options to remove or reduce their heights. As you are aware, our original proposal was recessed stair without rooftop stair projections; the original design was revised per the City's building department and Fire department's comment that recessed stairs will collect leaves and increase fire hazard potential and also creates maintenance issue. Based on these comments, we provided stair with the minimum headroom permitted. To address ADP's comments, we have no option but going back to the recessed stair which is not supported by the city's building and fire department. We need your direction for this one; kindly advise.

3. Consider the consistency of fenestration including frames and locations on the east elevation.

ADP's comment is on rear elevation of Unit 1 for the 2nd bedroom near the demising wall. They want that window centered. We will reflect the change in our elevation.



mapleridge.ca

City of Maple Ridge

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. 7631-2020;
Second Reading
Zone Amending Bylaw No. 7563-2019;
11907 223 Street

MEETING DATE: April 7, 2020
FILE NO: 2018-464-RZ
MEETING: C o W

EXECUTIVE SUMMARY:

An application has been received to rezone the subject property, located at 11907 223 Street, from RM-3 (High Density Apartment Residential District) to RM-2 (Medium Density Apartment Residential District) to permit the future construction of a six (6) storey residential apartment building with approximately 51 units. On July 2, 2019, Council granted first reading to Zone Amending Bylaw No. 7563-2019.

The applicant is proposing an increase in the maximum density of 1.8 floor space ratio (FSR) by 0.56 FSR to 2.36 FSR through the recently adopted RM-2 bonus density regulation. This proposed density can be achieved through a cash contribution of approximately \$147,994.24 based on rate of \$161.46 per square metre (\$15.00 per square foot) applied to the additional 0.56 FSR being requested.

This application requires an amendment to the Official Community Plan (OCP) to exceed the five (5) storey building height restriction associated with the *Low-Rise Apartment* designation in the Town Centre Area Plan for this project. The wording of this policy is proposed to give Council the flexibility to allow an increase from five (5) to six (6) storeys where shadowing, change in neighbourhood character, view obstruction, and other negative impacts can be minimized.

Pursuant to Council policy, this application is subject to the Community Amenity Contribution Program at a rate of (\$3,100.00 per apartment dwelling unit), for an estimated amount of \$158,100.00.

RECOMMENDATIONS:

- 1) That, in accordance with Section 475 of the Local Government Act, opportunity for early and on-going consultation has been provided by way of posting Official Community Plan Amending Bylaw No. 7631-2020 on the municipal website and requiring that the applicant host a Development Information Meeting (DIM), and Council considers it unnecessary to provide any further consultation opportunities, except by way of holding a Public Hearing on the bylaw;
- 2) That Official Community Plan Amending Bylaw No. 7631-2020 be considered in conjunction with the Capital Expenditure Plan and Waste Management Plan;

1102

- 3) That it be confirmed that Official Community Plan Amending Bylaw No. 7631-2020 is consistent with the Capital Expenditure Plan and Waste Management Plan;
- 4) That Official Community Plan Amending Bylaw No. 7631-2020 be given first and second reading, and be forwarded to Public Hearing;
- 5) That Zone Amending Bylaw No. 7563-2019 be given second reading, and be forwarded to Public Hearing;
- 6) That voluntary payment of \$8,000 and receipt upon payment in accordance with Maple Ridge Off-Street Parking and Loading Bylaw No. 4350 - 1990 as cash-in-lieu for the one (1) off street parking space provided for residential use respecting the property located at 11907 223 Street;
- 7) That the following terms and conditions be met prior to final reading:
 - i) Registration of a Rezoning Servicing Agreement as a Restrictive Covenant and receipt of the deposit of a security, as outlined in the Agreement;
 - ii) Approval from the Ministry of Transportation and Infrastructure;
 - iii) Road corner truncation and lane widening dedication as required;
 - iv) Registration of a Restrictive Covenant for the Geotechnical Report, which addresses the suitability of the subject property for the proposed development;
 - v) Registration of a Restrictive Covenant for protecting the Visitor Parking;
 - vi) Registration of a Restrictive Covenant for Stormwater Management;
 - vii) In addition to the site profile, a disclosure statement must be submitted by a Professional Engineer advising whether there is any evidence of underground fuel storage tanks on the subject property. If so, a Stage 1 Site Investigation Report is required to ensure that the subject property is not a contaminated site.
 - viii) That a voluntary contribution, in the amount of \$158,100.00 (\$3,100/unit) be provided in keeping with the Council Policy with regard to Community Amenity Contributions.
 - ix) That a voluntary contribution, in the amount of \$147,994.24 based on rate of \$161.46 per square metre (\$15.00 per square foot) for the additional FSR being sought in accordance Section 5. Density f) of the RM-2 Zone.

DISCUSSION:

1) Background Context:

Applicant:	Bissky Architecture and Urban Design Inc.
Legal Description:	Lot 4 District Lot 398 Group 1 New Westminster District Plan 8380
OCP:	
Existing:	Low-Rise Apartment
Proposed:	Low-Rise Apartment

Zoning:

Existing: RM-3 (High Density Apartment Residential District)
Proposed: RM-2 (Medium Density Apartment Residential District)

Surrounding Uses:

North:	Use:	Apartment
	Zone:	RM-3 (High Density Apartment Residential District)
	Designation:	Low-Rise Apartment
South:	Use:	Single Family Residential
	Zone:	RM-3 (High Density Apartment Residential District)
	Designation:	Low-Rise Apartment
East:	Use:	Commercial
	Zone:	C-3 (Town Centre Commercial)
	Designation:	Flexible Mixed-Use
West:	Use:	Apartment
	Zone:	RM-3 (High Density Apartment Residential District)
	Designation:	Low-Rise Apartment

Existing Use of Property: Vacant
Proposed Use of Property: Multi-Family Apartment
Site Area: 0.18 ha (0.43 acres)
Access: Lane north of 119 Avenue
Servicing requirement: Urban Standard

2) Background:

The subject property, at 11907 223 Street is located at the southwest corner of 223 Street and 119 Avenue. The property is flat with trees located around the perimeter, along with grasses and low-lying shrubs located throughout. The subject property is currently vacant (see Appendices A and B).

3) Project Description:

The current application proposes to rezone the subject property from RM-3 (High Density Apartment Residential District) to RM-2 (Medium Density Apartment Residential District) to permit the construction of a six-storey building consisting of 51 apartment units and 60 concealed parking spaces. There is an amenity space provided for residents to use on a lower roof level. The Site Plan and the Lower Roof plan with the roof top open space are shown in Appendix E. Elevations and a Rendering are shown in Appendices F and H, respectively.

Two levels of parking are provided: one is an underground structure and the other at ground level oriented to the lane and shared with apartment units facing 119 Avenue and 223 Street. This ground level parking area will have a rooftop amenity space. Access to the parking will be by separate driveways (one being a ramp) from the lane along the northern edge of the site.

The property has historical RM-3 (High Density Apartment Residential District) zoning that is intended for dense high-rise buildings. This density is based on building height for each storey built above the fifth storey, to achieve the maximum permitted density in the RM-3 (High Density Apartment Residential District) zone (i.e. 1.2 FSR plus 0.2 FSR for each storey 6 to 10) to a maximum of 2.2 FSR. Instead, the applicant is seeking to rezone and apply for the recently amended the RM-2 (Medium Density Apartment Residential District) zone, that contains a new bonus density provision to allow the density to be increased through payment of a cash contribution of \$161.46 per square

metre (\$15.00 per square foot) for additional FSR between 1.8 and 2.4. Therefore, the applicant is proposing an increase beyond the maximum density of 1.8 FSR by 0.56 FSR to 2.36 FSR. Therefore, a cash contribution of approximately \$147,994.24 based on the above quoted rate for the additional 0.56 FSR is being requested.

The proposed RM-2 (Medium Density Apartment Residential District) zone is consistent with the Low-Rise Apartment designation within Town Centre Area Plan in the Official Community Plan (OCP), thus rezoning to RM-2 (Medium Density Apartment Residential District) would bring the property into conformance with the policies of OCP and the Town Centre Area Plan.

4) Planning Analysis:

i) Official Community Plan:

The subject property is located within the Downtown West Precinct of the Town Centre Area Plan and is designated *Low-Rise Apartment*. An OCP amendment is proposed to accommodate the proposed six-storey structure. This approach is consistent with other applications in the area, as well as, applications soon to be received who are also seeking greater building height by utilizing the density bonus option.

Changing the restriction from five (5) to six (6) storeys in the above OCP Policy would mean any site designated *Low-Rise Apartment*, would be entitled to the additional story. After further review, it was determined that such an increase could be permitted if an applicant demonstrates that adverse impacts due to shadowing, change in neighbourhood character, view obstruction and other negative impacts are sufficiently mitigated.

Therefore, the following text amendment (see underlined text) is proposed to Policy 3-22 in the Town Centre Area Plan:

Policy 3-22 All Low-Rise Apartment development should be a minimum of three (3) storeys and a maximum of five (5) storeys. In instances where there it is demonstrated shadowing, neighbourhood character, view obstruction and other negative impacts are sufficiently mitigated, the height may be increase to six (6) storeys.

The applicant has demonstrated through the plans submitted and reviewed by the Advisory Design Panel, compliance with the Policy 3-22 as proposed to be amended.

The following policies also apply to this proposal:

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

This project increases the residential density by introducing up to 51 units, including 11 one-bedroom units, 34 two-bedroom units, and six (6) three-bedroom units. The subject property is located within walking distance to a range of shops, services, parks and the Haney Place Transit Exchange.

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

This project will potentially have shadow impacts on the adjacent properties to the north and east of the site. The applicant will be asked to provide a shadow study to determine the extent of shadowing.

In addition to these policies, a range of environmentally sustainable policies in the Town Centre Area Plan would also apply to this application:

Policy 2-5 Incorporating Rainwater Management practices into on-site and off-site development will be encouraged [...]. Some examples of Rainwater Management practices include:

- *bioretention areas;*
- *rainwater gardens;*
- *bioswales;*
- *landscaped curb bulges on street right-of-ways;*
- *rainwater harvest for irrigation; and*
- *green roofs.*

Policy 2-9 The use of plant and tree species that are suited for Maple Ridge climate and that will attract local songbirds and pollinating insects species [...] will be encouraged in public and private development;

Policy 2-10 Landscaping, as described in policy 2-9 above, will be encouraged in all public and private outdoor spaces in the Town Centre. For areas with a large amount of paved surfaces, such as surface parking lots and public plazas, the installation of trees, rain gardens, raised planters, and/or living green walls, where feasible, is encouraged to provide some areas of refuge for wildlife, such as small birds, rainwater interception, cooling in summer months, reduced glare from pavement, carbon sequestration, and a more attractive urban environment.

ii) **Housing Action Plan:**

The City's Housing Action Plan (HAP) was endorsed by Council in 2014. It seeks to increase access to "safe, affordable, and appropriate housing that meets the diverse and changing needs of the community". The HAP also speaks of the need to provide a range of non-market, affordable and special needs housing. This was reaffirmed with the endorsement of the Housing Action Plan Implementation Framework in September, 2015.

The subject application does provide a mix of unit sizes to help in achieving housing diversity. This includes the following breakdown:

- 11 one bedroom suites (22 %);
- 34 two bedroom suites (67 %); and
- Six (6) three bedroom suites (11 %).

iii) Citywide Community Amenity Program:

The City-wide Community Amenity Contribution (CAC) Program, approved by Council on March 14, 2016 and amended on December 14, 2017, applies to this project. Consistent with this policy, a voluntary contribution of \$3,100 per apartment unit, totaling \$158,100.00, is required for this project before final reading.

iv) Zoning Bylaw:

The plans for this project are attached as Appendix C. The subject property is proposed to be rezoned to RM-2 zone and will be governed by the zone's regulations, with some variances to better accommodate the project. There is compliance with the minimum lot area, lot dimension, useable outdoor opens space and indoor amenity space.

The proposed density is 2.36 FSR, which complies with the maximum permitted FSR of 2.4. This density is achieved by utilizing the base density FSR of 1.8 and adding an additions FSR of 0.56 through providing a cash contribution of a cash contribution of approximately \$147,994.24 based on the rate of \$161.46 per square metre (\$15.00 per square foot) for the additional FSR as provided for the RM-2 Zone density regulation.

The proposed variances are described later in this report.

v) Off-Street Parking and Loading Bylaw:

The following is observed about the parking being provided:

- The Parking Bylaw requires 60.7 spaces, with rounding to 61 under the Bylaw; however, 60 parking spaces are being provided;
- One (1) of the above spaces is to be designed as a disabled parking space. This has been provided in accordance with the bylaw; and
- Not more than 10% are small car parking spaces. A total of six (6) of the required parking spaces are designed to be small car spaces, which is in compliance with the 10% restriction in the Bylaw.

With respect to parking, a variance is not required because the applicant elected to make the prescribed \$8,000 payment-in-lieu of providing parking in accordance with the Off-Street Parking and Loading Bylaw. The reduction of one parking space on the property can be justified because:

- The cash-in lieu payment will contribute to a future parking space in a municipal facility; and
- The effect of this reduction is minimal because the site is located in the Town Centre Area, where residents can walk or cycle to stores, offices and recreation, and the transit along the Lougheed Corridor is within a convenient walking distance.

The Off Street Parking and Loading Bylaw requires the following action to be taken by Council:

Where an owner has paid money to the City of Maple Ridge in lieu of providing off-street parking spaces, Council shall by resolution acknowledge receipt of such payment and the resolution shall set out the real property and the number of off-street parking spaces in respect of which the payment was received.

The necessary resolution has been included in the Recommendation section of this report.

The project will also comply with the electric vehicle charging requirements by having roughed-in infrastructure capable of providing Level 2 charging outlets for each residential parking space, and one Level 2 outlet each for every two (2) of the visitor parking spaces (i.e. at least 50%).

vi) Proposed Variances:

A Development Variance Permit application has been received for this project and involves the following relaxations to *Maple Ridge Zoning Bylaw No. 3510 -1985*.

The following requested variances to the *RM-2 Medium Density Apartment Residential District* zone will be the subject of a future Council report:

- Increasing the maximum height from four (4) storeys to six (6) storeys and the height from 15 metres to 21 metres to the top of the elevator shaft; and
- Reducing the setbacks from 7.5 metres from all lot lines to:
 - 4.0 metres from 119 Avenue and from 223 Street (with further reductions to allow for balcony and roof line feature projections) and;
 - 3.0 metres from the lane (with further reductions to allow for balcony and roof line feature projections).

vii) Development Permits:

Pursuant to Section 8.11 of the OCP, a Town Centre Development Permit application is required for all multifamily residential, flexible mixed use and commercial development located in the Town Centre.

viii) Advisory Design Panel:

The application was reviewed by the ADP at a meeting held on January 22, 2020 and their comments and the applicant's responses can be seen in Appendix I.

A detailed description of the projects form and character will be included in a future development permit report to Council.

ix) Development Information Meeting:

A Development Information Meeting was held at Maple Ridge Pitt Meadows Chamber of Commerce office on January 7, 2020. Two (2) people attended the meeting. A summary of the main comments and discussions with the attendees was provided by the applicant and include the following main points:

- A resident of the building immediately to the west of the development site expressed concern about the loss of his view of existing greenery currently on the currently vacant development site and of the potential impact to the squirrels and racoons that he enjoys watching.
- Another guest noted that she liked the building.
- Another local resident that was not able to attend the meeting, but sent an email expressing concern about the impact the development will have on street parking in the neighbourhood.

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

- Impact of the View of the Neighbouring Building - The building is set back 4.0 metres from the west property line and the landscape design incorporates numerous trees and shrubs on all sides of the building, including the east side. Additionally, this is an urban infill site within the downtown core, and as such that been designed to increase the density and number of housing units in this area with close proximity to the City's services.
- Off Street Parking - The development is required to include 61 off-street parking stalls and 60 are included. The developer plans to pay cash-in-lieu to pay for the additional parking stall as permitted by the municipality. Additionally, the development is required to include 13 long-term and 16 short-term bike stalls; the project includes 14 long term and 16 short term stalls.

5) Traffic Impact:

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

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

6) Interdepartmental Implications:

i) Engineering Department:

A number of matters were noted by Engineering. These included: road and lane widening, corner truncation; road upgrading including curbs, sidewalks and street trees; service and utility upgrades and payment in lieu for matters like future ornamental street lighting. These and other matters will be governed by a future Rezoning Servicing Agreement with associated fees and securities.

ii) Building Department:

Comments were provided about matters to be addressed at the Building Permit stage.

iii) Fire Department:

The Fire Department has no issues in moving this project forward. Detailed comments will be provided on the project at the building permit stage.

iv) Environment:

Comments were provided about Erosion and Sediment Control requirements during site development and construction and integrating the stormwater management requirements with landscaping being provided.

CONCLUSION:

It is recommended that first and second reading be given to OCP Amending Bylaw No. 7631-2020, that second reading be given to Zone Amending Bylaw No. 7563-2019, and that this rezoning application 2018-464-RZ be forwarded to Public Hearing.

“Original signed by Mark McMullen” for

**Prepared by: Adrian Kopystynski M.Sc., MCIP, RPP, MCAHP
Planner**

“Original signed by Chuck Goddard”

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

“Original signed by Christine Carter”

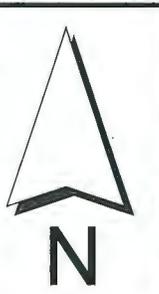
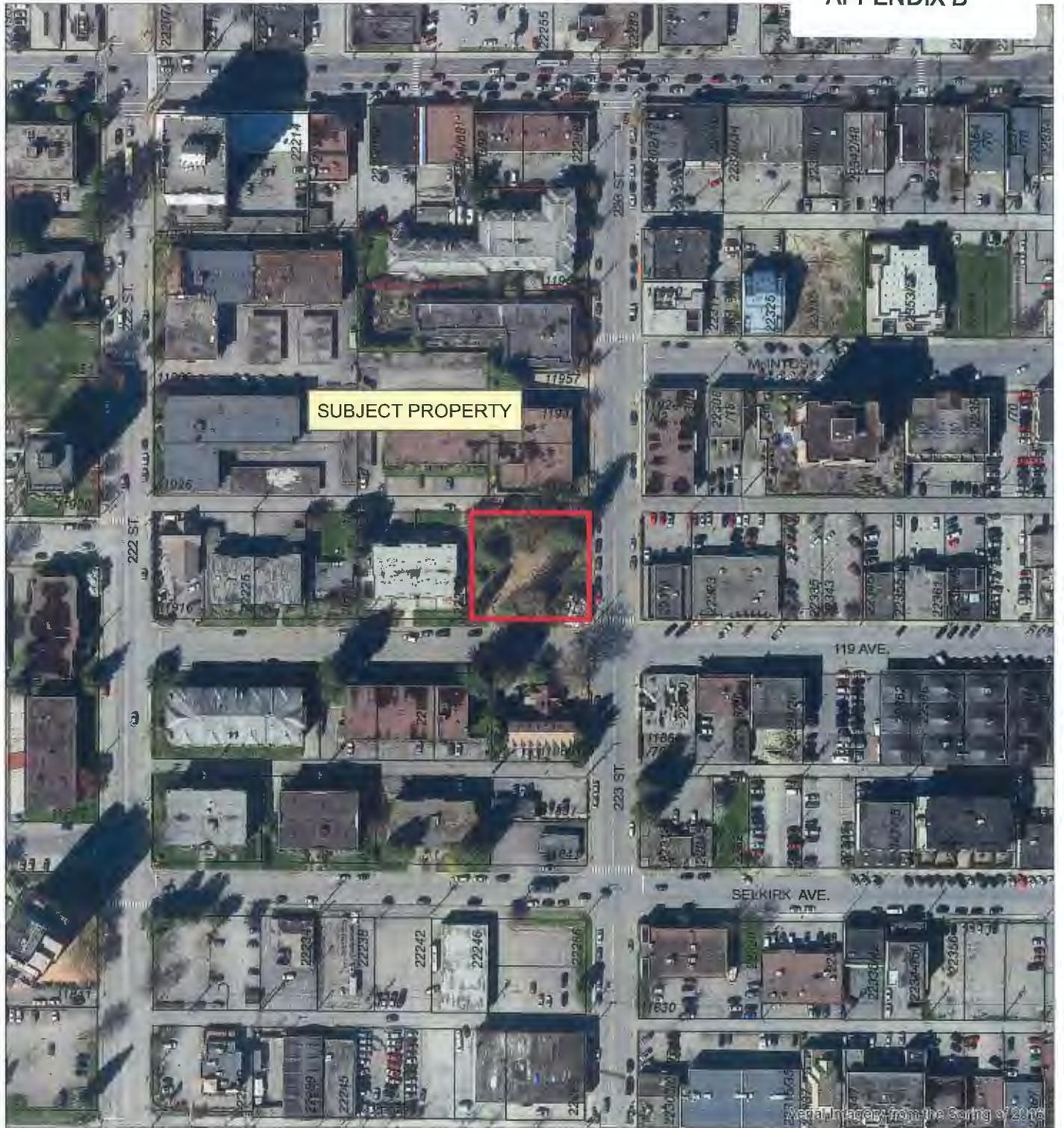
**Approved by: Christine Carter, M.PL, MCIP, RPP
GM Planning & Development Services**

“Original signed by Al Horsman”

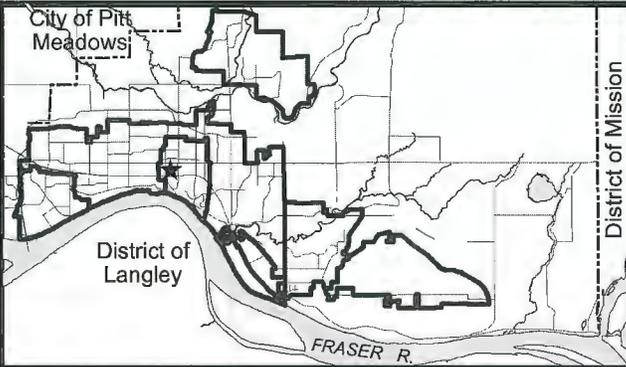
**Concurrence: Al Horsman
Chief Administrative Officer**

The following appendices are attached hereto:

- Appendix A – Subject Map
- Appendix B – Ortho Map
- Appendix C – OCP Amending Bylaw No. 7631-2020
- Appendix D – Zone Amending Bylaw No. 7563-2019
- Appendix E – Site and Lower Roof Opens Space Plan
- Appendix F – Building Elevation Plans
- Appendix G – Landscape Plan
- Appendix H - Rendering
- Appendix I – ADP Design Comments



Scale: 1:2,000



11907 223 St

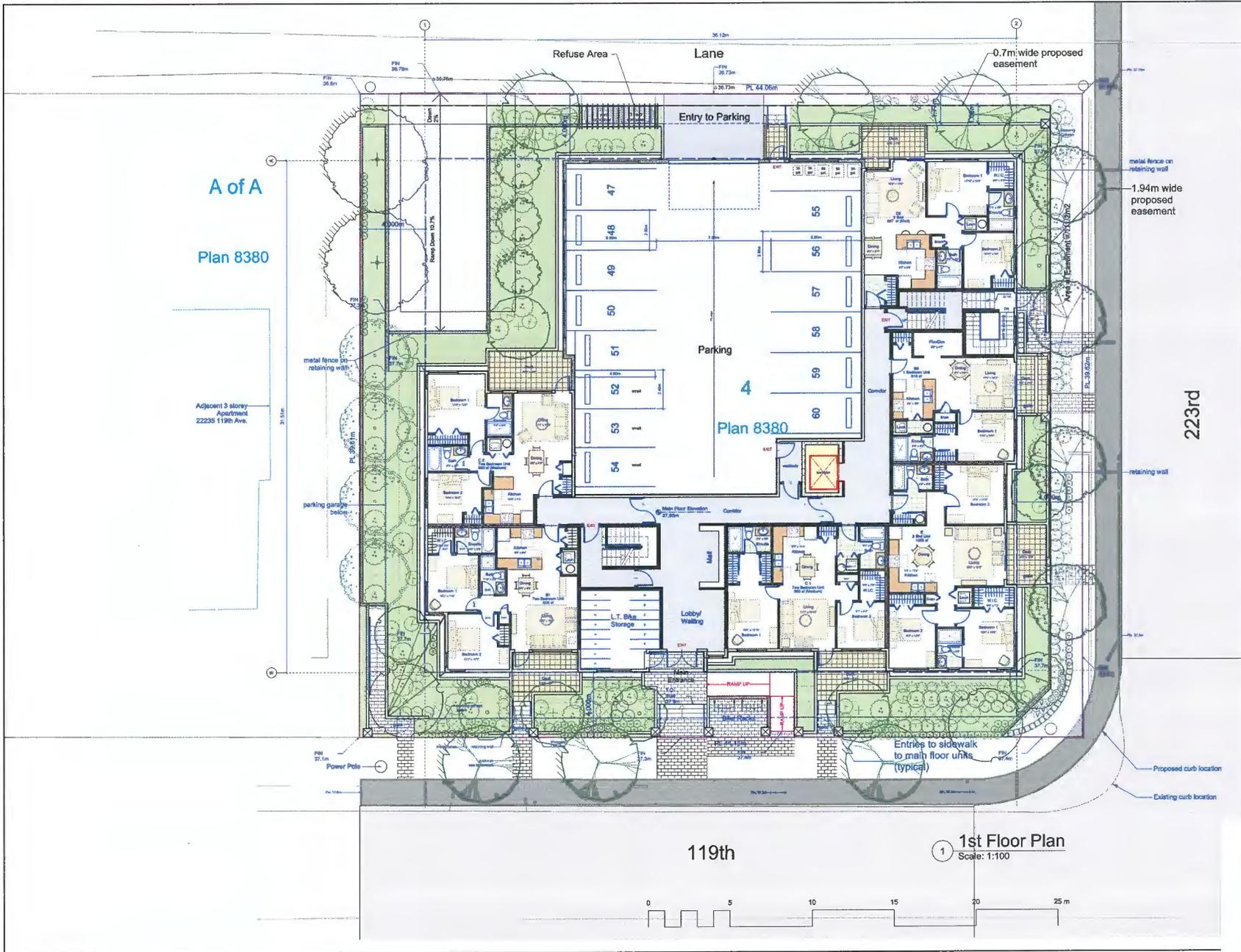
PLANNING DEPARTMENT



mapleridge.ca

FILE: 2018-464-RZ
DATE: Nov 8, 2018

BY: LP



A of A
Plan 8380

Adjacent 3 story
Apartment
22285 119th Ave.

119th

1 1st Floor Plan
Scale: 1:100



223rd

223 Street

APPENDIX E



ISSUED DRAWINGS
Issued for DP 2018-11-03

Copyright Reserved.
For use in: BC, 2018, all rights reserved.
This drawing is the property of Wayne Stephen Bissky Planning & Interior Design Inc. and is to be used only for the project and location specified. It is not to be used for any other project or location without the written consent of Wayne Stephen Bissky Planning & Interior Design Inc. The user shall be responsible for obtaining all necessary permits and approvals from the appropriate authorities.

Proposed RM-2 Multi-Family Dev't
City Address: 11907-223 Street, Maple Ridge, BC
Legal Address: LT 4, 338, H.W.D., P.I. WWP0300
P.O.#: 011-359-001

Site Plan

WAYNE STEPHEN BISSKY
PLANNING & INTERIOR DESIGN INC.
4555 222nd Street, Suite 101
Maple Ridge, BC V2X 2Y4
Phone: 604-461-1111
www.wsbis.com

Date: 2019-06-18
Scale: As Noted
Drawn: WS / BT
Project ID: 1810

Sheet: A1.0



MATERIAL LEGEND

1	ROOF MEMBRANE
2	FIBRE-CEMENT PANEL SIGNING CW REVEAL SYSTEM - ORANGE
3	FIBRE-CEMENT PANEL SIGNING CW REVEAL SYSTEM - WHITE
4	FIBRE-CEMENT PANEL SIGNING CW REVEAL SYSTEM - DARK GREY
5	ARCHITECTURAL CONCRETE
6	BRICK VENEER
7	DOUBLE GLAZED WINDOWS AND DOORS
8	TEMPERED GLASS GUARD RAIL WITH ALUMINUM POSTS
9	METAL FABRIC - DARK GREY
10	STEEL TRELIS - PAINT FINISH
11	PREFINISHED METAL PICKET RAILING
12	OVERHEAD GARAGE DOOR
13	INTERIOR DOOR - PAINT FINISH
14	FIBRE-CEMENT SOFFIT
15	METAL LOUVERED GRILLE



ISSUED DRAWINGS
Issued for CP 2018-11-05

Copyright Reserved.
Project: 1802-223 Street, Maple Ridge, BC
Drawn by: [Name], Checked by: [Name], Approved by: [Name]
Scale: 1:100
Date: 2018-05-18
Project ID: 1810

Proposed RM-2 Multi-Family Dev't
City Address: 11802-223 Street, Maple Ridge, BC
Legal Address: L1, R, DL, DR, W/ST, P, W/WH/2ND
P.O. #: 011-506-081

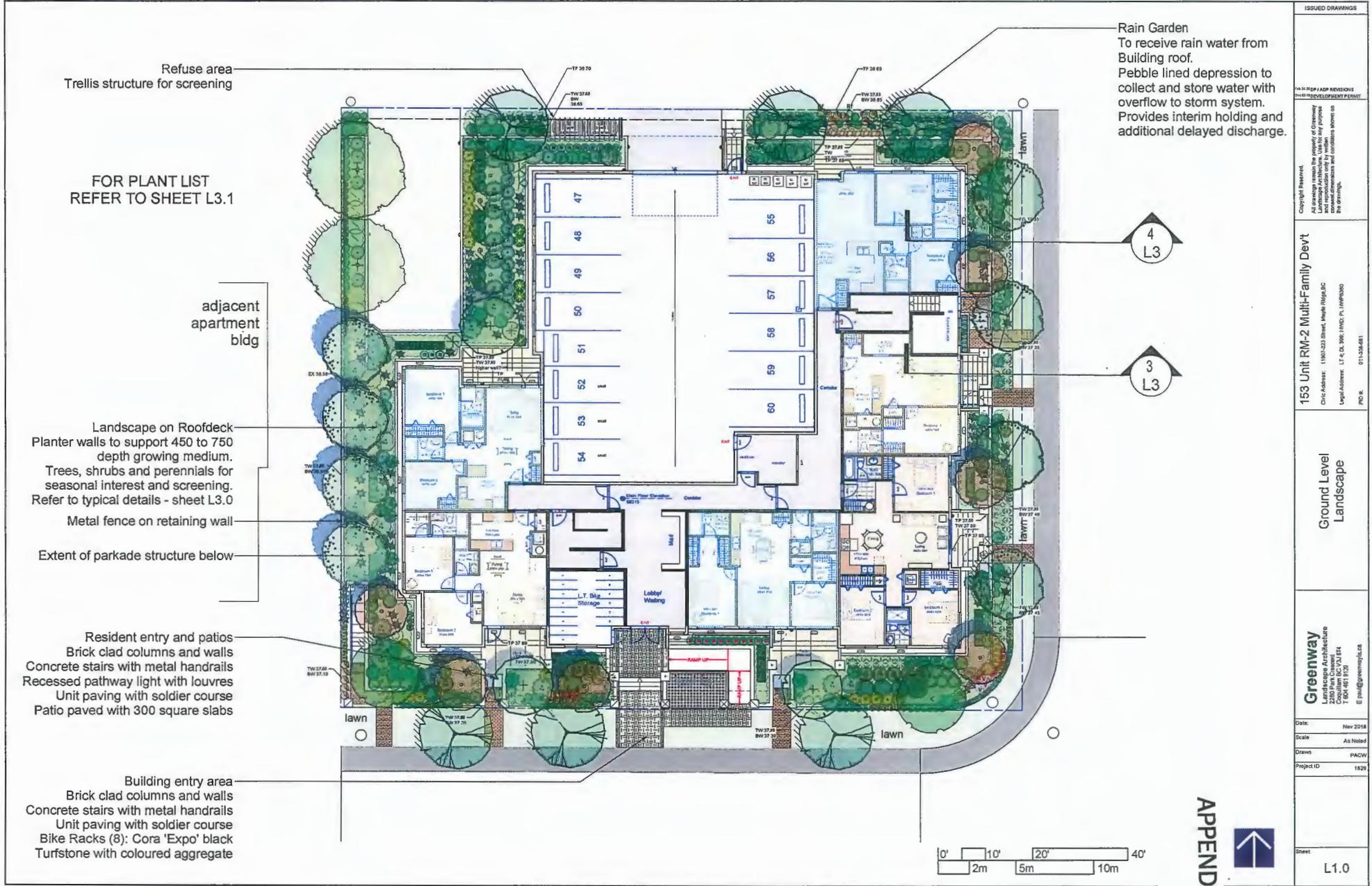
Elevations

WAYNE STEPHEN BISSKY
ARCHITECTURE INC.
PLANNING & INTERIOR DESIGN
11802-223 Street, Maple Ridge, BC
V2X 2Y7
Phone: 604-888-8888

Date: 2018-05-18
Scale: As Noted
Drawn: WB / BT
Project ID: 1810

APPENDIX F

Sheet A3.0



Refuse area
Trellis structure for screening

FOR PLANT LIST
REFER TO SHEET L3.1

adjacent
apartment
bldg

Landscape on Rooftop
Planter walls to support 450 to 750
depth growing medium.
Trees, shrubs and perennials for
seasonal interest and screening.
Refer to typical details - sheet L3.0

Metal fence on retaining wall

Extent of parkade structure below

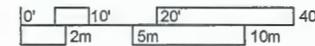
Resident entry and patios
Brick clad columns and walls
Concrete stairs with metal handrails
Recessed pathway light with louvers
Unit paving with soldier course
Patio paved with 300 square slabs

Building entry area
Brick clad columns and walls
Concrete stairs with metal handrails
Unit paving with soldier course
Bike Racks (8): Cora 'Expo' black
Turstone with coloured aggregate

Rain Garden
To receive rain water from
Building roof.
Pebble lined depression to
collect and store water with
overflow to storm system.
Provides interim holding and
additional delayed discharge.

4
L3

3
L3



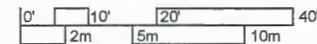
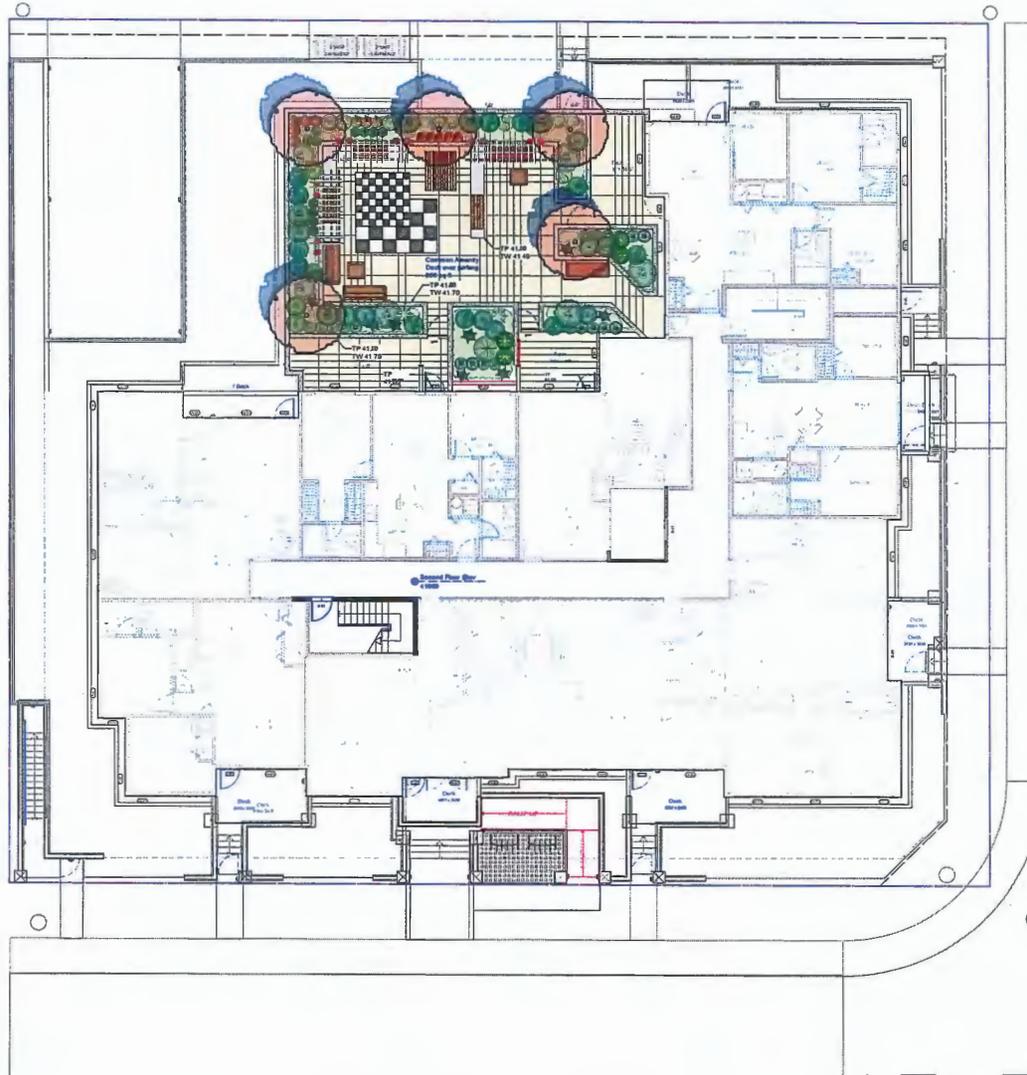
ISSUED DRAWINGS
<p>Copyright Reserved All drawings are the property of Greenway Landscape Architecture. Use for any purpose other than that intended by the author without the written consent of Greenway is prohibited.</p>
<p>153 Unit RM-2 Multi-Family Dev't City Address: 1180-223 Street, Maple Ridge, BC Legal Address: L.E. & D.L. 599, 1180-223 P.L. 1180/2230</p>
<p>Ground Level Landscape</p>
<p>Greenway Landscape Architecture 2280 Park Crescent Vancouver, BC V6K 1E4 T: 604-961-7155 E: info@greenway.ca</p>
<p>Date: Nov 2018 Scale: As Noted Drawn: PACW Project ID: 1929</p>
<p>Sheet: L1.0</p>

APPENDIX G



Rooftop social and activity area
 Family space for children's use, with seating pedestals, benches, rubber play surface, and activity/dinner table.
 Social seating nodes with benches and coffee tables.
 Planters with ornamental trees, ornamental shrubs, and perennials.
 Resident patios separated from main plaza with planters for privacy, with gated paths.
 Timber trellis with climbing vines for screening and space definition - refer to detail sheet L3.0
 Concrete planter walls
 Concrete patio slab paving

FOR PLANT LIST
 REFER TO SHEET L3.1



ISSUED DRAWINGS

Per ADP REVISIONS
 See attached REVISIONS PAGE

Copyright Reserved.
 All drawings remain the property of Greenway Landscape Architecture and reproduction only by written permission. Dimensions and conditions shown on this drawing.

153 Unit RM-2 Multi-Family Dev't
 Civic Address: 11871-225 Street, Maple Ridge, BC
 Legal Address: L1 & L2, 150, 11871 St. 11870-900
 P.O. Box: 011-509-851

Rooftop
 Landscape

Greenway
 Landscape Architecture
 11871-225 Street, Suite 101
 Maple Ridge, BC V2X 2Y1
 T 604 681 9232
 E info@greenwayla.com

Date: Nov 2018
 Scale: As Noted
 Drawn: PAC/W
 Project ID: 1629

Sheet
 L2.0

APPENDIX H



① View to N-W From 119th Avenue

WAYNE
STEPHEN
BISSKY

RESPONSE TO ADP RESOLUTION

ARCHITECTURE URBAN DESIGN PLANNING INTERIOR DESIGN
204 - 22320 LOUGHEED HIGHWAY MAPLE RIDGE BC V2X 2T4 PH 604-467-8300 FAX 604-467-8305

Adrian Kopystynski
City of Maple Ridge Planning Department
11995 Haney Place
Maple Ridge, BC
V2X 6A9

Monday, February 24, 2020

Response to ADP Comments for:

Properties	Civic Address	Legal Description
1	11907-223 Street	Lot 4 ; DL 398; NWD PL NWP 8380; PID 011-308-681 (From Ridgeview)

Our Project No.: 1810
City Ref No.: 2018-464-RZ:

Dear Adrian;

We have adjusted the architectural and landscape plans in response to the resolutions following. Please note that I have commented how each one has been dealt with. The PDF files can be viewed and/or downloaded at the dropbox links following. Can you please let us know whether you need hard copies of each in addition to these links and we can have those printed and delivered to you asap.

Architectural: <https://www.dropbox.com/s/plwn2j92d4ua95p/1810%20Wayne%20ADP%20Apt%20at%2011907-223%20St%20BT%202020-02-18%20%28RM-2%29.pdf?dl=0>

Landscape: https://www.dropbox.com/s/x5audnavy9kx9rs/1810%2011907-223Apt%20DP%20Landscape%20Feb24_2020.pdf?dl=0

Please see our itemized response as follows with regard to : " The following resolution was passed in regards to File No. 2018-464-RZ at the January 22, 2020 Advisory Design Panel meeting. Please forward this information on to the applicant. That the following concerns be addressed and digital versions of revised drawings & memo be submitted to Planning staff; and further that Planning staff forward this on to the Advisory Design Panel for information."

No.	Comment	Response
ADP General Resolutions		
Landscape Comments		
1.	Consider materials or additional plantings for the bike rack area to soften the main entrance.	Turfstone with coloured aggregate fill has been added to the bike rack area. Grass was considered, but may be problematic for maintenance and long term viability, so was substituted with aggregate as it will soften the appearance, yet provide more utility and is easier to maintain.
2.	Consider adding an element to the street frontage to create a more prominent entry at lobby.	The entry canopy has been extended is now supported by architectural columns, which will improve the prominence of the main entrance. Gateway columns now include recessed lighting, so they will provide more utility and become more prominent at night. The paving has been enhanced with a pattern and colour unique to the main entry, which was noted but not correctly shown on the original submission.
3.	Coordinate landscape and architectural drawings for unit entries on eastside.	Drawings have been updated with revised path, patio, and column locations. Note that balconies are supported by architectural columns, which have been added to the landscape drawing.
4.	Review gate and column locations and scale in conjunction with architectural elevations and relationship to the street.	Gate and column detail has been updated to reflect size shown on architectural drawing.
5.	Consider adding a light or an address plate to the residential entry columns.	Light are included on gate columns. Raised metal numbering (unit and /or street address plate to be determined has been added to residential entry column.

WAYNE
STEPHEN
BISSKY

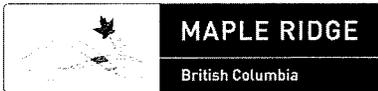
ARCHITECTURE URBAN DESIGN PLANNING INTERIOR DESIGN
204 - 22320 LOUGHEED HIGHWAY MAPLE RIDGE BC V2X 2T4 PH 604-467-8300 FAX 604-467-8305

No.	Comment	Response
6.	Consider adding a vertical play element in the courtyard or additional activities to engage children.	In consideration of the amount of amenity furnishings provided and the limited space of the courtyard, the additional play element was not added. Incorporating an additional fixed play element would require either deleting furnishings or placing within an open space. The element would need to be quite small, so it may be of limited play value compared to the furnishings it would replace or space it would occupy. The preference is to allow parents/children to provide their own play elements, which could be both shared and replaced depending on changing needs.
Architectural Comments:		
1.	Consider providing stairs from the courtyard to the outside space to activate the area.	We have discussed this with the landscape architect. We don't think the stairs would be as successful as the ADP may hope, for these reasons: We are anxious to keep keeping the upper courtyard as a safe destination accessible only through the building. A stair raises the potential for determined unwanted intruders accessing this area. Parents would need to supervise kids more as they could now exit to the lane. We see it as a security risk, as now the roofdeck courtyard patios would be accessible from the lane, as would the patio adjacent to the ramp. Too, the unit/patio adjacent to the ramp would be looking at the underside of the stairs. The path and a second set of stairs would also be need to connect to the lane, as the planting bed beside the ramp is 1.2m above the lane. Amenity activity at the roofdeck courtyard would be reduced/alterted to accommodate the stair access.
2.	All elevations would benefit from pedestrian scale design elements.	We have added masonry entry features for the units facing the streets to help anchor the building and emphasize the pedestrian scale at the main floor . We have also raised the fencing and brick pilasters to 42" high create a more distinct and strong line at the lower level. See Elevations on A.11 and A.12. as well as the perspectives.
3.	Provide coverage for all exterior doors.	All unit entries and the main entry have coverage for weather protection and emphasis. We have not added coverings for exit doors to ensure they are not confused with main access points into the building. These exit doors will get very little use.
4.	Provide more emphasis on the entry to the building.	See notes above.
5.	Evaluate CPTED in the laneway.	Raising the fencing around the building not only emphasizes the pedestrian experience as per above but will also more strongly distinguish the semi-private areas onsite from the adjacent public areas and discourage unwanted activity onsite. Lights are provided throughout the exterior of the building and will be placed on photocells; Turing one at twilight and off at daybreak.
6.	Provide articulation for colour and/or material transitions.	In addition to the above addition of masonry , we have selected a darker colour to compliment to darker siding accents already selected. We have also adjusted some of the exterior materials around the building to ensure consistency of use in particular along both the east and west facades.
7.	Consider architectural elements for daylight control on the south and west elevation.	We will be specifying shades and sun control film on this project . https://www.newcosolarsolutions.ca/window-shades?_vsrefdom=tp-newco-solar&_vsrefdom=p.8254.c.44632&trkid=V3ADW523203_81758784227_kwd-299222912833_420681591330_g_c_&gclid=EAlaIQobChMlp7L-l-Lq5wIVkchkCh2aMgOwEAAYAvAAEgLnEvD_BwE
8.	Consider using bird-friendly glazing.	
9.	Review rooflines and overhangs for consistency	We have adjusted the roof overhangs to 3.0m overhangs everywhere for consistency. See A.17 as an example although all elevations and perspectives show the change.

Sincerely,



Wayne S. Bissky
Architect, AIBC, MRAIC



mapleridge.ca

City of Maple Ridge

TO: His Worship Mayor Michael Morden
and Members of Council
FROM: Chief Administrative Officer
SUBJECT: **Second Reading**
Zone Amending Bylaw No. 7505-2018
21188 Wicklund Avenue

MEETING DATE: April 7, 2020
FILE NO: 2016-411-RZ
MEETING: C o W

EXECUTIVE SUMMARY:

An application has been received to rezone the subject property, located at 21188 Wicklund Avenue, from RS-1 (One Family Urban Residential) to R-4 (Single Detached (Infill) Urban Residential), to permit a future subdivision into approximately two single family lots of 484 sq. m in size.

The OCP and the Housing Action Plan encourage the development of increased housing options in Maple Ridge. The introduction of the R-4 zone is an expression of this goal by allowing existing larger single family lots to subdivide into slightly smaller lots that are still large by today's standards (i.e. between 371 sq. m (4000 sq. ft.) and 557 sq. m (6,000 sq. ft.) but are limited in building height and setbacks to "fit" better with existing structures in the neighbourhood.

If approved, one of the two single family lots is subject to a \$5,100 charge as part of the Community Amenity Contribution (CAC) Program Policy 6.31 as updated December 12, 2017.

RECOMMENDATIONS:

- 1) That Zone Amending Bylaw No. 7505-2018 be given second reading, and be forwarded to Public Hearing;
- 2) That the following terms and conditions be met prior to final reading:
 - i) Approval from the Ministry of Transportation and Infrastructure;
 - ii) Registration of a Restrictive Covenant for Stormwater Management;
 - iii) Registration of a Restrictive Covenant for Tree Protection;
 - iv) Removal of existing buildings;
 - v) In addition to the site profile, a disclosure statement must be submitted by a Professional Engineer advising whether there is any evidence of underground fuel storage tanks on the subject property. If so, a Stage 1 Site Investigation Report is required to ensure that the subject property is not a contaminated site; and
 - vi) That a voluntary contribution, in the amount of \$5,100.00, be provided in keeping with the Council Policy with regard to Community Amenity Contributions.

1103

DISCUSSION:

a) Background Context:

Applicant:	Lalsinghani, M.
Legal Description:	Lot 119 District Lot 242 Group 1 New Westminster District Plan 47383
OCP:	
Existing:	Urban Residential
Zoning:	
Existing:	RS-1 (One Family Urban Residential)
Proposed:	R-4 (Single Detached (Infill) Urban Residential)
Surrounding Uses:	
North:	Use: Single Family Residential Zone: RS-1 (One Family Urban Residential) and RS-1b (One Family Urban (Medium Density) Residential)
South:	Designation: Urban Residential Use: Multi-Family Residential Zone: RG (Group Housing Zone)
East:	Designation: Urban Residential Use: Single Family Residential Zone: RS-1 (One Family Urban Residential)
West:	Designation: Urban Residential Use: Single Family Residential Zone: RS-1 (One Family Urban Residential) Designation: Urban Residential
Existing Use of Property:	Single Family Residential
Proposed Use of Property:	Single Family Residential
Site Area:	969 m ² (0.24 acres)
Access:	Wicklund Avenue
Servicing requirement:	Urban Standard

b) Site Characteristics:

The subject property is 969 m² (0.24 acres) in size and is bounded by single family residential lots to the north, west and east, and townhomes to the south. The subject property is flat with a row of hedges to the rear of the property. There are two significant trees located on the subject property, one in the front yard and one in the rear yard (see Appendices A and B). The applicant intends to retain the significant tree in the front yard, through a Tree Protection Covenant. The tree in the rear yard will not be retained due to the proposed lot layout. There is an existing house on the property that will require removal as a condition of final reading.

c) Project Description:

The applicant is proposing to rezone the subject property from RS-1 (One Family Urban Residential) to R-4 (Single Detached (Infill) Urban Residential), a newly proposed zone, to permit future subdivision into two single family residential lots, not less than 450 m² (4,844 ft²).

d) Planning Analysis:

Official Community Plan:

The subject property is designated *Urban Residential* in the Official Community Plan (OCP), and within this designation, the Neighbourhood Residential Infill Policies allow for single detached dwellings and other housing forms. Specifically, Policy 3-19 provides for subdivision in established neighbourhoods providing that the lot area and width is not less than 80% of the lot area and width prescribed under the predominate zone in the surrounding neighbourhood. Normally this would permit a large RS-1 lot to be rezoned and subdivided to and RS-1b lot at 557 sq. m. The new R-4 zone will allow lots to be created of 450 sq. m. or larger. This new zone will fit nicely between the larger RS-1b lot (557 sq. m.) and the smaller R-1 lot size of 371 sq. m. The zoning matrix of the OCP will need to be amended to include this new zone.

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

Zoning Bylaw:

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

The new R-4 (Single Detached (Infill) Urban Residential) zone will be equivalent to 80% of the RS-1b (One Family (Medium Density) Residential) zone, with a minimum lot area of 450m² (4,844 ft²) and a minimum lot width of 12 m (39.4 ft.), consistent with the existing transition between the RS-1 (One Family Urban Residential) and RS-1b (One Family (Medium Density) Residential) zones. The new zone would also address some of the typical concerns raised by neighbours in proximity to an infill development. As new construction can often maximize the allowable height permitted under the zoning requirements, the new infill zone would have a lower height maximum of 9.5 m (31.2 ft.) compared to the typical 11 m (36 ft.) to ensure better compatibility with existing (and often smaller) developments. A maximum height of 9.5 m (31.2 ft.) would still permit a two storey home to be constructed. Additionally, front yard and side yard setbacks would also be enlarged to reflect RS-1 (One Family Urban Residential) zone requirements, so that the siting of the homes is more consistent with existing homes.

The minimum lot size for the current RS-1 (One Family Urban Residential) zone is 668m² (7,191 ft²), and the minimum lot size for the newly proposed R-4 (Single Detached (Infill) Urban Residential) zone is 450m² (4,844 ft²). The subject property does satisfy the minimum zoning requirements of the newly proposed R-4 (Single Detached (Infill) Urban Residential) zone.

Any variations from the requirements of the proposed zone will require a Development Variance Permit application. There are no proposed variances at this time.

Advisory Design Panel:

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

Development Information Meeting:

A Development Information Meeting is required because of the need for the OCP amendment.

e) Interdepartmental Implications:

i) Engineering Department:

The Engineering Department has identified that all the services required in support of this development will be taken as a condition of subdivision. These service upgrades will include, new curb and gutter across property frontage, and new storm, sanitary and water connections. Cash-in-lieu may be taken for street trees and street lighting. No road dedication is required on the subject property.

ii) Building Department:

The subject property is located with the Fraser River Escarpment area; therefore, no infiltration or point discharge is permitted. The Stormwater Management Plan must meet the 3 tier requirements and will be registered on title.

f) School District No. 42 Comments:

Pursuant to Section 476 of the *Local Government Act*, consultation with School District No. 42 is required at the time of preparing or amending the OCP. A referral was sent to School District No. 42 on February 11, 2020 and a response was received on February 14, 2020, with the following information:

"The proposed application would affect the student population for the catchment areas currently served by Glenwood Elementary and Westview Secondary.

Glenwood Elementary has an operating capacity of 360 students. For the 2019-2020 school year the student enrolment at Glenwood is 362 students (101% utilization) including 85 students from out of catchment.

Westview Secondary has an operating capacity of 1200 students. For the 2019-2020 school year the student enrolment at Westview Secondary is 655 students (55% utilization) including 412 students from out of catchment."

g) Traffic Impact:

As the subject property is located within 800m of the Lougheed Highway, a referral has been sent to the Ministry of Transportation and Infrastructure. Ministry approval of the Zone Amending Bylaw will be required as a condition of final reading. At this time, the Ministry has granted preliminary approval of the development application.

CONCLUSION:

In keeping with Council's desire to increase house options and choice in the City, the adoption of the new R-4 zone will allow for an additional subdivisions option within the urban boundary in older neighborhoods. The provisions of the new zone will ensure the new homes are built more in character with existing homes. Therefore, It is recommended that that second reading be given to Zone Amending Bylaw No.7505-2018, and that application 2016-411-RZ be forwarded to Public Hearing.

"Original signed by Mark McMullen" for

Prepared by: **Adam Rieu**
Senior 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

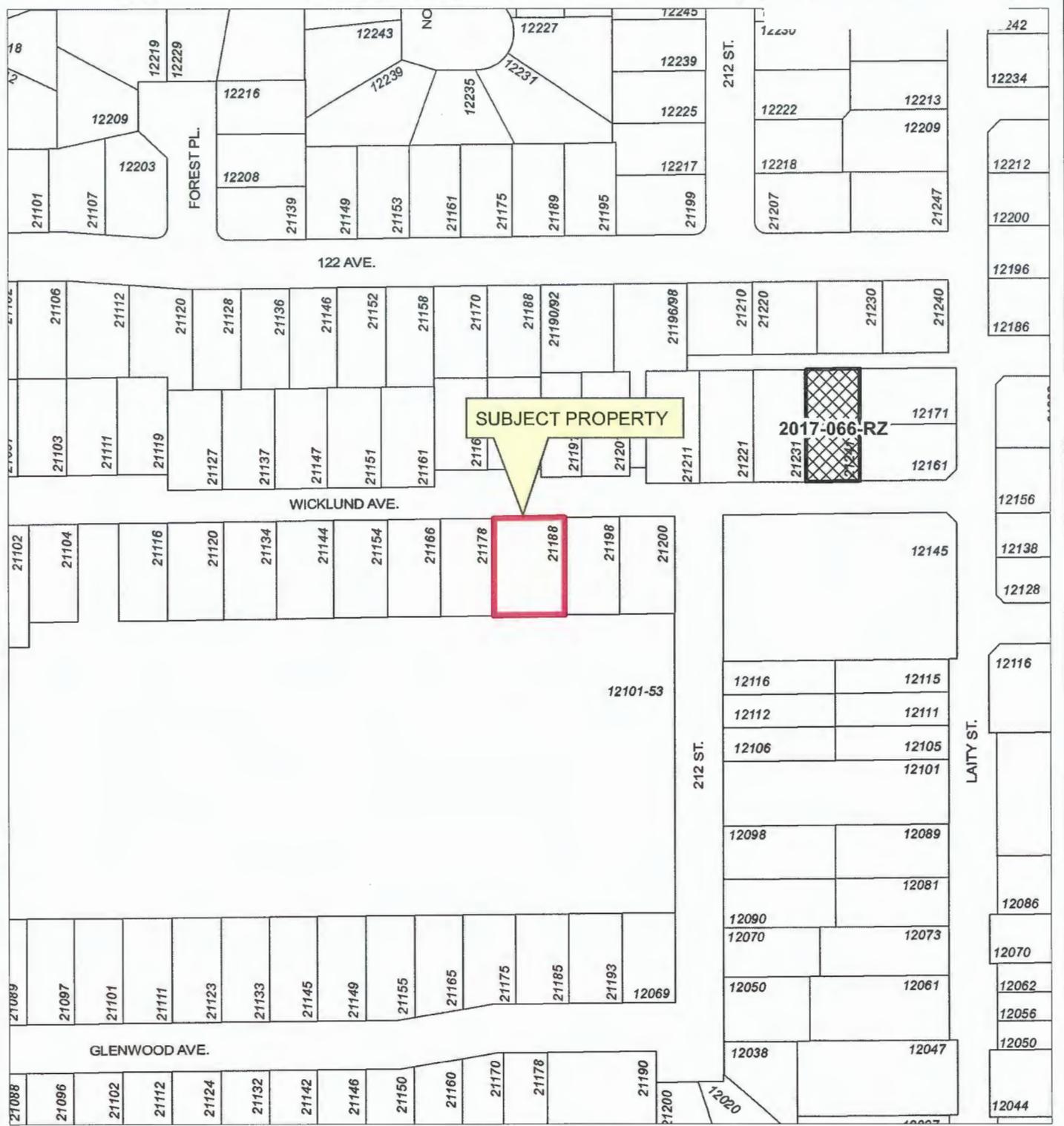
"Original signed by Al Horsman"

Concurrence: **Al Horsman**
Chief Administrative Officer

The following appendices are attached hereto:

- Appendix A – Subject Map
- Appendix B – Ortho Map
- Appendix C – Zone Amending Bylaw No. 7505-2018
- Appendix D – Subdivision Plan

APPENDIX A



Scale: 1:2,000

Legend

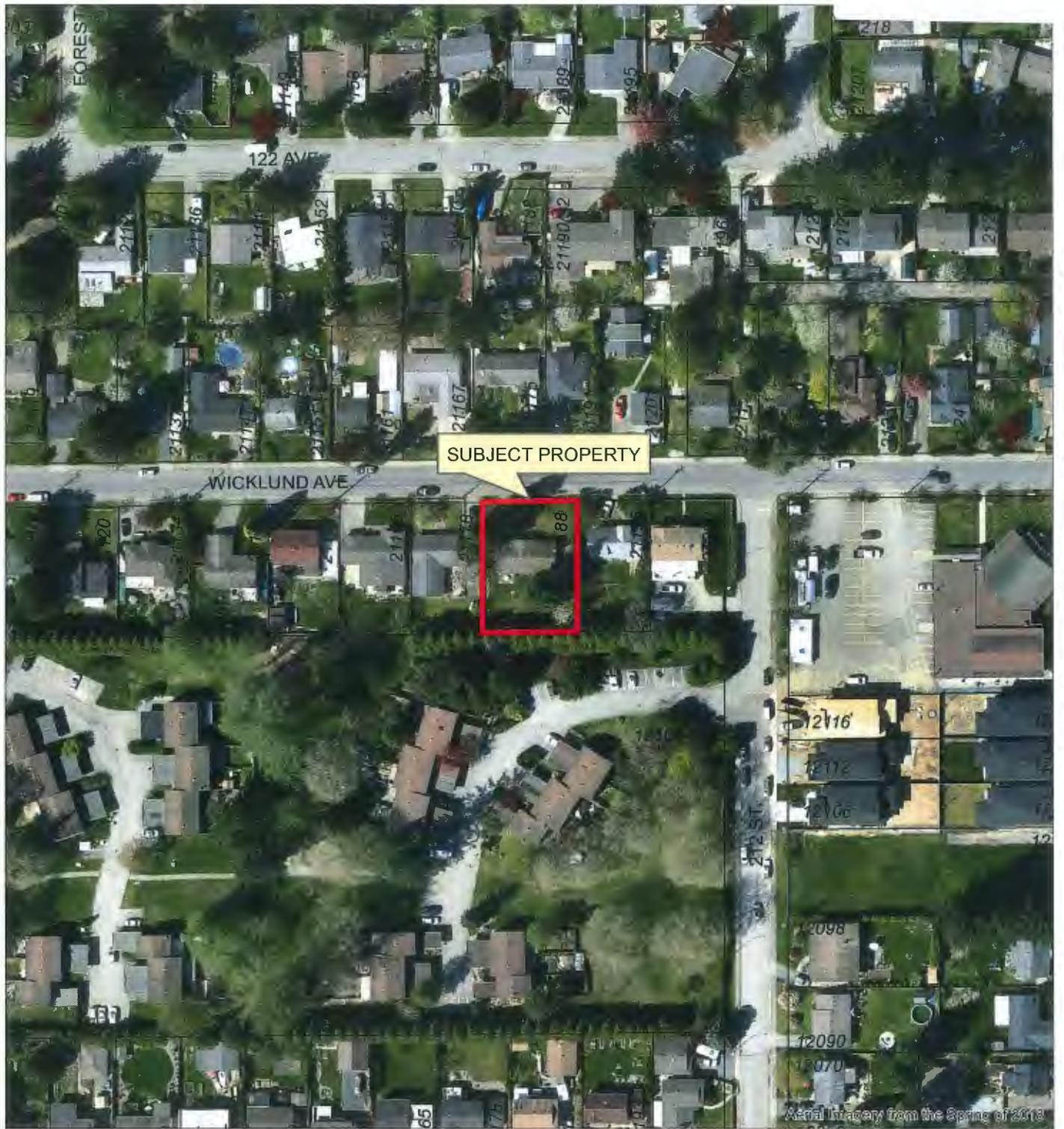
 Active Applications (RZ/SD/DP/VP)

21188 WICKLUND AVENUE

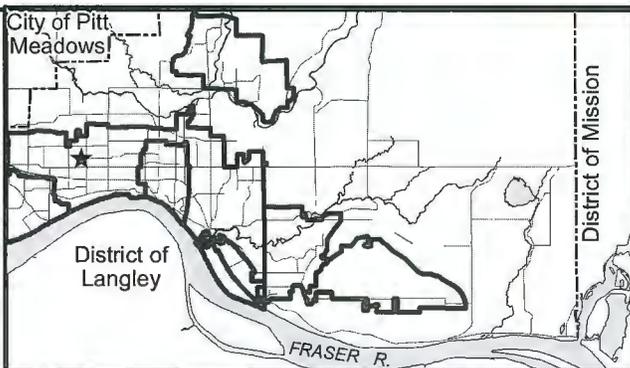


FILE: 2016-411-RZ
DATE: Aug 27, 2018

BY: LP



Scale: 1:1,500



21188 WICKLUND AVENUE
PID: 006-182-976

PLANNING DEPARTMENT



mapleridge.ca

FILE: Subject_Colour Map_Template.mxd
DATE: Nov 19, 2019

BY: AC

**SUBDIVISION PLAN OF LOT 119 DISTRICT LOT 242 GROUP 1
NEW WESTMINSTER DISTRICT PLAN 47383**

Plan EPP91933

BCGS 92G.027



The intended plot size of this plan is 560 mm in width by 432 mm in height (C SIZE) when plotted at a scale of 1:500

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

Grid bearings are derived from observations between geodetic control monuments 84H0084 and 88H0087 and are referred to the central meridian of UTM Zone 10N.

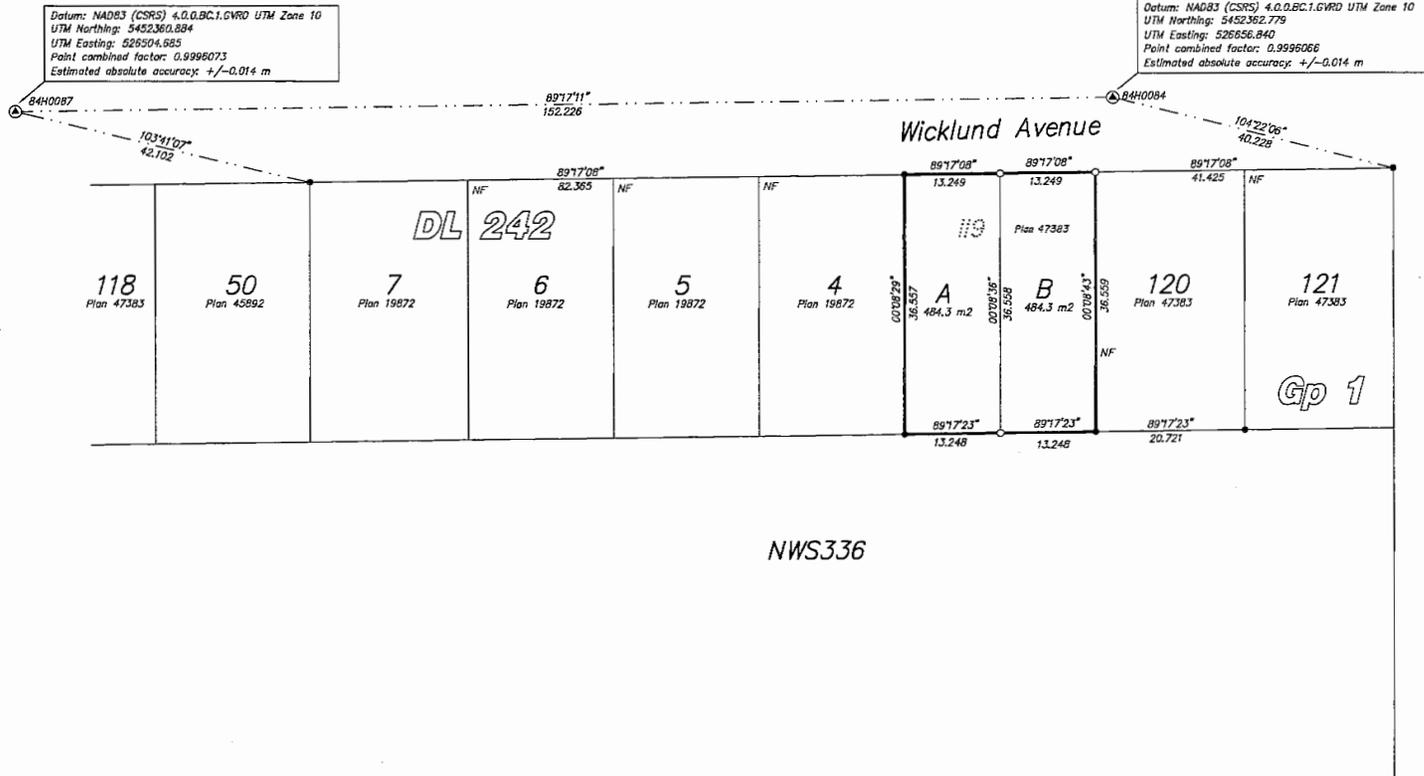
The UTM coordinates and estimated absolute accuracy achieved are derived from the MASCOT published coordinates and standard deviations for geodetic control monuments 84H0084 and 88H0087.

This plan shows horizontal ground-level distances unless otherwise specified. To compute grid distances, multiply ground-level distances by the average combined factor of 0.9996066. The average combined factor has been determined based on geodetic control monument 84H0084.

LEGEND:

All Distances Are In Metres And Decimals Thereof

- ⊙ Control Monument Found
- Standard Iron Post Found
- Standard Iron Post Set
- NF Denotes No Evidence Found



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

This plan lies within the Metro Vancouver Regional District.

Preliminary

The field survey represented by this plan was completed on the 15th day of April, 2019.
Mike Bernemann, BCLS 793



mapleridge.ca

City of Maple Ridge

TO: His Worship Mayor Michael Morden
and Members of Council
FROM: Chief Administrative Officer
SUBJECT: Second Reading
Zone Amending Bylaw No. 7445-2018
22567, 22583 and 22577 Brown Avenue

MEETING DATE: April 7, 2020
FILE NO: 2018-004-RZ
MEETING: C o W

EXECUTIVE SUMMARY:

An application has been received to rezone the subject properties, located at 22567, 22583 and 22577 Brown Avenue (see Appendices A and B) from RS-1 (One Family Urban Residential) to RM-2 (Medium Density Apartment Residential), to permit the future construction of a five (5) storey apartment building containing 48 dwelling units. Council granted first reading to Zone Amending Bylaw No. 7445-2018 on March 27, 2018.

This application is in compliance with the Official Community Plan (OCP).

The RM-2 zone permits a maximum Floor Space Ratio (FSR) of 1.8; however, the project has an FSR of 1.83. The applicant will be utilizing the additional density bonus provision, by providing a cash contribution at a rate of \$161.46 per square metre (\$15.00 per square foot). This voluntary payment for the additional FSR will be approximately \$9,639.16.

Pursuant to Council policy, this application is subject to the Community Amenity Contribution Program at a rate of \$3,100.00 per apartment dwelling unit, for an estimated amount of \$148,800.00.

RECOMMENDATIONS:

- 1) That Zone Amending Bylaw No. 7445-2018 be given second reading, and be forwarded to Public Hearing;
- 2) That the following terms and conditions be met prior to final reading:
 - i) Registration of a Rezoning Servicing Agreement as a Restrictive Covenant and receipt of the deposit of a security, as outlined in the Agreement;
 - ii) Road dedication on Brown Avenue and the lane to the north, as required;
 - iii) Consolidation of the subject properties;
 - iv) Registration of a Restrictive Covenant for the Geotechnical Report, which addresses the suitability of the subject properties for the proposed development;
 - v) Registration of a Restrictive Covenant protecting the Visitor Parking;

- vi) Registration of a Restrictive Covenant for Stormwater Management, including maintenance requirements;
- vii) Registration of a Restrictive Covenant securing the full and partial Adaptive Dwelling Units being constructed in the building;
- viii) Installation of public art having a value of \$50,000.00 through a Public Art Selection process or a voluntary contribution, to be determined;
- ix) Removal of existing buildings;
- x) In addition to the site profile, a disclosure statement must be submitted by a Professional Engineer advising whether there is any evidence of underground fuel storage tanks on the subject properties. If so, a Stage 1 Site Investigation Report is required to ensure that the subject property is not a contaminated site;
- xi) That a voluntary contribution, in the amount of \$148,800.00 (\$3,100/unit) be provided in keeping with the Council Policy with regard to Community Amenity Contributions; and
- xii) Payment under the Density Bonus provision of the RM-2 (Medium Density Apartment Residential) zone, in the amount of \$9,639.16 (\$15.00 per square foot).

DISCUSSION:

1) Background Context:

Applicant: Maclean Homes (Golden Ears Ltd.)

Legal Descriptions: Lot 5 Section 20 Township 12, NWD Plan 8843
 Lot 6 Section 20 Township 12, NWD Plan 8843
 Lot 7 Section 20 Township 12, NWD Plan 8081

OCP: Existing: Medium and High-Rise Apartment

Zoning: Existing: RS-1 (One Family Urban Residential)
 Proposed: RM-2 (Medium Density Apartment Residential)

Surrounding Uses:

North:	Use:	Multi-Family Residential and Single Family Residential
	Zone:	RM-3 (High Density Apartment Residential) and RS-1 (One Family Urban Residential)
	Designation:	Medium and High-Rise Apartment
South:	Use:	Vacant and a Parking Lot
	Zone:	RS-1 (One Family Urban Residential) and C-3 (Town Centre Commercial)
		(Proposed Comprehensive Development Zone for tower proposal, under application 2017-462-RZ)
	Designation:	Low-Rise Apartment and Medium and High-Rise Apartment
		(Proposed Medium and High-Rise Apartment, under application 2017-462-RZ)

East:	Use:	Single Family Residential
	Zone:	RS-1 (One Family Urban Residential)
	Designation:	Medium and High-Rise Apartment
West:	Use:	Single Family Residential
	Zone:	RS-1 (One Family Urban Residential)
	Designation:	Medium and High-Rise Apartment

Existing Use of Property:	Single Family Residential
Proposed Use of Property:	Multi-Family Residential
Site Area:	0.22 hectares (0.54 acres)
Access:	Lane north of Brown Street
Servicing requirement:	Urban Standard
Companion Applications:	2018-004-DP and 2018-004-VP

2) Project Description:

The proposal is for a five (5) storey apartment building containing a total of 48 dwelling units (see Appendices D and E). These will consist of: five (5) 3-bedroom units, five (5) 2-bedroom units convertible to 3-bedroom units, ten (10) 2-bedroom units, fifteen (15) 1-bedroom units with dens, eight (8) 1-bedroom units, and five (5) studio units. All parking would be underground, with vehicle access from the lane north of the site and parallel to Brown Avenue.

The applicant proposes to provide:

- 10% of the units as full or partially designed BC Building Code Section 3.8.5 Adaptive Dwelling Units to accommodate aging in place;
- All underground parking spaces will be wired for future installation of Level 2 charging stations for electric vehicles; and
- On-site public art, or a voluntary contribution in lieu, or a combination of the two, approaching a value of \$50,000.00.

The project is designed and is landscaped to allow for:

- Ground level units along Brown Avenue to have individual front yards and pedestrian gates to the street;
- A main entrance that is coordinated with architectural features including a weather protection canopy toward the sidewalk; and
- A common area accessible from the indoor common facility that is proposed to have a barbeque area (with direct natural gas connection) and garden plots for residents.

The landscaping plan also incorporates public art-inspired seating walls and light fixtures in the entry area, the common outdoor space and elsewhere on the site.

3) Planning Analysis:

i) Official Community Plan:

The subject properties are located within the Town Centre Area Plan and are currently designated *Medium and High-Rise Apartment*. The proposed designation will accommodate the proposed RM-2 (Medium Density Apartment Residential) zoning.

The proposed unit sizes, ranging from studio to 3-bedroom dwelling units, are satisfactory to accommodate a range of housing needs, including starter housing, empty nest households and families with children.

The following OCP policies apply:

- 3 - 32 *Maple Ridge supports the provision of affordable, rental and special needs housing throughout the District. Where appropriate, the provision of affordable, rental, and special needs housing will be a component of area plans.*
- 3 - 33 *Maple Ridge will encourage housing that incorporates "age-in-place" concepts and seniors housing designed to accommodate special needs.*

The provision of about 10% or five (5) of the proposed 48 apartment units designed and built in entirely or partially in accordance with BC Building Code Section 3.8.5 (Adaptive Dwelling Units) will satisfy these policies with respect to providing special needs housing promoting aging in place. The apartment units will be Strata titled.

The following Town Centre Area Plan policy applies:

- 3-23 *All Medium & High-Rise Apartment developments should be a minimum of five (5) storeys and may reach over twenty (20) storeys.*

The proposed building adheres to the building heights outlined in this policy.

ii) **Zoning Bylaw:**

The current application proposes to rezone the subject properties, located at 22567, 22583 and 22577 Brown Avenue, (see Appendices A and B) from RS-1 (One Family Urban Residential) to RM-2 (Medium Density Apartment Residential) (see Appendix C). The proposal is to permit a five (5) storey apartment building containing 48 dwelling units (see Appendices D and E), on an attractively landscaped site (see Appendix F). A Development Variance Permit application will be required for proposed minor setback variances to accommodate building articulation (see Appendix G).

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

A total of 51 residential parking spaces, including one (1) accessible parking spaces and three (3) visitor parking spaces are proposed to be provided in an underground parking structure. Six (6) of the residential parking spaces will be small car spaces. This parking will have access by way of a ramp and driveway access from the lane behind the subject properties.

This project will be required to provide one roughed-in infrastructure capable of providing Level 2 charging outlets for each required residential parking space and one such outlet each for half of the required visitor parking spaces (50% requirement).

A variance is required to reduce the residential parking requirement from 51 to 48 spaces and visitor parking spaces from five (5) to three (3) spaces.

iv) **Proposed Variances:**

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

- *Maple Ridge Zoning Bylaw No. 3510 -1985*, is proposed to be varied to reduce the setback requirements as follows:
 - for the front lot line from 7.5 metres (24.6 ft.) to about 5.4 metres (17.7 ft.) to portions of the front façade, to about 3.9 metres (12.8 ft.) for the roof overhang and to the balconies columns, to about 3.0 metres (9.8 ft.) for the front balconies and to about 1.6 metres (5.2 ft.) for the front entrance canopy;
 - for the east side lot line from 7.5 metres (24.6 ft.) to about 5.5 metres (18 ft.) to 5.6 metres (18.4 ft.) to portions of the façade, to about 3.9 metres (12.8 ft.) for the roof overhang, to about 4.9 metres (16 ft.) from the posts to the balconies and to about 4.8 metres (15.7 ft.) for the balconies; and
 - for the rear (lane) lot line from 7.5 metres (24.6 ft.) to about 7.3 metres (23.9 ft.) to portions of the rear façade, to about 4.9 metres (16 ft.) to 5.7 metres (18.7 ft.) for the roof overhang and to the balconies columns and to about 4.9 metres (16 ft.) for the balconies.

These proposed building setback variances are shown in Appendix G.

- *Maple Ridge Off-Street Parking and Loading Bylaw No. 4350 – 1990* is proposed to be varied to reduce the number of residential parking spaces by three (3) spaces to 48 spaces and the number of visitor parking spaces by two (2) to three (3) parking spaces.

The requested variances to the RM-2 zone and parking requirements will be the subject of a future Council report.

v) **Development Permits:**

Pursuant to Section 8.11 of the OCP, a Town Centre Development Permit application is required for all multifamily residential, flexible mixed-use and commercial development located in the Town Centre.

vi) **Advisory Design Panel:**

The application was reviewed by the Advisory Design Panel (ADP) at a meeting held on January 22, 2020. Panel comments and the applicant’s responses are included as Appendix H. The project was supported by ADP, with some minor revisions to the landscaping and entry to the building. The architectural and landscaping plans have been revised accordingly.

A detailed description of the project’s form and character will be included in a future development permit report to Council.

vii) **Development Information Meeting:**

A Development Information Meeting was held on October 17, 2019 at Eric Langton Elementary School. Four (4) people attended the meeting. There were only two (2) comments completed and both sheets are general in nature and do not require any action from applicant.

4) **Interdepartmental Implications:**

i) **Engineering Department:**

This application is subject to the typical requirements to be governed by a rezoning servicing agreement such as road and lane widening, installation of sidewalks, curbs, street light and street

trees; providing underground wiring; and any upgrades to sanitary, storm or water servicing the proposed apartment building.

ii) **Building Department:**

As part of a future application for building permits, further details will be required to allow the project to be assessed for BC Building Code compliance, including exit exposure conditions for a stairwell, main floor corridor adjacent to the amenity room, and confirmation of the civic address. The applicant is required to ensure that the units which are proposed to be Adaptive Dwelling Units will comply with the applicable section(s) of the BC Building Code. Three-tier storm water management is to follow the City's design criteria and be integrated with site landscaping plans.

iii) **Fire Department:**

Comments were provided related to details required at the building permit stage respecting the usual fire safety practices during construction and built into the proposed building in accordance with the BC Building Code and the BC Fire Code to be addressed in the Development Permit and Building Permit applications. This includes sprinklering, fire alarm panel and fire crew access.

CONCLUSION:

It is recommended that second reading be given to Zone Amending Bylaw No. 7445-2018, and that application 2018-004-RZ be forwarded to Public Hearing.

"Original signed by Mark McMullen" for

Prepared by: **Adrian Kopystynski M Sc., MCIP, RPP, MCAHP
Planner**

"Original signed by Chuck Goddard"

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

"Original signed by Christine Carter"

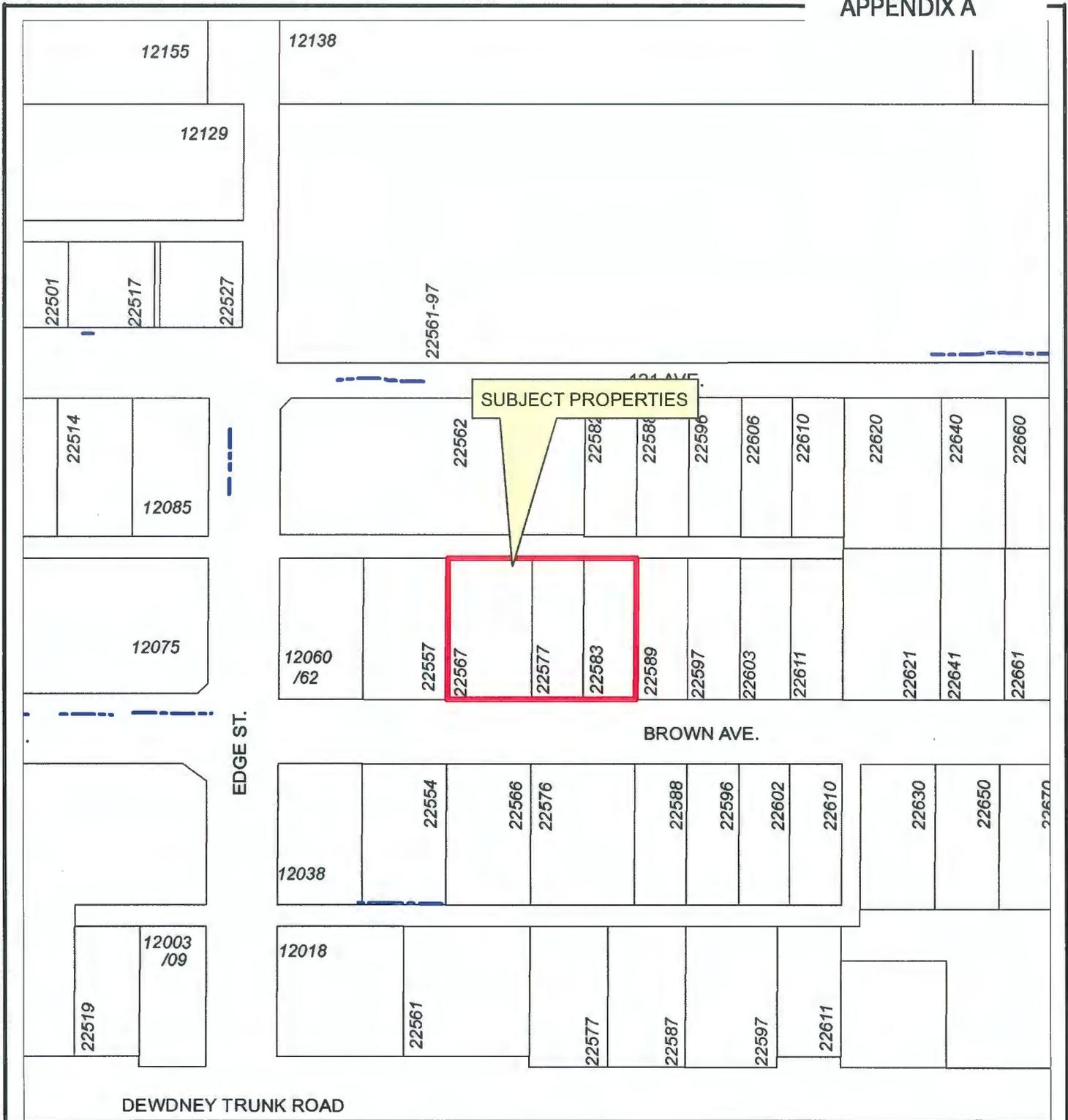
Approved by: **Christine Carter, M.PL, MCIP, RPP
GM Planning & Development Services**

"Original signed by Al Horsman"

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. 7445-2018
- Appendix D – Site Plan
- Appendix E – Building Elevation Plans
- Appendix F – Landscape Plan
- Appendix G – Setback Variances
- Appendix H – ADP design comments



SUBJECT PROPERTIES

EDGE ST.

BROWN AVE.

DEWDNEY TRUNK ROAD



Scale: 1:1,500

Legend

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

22567/22577/22583 Brown Ave

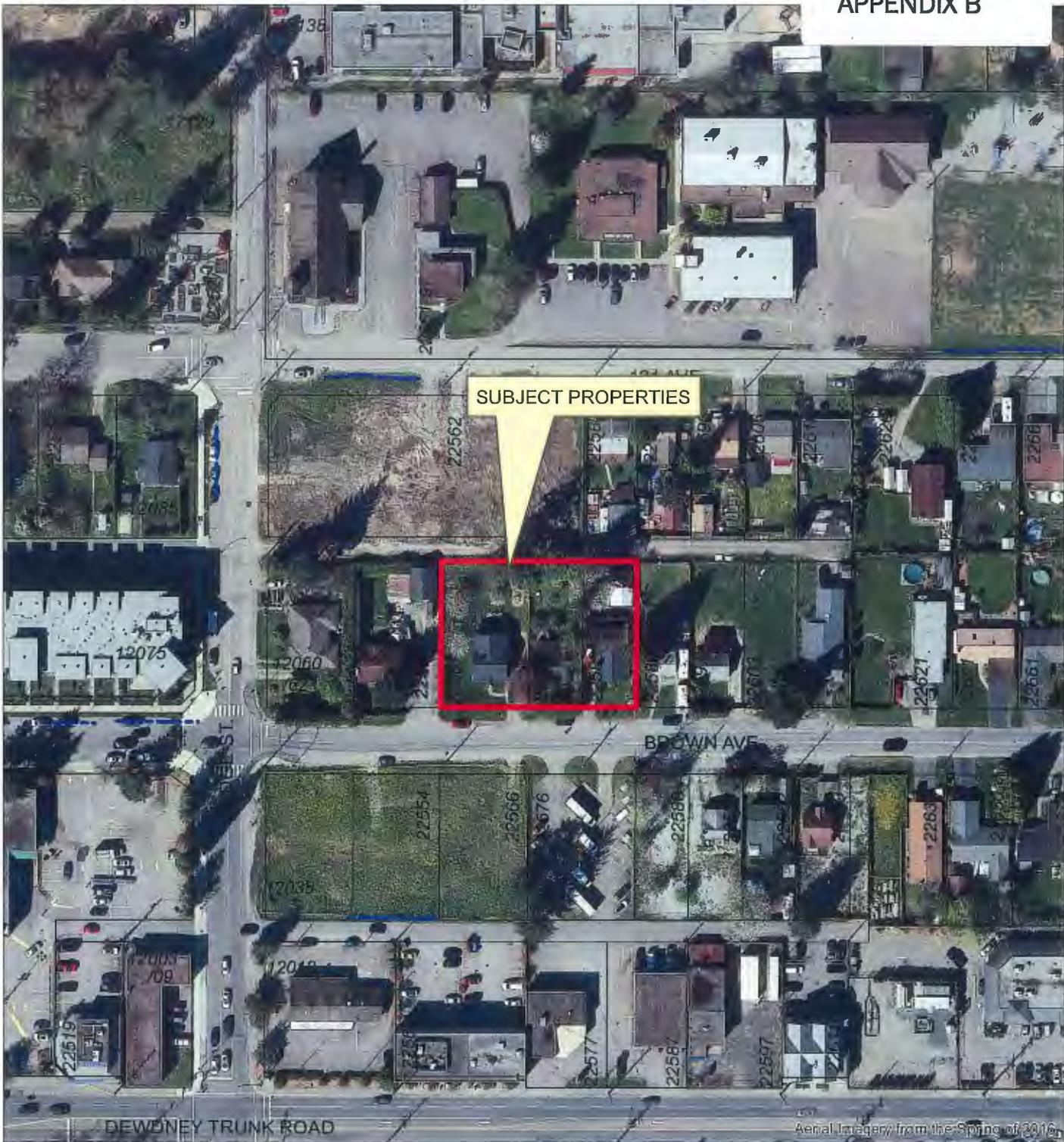
PLANNING DEPARTMENT



mapleridge.ca

2018-004-RZ
DATE: Jan 9, 2018

BY: JV



SUBJECT PROPERTIES



Scale: 1:1,500

Legend

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

22567/22577/22583 Brown Ave

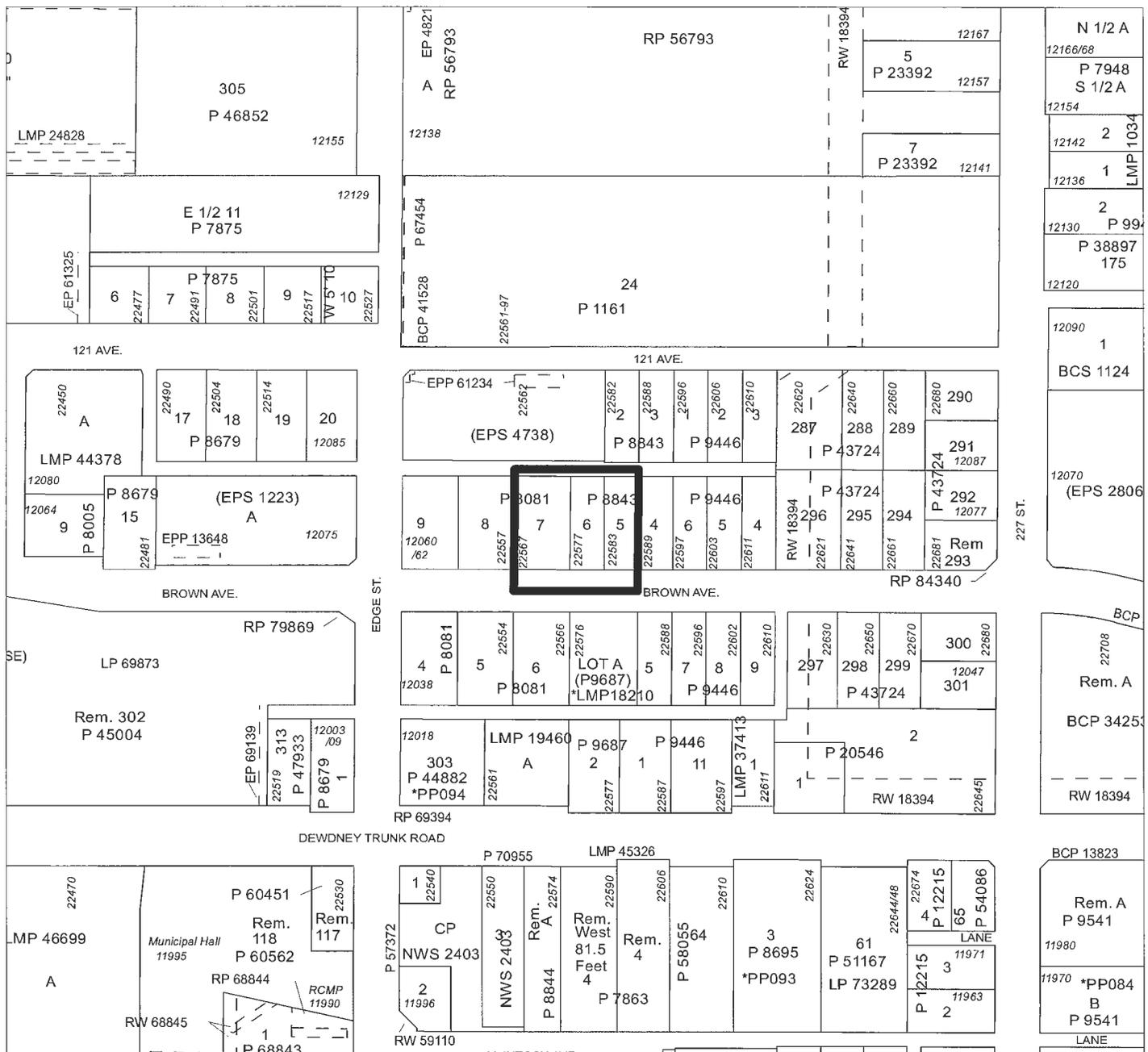
PLANNING DEPARTMENT



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2018-004-RZ
DATE: Jan 9, 2018

BY: JV



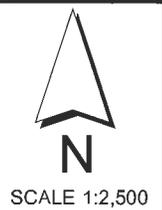
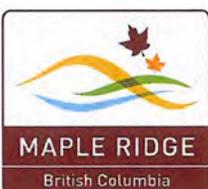
MAPLE RIDGE ZONE AMENDING

Bylaw No. 7445-2018

Map No. 1755

From: RS-1 (One Family Urban Residential)

To: RM-2 (Medium Density Apartment Residential)





SOUTH ELEVATION

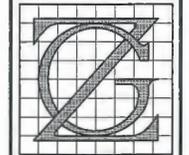
- FINISHES:**
- ① COLLARS AND STONE BASE; CULTURED STONE "TALL HEWN STONE"
 - ② HORIZONTAL SIDING; ALLURA LAP SIDING 17" EXPOSURE; TEXTURE: WOOD GRAIN; COLOR: FTD BIRCH W/ KENDALL CHARCOAL
 - ③ HORIZONTAL SIDING; ALLURA LAP SIDING 7" EXPOSURE; TEXTURE: WOOD GRAIN; COLOR: GRANITE GRAY
 - ④ HORIZONTAL SIDING; ALLURA LAP SIDING 7" EXPOSURE; TEXTURE: WOOD GRAIN; COLOR: STERLING GRAY
 - ⑤ HORIZONTAL SIDING; ALLURA LAP SIDING PLASTIC SERIES 7" EXPOSURE; TEXTURE: WOOD GRAIN; COLOR: ROSEWOOD
 - ⑥ BOARD & BATTEN CLADDING; ALLURA VERTICAL SIDING PANEL; TEXTURE: SMOOTH; COLOR: BROWN
 - ⑦ FASCIA AND TRIM BOARDS; PAINT: BM 3121-10 GRAY
 - ⑧ COLLARS AT ENTRY AND BALCONY; HARDIE BOARD TEXTURE SMOOTH ON METAL TRIMS EXCEPT ON SIMILAR COLOR; COLOR: LIME RED
 - ⑨ GUARDS / HANDRAILS; BLACK POWDER COATED ALUMINUM FINISH
 - ⑩ VINYL FRAME WINDOWS; COLOR: WHITE
 - ⑪ BUILDING LOBBY WINDOW FRAMES; ALUMINUM STORMDOOR COLOR: ANODIZED ALUMINUM

HEIGHT BASE LINE CALCULATION:

FRONT	DDP Elev = 40.33 M DDP Walk = 40.00 M (I) = 40.11 M (131.59')
REAR	DDP Elev = 40.10 M DDP Walk = 39.73 M (I) = 39.91 M (130.93')



ISSUE	DESCRIPTION	DATE
4	DPA RESUBMISSION	FEB 25, 2020
3	ADP SUBMISSION	DEC 13, 2019
2	DPA RESUBMISSION	AUG 21, 2019
1	DPA	DEC 18, 2018



GARCIA ZUNINO ARCHITECTS INC.
 682 EAST WINDSOR RD.
 NORTH VANCOUVER B.C.
 CANADA V7N 1K7
 PHONE: 604.987.8304
 FAX: 604.987.2371
 WEB: gzarcah.com
 E: mgzunino@gzarcah.com

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SEAL:
 CLIENT:
MacLEAN HOMES

PROJECT:
EDGE 3 CONDOMINIUMS

22597, 22577 & 22563 BROWN AVE.
 MAPLE RIDGE, B.C.

SHEET TITLE:
ELEVATIONS

DRAWING NO.:
A-2.01

PROJECT NO.: 1710.00
 DRAWN: SCALE: 1:100
 CHECKED: LZ / MG-Z DATE: NOV 27, 2018

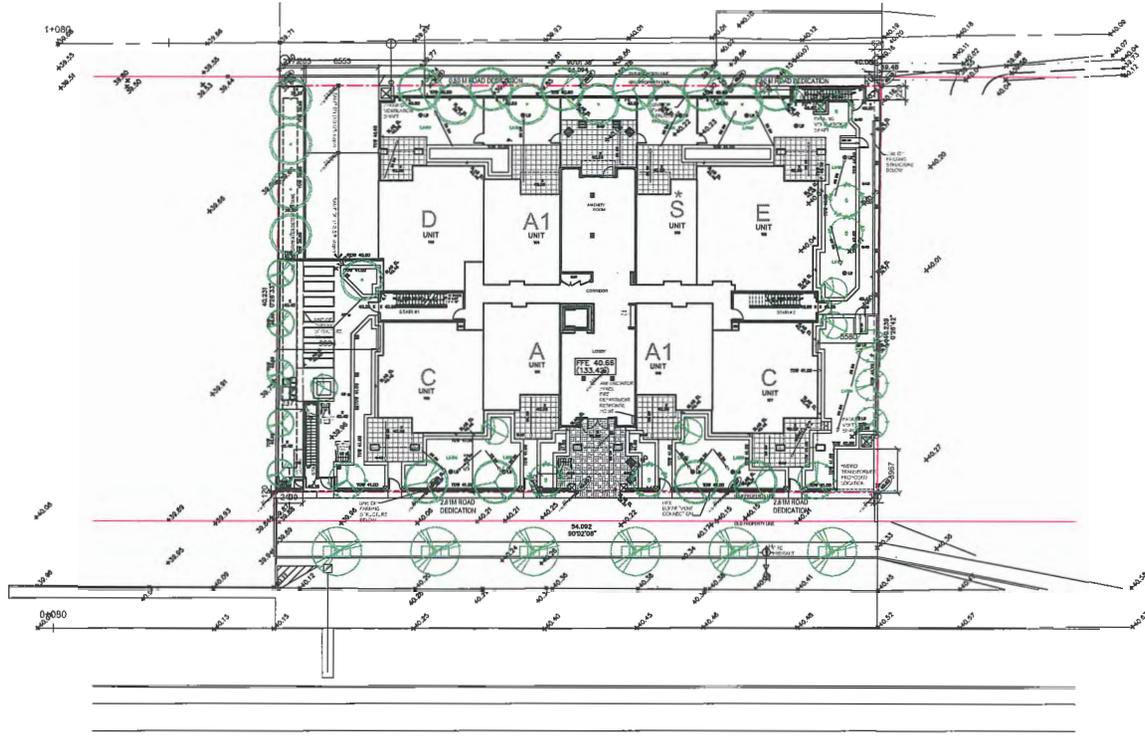
ISSUED FOR DP RESUBMISSION - FEB 25th, 2020

APPENDIX E



EAST ELEVATION

BROWN AVE.



GENERAL NOTES:

- EXISTING GRADE INFORMATION PROPERTY LINES AND UTILITIES SHOWN TAKEN FROM SURVEY DRAWING PREPARED BY CARROLL LAND SURVEYING LTD. ON 18 DECEMBER 19, 2017.
- EXISTING AND EXISTING AND EXISTING FUEL, COM-100/34 NO OF FINE (M) IS SHOWN ON THE PLAN.
- REFER TO ARCHITECTURAL AND LANDSCAPE DRAWINGS FOR EXTERIOR FINISHES, GRADING, PAVING AND LANDSCAPE DETAILS.
- THE APPLICABLE CODE FOR THIS PROJECT IS THE 2018 BC BUILDING CODE.

REVISIONS:

- THE DESIGN OF THE PARKING STRUCTURE AND OFFICE PARKING SHALL BE IN ACCORDANCE WITH THE REQUIREMENTS OF THE BC BUILDING CODE (B.C. CODE) AND THE BC FIRE CODE (B.C. FIRE CODE) AND ANY OTHER APPLICABLE CODES.
- UNDERGROUND PARKING IS TO BE ACCORDANTLY VENTILATED.
- PROVIDE THE PROTECTION FOR ALL MECHANICAL SERVICES LESS THAN 4 ABOVE THE FINISHED FLOOR LEVEL ALONG THE ADJACENT TO PARKING STAIRS.
- MAINTAIN 2.1 M MIN VERTICAL CLEARANCE.
- CHECK CONTROL JOINTS ARE TO BE PROVIDED AT THE FOUNDATION WALLS AT 100 CM ON 100 CM.
- AN APPROPRIATE MEASUREMENT SHALL BE INSTALLED BETWEEN THE STAIRS AND THE FOUNDATION WALL ON THE BOTTOM FINISHED STAIRS.
- ALL UNDERGROUND PARKING SPACES SHALL BE FOR FUTURE INSTALLATION OF 20-20V CHARGING STATIONS FOR ELECTRIC VEHICLES.

INCIDENTAL UNIT NOTES & LEGEND:

REFER TO A-01 AND A-02 LARGE SCALE SCALE DRAWINGS FOR DIMENSIONS OF WALLS AND FLOOR PARTITIONS OF THIS UNIT.

UNIT INFORMATION:

FFE 40.58 (1:33.50)

PROPERTY INFORMATION:

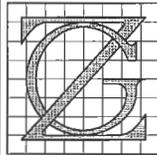
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CLIENT: MacLEAN HOMES

PROJECT: EDGE 3 CONDOMINIUMS

ADDRESS: 22567, 22577 & 22583 BROWN AVE, MAPLE RIDGE, B.C.

PHONE: 604.987.8304
FAX: 604.987.8371
WEB: www.garciazunino.com
EMAIL: mgzunino@garciazunino.com



GARCIA ZUNINO ARCHITECTS INC.
 662 EAST WINDSOR RD.
 NORTH VANCOUVER B.C.
 CANADA V7N 1K7
 PHONE: 604.987.8304
 FAX: 604.987.8371
 WEB: www.garciazunino.com
 E: mgzunino@garciazunino.com

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SITE PLAN
 SCALE 1:200

APPENDIX G

ISSUED FOR DP RESUBMISSION - FEB 25th, 2020

CLIENT:	MacLEAN HOMES
PROJECT:	EDGE 3 CONDOMINIUMS
ADDRESS:	22567, 22577 & 22583 BROWN AVE, MAPLE RIDGE, B.C.
SHEET TITLE:	SITE PLAN
DRAWING NO.:	A-0.03
PROJECT NO.:	1710.00
DRAWN:	SCALE: 1:200
ENVELOPE:	DATE: NOV 01, 2018

Appendix H – ADP Comments

The following resolution was passed in regards to File No. 2018-004-RZ at the January 22, 2020 Advisory Design Panel meeting. Please forward this information on to the applicant.

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

ADP Landscape Comments and Responses from Landscape Architect:

1. Consider placing the North side fence on the edge of the slab and reducing the height or eliminating the wall adjacent to the lane.
Response: The planter wall with the fence is moved to the edge of the parking slab (approximately 3 feet from the property line), and the height of the wall is reduced.
2. Review grading and lane interface in coordination with landscape and civil.
Response: The grading along the lane is coordinated with the civil grades.
3. Provide plantings on the base of the wall adjacent to the lane.
Response: Tree and shrub planting is proposed along the base of the wall to screen and soften the wall.
4. Strongly encourage the use of an alternate material to wood for the planters at the units.
Response: The planter walls are changed from wood to Pisa Lite masonry blocks.
5. Provide adequate soil volume for proposed trees.
Response: Adequate soil volume is provided (exceeding BC Landscape Standard minimum requirements), and will be specified in the project specs.
6. Consider adding an element to the street frontage to create a more prominent entry at lobby.
Response: The entry court is revised to create a more prominent entry to the lobby, and is coordinated with the architectural drawings.
7. Confirm requirements for bike racks.
Response: 16 exterior bike stalls are provided at the project entry and at the west side in a secured space.
8. Consider moving light bollards to the planters or providing step lights in the walls along the walkway to amenity.
Response: The light bollards are moved into the planters.
9. Consider including passive seating in the amenity area – veggie garden vs. passive seating/bbq area.
Response: The amenity area is revised and a passive seating is provided. Community / Veggie garden is redesigned. A small planter is proposed to define the community garden and to provide an informal seating edge. The patio is deleted but a small open area is proposed as “work area” close to the garden shed. Gas connection is proposed for barbeque at the north Amenity area.

ADP Architectural Comments and responses from the Architect:

1. Provide more emphasis on the entry to the building.
Response: The entry to the building was highlighted by adding a new balcony portico supporting a cantilevered canopy to provide additional covered space sheltering the entrance to the building. The new canopy sits higher and reaches closer to the property line. The subtraction of the canopy front columns widens the space at the entrance. Additional emphasis to this area was created with the revised landscape plan.

2. Provide additional detailing around window trims; consider using a pre-cast trim.

Response: The window trims will be detailed similar to the two previous sister projects, including wood trims inset in the stone cladding. We believe this approach not only gives coherence to the entire building appearance, but also consistency with the two previous Edge projects in the immediate neighborhood.

3. Provide unique character to the building to distinguish from Edge 2 building including the entry, proportions and roof line.

Response: The building is unique and different from the previous Edge projects with a more contemporary exterior design:

- The Edge 3 building has very different proportion as the lot is less wide, and the building is also taller - five storeys instead of four. It is not a corner project, facing two streets as the two previous buildings.
- The roof line is simpler and streamlined. The roof at the two previous projects had a rhythm of pop-up higher roofs resulting in very different roof shape and articulation.
- The balcony portico with wide columns is a feature in all three projects, but for the Edge 3 the portico was made more contemporary with simpler forms and a brighter color compared to the previous porticos built at the other two projects.

4. The 3 bedroom unit plan has one bedroom that doesn't have an exterior window, is there a way to add a window?

Response: It is the intent of MacLean Homes to maintain the units E (and E-bw) plan layout with the internal bedroom. The building code allows the internal bedroom for this particular suite size and configuration.

Note that there is another 2-bedroom unit (Type D) which the drawings show as "convertible to three bedrooms". This unit could be an option for a prospective buyer willing to have a three bedroom suite with exterior windows in all three bedrooms.

Staff Comment: The parking requirement may change to accommodate units so changed.

5. Currently only the studios are adaptable, consider adding additional types of adaptable units.

Response: The Units E and E-bw, mentioned in item 4, were redesigned to allow partial accessibility. The revisions described below affect a total of five suites including the E and E-bw types in all five floor levels, and include:

- One bathroom made larger so it can be converted into wheelchair-accessible,
- The entry corridor made wider allowing wheelchair turning radius,
- The third bedroom made accessible with a larger door,
- The balcony door made wider to enable access to the balcony or patio by installing a small ramp, if required.

Note that the revised plans as described are not intended to be BCBC 3.8.5. Adaptive Dwelling Units in their entirety, but were redesigned to be partially adaptable to enable care of a family member requiring additional accessibility.

Staff comment: The applicant is required to ensure that the units proposed to be Adaptive Dwelling Units will comply with the applicable section(s) of the BC Building Code.



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City of Maple Ridge

TO: His Worship Mayor Michael Morden
and Members of Council
FROM: Chief Administrative Officer
SUBJECT: **Second Reading**
Zone Amending Bylaw No. 7533-2019;
21640 124 Avenue

MEETING DATE: April 7, 2020
FILE NO: 2018-498-RZ
MEETING: C o W

EXECUTIVE SUMMARY:

On November 5, 2019, Council resolved that this application to rezone the subject property located at 21640 124 Avenue (Appendix A and B) from RS-1 (One Family Urban Residential) to RT-2 (Ground-Oriented Residential Infill) for a four (4) unit Courtyard Housing project, “be referred back to staff for further work with the applicant relative to parking and density options.”

The applicant has submitted revised plans (Appendix D) that have modified the parking and landscaping components of the project, while retaining the same four (4) unit Courtyard Housing design. The size of the parking spaces and perimeter landscaping were both expanded to address Council’s concerns.

The November 5, 2019 report to Council (Appendix E) considered this project from two perspectives. The Development Information Meeting (DIM) on June 26, 2019 and compliance with the interim Multiplex Design Guidelines together with the applicable Multi Residential Development Permit Area Guidelines. The DIM comments were related to the project being too dense, not fitting into the neighbourhood and perceived safety and traffic fears. The form and character of the project was considered as a work in progress with a report and finalized plans being forwarded to Council for issuance of a Development Permit.

This application is in compliance with the OCP with respect to use and density.

Pursuant to Council policy, this application is subject to the Community Amenity Contribution Program at a rate of \$4,100.00 per dwelling unit, with the first of the four (4) units being exempted, for an estimated amount of \$12,300.00.

RECOMMENDATIONS:

- 1) That Zone Amending Bylaw No. 7533-2019 be given second reading, and be forwarded to Public Hearing;
- 2) That the following terms and conditions be met prior to final reading:
 - i) Registration of a Rezoning Servicing Agreement as a Restrictive Covenant and receipt of the deposit of a security, as outlined in the Agreement;
 - ii) Road dedication on 124 Avenue as required;

- iii) Registration of a Restrictive Covenant for the Geotechnical Report, which addresses the suitability of the subject property for the proposed development;
- iv) Registration of a Restrictive Covenant for Stormwater Management, including a maintenance guide;
- v) Removal of any existing buildings or structures;
- vi) In addition to the site profile, a disclosure statement must be submitted by a Professional Engineer advising whether there is any evidence of underground fuel storage tanks on the subject property. If so, a Stage 1 Site Investigation Report is required to ensure that the subject property is not a contaminated site.
- vii) That a voluntary contribution, in the amount of \$12,300 (\$4,100.00 /unit based on 3 units) be provided in keeping with the Council Policy with regard to Community Amenity Contributions.

DISCUSSION:

1) Background Context:

Applicant: Ryan Huctman

Legal Description: East 785 Feet Lot 2 Except Part in Plan LMP1615, District Lot 245 Group 1
NWD Plan 8586

OCP:

Existing: Urban Residential
Proposed: Urban Residential

Zoning:

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

Surrounding Uses:

North:	Use:	Residential
	Zone:	RS-1 (One Family Urban Residential)
	Designation:	Urban Residential
South:	Use:	Residential
	Zone:	RS-1 (One Family Urban Residential)
	Designation:	Urban Residential
East:	Use:	Residential
	Zone:	RS-1 (One Family Urban Residential)
	Designation:	Urban Residential
West:	Use:	Residential
	Zone:	RS-1 (One Family Urban Residential)
	Designation:	Urban Residential

Existing Use of Property: Residential
Proposed Use of Property: Residential
Site Area: 988 sq. m. (0.24 acres)
Access: Manor Avenue and 124 Avenue
Servicing requirement: Urban Standard

2) Background:

On November 5, 2019, Council resolved that this application to rezone the subject property located at 21640 124 Avenue (Appendix A and B) from RS-1 (One Family Urban Residential) to RT-2 (Ground Oriented Residential Infill) for a four (4) unit Courtyard Housing project, “be referred back to staff for further work with the applicant relative to parking and density options.”

3) Project Description:

The proposal for the subject property at 21640 124 Avenue is for an infill development of four (4) dwelling units, in two (2) buildings, designed in the form of Courtyard Housing (Appendix E). The project includes three (3) bedroom units, with basement area. The size of the units are essentially the same as the earlier submission consisting of two (2) units of 202 square metres (2,175 square feet) each and two (2) of 188 square metres (2,024 square feet) each.

The changes since the November 5, 2019 submission include:

- There now is a landscaping strip between the fence and car parking spaces. The alternative is to place a hedge toward the street with the fence behind it;
- Each unit has a longer and wider garage.
- The building facing 124 Avenue has two single garage doors rather than one double garage door;
- The buildings have been shifted closer together to increase the landscaping and the size of the unenclosed parking spaces, particularly for the building on 124 Avenue. Consequently, the Courtyard has been reduced from about 8.4 to about 7.5 metres in depth.

4) Planning Analysis:

i) Official Community Plan:

The development site is designated Urban Residential Major Corridor, which is appropriate for the proposal. The proposal, as modified, continues to adhere to applicable OCP policies as described in the November 5, 2019 report and summarized below.

A number of OCP Infill Policies apply to this site and are evaluated with respect to the proposal’s design as follows:

- In changing the single family residential to a Courtyard Housing form, Policy 3-19-b sets the criteria with respect to achieving street-oriented buildings, including developing a design “that resemble a single detached dwelling, with an emphasis on orientation to the street.”

Design comments include strengthening the prominence of the front entrances facing 124 and Manor Avenues, and additional front façade articulation and detailing for both proposed buildings to “read” more like single residential buildings from both Manor Avenue and 124 Avenue.

This will be achieved through the development permit process.

- Policy 3-21 requires attention be paid to having site plans, setbacks and building massing that respects existing development patterns and are sensitive to the surrounding neighbourhood.

Design comments include added attention to the massing along the interior side lot lines to be more sensitive to the existing single residential dwellings on abutting lands. This would include the stepping down the massing to the interior lot lines.

The proposed buildings do comply with the 9.5 metre maximum height requirement. Single residential zones allow for taller buildings (11 metres); however, there are one or 1 ½ storey homes along Manor Avenue.

This will be achieved through the development permit process.

The overall OCP objective is to encourage growth within the Urban Area Boundary (UAB), including growth through infill by a mix of housing types and tenures (Policy 3-1). This is achieved by the increased density being proposed.

ii) Zoning Bylaw:

The analysis of compliance does not change from the November 5, 2019 proposal. All variances to accommodate the existing lot and proposed setbacks as described in the November 5, 2019 report are unchanged, except that the proposed front yard setback to 124 Avenue is increased from 6.0 metres in the previous proposal to 6.68 metres in the revised proposal.

iii) Off-Street Parking And Loading Bylaw:

The project continues to provide eight (8) parking spaces, which is double the bylaw requirement.

iv) Development Permits:

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

The following is a preliminary analysis, applying the interim guidelines contained in the “Proposed Triplex, Fourplex and Courtyard Housing Forms Preliminary Overview Report” evaluating the form and character of proposed Courtyard Housing project.”

Guideline	Staff Comment
<ul style="list-style-type: none"> • Not a rowhouse form. 	<p>More front façade articulation and prominence to the front facing entrance area will achieve full compliance.</p>
<ul style="list-style-type: none"> • Dwelling units may be located in more than one building on a lot. 	<p>Two dwellings are located in each of the two buildings.</p>
<ul style="list-style-type: none"> • Orientation is characterized by units that are facing inwards towards each other. 	<p>Inward facing orientation with direct access off the patios into the courtyard and overlook from living spaces (kitchen) is provided.</p>
<ul style="list-style-type: none"> • Pedestrian walkways lead from the street to an inner courtyard area. 	<p>This is provided.</p>
<ul style="list-style-type: none"> • Courtyards are programmed for flexible and interactive outdoor space but are not intended for parking. 	<p>This will be addressed through the development permit process. A gazebo is being proposed.</p>
<ul style="list-style-type: none"> • Where lane access is available, parking 	<p>Not applicable.</p>

will be located at the rear of the property.	
<ul style="list-style-type: none"> Scale and massing shall be compatible with the surrounding area. 	Discussed in the OCP Policy section above.
<ul style="list-style-type: none"> Mix of unit sizes. 	Two units have 202 square metres and two have 188 square metres of floor space.

A detailed description of the project's form and character will be included in a future Development Permit report to Council.

v) Advisory Design Panel:

This application predates the requirement for such projects to be submitted to the Advisory Design Panel. Therefore, the review was undertaken by staff based on the Courtyard Housing Project Interim Guidelines noted in the table in the previous section. Depending on the matters outlined in the Alternatives section, a referral to ADP could be required by Council in the instance of finalizing the design of this project.

vi) Development Information Meeting:

A Development Information Meeting (DIM) that was held at Maple Ridge Secondary School Library on June 26th, 2019.

There were 18 people in attendance at the meeting. A summary of the main comments and discussions with the attendees was provided by the applicant. The public's comments focused on the following four (4) issues as described in more detail in Appendix E.

A summary of the applicant's report is as follows:

- Residents felt a rezoning to multi-residential was sudden and unexpected, with concerns being expressed about rental and safety during construction;
- Residents perceived that there would be parking, traffic and pedestrian safety problems;
- Residents expressed concerns with the way higher density could affect the character of their neighbourhood, greenery and views. They asked if an impact assessment has or could be done by the City.

The DIM meeting notes are included to the November 5, 2019 staff report (Attachment E).

5) Interdepartmental Implications:

The modified proposal did not require another interdepartmental review. The comments contained in the November 5, 2019 report continue to apply.

6) Alternatives:

There are two alternatives that Council may wish to consider:

1. Council may wish to deny this application; or
2. Council may wish to forward this application to staff to pursue a different type of infill design with the applicant, such as: a triplex or duplex as a way of achieving an infill project with some increase in density.

With Alternative No. 2, a new Development Information Meeting would be required to re-engage the neighbourhood and explain how resident's concerns are being alleviated.

CONCLUSION:

Following discussions with the applicant after this application was referred to staff, the applicant has modified the project with respect to parking issues raised by Council. It remains the preference of the client to proceed with a four (4) unit Courtyard Housing Project. As the project proceeds forward, staff will work with the applicant to finalize a design to be closer to conformity with applicable guidelines and ensuring sensitive infill and landscaping buffers are achieved. These details will be available to Council in a future Development Permit report.

It is recommended that second reading be given to Zone Amending Bylaw No. 7533-2019, and that application 2018-498-RZ be forwarded to Public Hearing.

"Original signed by Mark McMullen" for

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

"Original signed by Chuck Goddard"

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

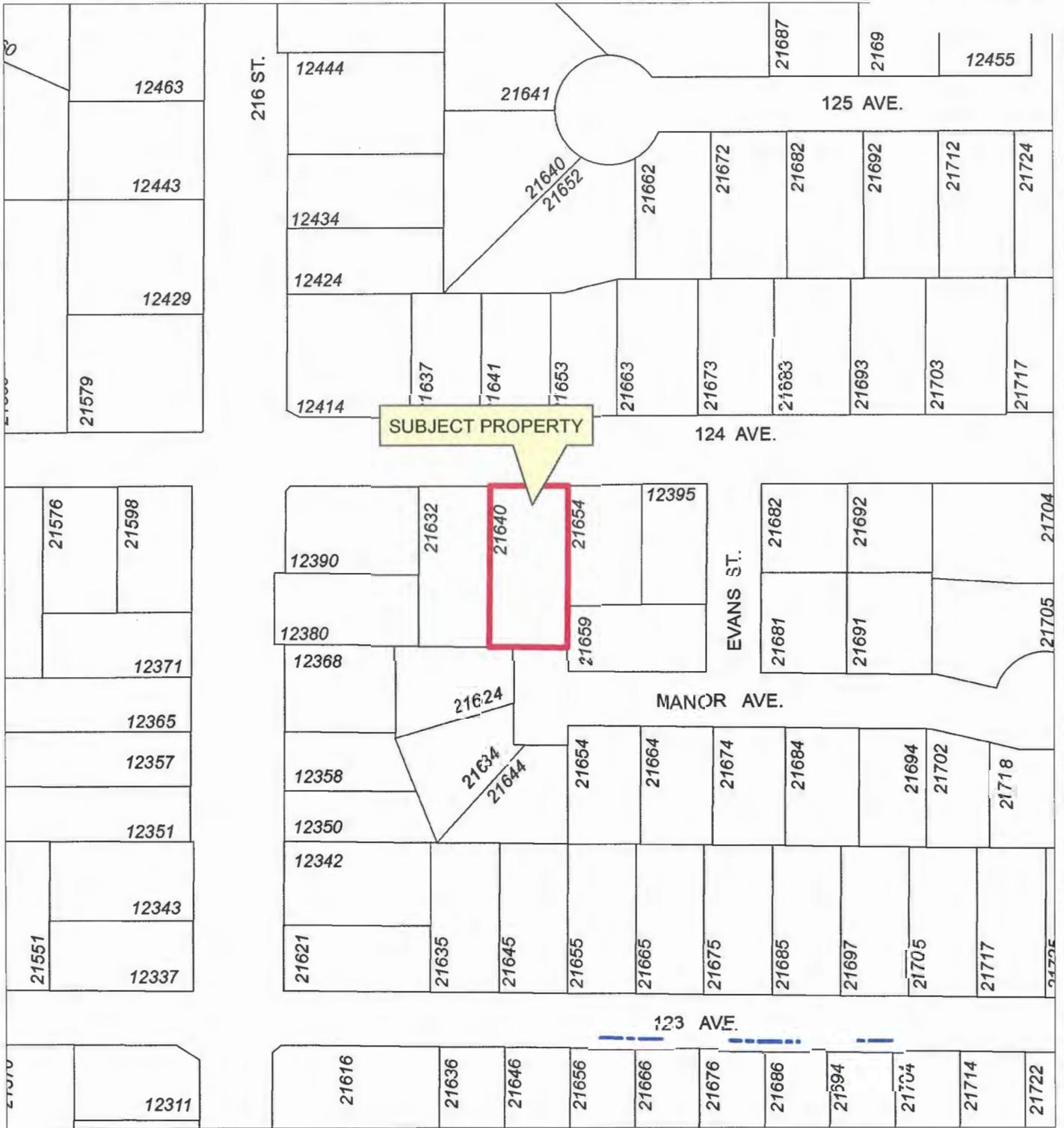
"Original signed by Christine Carter"

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 – Zone Amending Bylaw No. 7533-2019
Appendix D – Revised Site Plan
Appendix E – November 5, 2019 CoW Report



Scale: 1:1,500

Legend

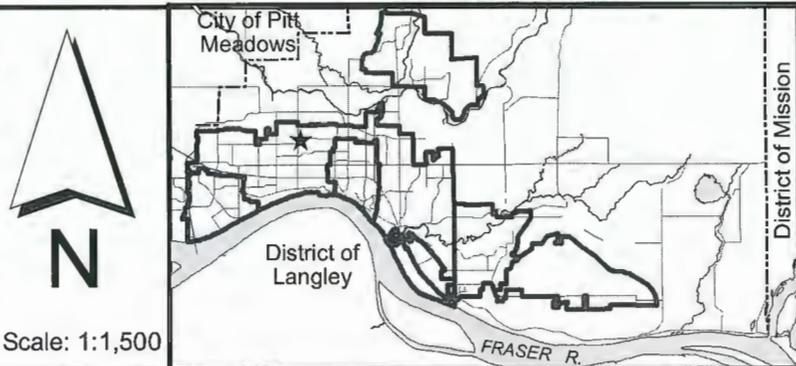
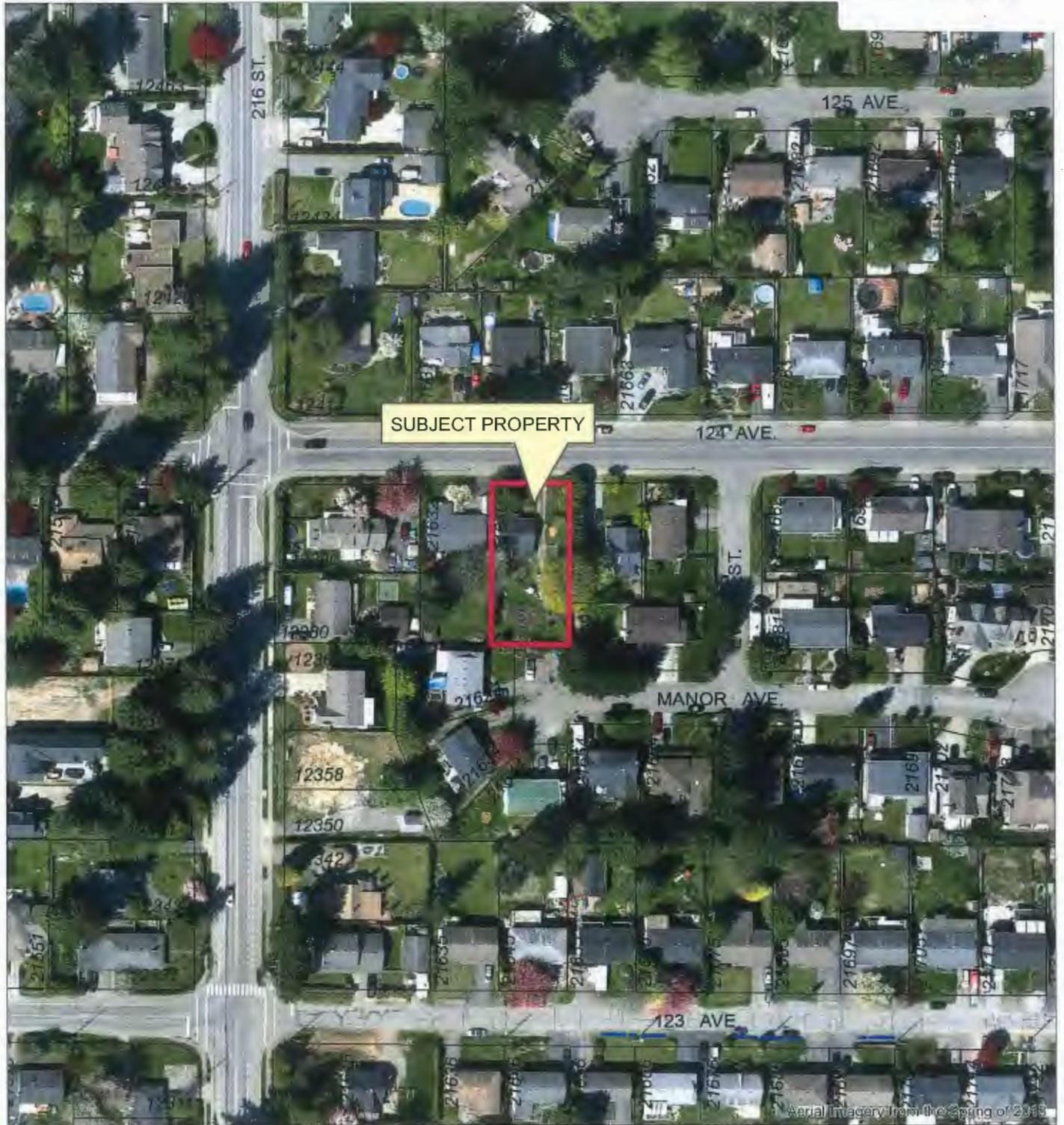
 Ditch Centreline

21640 124 Ave
PID 011-363-797



FILE: 2018-498-DP
DATE: May 21, 2019

BY: MC



21640 124 Ave
PID 011-363-797

PLANNING DEPARTMENT



MAPLE RIDGE
British Columbia

mapleridge.ca

FILE: 2018-498-DP
DATE: May 21, 2019

BY: MC



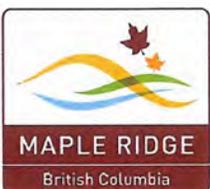
MAPLE RIDGE ZONE AMENDING

Bylaw No. 7533-2019

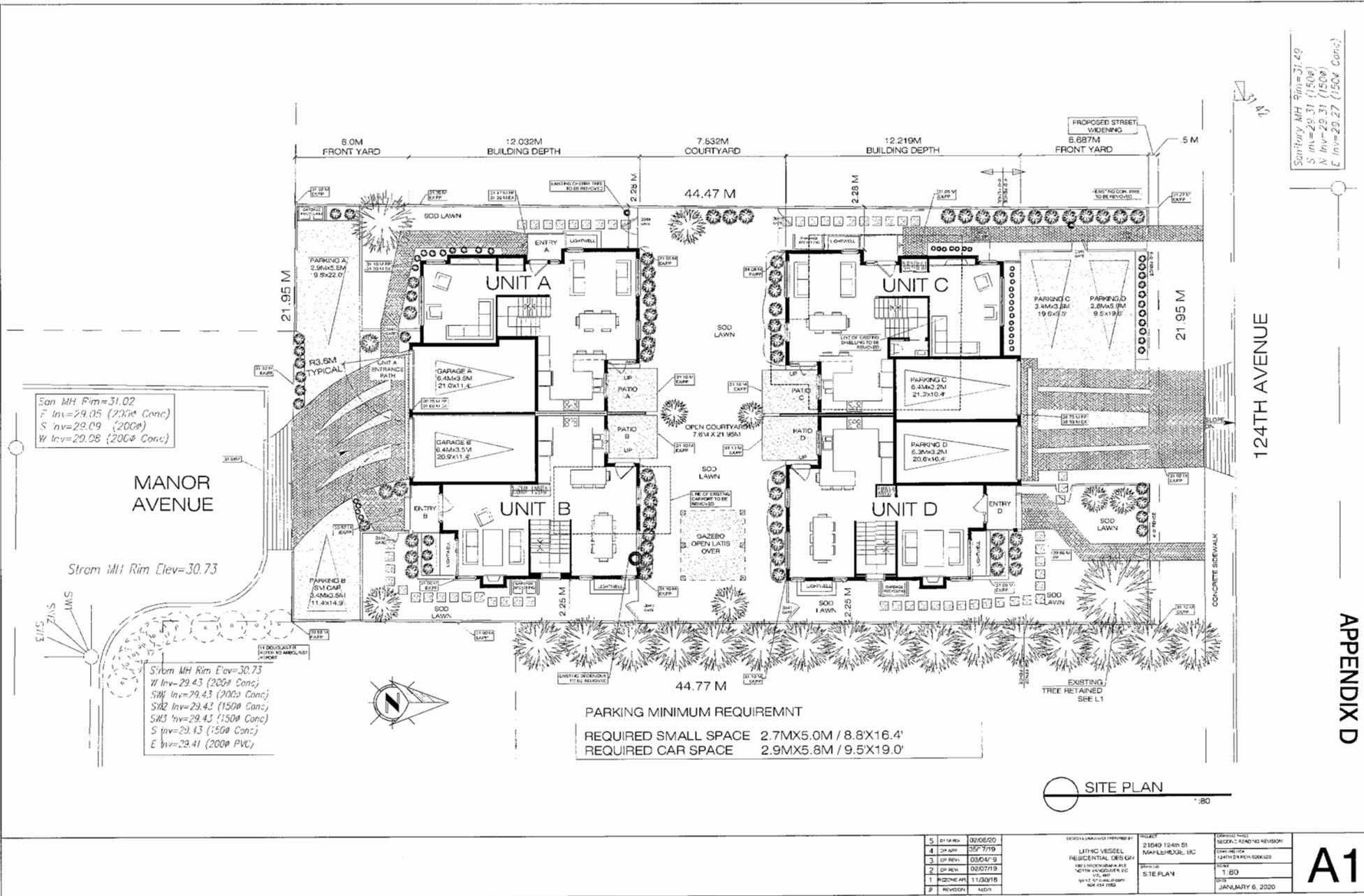
Map No. 1791

From: RS-1 (One Family Urban Residential)

To: RT-2 (Ground Oriented Residential Infill)



SCALE 1:2,500

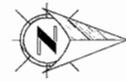


San MH Rim=31.02
 F Inv=29.05 (200# Conc)
 S Inv=29.09 (200#)
 W Inv=29.08 (200# Conc)

MANOR AVENUE

Strom MH Rim Elev=30.73

Strom MH Rim Elev=30.73
 W Inv=29.43 (200# Conc)
 SW Inv=29.43 (200# Conc)
 SW2 Inv=29.43 (150# Conc)
 SW3 Inv=29.43 (150# Conc)
 S Inv=29.43 (150# Conc)
 E Inv=29.41 (200# PVC)



PARKING MINIMUM REQUIREMENT
 REQUIRED SMALL SPACE 2.7Mx5.0M / 8.8X16.4'
 REQUIRED CAR SPACE 2.9Mx5.8M / 9.5X19.0'

SITE PLAN
 1:80

124TH AVENUE

Sanitary MH 9' dia = 31.49
 S Inv = 29.31 (150#)
 N Inv = 29.31 (150#)
 E Inv = 29.27 (150# Conc)

APPENDIX D

A1

5	DATE REV	02/06/20	DESIGN LANGUAGE PROVIDED BY	PROJECT	21640 124th St	REVISION	NO. 1
4	DATE REV	02/27/19	LITHIC VESSEL	RESIDENTIAL USE ONLY	MANHLENRGE, LLC	REVISION	NO. 2
3	DATE REV	03/04/19	180' RECORDING FILE	NOT RECORDED	DATE	1.80	NO. 3
2	DATE REV	02/07/18	9" RECORDING FILE	NOT RECORDED	DATE		NO. 4
1	DATE REV	11/30/18	9" RECORDING FILE	NOT RECORDED	DATE		NO. 5
#	REVISION	READY					



mapleridge.ca

City of Maple Ridge

TO: His Worship Mayor Michael Morden
and Members of Council

FROM: Chief Administrative Officer

SUBJECT: **Second Reading**
Zone Amending Bylaw No. 7533-2019;
21640 124 Avenue

MEETING DATE: November 5, 2019

FILE NO: 2018-498-RZ

MEETING: CoW

EXECUTIVE SUMMARY:

An application has been received to rezone the subject property located at 21640 124 Avenue from RS-1 (One Family Urban Residential) to RT-2 (Ground Oriented Residential Infill), to permit the future construction of a Courtyard Housing project with four (4) dwelling units. Council granted first reading to Zone Amending Bylaw No. 7533-20 on March 19, 2019.

This application has been evaluated against the Zoning Bylaw and the OCP infill policies. These OCP policies are designed to allow for density to be increased within residential areas to such levels and to a form and design that is keeping with the neighbourhood character or the emerging neighbourhood character.

A Development Information Meeting (DIM) was held by the applicant and described in greater detail in a later section of this report. The proposed density of a four (4) unit courtyard project appears to have been viewed by neighbours as being too dense and not fitting in with the neighbourhood character. The perceived fears are related to: the sudden change, potential of more on street parking, increased traffic in their neighbourhood and reduced safety for child at play in the cul-de-sac area. In conversation with staff, the applicant was asked to consider the alternative that might be more palatable to the neighbours, including a three-plex design; however, the applicant has requested that the four (4) unit Courtyard Housing project be brought forward for Council to consider if it is acceptable.

As to the form and character, there is general compliance with OCP guideline respecting compatibility with surrounding properties and the neighbourhood in general; however, it is being considered as a work in progress for the plans to be finalized and a separate report will be forwarded to Council for issuance of a development permit. Among the matters to be finalized are: the functionality of the Courtyard, enhancing the single residential character, better neighbourhood fit and stormwater management.

Pursuant to Council policy, this application is subject to the Community Amenity Contribution Program at a rate of \$4,100.00 per dwelling unit, with the first of the four (4) units being exempted, for an estimated amount of \$12,300.

RECOMMENDATIONS:

- 1) That Zone Amending Bylaw No. 7533-2019 be given second reading, and be forwarded to Public Hearing;**

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

- i) Registration of a Rezoning Servicing Agreement as a Restrictive Covenant and receipt of the deposit of a security, as outlined in the Agreement;
- ii) Road dedication on 124 Avenue as required;
- iii) Registration of a Restrictive Covenant for the Geotechnical Report, which addresses the suitability of the subject property(ies) for the proposed development;
- iv) Registration of a Restrictive Covenant for Stormwater Management, including a maintenance guide;
- v) Removal of any existing buildings or structures;
- vi) In addition to the site profile, a disclosure statement must be submitted by a Professional Engineer advising whether there is any evidence of underground fuel storage tanks on the subject property(ies). If so, a Stage 1 Site Investigation Report is required to ensure that the subject property is not a contaminated site.
- vii) That a voluntary contribution, in the amount of \$12,300 (\$4,100.00 /unit based on 3 units) be provided in keeping with the Council Policy with regard to Community Amenity Contributions.

DISCUSSION:

1) **Background Context:**

Applicant: Ryan Huctman

Legal Description: East 785 Feet Lot 2 Except Part in Plan LMP1615, District Lot 245 Group 1
NWD Plan 8586

OCP:

Existing: Urban Residential
Proposed: Urban Residential

Zoning:

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

Surrounding Uses:

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

West: Use: Residential
 Zone: RS-1 (One Family Urban Residential)
 Designation: Urban Residential

Existing Use of Property: Residential
Proposed Use of Property: Residential
Site Area: 988 sq. m. (0.24 acres)
Access: Manor Avenue and 124 Street
Servicing requirement: Urban Standard

2) Background:

In granting first reading, Council was prepared to allow this application to move forward so that more details would be available to assess the project's compliance with the RT-2 (Ground-Oriented Residential Infill) zone, for Council to assess compliance with infill guidelines for such projects, more refined plans reflecting the sensitive integration of the project into the surrounding neighbourhood and feedback from neighbours through a Development Information Meeting held by the developer. As described later in this report, there were some concerns expressed by neighbours to the project. Alternatives such as a triplex or duplex or a single residential dwelling with a detached garden suite, were discussed by staff with the applicant; however, the preference of the applicant was to bring forward the four (4) unit Courtyard Housing project for Council to consider if it is acceptable.

3) Project Description:

The proposal for the subject property at 21640 124 Avenue (Appendix A and B) is for an infill development of four (4) dwelling units, in two (2) buildings, designed in the form of Courtyard Housing. These are three (3) bedroom units, with basement area. Two (2) units have 202 square metres (2,175 square feet) and two have 188 square metres (2,024 square feet) of floor space. The conceptual plans from first reading have been developed further, refining this courtyard housing project (Appendix C). Compliance with the guidelines governing Courtyard Housing described in the report "Proposed Triplex, Fourplex and Courtyard Housing Forms Preliminary Overview Report" approved by Council in Workshop on April 18, 2016 report and to the applicable Multi-Residential Development Permit Guidelines are described in the subsequent sections of this report.

4) Planning Analysis:

i) Official Community Plan:

The development site is currently designated Urban Residential Major Corridor, which is appropriate for the proposal. A number of OCP Infill Policies apply to this site and are evaluated with respect to the proposal's design as follows:

- In changing the single family residential to a Courtyard Housing form, Policy 3-19-b sets the criteria with respect to achieving street-oriented buildings, including developing a design "that resemble a single detached dwelling, with an emphasis on orientation to the street."

Design comments include strengthening the prominence of the front entrances facing 124 and Manor Avenues, and additional front façade articulation and detailing for both proposed buildings to "read" more like single residential buildings from both Manor Avenue and 124 Avenue.

This will be achieved through the development permit process.

- Policy 3-21 requires attention be paid to having site plans, setbacks and building massing that respects existing development patterns and are sensitive to the surrounding neighbourhood.

Design comments include added attention to the massing along the interior side lot lines to be more sensitive to the existing single residential dwellings on abutting lands. This would include the steeping down the massing to the interior lot lines.

The proposed buildings do comply with the 9.5 metre maximum height requirement. Single residential zones allow for taller buildings (11 metres); however, there are one or 1 ½ storey homes along Manor Avenue.

This will be achieved through the development permit process.

The compliance with the Courtyard Housing Guidelines contained in the “Proposed Triplex, Fourplex and Courtyard Housing Forms Preliminary Overview Report” is contained in the Development Permit section of this report.

The overall OCP objective is to encourage growth within the Urban Area Boundary (UAB), including growth through infill by a mix of housing types and tenures (Policy 3-1). This is achieved by the increased density being proposed.

ii) Zoning Bylaw:

Courtyard Housing in the proposed RT-2 (Ground Oriented Residential Infill) zone requires a minimum lot size of 950m², a minimum lot width of 25 metres and a minimum depth of 35 metres. This site, following road widening will comply with the minimum lot area and lot depth, with the future lot being about 975 sq. metres in area, and the depth being about 45 metres. However, the width is less than the minimum requirement and will need to be varied from 25.0 metres to 21.94 metres as described in a following section.

iii) Off-Street Parking and Loading Bylaw:

Each unit is providing two (2) parking spaces as required by the Off Street Parking and Loading Bylaw. One space for each unit is concealed in a garage and one is surface parking off the driveways. Modification of the parking layout through the development permit process may be needed to ensure impervious surfacing is not excessive, to review circulation/access and to improve the landscape buffering to adjacent lots and from 124 Avenue. There may be a variance required to accommodate the smaller sizes of the surface parking spaces.

iv) Proposed Variances:

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

- *Maple Ridge Zoning Bylaw No. 3510 -1985, Part 601F RT-2 Ground-Oriented Residential Infill, Section D. Lot Area and Dimensions, Subsection 3(b) is proposed to be varied to reduce the minimum lot width from 25.0 to 21.94 metres.*

The requested variance, to accommodate the existing parcel, will be the subject of a future Council report. Any additional variances that may be required will be included in that future report.

v) Development Permits:

The process of design review for applications such as Courtyard Housing, was discussed in the “Proposed Triplex, Fourplex and Courtyard Housing Forms Preliminary Overview Report”. These guidelines are being completed by Community Planning to bring forward in 2020 to Council, for approval and inclusion into the Development Permit Area Guidelines section of the Official Community Plan. The alternatives in assessing this and similar projects include:

- (a) Tabling such applications until such time as these guidelines are established by Council and staff cab review and report on compliance; or
- (b) Using the temporary guidelines in “Proposed Triplex, Fourplex and Courtyard Housing Forms Preliminary Overview Report” in conjunction with the existing guidelines, to the extent applicable, in Section 8.7 of the OCP, for Multi-Family Development Permits. These multi-residential guidelines are intended in areas designated for multi-residential development and promoting a more built-up character than being envisioned for infill projects.

The following is a preliminary analysis, applying the interim guidelines contained in the “Proposed Triplex, Fourplex and Courtyard Housing Forms Preliminary Overview Report” evaluating the form and character of proposed Courtyard Housing project.”

Guideline	Staff Comment
<ul style="list-style-type: none"> • Not a rowhouse form. 	More front façade articulation and prominence to the front facing entrance area will achieve full compliance.
<ul style="list-style-type: none"> • Dwelling units may be located in more than one building on a lot. 	Two dwellings are located in each of the two buildings.
<ul style="list-style-type: none"> • Orientation is characterized by units that are facing inwards towards each other. 	Inward facing orientation with direct access off the patios into the courtyard and overlook from living spaces (kitchen) is provided.
<ul style="list-style-type: none"> • Pedestrian walkways lead from the street to an inner courtyard area. 	This is provided.
<ul style="list-style-type: none"> • Courtyards are programmed for flexible and interactive outdoor space but are not intended for parking 	This will be addressed through the development permit process. A gazebo is being proposed.
<ul style="list-style-type: none"> • Where lane access is available, parking will be located at the rear of the property 	Not applicable.
<ul style="list-style-type: none"> • Scale and massing shall be compatible with the surrounding area 	Discussed in the OCP Policy section.
<ul style="list-style-type: none"> • Mix of unit sizes 	Two units have 202 square metres and two have 188 square metres of floor space.

A detailed description of the project’s form and character will be included in a future development permit report to Council.

vi) **Advisory Design Panel:**

This is one of the earlier Courtyard applications and an ADP submission was not undertaken. Subsequent infill applications do require ADP review. Staff did the design review of this application based on the Courtyard Housing Project Interim Guidelines proving comments and suggestions, including the ones noted in the table in the previous section. Depending on the matters outlined in the Alternatives section, a referral to ADP could be required by Council in the instance of finalizing the design of this project.

vii) **Development Information Meeting:**

A Development Information Meeting was held at Maple Ridge Secondary School Library on June 26th, 2019. There were 18 people in attendance at the meeting. A summary of the main comments and discussions with the attendees was provided by the applicant. The public's comments focused on the following four (4) issues as described in more detail in Appendix E.

A summary of the applicant's report is as follows:

- Residents felt a rezoning to multi-residential was sudden and unexpected, with concerns being expressed about rental and safety during construction;
- Residents perceived that there would be parking, traffic and pedestrian safety problems;
- Residents expressed concerns with the way higher density could affect the character of their neighbourhood, greenery and views. They asked if an impact assessment has or could be done by the City.

5) **Interdepartmental Implications:**

i) **Engineering Department:**

A rezoning Servicing Agreement will be required for this project to address the engineering and servicing associate with this project. These include:

- Widening along the 124 Avenue frontage;
- Road, curb, gutter and sidewalk upgrading along abutting roads;
- A storm catchment analysis respecting drainage system capacity;
- Providing street lighting and street trees;
- Removal of existing buildings;
- Underground services ducting;
- A Geotechnical Report reflecting the site being located in the Fraser River Escarpment Area; and
- Compliance with stormwater and drainage requirements.

ii) **License, Permits and Bylaws Department:**

A Stormwater Management Plan is required for this project. The calculations and details such reports contain are necessary to determine if the proposed addresses the Fraser River Escarpment Area guidelines, if the release rate for the proposed proportions of impervious and pervious area complies with City standards and if the size and location of the infiltrators may change the layout.

Matters to be addressed through at building permit stage include: the need to retain a Coordinating Registered Professional for this project, unit numbering and special separation (including combustible projection) complying with the BC Building Code (2018).

6) Alternatives:

There are three alternatives that Council may wish to consider:

1. Council may wish to deny this application; or
2. Council may wish to table this application until such time as the Guidelines for Infill Housing are completed early next year. Through these guidelines, the assessment neighbours enquired about at DIM, could take place either through the ADP and/or through staff input. Council could then consider granting Second Reading and setting a Public Hearing; or
3. Council may wish to forward this application to staff to pursue a different type of infill design with the applicant, such as: a triplex, duplex or single residential use with a detached garden suite, as a way of achieving an infill project with some increase in density.

With either of alternatives 2 or 3, a new Development Information Meeting would be required to re-engage the neighbourhood and explain how their concerns are being alleviated.

CONCLUSION:

Following discussions with the applicant after the Development information meeting, the applicant has chosen to proceed with their Courtyard Housing Project. As the project proceeds forward, the project will be brought closer to conformity with applicable guidelines for achieving sensitive infill and landscaping buffers. These details will be available to Council in a future development permit report.

It is recommended that second reading be given to Zone Amending Bylaw No. 7533-2019, and that application 2018-498-RZ be forwarded to Public Hearing.

"Original signed by Adrian Kopystynski"

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

"Original signed by Chuck Goddard"

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

"Original signed by Christine Carter"

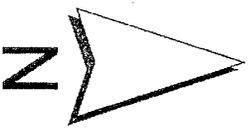
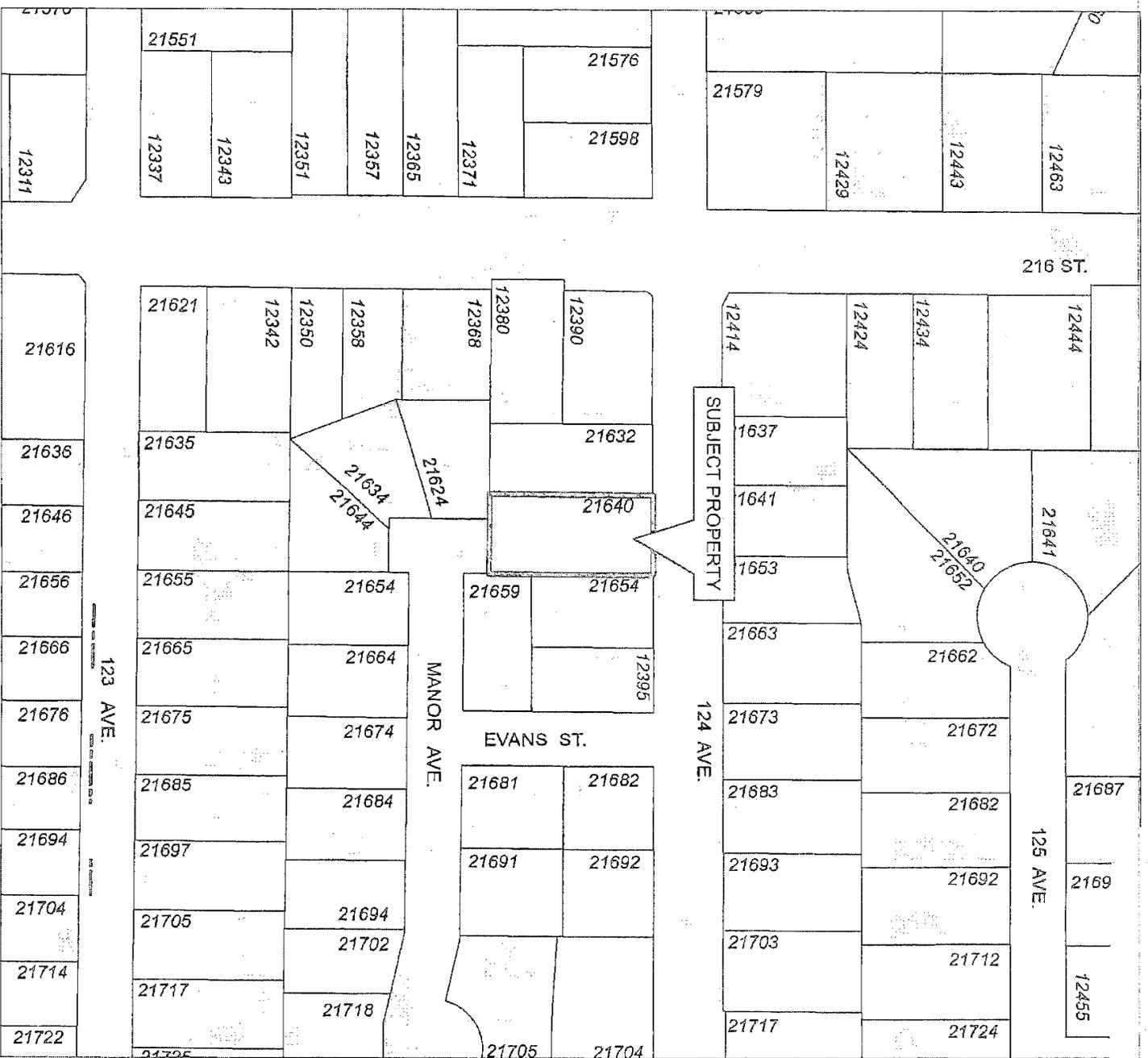
Approved by: **Christine Carter, M.PL, MCIP, RPP
GM Planning & Development Services**

"Original signed by Al Horsman"

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. 7533-2019
- Appendix D – Site Plan
- Appendix E – Building Elevation Plans
- Appendix F – Landscape Plan
- Appendix G – DIM comment summary



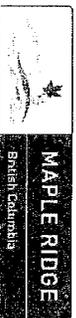
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Legend

Ditch Centreline

21640 124 Ave
PID 011-363-797

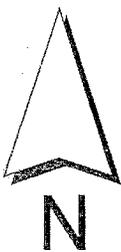
PLANNING DEPARTMENT



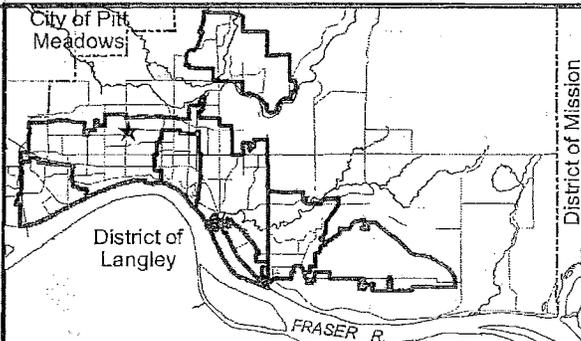
mapleridge.ca

FILE: 2018-498-DP
DATE: May 21, 2019

BY: MC

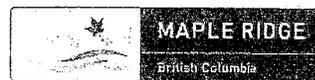


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PID 011-363-797

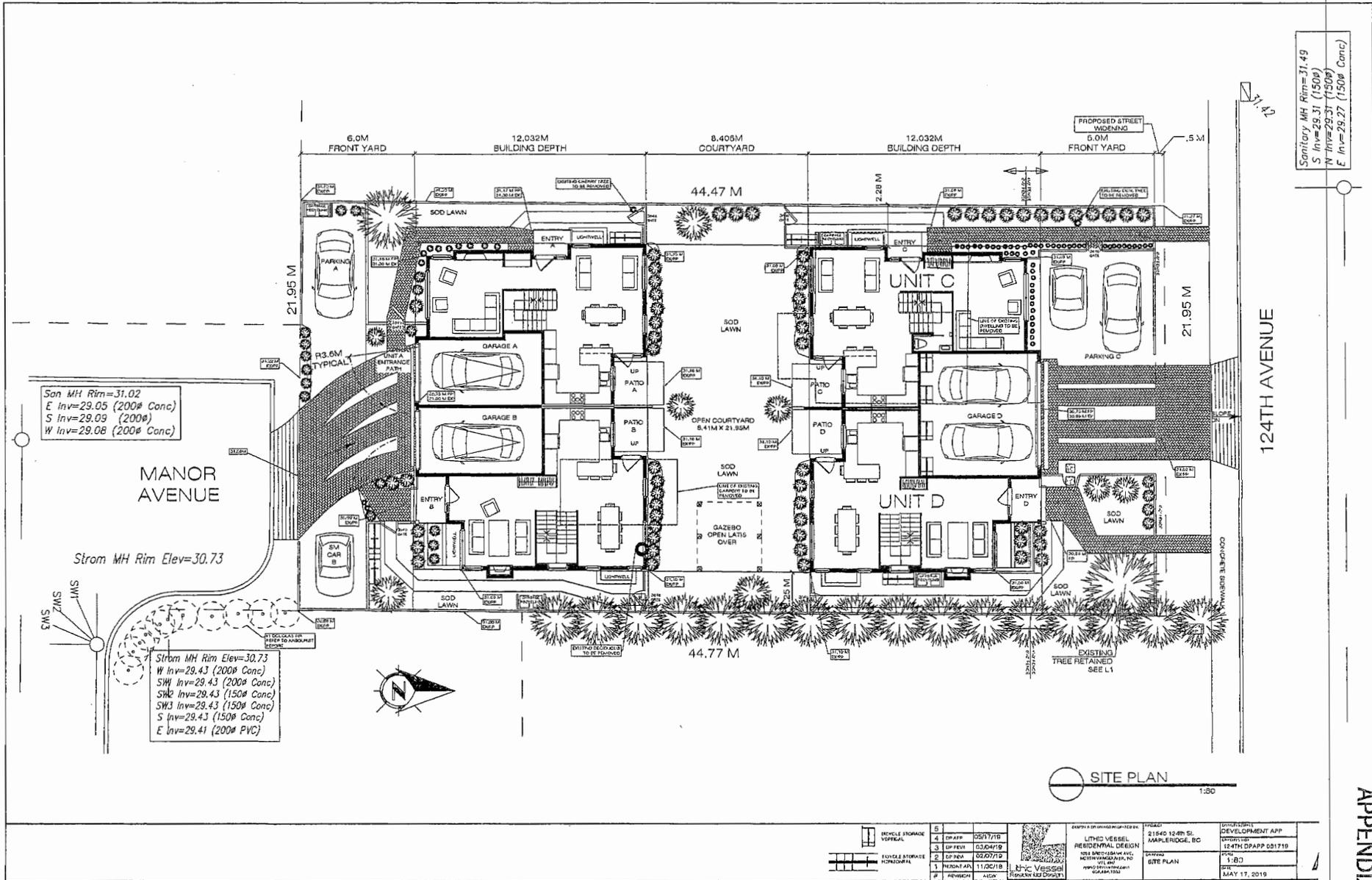
PLANNING DEPARTMENT



mapleridge.ca

FILE: 2018-498-DP
DATE: May 21, 2019

BY: MC



San MH Rim=31.02
 E Inv=29.05 (200# Conc)
 S Inv=29.09 (200# Conc)
 W Inv=29.08 (200# Conc)

MANOR AVENUE

Strom MH Rim Elev=30.73

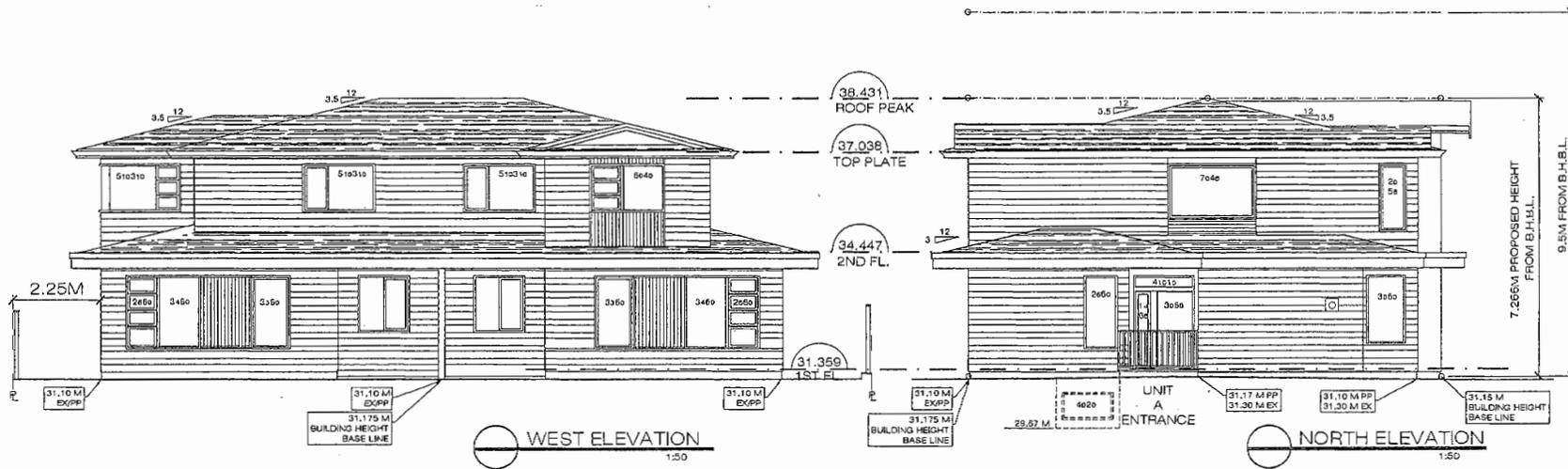
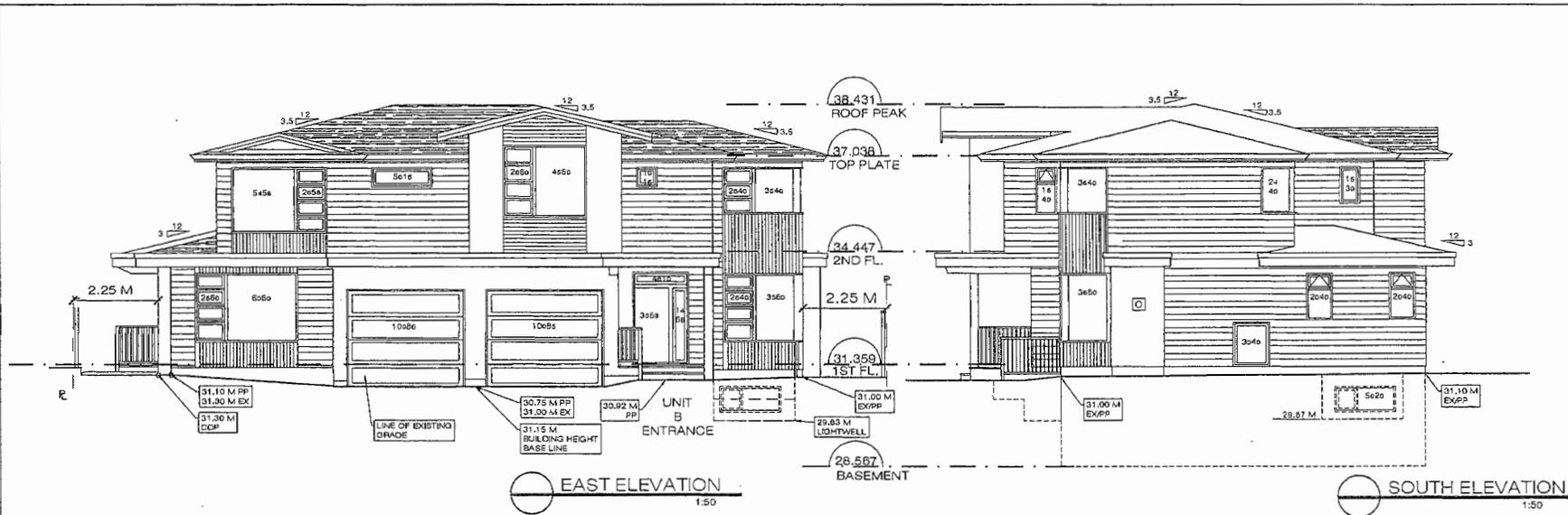
Strom MH Rim Elev=30.73
 W Inv=29.43 (200# Conc)
 SW Inv=29.43 (200# Conc)
 SW2 Inv=29.43 (150# Conc)
 SW3 Inv=29.43 (150# Conc)
 S Inv=29.43 (150# Conc)
 E Inv=29.41 (200# PVC)



Sanitary MH Rim=31.49
 S Inv=28.31 (150#)
 N Inv=28.31 (150#)
 E Inv=29.27 (150# Conc)

SITE PLAN 1:80

VEHICLE STORAGE	5								
VEHICLE STORAGE	4	OP APP	05/17/18						
VEHICLE STORAGE	3	UP PERM	03/04/19						
VEHICLE STORAGE	2	UP PERM	09/07/18						
VEHICLE STORAGE	1	PERMIT A1	11/26/18						
VEHICLE STORAGE	#	REVISED	ALDK						



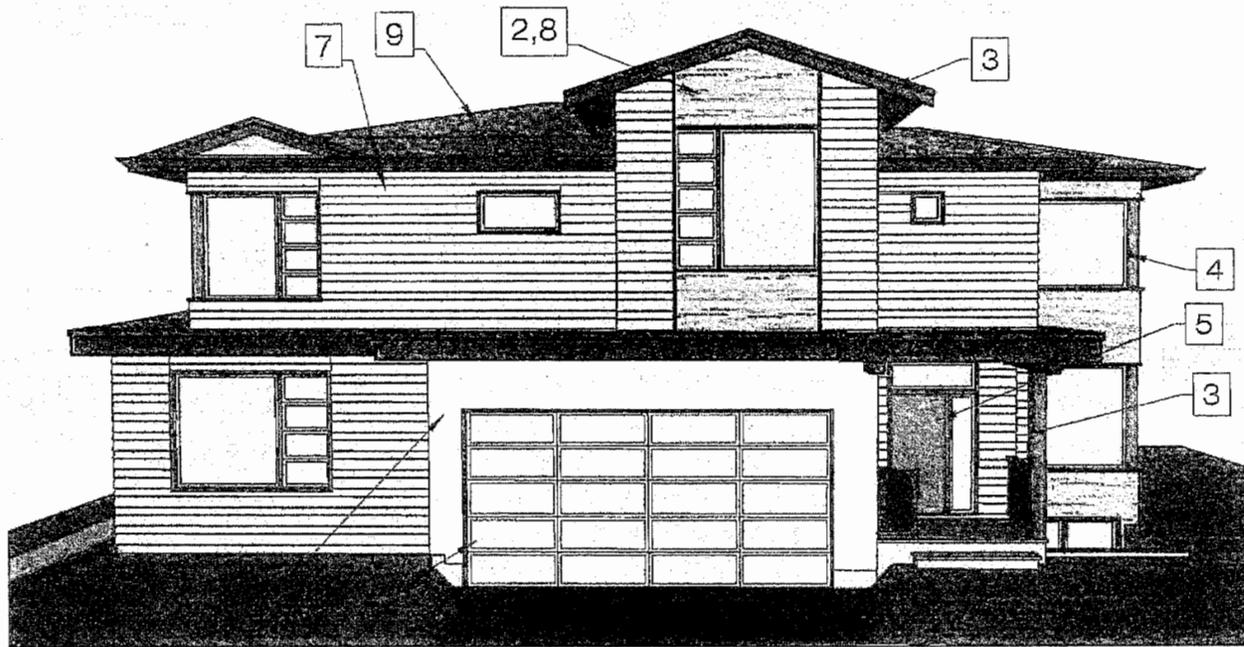
APPENDIX E

5	DATE	21640 124th St MAPLE RIDGE, BC	DEVELOPMENT APP
4	DATE	124TH DRAPP 051719	DATE
3	DATE	1:50	DATE
2	DATE	1:50	DATE
1	DATE	1:50	DATE
#	REVISION	DATE	DATE



DESIGNED BY:
LUTHIC VESSIO
RESIDENTIAL DESIGN
124TH DRAPP 051719
1:50
MAY 17, 2019

A4

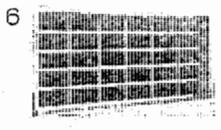


BENJAMINE MOORE

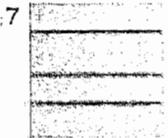
- 1 STUCCO
NEVISE PRIMER
16-172
- 2 CEDAR SIDING
ARBOURCOAT CLEAR COAT
LDV LUSTRE (6039)
- 3 POSTS, TRIM,
FASCIA
WILLOW
07-642
- 4 WINDOW SASH
MOUNTAIN AIR
02-559



FRONT DOOR



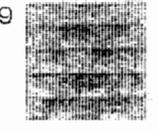
GARAGE DOOR
SILVER ANODIZED



HARDIEPLANK
LAP SIDING
7" & 4" EXPOSURE
ALTERNATING
SMOOTH
QUARRY GRAY



CEDAR CHANNELING



DUROID ROOFING
SHINGLE 40 YR.
PEWTER OR DARK
GRAY

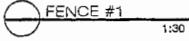
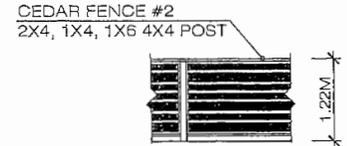
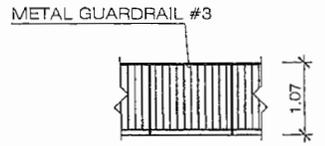
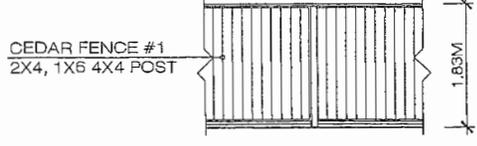
10

STUCCO
SMOOTH
B.M. HC-172

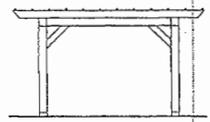
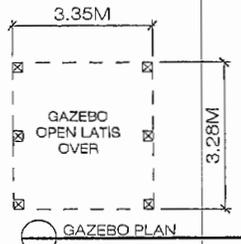
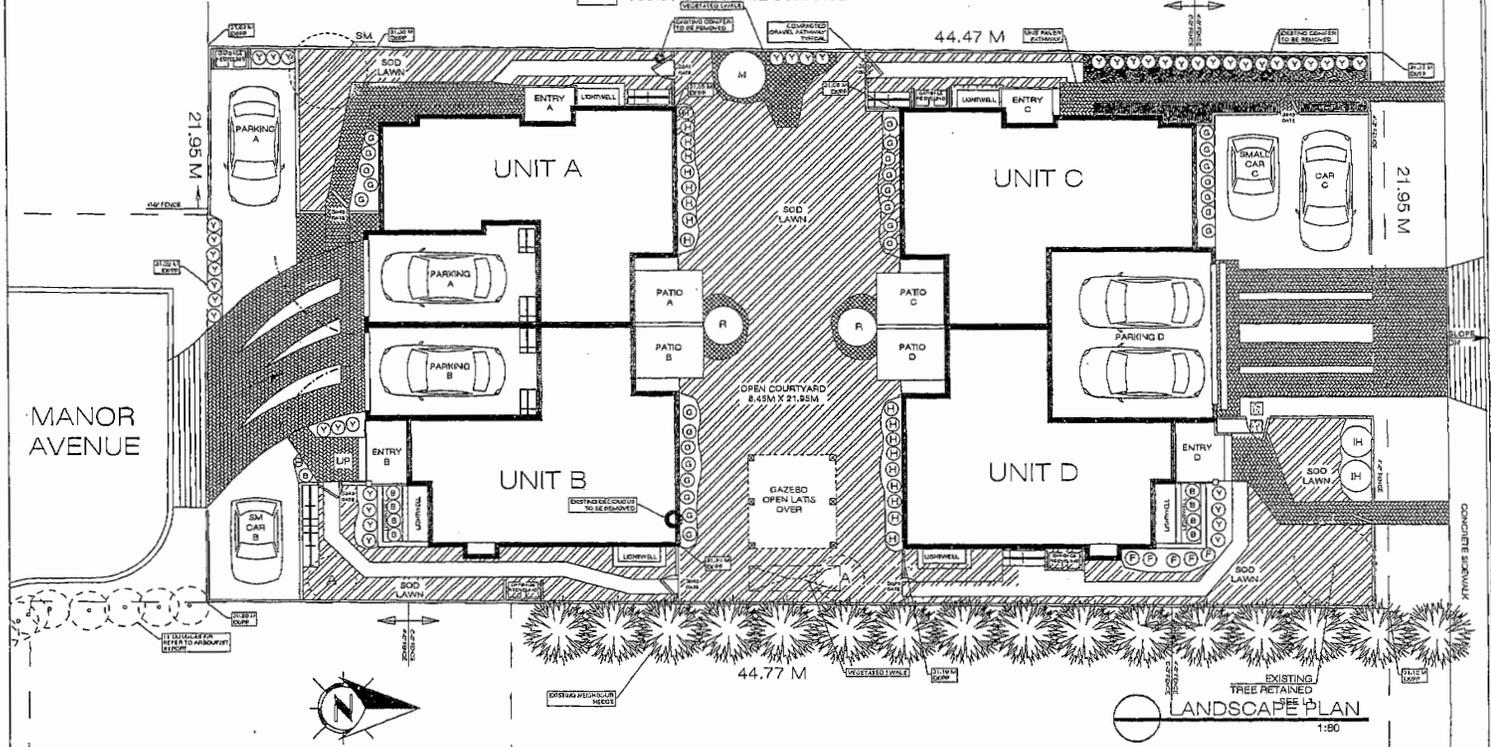
0	DATE	06/17/09		LINK VESSEL ARCHITECTURE 21040 124th St. MAPLE RIDGE, BC V2X 6L6 TEL: 604-463-1111 WWW.LINKVESSEL.COM	PROJECT 21040 124th St. MAPLE RIDGE, BC DRAWING EXTERIOR MATERIALS & COLOR SCHEDULE DATE MAY 17, 2010
1	DATE	11/02/18			
2	DATE	1/20/19			
3	DATE	02/08/19			
4	DATE	06/17/19			

MC

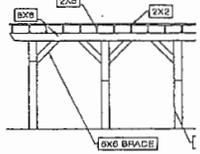
SYMBOL	BOTANICAL NAME	COMMON NAME	SIZE	QUANTITY
B	BUXUS SEMPERVIRENS	BOX WOOD	#2	9
Y	TAXUS BACDATA	YEW	#3	42
SM	MAGNOLIA STELLATA	STAR MAGNOLIA	#2	1
M	ACER PALMATUM	JAPANESE MAPLE	#2	1
A	AZALEA JAPONICA "SINO ORIMON"	EVERGREEN AZALEA	#5	2
H	ERICA DARWINIA "SPRINGWOOD PINK"	HEATHER	#1	19
F	POLYSTICHUM MUNITUM	WEETEN SWORFERN	#2	5
G	GALLTHERIA SHALLON	SALAL	#2	28
IH	RHAPHIDOLEPIS INDICA	INDIAN HAWTHORN PINK LADY	#3	2
R	RHODODENDRON WARCEI VAR. PURPESUM PACHYANDRA TERMINALIS	RHODODENDRON JAPANESE SPURGE	#5 #2	2 20
ASSORTED SHRUBS COVERED AND PERENNIALS			10CM	60
SOD LAWN				
PLANT MATERIAL TO BCNLA STANDARDS		MIN SOIL DEPTHS	LANDSCAPE MINIMUM	100CM 150CM



UNIT PAVERS
CRUSH PATHWAY & PARKING
100% PERMEABLE SURFACE



GAZEBO (EAST & WEST) 1:50



GAZEBO (NORTH & SOUTH) 1:50

124TH AVENUE

MANOR AVENUE



LANDSCAPE PLAN 1:50

APPENDIX F

5	DATE	05/17/19	PROJECT	21540 124TH BL MAPLEDOR, BC	PROJECT NO.	DEVELOPMENT APP
4	DATE	04/05/19	DESIGNER	LITHO VERSEL	PROJECT NO.	124TH OAPR 051719
3	DATE	03/07/19	CLIENT	13026 RICHMOND AVE NORTH VANCOUVER, BC	SCALE	1:50
2	DATE	11/02/18	PROJECT	124TH AVENUE	DATE	MAY 17, 2019
1	DATE	11/02/18	PROJECT	124TH AVENUE		

APPENDIX G

Development Information Meeting Summary

<p>Development Questions:</p> <ul style="list-style-type: none"> • The suddenness of rezoning of the neighbourhood from single-family to multi-family. • inquiry about the property being developed as low-income rentals. • How long it would take to rezone the property and what would the city do to ensure safety during construction. 	<ul style="list-style-type: none"> • It was noted that according to public information, the city recently created the RT-2 zone to allow for sensitive infill of multi-residential projects within existing neighbourhoods to provide more diverse housing options. • It was stated that he had no plans to develop the property and rent out four units as the landlord. He plans to sell them as individual dwellings. • It was suggested to contact the city to respond regarding timelines for zoning amendments.
<p>Parking and Traffic Questions:</p> <ul style="list-style-type: none"> • Concern with the additional parking needs the development would likely bring. • There was concern with more cars in the neighbourhood; also means more traffic. Many children play in the cul-de-sac; thus concern over more vehicles coming and going into the cul-de-sac due to the new driveway. • Increased cars and speeding, particularly on 124th and the dangers of accessing driveways from 124th. 	<ul style="list-style-type: none"> • It was pointed out each dwelling unit will have 2 parking spaces. In their analysis, the applicant feels confident the new development will not significantly contribute to parking issues either on 124th or Manor Avenues
<p>Neighbourhood Character:</p> <ul style="list-style-type: none"> • There were concerns over the impact higher density and multi-residential dwellings will have on the neighbourhood's character and its family-oriented setting. Neighbourhood; Long term resident (for over 25-years) questioned how any multi-unit dwelling can "fit in" with a single-family dwelling neighbourhood. • There was concern over the impact on the neighbourhood's natural landscape, greenery and trees, specifically for the proposed entrance on Manor Ave. There was concern about the impact of removal of a maple tree on small animals that inhabit the tree. • The new dwellings would impact the views of the mountains. • Has the City done or will do a community impact assessment? See Staff comment (1) below 	<ul style="list-style-type: none"> • It was indicated that the proposed project is designed to look like single-family dwellings with each building having one distinct front entrance. • It was indicated that the proposed landscape design and highlighted the use of smaller scale trees to create screening and improve daylight angles. • It was explained that the proposed building would be lower than the allowable height and floor setbacks and low roof angles have also been implemented into the design
<p>Development/Construction</p> <ul style="list-style-type: none"> • Frustration was expressed with ongoing development in the area and the constant disruption for neighbourhoods. Work sites can be also dangerous and often prevents kids from playing outside. 	<ul style="list-style-type: none"> • It was indicated this would be passed on to the City.

Staff Comments:

- (1) It is the responsibility of the applicants to undertake assessments for such infill projects as part of their development application proposals.
- (2) Construction site safety practices need to be implemented by applicants and their consultants in conjunction with the building permit process.



mapleridge.ca

City of Maple Ridge

TO: His Worship Mayor Michael Morden
and Members of Council
FROM: Chief Administrative Officer
SUBJECT: **First, Second and Third Reading**
Maple Ridge Heritage Designation and Revitalization and Tax Exemption
Agreement Amending Bylaw No. 7632-2020;
22325 St. Anne Avenue

MEETING DATE: April 7, 2020
FILE NO: 2011-089-RZ
MEETING: C o W

EXECUTIVE SUMMARY:

An application has been received to extend the completion date in the Heritage Revitalization Agreement for the conservation of the Morse / Turnock Residence (Turnock Residence) on the subject site located at 22325 St. Anne Avenue to October 1, 2020.

Construction of the four (4) storey 66 unit apartment building and conservation and conversion of Turnock Residence into a duplex, ceased about half a year ago due to financial problems faced by the developer. On February 4, 2020, a Court Order in The Supreme Court of BC was made, to appoint a Monitor to complete this project. This Monitor has applied for an extension to allow the conservation works, as well as the associated apartment building, to be completed.

The project Architect indicated that there is about four (4) months worth of work to complete the conservation works on the Turnock Residents. The attached bylaw (Schedule C) provides for a completion date of December 31, 2020 plus a six (6) month extension by mutual written agreement. to accommodate the time for this application to be approved, including approval of the bylaw by the Ministry of Highways and Infrastructure, and for the construction to be reactivated.

RECOMMENDATIONS:

That Maple Ridge Heritage Designation and Revitalization and Tax Exemption Agreement Amending Bylaw No. 7632-2020 be given first, second and third reading.

DISCUSSION:

Legislative Background:

Council is granted the authority to enter into and amend Heritage Revitalization Agreements under Section 610 of the Local Government Act. The specific provision concerning amendments is the following:

- (4) *A heritage revitalization agreement may be amended by bylaw only with the consent of the owner.*

The authorized signatory for the company that owns the subject site has signed the Agreement thus providing his consent in accordance with Section 610 (Appendix E).

1106

Under the Section 52 of the Transportation Act, the bylaw will need to be referred to the Ministry of Transportation and Infrastructure (“MOTI”) to be approved before Council considers granting adoption.

History:

Council adopted the Maple Ridge Heritage Designation and Revitalization and Tax Exemption Agreement Bylaw No. 6913-201 (HRA Bylaw) on January 26, 2016. The Heritage Alteration Permit 2015-287-DP for the conservation work and the development permit 2011-089-DP for the apartment have both been approved and issued by Council on January 26, 2016. The site plan is attached as Appendix F.

The development is close to completion, but construction stopped about half a year ago due to financial problems experienced by the developer. The project consist of:

1. The Heritage Residence that has been moved to a new foundation close to the corner of St. Anne Avenue and 223 Street and adapted into a duplex as part of the conservation work;
2. Council gave approval on January 26, 2016 to issue two permits: (1) the Heritage Alteration Permit (HAP) for the Turnock Residence conservation works; and (2) a development permit for the Apartment building. The HAP contains the provision that the occupancy for the apartment building will only be granted once the Turnock Residence is fully completed and is certified to comply by the Heritage consultant; and
3. A four (4) storey 66 unit apartment building built behind the heritage residence. The apartment units may not be occupied until the conservation of the Turnock Residence is certified by the heritage consultant of record as being in compliance with the Heritage Revitalization Agreement.

Agreement Requirements:

The HRA Bylaw was adopted by Council on January 26, 2016. Construction did not commence until the property was sold and possession was taken by the new owner/developer in early 2017.

To accommodate the additional time the new developer needed to proceed with the project, an application was made to extend the completion date from 24 to 30 months. Maple Ridge Heritage Designation and Revitalization and Tax Exemption Agreement Amending Bylaw No. 7306-2016 (First HRA Amendment Bylaw) was adopted by Council on July 25, 2017. This previous bylaw provided for January 25, 2020 as the completion deadline with the 30 month period granted by Council.

However, this owner ceased construction about a half year ago and the project was not completed before the Agreement’s amended completion date as noted above.

Applicant’s Request:

The Court-appointed Monitor has requested and consented that the completion date be changed from expired deadline to December 31, 2020 plus a six (6) month extension by mutual written agreement. The Court Order of February 4, 2020 empowers the Monitor to pursue completing the project. This extension is necessary to permit the terms of the Agreement, conservation of the Turnock Residence and construction of the apartment building to be completed.

The Monitor is ensuring that the site continues to be secure and the security measures will be kept in place. The City also hold a forfeitable performance security of \$100,000 to ensure that the

Turnock Residence will be conserved in accordance with the Heritage Conservation Plan attached to and forming part of the Agreement.

Assessment and Council Action:

A change to the completion dates is considered to be a minor amendment. As this change does not involve modifying the use or density, a Public Hearing is not necessary. Therefore, Council can consider granting first, second and third reading to Maple Ridge Heritage Designation and Revitalization and Tax Exemption Agreement Amending Bylaw No. 7632-2020 (Second HRA Amendment Bylaw). Council may consider adopting this bylaw following approval by MOTI.

The Heritage Alteration Permit provides for a \$100,000 security being held by the City and a hold on occupancy for the apartment building which are strong incentives for the conservation work to be completed.

In light of the recent circumstances surrounding appointment of a Monitor by the Court to complete this project, proceeding with the attached bylaw authorizing the City to enter into an Amending Agreement to the Heritage Revitalization and Tax Exemption Agreement, as amended, is a reasonable request.

CONCLUSION:

It is recommended that Council grant first, second and third reading to Maple Ridge Heritage Designation and Revitalization and Tax Exemption Agreement Amending Bylaw No. 7632-2020. Adoption can be considered once the Ministry of Highways and Infrastructure approves the bylaw.

“Original signed by Mark McMullen” for

Prepared by: **Adrian Kopystynski M.Sc., MCIP, RPP, MCAHP
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”

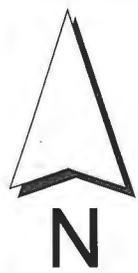
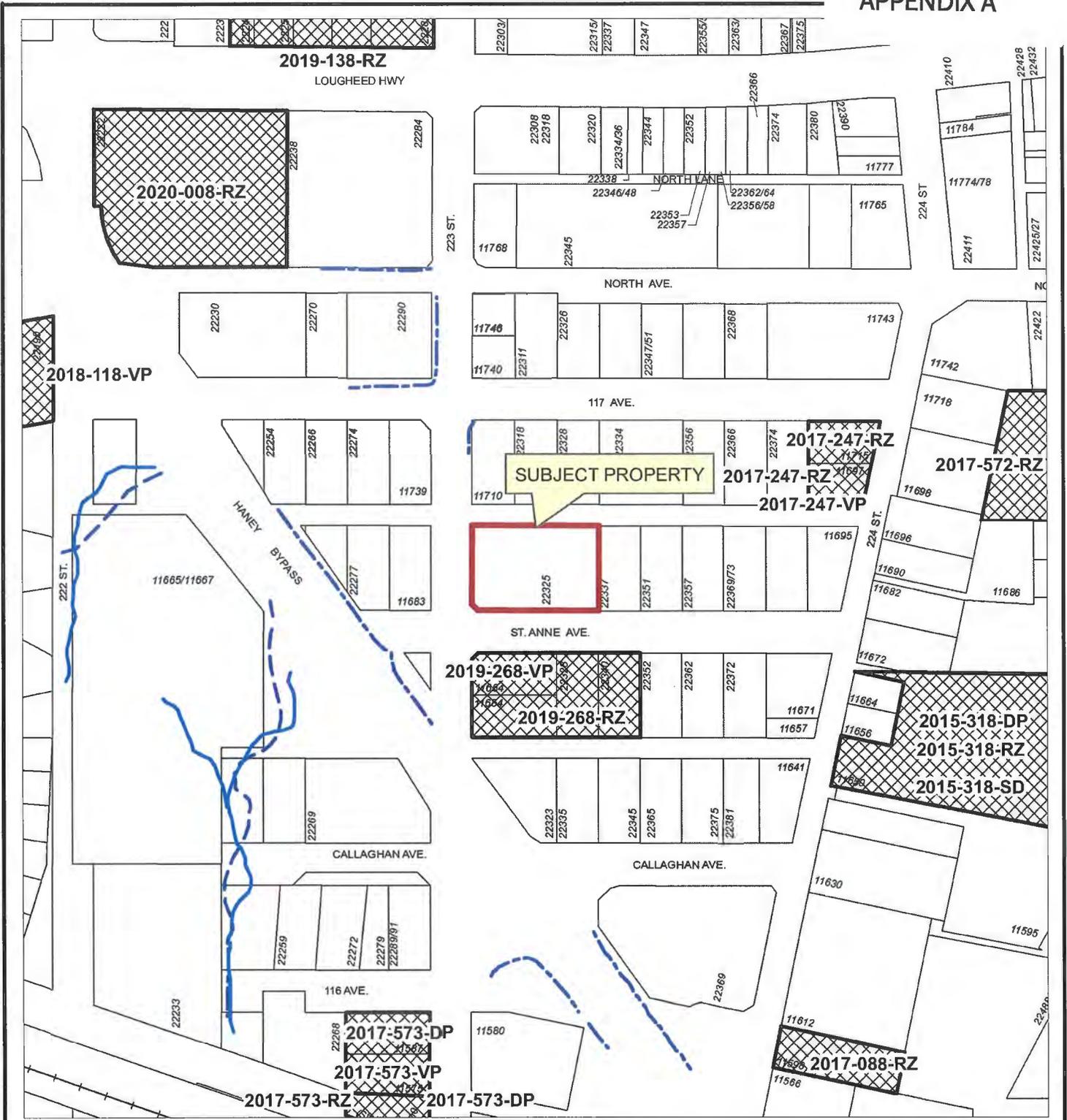
Concurrence: **Al Horsman
Chief Administrative Officer**

The following appendices are attached hereto:

Appendix A – Subject Map

Appendix B – Ortho Map

Appendix C – Heritage Designation and Revitalization and Tax Exemption Agreement Amending
Bylaw No. 7632-2020



Scale: 1:2,500

Legend

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

22325 ST. ANNE AVENUE
PID: 029-774-071

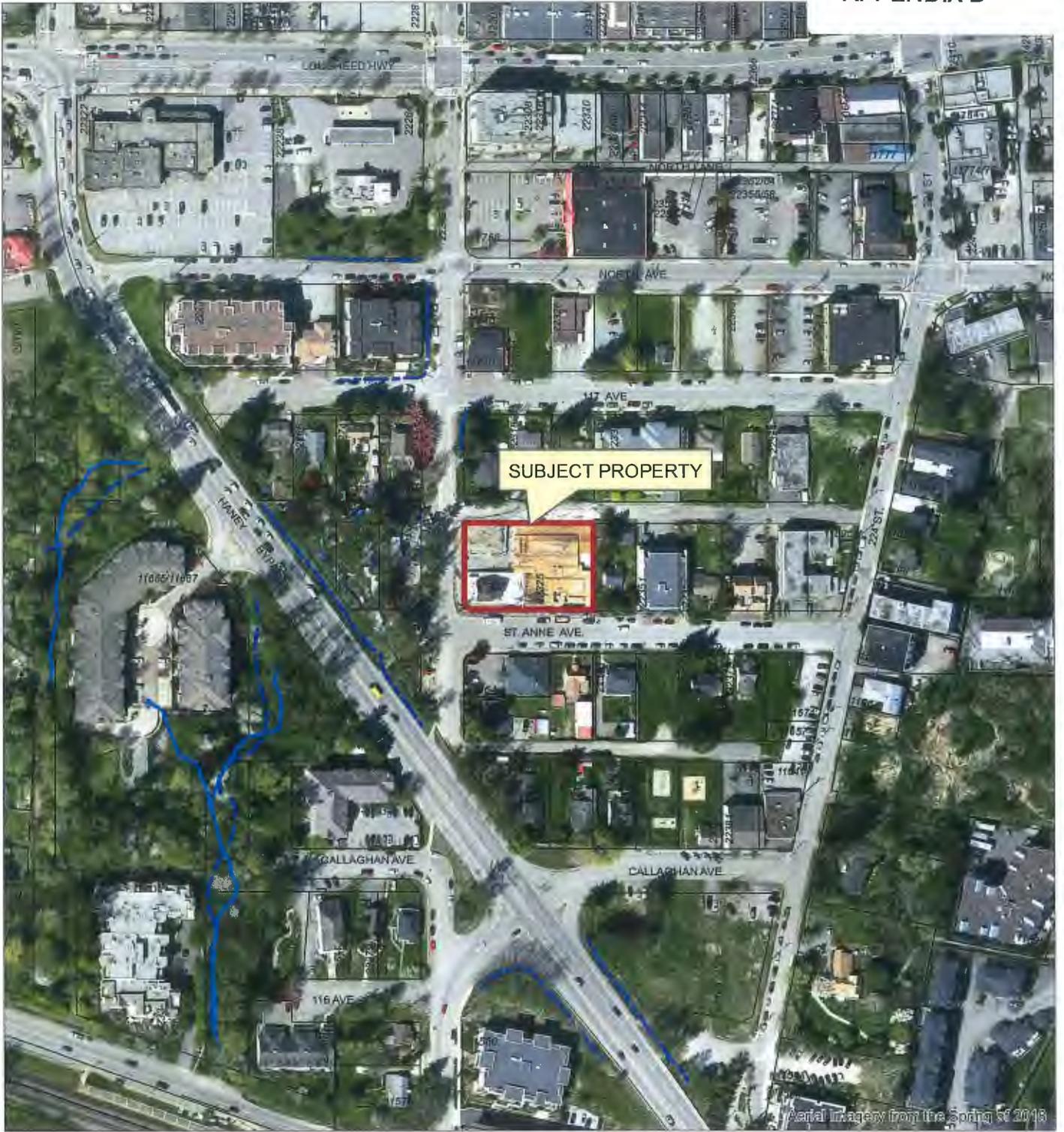
PLANNING DEPARTMENT



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FILE: 2011-089-RZ.02
DATE: Mar 16, 2020

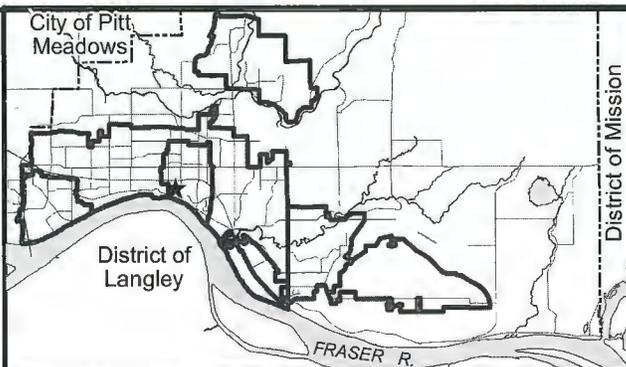
BY: PC



Aerial imagery from the Spring of 2015



Scale: 1:2,500



District of Mission

22325 ST. ANNE AVENUE
PID: 029-774-071

PLANNING DEPARTMENT



MAPLE RIDGE

British Columbia

mapleridge.ca

FILE: 2011-089-RZ.02
DATE: Mar 16, 2020

BY: PC

Amendment

1. The Agreement is hereby amended by deleting and replacing Section 8 by the following:

Section 8. The Owners shall commence and complete all actions required for the completion of the Work in accordance with this Agreement by December 31, 2020 (the "Completion Date"). The Completion Date may be extended by mutual written agreement of the Owners and the City, for up to an additional 6 months.

Statutory Authority Retained

2. Nothing in this Amendment Agreement shall limit, impair, fetter or derogate from the statutory powers of the City, all of which powers may be exercised by the City from time to time and at any time to the fullest extent that the City is enabled.

Full Force and Effect

3. The City and the Court appointed Monitor for the Owners hereby agree that the Agreement shall hereinafter be read and construed in conjunction with this Amending Agreement and be regarded as being amended only to the extent herein provided, that all the terms, covenants, provisos, conditions and provisions of the Agreement, as amended hereby, shall continue to be in full force and effect and that nothing herein contained shall operate or be construed to modify or otherwise affect the rights and obligations created by the Agreement as amended hereby.

No Waiver

4. No restrictions, requirements or other provisions of this Amending Agreement shall be deemed to have been waived by the City unless a written waiver signed by an officer of the City has first been obtained, and without limiting the generality of the foregoing, no condoning, excusing or overlooking by the City on previous occasions of any default, nor any previous written waiver, shall be taken to operate as a waiver by the City of any subsequent default or in any way defeat or affect the rights and remedies of the City.

Headings

5. The headings in this Amending Agreement are inserted for convenience only and shall not affect the interpretation of this Agreement or any of its provisions.

Successors Bound

- 6. All restrictions, rights and liabilities herein imposed upon or given to the respective parties shall extend to and be binding upon their respective heirs, executors, administrators, successors and assigns.

IN WITNESS WHEREOF the Owners and the City have executed this Agreement on the dates set out below.

_____)	1034179 B.C Ltd.	
Name _____)		by its authorized signatory
_____)		
Address _____)		
_____)		
Occupation _____)	Print Name _____	
_____)		
Date _____)		
_____)		

The Corporate Seal of the **CITY OF MAPLE**)
RIDGE was hereunto affixed in the presence of:)

_____)	C/S
Mayor: _____)	
_____)	
Corporate Officer: _____)	
_____)	
Date _____)	



mapleridge.ca

City of Maple Ridge

TO: His Worship Mayor Michael Morden
and Members of Council

FROM: Chief Administrative Officer

SUBJECT: **Temporary Commercial Use Permit Renewal
22606 Dewdney Trunk Road**

MEETING DATE: April 7, 2020
FILE NO: 2016-325-RZ
MEETING: C o W

EXECUTIVE SUMMARY:

Official Community Plan Amending Bylaw No. 7283-2016 was adopted on February 28, 2017, which permitted the temporary taxi dispatch office and taxi parking to be located on the subject property, located at 22606 Dewdney Trunk Road (see Appendices A and B). A Temporary Commercial Use Permit was authorized on March 28, 2017, and expired on March 28, 2020. The owner would like to renew the Temporary Commercial Use Permit for an additional three years. A Temporary Commercial Use Permit may only be renewed once, therefore, this will be the final Temporary Commercial Use Permit that can be issued for the subject property.

RECOMMENDATION:

That Temporary Commercial Use Permit 2016-325-RZ, respecting property located at 22606 Dewdney Trunk Road, be renewed and re-issued for an additional three years and that the Corporate Officer be authorized to sign and seal the renewed permit.

DISCUSSION:

a) Background Context:

Applicant: SDM Transport Ltd.

Legal Description: Lot 4 Except Westerly 81.1 Feet, District Lot 401 Group 1, New Westminster Plan 7863

OCP:
Existing: Town Centre Commercial
Proposed: Temporary Use Permit

Zoning:
Existing: CS-1 (Service Commercial)

Surrounding Uses:

North: Use: Commercial (Automotive Repair, Indoor Recreation)
Zone: CS-1 (Service Commercial)
Designation: Town Centre Commercial

South:	Use:	Road, Vacant, Bus Loop
	Zone:	RS-1 (One Family Urban Residential), C-3 (Town Centre Commercial)
	Designation:	Medium and High-Rise Apartment, Town Centre Commercial
East:	Use:	Commercial (Child Care)
	Zone:	C-3 (Town Centre Commercial)
	Designation:	Town Centre Commercial
West:	Use:	Commercial (Restaurant, Office)
	Zone:	C-3 (Town Centre Commercial)
	Designation:	Town Centre Commercial

Existing Use of Property:	Vacant
Proposed Use of Property:	Temporary Taxi Dispatch Office and Taxi Parking
Site Area:	0.17 ha. (0.4 acres)
Access:	Dewdney Trunk Road, 226 Street
Servicing requirement:	Urban Standard

b) Background:

Official Community Plan Amending Bylaw No. 7283-2016 (see Appendix C) amended Appendix D – Temporary Use Permits of the Official Community Plan (OCP) to allow the temporary taxi dispatch office and taxi parking on the subject property. The owner would like to renew the Temporary Commercial Use Permit for an additional three years. Should there be issues or concerns with continuation of this use on the subject property, Council is under no obligation to approve an extension to the permit. Should Council approve the extension, this will be the only extension permitted for this temporary taxi service, as provided under the Local Government Act.

The subject property is located within the Town Centre Area Plan and is currently designated *Town Centre Commercial*. This land use designation aligns with the C-3 (Town Centre Commercial) zone, which permits a range of uses in a high density, pedestrian friendly form. Supported uses include professional services, retail, and apartment. As the proposed taxi dispatch office, fuelling, and parking uses are service commercial in nature, and are incompatible with the desired Town Centre policies, a Temporary Use Permit is more appropriate for this application instead of a rezoning application.

CONCLUSION:

It is recommended that Temporary Commercial Use Permit 2016-325-RZ, respecting property located at 22606 Dewdney Trunk Road, be renewed and re-issued for an additional three years and that the Corporate Officer be authorized to sign and seal the renewed permit.

"Original signed by Michelle Baski"

Prepared by: **Michelle Baski, AScT, MA**
Planner 2

"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

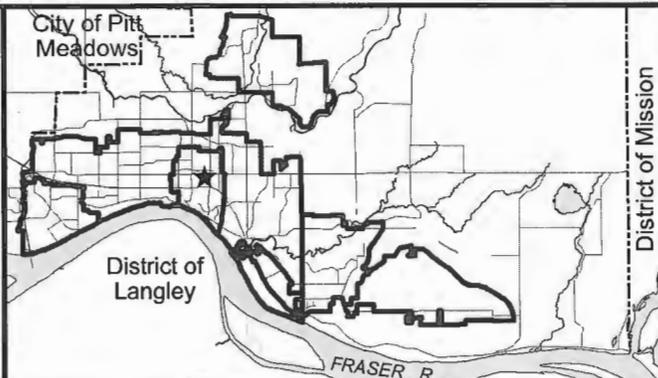
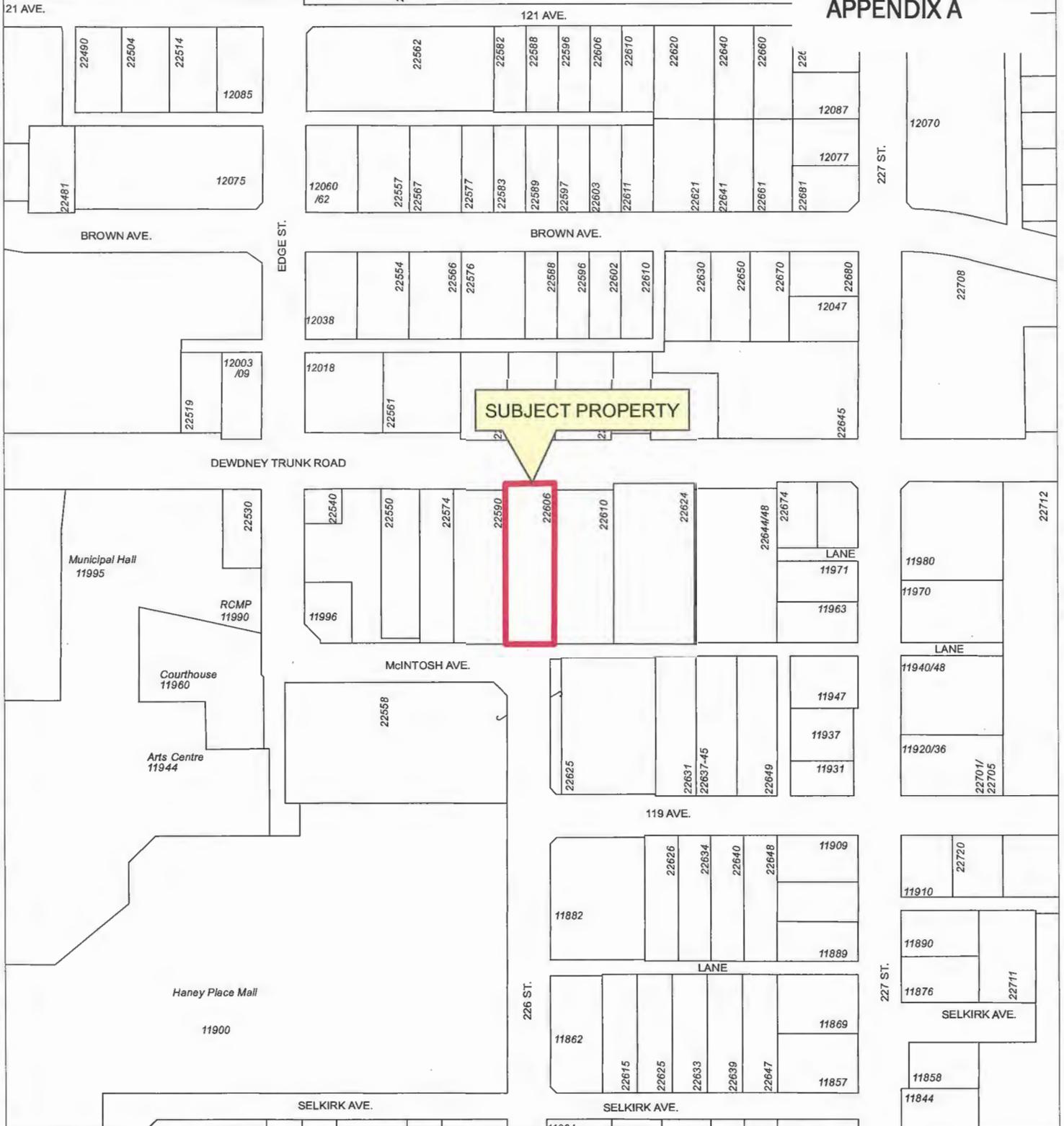
The following appendices are attached hereto:

Appendix A – Subject Map

Appendix B – Ortho Map

Appendix C – Temporary Commercial Use Permit Report dated February 28, 2017

APPENDIX A



22606 DEWDNEY TRUNK ROAD



Scale: 1:2,500

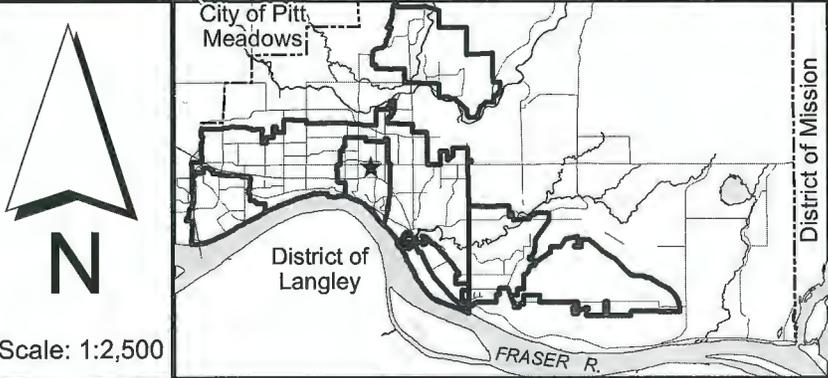
FILE: 2016-325-RZ
DATE: Aug 22, 2016

BY: PC

APPENDIX B



Aerial Imagery from the Spring of 2018



Scale: 1:2,500

22606 DEWDNEY TRUNK ROAD
 PID: 011-268-646

PLANNING DEPARTMENT



mapleridge.ca

FILE: 2016-325-RZ
 DATE: Mar 18, 2020

BY: PC

City of Maple Ridge

TO: Her Worship Mayor Nicole Read
and Members of Council
FROM: Chief Administrative Officer
SUBJECT: Final Reading
Official Community Plan Amending Bylaw No. 7283-2016
Temporary Use Permit
22606 Dewdney Trunk Road

MEETING DATE: February 28, 2017
FILE NO: 2016-325-RZ
MEETING: COUNCIL

EXECUTIVE SUMMARY:

Official Community Plan Amending Bylaw No. 7283-2016 has been considered by Council and at Public Hearing and subsequently was granted third reading. The applicant has requested that final reading be granted. The purpose of the Temporary Use Permit is to allow for a taxi dispatch office and taxi parking on the subject property, located at 22606 Dewdney Trunk Road. A one-time extension for an additional three years may be granted by Council, should the applicant choose to apply for an extension.

Council granted first reading for Official Community Plan Amending Bylaw No. 7283-2016 on September 20, 2016, and second reading on December 5, 2016. This application was presented at Public Hearing and granted third reading on January 17, 2017.

RECOMMENDATION:

That Official Community Plan Amending Bylaw No. 7283-2016 be adopted; and

That the Corporate Officer be authorized to sign and seal 2016-325-CU respecting property located at 22606 Dewdney Trunk Road.

DISCUSSION:

a) Background Context:

The purpose of the Temporary Use Permit is to allow for a taxi dispatch office and taxi parking, for the subject property located at 22606 Dewdney Trunk Road (see Appendix A). Council considered this application at a Public Hearing held on January 17, 2017, and granted third reading to Official Community Plan (OCP) Amending Bylaw No. 7283-2016 (see Appendix B) with the stipulation that the following conditions be addressed:

- i) Amendment to Official Community Plan Appendix D – Temporary Use Permits, to add the subject property to the list of properties; and
- ii) A refundable security equivalent to 100% of the estimated landscape cost will be provided to ensure satisfactory provision of landscaping (see Appendix C), in accordance with the terms and conditions of the Temporary Use Permit.

The following applies to the above:

- i) Official Community Plan Appendix D – Temporary Use Permits will be amended with the adoption of Official Community Plan Amending Bylaw No. 7283-2016; and
- ii) A refundable security equivalent to 100% of the estimated landscape has been provided in the amount of \$3,860.00.

CONCLUSION:

As the applicant has met Council’s conditions, it is recommended that final reading be given to OCP Amending Bylaw No.7283-2016. Furthermore, it is recommended that the Corporate Officer be authorized to sign and seal 2016-325-CU.

“Original signed by Amelia Bowden”

**Prepared by: Amelia Bowden, M. Urb
Planner 1**

“Original signed by Chuck Goddard” for

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

“Original signed by Frank Quinn”

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

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

The following appendices are attached hereto:

- Appendix A – Subject Map
- Appendix B – OCP Amending Bylaw No. 7283-2016
- Appendix C – Site Plan



CITY OF MAPLE RIDGE

TO: His Worship Mayor Michael Morden
and Members of Council

MEETING DATE: April 7, 2020

FILE NO: 11-5245-B383
& 06-2240-20

FROM: Chief Administrative Officer

MEETING: CoW

SUBJECT: Latecomer Agreement LC 167/19

EXECUTIVE SUMMARY:

The lands at 12240 Delcrest Street have been developed through a building permit. Part of the servicing is considered to be excess or extended servicing in accordance with the Local Government Act that benefits adjacent properties. Latecomer Agreement LC 167/19 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 12240 Delcrest 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 developed; and

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

That the Corporate Officer be authorized to sign and seal Latecomer Agreement LC 167/19 with the developer of the lands at 12240 Delcrest Street.

DISCUSSION:

a) Background Context:

The lands at 12240 Delcrest Street have been developed under a building permit. Part of the servicing is considered to be excess or extended servicing in accordance with the Local Government Act that benefits adjacent properties. The attached map identifies the lands which are involved in the development and those which will benefit from the excess or extended services 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 167/19 is also attached for information purposes.

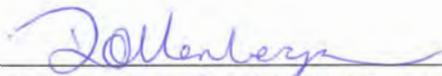
1108

b) **Policy Implications:**

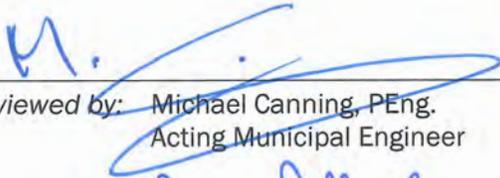
Part 14, Division 11, of the Local Government Act provides that where a developer pays all or part of the cost of excess or extended services, the municipality shall determine the proportion of the cost of the service which constitutes excess or extended service and determine the proportion of the cost of the service to be attributed to parcels of land which the municipality considers will benefit from the service. Latecomer Agreement LC 167/19 will provide such determination for Building Permit 16-124218.

CONCLUSION:

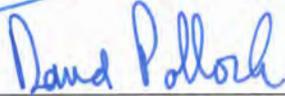
A developer has provided certain services in support of development through Building Permit 16-124218. Some of the services benefit adjacent lands therefore, it is appropriate to impose Latecomer Charges on the benefitting lands. Latecomer Agreement LC 167/19 summarizes the municipality's determination 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: Michael Canning, PEng.
Acting Municipal Engineer



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



Concurrence: Al Horsman
Chief Administrative Officer

Attachments:

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

Schedule A

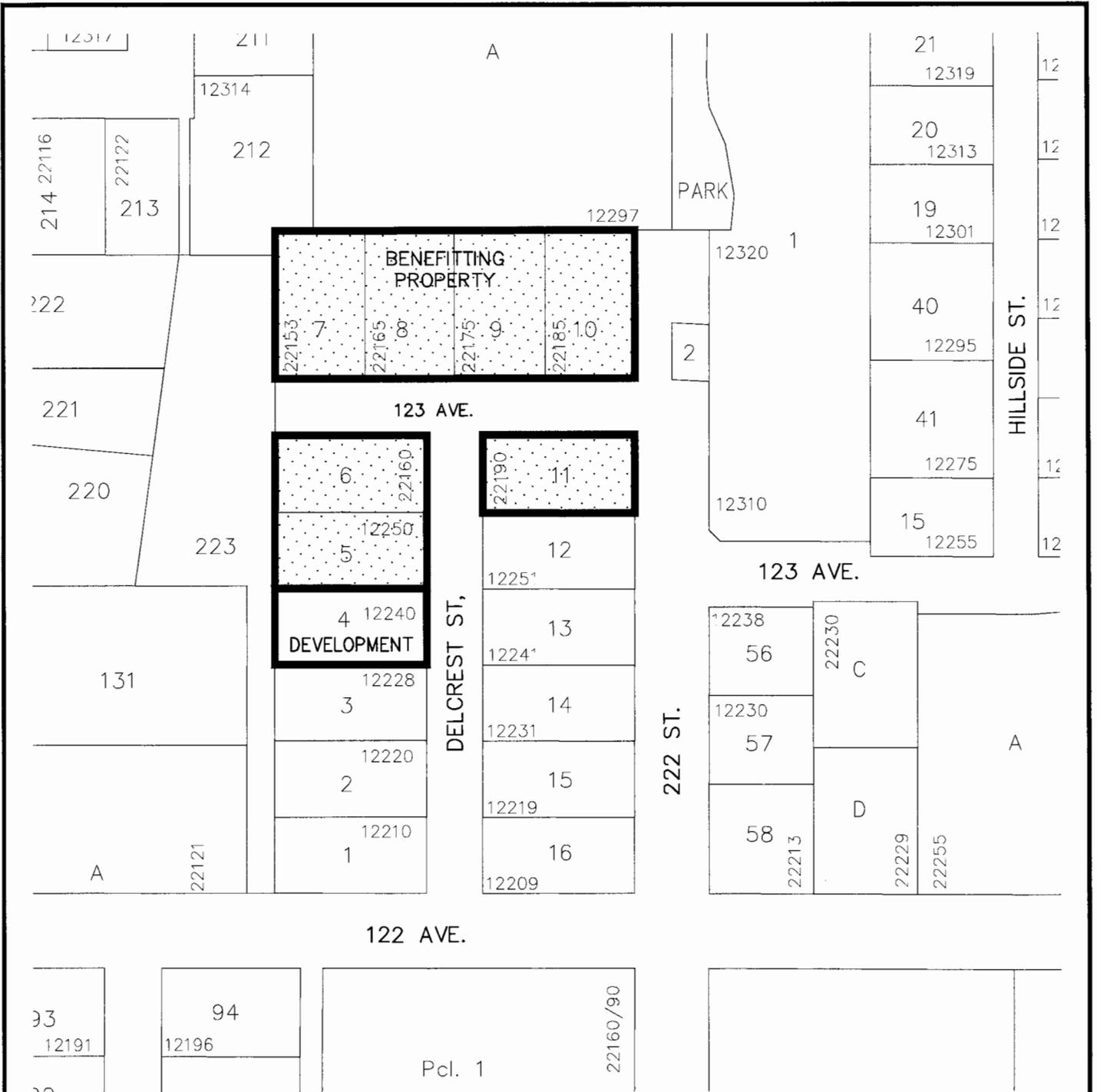
TYPE OF EXCESS OR EXTENDED SERVICE

1. OVERSIZE ON SITE

Service	Total Number of Equivalent Development Units (EDU)	Total Cost Of Benefit	Cost Per EDU	EDU's On Benefiting Property	Benefit Attributed By Property Excluding Development
Sanitary Sewer - Delcrest St	8	\$103,867.00	\$12,983.00	1	Lot 5, NWD PL15728 RN 42251-0205-1 1 x \$12,983.00
				1	Lot 6, NWD PL15728 RN 42251-0205-1 1 x \$12,983.00
				1	Lot 7, NWD PL15728 RN 42251-0205-1 1 x \$12,983.00
				1	Lot 8, NWD PL15728 RN 42251-0205-1 1 x \$12,983.00
				1	Lot 9, NWD PL15728 RN 42251-0205-1 1 x \$12,983.00
				1	Lot 10, NWD PL15728 RN 42251-0205-1 1 x \$12,983.00
				1	Lot 11, NWD PL15728 RN 42251-0205-1 1 x \$12,983.00

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

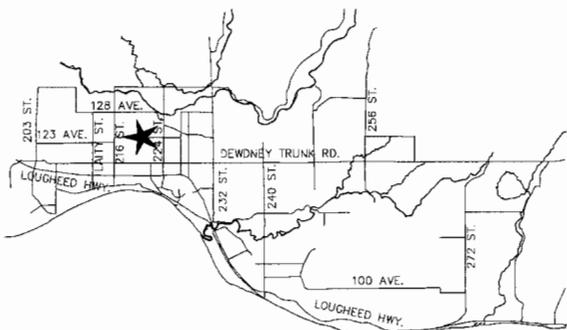
Lot 5, DL 396, NWD Pan 15728 RN 42251-0205-1	\$12,983.00
Lot 6, DL 396, NWD Pan 15728 RN 42251-0205-1	\$12,983.00
Lot 7, DL 396, NWD Pan 15728 RN 42251-0205-1	\$12,983.00
Lot 8, DL 396, NWD Pan 15728 RN 42251-0205-1	\$12,983.00
Lot 9, DL 396, NWD Pan 15728 RN 42251-0205-1	\$12,983.00
Lot 10, DL 396, NWD Pan 15728 RN 42251-0205-1	\$12,983.00
Lot 11, DL 396, NWD Pan 15728 RN 42251-0205-1	\$12,983.00



DEVELOPMENT BOUNDARY



BENEFITTING PROPERTIES



SCALE:
N.T.S.



CITY OF MAPLE RIDGE
ENGINEERING
DEPARTMENT

DEVELOPMENT FILE
5245-20-B383
LC 167/19

DATE: JAN 2020

FILE/DWG No LC167-2019

LATECOMER AGREEMENT

LC 167/19 - BP 16-124218

THIS AGREEMENT made the ____ day of _____, 20__

BETWEEN: Kevin Olsen
12240 Delcrest Street
Maple Ridge, BC V2X 5T8

(Hereinafter called the "Developer")

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 Developer 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 4, District Lot 396, NWD, Plan NWD15728

(Hereinafter called the "said lands");

- B. In order to facilitate the approval of the development of the said lands, the Developer has constructed and installed a sanitary sewer shown on the design prepared by ABM Engineering Services, file No.: C-2079-01, sheets 1-10 of 10 dated February 2017 and stamped "Reviewed as Noted" by the City April 28, 2017. Municipal Project No. 11-5245-20-B383.

(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 Developer has provided the Extended Services in the Amount of \$12,983.00.

F. The City has determined that:

Lot 5, DL 396, NWD Plan 15728
Lot 6, DL 396, NWD Plan 15728
Lot 7, DL 396, NWD Plan 15728
Lot 8, DL 396, NWD Plan 15728
Lot 9, DL 396, NWD Plan 15728
Lot 10, DL 396, NWD Plan 15728
Lot 11, DL 396, NWD Plan 15728

(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 5, DL 396, NWD Plan 15728
RN 42251-0205-1

- \$12,983.00 for use of the sanitary sewer constructed on Delcrest Street

Lot 6, DL 396, NWD Plan 15728
RN 42251-0205-1

- \$12,983.00 for use of the sanitary sewer constructed on Delcrest Street

Lot 7, DL 396, NWD Plan 15728
RN 42251-0205-1

- \$12,983.00 for use of the sanitary sewer constructed on 123 Avenue

Lot 8, DL 396, NWD Plan 15728
RN 42251-0205-1

- \$12,983.00 for use of the sanitary sewer constructed on 123 Avenue

Lot 9, DL 396, NWD Plan 15728
RN 42251-0205-1

- \$12,983.00 for use of the sanitary sewer constructed on 123 Avenue

Lot 10, DL 396, NWD Plan 15728
RN 42251-0205-1

- \$12,983.00 for use of the sanitary sewer constructed on 123 Avenue

Lot 11, DL 396, NWD Plan 15728
RN 42251-0205-1

- \$12,983.00 for use of the sanitary sewer constructed on Delcrest Street or 123 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 Developer 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 Developer and in such case payment will be made within 30 days of the next June 30th or December 31st that follows the date on which the Latecomer Charge was collected by the City.

2. This Agreement shall expire and shall be of no further force and effect for any purpose on the earlier of the payment of the Latecomer Charge by the City to the Developer, 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 Developer represents and warrants to the City that the Developer 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 Developer herein shall, notwithstanding Item 2 of this Agreement, survive the expiry of this Agreement.

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

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

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

DEVELOPER

Company: _____

Print Name: _____

Developer - Authorized Signatory

Company: _____

Print Name: _____

Developer - Authorized Signatory

CITY OF MAPLE RIDGE

Corporate Officer - Authorized Signatory



City of Maple Ridge

TO: His Worship Mayor Michael Morden
and Members of Council
MEETING DATE: April 7, 2020
FILE NO: 11-5400-01

FROM: Chief Administrative Officer
MEETING: CoW

SUBJECT: Contract Award: Pavement Rehabilitation Program

EXECUTIVE SUMMARY:

As part of Council's commitment to infrastructure renewal and replacement, the City developed a pavement rehabilitation program intended to maintain the condition of the road network in the most cost effective and sustainable manner. The program regularly assesses the overall road condition and prioritizes the roads and rehabilitation methods to provide the maximum life while incurring the lowest annual costs. This year's program is for a total investment of \$2.098 million in road maintenance resurfacing and associated works on 13.24 km of roads.

RECOMMENDATION:

That the extension for the 2016 contract for pavement rehabilitation be awarded to BA Blacktop Ltd. in the amount of \$2,098,274.06 excluding taxes; and

That a 10% Contingency amount of \$200,000 be added for unplanned repairs; and further,

That the Corporate Officer be authorized to execute the contract.

DISCUSSION:

In 2016 the City entered a unit price paving contract which contained multiple year renewals. This is the fifth and final year of renewal. The program will be retendered in 2021.

For 2020 there is approximately 13.24 km of roads identified for rehabilitation. A contingency of \$200,000 or approximately 10% has been allotted to mitigate against additional works needed to address any unknown defects such as degraded base gravels. In addition, one gravel road will be reviewed and added to the paving contract as an annual program moving forward.

The roads identified for rehabilitation under the program this year are:

1. Dewdney Trunk Road- Edge street to 230th street
2. 248 street -100 Avenue to 102 avenue
3. 232 Street – 122 Avenue to Abernethy Way
4. Carr street-River Road to Lougheed Highway
5. Carshill Street – River Road to Lougheed Highway
6. 210 Street – Neaves Road to Abernethy Way

1109

7. 112 Avenue 113 Avenue to Bosonworth Street
8. 116 Avenue – West of 272nd Street
9. 248 Street – Halnor Avenue to 128 Avenue
10. 210 Street – Dewdney Trunk Road to 123 Avenue
11. 108 Avenue- 272 Street to 268 Street
12. Thorne Avenue -207 Street to 203 Street
13. 209 Street – Wicklund Avenue to Dewdney Trunk Road
14. Dewdney Trunk Road- West of 256 Street to 261 Street
15. 124 Avenue – Ansell Street to 241 Street
16. Ansell Street – 124 Avenue to North End
17. 203 Street – Powell Avenue to 132 Street
18. Evans Street & Manor Avenue

FINANCIAL IMPLICATIONS

Funding for the pavement rehabilitation program comes from the Infrastructure Renewal fund and is within the budget set by the 2020 Financial Plan of \$2,873,284.

STRATEGIC ALIGNMENT

Improved road conditions align with Council's Growth Section of the Council Strategic Plan in support of community growth by providing reliable and safe transportation routes.

CITIZEN IMPLICATIONS

During paving operations there may be some traffic disruptions. These will be advertised ahead of time through the city's communications platforms and proper traffic management plans put in place to minimize delays for the public.

INTERDEPARTMENTAL IMPLICATIONS

City departments including Planning, Parks, and Engineering are consulted prior to finalizing the list of roads to be included in the contract to ensure that pavement rehabilitation is not done prior to development or other underground works.

POLICY IMPLICATIONS

This policy is consistent with the City's Corporate Asset Management Policy # 9.13 which details the principles for implementing a consistent and coordinated approach in managing City assets to demonstrate sound fiscal stewardship and secure long term infrastructure sustainability within the City.

ALTERNATIVES

An alternative approach would be to defer road rehabilitation projects. This would significantly reduce the road conditions over the next several years but significantly increase the longer term rehabilitation costs the City would incur. Once a road reaches complete failure, it must be completely reconstructed as opposed to a rehabilitation approach. Full road reconstruction is more than three times the cost of scheduled rehabilitation and is not a recommended approach.

CONCLUSION:

The recommended contract extension continues Council's commitment to infrastructure renewal and replacement. Upon award of the contract the work will be completed through the spring and summer of 2020.



Prepared by: **Walter Oleschak**
Superintendent of Roads and Fleet



Reviewed by: **Daniela Mikes**
Manager of Procurement



Reviewed by: **James Storey, ASCT**
Director of Engineering Operations

for



Approved by: **David Pollock**
General Manager, Public Works and Development
Services



Concurrence: **Al Horseman**
Chief Administrative Officer



City of Maple Ridge

TO: His Worship Mayor Michael Morden
and Members of Council

MEETING DATE: April 7, 2020
FILE NO: 05-1880-20

FROM: Chief Administrative Officer

MEETING: COW

SUBJECT: Revenue Anticipation Borrowing Bylaw

EXECUTIVE SUMMARY:

The Community Charter allows municipalities to borrow funds to meet legal financial obligations in advance of the collection of property taxes through the adoption of a Revenue Anticipation Borrowing Bylaw. Adopting such a bylaw would allow the City to access temporary funds to meet our financial obligations in the event of unanticipated delays in receiving revenues and property taxes. Staff recommend this as a prudent and proactive measure to have in place at this time.

RECOMMENDATION:

That Maple Ridge Revenue Anticipation Borrowing Bylaw No. 7633-2020 be given first, second and third readings.

DISCUSSION:

a) Background Context

Section 177 of the Community Charter anticipates that some municipalities may need to borrow funds on a short term basis each year to meet the legal financial obligations prior to the collection of the main source of municipal funds – property taxes.

While the City does not anticipate requiring to borrow in order to meet our financial obligations having a Revenue Anticipation Borrowing Bylaw in place would provide an additional tool to manage our obligations in the event of a delay in receiving revenues and property tax payments. Given the emerging situation associated with the COVID-19 pandemic staff consider putting this tool in place to be a prudent and proactive measure.

b) Desired Outcome

To provide the City with additional tools to manage cash flow requirements.

c) Business Plan/Financial Implications

This bylaw would allow staff some flexibility to deliver on business plan objectives as outlined in the Financial Plan should we experience timing differences in cash flow requirements due to possible delays in receiving revenues or property taxes.

d) Alternatives

In the absence of a Revenue Anticipation Borrowing Bylaw, the City may be required to redeem investments early to ensure cash flow obligations can be met in a timely manner. This will result in a reduction in investment income.

1131

CONCLUSION:

Approval of a Revenue Anticipation Borrowing Bylaw will provide staff with an additional tool to manage the City's cash flow obligations and is recommended as a prudent and proactive measure given the emerging situation with the ongoing COVID-19 Pandemic.



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



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



Approved by: **Christina Crabtree**
Acting GM, Corporate Services



Concurrence: **Al Horsman**
Chief Administrative Officer

Attachments:

- (A) Bylaw 7633-2020 Revenue Anticipation Borrowing Bylaw

CITY OF MAPLE RIDGE

BYLAW NO. 7633-2020

A Bylaw to provide for the borrowing of money in anticipation of revenue

WHEREAS it is provided by Section 177 of the Community Charter that Council may, without the assent of electors or the approval of the Inspector of Municipalities, provide for the borrowing of such sums of money as may be necessary to meet the current lawful expenditures of the City provided that the total of the liability does not exceed the sum of:

- a) The whole amount remaining unpaid of the taxes for all purposes levied during the current year, provided that prior to the adoption of the annual property tax bylaw in year, the amount of the taxes during the current year for this purpose shall be deemed to be 75% of the taxes levied for all purposes in the immediately preceding year; and
- b) The whole amount of any sums remaining due from other governments;

AND WHEREAS the total amount of liability that Council may incur is Forty Three Million, Eight Hundred and Forty Two Thousand Dollars (\$43,842,000) being 50% of the taxes levied for all purposes in 2019;

AND WHEREAS there are no liabilities outstanding under Section 177;

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

1. This bylaw shall be cited as Revenue Anticipation Borrowing Bylaw No. 7633-2020.
2. The Council shall be and is hereby empowered and authorized to borrow upon the credit of the municipality an amount or amounts not exceeding the sum of Forty Three Million, Eight Hundred and Forty Two Thousand Dollars (\$43,842,000)
3. The form of obligation to be given as acknowledgement of the liability shall be a promissory note or notes bearing the corporate seal and signed by the Mayor and Financial Administrator.
4. All unpaid taxes and the taxes of the current year when levied or so much thereof as may be necessary shall, when collected, be used to repay the money so borrowed.

READ a first time the day of , 2020.

READ a second time the day of , 2020.

READ a third time the day of , 2020

RECONSIDERED AND ADOPTED the day of , 2020

PRESIDING MEMBER

CORPORATE OFFICER

Certified a true copy of Bylaw No. 7633-2020 as adopted.

CORPORATE OFFICER